



# City of Oregon City

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

## Meeting Minutes City Commission

*Doug Neeley, Mayor*  
*Betty Mumm, Commission President*  
*Kathy Roth, Carol Pauli, Rocky Smith, Jr.*

---

Wednesday, July 16, 2014

7:00 PM

Commission Chambers

---

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

*Mayor Neeley called the meeting to order at 7:00 PM.*

**Present:** 5 - Mayor Doug Neeley, Commissioner Rocky Smith, Commissioner Betty Mumm, Commissioner Carol Pauli and Commissioner Kathy Roth

**Staffers:** 11 - City Manager David Frasher, City Attorney Ed Sullivan, Police Chief and Public Safety Director James Band, Operations Manager Martin Montalvo, Community Development Director Tony Konkol, Community Services Director Scott Archer, City Recorder Nancy Ide, Human Resources Director Jim Loeffler, Library Director Maureen Cole, Economic Development Manager Eric Underwood and Assistant to the City Manager Kattie Riggs

### 2. Flag Salute

### 3. Ceremonies, Proclamations, Presentations

**3a. 14-426** Presentation of a "Key to the City" to Kamela S. Stilwell - Mayor Doug Neeley

*Mayor Neeley presented a key to the City to Kamela S. Stilwell for donating a kidney to Police Officer Cynthia Gates.*

*Officer Gates explained her battle with kidney disease that had gone on for many years and how she had exhausted the list of people who could donate a kidney. Her kids asked the principle of the middle school to send an email about the situation and Ms. Stilwell volunteered to help. Ms. Stilwell wanted to make the world a better place and she had changed Officer Gates' world.*

*Ms. Stilwell thanked her friends and family for their support.*

**3b. 14-427** Update on Clackamas County Issues - Commissioner Martha Schrader

*County Commissioner Martha Schrader reported that the County passed its budget which was balanced and sustainable, discussed the strategic planning the County was doing, announced the County had purchased a parking lot at 11th and Main, and discussed the easement that was needed for the River Walk at the Willamette Falls Legacy Project site and the need for moving the deadlines for the project forward.*

*The Commission thanked Commissioner Schrader and the County for their partnership with the City.*

#### 4. Citizen Comments

*Kathryn Kostow, resident of Oregon City, presented t-shirts to the Commission from the Greater Oregon City Watershed Council and an information sheet on the t-shirts. She discussed the Lamprey in the area. They were rare and there was a fishery for Lamprey at Willamette Falls.*

*Marge and Rolla Harding, residents of Oregon City, were representing the newly formed First City Ambassadors. She invited the Commission to the First City Celebration on July 26. They appreciated the opportunity to have the City's heritage represented in the celebration.*

*William Gifford, resident of Oregon City, confirmed there would be a Clackamas Community College bond measure on the November ballot. He gave kudos to the Public Works department for replacing water meters in his neighborhood.*

#### 5. Adoption of the Agenda

*Item 8c was pulled from the consent agenda for further discussion. The agenda was adopted as amended.*

#### 6. Public Hearings

##### 6a. PC 14-077 Oregon City Sign Code Update (Planning File L 14-01) - Presentation of the Oregon City Sign Code Public Process Final Report

*Mayor Neeley opened the public hearing.*

*Tony Konkol, Community Development Director, presented the staff report. There were still some issues with the Sign Code to be worked out with the Planning Commission which would be discussed at the Planning Commission meeting of July 28. He introduced Ryan Orth, consultant helping with the project.*

*Mr. Orth discussed the project team, project goals, early community engagement, community recommendations, Community Advisory Team (CAT), community open house, and CAT recommendations.*

*Mr. Konkol explained the staff recommendations and updated Code adoption process. Staff had been reviewing the Code with the Planning Commission and the next Planning Commission hearing would be July 28. The updated Code had been separated from the enforcement issues. Staff was also working on an inventory of the existing murals in the City.*

*Mayor Neeley asked about allowing directional signs in the right of way. Mr. Konkol said staff could look into it.*

*The Commission asked clarifying questions such as how murals would be approved through an Arts Commission yet to be formed, standards for government signs, how to handle existing billboards which were not allowed, banners in historic districts which were not allowed, definitions for small signs and thoroughfares, addressing flags, signs had to be content neutral, how to deal with enforcement, and how signs for gateways and entranceways to the City would be addressed.*

*Bob Mahoney, resident of Oregon City, thought they needed to keep the Code simple so everyone would know what it meant. He asked about the administration and*

*enforcement of the Sign Code being separated. Were they going to allow a business with non-conforming signage to operate if it was not in compliance with the Sign Code? He thought enforcement should be part of the administration and tied to the business license. He suggested every year with the business license renewal, businesses would have to check off if their signs were in conformance instead of using Code Enforcement for compliance.*

**A motion was made by Commissioner Mumm, seconded by Commissioner Pauli, to continue Oregon City Sign Code Update (Planning File L 14-01) to September 17, 2014. The motion carried by the following vote:**

**Aye:** 5 - Mayor Doug Neeley, Commissioner Rocky Smith, Commissioner Betty Mumm, Commissioner Carol Pauli and Commissioner Kathy Roth

## 7. General Business

- 7a. 14-423** Ermatinger House Funding Amendment No. 1 to Community Development Block Grant I.G.A. between Clackamas County and Oregon City
- Scott Archer, Community Services Director, discussed extra funding for the Ermatinger House through a Community Development Block Grant. The City initially received \$130,000 and an additional \$80,000 had become available. This was an amendment to the original agreement for the additional funds. The work on the Ermatinger House had just begun.*

*Commissioner Smith thought a completion date sign should be posted at the site including the partners and funding sources that had been provided for the project.*

*Mr. Archer said staff was already planning to do that.*

**A motion was made by Commissioner Smith, seconded by Commissioner Mumm, to approve the Ermatinger House Funding Amendment No. 1 to Community Development Block Grant I.G.A. between Clackamas County and Oregon City. The motion carried by the following vote:**

**Aye:** 5 - Mayor Doug Neeley, Commissioner Rocky Smith, Commissioner Betty Mumm, Commissioner Carol Pauli and Commissioner Kathy Roth

## 8. Consent Agenda

**A motion was made by Commissioner Mumm, seconded by Commissioner Pauli, to approve the consent agenda except Item 8c. The motion carried by the following vote:**

**Aye:** 5 - Mayor Doug Neeley, Commissioner Rocky Smith, Commissioner Betty Mumm, Commissioner Carol Pauli and Commissioner Kathy Roth

- 8a. 14-399** OLCC: Liquor License Application - Full On-Premises Sales for a Commercial Establishment; Applying as a Limited Liability Company, ML Family, LLC, Trails End Saloon, 1320 Main St., Oregon City, OR 97045
- 8b. 14-401** Pool Curtain Wall Window Replacement Contract
- 8c. 14-425** Extension of License Agreement with Clackamas Heritage Partners

*Commissioner Smith discussed the previous agreement in 2012 with Clackamas*

*Heritage Partners for operating the End of the Oregon Trail site that had benefited both CHP and the City. He was concerned about the automatic renewal of the agreement year after year. Another section in the agreement stated the City had the power to revoke the license at any point for any reason, however he was concerned that this might be forgotten in future years. He thought it should come back to the Commission every two to four years. In the first agreement, CHP was going to put \$20,000 back into the building and he asked in the renewal if they wanted to be more specific as to how much CHP continued to contribute or if it was a good faith effort that CHP would continue to contribute funding for maintaining and operating the building.*

*Mr. Archer was comfortable with the safeguards in the agreement. CHP had been working with the City very well and CHP had far exceeded the \$20,000 investment. CHP was trying to make facility improvements through grants and donations. He saw no reason to believe they would not continue to provide funding. They were also providing a service to operate the site that the City otherwise would not be able to provide.*

*Commissioner Pauli suggested a regular report from CHP be given around the renewal time every year. Staff would make a note of it for the first meeting in December.*

**A motion was made by Commissioner Smith, seconded by Commissioner Mumm, to approve Extension of License Agreement with Clackamas Heritage Partners. The motion carried by the following vote:**

**Aye:** 5 - Mayor Doug Neeley, Commissioner Rocky Smith, Commissioner Betty Mumm, Commissioner Carol Pauli and Commissioner Kathy Roth

**8d. PUB 14-010** Fleet Purchase Authorization - Cold Plane Asphalt Milling Machine

**8e. 14-424** Minutes of the January 25, 2014 Mid-Term Goals Update

**8f. 14-428** Minutes of the July 2, 2014 Regular Meeting

**9. Communications**

**a. City Manager**

*David Frasher, City Manager, gave an update on the next steps for the Willamette Falls Legacy Project. Staff was working on the easement for the River Walk and IGA with the partners.*

**b. Mayor**

*Mayor Neeley reported on the Forest Grove bus system tour and Newell Creek Canyon tour. He discussed the need for night shelters for the homeless. There would be a town hall meeting in September with the League of Oregon Cities regarding issues important to the City and he listed the top issues of the City. There were two vacancies on the Natural Resources Committee.*

**c. Commission**

*Commissioner Pauli attended the Forest Grove bus system tour and Newell Creek*

*Canyon tour.*

*Commissioner Roth passed on a compliment regarding the Jughandle project. She had been working with the City of Portland to put together an earthquake preparedness course for the general public and property managers in September. She requested an underground tour of the Willamette Falls Legacy site.*

*Commissioner Mumm discussed the last Commission Work Session regarding the homeless population.*


*Commissioner Smith reported on the Clackamas Heritage Partners meeting, Heritage Coordinating Committee meeting, Forest Grove bus system tour, and Newell Creek Canyon tour.*

*Nancy Ide, City Recorder, said the League of Oregon Cities conference in September had a workshop on city response to homelessness.*

## **10. Adjournment**

*Mayor Neeley adjourned the meeting at 9:26 PM.*

*Respectfully submitted,*



---

*Nancy Ide, City Recorder*