



# City of Oregon City

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## Meeting Minutes - Draft City Commission

*Dan Holladay, Mayor*  
*Carol Pauli, Commission President*  
*Brian Shaw, Rocky Smith, Jr., Renate Mengelberg*

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Tuesday, August 11, 2015

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 5:31 PM.*

**Present:** 4 - Commissioner Rocky Smith, Commissioner Carol Pauli, Mayor Dan Holladay and Commissioner Renate Mengelberg

**Absent:** 1 - Commissioner Brian Shaw

**Staffers:** 10 - City Manager David Frasher, Public Works Director John Lewis, Community Development Director Tony Konkol, Economic Development Manager Eric Underwood, Library Director Maureen Cole, Human Resources Director Jim Loeffler, Community Services Director Scott Archer, Finance Director Wyatt Parno, Police Chief and Public Safety Director James Band and City Recorder Kattie Riggs

#### 2. Future Agenda Items

*Mayor Holladay requested an update on the Buena Vista House.*

#### 3. Discussion Items:

##### 3a. Ermatinger House Strategic Plan

*Scott Archer, Community Services Director, said the renovations to the Ermatinger House were almost complete. The next step was to create a strategic plan for the house. The City received a grant from the Oregon Cultural Trust to do a programming study and hired Architectural Resources Group to do the study. The three main focuses were how the house should be managed, how the house should be interpreted and programmed, and what immediate next steps should they take now the renovations were almost finished.*

*Matt Davis from ARG gave a summary of the study that was done. He discussed the purpose of the study which was to make this a viable house museum, methodology used, challenges to house museums, history of the Ermatinger House, rehabilitation project, interviews of key stakeholders, case studies, and recommendations. The first recommendation was to define the governance structure. He recommended a long term goal was to have the house absorbed into the Fort Vancouver national site run by the National Park Service and in the meantime the City should formalize a relationship with a non-profit entity and define the roles and responsibilities for the house. This non-profit could be a merger of the McLoughlin Memorial Association and the Friends of the Ermatinger House. Such a merger might be impossible, and*

*the report provided other options for the Friends group itself to take on that role. The second recommendation was to prepare the building for use. The third recommendation was to create an interpretive plan, which would define the museum's mission and identity, interpretive scope and content, and programmatic approach. The fourth recommendation was to develop a fundraising plan to keep the house financially solvent. The fifth recommendation was to develop a maintenance plan.*

*There was discussion regarding when the National Park Service could take over the house and budgeting for annual maintenance of the house.*

*Commissioner Smith recognized the people in the audience that had been advocates and committed volunteers for the house. He thought the grand opening should be a kick off to fundraising for the house and formalizing the Friends group. He thought the Friends group would be coming to the City soon with a proposal for managing the house. They would also need a plan for the items in storage, to decide what should be kept and what not to keep.*

*There was discussion regarding key things that needed to be done before the house could be open to visitors, timeline for the grand opening, and the furniture for the house.*

*Rolla Harding, Chair of the Friends group, said they were working on their bylaws and in the process of working on their non-profit status. They were committed to the project. They had established a foundation and were moving forward. He thought in the long term the house should go to the National Park Service.*

*Mr. Archer said staff would start working on the recommendations in the report and bring them back to the Commission as they went along in the process.*

**3b.****Draft Amendments to the Oregon City Municipal Code (OCMC):  
Chapter 2.30 Citizen Involvement Committee**

*Tony Konkol, Community Development Director, said one of the Commission goals was to restructure the CIC to make the group more efficient. The draft amendments were approved by the CIC and minor changes had been made by the City Attorney. The amendments did not have to go before LCDC. After taking comments that night, the amendments would come before the Commission as an Ordinance for approval.*

*Laura Terway, Planner, clarified each Neighborhood Association would nominate a primary and alternate member to the CIC and the Mayor could appoint those positions. The CIC approved these amendments 7-6-2.*

*Mr. Konkol said the contention was that some members of the CIC wanted to operate as an individual organization separate from the City.*

*David Frasher, City Manager, clarified the neighborhood associations were not instrumentalities of the City, they were separate assemblies of people. However, the CIC was an instrumentality and had privileges and responsibilities as such.*

*Mr. Konkol stated they were returning to the original purpose of the CIC, which was land use involvement. There was conflict regarding what the role of the CIC was. Grievances that came to the CIC were related to neighborhood association business.*

*The Commission thanked staff and Commissioner Shaw for their work on this issue.*

**3c. Willamette Falls Legacy Project Update**

*Mr. Konkol introduced Kathryn Krygier, Project Manager, and both gave a presentation on the Willamette Falls Legacy Project. Mr. Konkol discussed the Willamette Falls Locks project, establishing a Willamette Falls National Heritage Area, and Willamette Falls Legacy Project, all of which were happening simultaneously. He explained the four public partners, history of the project, land use planning and public visioning, and where they were now in the process. They had chosen a firm for the design and engineering of the River Walk, had lobbied the State Legislature for an additional \$7.5 million dollars for the project, identified a \$1.5 million dollar budget for the design and \$10 million dollars for the River Walk project to be constructed in 18 months. Ms. Krygier explained how the construction of the project would be phased. Mr. Konkol said staff would continue to lobby for more funds, to pursue grants, and continue multiple other projects to have in place before the construction began. He showed pictures of the schematic designs for the River Walk. Eco Northwest was looking at local options for funding infrastructure on the project. The City applied for a Community Planning and Development Grant through Metro for looking at infrastructure requirements and opportunities for economic development. Ms. Krygier explained how they were integrating the access to the falls, infrastructure needs, and economic development opportunities. The goal was to have the private and public investment move together as much as possible. She then discussed the funding challenges. In 2017 the schematic design, phasing plan, and costs for the River Walk project would be completed. There would also be a development plan and refined master plan at the same time and hopefully Federal grants. She explained how staff continued to coordinate partnerships and funding opportunities. Mr. Konkol continued to discuss the work of Eco Northwest, the importance of the Memorandum of Understanding with the partners, capital construction project, ownership options, and the project's organization structure.*

*There was discussion regarding the private and public roles and how to move them along together, an archaeological dig on the site, and the importance of the infrastructure to future economic development.*

**4. City Manager's Report**

*Mr. Frasher said some trees would be removed at the Library site this week. Mayor Holladay said the wood would be utilized in other places in the City.*

**5. Adjournment**

*Mayor Holladay adjourned the meeting at 7:15 PM.*

*Respectfully submitted,*

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*Kattie Riggs, City Recorder*