



City of Oregon City

625 Center Street
Oregon City, OR 97045
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Meeting Minutes - Draft

City Commission

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

Wednesday, June 7, 2017

7:00 PM

Commission Chambers

1. Convene Regular Meeting and Roll Call

Mayor Holladay called the meeting to order at 7:18 PM.

Present: 5 - Commissioner Brian Shaw, Mayor Dan Holladay, Commissioner Nancy Ide, Commissioner Renate Mengelberg and Commissioner Frank O'Donnell

Staffers: 11 - City Manager Tony Konkol, City Attorney William Kabeiseman, City Recorder Kattie Riggs, Police Chief and Public Safety Director James Band, Human Resources Director Jim Loeffler, Finance Director Wyatt Parno, Library Director Maureen Cole, Community Services Director Phil Lewis, Community Development Director Laura Terway, Public Works Director John Lewis and Planner Trevor Martin

2. Flag Salute

3. Ceremonies, Proclamations, and Appointments

3a. Mayoral Appointments to City Boards and Commissions

The Mayor appointed Jon McLoughlin to the Historic Review Board for a term ending December 31, 2019.

Maureen Cole, Library Director, discussed the Summer Reading Program. She played a video that promoted a butterfly garden at the Library as an incentive for the program.

4. Citizen Comments

Esther Hunt, resident of Oregon City and a member of the Optimist Club, expressed thanks to the City for their help with the Pioneer Family Festival.

5. Adoption of the Agenda

Items 8a. and 8d. were pulled off the Consent Agenda to be discussed.

6. Public Hearings

6a. First Reading of Ordinance No. 17-1007, Amendments to the Oregon City Municipal Code for Accessory Buildings/Structures and Uses

(Planning File L 17-001)

Mayor Holladay opened the public hearing.

Bill Kabeiseman, City Attorney, asked if any Commissioner had a conflict of interest to declare.

Commissioner O'Donnell declared that he owned a membrane structure.

Laura Terway, Community Development Director, introduced the agenda item. Staff was proposing some amendments to the Municipal Code to allow greater flexibility for accessory structures for residential properties and to allow temporary structures on commercial properties.

Trevor Martin, Planner, presented the staff report. The Commission had discussed relaxing the regulations for accessory structures in the Code. Staff worked with community stakeholders to review the proposed changes and received positive feedback. He summarized the items that were being changed in the Code which included allowing metal sided accessory buildings in residential areas, increasing the height to 17 feet, removing the building separation requirements, reducing the corner setbacks, allowing structures constructed prior to January 1, 2017 to remain, and establishing temporary structures for commercial and industrial uses. Commercial structures up to 200 square feet would be permitted for up to three consecutive days and no more than six times per year, structures 200 to 800 square feet were permitted two times per year and up to 30 consecutive days at a time, and structures greater than 800 square feet would not be permitted for more than 7 consecutive days.

There was discussion regarding how this fit in with the affordable housing work that was being done and the benefits of the new Code as well as examples of how the new Code would be used.

There was no public testimony.

Mayor Holladay closed the public hearing.

A motion was made by Commissioner Shaw, seconded by Commissioner Mengelberg, to approve the first reading of Ordinance No. 17-1007, amendments to the Oregon City Municipal Code for accessory buildings/structures and uses (Planning File L 17-001). The motion carried by the following vote:

Aye: 5 - Commissioner Brian Shaw, Mayor Dan Holladay, Commissioner Nancy Ide, Commissioner Renate Mengelberg and Commissioner Frank O'Donnell

7. General Business

8. Consent Agenda

A motion was made by Commissioner Ide, seconded by Commissioner O'Donnell, to approve the consent agenda except for items 8a and 8d. The motion carried by the following vote:

Aye: 5 - Commissioner Brian Shaw, Mayor Dan Holladay, Commissioner Nancy Ide, Commissioner Renate Mengelberg and Commissioner Frank O'Donnell

8a. Personal Services Agreement with the Friends of Willamette Falls Media Center for a Community Media Center for Production and Channel Management

Kattie Riggs, City Recorder, said in April staff had solicited quotes for governmental and public access services. Two quotes were received and one did not meet the needs and requirements necessary for the quote. Willamette Falls Media Center did meet the needs and requirements, and staff recommended approving the two year agreement.

Commissioner Ide thought Willamette Falls offered an amazing service to the community and had been working with the City for many years. She wanted to make sure the City was getting a return on their investment. She requested Willamette Falls come to a meeting to give a presentation about the services they offered. She also wanted to see a copy of their budget.

Mayor Holladay suggested they come to the first meeting in October, 2017. He thought the \$75,000 per year for this service was a bargain.

Commissioner O'Donnell was comfortable with the numbers as presented and the services provided.

A motion was made by Commissioner Ide, seconded by Commissioner Mengelberg, to approve the personal services agreement with the Friends of Willamette Falls Media Center for a community media center for production and channel management. The motion carried by the following vote:

Aye: 5 - Commissioner Brian Shaw, Mayor Dan Holladay, Commissioner Nancy Ide, Commissioner Renate Mengelberg and Commissioner Frank O'Donnell

8b. First Amendment to Subscription Services Contract with Chaves Consulting for the Provision of Hosted Electronic Records Management System Services (ERMS) and Related Services

8c. Public Improvement Contract with Telfer Pavement Technologies, LLC for the 2017 Oregon City Preventive Pavement Maintenance Type III Micro-Surfacing Project

8d. Amendment No. 2 of Personal Services Agreement (PS 17-001) with Geotechnical Resources, Inc., to Provide Geotechnical Services for Mitigation Recommendations and Monitoring related to Trillium Park Drive Landslide

Commissioner Mengelberg asked if Trillium Park Drive would remain closed while it was being monitored for six to nine months.

John Lewis, Public Works Director, stated the monitoring would be an ongoing effort and the road would be closed for at least nine months. Staff was considering taking the road out and returning the area to its natural state. The intent of the contract was to monitor and track the slide prone areas. It was a long term view.

Mayor Holladay asked if the City's codes had been changed so residential was not allowed to be built in these areas. Ms. Terway said the codes were better as well as the technology to help inform the process, which was not available in the past.

Mr. Lewis had talked to the Fire Department about the short term street closure while the analysis was being done.

A motion was made by Commissioner Mengelberg, seconded by Commissioner O'Donnell, to approve amendment no. 2 of the personal services agreement (PS 17-001) with Geotechnical Resources, Inc., to provide geotechnical services for mitigation recommendations and monitoring related to the Trillium Park Drive landslide. The motion carried by the following vote:

Aye: 5 - Commissioner Brian Shaw, Mayor Dan Holladay, Commissioner Nancy Ide, Commissioner Renate Mengelberg and Commissioner Frank O'Donnell

9. Communications

a. City Manager

Mr. Lewis announced beginning on June 12, 2017 there would be closures on 99E for the bluff waterline replacement project. There would be 12 days of closures. He explained what would be done on each day and the traffic impacts. He then discussed the public outreach that had been done.

Mayor Holladay suggested using more social media to get the word out.

Tony Konkol, City Manager, said the Downtown Oregon City Association and Chamber of Commerce would be holding the Best of Oregon City Awards Ceremony on June 22, 2017. Netflix was shooting a series in various locations in Oregon City and Clackamas County.

b. Commission

Commissioner Mengelberg attended the Clackamas Cities Association Dinner and Willamette Falls Legacy Project Grand Opening.

Commissioner Ide discussed the Best of Oregon City Award Ceremony where over 3,000 ballots were submitted. There would be a magazine highlighting the winners that would be mailed out to Oregon City residents. She attended the Memorial Day event and Willamette Falls event. She encouraged everyone to watch for the Heritage Days float at the Grand Floral Parade.

Commissioner Shaw attended the Environmental Learning Center's ceremony for the opening of the headwaters of Newell Creek, the Willamette Falls event, and the Daily Journal of Commerce Award Ceremony where the Oregon City Public Library project came in second place.

c. Mayor

Mayor Holladay attended the Memorial Day ceremony, Willamette Falls event, gave a tour of the Willamette Falls site, and had been in discussions regarding economic development. He would be gone to the American Waterworks Association Conference and US Conference of Mayors.

10. Adjournment

Mayor Holladay adjourned the meeting at 8:05 PM.

Respectfully submitted,

Kattie Riggs, City Recorder