

**CITY OF UMATILLA
COUNCIL MEETING
February 7, 2023**

1) MEETING CALLED TO ORDER

Mayor Sipe called the meeting to order at 7:00 p.m.

2) ROLL CALL

PRESENT: Corinne Funderburk, Daren Dufloth, Roak TenEyck, Dennis McMillan, Katie McMillan, and Caden Sipe

EXCUSED: Ashley Wheeler

3) PLEDGE OF ALLEGIANCE

4) APPROVAL OF AGENDA

Daren Dufloth moved to approve. Dennis McMillan seconded the motion. Voted: 5 - 0. Motion carried.

5) CITY MANAGER'S REPORT

5.1 Rock the Locks Music Festival Official Public Release

Staff pulled up the official Rock the Locks Music Festival commercial. They announced the headliners, Friday would be Collective Soul, Saturday would be ZZ Top, and Sunday would be Night Ranger. The website would go live on Friday, February 10th, and ticket sales would go live on February 16th.

5.2 Online Payment Updates

The City of Umatilla has a new online payment provider. Xpress Bill Pay is the premier local government and service district payment provider. The switch was made to provide you with many new and enhanced features like full bill presentation, paperless billing, billing history, auto-pay stored payment info, email notifications, and many more. Manager Stockdale demonstrated how easy it was to set up an account.

5.3 League of Oregon Cities (LOC) Day at the Capital Recap

Manager Stockdale discussed the League of Oregon Cities' Day at the Capitol. There were 241 cities in Oregon, and 180 attended the event. It was the most that had been in attendance in the last few years; the house was packed.

6) PUBLIC COMMENT

No public comment was presented.

7) CONSENT AGENDA

7.1 January Paid Invoices

[January 2023 Paid Invoices.pdf](#)

Councilor TenEyck asked about RiverSide Dave, LLC. The Staff explained it was for the Landing Days concert.

Roak TenEyck moved to approve. Daren Dufloth seconded the motion. Voted: 5 - 0. Motion carried.

7.2 January 17, 2023, Council Minutes

[CM 01-17-2023.docx](#)

Daren Dufloth moved to approve. Dennis McMillan seconded the motion. Voted: 5 - 0. Motion carried.

8) PUBLIC HEARING

Daren Dufloth moved to Open the Public Hearing for Annexation 2-22. Roak TenEyck seconded the motion. Voted: 5 - 0. Motion carried.

8.1 Tejada Annexation (ANX-2-22)

[ANX-2-22 Staff Report Tejada Annexation.docx](#)

[Notice map.pdf](#)

[ANX-2-22 Application.pdf](#)

[328 Tucker Waiver of Remonstrance_Tejeda.docx](#)

Staff explained that Mr. Tejada's reason for annexation was that they wanted to be able to have a say and be able to vote on City's business, and pay City water and sewer rates. The Planning Commission held a public hearing at their January 24, 2023, meeting and made a unanimous recommendation of approval to the City Council. No public input was given in favor, opposition, or neutral for the Public Hearing.

Roak TenEyck moved to close the record. Daren Dufloth seconded the motion. Voted: 5 - 0. Motion carried.

8.2 Public Hearing on Resolution No. 24-2023 - A resolution adjusting the budget for the 2022-23 fiscal year by adopting a supplemental budget, revising appropriations, and increasing the approved FTE count

[Supplemental Budget Notice Feb 2023.pdf](#)

Staff explained that anytime we approve a fund balance by more than 10% we have to allow residents the opportunity to give input. In this case, the General Fund, Water Fund, Transient Room Tax Fund, and Sewer Reserve Fund expenditures were changing by more than ten percent. There had been a discussion item about this at the last Council meeting, and the Public Hearing notice went out to the East Oregonian. No public comment was given in opposition, favor, or neutral for the Public Hearing.

Dennis McMillan moved to free form to close the public hearing. Daren Dufloth seconded the motion. Voted: 5 - 0. Motion carried.

Daren Dufloth moved to approve the Tejada Annexation ANX-2-22. Roak TenEyck seconded the motion. Voted: 5 - 0. Motion carried.

9) NEW BUSINESS

9.1 Resolution 24-2023 - A resolution adjusting the budget for the 2022-23 fiscal year by adopting a supplemental budget, revising appropriations, and increasing the approved FTE count

[RES 24-2023.docx](#)

Daren Dufloth moved to approve Resolution No. 24-2023 - A resolution adjusting the budget for the 2022-23 fiscal year by adopting a supplemental budget, revising appropriations and increasing the approved FTE count. Dennis McMillan seconded the motion. Voted: 5 - 0. Motion carried.

9.2 Resolution 25-2023 - A resolution authorizing an operating interfund loan in an amount not to exceed \$1,500,000 from the General Fund to the Water Fund

[Res 25-2023.docx](#)

Daren Dufloth moved to approve Resolution No. 25-2023 - A resolution authorizing an operating interfund loan in an amount not to exceed \$1,500,000 from the General Fund to the Water Fund. Roak TenEyck seconded the motion. Voted: 5 - 0. Motion carried.

9.3 Approval of Financial Support Letter for the Umatilla Hospital District

The City has been coordinating with the Umatilla Hospital District since early 2022 to assist them in their efforts to construct a new clinic to meet our community's needs and demands. In addition to providing the City's contracted grant writer at no cost to the District, Council has communicated its support, including financial support for the project. In addition to its own saved funds, the District continues to pursue grant and private funding, as well as partnership funds. To that extent, the District is seeking a letter of financial support. Staff is recommending the commitment of \$500,000 toward this project from the City's General Fund, which, if approved, will also be matched by Umatilla County for an additional \$500,000. Funding would be included in the FY24 Proposed Budget and Resolved/Adopted through that Budget adoption.

Jack McWhinnie was able to give an update on how the City has partnered with the Hospital District to build a new clinic to meet the community needs.

Daren Dufloth moved to approve Financial Support Letter for the Umatilla Hospital District. Corinne Funderburk seconded the motion. Voted: 5 - 0. Motion carried.

9.4 City Representative on the Chamber Board

[Chamber Personal Service Agreement \(July 2020\).pdf](#)

The existing agreement between the City and Chamber requires the City Manager to recommend a city representative to the City Council. The representative cannot hold an officer position but is a voting at-large member of the Chamber Board. If confirmed by the Council the city representative must also be confirmed by the Chamber Board. Community Development Director, Brandon Seitz, has served as the city representative for the last two years.

Daren Dufloth moved to approve Community Development Director, Brandon Seitz, to serve as the City representative on the Chamber Board. . Dennis McMillan seconded the motion. Voted: 5 - 0. Motion carried.

9.5 Resolution No. 26-2023 - A resolution authorizing the City of Umatilla to enter into a Master Cultural Services Consulting Agreement with the Confederated Tribes of the Umatilla Indian Reservation, acting through its Cultural Resources Protection Program to provide professional cultural resource consulting services.

[Resolution 26-2023 CTUIR Master Cultural Services Consulting Agreement.docx](#)

[City of Umatilla_Master Cultural Services Agreement.pdf](#)

The existing agreement between CTUIR and the City has expired. The City needs cultural resources consulting services on projects located throughout the city.

Roak TenEyck moved to approve Resolution No. 26-2023 - A resolution authorizing the City of Umatilla to enter into a Master Cultural Services Consulting Agreement with the Confederated Tribes of the Umatilla Indian Reservation, acting through its Cultural Resources Protection Program to provide professional cultural resource consulting services. Dennis McMillan seconded the motion. Voted: 5 - 0. Motion carried.

9.6 Planning Commission Appointment

[PC Applications_Redacted.pdf](#)

Roak TenEyck moved to approve Mayor Sipe's recommendation to appoint Yesenia Leon-Tejeda to the Planning Commission. Corinne Funderburk seconded the motion. Voted: 5 - 0. Motion carried.

10) PUBLIC COMMENT

No public comment was presented.

11) DISCUSSION ITEMS

11.1 Transportation System Plan Discussion

Community Development Director Seitz explained that this plan would most likely be coming to the council for approval at the March 7th meeting. The Transportation System Plan was being wrapped up after 8 months of public input. Starting with TACs (Technical Advisory Committees), one in person open house, and two online virtual house that we had tremendous amount of success with. This plan should help us for the next 20 years.

Discussion ensued about outreach and the different avenues taken to promote the Transportation System Plan.

11.2 Council's Expectations of Staff's and Contractor's Time as it Relates to Answering Elected Official's Questions

Manager Stockdale asked what were the expectations from Council about Staff's time and Contractor's time as it relates to answering elected official's questions. Mayor Sipe provided an excellent opportunity to revisit this expectation. The latest questions were in regards to water, and he provided a memo to answer all the questions in a timely manner. He just wanted to direction on how to proceed. Peter Mohr and Bryan Cutchen attended the meeting to answer any questions the Council may need answers.

Councilor Dufloth thanked Manager Stockdale for his memo, he read about some stuff he didn't know. He stated that their policies and procedures were very clear. He stated it used to be the Wild West, there used to be Mayors and Councilors stopping City Staff in the streets to complain about potholes or go straight to the Chief and tell her she needed to fix something. That wasn't their role. They were elected officials, and in the whole forum, they made decisions. Regarding expectations, the City Manager worked for them as a whole. The Councilors are the ones who guide and direct things. The Mayor was the one who directed the meetings and so forth, which was very enlightening when he became Mayor.

Mayor Sipe thanked Manager Stockdale and Staff for their time that he consumed on his questions. As a publicly elected official, he should be able to ask questions and rely upon Staff. If the City didn't have the resources to answer, say that. He didn't need an entire assembly of Staff members and lawyers. If it was going to require a lawyer, he wanted Staff to say that. He believes this went with an underlying issue that they had been discussing as a Council. We need to be more responsive to questions. There needs to be a process in place to have engagement.

Manager Stockdale wanted to be clear that there was no violation. He thanked Mayor Sipe, Councilor Katie McMillan, and Councilor Dennis McMillan for asking questions and being fully engaged. Everything is printed in Spanish and English, both digital and printed.

Discussion about minutes not being exported, bilingual communication to the City, and more outreach opportunities ensued.

11.3 Review of Council Policies & Procedures

[Umatilla Council Rules Effective 3.2.21.docx](#)

Manager Stockdale stated he provided Council a hard copy of the Council Policies & Procedures. He listed several things he wanted to see updated, which included social media usage, trainings, make up of committees, Council interaction with traditional news media, meeting times, and communication and staff expectations. Manager Stockdale asked Council if he they wanted to him to update those in draft mode and send those out next week, and they had time to read those before the packet went out.

Manager Stockdale wanted a general direction on how to proceed. Council reached a consensus to allow Manager Stockdale to bring back a draft for Council to review.

11.4 Review & Discussion of Council Goals

[Council Goals Item Count.xlsx](#)

[July_2021_through_June_2023_City_Council_Goals_FINAL.docx](#)

There were 5 adopted high level goals, with secondary and tertiary level goals. Goal 4 to Increase Public Involvement, Create a Culture of Transparency with the Public, and Enhance Cultural Diversity was almost 3-times higher than the rest of the goals.

There were 5 adopted high level goals, with secondary and tertiary level goals. Manager Stockdale wanted to send Council the first strike through, and if there were any specific goals or topic he would take those down and add them to the list.

12) **MAYOR'S MESSAGE**

Mayor Sipe thanked Parks & Recreation Director Waite for his time and staff's effort for going door-to-door to send information out about the Rock the Locks Music Festival public meeting.

13) **COUNCIL INFORMATION & DISCUSSION**

Councilor Funderburk was excited about the music festival and Landing Days. It was an exciting time to be here.

Councilor Dufloth wanted to encourage his fellow Councilor members to engage with the Community. He's constantly trying to find new ways to engage the community. He talks constantly about a serving heart, and not everyone had that. He thanked Staff for the tour.

Councilor Katie McMillan wanted to thank everyone for everything. The tour was very eye-opening for her. It was very different to see it in person versus reading it on paper. She was also excited about the upcoming festival. She thought it would open doors for our community.

Councilor Dennis McMillan thanked everyone for the tour. It was nice to be able to see everything. It was helpful to see where we needed to improve. It was their job to help Staff to be able to do their job. He appreciated Staff taking the time to show him things because he had lived in Umatilla a really long time, and there was stuff he didn't know about. It was really interesting. He told Staff to keep up the great work.

February 7, 2023

Councilor TenEyck wanted to talk about the loss of Jennifer Armstrong to an aneurism. If it doesn't just shake you awake, he doesn't know what will. He just wanted to point out how precious our lives are and we don't know when we know when our last day was. Don't miss opportunities to tell people you love them. Life was precious. Don't waste your time. Service for Jennifer would be at the High School on the 18th at 1 p.m.

14) RECESS TO EXECUTIVE SESSION

Daren Dufloth moved to adjourn to executive session. Dennis McMillan seconded the motion. Voted: 5 - 0. Motion carried.

15) EXECUTIVE SESSION

15.1 Executive Session - ORS 192.660 (2)(e) authorizes the executive session to consider a real property transaction.

Daren Dufloth moved to reconvene. Dennis McMillan seconded the motion. Voted: 5 - 0. Motion carried.

16) ADJOURN

Daren Dufloth moved to adjourn at 9:47 p.m. Dennis McMillan seconded the motion. Voted: 5 - 0. Motion carried.

Caden Sipe, Mayor

ATTEST:

Nanci Sandoval, City Recorder