# City of Oregon City

## Meeting Minutes - Final

## City Commission

*Dan Holladay, Mayor*
*Brian Shaw, Commission President*
*Nancy Ide, Frank O'Donnell, Renate Mengelberg*

| Tuesday, February 7, 2017 | 5:30 PM | Commission Chambers |
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### Work Session

### 1. Convene Work Session and Roll Call

*Mayor Holladay called the meeting to order at 5:32 PM.*

**Present:** 4 - Commissioner Brian Shaw, Mayor Dan Holladay, Commissioner Nancy Ide and Commissioner Renate Mengelberg

**Absent:** 1 - Commissioner Frank O'Donnell

**Staffers:** 12 - City Manager Tony Konkol, Finance Director Wyatt Parno, Assistant City Attorney Carrie Richter, Community Development Director Laura Terway, Human Resources Director Jim Loeffler, Community Services Director Phil Lewis, Economic Development Manager Eric Underwood, Police Chief and Public Safety Director James Band, Library Director Maureen Cole, Building Official Mike Roberts, City Recorder Kattie Riggs and Public Works Director John Lewis

### 2. Future Agenda Items

*No future agenda items were suggested.*

### 3. Discussion Items

**3a.**     Introduction of the City's New Economic Development Coordinator - Leigh Anne Hogue

*Eric Underwood, Economic Development Manager, introduced Leigh Anne Hogue, new Economic Development Coordinator. He discussed her background and duties she would be doing for the City.*

**3b.**     Legal Land Use Training Presented by Assistant City Attorney, Carrie Richter

*Carrie Richter, City Attorney, gave a presentation on legal land use. She discussed the legal limitations on decision making, types of land use review, quasi-judicial vs. legislative decisions, quasi-judicial hearing disclosures, impartial tribunal, public meetings and records requirements, and deliberation and the decision.*

*There was discussion regarding staff's role and the Commission's role in reviewing applications and deciding how the criteria was or was not being met.*

**3c.**            Proposal to Proceed with the Relocation of Community Development to the Annex Building at Mt. Pleasant Elementary School

*Laura Terway, Community Development Director, said the Community Development Department consisted of the planning and building divisions. They were in a leased building on Molalla Avenue. The lease was up in 2018. She was asking for Commission direction to proceed with relocating to the annex building at Mt. Pleasant Elementary School. She discussed the layout of the existing location and at the Mt. Pleasant annex, feasibility study, draft layout, structurally sound elements, overview of anticipated costs, and rough order magnitude cost. She gave reasons why this was a wise investment.*

*Tony Konkol, City Manager, said there was a less expensive option, but it did not address some of the improvements that would need to be done sooner rather than later.*

*There was discussion regarding possible uses of the gym space.*

*Jim Band, Police Chief, stated the gym was used for fitness and training for police officers. Before purchasing the property, they had looked at other uses for this facility in the future, such as a new City Hall. He thought this was a smart investment as the building would be there for many more years and it fit in with the big picture for the site.*

*Mike Roberts, Building Official, said there would need to be some seismic upgrades, but not as much as was needed for the police facility.*

*Commissioner Mengelberg encouraged staff to do as much as possible to make the building energy efficient.*

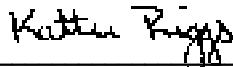*There was consensus for staff to continue looking into the option.*

## 4.     City Manager's Report

*John Lewis, Public Works Director, announced the Metro Council awarded Oregon City a grant for the Molalla Avenue project. Tri-Met also contributed to the project for enhancement to bus stops, and there was a City match. He explained the improvements that would be done.*

## 5.     Adjournment

*Mayor Holladay adjourned the meeting at 6:41 PM.*

*Respectfully submitted,*

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*Kattie Riggs, City Recorder*