



**CITY OF OREGON CITY
CITY COMMISSION REGULAR
MEETING - REVISED
MEETING MINUTES**

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, December 18, 2024 at 7:00 PM

REGULAR MEETING OF THE CITY COMMISSION

1. CONVENE MEETING AND ROLL CALL

Mayor Denyse McGriff convened the meeting at 7:04 P.M.

PRESENT: 5 - Commissioner Adam Marl, Commissioner Mike Mitchell, Commissioner Rocky Smith, Commissioner Frank O'Donnell, Mayor Denyse McGriff

STAFFERS: 11 - City Manager Tony Konkol, Assistant City Manager Alex Rains, Assistant City Recorder Evan Lee, Police Chief Shaun Davis, Public Works Director Dayna Webb, Communications Manager Jarrod Lyman, Community Development Director Aquilla Hurd-Ravich, Planning Manager Pete Walter, Finance Director Matt Zook, Economic Development Manager James Graham, Human Resources Director Patrick Foiles

2. FLAG SALUTE

3. CEREMONIES AND PROCLAMATIONS

a. Commissioner O'Donnell Service Recognition

Wyatt Parno thanked Commissioner O'Donnell for his service on behalf of the South Fork Water Board and presented him a plaque.

Doug Neeley, resident of Oregon City, thanked Commissioner O'Donnell for his service.

Tim Powell thanked Commissioner O'Donnell for his service on behalf of the McLoughlin Neighborhood Association.

Tom Geil, resident of Oregon City, thanked Commissioner O'Donnell for his service on the Commission.

Laurie Arinello, resident of Oregon City, thanked Commissioner O'Donnell for his service on the Commission.

The Commission also thanked Commissioner O'Donnell. Mayor McGriff presented him with a plaque.

Commissioner O'Donnell proposed that future Commissioners were paid by the City. He compared to West Linn, who was paying theirs.

b. Oregon City's 180th Anniversary Proclamation

Mayor McGriff read the proclamation declaring December 24, 2024, as Oregon City's 180th Anniversary.

4. PUBLIC COMMENTS

None.

5. PRESENTATIONS

6. ADOPTION OF THE AGENDA

Item 7d was pulled from the consent agenda. The agenda was adopted as amended.

7. CONSENT AGENDA

Motion by Commissioner Marl, seconded by Mayor McGriff, to approve the consent agenda except Item 7d. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell

NO: None

- a. Resolution 24-30, Certifying the November 5, 2024 General Election Results and Delivery of the Certificates of Election
- b. Intergovernmental Agreement with Oregon Department of Transportation for Right of Way Services Related to the Downtown Quiet Zone Project
- c. Construction Contract with Brandsen Hardwood Floors, Inc. for the Oregon City Library Wood Flooring Replacement Project
- d. Confederated Tribes of the Grand Ronde tumwata village complete streets RAISE grant letter of support

Commissioner Marl pointed out typos in the letter.

Motion by Commissioner Marl, seconded by Mayor McGriff, to approve the letter of support as amended. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell

NO: None

- e. Minutes of the August 07, 2024 City Commission Meeting

8. PUBLIC HEARINGS

- a. Second Reading of Ordinance No. 24-1008, Erosion and Sediment Control Code Amendment - OCMC 17.47 (GLUA-24-00026, ZC-24-0002, LEG-24-00003)

Mayor McGriff opened the public hearing.

There was no public testimony.

Mayor McGriff closed the public hearing.

Motion by Commissioner Mitchell, seconded by Commissioner Smith, to approve the second reading and final adoption of Ordinance No. 24-1008, Erosion and Sediment Control Code Amendment - OCMC 17.47 (GLUA-24-00026, ZC-24-0002, LEG-24-00003). The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell

NO: None

b. First Reading of Ordinance No. 24-1010, Park Place Concept Plan Code Amendments (LEG-24-01)

Pete Walter, Planning Manager, gave a presentation on the proposed code amendments to implement the Park Place Concept Plan. He discussed the process to date and the additions made at the direction of the City Commission at the December 4th meeting. Staff recommended approval.

Commissioner Mitchell asked that pet day cares be moved from permitted uses to conditional uses. There was consensus for staff to remove pet day cares from the permitted uses and not include pet day cares as a conditional use.

Mayor McGriff opened the public hearing.

Harlan Borow, Icon Construction, supported the idea of removing the requirements for alleys and detached garages. It would lead to more efficient and affordable development.

Damon Mabee, resident of Oregon City, asked about the setbacks for decks.

Mr. Walter said the city's zoning code and building code addressed decks encroaching into setbacks and lot coverage limitations. The city's code would still apply in Park Place.

There was discussion about revising the city code concerning setbacks for decks in a future ordinance.

Mayor McGriff closed the public hearing.

Motion by Commissioner Mitchell, seconded by Mayor McGriff, to approve first reading of Ordinance No. 24-1010, Park Place Concept Plan Code Amendments (LEG-24-01) as amended. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell

NO: None

9. GENERAL BUSINESS

a. Legal Documents Creating the Destination Management/Marketing Organization (DMMO)

James Graham, Economic Development Manager, introduced Matthew Landkamer, consultant with Whereabout Inc., and Rosalie Westenskow, attorney with Nonprofit Law Northwest LLC, who had helped structure the proposed legal framework of the DMMO. He discussed the name change to DMMO—Destination Management Marketing Organization and how the organization needed to present a management and coordination plan six months after the effective date of the MOU to the City Commission. The deadline for the marketing plan to be presented was also six months after the effective date of the MOU. The DMMO would adopt the initial bylaws by the City Commission and would seek approval for any additional amendments.

Motion by Commissioner Smith, seconded by Commissioner Mitchell, to adopt the legal documents creating the Destination Management/Marketing Organization (DMMO). The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell

NO: None

b. Destination Management/Marketing Organization ("DMMO") Structure/Role

Mr. Graham discussed revisions to the DMMO structure/role including the purpose statement, organizational chart, and job description of the Executive Director.

Motion by Commissioner Smith, seconded by Mayor McGriff, to approve the Destination Management/Marketing Organization ("DMMO") Structure/Role. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, Commissioner Mitchell
NO: None

There was discussion regarding next steps and Board interview questions.

There was consensus for the entire Commission to interview applicants for the Board of Directors and that applicants should attach resumes to their applications.

c. First Reading of Ordinance No. 25-1001, Adding Municipal Code Chapter 09.32 - Fireworks

Shaun Davis, Police Chief, said the Commission had directed staff to draft an ordinance for enforcement of the sale and use of illegal fireworks and to institute a temporary ban of fireworks in the City limits in the event the Fire Chief or Fire Marshall issued an order of extreme fire risk. Additional language had been added to implement a temporary ban on open burning during a declaration of extreme fire risk. The maximum fine would be \$300.

Bob La Salle, resident of Oregon City, said there was a forested area behind his home and every year he was concerned when his neighbors let off illegal fireworks. He encouraged passing the ordinance.

Tim Powell, chair of the McLoughlin Neighborhood Association, thought this was a good first step but also wanted the City to go further and pass a full ban on fireworks.

Raymond Rendleman, resident of Oregon City, agreed with Mr. Powell. He credited the ordinance to Commissioner O'Donnell and thanked him for his time as Commissioner.

Tom Geil, resident of Oregon City, liked fireworks but thought they might be a problem inside City limits. However, he didn't know how the police might enforce a ban. He shared a story of a house in Oregon City that burned down because of fireworks.

There was discussion regarding the need for a large public education effort, how they would enforce the ordinance, and potentially passing a full ban in the future.

Motion by Commissioner Mitchell, seconded by Commissioner O'Donnell, to approve the first reading of Ordinance No. 25-1001, Adding Municipal Code Chapter 09.32 - Fireworks. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell
NO: None

d. Discussion Related to the Expansion of the Commercial Boat Tie-Up at Jon Storm Park

Tony Konkol, City Manager, said there had been discussion about expanding the area commercial vessels could utilize at the Jon Storm dock. There were several licenses, lease agreements, and grant agreements that governed the use of the dock. It currently had 60 feet set aside for commercial uses and requests had been made for vessels larger than 60 feet. He said that the dock was built to accommodate a vessel up to 60 feet and 40 tons. A structural analysis of the dock would be needed to ensure safety before allowing larger vessels to use the dock.

He asked for direction on how to proceed and discussed the options. If the Commission wanted to move forward, he recommended they work with a structural engineering firm to address concerns and review the stability of the dock for larger vessels.

There was discussion regarding a recent engineering analysis of the dock which said the dock could support commercial vessels larger than 60 feet. There was further discussion about potential objections by the Department of State Lands (DSL) and Marine Board to the expansion, maintenance agreements with the Marine Board, DSL lease, liability issues, the City taking the lead on the work, urgency to get this project done, and need for a new survey and analysis of the dock.

Motion by Commissioner Mitchell, seconded by Mayor McGriff, to direct staff to continue discussions with the regulatory agencies and engage with a consultant to perform a structural analysis with a goal of having the dock operational for commercial use by this coming season. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell

NO: None

e. Discussion of the City Manager's Salary Adjustment and Merit Pay for Performance

Patrick Foiles, Human Resources Director, said the City Manager's performance evaluation was conducted last week in executive session. Based on that review, the City Commission could consider a salary adjustment and/or merit pay.

There was discussion regarding the positive evaluations and doing both a salary adjustment and merit pay.

Motion by Commissioner Mitchell, seconded by Mayor McGriff, to increase the City Manager's base salary by 3% and grant a one-time merit payment of 3%. The motion carried by the following vote:

YES: Commissioner Smith, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell

ABSTAIN: Commissioner O'Donnell

f. Second Reading of Ordinance No. 24-1016, Codifying the Ban on Psilocybin Businesses

Motion by Commissioner Marl, seconded by Commissioner Mitchell, to approve the second reading and final adoption of Ordinance No. 24-1016, Codifying the Ban on Psilocybin Businesses. The motion carried by the following vote:

YES: Commissioner Smith, Commissioner O'Donnell, Mayor McGriff, Commissioner Marl, and Commissioner Mitchell

NO: None

10. COMMUNICATIONS

City Manager

a. Annual Comprehensive Financial Report for the Fiscal Year ending June 30, 2024

Matt Zook, Finance Director, said the financial statements for FY 23-24 had been audited and the City was issued an unmodified, or clean, opinion. He would be submitting the financial statements to the Government Finance Officers Association certification of excellence program.

There was discussion regarding remedying a contract that did not follow the regulations in the Oregon Revised Statutes. The contract was re-bid in accordance with the auditor's recommendation.

Commissioners –

Commissioner Mitchell reported on C4 Metro meeting. He said that tolling was being discussed again at the state legislature.

Commissioner Smith reported on the retirement of Gail Yazzolino, the executive director of the End of the Oregon Trail Interpretative Center.

Mayor –

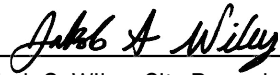
Mayor McGriff said this had been an excellent Commission and she was looking forward to next year. She wanted Commissioner O'Donnell to have the last word in his last meeting.

Commissioner O'Donnell said it had been an honor and a privilege to serve for the past eight years.

11. ADJOURNMENT

Commissioner O'Donnell adjourned the meeting at 9:43 PM.

Respectfully submitted,

A handwritten signature in black ink, reading "Jakob S. Wiley", is written over a horizontal line.

Jakob S. Wiley, City Recorder

Date Approved: October 01, 2025