



# City Council Agenda

Mayor  
Christine Lundberg

City Council  
Sean VanGordon, Ward 1  
Hillary Wylie, Ward 2  
Sheri Moore, Ward 3  
Dave Ralston, Ward 4  
Marilee Woodrow, Ward 5  
Bob Brew, Ward 6

**City Manager:**  
Gino Grimaldi  
**City Recorder:**  
Amy Sowa 541.726.3700

City Hall  
225 Fifth Street  
Springfield, Oregon 97477  
541.726.3700  
Online at [www.springfield-or.gov](http://www.springfield-or.gov)

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The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours notice prior to the meeting. For meetings in the Council Meeting Room, a "Personal PA Receiver" for the hearing impaired is available. To arrange for these services, call 541.726.3700.

**Meetings will end prior to 10:00 p.m. unless extended by a vote of the Council.**

All proceedings before the City Council are recorded.

February 11, 2013

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5:30 p.m. Work Session  
Library Meeting Room

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CALL TO ORDER

ROLL CALL - Mayor Lundberg \_\_\_\_, Councilors VanGordon \_\_\_\_, Wylie \_\_\_\_, Moore \_\_\_\_, Ralston \_\_\_\_, Woodrow \_\_\_\_, and Brew \_\_\_\_.

1. Joint Work Session with the Police Planning Task Force (PPTF).  
[Jerry Smith]

(45 Minutes)

ADJOURNMENT

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**AGENDA ITEM SUMMARY**

**Meeting Date:** 2/11/2013  
**Meeting Type:** Work Session  
**Staff Contact/Dept.:** Jerry Smith  
**Staff Phone No:** 726-3729  
**Estimated Time:** 45 minutes  
**Council Goals:** Enhance Public Safety

**SPRINGFIELD  
CITY COUNCIL**

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**ITEM TITLE:** JOINT WORK SESSION WITH THE POLICE PLANNING TASK FORCE

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**ACTION REQUESTED:** The Police Planning Task Force (PPTF) would like to update the Council on the implementation of the municipal jail operations, and to present the most recent update to the Police Long-Range Strategic Plan.

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**ISSUE STATEMENT:** The Police Planning Task Force was originally established in 1994 and charged with developing a long range strategic plan for police services. The PPTF was made permanent in 1996, and is charged with providing citizen input regarding police policy matters and Long Range Plan implementation strategies. The group would like to update Council on its work and seek input on the new Council Goal to reduce future dependence on the Public Safety Operating Levy.

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**ATTACHMENTS:** 1 – Police Planning Task Force Bylaws  
2 – Current Stakeholders List

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**DISCUSSION/  
FINANCIAL  
IMPACT:**

After introductions, five members of the PPTF will update the Council on the progress of the Municipal Jail, citizen survey work, fleet and volunteer operations and a goal of moving jail and police services off the serial operating levy.

Pat Mahoney will introduce the group and discuss the impacts of the recently renewed operating levy. Diana Alldredge will present an update on the short and intermediate impacts of the Jail; Mechelle Clough will speak to the results of the Department's annual citizen surveys; Jack Martin will discuss his experience as a fleet volunteer, and the transition of the patrol fleet to a Chevy Caprice package; and Chris Stole will open a discussion regarding the past and future of public safety operating levies.

Following the short presentations, the group would like to discuss with Council the goal of removing jail and police operations from the levy.

The PPTF appreciates the support and trust of the Council, and would like to hear any questions or comments they may have for us.

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## **BYLAWS FOR THE POLICE PLANNING TASK FORCE**

### **ARTICLE I. ESTABLISHMENT OF THE POLICE PLANNING TASK FORCE**

City Council by resolution 94-34 created a citizen Police Planning Task Force (PPTF) and charged the members with the responsibility of developing a long range strategic plan for police services to include goals, policies and recommended strategies for the future. Upon completion of its task, the "The Long Range Strategic Plan for Police Services" was presented to the City Council for adoption. The City Council by resolution 96-15 adopted the plan and included in the resolution (section 4) a provision that the PPTF as constituted by Resolution 94-34 shall continue.

### **ARTICLE II. PURPOSE**

Section 1. The PPTF shall provide citizen input regarding police policy matters and Long Range Plan implementation to the Chief of Police, providing input, evaluation and feedback on:

- a. goals, policies and strategies,
- b. Service delivery programs and priorities; and
- c. progress in establishing and maintaining coordinated and cooperative working relationships between the community, schools, other agencies and the Springfield Police Department.

Section 2. The PPTF will invite and encourage public input regarding services and issues related to police services.

### **ARTICLE III. MEMBERSHIP**

Section 1. PPTF members shall be appointed by the City Council.

Section 2. PPTF shall have ten members consisting of:

- a. Six neighborhood/citizen-at-large representatives
- b. One School District 19 representative
- c. One Willamalane Parks and Recreation District Representative; and
- d. Two representatives of the local business community

Section 3. The City Council may appoint one or more Council members to serve as Council liaison.

Section 4. The Chief of Police shall be the management team liaison and is a non-voting member.

(Sections 1 - 4 required by CC resolution 94-34)

Section 5. Membership shall be for a 4 year term. No more than 2 consecutive terms can be served by any one member. Members serving prior to April 1996 shall have a date of appointment deemed to be April 15, 1996, concurrent with the date City Council adopted by resolution 96-15 "The Long Range Strategic Plan for Police Services".

Section 6. All PPTF members are expected to attend the full committee meetings and actively solicit input and provide information on police issues with their constituencies.

Section 7. All PPTF members serve at the pleasure of the City Council. A position shall be vacated by the Council when the appointee has two or more consecutive unexcused absences from the committee meetings in any twelve month consecutive month period. (Article IX, Section 3.7 of Council Operating Procedures)

Section 8. A quorum for conducting business is a simple majority of the PPTF membership. (Article IX, Section 3.8 of Council Operating Procedures).

#### ARTICLE IV. MEETINGS

Section 1. The PPTF shall hold regularly scheduled meetings, no less than quarterly. Membership shall be given reasonable advance notice of each meeting. Meetings shall be open to the general public (CC resolution 96-15, Section 4).

Section 2. Special meetings of the PPTF may be called by the Chairperson or at the request of no less than 4 members. Reasonable advance notice shall be provided to all PPTF members.

Section 3. Meeting agendas shall be set by the chairperson with input from PPTF members and police department staff.

Section 4. During meetings, the task force shall operate by consensus. In the event consensus cannot be reached, decision shall be made by majority vote.

Section 5. Minutes of all PPTF meetings shall be kept on file and shall include date, time, participants, actions taken, agenda and time of adjournment. Summaries of the minutes shall be available to all PPTF members and the general public.

## ARTICLE V. OFFICERS, DUTIES AND ELECTIONS

Section 1. The officers of PPFT shall be a chairperson and vice chairperson.

Section 2. When necessary, officers shall be elected at the regular September PPTF meeting.

Section 3. Officers shall be elected by ballot of PPTF members and shall serve a 2 year term with a maximum of 2 consecutive terms. In the event of an officer's resignation or removal, PPTF may appoint a replacement to serve the specific remainder of the term. Appointees may then be elected for 2 additional consecutive terms. Newly elected officers shall assume their duties at the next scheduled meeting.

Section 4. Duties of the chairperson are to call meetings, plan agendas, chair the meetings and generally oversee the activities of PPTF The Chair may appoint members to represent PPTF before any public agency and also appoint special committees. The Chair shall be the primary contact person for, and liaison with the police department, the media and other organizations.

Section 5. Duties of the vice chair will be to assist the chairperson in his/her duties as requested. In the absence of the chairperson, the vice chair shall carry out the duties and powers of the Chair.

Section 6. An officer may be removed by a two-thirds vote of the members present at a scheduled meeting, providing prior notice of intent to submit a removal motion is in the posted agenda.

## ARTICLE VI. SUBCOMMITTEES

Section 1. The chairperson shall appoint subcommittees as needed. Subcommittees will report to the PPTF.

## ARTICLE VII. REPORTS

Section 1. PPTF shall provide the City Council with an annual report of its activities (CC resolution 96-15, section 4).

## ARTICLE VIII. AMENDMENTS TO BYLAWS

Section 1. Amendments to the bylaws must be approved by a two-thirds vote of all PPTF voting members.

Adopted / Rejected by 9 (nine) Police Planning Task Force voting members in favor of, and 0 (zero) Police Planning Task Force voting members in opposition to, at a regular Police Planning Task Force meeting on July 5<sup>th</sup>, 2001.

**STAKEHOLDERS****Police Planning Task Force****Active** 01-Jan-13

<b>Name</b>	<b>First</b>	<b>Second</b>	<b>Exp Date</b>
Jack Martin (At-Large) 980 N. 21 <sup>st</sup> Street Springfield, OR 97477 Day/Night – 746-8982	12/01/2008		Dec. 2012
Wendy Polen (Business) 824 River Knoll Way Springfield, OR 97477 Day/Night – 521-6828	11/05/2009		Nov. 2013
Mechelle Clough (Business) 2485 D Street Springfield, OR 97477 Day/Night – 335-1174	11/05/2009		Nov. 2013
Ralph (Dave) Jacobson (At Large) 4146 S E Street Springfield, OR 97478 **Mailing Address** P.O. Box 71681 Eugene, OR 97401 Day/Night – 747-4974	02/06/2006	05/03/2010	May 2014
Diana Alldredge ( <b>Vice Chair</b> , At-Large) 822 N 57 <sup>th</sup> Street Springfield, OR 97478 Day – 682-3798 Cell – 743-5088	05/03/2010		May 2014
Christine Stole (At-Large) 2241 8 <sup>th</sup> Street Springfield, OR 97477 Day – 684-4103 Cell – 505-0575	06/04/2010		June 2014

<b>Name</b>	<b>First</b>	<b>Second</b>	<b>Exp Date</b>
Patricia Mahoney ( <b>Chair</b> , At-Large) 1851 Scott Rd Springfield, OR 97477 Day – 521-7582 Night – 744-3081	04/01/2007	02/21/2012	Apr. 2015
Fred Simmons (At-Large) 312 S 52 <sup>nd</sup> Place Springfield, OR 97478 Day/Night – 747-4283	02/21/2012		Feb. 2016
Marilee Woodrow (Councilor) Day/Night 541-988-0955	01/01/2011		NA
Quentin Hogan (Willamalane) 757 D Street Springfield, Oregon 97477 Day/Work - 726-2752 Night - 345-8292	09/01/2003		NA
Christopher Reiersgaard (Schools) 688 72 <sup>nd</sup> Street Springfield, OR 97478 Day/Night – 541-520-8765	02/21/2012		NA