



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Meeting Minutes - Draft

### City Commission

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

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Tuesday, October 3, 2017

7:00 PM

Commission Chambers

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### REVISED AGENDA

#### 1. Convene Regular Meeting and Roll Call

*Mayor Holladay called the meeting to order at 7:10 PM.*

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

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

**Staffers:** 10 - City Manager Tony Konkol, City Attorney William Kabeiseman, City Recorder Kattie Riggs, James Band, Community Services Director Phil Lewis, Community Development Director Laura Terway, John Lewis, Economic Development Manager Eric Underwood, Finance Director Wyatt Parno and Human Resources Director Jim Loeffler

#### 2. Flag Salute

#### 3. Ceremonies, Proclamations, and Appointments

##### 3a. Appointment of Project Advisory Team Members for the Equitable Housing Project

*Mayor Holladay appointed the following people to the Equitable Housing Project Advisory Team: Steven VanHaverbeke, Amy Willhite, Adam Zagel, Todd Iselin, Lynda Orzen, Gary Martin, Rosalie Nowalk, Talena Adams, Nikolai Ursin, Theresa Powell, Kendra Meyrick (alternate), Robert Zimmer, Nancy Ide, Denyse McGriff, Paul Espe (alternate), Dawn Birge, and Kira Meyrick.*

#### 4. Citizen Comments

*Tom O'Brien, resident of Oregon City, asked the City Attorney if the State of Oregon still had an open public meetings law. Was the Urban Renewal Commission exempt from that law?*

*Bill Kabeiseman, City Attorney said yes, there was an open public meetings law in Oregon which applied to all public agencies including the Urban Renewal Commission.*

*Mr. O'Brien said this past Tuesday he was going to the PRAC meeting and saw a notice stating that a quorum of the Urban Renewal Commission would meet on September 28, 2017 while participating in a design charette for the 922 Main Street*

project. He had not received notice of this meeting and it was not on the calendar on the City's website.

Mayor Holladay clarified there was no meeting of the Urban Renewal Commission, there was a notice of a possible quorum present at this event. Eric Underwood, Economic Development Manager, said it was an open meeting. The noticing was done according to the law.

Mr. O'Brien commented on the large number of executive session meetings of the City Commission and Urban Renewal Commission. One of the Commission's goals was to be transparent and involve more citizens. He did not think the Commission was working towards that goal. The public had not been made aware that there was no longer a tenant at the train station or the negotiations that had occurred.

## 5. Adoption of the Agenda

*The agenda was adopted as presented.*

## 6. Public Hearings

## 7. General Business

### 7a. Second Reading of Ordinance No. 17-1009, Annexation of 0.95 Acres at 18851 S. Rose Road (Planning File AN-17-0001)

*Laura Terway, Community Development Director, said this was an annexation request for a property that had a septic system failure. No zone change was being requested at this time. Staff recommended approval of the second reading.*

**A motion was made by Commissioner Shaw, seconded by Commissioner Mengelberg, to approve the second reading and final adoption of Ordinance No. 17-1009, annexation of 0.95 acres at 18851 S. Rose Road (Planning File AN-17-0001). The motion carried by the following vote:**

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

### 7b. Purchase and Sale Agreement for 478 Hilda St (Next to Cemetery Office)

*Phil Lewis, Community Services Director, said staff recommended purchasing this one acre property with a three bedroom, one bathroom home. It was zoned R-6 and was directly adjacent to Mt. View Cemetery on two sides, and the park operations facility on another side. The funding for the purchase was already in the budget. The purchase price was \$509,940 and the purpose was to expand the park operations facility. A phase 1 environmental assessment came back clean and a tank search and home inspection were also done.*

*Mayor Holladay said this was one of the purposes of executive sessions, to negotiate the sale of property.*

**A motion was made by Commissioner Ide, seconded by Commissioner Shaw, to approve the Purchase and Sale Agreement for 478 Hilda St (next to cemetery office). The motion carried by the following vote:**

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

## **8. Consent Agenda**

**A motion was made by Commissioner Mengelberg, seconded by Commissioner Ide, to approve the consent agenda. The motion carried by the following vote:**

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

- 8a.** Municipal Court Judge Employment Agreement
- 8b.** Resolution No. 17-24, Consenting to the Transfer of Control Related to the Cable Franchisee WaveDivision VII, LLC (d/b/a "Wave") With Conditions
- 8c.** Public Improvement Contract for the Construction of the Beavercreek Road Sewer Project (CI 16-013)
- 8d.** Change of Contract to 3J Consulting with Revised Scope of Work for the Equitable Housing Project
- 8e.** OLCC: Liquor License Application- On-Premises Sales, New Outlet, Applying as a Limited Liability Company, Sandnas Cellars, 442 Roosevelt Street, Oregon City, OR 97045
- 8f.** Minutes of the August 8, 2017 Joint Work Session with Clackamas River Water
- 8g.** Minutes of the September 6, 2017 Regular Meeting

## **9. Communications**

### **a. City Manager**

*Tony Konkol, City Manager, announced an Emergency Management Elected Officials training on October 17, 2017. The deadline to apply for the City's boards and committees was October 5, 2017. A Clackamas Fire District No. 1 Open House and Safety training would be held on October 28, 2017 and Oregon City Hilltop Fire Station 16 Groundbreaking ceremony on October 4, 2017. The Clackamas Board of County Commissioners formally approved the Water Environmental Services Advisory Committee and were currently seeking members. The deadline for applications was October 20, 2017.*

### **b. Commission**

*Commissioner Ide was excited the City was hosting the State Main Street Conference this week. She attended the League of Oregon Cities Conference and at the conference attended a homeless workshops.*

*Commissioner Shaw also attended the League of Oregon Cities Conference. Oregon City was doing what it could to address homelessness. He reported on the ribbon cutting for the art-a-potties downtown, Citizen Involvement Committee meeting, and design charette for 10th and Main project. OC Together was holding a Teen Brains Are In Your Hands event on October 26, 2017.*

**c. Mayor**

*Mayor Holladay attended the South Fork Water Board meeting, along with the Mayors and Clackamas County Board Chair meeting. A meeting of the Mayors, Managers, County Board Chair and Administrator was currently being set up. He also attended a Willamette Falls Legacy Project meeting.*

**10. Adjournment**

*Mayor Holladay adjourned the meeting at 7:35 PM.*

*Respectfully submitted,*

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*Kattie Riggs, City Recorder*