



CITY OF OREGON CITY

CITY COMMISSION WORK SESSION

MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Tuesday, April 12, 2022 at 6:00 PM

CONVENE WORK SESSION AND ROLL CALL

Mayor Rachel Lyles Smith called the meeting to order at 6:02 PM.

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

STAFFERS: 10 - City Manager Tony Konkol, City Recorder Jakob Wiley, Interim Community Development Director Aquilla Hurd-Ravich, Parks and Recreation Director Kendall Reid, Economic Development Director James Graham, Assistant to the City Manager Lisa Oreskovich, Police Chief James Band, Finance Director Matt Zook, Library Director Greg Williams, Public Works Director John Lewis, Human Resources Director Patrick Foiles, Tourism Program Manager Daniel Gering

FUTURE AGENDA ITEMS

1. List of Future Work Session Agenda Items

Mayor Lyles Smith noted that Tony Konkol, City Manager, placed sidewalk replacement and street tree review agenda items on the May 10, 2022 work session agenda.

DISCUSSION ITEMS

2. Review Draft Goals and Policies for OC2040 Comprehensive Plan

Aquilla Hurd-Ravich, Community Development Director, reviewed additional materials for the OC2040 Comprehensive Plan. She noted that the primary goal of tonight's meeting was to review and refine draft goal and policy language.

The word "policies" in the header of all goals was changed to "strategies."

Commissioner Smith asked about Goal 2, Section C and whether the city had previously facilitated historic preservation. He opined that the line item may be hypocritical. Commissioner McGriff disagreed with his opinion but suggested that the line item would be a good goal to aspire to either way.

Under Goal 3's introductory statement, Commissioner Marl suggested replacing the word "feel safe" with "are safe."

The Commissioners continued going through the draft goals and providing suggestions in each section.

3. Presentation Regarding FCS Rate/SDC Benchmarking Study

John Ghilarducci, FCS Consultants, provided a presentation on the rate study for system development charges (SDC) and the data used to develop the pricing.

Mayor Lyles Smith shared concerns that the SDC rate in Oregon City was high and may be prohibitive to future economic development and housing affordability. She asked if SDC rates would remain stable or might be reduced in the future.

Mr. Konkol explained that Oregon City SDC rates had previously been historically low. He mentioned cities (such as Beaverton) that have special SDC rates that vary from a base SDC rate. He also mentioned that dropping SDC rates for housing would likely not influence home prices determined by market conditions.

Mayor Lyles Smith wondered if small reductions in SDC rates could be made to assist with economic development or affordable housing. Commissioner Marl suggested implementing strategies of House Bill 2001 (HB 2001) to assist in affordable housing.

Mr. Konkol asked about next steps. Commissioner Marl asked that the SDC study be revisited following Oregon's Housing and Community Services Development study. Mayor Lyles Smith suggested revisiting the study in tandem with economic development issues.

4. Special Event Process Revisions

Jonathan Waverly, Parks and Cemetery Maintenance Manager, provided a presentation on the special event permitting process and a work plan for recommendations and improvements.

Mayor Lyles Smith asked how residency for people making reservations would be determined. Mr. Reid responded that residency would be determined by the address provided in the applicant's application. Commissioner McGriff observed that not all Oregon City addresses fall within city limits.

Commissioner O'Donnell shared concerns about the survey sample size used in the presentation. Mr. Reid confirmed that future park applications will include a survey option, allowing the department to gather information and adjust services over time.

Commissioner O'Donnell asked about public transparency with park charges. Mr. Reid indicated that fees for service (including a refundable charge for damages) would be included in the park application.

Commissioner O'Donnell asked if there would be an online option to book park rentals. Mr. Reid indicated that once registration software was available there would be an option to book rentals online. Mr. Reid confirmed that telephone and in-person registration would continue to be options.

Commissioner Smith confirmed with Mr. Reid that "park rentals" was the new term for "special events."

Commissioner Smith said he had concerns with building rentals in addition to park rentals. Mr. Reid replied that updates to park rentals (including the online registration option) would be made available to building rentals. Commissioner Smith asked that park rentals be reviewed in tandem with building rentals since there is overlap between the two, especially for large events.

Commissioner Smith also shared concern with the park registration categories of resident and non-resident since the city's economic development plan (for special events) categorizes applicants as for-profit and non-profit agencies. He shared concern that the application process would not be streamlined in the case of a special event that includes a park rental. Mr. Reid replied that city-sponsored events would entail a different application process than park rentals. Mr. Reid stated that Economic Development Director James Graham would discuss the process for a park rental that fell under the umbrella of a City-sponsored event. Commissioner Smith shared his concern that not all large events are city-sponsored, and that the application process to rent both a building and a park in the case of a large event should be streamlined.

Commissioner Smith asked that the fee schedule be clearer about being able to host an alcoholic event at Clackamette Park.

Commissioner Smith asked a follow up question about including a distinction between for-profit and non-profit park rental applicants. Mr. Reid stated that the commission previously passed an ordinance to preclude a distinction between agency types since most park rental applicants are non-profit agencies. Commissioner Smith opined that for-profit groups should reimburse the city for park rental expenses.

Commissioner Smith asked to see line-item charges in the fee schedule for things such as barricades and porta-potty or portable toilet rentals. Mr. Reid replied that porta-potty rentals were subsidized and therefore not included in the fee schedule.

Mayor Lyles Smith asked to see a final fee schedule and suggested that maintaining just a distinction between resident and non-resident applicants would make it easier to implement the park rental policy.

5. City-Sponsored Special Event Program

James Graham, Economic Development Manager, gave a presentation on city-sponsored special events.

Mayor Lyles Smith asked for clarification on the distinction between for-profit and non-profit organizations. Mr. Graham said there were no fee or application differences between the groups and agreed that the distinction should be removed for clarity.

Mayor Lyles Smith suggested that excluding political and religious events may be problematic due to the varying definitions of the terms.

Commissioner O'Donnell asked about the length of the application process due to the number of signatures required. Mr. Graham said that departments would meet at the same time to review applications.

Commissioner Smith requested a process outline for an organization that wanted to rent both a park and a facility. Mr. Graham indicated that a city-sponsored event would begin its application process with the tourism department.

Commissioner McGriff asked if a survey had been conducted with previous event organizers to inform the new event procedure. Mr. Graham indicated that a formal survey had not been conducted.

Commissioner McGriff suggested changing the event title from city-sponsored to city-supported, since the former implies that the city is the event organizer. She commented that the terms "well-organized" and "well-publicized" were subjective.

Commissioner Smith requested that a plan be created to implement community events for the coming summer. Mr. Graham suggested that tonight's presentation could be implemented this summer.

Mr. Gering asked if the presentation could be submitted as an approval item at the next commission meeting. Mayor Lyles Smith suggested that the presentation be brought back to the commission meeting in May 2022.

6. Review of Commission Committee Assignments

The item was moved to the April 20, 2022 meeting.

CITY MANAGER'S REPORT

No report provided.

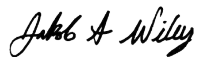
COMMISSION COMMITTEE REPORTS

7. **Beavercreek Employment Area Blue Ribbon Committee** - *Commissioner Frank O'Donnell*
8. **Citizen Involvement Committee Liaison** - *Commissioner Adam Marl*
9. **Clackamas County Coordinating Committee (C4)** - Appointed: *Mayor Rachel Lyles Smith* Alternate: *Commissioner Adam Marl*
10. **Clackamas County I-205 Tolling Diversion Committee** - Appointed: *Commissioner Adam Marl* Alternate: *Commissioner Frank O'Donnell*
11. **Clackamas Heritage Partners** - *Commissioner Rocky Smith, Jr.*
12. **Clackamas Water Environment Services Policy Committee** - Appointed: *Commissioner Rocky Smith, Jr.*
13. **Downtown Oregon City Association Board** - *Commissioner Denyse McGriff*
14. **Metro Policy Advisory Committee (MPAC)** - Appointed: *Mayor Rachel Lyles Smith* Alternate: *Commissioner Denyse McGriff*
15. **OC 2040 Project Advisory Team** - Appointed: *Commissioners Adam Marl and Denyse McGriff*
16. **Oregon Governor's Willamette Falls Locks Commission** – Appointed: *Mayor Rachel Lyles Smith*
17. **Oregon City Tourism Stakeholder's Group** - Appointed: *Commissioners Frank O'Donnell and Rocky Smith, Jr.*
18. **Oregon City/West Linn Pedestrian and Bicycle Bridge Concept Plan Project Advisory Committee** - Appointed: *Commissioner Denyse McGriff*
19. **South Fork Water Board (SFWB)** - *Mayor Rachel Lyles Smith, Commissioners Frank O'Donnell, and Rocky Smith, Jr.*
20. **Willamette Falls and Landings Heritage Area** - Appointed: *Commissioner Denyse McGriff* Alternate: *Commissioner Frank O'Donnell*
21. **Willamette Falls Legacy Project Liaisons** - *Mayor Rachel Lyles Smith and Commissioners Frank O'Donnell*

ADJOURNMENT

Mayor Lyles Smith adjourned the meeting at 9:59 PM.

Respectfully submitted,



Jakob S. Wiley, City Recorder