



**CITY COUNCIL GOAL SETTING MEETING MINUTES ~ APPROVED  
JANUARY 16, 2020 AT 4:00 PM**

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City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at [www.DunesCity.com](http://www.DunesCity.com)

**1. CALL TO ORDER**

Mayor Robert Forsythe called the Thursday, January 16, 2020, Goal Setting meeting of the Dunes City Council to order at 4:14 pm.

**2. ROLL CALL**

Roll Call was taken by City Administrator/Recorder Jamie Mills.

**Present:** Mayor Robert Forsythe, Councilor Susan Snow, Councilor Tom Mallen, and Councilor Robert Orr.

**Absent and Excused:** Council President Sheldon Meyer.

**Absent:** Councilors Duke Wells and Alan Montgomery.

**Also Present:** Administrative Assistant Rapunzel Oberholtzer and several Dunes City residents.

**3. PLEDGE OF ALLEGIANCE**

All who were present stood for the Pledge of Allegiance.

**4. APPROVAL OF THE AGENDA**

**Councilor Snow made a motion to approve the Agenda. Councilor Mallen seconded the motion. The motion passed by unanimous vote.**

**5. ANNOUNCEMENTS / CORRESPONDENCE**

There were none.

**6. PROPOSED PROJECTS/GOALS - COUNCILORS**

Councilor Snow suggested that one of the priorities should be to address the deficiencies cited in the CIS annual audit of City Hall and bring the City into compliance with the CIS recommendations for safety and security, both of the office building and the computer systems.

Councilor Snow went on to suggest that another priority should be to budget enough funding for water testing so that the City could acquire needed tools and supplies as necessary rather than waiting for DEQ to donate surplus State-owned supplies when they become available.

## **7. PROPOSED PROJECTS/GOALS - STAFF**

City Administrator/Recorder Mills referred Councilors to a copy of the Staff “Wish List” that was distributed prior to the start of the meeting. Councilors proceeded to discuss them individually.

*A COPY OF THE STAFF “WISH LIST” IS ON FILE AT CITY HALL.*

## **8. CITIZEN INPUT**

Mayor Forsythe recognized Mr. Rory Hammond, a Dunes City resident, who suggested that the Council consider enacting strategic planning processes that would enable the City to budget for and take actions to meet its desired goals. He went on to suggest that priorities for the City could include development of a water system, addressing septic systems and water quality, development of Rebecca’s Trail, and economic development.

Mayor Forsythe noted that the Council planned to hold a meeting, or series of meetings, for citizens to provide input on those kinds of subjects, which would help the Council make plans and decisions.

## **9. IDENTIFY LIST OF ACTIVITIES AND PRIORITIZE**

Following discussion, it was generally agreed that City Administrator/Recorder Mills should revise the list and group all of the water-related goals, security-related goals and other similar goals together along with estimated budget amounts and bring the revised list back to the Council for further review.

Councilor Orr noted that website cleanup was on the list. He offered to find out if any of the high school students with an interest in web design could be recruited to help with that project. There were no objections.

Mr. Richard Snow, who was present in the audience, suggested that the City consider putting members of service-oriented groups to work on projects around the City, similar to the improvement projects done by Boy Scouts in 2019.

## **10. SCHEDULE BUDGET COMMITTEE MEETING**

No meeting date was scheduled.

## **11. FOR THE GOOD OF THE ORDER**

Councilor Orr explained that Council meetings on the second Wednesday of each month conflicted with the School Board meetings that he attended. He asked Councilors to consider changing the scheduled meeting. Following discussion, it was generally agreed to change the meeting date to the fourth Wednesday of each month, instead of the second Wednesday, beginning in March. City Administrator/Recorder Mills offered to inform the Councilors who were absent.

## **12. ADJOURNMENT**

**Councilor Mallen made a motion to adjourn. Councilor Orr seconded the motion. The motion passed by unanimous vote.**

Mayor Forsythe adjourned the meeting at 5:31 pm.

**APPROVED BY THE DUNES CITY COUNCIL ON THE 12<sup>h</sup> DAY OF FEBRUARY 2020**

[Signed copy available at City Hall]  
Sheldon Meyer, Council President

ATTEST:

[Signed copy available at City Hall]  
Jamie Mills, City Administrator/Recorder