

CITY OF GEARHART  
Worksession of the City Council  
Tuesday, October 15, 2024  
6:00 pm On-site and Virtual/Telephonic

A worksession of the Gearhart City Council was held Tuesday, October 15, 2024. Council members, City staff, and the public were able to attend on-site, virtually, or by dialing in on a telephone.

Present were Mayor Kerry Smith, City Councilor Preston Devereaux, City Councilor Reita Fackerell, City Councilor Dana Gould, City Councilor Sharon Kloepfer, City Administrator Chad Sweet, Executive Assistant Krysti Ficker, Attorney Peter Watts, Fire Chief Josh Como, Police Chief Josh Gregory, and City Treasurer Justine Hill. A quorum of the Council was present.

Mayor Smith called the worksession to order at 6:00 pm. He requested the public safety building goal setting (success criteria) agenda item first, which would allow police and fire staff to leave when the discussion was done. He invited Jessie Steiger, Klosh Group, to go over the process.

Klosh Group Steiger directed the Council to review “Project Goals/Success Criteria” in a presentation that was provided. She explained that in this early phase of the public safety building project, the Council does not have a lot of direct hands-on involvement and by establishing guiding principles (goals, success criteria), decision makers have something to align with. She would like the Council to create three to five guiding principles and then allow the Community to add a few more. There was discussion on the process and the feasibility of completing the request at the worksession.

Klosh Group Steiger presented a concept list of “Critical Success Factors” that she recommended as a potential starting point for the Council to use as a brainstorming tool. She opened the discussion for Councilors to add other potential guidelines. After Councilor Gould’s comments, Klosh Group Steiger added two additional success factors, which were 1) right-sized for current use and adaptable to further growth or different staffing models and 2) safe operating environment for staff/volunteers and for the community after an emergency event. Councilor Kloepfer requested clarification on the sustainability factor, which Klosh Group Steiger indicated was also known as “green building” (refers to the building structure materials and the application of processes that are environmentally responsible and resource-efficient). She did indicate that these types of materials/systems add to costs. There was continued discussion on architecture to reflect the style of other Gearhart buildings; importance of schedule; financial impacts of decisions being delayed; community input; preparedness level; location; educating the community; regulatory requirements for a public safety building; and the implied negative connotation of factor 9. Klosh Group Steiger went into further detail with the schedule and cost relationship. She also talked about the potential cost of a six month delay. Klosh Group

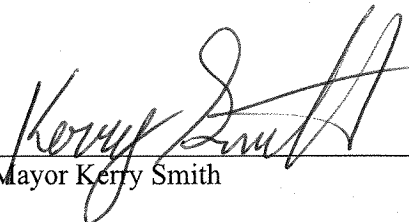
Steiger added two additional items to the critical success factor list, which was location (central to downtown Gearhart) and accessibility (building will be accessible for staff and the public). Klosh Group Steiger requested that the Council take a few minutes with the factors list, share three to five personal favorites, tally results, and compile an essential list. Councilor Gould suggested that Klosh Group Steiger go back to the presentation to allow Councilors time to process the brainstorming activity request. Klosh Group Steiger went over the design and approval cycle (stressing the City is currently in the conceptual design "Research" bubble). Police Chief Gregory volunteered to write down the individual Councilor's priority factors list while Klosh Group Steiger kept a tally on her presentation slide. Klosh Group Steiger presented the proposed brainstorm critical success factors list to the Council, which was: 1) Budget and Schedule (combining list factors 1 & 2); 2) Community Input, Communication and Transparency (combining list factors 8 & 9); 3) Resilient facility meets fire/police needs currently and adaptable for future growth in a building that's safe (combining list factors 12 & 13); and 4) Location (revising list factor 14). Councilor Kloefer, Councilor Fackerell and Administrator Sweet would work together to create a more refined version to present to the Council. Klosh Group Steiger needs the Council to give some dates between November 18-22 or December 2-6 for a community engagement event. Klosh Group Steiger went over the proposed governance structure and each group's roles/responsibilities (Building Committee versus City Council). Councilor Gould clarified that the committee process was selected because 1) the Mayor, as per the Charter, gets to select, appoint, and determine committees; and 2) avoid quorum issues. She reiterated that big decisions will not be made by the Building Committee.

Klosh Group Steiger indicated there was an urgency in finalizing the preliminary Geotechnical work. Administrator Sweet gave a brief update on the SCOFI property, which he indicated that after a conversation with Bob Morey, may still be a viable public safety building site. There was discussion on timeline, cost, easement agreements, and the current SCOFI property zoning. Attorney Watts clarified that there is no binding agreement that secures the donation of property for a public safety building on the SCOFI site. There was continued discussion on the ethics of the proposed donation; lack of a formal written agreement; and cost implications if the site was evaluated later. Klosh Group Steiger felt that because the geotechnical schedule was critical and there was no formal donation agreement on another site, she would move forward with the evaluation of one location site.

Mayor Smith transitioned into discussion on Ordinance 942, Preservation & Removal of Trees GZO Text Amendments. He noted that City Planner Phillips was not at the worksession. Administrator Sweet referenced City Planner Phillips' worksession staff report and the potential need to discuss language around septic systems. Councilor Kloefer felt that educating the property owners on septic issues may be a better approach than adding it to the Ordinance. Councilor Gould felt that because the Ordinance was specifically addressing tree removal, it does seem appropriate to have language regarding tree removal in the septic area. Councilor Kloefer recommended that it could be added in the Applicability section. Councilor Kloefer commented on

language regarding the tree care specialist recommending removal (e.g., disease) not being involved in the tree's removal. She indicated the intention of this language was to assist in avoiding a conflict of interest. She would be interested in hearing other options to avoid this issue. Councilor Gould pointed out that property owners may have issues even being able to get a tree professional to write a report, which could create a predicament for property owners. Councilor Devereaux indicated he was aware of several tree professionals that will not even write the reports if they are asked. Administrator Sweet felt progress was made and that another worksession at the end of the month could be scheduled to get a finalized version of Ordinance 942. Councilor Gould requested additional information on page 2, section C regarding the airport overlay not being addressed; clarifying if improvements on section C #1 includes existing structures for repairs; and section D #3 on why the Planning Commission is not approving the permit. She feels that citizens have the right to due process and that the appropriate chain of command should be the Planning Commission for approval and City Council for appeals. Attorney Watts clarified that all Planning Commission meetings are public meetings and if there is substantial impact to property, land use decisions are made in a public hearing format. Councilor Kloepfer would like to language added that states it will be a public hearing that people can appeal. Councilor Gould also requested clarification on page 3, section E #2 on the language tree care specialist versus arborist. Councilor Kloepfer briefly talked about the difference, which was training and title (certification). She felt that the tree care specialist provided more flexibility. Councilor Gould just wanted to make sure that the Ordinance was not limiting the options of tree professionals. Administrator Sweet mentioned that a tree arborist could be invited to the next worksession.

Mayor Smith adjourned the worksession meeting at 7:54 pm.



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Mayor Kerry Smith



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Chad Sweet, City Administrator