
City of Falls City
Special City Council Meeting Minutes
Tuesday August 25, 2020 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

Staff Present: Mac Corthell, City Manager; Jamie Ward, City Clerk; Ross Williamson, Falls City Attorney via teleconference.

1. Call to Order and Roll Call

Mayor Gordon called the meeting to order at 6:00PM. Clerk Ward took roll call.

2. Pledge of Allegiance

Mayor Gordon led the pledge.

3. Motion to adopt the entire Agenda

A motion was made by Councilor T. Meier and seconded by Councilor C. Lauder to adopt the entire agenda with changes; Moving Agenda item ten (10) Public Comments to item seven (7). Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

4. New Business

- a. City Manager Corthell explained his staff report (See exhibit A) and David Clyne's resume (See exhibit B). Corthell went on to say from his personal experience with Mr. Clyne he would be an amazing asset to the City in helping keep grant funding sources secure and helping choose the next City Manager. Mr. Clyne has more than thirty (30) years' experience working in government service.

Mayor Gordon added that he reached out to Rick Rogers the City of Newburg Mayor and John McArdle the City of Independence Mayor and both gave great reviews on Mr. Clyne. Mr. Rogers stated that Mr. Clyne would be very valuable to Falls City.

Councilor T. Bailey commented that he spoke with a few different coworkers who know Mr. Clyne and said he is a man of character with high morals and all around an outstanding guy.

Councilor J. Drill asked what his salary look like.

City Manager Corthell stated that would be determined when contract negotiations began.

Councilor Drill asked when contract negotiations would begin.

Corthell stated he would like to have the contract drafted before the September 14, 2020 Meeting.

Councilor J. Drill asked if Corthell was taking any vacation time before that meeting.

Corthell stated he was not planning on it.

Councilor C. Lauder asked if Mr. Clyne had any indication of how many hours, he would work each week.

Corthell stated that he did not think he would be here fourth (40) hours per week. Mr. Clyne is here just to keep operations running smoothly.

Councilor J. Drill asked if she could submit questions to Corthell to ask Mr. Clyne.

Councilor L. Sickles stated she would like to see those questions before they get asked. She does not want one councilor speaking for council.

Paul Dasso, of 49 East Ave asked who would be apart of contract negotiations.

Corthell stated the resolution states that he and Falls City's attorney Ross Williamson would oversee drafting up the contract, but City Council has final say in negotiations.

Councilor J. Drill stated she would like to not have the same situation that happened during Corthell's contract renewal.

Sean Dasso, of 49 East Ave. asked if anyone has met Mr. Clyne.

Mayor Gordon said he had met him numerous times at Mayors breakfasts.

Councilor J. Drill asked if there could be a meet and greet with Mr. Clyne.

Corthell stated he would get in contact with him and try and arrange that.

Corthell added that it is important to add that Mr. Clyne is doing this out of altruism. Mr. Clyne feels that he is a neighbor to Falls City having lived in Independence for over twenty-five years.

A motion made by Councilor T. Bailey and Seconded by Councilor T. Meier to move that the City Council of Falls City adopt Resolution 22-2020, A RESOLUTION APPOINTING DAVIED CLYNE CITY MANAGER PRO-TEM, SUBJECT TO CONTRACT APPROVAL, AND APPOINTING THE CITY MANAGER AND CITY ATTORNEY TO NEGOTIATE AND DRAFT A MANAGER PRO-TEM CONTRACT FOR COUNCIL APPROVAL. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

5. Adjourn

No Motion Made

The meeting adjourned at 6:28 pm.

Attested:



Mayor, Jeremy Gordon

City Clerk, Jamie Ward

STAFF REPORT

TO: HONORABLE MAYOR, AND CITY COUNCIL
FROM: CITY MANAGER, MAC CORTHELL
SUBJECT: APPOINTING A MANAGER PRO-TEM (INTERIM)
DATE: 8/25/20

SUMMARY

Requesting the City Council Appoint David Clyne to the position of Manager Pro-Tem subject to contract approval, and effective September 14, 2020.

BACKGROUND

City Manager, Mac Corthell tendered his resignation on August 19, 2020, with an effective date of September 21, 2020.

The Falls City Charter deals with the City Manager position in Section 33 which provides the following in pertinent part:

- The council must fill the office [of City Manager] by appointment as soon as practicable after the vacancy occurs.
- When the office of manager becomes vacant, the council must appoint a manager pro-tem.
- The manger pro tem will be the Mayor until another manager pro-tem is appointed.
- The manager pro tem has the authority and duties of manager, except that a pro-tem manager may appoint or remove employees only with council approval.
- A majority of the council must appoint and may remove the manager.
- The appointment must be made without regard to political considerations and solely on the basis of education and experience in competencies and practices of local government management.

David Clyne is an International City Manager's Association Certified City Manager with over 30 years of experience in the field. In December 2018 he retired from the City Manager post in Independence and became the Oregon City County Manager Association's "Circuit Rider" in retirement. This means Mr. Clyne would travel throughout the region assisting current City Managers with difficult or complex situations and mentorship as needed. Most recently, Mr. Clyne served as the Manager Pro-Tem for the City of Newberg after their City Manager retired.

Mr. Clyne is well known and well respected in Polk County, and the greater Mid-Willamette Valley Region. His presence as Manager pro-tem would certainly lend itself to continuity of governance through operational and project expertise, as well as strong relationships with community partners and funding agencies. Mr. Clyne has intimated that he is willing to take the role on an hourly basis, without benefits, and while he would certainly keep operations afloat and projects moving forward, his primary goal would be to assist the Council in determining a process and finding a set of suitable candidates for the Council to select from in filling the City Manager position long-term.

STAFF RECCOMENDATION

Adopt Resolution 22-2020 Appointing David Clyne City Manager Pro-Tem effective 9/14/20, subject to contract approval. This would create 5 business days of overlap with outgoing Manager, Mac Corthell, to ensure a smooth transition.

FINANCIAL IMPLICATIONS

Though it would need to be finalized in contract negotiations and approved by the City Council, Mr. Clyne has intimated a willingness to take an hourly rate, without benefits or retirement, that would likely see the liability of the city reduced in comparison to the Current City Manager's pay and benefits.

Additionally, Mr. Clyne has intimated that he would likely work less than 40 hours per week, unless duties require it, so there would likely be an additional cost savings based on the arrangement.

EXHIBIT

A- Resolution 22-2020

B- David Clyne Curtailed Resume

PROPOSED MOTIONS

I move that the City Council of Falls City adopt Resolution 22-2020, A RESOLUTION APPOINTING DAVID CLYNE CITY MANAGER PRO-TEM, SUBJECT TO CONTRACT APPROVAL, AND APPOINTING THE CITY MANAGER AND CITY ATTORNEY TO NEGOTIATE AND DRAFT A MANAGER PRO-TEM CONTRACT FOR COUNCIL APPROVAL.

DAVID CLYNE, ICMA-CM¹ - Retired

195 Independence Way
 Independence, OR 97351
 (541) 905-3230 (cell)
davidclyne29@gmail.com

SUMMARY OF QUALIFICATIONS

- ICMA Credentialed Manager
- 40 years public service
- 30 years City Management Experience, including three as Deputy City Manager
- Private sector experience includes operating my own small law practice and consulting services
- Masters in Public Administration
- Juris Doctor (law degree)
- Certified Mediator
- Board Member (past) – League of Oregon Cities
- 2x Board Member (past) – Oregon City/County Managers Association
- Licensed Attorney – Colorado (inactive)
- Licensed Water/Wastewater Operator – Colorado (expired)
- Licensed Real Estate Broker – Colorado (expired)
- Licensed Title Examiner – Colorado (expired)
- Numerous collective bargaining contracts
- Accomplished negotiator, communicator, team player, mentor and lifelong student

SELECTED ACCOMPLISHMENTS

- Led City of Independence to All America City designation
- Led City of Independence renaissance resulting in 2018 LOC Award of Excellence
- Helping City lead in Internet of Things innovation economy in a number of ways
- Created successful bi-cultural equity program in City to engage our 35% Latino community
- Developed improved relationship with Confederated Tribes of Grand Ronde
- Successfully recruited Oregon State Hospital together with \$30,000,000 intergovernmental agreement to develop related infrastructure resulting in over hundreds of new permanent jobs to the community (Junction City)
- Helped passage of general obligation measures in two Oregon communities (Independence and Brownsville)
- Founding member Oregon Small Cities Network
- Initiated Statewide scenic byway program (Colorado)
- Secured many millions of dollars in grants over career and oversaw the construction of hundreds of millions in capital improvements
- Produced fiscally sound budgets in numerous communities with annual operating budgets ranging in size from approximately \$50,000,000² to as low as \$1,000,000

¹ International City Management Association Credentialed Manager

² In 1980s Dollars.

SUMMARY OF LOCAL GOVERNMENT EXPERIENCE

CITY MANAGER – Independence, OR	8/10 – 12/18 (retired)
CITY ADMINISTRATOR – Junction City, OR	8/06 – 8/10
CITY ADMINISTRATOR - Brownsville, Oregon	8/02 – 08/06
TOWN ADMINISTRATOR - Morrison, Colorado	9/99 – 2/02
TOWN ADMINISTRATOR - Buena Vista, CO	6/98 – 9/99
DEPUTY CITY MANAGER - Central City, CO	6/92 – 4/95
TOWN MANAGER - Nederland, CO	1/87 – 5/91
TOWN ADMINISTRATOR - Olathe, CO	6/84 – 11/85
BUDGET DIRECTOR – Arapahoe County, CO	11/80 – 6/84
STAFF ASSISTANT: League of Arizona Cities – Phoenix, AZ	7/78 – 8/80

SUMMARY OF OTHER PROFESSIONAL QUALIFICATIONS

CERTIFIED MEDIATOR (OR)	2014 - Present
ATTORNEY AT LAW (CO)	1991 - 1998
REAL ESTATE BROKER/TITLE EXAMINER (CO)	1996 - 1998
V.I.S.T.A. VOLUNTEER (CA)	1976 - 1977
WAREHOUSE MANAGER/CLERK (CA)	1968 - 1975

SUMMARY OF EDUCATIONAL QUALIFICATIONS

JURIS DOCTOR <i>University of Denver</i>	1991
MASTER OF PUBLIC ADMINISTRATION <i>California State University, Long Beach</i>	1980
BACHELOR OF ARTS – Political Science <i>University of California at Los Angeles</i>	1978
GENERAL COLLEGE STUDIES <i>Skyline Community College, San Bruno, CA</i>	1975

COMMUNITY ENGAGEMENT EXPERIENCE - INDEPENDENCE

- Rotary Member
- Chamber of Commerce Board of Directors
- Lions Club Member
- Independence Downtown Association Member
- MINET Board of Directors
- Hop and Heritage Festival Board
- Latino Round Table participant
- Regional Tourism Solutions Team
- Polk Tourism Board
- Regional City Managers meetings