



CITY OF OREGON CITY

CITY COMMISSION WORK SESSION

MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Tuesday, May 09, 2023 at 6:00 PM

CONVENE WORK SESSION AND ROLL CALL

Mayor McGriff convened the meeting at 6:04 PM.

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

STAFFERS: 10 - City Manager Tony Konkol, Community Development Director Aquilla Hurd-Ravich, Parks and Recreation Director Kendall Reid, Economic Development Manager James Graham, Police Chief Jim Band, Finance Director Matt Zook, Library Director Greg Williams, Public Works Director John Lewis, IT Director Mike Dobaj, Assistant City Recorder Angelique Nomie

FUTURE AGENDA ITEMS

1. List of Future Work Session Agenda Items

Tony Konkol, City Manager, reviewed upcoming work session agenda items, which included an update of 2021-2023 Commission goals, a discussion of Loder Road, and a WES State of the District Presentation.

Commissioner O'Donnell asked to discuss adding a position to Code Enforcement. It was agreed that this would be best addressed during upcoming Budget Committee deliberations.

Commissioner O'Donnell also asked to discuss the Clackamette Park boat ramp.

Commissioner Marl requested an update on the old Public Works facility. Mr. Konkol said this information would be included in the Facilities Master Plan, which was put on hold due to the network disruption. There was consensus to receive an update on the Facilities Master Plan.

Mayor McGriff requested information on the city's broadband study results.

DISCUSSION ITEMS

2. Discussion of a Potential Ordinance to Exempt Vendors at Public Events from the Requirement to Obtain a Business License

James Graham, Economic Development Manager, would like to promote events in Oregon City in an effort to support tourism. He suggested that charging vendors to pay for temporary business licenses was cost-prohibitive.

Commissioner O'Donnell suggested that there is value in charging for a license since it would help track who is doing business in Oregon City. He suggested charging a reduced rate for temporary business licenses.

Commissioner Smith suggested that requiring vendors to acquire a business license for events creates work for staff. He asked if the license requirement applied to non-profit and for-profit vendors.

Mr. Konkol confirmed it applied to both, but that non-profit vendors did not have to pay for the license.

Commissioner Smith requested that the term "tourism related public events" in draft ordinance 23-1005 be changed to "events."

Commissioner Smith requested a definition for "fixed place of business" as discussed in the staff report. Mr. Konkol said that if a business did not have a brick-and-mortar location, the address registered to the business would be considered its fixed place of business.

Commissioner O'Donnell asked if a business licensed in another city would need an Oregon City business license for events. Mr. Konkol said the business would need either a Metro business license or an Oregon City business license.

Commissioner O'Donnell suggested using an electronic transaction for business licenses if staff time is a major concern.

Mr. Konkol said that staff time, processing, and enforcement were concerns, and suggested that there currently do not seem to be enough events to justify a licensing requirement.

Commissioner Marl suggested that the city should be aware of who is doing business in Oregon City but would like to streamline the licensing process. He suggested that the current price structure contributes to the complication.

Mayor McGriff read a public comment from Craig Danielson requesting that the city charge business license fees for events, stating that if it does not, a list of exemptions and the corresponding revenue loss should be required.

Discussion occurred over potential fee differences for one-day events, two-day events, weekend events, and recurring events.

Commissioner Smith requested staff feedback on the feasibility of charging for business licenses.

Mr. Graham suggested charging a business license fee to for-profit event organizers only.

Commissioner O'Donnell reiterated the importance of tracking who is doing business in Oregon City and suggested that related enforcement concerns could be addressed during the upcoming Budget Committee deliberations.

There was discussion around charging event organizers a full business license fee and charging vendors \$25 for a three-day temporary license.

There was a consensus to research what other jurisdictions do for business licenses as they apply to farmers markets.

3. Update on City Projects

Mr. Konkol provided an update on City projects.

Dement Park and Ermatinger House would be brought to the City Commission for Charter Park designation. Canemah rights-of-way issues and McLoughlin Promenade encroachments would be brought forth for discussion.

The location of the Cayuse 5 Memorial on the McLoughlin Promenade has been accepted.

The city worked with the Downtown Oregon City Association (DOCA) on a Main Street grant for the Clackamas County courthouse. The grant could not be submitted because Clackamas County, in its capacity as property owner, did not sign the application.

Commissioner Marl asked if the ARPA funds dedicated to the Main Street grant could be reallocated. Mr. Konkol replied that theoretically they could be.

Commissioner O'Donnell asked about plans for Liberty Plaza. Mayor McGriff said she was in discussions with Clackamas County about acquiring Liberty Plaza for the city.

Discussions are ongoing with the Confederated Tribes of the Grand Ronde (CTGR) regarding demolition site work and the future land use process to amend the Tumwata Village Plan. CTGR has requested an on-site visit with City staff to walk through the site again for a more formalized, detailed discussion of the plans.

A surveyor will likely be hired for Canemah right-of-way encroachments, which are potentially more significant than the McLoughlin Promenade encroachments.

CITY MANAGER'S REPORT

COMMISSION COMMITTEE REPORTS

4. Commissioner O'Donnell

- South Fork Water Board

The committee has upcoming budget deliberations. Mayor McGriff will attend the upcoming American Water Works Association training for local officials.

5. Commissioner Smith

- Clackamas Heritage Partners
- Oregon City Tourism Stakeholder's Group
- South Fork Water Board

West Linn Councilor Scott Irvin will join the South Fork Water Board.

The Heritage Committee is currently working on participating in the Rose Festival Parade.

6. Commissioner Marl

- Citizen Involvement Committee Liaison
- Clackamas County Coordinating Committee (C4)
- Clackamas County I-205 Tolling Diversion Committee
- Youth Advisory Committee Liaison

Commissioner Marl was unable to attend the C4 meeting due to Oregon City budget meetings. C4 had a staff update regarding legislation related to tolling which is now moot following the Governor's moratorium on tolling. Meetings of the Tolling Diversion Committee have been cancelled until the public comment period is closed and due to the Governor's moratorium.

Mr. Konkol spoke at the third Youth Advisory Committee (YAC) meeting was last night. The original dates for YAC were September through June but the committee decided to continue through the summer. YAC is still refining ideas on what the committee would like to tackle.

7. Commissioner Mitchell

- Clackamas County Coordinating Committee (C4) – Metro Subcommittee
- Clackamas County I-205 Tolling Diversion Committee (alternate)
- Metro Policy Advisory Committee (MPAC) (alternate)

Tri-Met gave a presentation at the C4 Metro Subcommittee about increasing the reliability of service on 82nd Avenue. Clackamas County Commissioner Paul Savas expressed concern about the lack of service available in Clackamas County.

There is a C4 retreat on June 2-3, 2023.

8. Mayor McGriff

- Clackamas Water Environment Services Policy Committee
- Clackamas Heritage Partners (alternate)
- Downtown Oregon City Association Board
- Metro Policy Advisory Committee (MPAC)
- Oregon City Tourism Stakeholder's Group
- South Fork Water Board
- Willamette Falls and Landings Heritage Area
- Willamette Falls Legacy Project Liaisons
- Youth Advisory Committee Liaison

Clackamas Water Environment Services is going into budget deliberations.

The Executive Director of the Downtown Oregon City Association (DOCA) is resigning, and the association is looking for an interim director.

Willamette Falls and Landings Heritage Area will have an upcoming work session to discuss membership concerns. Their legislative committee is redrafting National Heritage Area legislation to make the language more general. An intern has been hired to study the Chinese influence on the heritage area. The committee is considering a review of agricultural uses within the heritage area.

The Citizen Involvement Committee (CIC) included discussions about how to disseminate information, including advertising with Pamplin Media, using a large postcard for all neighborhood associations, and working with the Communications Manager.

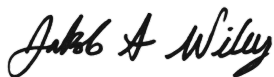
A proposal exists by Metro stakeholders to raise the tipping fee. Mayor McGriff said she could not take a position on this proposal without further information.

Commissioner Mitchell suggested providing smaller-scale grants with the remaining funds from the City-Sponsored Public Events program. James Graham, Economic Development Manager, confirmed that there is \$55,000 remaining in the program budget.

ADJOURNMENT

Mayor McGriff adjourned the meeting at 7:35 PM.

Respectfully submitted,

A handwritten signature in black ink, reading "Jakob S. Wiley". The signature is written in a cursive, flowing style. The first name "Jakob" is written with a capital 'J' and a capital 'K'. The middle initial "S." is written with a capital 'S' and a period. The last name "Wiley" is written with a capital 'W' and a capital 'Y'. The signature is positioned above a horizontal line.

Jakob S. Wiley, City Recorder