



# JOINT CITY COUNCIL & PLANNING COMMISSION

Wednesday, December 11, 2024

## DRAFT MINUTES

### MEMBERS PRESENT

Mayor Rick Scholl  
Mayor Elect Jennifer Massey  
Councilor Mark Gundersen  
Councilor Brandon Sundeen  
Councilor Russell Hubbard - via Zoom at 5:13 p.m.

Chair Dan Carey  
Vice Chair Jennifer Shoemaker  
Commissioner Charles Castner  
Commissioner Scott Jacobson  
Commissioner David B. Rosengard – via Zoom

### MEMBERS ABSENT

Council President Jessica Chilton  
Commissioner Brooke Sisco

### STAFF PRESENT

John Walsh, City Administrator  
Jacob Graichen, City Planner  
Jenny Dimsho, Associate Planner/Community Development Project Manager  
Lisa Scholl, Deputy City Recorder  
Crystal King, Communications Officer

### CALL SPECIAL SESSION TO ORDER – 4:01 p.m.

### DISCUSSION TOPICS

#### 1. Presentation of Plaque to Outgoing Planning Commission Member Dan Cary

Mayor Scholl presented Planning Commissioner Dan Cary with a plaque in honor of his 16 years of service. Council members, Commission members, and staff thanked Cary for his leadership and service.

#### 2. Discuss Draft Economic Policies & Actions

City Planner Graichen introduced the project.

Beth Goodman, EConorthwest, reviewed the goals, policies, and actions for implementation. A few highlights of discussion were:

- Goal A
  - Basic economic policies
  - Addition of high tech to second bullet. Prime place for remote work with a fast, fiber network.
  - Hire an Economic Development Specialist
- Goal B
  - Asset of St. Helens Industrial Business Park

- Conduct a Zoning Code audit
    - Health and education facilities
  - Lack of hospital
  - Challenges at St. Helens School District
- Goal C
  - Protect prime industrial land
- Goal D
  - Foster growth
  - Support businesses
  - Support K-12 education
- Goal E
  - Resident amenities
  - Connecting Houlton Business District and Riverfront District
  - Changes in transportation and delivery services
- Goal F
  - Expand year-round tourism
  - Heritage tourism initiatives for the summer
  - Identify additional accommodation opportunities
  - Explore bike share and related infrastructure opportunities

Beth will make edits as discussed for final draft to present at upcoming public hearings.

**3. Draft Economic Opportunities Analysis**

Beth requested typos, edits, and input be sent to staff by the end of January. The first public hearing will be held March 11, 2025.

**4. Planning Commission Proactive Items**

City Planner Graichen reviewed Planning Commission proactive items, which include architectural standards, vacant storefronts, and Plaza accessibility improvements. Subcommittees are no longer able to meet without following public meetings laws, such as being open to the public, broadcasting on Zoom and YouTube, taking minutes, etc.

Discussion ensued:

- Utilize regular meetings when there is a light agenda to review proactive items.
- Updates needed to the resolution for Board/Commission appointments, interviews, etc.
- It is difficult for a couple of the Planning Commission members to come to the 4:00 p.m. joint meeting due to work schedules. Consensus to change to 6:00 - 8:00 p.m. Dimsho will check with staff availability.
- City Administrator Walsh talked about the League of Oregon Cities (LOC) training videos being created for public meetings laws. He will share those.

**OTHER BUSINESS**

**ADJOURN – 6:03 p.m.**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

\_\_\_\_\_  
Jennifer Shoemaker, Vice Chair

\_\_\_\_\_  
Rick Scholl, Mayor