



CITY OF OREGON CITY

CITY COMMISSION WORK SESSION

MINUTES

Virtual Meeting

Tuesday, June 08, 2021 at 6:45 PM

CONVENE WORK SESSION AND ROLL CALL

Mayor Rachel Lyles Smith called the meeting to order at 7:01 PM.

PRESENT: 5 - Mayor Rachel Lyles Smith, Commissioner Adam Marl, Commissioner Denyse McGriff, Commissioner Frank O'Donnell, and Commissioner Rocky Smith, Jr.

STAFFERS: 12 - City Manager Tony Konkol, Finance Director Matt Zook, Community Development Director Laura Terway, Public Works Director John Lewis, Assistant City Recorder Jakob Wiley, Planner Kelly Reid, Public Works Director John Lewis, Economic Development Manager James Graham, Library Director Greg Williams, Parks & Recreation Director Kendall Reid, Code Enforcement Manager Nancy Busch, and Aquatic & Recreation Manager Rochelle Anderholm-Parsch

FUTURE AGENDA ITEMS

1. List of Future Work Session Agenda Items

Tony Konkol, City Manager, briefly discussed some changes in the upcoming agenda items.

Commissioner McGriff expressed that the Follow-up on the Request for Recording Pre-Application Meetings for the August 10th meeting could be moved down in priority and that Abandoned and/or Semi-Abandoned Buildings was more of a priority item, due to the upcoming fire season. There was discussion regarding requesting Code Enforcement to look into specific unoccupied properties and contacting their owners.

DISCUSSION ITEMS

2. Oregon City Parks and Recreation Financial Support & Sustainability Strategy Policy

As part of Oregon City Parks and Recreation cost recovery work, the Department provided two reports. One is actionable, and the other is for information purposes only. The Oregon City Parks and Recreation Department has completed the 5 phased approach to cost recovery work. The department requested the Commission review and accept comments regarding the Oregon City Parks and Recreation Department's Financial Support & Sustainability Strategy Policy. The policy will serve as the departmental guiding policy to determine the amount of taxpayer support (subsidy) and cost recovery targets available for parks and recreation services. Additionally, the department provided, as examples, internal working procedures and tools that will be used as steps to meet the metrics listed in the adopted Financial Support and Sustainability Strategy Policy.

Kendall Reid, Parks and Recreation Director, introduced the item.

Rochelle Anderholm-Parsch, Aquatic and Recreation Manager, presented on the Draft Recovery Policy. Ms. Anderholm-Parsch reviewed the cost recovery timeline and the 5 phases. Phase 1 was staff

education and training as to the 'why' of cost recovery. Phase 2 was the development of service categories. This work required a department taskforce to name and define all services provided. After a list of all department services were compiled, the taskforce developed and defined service categories. Phase 3 included a cost-of-service analysis. Phase 4 was the beneficiary of service workshop that included engagement and input from the public, the Parks and Recreation Advisory Committee, and the City Commission. Phase 5 unveiled the Cost Recovery Tool and the results of cost of service. Ms. Anderholm-Parsch reviewed the success metrics, addressing gaps and internal working tools and procedures.

Mayor Lyles Smith commented she was unsure how the document would be used as a policy. Ms. Anderholm-Parsch expressed the department would use the information to make more solid decisions regarding fees, so those decisions were less arbitrary going forward.

Mr. Reid commented the department was looking for Commission sign-off and support for the policy.

Commissioner O'Donnell asked about survival swim lessons for children and infants and expressed support for subsidizing such a program. Ms. Anderholm-Parsch indicated the department does currently offer this service.

Commissioner Smith commented the fee waiver verbiage in the document was vague. Ms. Anderholm-Parsch indicated an applicant would be walked through the criteria of fee waiver. Also discussed was how building rentals work with other non-City entities, such as the End of the Oregon Trail events.

Commissioner McGriff asked how the public would be made aware of the fee changes. Mr. Reid indicated a communication plan would be developed with a gradual roll-out.

Mayor Lyles Smith expressed support for an extensive community engagement process, and she would like to see more detail on specific fees. Mr. Reid indicated there would also be a gradual roll-out of fee changes in conjunction with the communication plan.

Commissioner Marl asked about subsidizing fees at a higher rate for non-residents than City residents. Ms. Anderholm-Parsch indicated non-residents pay a higher fee because they are not contributing to the City general fund and the language would be revised to reflect that.

There was consensus to have the department come back to the Commission with examples of the fee schedule.

3. 2021 Oregon City Police Department Annual Report

Jim Band, Police Chief, presented an update on police activity in Oregon City. He reviewed statistics on patrol, dispatched calls, mental/behavioral health calls, narcotics activity, traffic crashes, detective division, traffic stops by ethnicity, transparency of policing, use-of-force and code enforcement. Chief Band also discussed the challenges of succession planning, hiring and qualified immunity for officers.

Commissioner McGriff asked about future changes and challenges. Chief Band briefly discussed homelessness, officer training and stops by ethnicity.

Commissioner O'Donnell complimented the Chief on the continued good work of the department.

Mayor Lyles Smith expressed concerns regarding the succession planning and officer wellness.

The City Commission took a break from 8:52 PM to 8:56 PM.

4. Transportation Demand Management (TDM) Plan Implementation Update: Parking Study (Including a Request to Continue Implementation of the TDM Plan by Reinstating Parking Meter Fees) and the Downtown Pedestrian and Bicycle Needs Inventory and Action Plan

The City adopted a Downtown Transportation Demand Management (TDM) Plan in 2018 (Resolution 18-04) to guide future transportation and parking decisions and investments downtown. The goal of the plan was to efficiently manage parking and transportation downtown, and to expand travel options, in order to address and prepare for future increases in downtown tourism and activity due to the Willamette Falls Legacy Project.

Laura Terway, Community Development Director, opened discussion of the item.

Kelly Reid, Planner, discussed the Bike\Pedestrian (Bike/Ped) Action Plan and community engagement for development of the plan. Ms. Reid asked if the Commission would consider the recommencement of parking meter charges. The City received complaints related to employees using street parking and taking up spaces for customers that are now returning to downtown as the COVID-19 pandemic subsides.

Rick Williams, from Rick Williams Consulting, discussed the scope of the TDM plan and the interaction of parking downtown and the bluff.

Commissioner O'Donnell commented on the need for additional parking and possibly a new look at building a downtown parking structure.

Mr. Williams provided detail on the data collection that would be upcoming and how the data could be used for future decision making.

Commissioner McGriff commented that the bluff parking is mainly located in the McLoughlin Neighborhood, and the neighborhood would not support being used as overflow parking for downtown.

Commissioner Smith expressed concern with the broader scope of parking issues, including the issues with parking in the future with planned developments downtown.

Mr. Williams indicated the parking survey would be merged with user information already collected by the elevator staff to provide a more complete picture on the parking situation.

Mayor Lyles Smith supports reinstating the parking meters and a comprehensive public outreach in advance of a restart date. She would like to see the trend data in advance of discussing a parking structure.

There was discussion regarding signage for City parking lots.

Mayor Lyles Smith suggested stronger online information for the public on where to park downtown.

Commissioner O'Donnell asked about capacity of the downtown City lots and Mr. Konkol provided some approximate space numbers.

Nancy Busch, Code Enforcement Manager, discussed the number of parking locations, enforcement, and traffic patterns downtown. Ms. Busch mentioned that many employees use the Municipal Elevator around 3:00 PM to move their cars from the McLoughlin Neighborhood to downtown parking areas.

There was consensus to reinstate the parking meter program and a 30-day outreach effort before the restart.

CITY MANAGER'S REPORT

There was no City Manager's report.

COMMISSION COMMITTEE REPORTS

Mayor Lyles Smith asked for any updates from City Commissioners regarding their participation on any committees. There were none.

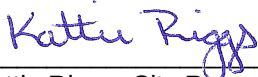
- A. **Beavercreek Employment Area Blue Ribbon Committee** - *Commissioner Frank O'Donnell*
- C. **Citizen Involvement Committee Liaison** - *Commissioner Denyse McGriff*
- D. **Clackamas County Coordinating Committee (C4)** - *Mayor Rachel Lyles Smith*
- E. **Clackamas County I-205 Tolling Diversion Committee** - *Appointed: Mayor Rachel Lyles Smith Alternate: Commissioner Frank O'Donnell*
- F. **Clackamas Heritage Partners** - *Commissioner Rocky Smith, Jr.*
- G. **Clackamas Water Environment Services Policy Committee** -
Appointed: Commissioner Rocky Smith, Jr. Alternate: Commissioner Denyse McGriff
- H. **Downtown Oregon City Association Board** - *Commissioner Denyse McGriff*
- I. **Metro Policy Advisory Committee (MPAC)** - *Appointed: Mayor Rachel Lyles Smith Alternate: Commissioner Denyse McGriff*
- J. **OC 2040 Project Advisory Team** - *Appointed: Commissioners Denyse McGriff and Rocky Smith, Jr.*
- K. **Oregon Governor's Willamette Falls Locks Commission** - *Vacant until State Appoints Mayor Rachel Lyles Smith*
- L. **Oregon City Tourism Stakeholder's Group** - *Appointed: Commissioners Denyse McGriff and Rocky Smith, Jr.*
- M. **Oregon City/West Linn Pedestrian and Bicycle Bridge Concept Plan Project Advisory Committee** - *Appointed: Commissioner Denyse McGriff*
- N. **South Fork Water Board (SFWB)** - *Mayor Rachel Lyles Smith, and Commissioners Frank O'Donnell and Rocky Smith, Jr.*
- O. **Willamette Falls and Landings Heritage Area** - *Commissioner Denyse McGriff*

- P. Willamette Falls Legacy Project Liaisons** - *Mayor Rachel Lyles Smith and Commissioners Frank O'Donnell*

ADJOURNMENT

Mayor Lyles Smith adjourned the meeting at 9:45 PM.

Respectfully submitted,



Kattie Riggs, City Recorder