

# CITY OF DONALD

10710 Main Street N.E. • P.O. Box 388 • Donald, OR 97020-0388

Phone 503-678-5543 • Fax 503-678-2750

www.DonaldOregon.gov

## APPLICATION TO THE CITY OF DONALD CITY COUNCILOR As Regulated by Donald's City Charter

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Years in Donald: \_\_\_\_\_

Education and Government Experience: \_\_\_\_\_

\_\_\_\_\_

*Please understand that you will be volunteering to attend all meetings and will actively participate. The City Council generally meets monthly on the second Tuesday.*

Please complete the following tasks:

- Read and sign the attached City Council Qualifications and Description of Service
- Review the attached City Council Mission Statement, Vision and Values
- Review the attached City Council & Planning Commission Goals
- Please make a brief statement about why you would like to serve on the Donald City Council. Indicate what experience, expertise or interest you have in volunteering for this position.

\_\_\_\_\_

\_\_\_\_\_

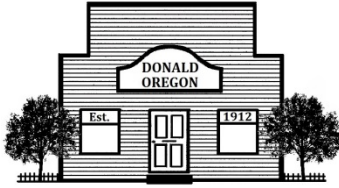
What is your preferred Term length:      Less than 1 Year      1 Year      2 Years

### **For Official Use Only**

Date Application Received: \_\_\_\_\_ Time: \_\_\_\_\_

Note to Staff: Make sure signed Qualifications and Description of Service is included with application.

Date Application Approved/Denied by Council: \_\_\_\_\_ Term Expiration Year: \_\_\_\_\_



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## City Council Qualifications and Description of Service

### *Qualifications:*

- ✦ Qualified elector by State law
- ✦ Must be a registered voter in the State of Oregon
- ✦ Be a Donald resident for at least 12 months immediately preceding the election/appointment
- ✦ Uphold State of Oregon Ethic Commissions Laws/Regulations
- ✦ Uphold the City of Donald Charter and Municipal Code

### *Role:*

The Donald City Council is composed of the Mayor and six Councilors elected from the city at large for terms of four years. At each biennial general election, three Councilors shall be elected, each for a term of four years.

Councilors represent the citizens of Donald and play an important role in many of the major decisions that affect the City of Donald as a whole. The fundamental role of a Councilor is to serve the interests of their community. The Mayor and Council positions are unpaid.

### *Responsibilities:*

Among their public duties, the Mayor and City Councilors provide leadership to constituents, arbitrate conflicting interests, and make sound decisions by studying problems and reviewing alternatives to determine the best course of action. The Mayor and City Councilors are responsible for establishing policy, adopting the City's budget and providing direction to the City Manager.

### *Duties:*

Review and approve the annual budget, oversee effectiveness of programs, enter into and approve legal contracts, pass ordinances and resolutions, establish priorities for short-term and long-term futures, regulate business activity through licensing and regulations, regulate public health and safety, communicate policies and programs to residents, respond to constituents needs and complaints, represent the community to other levels of government.

### *Meetings:*

Please be prepared to meet at least two hours on the second Tuesday of each month, as well as be able to commit time to review the Council packet prior to the meeting. In addition to the Regular monthly meeting, there is an annual joint City Council & Planning Commission Goal Setting and occasional Work Sessions, Special Meetings and Executive Sessions that will require your attendance.

*By signing below, you acknowledge that you have read the City Council Qualifications and Description of Service and meet the qualifications required to serve on the Donald City Council.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

## **RESOLUTION No. 591-24**

### **A RESOLUTION ESTABLISHING A MISSION STATEMENT AND VISION AND VALUES FOR THE CITY OF DONALD.**

**WHEREAS**, a mission statement, vision statement, and the written values that are set by a City Council define to employees and the public a government's culture, values, ethics, fundamental goals, and agenda; and

**WHEREAS**, The Mission Statement, Vision and Values were a collaborative effort designed by the Donald City Council and Planning Commission during a joint meeting on April 1, 2024; and

**WHEREAS**, at the April 1, 2024 meeting the City leadership confirmed these principal concepts to become inclusive of all members of the City of Donald; and

**WHEREAS**, the mission statement, vision and values should drive the City budget, policies, and programming.

#### **NOW, THEREFORE, THE CITY OF DONALD RESOLVES AS FOLLOW:**

1. The adoption of the City of Donald's Mission Statement: *To promote and improve our quality of life, while enhancing our sense of community, and preserving our small-town heritage for all.*
2. The adoption of the City of Donald's Vision Statement: *The City of Donald seeks sustainable growth that protects our resources, preserves our values and culture, while providing a safe and inclusive environment for our community.*
3. The adoption of these Values:
  - ✓ Our organization exists to serve all the community members, businesses, and visitors of Donald.
  - ✓ We serve with integrity, ensure access, encourage involvement, and through transparency are accountable to our community members.
  - ✓ We are committed to honest and ethical decision making and business practices that align with local, state, and federal laws to the best of our abilities.
  - ✓ We strive to create a safe community, while treating everyone with dignity, respect, inclusivity, and fairness.
  - ✓ We achieve outstanding results through effective teamwork and involvement, and encourage community participation.
  - ✓ We value growth that balances desired service levels, economic benefit, and stability of our community.
  - ✓ We are cost conscious: We spend public funds responsibly and effectively to ensure financial stability for the present and future generations.

- ✓ We are committed to proactive planning to guide the sustainable future of our community.
- ✓ We are committed to protecting our environment and preserving our natural resources for future generations.

4. This resolution is effective immediately upon its enactment by the City Council.

**PASSED and ADOPTED** by the City Council of the City of Donald at their regular meeting on this 11<sup>th</sup> day of June 2024, by the vote of 4 ayes and 0 nays.

**DATE:** June 11, 2024

REDACTED FOR SECURITY  
REDACTED FOR SECURITY  
PURPOSES

Rick Olmsted, Mayor

**ATTEST** by City Manager this 11<sup>th</sup> day of June 2024.

REDACTED FOR  
REDACTED FOR  
SECURITY PURPOSES  
SECURITY PURPOSES  
SECURITY PURPOSES

Eric Underwood, City Manager

## City Council & Planning Commission Goals – 2024-2025

### A. Public Safety, Health & Well Being (Priority No. 1)

**Strategic Approach:** Leadership will work to ensure the health and safety of our community through enhancement of patrols and enforcement through police services, emergency planning and recovery that includes creation and implementation of an emergency response plan, community involvement through CERT qualifying, coordination with outside agencies, plan implementation, identification of resiliency centers, community-wide events, promotion of health and literacy, education through available media, parks master planning; park enhancements that include restroom facilities for the basketball court at the skate park, Donald's Hometown Park playground resurfacing, dog park and picnic areas, trail additions, and future park land.

### B. Secure & Reliable Infrastructure

**Strategic Approach:** As it relates to priority number one, secure and reliable infrastructure will be accomplished by maintaining service levels through construction of a new drinking water well and expansion of wastewater facilities, identifying funding options for infrastructure master plans including water and sewer, creating a street maintenance schedule and in support of the Street Survey, and continuously identify grants and other funding sources that help offset the costs of constructing infrastructure improvements.

### C. Access & Mobility

**Strategic Approach:** Accessible services and enhanced community mobility will be accomplished by establishing a transportation network that creates opportunities for the community to utilize alternate modes of transportation, partnering with local vendors that provide transportation options, adhering to sidewalk standards associated with development, constructing sidewalks east of the railroad tracks, propose crosswalks where feasible, utilizing and supporting the Street Survey, and accessing grants for related projects as necessary to offset construction costs.

### D. Economic Sustainability & Resiliency

**Strategic Approach:** A thriving, sustainable, and resilient local economy will be accomplished by fostering a business-friendly environment, working with local leaders to diversify business opportunities, establishing a community identity recognizable as Donald, commencing a history program, creating a business recruitment strategy, and working with property owners to obtain property information prior to demolition of structures.

### E. Climate Action

**Strategic Approach:** A clean, healthy, and sustainable environment is crucial and the City's commitment to climate action will be exemplified through city-wide clean-up efforts, maintaining the City's Tree City USA designation, protecting natural resources, exploring a Main Street streetscape tree donation program, developing a tree planting strategy, monitoring and evaluating energy usage levels of City operations, and working with development interests to implement green building practices, policies, and education.

## Exhibit A

### **F. D.E.I. (Diversity, Equity, and Inclusion)**

*Diversity, Equity, and Inclusion is a commitment to increasing diversity in all City operations; working collaboratively to provide equity and equal opportunity for all persons by challenging bias, harassment and discrimination, and a deliberate pursuit to respectfully acknowledge and welcome differences in a manner that creates a vibrant climate of inclusiveness and belonging. This commitment applies to all people regardless of race and ethnicity, gender and gender identity, sexual orientation, socioeconomic status, language, culture, national origin, religious commitments, age, disability status, and political perspective.*

**Strategic Approach:** This goal will be accomplished by fostering and recognizing community-wide spirit through access to government services and programs, community events and volunteerism such as local festivals and a volunteer appreciation event, support of the Donald Festival Committee, City-wide clean-up efforts that include an Adopt a Street Program and Clean-up Day, new resident/business welcome programs, literacy programs, and access to programs that seek to enhance health and nutrition.