



City of Oregon City

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Meeting Minutes - Draft

City Commission

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

Tuesday, April 11, 2017

5:30 PM

Commission Chambers

Work Session

1. Convene Work Session and Roll Call

Mayor Holladay called the meeting to order at 5:35 PM.

Present: 4 - Commissioner Brian Shaw, Mayor Dan Holladay, Commissioner Nancy Ide and Commissioner Frank O'Donnell

Absent: 1 - Commissioner Renate Mengelberg

Staffers: 9 - City Manager Tony Konkol, Finance Director Wyatt Parno, Community Development Director Laura Terway, Human Resources Director Jim Loeffler, Community Services Director Phil Lewis, Denise Conrad, Economic Development Manager Eric Underwood, City Recorder Kattie Riggs and Public Works Director John Lewis

2. Future Agenda Items

No future agenda items were suggested.

3. Discussion Items

3a. Ermatinger House Update

Denise Conrad, Assistant Parks and Recreation Director, discussed the historical background of the Ermatinger House and why the house was significant, support for the house, structural failures and closure of the house, along with the subsequent renovation and restoration project. In the budget there was \$18,000 for the finishes in the house, such as wallpaper. There were severe structural failures beyond what staff knew about and the money was depleted and the finishes were not done. Staff was proposing dry wall and paint be done now, which would allow them to do the replica wallpaper in the future.

Phil Lewis, Community Services Director, said he had been working with the Finance Department to determine what funds were available to complete the project. He was also working on developing the operations plan for the facility. He then discussed the strategic plan for the house which included the governing structure, preparing the building for use, developing an interpretive plan, developing a fundraising plan, and developing a maintenance plan. The dry wall and painting should be done by the end of the fiscal year. There would be money in the next budget for operational and maintenance costs.

Ms. Conrad said there was a furniture plan for the house which included donated items and items in storage.

There was discussion regarding how this fit in with the Tourism Plan and regarding operational costs.

Commissioner Ide suggested having a soft opening of the house before a grand opening. She also suggested Clackamas Heritage Partners helping with the volunteers and operation.

Commissioner O'Donnell asked what they could get done before the Rose Festival in June, knowing the facility was structurally sound but there were things yet to finish.

Mr. Lewis said there were a number of volunteers working on Oregon City Heritage Days on June 23 and 24, 2017. He was hesitant to say there would be access to the house during the construction. He hoped the house would be ready by June 23 - 24, 2017 for tours.

Rocky Smith, Jr., resident of Oregon City, said nothing had changed since six months ago. He thought the walls were going to be done the first part of the year. Now the construction was being done at the same time the house needed to be open. The Friends of the Ermatinger House had given staff a proposal for management of the house, and that had not been discussed. He thought the Commission needed to decide when the house should be opened.

Mayor Holladay did not think it should take that long to put up dry wall and do the painting. He thought it should be done by the beginning of June, even if it took more funding to get it done by that time. He also thought Clackamas Heritage Partners should be involved.

There was consensus that staff do what needed to be done so the house could be open in June 2017, whether getting the construction done earlier or holding off on the construction until after the Rose Festival Heritage Days June 23 - 24, 2017.

3b.

Proposed Park/Cemetery Shop Concept

Mr. Lewis discussed the need for a park's operations facility. The current facility had been red tagged and was unable to be used. They were renting a pod unit which had limited space. Staff proposed a park/cemetery shop to be built. Two buildings would be demolished for the new building and the current shop building would be maintained.

Ms. Conrad discussed the concept plan and design for the building, which would be enough to house the existing staff.

Tony Konkol, City Manager, said staff had been working to find the funding for the project, and it would be discussed in the upcoming biennium budget meetings.

Mayor Holladay said they should build for 50 years, instead of 20 years, because it was less expensive to build in today's dollars than to add-on in the future.

Commissioner Ide thought the situation needed to be fixed as soon as possible.

There was consensus for staff to look at expansion options, parking, and purchasing the property behind the existing shops.

4. City Manager's Report

Kattie Riggs, City Recorder, stated a public kiosk had been installed in the front office of City Hall which allowed online access to City services.

Laura Terway, Community Development Director, discussed the map that showed all of the City's projects and applications online.

5. Adjournment

Mayor Holladay adjourned the meeting at 6:51 PM.

Respectfully submitted,

Kattie Riggs, City Recorder