



AGENDA

CITY COUNCIL MEETING

Date: 01.07.2026
Time: 6:00 pm
Zoom Meeting: <https://us02web.zoom.us/j/81383472437>

This meeting will be via Zoom only

Webinar ID: 813 8347 2437

Phone one-tap: +12532158782,,81383472437# US

Join via audio: +1 253 215 8782 US

- I. Call to Order/Roll Call – Mayor Anderson
- II. Agenda corrections or additions
- III. Approval of 12.10.2025 Council Meeting Minutes
- IV. Business from the Audience - This is for Mosier residents and anyone else to express concerns, needs, or opportunities. Please keep your comments succinct and under two minutes. You may bring in written materials for the Council and Staff to review. The Chair can assign the issue to a future Council meeting, or to an appropriate Council or staff member. Please realize we cannot always offer a response immediately but will give the matter due consideration. We encourage the participation of all stakeholders in our community.
- V. BUSINESS
 - a. Resolution: Close the Community Celebration Trust Fund - Monica Morris, Finance Director
 - b. Year in Review – Andrea Rogers, City Manager
 - c. Bulk Water Rates – Andrea Rogers, City Manager
 - d. Short-Term Rental (STR) Permitting Update – Amy Szilagyi, City Recorder
- VI. City Updates / Reports / Upcoming Meeting Topics
- VII. ADJOURN

Public meeting locations are virtual and accessible to persons with disabilities. Requests for interpreters, communication aids, or other accommodation must be made at least 48 hours prior to the meeting. Contact the City Recorder, by e-mail at recorder@cityofmosier.gov or phone 541-478-3505. Oregon Relay Service 1-800-735-2900.

MINUTES

CITY COUNCIL MEETING



Date: December 10, 2025
Time: 6:00 pm
Meeting called to order by: Mayor Anderson at 6:03 pm

IN ATTENDANCE

Council: Mayor Witt Anderson, Noah Estes, Lydia Koerner, Charlie Cannon, Ron Wright, Gary Lindemyer, Brenna Campbell

Staff / Speakers: City Manager Andrea Rogers, City Recorder Amy Szilagyi, Special Projects Coordinator Colleen Coleman, City Attorney Laura Westmeyer, City Engineer Stoner Bell, Karissa Willits of Oregon DEQ, Jody Behr of YSM Solutions, City Water/Wastewater Operator Chris McCalib

Public: Jayne Elken, Bob Cushman, Mark Paine, Sherry Ann

AGENDA CORRECTIONS/ADDITIONS: Switch agenda item (a) and (e)

SUMMARY: The Mosier City Council meeting covered several key topics including the skate park project, which received grant funding approval and discussion of operational rules, as well as updates on water quality management and riparian restoration plans. The council reviewed financial and operational matters related to water systems, stormwater management, and UV system installations, while also addressing concerns about pedestrian access and community development initiatives. The meeting ended with discussions about budget constraints, public outreach efforts, and the status of various infrastructure projects including the Union Pacific staging area and Mosier Cares Coalition's food security programs.

APPROVAL OF 11.05.2025MINUTES: No corrections

MOTION: Councilor Estes moved to approve minutes as written. Councilor Campbell seconded. The motion carried with the following votes.

Ayes: Anderson, Estes, Koerner, Cannon, Wright, Lindemyer, Campbell

Nays: None

Abstentions: None

OPEN MEETING

Public Comment

- Jayne Elken: Announced her attendance.

1. **Jacob's Park (Skate Park) Update:** The city council approved a contract agreement to receive \$552,000 in OPRD grant funds for a new skate park project, with a total project cost of \$696,000. The council discussed how the city would manage cash flow for the project, with Special Projects Coordinator Colleen Coleman explaining that funds would be borrowed between different city accounts until reimbursement is received. Councilor Noah Estes raised concerns about a 25-year obligation to maintain the park as a recreational space, which Colleen clarified meant the city would be required to maintain the site in its promised condition. The council discussed the status of the skate park, including a motion to settle the LUBA appeal case. The council also agreed to appoint Councilor Gary Lindemyer and Councilor Estes to work with Main Street Mosier in developing proposed rules for the skate park's

operation. The council voted unanimously to authorize the city manager to sign and execute necessary documents for receiving the grant funds.

MOTION: Made by Councilor Wright to authorize the City Attorney to negotiate a final agreement to settle the LUBA Appeal in LUBA Case No. 2025-065, on the terms discussed by the Council tonight, and authorize the Mayor to sign the agreement on behalf of the City of Mosier. Councilor Estes seconded. The motion carried with the following votes.

Ayes: Anderson, Estes, Koerner, Cannon, Wright, Lindemyer, Campbell

Nays: None

Abstentions: None

MOTION: Made by Councilor Lindemyer to appoint Councilor Lindemyer and Councilor Estes to participate on behalf of the City in any public process that Main Street Mosier might provide for the development of the Skatepark regulations required under the second condition of approval of the Conditional Use Permit Decision. Councilor Estes seconded. The motion carried with the following votes.

Ayes: Anderson, Estes, Koerner, Cannon, Wright, Lindemyer, Campbell

Nays: None

Abstentions: None

MOTION: Made by Councilor Wright to authorize the City Manager to execute any documents and contracts needed on behalf of the City to receive the OPRD grant funds. Councilor Campbell seconded. The motion carried with the following votes.

Ayes: Anderson, Estes, Koerner, Cannon, Wright, Lindemyer, Campbell

Nays: None

Abstentions: None

2. **TMDL Plan Update:** City Engineer Stoner Bell presented a slide show about the City of Mosier's total maximum daily loads (TMDL) program, highlighting the history and requirements of the Clean Water Act. He explained how Mosier Creek and Rock Creek were identified as impaired waters due to temperature issues in the 1990s, and how DEQ prioritized the Middle Columbia Hood sub-basin for further development of TMDLs. Stoner expressed gratitude to Karissa Willits, a DEQ TMDL basin specialist, for her helpful input and review of drafts in shaping the plan to meet code requirements.

The plan involves protecting native riparian areas, conducting public outreach, updating city codes and policies, and planning riparian plantings. Key actions include developing educational materials for landowners by 2026, starting annual stakeholder meetings in 2026, and identifying funding sources, and implementing a restoration project by 2030. The plan includes timelines for various activities and will be evaluated annually with a comprehensive review at the end of the 5-year period.

Mayor Witt Anderson expressed concerns about the city's ability to financially and manpower-wise commit to all the strategies outlined, suggesting the need for a specific line item in the next budget cycle to match tasks with available resources. Karissa assured that the plan includes an adaptive management approach to accommodate budget constraints and changes, while Ron highlighted the absence of stream temperature monitoring in the plan and requested more data on water temperatures entering and leaving the town. Karissa and Stoner explained that while the City of Mosier does not currently monitor water temperatures, other entities such as DEQ and Columbia River Keepers conduct monitoring in the basin, with data available online.

3. **Stormwater Plan Update:** Jody Behr, of YSM Solutions, provided an update on the stormwater management plan, noting that comments from agencies are being reviewed and the project list is being refined to focus on education

rather than infrastructure improvements. The plan is expected to be presented to the council in January, with final adoption targeted for March.

The presentation focused on updates regarding stormwater management and public notification processes, with Jody emphasizing the importance of aligning these efforts with TMDL education programs to support grant applications. The team discussed budget updates, noting they were at 67% of the \$100,000 DEQ grant, with most funds allocated to engineering and planning.

4. **TEC Updates:** Chris McCalib, President of Treatment Equipment Company (TEC), provided updates on OSHA compliance work, including safety improvements at facilities and completion of disinfection byproduct testing, while also noting that lead and copper testing would be delayed until next year due to sampling site issues.

Chris reported on reservoir monitoring and a 60,000-gallon discrepancy that will be addressed with clay valve operations on Friday. They explored SCADA communication issues, with Chris explaining that after multiple attempts to resolve it internally, they are now seeking external expertise while maintaining weekend monitoring of the plant.

Finally, Chris reported on the successful completion of a UV system upgrade funded by the city and discussed ongoing maintenance challenges, including the need to replace or rebuild certain pumps and blowers that were not included in the original project. He mentioned that he is working on securing more economical disposal options for solids, with current rates at 62 cents per gallon. City Manager Andrea Rogers raised the possibility of conducting PFAB testing to monitor potentially harmful chemicals in public waters, and Chris agreed to investigate the feasibility and costs of this specialized testing.

5. **Finance Report:** City Manager Andrea Rogers presented a financial report highlighting changes in the fund balance due to audit adjustments and noted expected increases in revenue from taxes and transient lodge tax. Councilor Noah Estes inquired about the city's financial goals, leading to a discussion about the need to rebuild reserves, with Mayor Witt Anderson expressing concerns about the city's current financial situation. The group agreed to schedule a future meeting to discuss short-term rental applications and their impact on transient lodge tax.

6. **City Activities Updates/Reports:**

- City Manager Rogers: Discussed the Union Pacific staging area development, with Andrea reporting that final contract and permitting work was underway and that she had been monitoring community feedback
- Mayor Anderson: Praised Staff for creating a comprehensive administrative record on the skate park topic.
- Councilor Estes: Noah announced he would present updates at the upcoming MCED board meeting and asked the Council for any input they would like to provide.
- Councilor Campbell: Shared positive developments about the Mosier Cares Coalition, which had received 501c3 approval and was successfully addressing food insecurity in the community.
- Councilor Campbell: Commended Brenna and raised concerns about pedestrian access between the cherry growers and staging areas, which Andrea addressed by confirming that emergency access would be maintained however it will be closed to the public due to liability.

Meeting Adjourned 8:03 pm

ACTION ITEMS:

City Recorder Szilagyi:

- Staff report and update on Short Term Rental (STR) permitting

Witt Anderson, Mayor

Amy Szilagyi, City Recorder

Approved by City Council on _____

DRAFT



Staff Report

Meeting Date: January 7, 2026

Reported by: Monica Morris, Mountainside Services, LLC – Finance Director

Agenda Item: Resolution 2026-01 Authorizing the Closure and Cancellation of the Community Celebration Trust Fund

Fiscal Impact: General Fund absorbs the negative \$567 balance of the Community Celebration Trust Fund

Recommendation: Approve the resolution

Background:

A resolution to create the Community Celebration Trust Fund was approved August 7, 2013. The purpose of this trust fund was to receive donations and purchase items for the 100-year celebration of the incorporation of the City of Mosier. The celebration took place in September 2014.

The audited fund balance on June 30, 2019, is (\$567). The negative fund balance will be absorbed by the General Fund.

The fund is obsolete since the purpose was fulfilled. The attached resolution approves closure of the trust fund.

Recommended Council Action/Decision/Motion (if any): Approve the resolution closing the trust fund.



Resolution Authorizing the Closure and Cancellation of the Community
Celebration Trust Fund

Resolution 2026-01

WHEREAS, the City Council maintains various funds and reserves for municipal operations and specific purposes; and;

WHEREAS, the community Celebration Trust Fund was established on August 7, 2013 for the purpose of receiving donations and purchasing items for the 100-year celebration in 2014 ; and

WHEREAS, the purpose for which the Community Celebration Trust Fund was established, has been fulfilled, is no longer applicable, and the fund is obsolete; and

WHEREAS, as of July 1, 2025, the remaining balance in the aforementioned trust fund is (\$567) which will be transferred to the general fund; and

WHEREAS, it is the desire of the City Council to officially close the Community Celebration Trust Fund and direct the transfer of the remaining balances to a more appropriate, legally permissible fund.

NOW, THEREFORE, BE IT RESOLVED by the Mosier City Council directs the closure and cancellation of the Community Celebration Trust Fund.

BE IT FURTHER RESOLVED this resolution shall take effect immediately upon its passage and adoption.

Passed by the City Council of the City of Mosier on the 7th day of January, 2026.

Witt Anderson, Mayor

Attest:

Andrea Rogers, City Manager



Staff Report

Meeting Date: January 7, 2025

Reported By: Andrea Rogers

Agenda Item: Year Review

Fiscal Impact: None

A look back to prepare for the work ahead for fiscal year 26-27.

This review provides a high-level overview of work that has been completed, current projects, and my administrative goals for the next fiscal year. There has been a significant amount of work accomplished over the past 12 Months. I provided an AI summary of Council Meeting items and actions.

Completed projects include the EV charging station as a green energy project. The HUB Park with public restrooms a vision from the Historic Highway providing Bike HUBs throughout the Gorge and expanding on the previous HUB design at the triangle park. Rock Creek Restoration landscaping and native planting funded through the UPRR derailment settlement. Sign off for DEQ regarding the derailment containment area. FEMA reimbursement process for the damage caused by the January 2024 storm, debris removal, and City Hall.

Current funded projects in process include the Well #5, Wastewater Treatment Plan upgrade, Stormwater Plan, Washington St. sidewalk, Parking and Transit Stop Study, the TMDL action items and Jacob's Park. The Joint Use Facility is seeking final funding through State Legislation during the winter session.

With seven active projects and the potential for the JUF to be funded in the next fiscal year, this is a significant workload for our small city.

Administrative work completed and ongoing:

Full Time administrative staff position created and filled, opening City Hall to the public, streamlining how information is received from the public, managing Mosier Cemetery requests, implementing the Short-Term Rental ordinance and streamlining the application process, responding to general inquiries, providing planning and development applications and coordinating with contracted staff. OSHA consultation and response for compliance. Coordination with UPRR for the siding extension project.

Administrative goals for the next fiscal year:

Clear processes for all aspects of City administration to reduce costs for the city and its citizens.

Develop an Employee Handbook that will protect the city and its staff by clarifying expectations.



CITY OF MOSIER
small enough to make a difference

Public Records management complies with the state requirements.

Recommendations:

Focus on the administration of City Business and completing the funded projects.

Summary of FY 2024-25 Council Meetings

November 6, 2024

- Waste Connections – Jim Winterbottom gave updates related to community waste services, operational issues, or changes affecting Mosier residents.
- Parking study DLCD grant
- Water System Intergovernmental Agreement (IGA) with the City of Hood River this fell through
- Mosier Wastewater Treatment Plant Operations Contract

December 4, 2024

- Senior Center requesting mailbox installation
- Write-in results: Lydia Koerner elected with 24 votes; attended via Zoom
- Vacant seat application: Gary Lindemeyer appointed unanimously; strong public works background
- Internal controls:
- Defined account access
- Invoice approval workflow
- Finance calendar with deadlines
- Dual invoice approvals by City Manager and Finance Director
- Approval recordkeeping
- Check printing, signing, and mailing procedures
- Final policy to be presented January 2025

January 2025

- Tightening the fiscal controls, new council members sworn in.
- Skatepark Resolution 2025 #1 Application for OPRD LGGP grant
- Procurement for UV and Water System Management

February 2025

- MOU for Main Street Revitalization Grant approved unanimously.
- Grant supports Visitor & Exhibition Hall, Historical Society displays, and tourism kiosk
- UPRR Second Track: Rebuild of Mosier Creek bridge needed; potential impacts to waterfront trail
- Recruitment: Full-time City Recorder/Clerk hiring underway; three qualified applicants.
- Short-Term Rentals: Application system in place; ordinance updates needed.

March 2025

- Hired Amy Szilagyi into Full Time City Recorder/Clerk/Bookkeeper position.
- STR Staff Report included discussion on biennial process, fees, Granicus contract, proof of residence, and special licensing rules.
- Resolution 2025-03 regarding purchasing authority approved unanimously.

April 2025

- City Hall opens with regular hours for public with Appointment of City Recorder

Summary of FY 2024-25 Council Meetings

- Skate Park CUP process begins
- Approved Budget Calendar
- WWTP equipment purchases
- City Storage solutions to save rental costs.
- City Hall roof repair FEMA reimbursement process
- FEMA floodplain maps and ordinance per federal requirements

May 2025

- Budget Meeting
- Transportation System Plan (TSP) Amendment: Proposed Washington Street section with planter/bioswale for stormwater management.
- WWTP improvements contract approved
- STR cap increased to 10%
- Considered Verizon Cell tower on Reservoir #4

June 2025

- Budget Adoption
- TSP Amendment Ordinance 2025-07
- Skatepark CUP approval
- Gorge Transit Presentation
- Review and Approve TMDL 5-year implementation plan
- STR ordinance amendments for process, cap and fees 1st reading
- Recreational Immunity Ordinance 1st reading
- Resolution for Fire State of Emergency / Fireworks ban
- Bank Check Signers determined.
- Memorial Bench approval

Moved to one meeting per month

July 2025

- Resolution 2025-8 for water utility rates
- Verizon proposal
- Final adoption of STR 201 and Rec immunity 202 Ordinances
- Flood Plan Ordinance #203
- Rock Creek gate passes on backorder/CM opens park to all due to lack of annual passes to sell.

August 2025

Summary of FY 2024-25 Council Meetings

- WWTP report, public outreach to reduce contaminants
- Natural Hazard Mitigation Plan presentation and Mosier Addendum adopted
- DLCDC Parking Study Agreement Signed
- TMDL requirements for outreach and ordinances addressed with service from Willamette Partnership.
- Skatepark Grant Awarded
- TEC water operations system maintenance explored with previous H2O operator

September 2025

- Well #5 easement agreement
- Transportation and Growth Management- Council approved the agreement with ODOT for parking/utilization study.
- Council adopted Resolution #2025-10 to reapply for ODOE grant. Reapplying for Solar Energy Grant sun-setted for JUF.
- Cost recovery enforcement with Collection agency.
- Shopping for a City Truck

October 2025

- Updated our fee schedule
- Planning Technical Assistance grant application approval for Updating planning codes
- Digital Signature resolution 2025-12
- The city purchased a new maintenance vehicle.
- Luba appeal process begins
- UPRR meetings and public noticing regarding expansion of double track

November 2025

- Draft Stormwater Master Plan presented, focused on nature-based solutions and reducing non-point pollution. Plan funded by DEQ includes designs for swales, native plants, water quality testing, and educational outreach. Willamette Trust will draft related code at no cost.
- Code enforcement procedure provides instruments for the city to enforce violations.
- UPRR construction impacts and agreements are ongoing.
- LUBA appeal response made.

December 2025

- Meeting focused
- TMDL implementation Plan and Stormwater Master Plan



Bulk Water Rates (over 500 gallons)

Meeting Date: 01.07.2026

Reported By:	Amy Szilagyi, City Recorder
Agenda Item:	Bulk Water Rates
Fiscal Impact:	No direct fiscal impact beyond collection of existing fees outlined in the City's Consolidated Fee Schedule. The application ensures proper cost recovery and risk mitigation.
Duration:	Until amended
Recommendation:	Adopt the proposed City Council Resolution and authorize the City Administrator or Designee to implement the administrative procedures contained therein.

Background:

The City Staff recommends adoption of a standardized Bulk Water Purchase Application to manage requests for bulk water from the City of Mosier and to amend the Consolidated Fee Schedule to include new bulk water fees. This application will streamline administrative review, ensure compliance with the Mosier Municipal Code, and provide clarity on fees, hydrant access, and backflow prevention.

Action:

Commercial entities and contractors occasionally request access to City water for non-potable uses exceeding 500 gallons. Currently, there is no standardized form or process, which can lead to inconsistent approvals, incomplete insurance coverage, and potential cross-connection or infrastructure issues.

- Adopt the Bulk Water Purchase Application as Attachment A to the City Council Resolution.
- Establish clear requirements for notice (24 hours), backflow prevention, insurance (\$100,000 minimum), non-potable acknowledgment, and compliance with the Consolidated Fee Schedule.
- Delegate administrative authority to the City Administrator or Designee to review, approve, conditionally approve, or revoke access based on compliance and operational needs.

Proposed Motion: "I move that the City Council adopt Resolution No. 2026-02, as proposed by staff, amending the Consolidated Fee Schedule to establish bulk water fees, and authorizing the City Administrator to implement the process."



RESOLUTION NO. 2026-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOSIER ADOPTING A BULK WATER PURCHASE APPLICATION AND AMENDING THE CONSOLIDATED FEE SCHEDULE FOR BULK WATER WITHDRAWALS

The Mosier City Council, acting as the Contracting Agency for the City of Mosier, makes the following findings:

WHEREAS, the City of Mosier owns and operates a municipal water system subject to the Mosier Municipal Code and applicable state and federal regulations; and

WHEREAS, commercial entities and contractors occasionally request authorization to purchase bulk water for the City for non-potable uses; and

WHEREAS, the City Council finds it necessary to establish a standardized application and administrative framework governing bulk water withdrawals in order to protect public health, system capacity, and public infrastructure; and

WHEREAS, the City Council desires to amend the Consolidated Fee Schedule to include fees for bulk water withdrawals, including:

- \$250.00 daily access fee;
- \$10.00 per load for tanks up to 2,000 gallons;
- \$25.00 per load for tanks 2,001-5,000 gallons;
- \$50.00 per load for tanks 5,001-10,000 gallons;
- \$75.00 per load for tanks over 10,000 gallons;

WHEREAS, the Bulk Water Purchased Application attached hereto as Attachment A provides clear requirements related to eligibility, notice, fees, hydrant access, backflow prevention, insurance, enforcement, and compliance with the Mosier Municipal Code.

NOW, THEREFORE, BE IT RESOLVED BY THE MOSIER CITY COUNCIL AS FOLLOWS:

Section 1: The Bulk Water Purchase Application, attached hereto as Attachment A, is hereby adopted and approved for use by the City.

Section 2: The City Council hereby amends the City of Mosier Consolidated Fee Schedule to include the bulk water fees described above.

Section 3: The City Manager or Designee is authorized to administer, approve, condition, suspend, or revoke bulk water access consistent with this application, the City's Consolidated Fee Schedule, and applicable provisions of the Mosier Municipal Code.

Section 4: This resolution shall take effect immediately upon adoption

INTRODUCED AND ADOPTED on this 7th day of January 2026, effective as of the date of adoption.

Witt Anderson, Mayor

Amy Szilagyi, City Recorder



Staff Report

Meeting Date: 01.07.25

Reported By:	Amy Szilagyi, City Recorder
Agenda Item:	Short-Term Rental (STR) Permitting Update
Recommendation:	For informational purposes

Summary:

As of December 31, 2025, the City has issued 9 STR operator permits. There are currently 8 applications in process, pending additional information from applicants. Additionally, 10–15 properties previously identified by the Short-Term Rental Committee need to be reviewed and contacted regarding compliance with the Mosier Municipal Code Chapters 5.10 and 5.20 respectively.

Staff will provide information regarding how close each neighborhood is to its STR cap once all applications have been processed, and all STRs are brought into compliance. Most properties identified for review are in the Commercial zone.

The City has collected fees from issued STR permits totaling \$6,800, with additional revenue expected as non-compliant rental properties are identified. STR operations generate Transient Lodging Tax (TLT) revenue for the City, contributing to ongoing municipal funds. Based on current permits, estimated TLT income is around \$80,000 annually, with potential for increased revenue as additional STRs come into compliance and begin operations.

Process Update:

Staff has decided to discontinue the use of the online Jira portal for STR applications, as it proved to be too time-consuming and added unnecessary steps for staff processing and difficult for the applicants to navigate. In its place, a printable/fillable STR application has been created, which applicants can submit directly to City Hall. This streamlines the application process while maintaining necessary documentation and compliance checks.

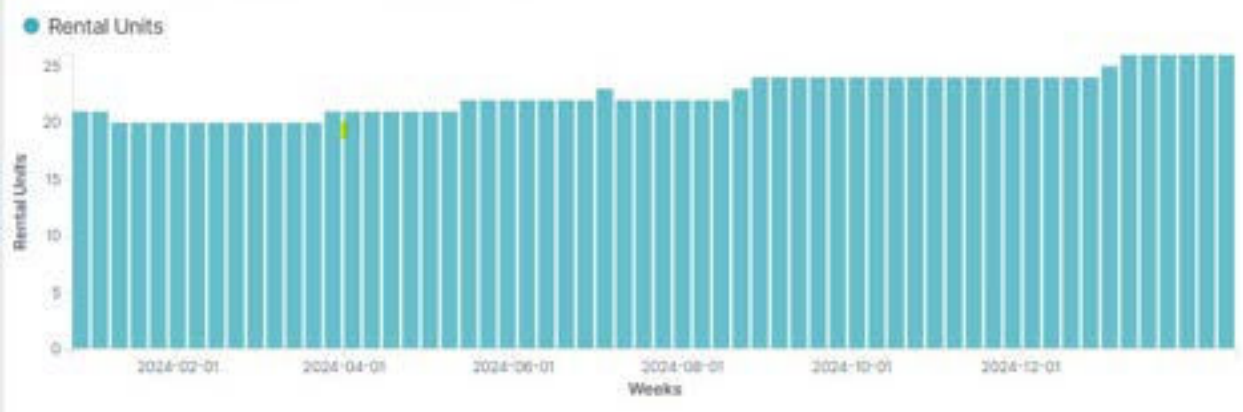
Next Steps:

- Continue processing the pending applications once the requested information is received.
- Contact the previously identified properties to verify compliance and initiate the permit application process if required.
- Provide follow-up reports to the Council as progress is made on pending applications and compliance reviews.

- COMPLIANT w. land use regulations
- NON-COMPLIANT w. land use regulations
- ◆ UNKNOWN COMPLIANCE STATUS
- ▲ NOT YET IDENTIFIED



Identified STR Rental Units Over Time ①



Rental Units and Listings Over Time ①



ACCOUNT QUICKREPORT

Total Amount
\$190,052

