



CITY OF OREGON CITY CITY COMMISSION WORK SESSION AGENDA

Hanlon Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Tuesday, July 8, 2025 at 6:00 PM

Typically there are no public comments at work sessions, but written comments are accepted by:

- Email recorderteam@orc.city.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)
- Mail to City of Oregon City, Attn: City Recorder, P.O. Box 3040, Oregon City, OR 97045
- You may also attend this meeting by watching the livestream on the City's YouTube Channel:

<https://www.youtube.com/user/CityofOregonCity>

1. CONVENE MEETING AND ROLL CALL

2. GENERAL BUSINESS

- a. Sidewalk Reimbursement Assistance Program Discussion
- b. Community DEI Task Force Discussion
- c. 2023-2025 and 2025-2027 Commission Goals Updates

3. FUTURE AGENDA ITEMS

- a. List of Future Work Session Agenda Items

4. CITY MANAGER'S REPORT

- a. Project Updates

COMMITTEE REPORTS

a. Commissioner Wilson

- Citizen Involvement Committee Liaison
- Homeless Solutions Coalition

b. Commissioner Smith

- Clackamas Heritage Partners
- Destination Management Marketing Organization
- South Fork Water Board

c. Commissioner Marl

- Citizen Involvement Committee Liaison
- Clackamas County Coordinating Committee (C4)
- Clackamas County Coordinating Committee (C4) – Metro Subcommittee (alternate)
- Clackamas County I-205 Tolling Strategies Committee
- Metro Policy Advisory Committee (MPAC) (alternate)
- Youth Advisory Commission

d. Commissioner Mitchell

- Clackamas County Coordinating Committee (C4) (alternate)
- Clackamas County Coordinating Committee (C4) – Metro Subcommittee
- Downtown Oregon City Association Board (alternate)
- South Fork Water Board

e. Mayor McGriff

- Arts Commission
- Ad Hoc County Old Historic Courthouse
- Clackamas Heritage Partners (alternate)
- Clackamas Water Environment Services Policy Committee
- Destination Management Marketing Organization (alternate)

- Downtown Oregon City Association Board
- Metro Policy Advisory Committee (MPAC)
- South Fork Water Board
- Willamette Falls and Landings Heritage Area
- Willamette Falls Legacy Project Liaisons
- Willamette Falls Locks Authority

6. ADJOURNMENT

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the [Oregon City's website](#) and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WPMC at 503-650-0275 for a programming schedule.



CITY OF OREGON CITY

625 Center Street
Oregon City, OR
97045
503-657-0891

Staff Report

To: City Commission
From: Dayna Webb, Public Works Director
Josh Wheeler, Assistant City Engineer
Agenda Date: July 8, 2025

SUBJECT:

Sidewalk Reimbursement Assistance Program Discussion

STAFF RECOMMENDATION:

Commission listens to updates on the Sidewalk Reimbursement Assistance Program and provides feedback on modifications to the program.

EXECUTIVE SUMMARY:

On February 2, 2022, the City Commission adopted Resolution 22-02, establishing the "Sidewalk Replacement Assistance Program," as a pilot initiative. On November 16, 2022, the City Commission adopted Resolution 22-36, making the program permanent. On May 1, 2024, the program was amended through Resolution 24-12. Most recently, on June 4, 2025, the City Commission received public testimony regarding sidewalk maintenance and requested an update to be presented at the June 10, 2025, Commission Work Session. During the session, the Commission provided feedback to staff.

BACKGROUND:

Under Oregon City Municipal Code (OCMC) 12.04.030, maintenance of public sidewalks is the responsibility of the adjacent property owner. Pursuant to OCMC 12.04.031, liability for any injury resulting from sidewalk deficiencies also lies with the adjacent property owner.

On June 4, 2025, the City Commission heard public testimony concerning sidewalk maintenance and requested City staff provide an update at the work session on June 10, 2025. City Commissioners provided feedback to staff during the work session. This presentation provides further details of possible modifications to the program for discussion.

Staff are requesting City Commission feedback on the following items tonight:

1. Timeline to obtain permit and complete the repair work
 - a. *Current Code:* Provides the owner 90 days to obtain the permit and complete the work.
 - b. *Current Practice:*
 - 1st Notice: Provides 60 days to obtain a permit, and complete the repair within 120 days of the notice.
 - 2nd Notice: If a permit has not been obtained within those 60 days, an

additional 30 days is provided to obtain the permit or an additional 60 days is provided to complete the repair (from the first notice).

c. *Proposed Code:*

- 1st Notice: Provides 60 days to obtain a permit.
- 2nd Notice: If a permit has not been obtained within those 60 days, an additional 30 days is provided to obtain the permit.
- Repair: Permit provides 90 days to complete the repair from the date the permit is issued.

d. *Next Steps:* Staff will return with code amendments to OCMC 12.04 based on timeline feedback from City Commission. The municipal code and the enforcement letters will be updated to reflect feedback provided by City Commission.

2. Enforcement letters

a. As requested, staff have provided the template enforcement letters currently used. These letters will be updated based on the feedback provided by the Commission that will inform the code amendments to OCMC 12.04, as well as any other feedback received from City Commission relating to the letters.

3. Addition of Substandard Sidewalk Thickness Criteria

- a. Our current program only provides reimbursement when a street tree likely caused the tripping hazard.
- b. Add to the eligibility for the program a criterion where thickness of the originally poured sidewalk (without any grinding) that is less than 2" would be eligible for the reimbursement under the Substandard Thickness Criteria.
- c. Substandard Thickness would be required to meet all existing program requirements (except those related to Street Trees) to participate in the program.
- d. There was discussion around limiting the area eligible to the McLoughlin Conservation District. At the time of this staff report, staff have not been able to confirm that the McLoughlin Conservation District is the only area where substandard thickness sidewalks exist.
- e. Substandard Thickness would have its own set of Grant Rates. The following is an option for grant rates based on a per panel (5 foot x 5 foot minimum) unit rate: Reimburse up to 50% of the lowest bid out of two, with a maximum of \$400 per panel, with a total maximum grant amount of \$2,000 per property.
- f. Sidewalks would be reviewed under the Street Tree criteria for areas where a street tree exists. If no street tree exists, then the criteria for substandard thickness may be utilized. Each area needing repairs shall be reviewed under either the street tree or for sidewalk thickness, and not both.
- g. The maximum reimbursement for any single property shall be set at \$9,000.00. This is the maximum reimbursement we have issued. We could look at a lower number if we want to cover more properties.

4. Consider allowing grinding of sidewalks through the permit process

a. Consider identifying a percentage of a sidewalk to utilize grinding to remove the trip hazard.

b. If allowed, the permit or standards would clearly state that this method is not a

permanent fix, as historically, sidewalks that utilize grinding eventually fail and the tripping hazard returns.

c. Staff would not recommend allowing reimbursement to the property for grinding the sidewalk as this is an inferior fix to the problem and will eventually fail and require replacement of the complete panel. As the program is designed, a property owner may only apply for funding once, and the limited funding should be maintained for panel replacements rather than grinding.

Program Funding

As noted in the current Sidewalk Replacement Assistance Program, under Program Summarizing Facts, the program is allotted \$200,000 per fiscal year starting July 1, 2023 (FY24) until such time the need increases or decreases as assessed during each adopted 2-year budget at the discretion of the Public Works Director if the budget is found to be excessive or not sufficient.

During the City Commission Goals Retreat held in February 2025, staff shared the historical expenditures of the program. At that time, it was determined to decrease the program funding to \$125,000 per fiscal year as that is where the program had been landing with reimbursements. That also allowed \$75,000 per fiscal year to be allocated to other transportation projects. The following is the most recent information on reimbursements:

February 2, 2022 to June 30, 2023:	\$222,987.83
July 1, 2023 to June 30, 2024:	\$100,704.09
July 1, 2024 to June 20, 2025:	\$78,693.63

The decrease in program funding has allowed the transportation fund to allocate that additional funding to other items in the 2025-2027 Adopted Biennial Budget, such as intersection safety reviews, repair and maintenance of the municipal elevator, landslide monitoring, and capital projects to address safety and capacity issues.

Staff will continue to monitor program expenditures. If the program expenditures begin to reach the currently budgeted \$125,000 per fiscal year, Public Works will work with Finance to increase the program budget back to the \$200,000 for that fiscal year.

The proposed modest grant reimbursement for substandard thickness sidewalks would enable a limited financial contribution toward addressing the issue, without compromising our ability to deliver other budgeted programs and projects. To support a larger, more robust grant reimbursement program, a dedicated funding source would need to be identified for the program.

OPTIONS:

1. Provide staff feedback on the requested items.

Sidewalk Replacement Assistance Program Summary June 20, 2025

This summary outlines the related municipal code sections, history and details of the Sidewalk Replacement Assistance Program, the code enforcement process, the permitting process currently being used, and options to consider.

Oregon City Municipal Code

Public sidewalk maintenance is the responsibility of the adjacent property owner per OCMC 12.04.030. Liability of injury from sidewalk issues lies with the adjacent property owner per OCMC 12.04.031. When the public works director is notified of a sidewalk which is not in ‘good condition’ or ‘good repair’, OCMC 12.04.032 requires the public works director to provide written notice to the property owner that the sidewalk needs repaired. If the sidewalk is not repaired within 90 days after the service notice, OCMC 12.04.033 requires the public works director carry out the needed work. OCMC 12.04.040 states the Code Enforcement processes of OCMC 1.16, 1.20, and 1.24 be used when repair of the sidewalk is not completed. OCMC 12.04.005 provides the City with regulatory management of the right-of-way by issuing permits.

The City of Oregon City public works staff defines ‘good repair’ or ‘good condition’ as a sidewalk which has no tripping hazard. The Americans with Disabilities Act establishes criteria for ADA compliance. The United States Access Board is the entity who has prepared ADA guidelines. Section 303 of the Guide to the ADA Accessibility standards defines a tripping hazard as a change in vertical elevation more than 1/4”. To be conservative, staff require repairs when the change in vertical elevation is equal or greater than 1/4”.

History of the Sidewalk Replacement Assistance Program

On February 2, 2022, the City Commission adopted Resolution 22-02 adopting a pilot program called the Sidewalk Replacement Assistance Program. The program was created in response to public comment concerning from owners within the Trailview Subdivision in the Park Place neighborhood. The intent of the program was to partially financially assist property owners with tripping hazards on public sidewalk caused by tree roots of a street tree.

On November 16, 2022, the City Commission adopted Resolution 22-36 making the Sidewalk Replacement Assistance Program permanent. Due to the success of the program, the City Commission adopted the program as permanent as the original resolution considered the program only as a pilot program.

On May 1, 2024, the City Commission adopted Resolution 24-12 Amending the Sidewalk Replacement Assistance Program. During the first two years of the program, staff encountered several questions not directly addressed by the information written within the adopted program document. This resolution adopted amendments to the original program to provide clarification to citizens and staff when implementing the program.

On June 4, 2025, the City Commission heard public testimony concerning sidewalk maintenance and requested City staff provide an update at the work session on June 10, 2025. City Commissioners provided feedback to staff during the work session. This presentation provides an update answering Commissioner questions as well as providing further details of the program including sidewalk maintenance, permitting, methods, and the reimbursement program.

Current Program Details & Criteria

The program is reimbursement based. Up to \$1,500 per site is available from the program. A site is defined as a location which has a street tree where that tree likely caused the sidewalk tripping hazard. For example, a property with 4 street trees would be eligible for up to \$6,000 if 4 different locations with the trees had tripping hazards. If the cost of the work is less than \$1,500 per site, the applicant receives the amount spent. If the cost of the work is more than \$1,500 per site, the applicant receives a maximum amount of \$1,500 per site.

To be eligible for the program, the following criteria must be met:

1. A tripping hazard must exist.
2. A street tree must have likely caused the tripping hazard.
3. Repair must be removal/replacement only.
4. Two bids must be provided for new work (no bids are required for lookbacks or self-performed work).
5. A Right-of-Way Permit must be obtained.
6. Tree Permit must be obtained if removing a street tree.
7. Applicant must be property owner at time of sidewalk work.
8. Applicant must have not received any reimbursement through program for other locations along their property within the past 12 months.
9. A Sidewalk Replacement Assistance Program application must be completed.
10. A W-9 Form must be completed.
11. The work must be completed within 120 days of permit application approval. Any work that takes longer than 150 days is subject to 50% of the allowed reimbursement.

Items eligible for reimbursement:

- A. Tree removal

- B. Sidewalk removal
- C. Sidewalk replacement
- D. Stump removal
- E. Traffic control measures

Items NOT eligible for reimbursement:

- A. Permit fees.
- B. Installation of new street tree.
- C. Fee-in-lieu of new street tree.
- D. Repair for same location reimbursed in the past.
- E. Any repair that is not removal/replacement.
- F. Any repair caused by a tree planted behind the sidewalk which is considered private property.
- G. Work completed without a permit.

Code Enforcement Process

Sidewalk complaints start with Code Enforcement. A complaint must be made with Code Enforcement to start the process. A complaint to another city department is not considered a Code Enforcement complaint. Complaints should be detailed and listed by address or parcel. Once a complaint is received, the process is as follows:

- *Step 1:* Complaint received by Code Enforcement.
- *Step 2:* Code Enforcement sends complaint to Public Works.
- *Step 3:* Public Works inspects the location and determines if a tripping hazard exists by using either a tape measure and level or a smart level tool.
- *Step 4A:* If a tripping hazard does not exist, Public Works conveys to Code Enforcement that the complaint is not valid because no code has been violated and the complaint can be closed.
- *Step 4B:* If a tripping hazard does exist, Public Works paint the portion of the sidewalk which contains the tripping hazard to alert members of the public that a hazard exists.
- *Step 5:* Public Work sends a certified letter to the property owner which states they have 60 days to obtain a permit and an additional 60 days to complete the work. This totals 120 days. The mailing includes the Safe Sidewalks Brochure.
- *Step 6:* If no response is provided by the property owner within 120 days, Public Works sends a second certified letter to the property owner which states they have 30 days to obtain a permit and 30 days to complete the work.
- *Step 7:* If no response is provided within 60 days, Public Works sends the location back to Code Enforcement.
- *Step 8:* Code Enforcement contacts the property owner and sends them a letter stating they have 30 days to comply. If compliance is not achieved, a court summons may be issued.

Sidewalk Replacement Assistance Program Summary

July 2, 2025

Page 4

- *Step 9:* If a permit is not obtained and no action is made by the property owner, a summons to court is provided.

The current process can be summarized in this way:

Day 0-60	1 st warning letter / Property owner seeks a permit.
Day 61-120	Property owner completes the work.
Day 120-150	2 nd warning letter / If day 120 lapses with no permit, property owner now has 30 days to get a permit.
Day 150-180	Property owner completes the work.
Day 180-210	If day 180 lapses with no permit, Code Enforcement provides a final 3 rd letter warning of court if no permit is obtained.
Day 211+	A summons to court is issued.

Code Enforcement Data

The following data consists of information collected during the existence of the sidewalk replacement assistance program (2/2/22 to 6/20/25):

Number of “neighborhood” complaints:	4 (Trailview, Sophia/Emerson, Conway, McLoughlin)
Number of code enforcement complaints:	243
Number of 1 st notices:	243
Number of 2 nd notices - CY2022:	5
Number of 2 nd notices - CY2023:	15
Number of 2 nd notices - CY2024:	29
Number of 2 nd notices - CY2025:	8
Number of court notices:	13
Number that went to court:	2

Out of 243 sidewalk complaints, 171 permits were issued related to the sidewalk replacement assistance program. 70% of complaints were eligible under the current program. The following are status of code enforcement cases as of /20/2025:

- 82 properties currently active:
 - o 79 properties from CY2025
 - o 3 properties from CY2024
 - o 10 properties permitted
 - o 3 properties are in 2nd notice period (all 3 have an active permit)
 - o 3 properties that were notified 5/15/25 or later have an active permit
 - o 11 properties are not in the recently notified McLoughlin area

Permitting Process

All work within the right-of-way requires a permit from the Engineering Division of the Public Works Department. When a property owner makes an application to the Public

Sidewalk Replacement Assistance Program Summary

July 2, 2025

Page 5

Works Department for work within the right-of-way whether voluntary or while in a Code Enforcement process, the application is reviewed. If the application is complete, a permit fee is charged. Once paid, the permit is issued.

An application for sidewalk maintenance requires:

- A right-of-way application
- A site plan
- A traffic control plan

An applicant may be the property owner, tenant, or contractor. Staff often assist applicants in preparing their site plan and traffic control plan. A property owner may do the work themselves. If the applicant is a contractor, they must have a valid Construction Contractors Board (CCB) and valid Oregon City or Metro business license to do work within the City.

The issued permit includes:

- A signed right-of-way application by the applicant and Public Works staff
- A signed permit by the applicant and Public Works staff
- A site plan
- A traffic control plan
- A sidewalk construction detail

All permits require inspection. This is listed in the conditions of the printed permit. Inspections include form inspection for new or replaced sidewalk and a completion inspection. A right-of-way permit is valid for 90 days. If a permit expires without an inspection being completed, staff visit the site and determine if the work was completed. If the work was completed per the permit standards and conditions, even though no inspection was requested, the permit is closed. If the work was not completed or found to be defective, staff contact the applicant and request the work be completed properly and efficiently. Staff will extend the permit for an additional 90 days if requested by the applicant prior to the expiration of the permit.

The 90 day validity of the permit is an arbitrary number implemented by staff as a way to be consistent as well as reasonable in the amount of time it takes to complete the work. Validity is not dictated by code or policy approved by the City Commission.

Program Data

Reimbursement provided:

February 2, 2022 to June 30, 2023:	\$222,987.83	182 sites/91 applicants
July 1, 2023 to June 30, 2024:	\$100,704.09	79 sites/44 applicants

Sidewalk Replacement Assistance Program Summary

July 2, 2025

Page 6

July 1, 2024 to June 20, 2025:	\$78,693.63	58 sites/36 applicants
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Minimum number of sites:	1
Average number of sites:	1.8
Maximum number of sites:	8

Minimum reimbursement:	\$250.00
Average reimbursement:	\$2,366.97
Maximum reimbursement:	\$9,000.00

Permit Data

The below statistics show how long a permit takes to be completed when related to the sidewalk replacement assistance program:

Number of permits:	171 permits
Minimum time of completion:	3 days
Average time of completion:	52 days
Maximum time of completion:	357 days

Within the complaints filed since 5/15/25 in the McLoughlin neighborhood, which have not yet sought a permit as of this memo:

- 66 addresses (some had previously already been requested)
- 24 addresses eligible (street tree exists)
- 42 addresses grind eligible with current program

Current program reimburses \$1,500 per site where site is defined as a street tree.

- There have been 319 sites equaling a total of \$402,385.55 in reimbursement. This averages to \$1,261.40 per site.

Contractor costs vary. Data of 2025 reimbursements and bids:

Applicants	18
Minimum number of sites	1
Average number of sites	1.83
Maximum number of sites	4
Minimum reimbursement	\$1,500
Average reimbursement	\$2,660
Maximum reimbursement	\$6,000
Minimum number of panels	1
Average number of panels	5.1

Sidewalk Replacement Assistance Program Summary

July 2, 2025

Page 7

Maximum number of panels	17
Minimum cost paid	\$1,500
Average cost paid	\$2,951
Maximum cost paid	\$6,100
Minimum maximum bid (2 nd bid)	\$1,700
Average maximum bid (2 nd bid)	\$4,733
Maximum maximum bid (2 nd bid)	\$10,200
Minimum cost per panel	\$333
Average cost per panel	\$816
Maximum cost per panel	\$3,000
Minimum out of pocket after reimbursement	\$0
Average out of pocket after reimbursement	\$291
Maximum out of pocket after reimbursement	\$1,700

RESOLUTION NO. 24-12

A RESOLUTION ADOPTING THE AMENDMENTS TO THE OREGON CITY SIDEWALK REPLACEMENT ASSISTANCE PROGRAM

WHEREAS, The City has jurisdiction and exercises regulatory management over all public rights-of-way within the city under authority of the City Charter, state law, and City ordinance by issuing separate public works right-of-way permits or permits as part of issued public infrastructure construction plans; and

WHEREAS, Public rights-of-way include, but are not limited to, streets, roads, highways, bridges, alleys, sidewalks, trails, paths, public easements, and all other public ways or areas; and

WHEREAS, Under Oregon City Municipal Code 12.04.030-12.04.040, the City assigns responsibility for the maintenance and repair of sidewalks to abutting property owners, but allows the City to do sidewalk repair work, assess the costs of the sidewalk repair work, and enforce the maintenance and repair of the sidewalk; and

WHEREAS, The City adopted its Transportation System Plan in 2013 which includes eight (8) transportation goals, all of which support safe sidewalks to better accommodate the need for reduced driving demand and more reliance on walking; and

WHEREAS, Safe and accessible pedestrian ways is a major part of the City's overall transportation vision; and

WHEREAS, The Sidewalk Replacement Assistance Program is in no way intended to relieve property owners of their responsibilities, but rather, it is intended to assist property owners with the cost of replacing damaged sidewalks; and

WHEREAS, Oregon City Municipal Code (OCMC) Chapter 12.08.010 states the purpose of Public and Street Trees is to "Develop tree-lined streets to protect the living quality and beautify the city;" Establish physical separation between pedestrians and vehicular traffic; Create opportunities for solar shading; Improve air and water quality; and Increase the community tree canopy and resource;" and

WHEREAS, All new development in Oregon City is required to install street trees in accordance with OCMC 12.08, which mandates a street tree every thirty-five feet of property frontage, generally planted in a planter strip located adjacent to a public sidewalk; and

WHEREAS, The damage to sidewalks from street tree roots can be extensive, resulting in widespread pedestrian trip hazards throughout Oregon City; and

WHEREAS, The City Commission recognizes the burden that street tree roots have placed on the community's sidewalks; and

WHEREAS, the City has a transportation maintenance fund that is dedicated to improving the transportation infrastructure throughout the city; and

WHEREAS, the City Commission adopted Resolution No. 22-02, A Resolution Adopting the Oregon City Sidewalk Replacement Assistance Program (Pilot) for the biennial budget of 2021-2023.

WHEREAS, the City Commission adopted Resolution No. 22-36, A Resolution Adopting the Oregon City Sidewalk Replacement Assistance Program, as a "Permanent" Program on November 16, 2022.

NOW, THEREFORE, THE CITY OF OREGON CITY RESOLVES AS FOLLOWS

Section 1. The City hereby adopts the amendments to the Sidewalk Replacement Assistance Program ("SRAP") attached to this resolution as **Exhibit A**, which includes the changes identified in the red text attached to this resolution at **Exhibit B**, replacing all previously adopted documents.

Section 2. The City will continue to accept applications for properties with fronting sidewalks where the street tree(s) have lifted or are negatively impacting the sidewalk grade, as set forth in the SRAP.

Section 3. The City hereby continues to dedicate \$200,000 per fiscal year from within the Transportation Fund to support the Oregon City SRAP, which includes funding for both replacement of current sidewalk trip hazards and retroactive reimbursements for sidewalk permitted where the current property owner can provide documentation of replacement costs, until such time the City Commission changes the budget allocation during the biennial budget process.

Section 4. The City will accept reimbursement requests on a first come first serve basis based on the date for which the receipts for reimbursement and all other documentation is provided until such time the budget is fully expended.

Section 5. This resolution is effective immediately upon its adoption.

Approved and adopted at a meeting of the City Commission held on the 1st day of May 2024.


DENYSE C. MCGRIFF,
Mayor

Attested to this 1st day of May 2024:


Jakob Wiley, City Recorder

Approved as to legal sufficiency:


Carrie Richter (May 3, 2024 19:53 PDT)
City Attorney

Exhibit A: Oregon City Sidewalk Replacement Assistance Program Guideline Amendments
Exhibit B: Oregon City Sidewalk Replacement Assistance Program Guideline Amendments - Redlines

EXHIBIT A

Oregon City Sidewalk Replacement Assistance Program

Updated 11/16/2022

Revised 5/1/2024

OVERVIEW

The goal of the Oregon City Sidewalk Replacement Assistance Program is to address sidewalk panels that have been lifted by street trees, to prevent the associated sidewalk trip hazards in a timely manner, and to assist property owners with the related replacement costs.

The original pilot program was approved February 2, 2022. This permanent program replaced the pilot program and was adopted on November 16, 2022. This update replaces the current program.

Emphasis on Pedestrian Travel

The City's Transportation System Plan (TSP) provides a long-term guide for City Transportation investments. With the growing need to address vehicle congestion, the city has been imposing standards and requirements that placed construction of sidewalks and pedestrian ways on all new development since the 1970's. In 2013, the TSP provided solutions for dealing with congestion by taking a multimodal network approach to enable more cost-effective solutions to increase transportation capacity and encourage multiple travel options. Oregon City Streets include 158 miles of sidewalks and over 2,600 curb ramps. Safe and accessible pedestrian ways is a major part of the City's overall transportation vision. Supporting property owner needs in maintaining the existing infrastructure is a critical element to maintain safe pedestrian access.

Program Summarizing Facts

Program Annual Budget: This Sidewalk Replacement Assistance Program was a new program developed as a pilot during the (2021-2023) biennial budget. This pilot was administered between February 2, 2022 and November 16, 2022. The budget allotted was \$200,000 for the period February 2, 2022 to February 1, 2023. The program was made permanent on November 16, 2022.

The permanent program allotted \$200,000 per fiscal year starting July 1, 2023 (FY24) until such time the need increases or decreases as assessed during each adopted 2-year budget at the discretion of the Public Works Director if the budget is found to be excessive or not sufficient. Funds cannot be decreased unless it is found that the amount of requests no longer sustains the need for the budget.

The capital outlay for Transportation over the two-year biennium (2021-2023) was nearly 9

million . Based on existing data and future projections, the pilot program was anticipated to expend the entire \$200,000 budget within the 12-month pilot period. This program has been absorbed within the Transportation Fund budget. The program expended \$225,438.25 from the beginning of the program on February 2022 through June 30,2023.

During the assessment of the program in October 2022, it was recommended by the Public Works Director to continue to the program and make it permanent due to its need throughout the community and its success as a program. Additional funds were requested from the Transportation Fund to complete the Fiscal Year (February 2, 2023-June 30, 2023) and this permanent program now allots \$200,000 per fiscal year as previously described.

The program has expended \$79,139.09 from July 1, 2023 to April 1, 2024 showing interest in the program has decreased; however, at this time, the recommendation remains to budget \$200,000 per year due to the anticipated needs throughout the City for the foreseeable future.

An update to this program was made on May 1, 2024 to provide clarifications to program details as learned through the initial 2 years of the program.

BACKGROUND

Industry Practice and Responsibility for Sidewalks

According to the U.S. Department of Transportation Federal Highway Administration (FHWA), city charters commonly specify that the city is not liable for any accidents or injuries incurred due to sidewalk conditions. Most Oregon charters assign complete responsibility for sidewalk maintenance to the owner of the adjacent property.

Pursuant to the Oregon City Municipal Code 12.04.030-12.04.040, the City assigns sidewalk responsibility to abutting property owners. This assistance test program is in no way intended to relieve property owners of their responsibilities, but rather it is intended to assist property owners with the cost of replacing damaged sidewalks.

Compliance History

Oregon City has a long history of working with property owners to uphold the sidewalk code. In the past, enforcement of trip hazards in Oregon City has been a complaint-driven process. Many property owners take the initiative to repair sidewalks before a complaint is submitted, while others wait until the sidewalk damage is reported by others.

Individual sidewalk enforcement and repair efforts have varied depending on the property owner and the disposition of the area. Often sidewalk complaints are limited to one address. In other cases, an areawide problem is reported. Regardless of the complaint, the sidewalk problem is verified, and the fronting property owner is notified of the City's code and requirements for replacement.

Trees and Tree Impacts on Sidewalks

Oregon City recognizes that the maintenance and repair of sidewalks within the city is necessary to protect the health, safety, and welfare of residents and visitors. This program has been developed in recognition of the inherent conflict between tree roots and sidewalks, and the accompanying financial burden these public policies place upon homeowners.

Street Tree Removal and Replacement Permits are **free**. The City requires them in order to ensure that street trees are replaced if removed from the public right-of-way. Permits are also the City's way of tracking the overall change in tree canopy city-wide, which is an important component of being a designated member of Tree City USA. For permit information visit <https://www.orcity.org/1141/Remove-Replace-a-Street-Tree>. Contact the Planning Division at ocplanning@orcitey.org or (503) 722-3789 for further information about street tree removal.

ELIGIBILITY

1. Applications for the Sidewalk Replacement Assistance Program will only be accepted for properties with fronting sidewalks located within the public right-of-way for which the City has jurisdiction where the street tree(s) has lifted or is negatively impacting the sidewalk grade.*
Note: street trees considered in the eligibility determination include street trees in tree wells or the planter strip between the curb and the sidewalk. Sidewalks damaged by trees that are located beyond the back of sidewalk would not be eligible for the Sidewalk Replacement Assistance Program.
2. Applications will only be accepted for sidewalk replacements (removal of existing sidewalk and pouring of new sidewalk) and street tree removals (which includes stump removal) along public City streets.
3. Applicants may only apply for one grant (may include multiple sidewalk replacement "sites") for one property in a calendar year.
4. Applications will only be accepted for sidewalk panel replacements once. Sidewalk panel replacements completed under this program will be tracked by property and specific location and will not qualify for grant funding more than once.
5. Eligibility for reimbursement is contingent upon funds available within the \$200,000 annual spending limit authorized unless additional funding is approved by the City Commission or if the budget is reduced over time due to a lack of use as determined by the Public Works Director through the biennial budget process.
6. Except for work accomplished under a permit received before enactment of the program, permit applications for construction must be received and approved by the city before the sidewalk work begins and prior to application of the Sidewalk Replacement Assistance Program.
7. Grant funds are only eligible for the applicant who owned the home or applied for the grant at the time of the replacements and can provide a copy of the sidewalk replacement permit (aka right-of-way permit), documentation for payment of work including a copy of thereceipt for payment, and proof the permitted work was completed under their ownership. If a tree was removed, a tree removal and replacement permit is also required. Evidence of a previous permit or application of a new permit is acceptable.
8. Applications for sidewalk replacement cost and tree removal reimbursements that are

retroactive to the enactment of this Program will be considered for sidewalk replacements and tree removals that were permitted by the City and determined in compliance with sidewalk standards.

9. Applicants must sign the application form including a statement that they are able to pay for the work out of pocket as the Sidewalk Replacement Assistance Program is an assistance program created as a cost reimbursement to the applicant.

*Negatively affecting sidewalk grade shall be defined as a tripping hazard of minimum ¼" (changes of level between sidewalk panels of ¼" or more) or the heaving of a sidewalk with a running slope of more than 5.0% running slope and cross slope exceeding 2.0% as designated by the Americans with Disabilities Act (ADA) as determined by the Standards for Accessible Design.

Work completed under the Sidewalk Replacement Assistance Program must be completed within 120 days of permit application approval. If this deadline is not able to be met, applicant may apply for a one-time 30-day extension. Applicant must contact the city at least 14 days prior to the work deadline if an extension is necessary. Time extensions beyond 150 days may be approved on a limited basis by the Public Works Director, or their designee, conditioned upon monthly update communication undertaken by the applicant with the permitting staff and will result in a reduced grant of up to 50% of the panel rate for all work required

PROCEDURES

Use of Funds

1. Grant funds must be used for the replacement of existing sidewalk sections **that have been damaged by the growth of street tree roots or street tree trunk.**
2. Grant funds can be applied to costs associated with the removal of the street tree and street tree roots, including stump removal.
3. Grant funds are only eligible for sidewalk removal and replacement displaced or damaged by the growth of the street tree; adjacent sidewalk replacement not displaced or damaged by the street tree will not be considered a reimbursable expense.
4. Grant funds can be applied to costs associated with the street tree damaged sidewalk such as creation of safe work zones, creation of temporary pedestrian routes, traffic control, demolition, disposal, root removal, subgrade preparation, forming, pouring, and finishing sidewalk, protection from adverse weather and security of the finished sidewalk.
5. Grant funds can be used for applicant costs incurred for sidewalk replacement work associated with permitted sidewalk replacements that have been deemed complete and compliant with City standards.

Eligibility for a Grant

1. Applicants are responsible for obtaining and complying with the conditions of the City's Sidewalk/ROW permit for jobs that require sidewalk replacement.
2. Applicant must show tree roots caused or likely caused the out of compliance condition of the sidewalk. While tree removal is not required, if a tree is removed, a

tree removal and replacement permit application shall be sought.

3. To be eligible, applicants must first submit a complete and signed right-of-way permit application.
4. Applications submitted by applicants not self-performing the sidewalk replacement work must include at least two price quotes from a qualified contractor to complete the work; self-performed work should include an equipment and materials cost estimate.
5. Competitive bids help applicants choose the most rational way to proceed, helps the city ascertain industry cost trends for the program for future budgeting needs, and ensures the City extends the funds in a cost efficient manner reimbursing the lowest of bids no matter the chosen contractor; two competitive bids are required.
6. Work not self-performed must include verification that the work is performed by an Oregon licensed contractor who is also maintaining a current Oregon City or Metro business license.
7. The maximum grant reimbursement will be in accordance with the funding assistance section listed below.
8. For jobs where sidewalk replacement is not the preferred treatment, such as grinding or sidewalk lift, no grant reimbursement will be provided.
9. All grant awards and reimbursements will be made on a first-come, first-served basis, subject to the availability of funds as allocated and approved by the City Commission. Once the program budgeted amount has been expended, no further applications will be approved without further spending authority provided by the City Commission.

Notes:

1. The lack of sufficient funds to cover the number of applications received by the City in any given year will not excuse the homeowner from the responsibility of maintaining the adjoining sidewalk in a safe condition nor create any liability to the City for any unsafe sidewalks.
2. The lack of sufficient funds in the program or material and contractor availability does not excuse the homeowner from the responsibility of following any code enforcement requests. The City will work with applicants to the degree reasonable to guide the applicant through the code enforcement process.
3. Permitting costs and installation of any new street trees are not eligible for reimbursement.
4. Existing street trees are not required to be removed when removing and replacing sidewalk. The property owner has the option to risk the impact of the existing street tree to the new sidewalk and lifespan of the existing street tree understanding that the reimbursement program is a one time allowance.

FUNDING ASSISTANCE

Grant Rates

Annual Sidewalk Replacement Assistance Program Grant Award **unit rate**:

Up to a maximum of \$1,500 per each “site”. A site is comprised of the street tree damaging the sidewalk and the associated damaged sidewalk area.

Example grant scenarios:

- 1) One property owner who has one tree which damages five sidewalk panels. This would constitute one site and the property owner would qualify for one grant award for the cost of the tree/root removal and sidewalk replacement work up to \$1,500.
- 2) One property owner who has one tree which damages 1 sidewalk panel. This would constitute one site and would qualify for one grant award for the cost of the tree/root removal and sidewalk replacement work up to \$1,500.
- 3) One property owner has three trees damaging sidewalk. One tree damages one sidewalk panel, another tree damages two sidewalk panels, and the third tree damages five sidewalk panels. This scenario constitutes three sites, and the property owner would qualify for the cost reimbursement of the tree/root removal and sidewalk replacement work of up to \$1,500 each site for a total maximum grant amount of \$4,500.
- 4) One property owner has one tree damaging one sidewalk panel on their property and two sidewalk panels on their neighbor’s property. This scenario constitutes one site for each property owner, and one property owner would qualify for the cost reimbursement of the tree/root removal and sidewalk replacement work of up to \$1,500 each site for a total maximum grant amount of \$1,500 and the other property owner would qualify for the cost sidewalk replacement work of up to \$1,500 each site for a total maximum grant amount of \$1,500.
- 5) A tree is located on the property line in the right-of-way exactly between two properties. One property owner has two sidewalk panels on their property and the other property owner has two sidewalk panels on their property. This scenario constitutes one site for each property owner, and one property owner would qualify

for the cost reimbursement of the tree/root removal and sidewalk replacement work of up to \$1,500 each site for a total maximum grant amount of \$1,500 and the other property owner would qualify for the cost sidewalk replacement work of up to \$1,500 each site for a total maximum grant amount of \$1,500. Only one property owner can qualify for the tree removal itself if it is removed. Property owners may choose to work together whereby the tree removal could be split 50/50 as part of the reimbursable cost.

Note: Grant award will be based on documentation provided by the applicant which includes the quotes (estimates if self-performed) and final receipt for services performed (equipment and materials if self-performed). Final grant amount will be the actual cost of the work as documented in receipt up to a maximum grant listed above unless the applicant chooses the higher bid. In the event the applicant chooses the higher bid, the maximum grant amount will be based on the low bid.

Example 1:	1 site, Bid 1: \$1,600, Bid 2 : \$1,800
Allowed Reimbursement:	Up to \$1,500
Maximum Reimbursement:	\$1,500

Example 2:	2 sites, Bid 1 : \$2,500, Bid 2 : \$3,200
Allowed Reimbursement:	Up to \$3,000
Maximum Reimbursement:	\$2,500

Exclusions

Items not reimbursable under the City of Oregon City Sidewalk Replacement Assistance Program include the following:

1. Reimbursable funds may only be used for the removal of the street tree and associated roots and replacement of existing sidewalk panels that have been damaged by the roots of street trees and are considered out of compliance with tripping hazards or slopes as defined by the Standards for Accessible Design. Funds are not allowed for street tree replacement installations or sidewalk which is not a hazard as defined by ADA.
2. Work performed without prior City authorization as described under Procedures.
3. Work not completed in compliance with the City's standard requirements for construction.
4. Short-term repair work including, but not limited to, sidewalk grinding or sidewalk lifting.
5. Extended root removal or property damages onto private property.
6. Adjacent concrete repair beyond the original sidewalk width.

7. Adjacent concrete panels beyond the tree-lifted panels.
8. Landscape restoration, repairs, or extra cosmetics (shrubs, rocks).
9. New tree installation*
10. Broken, damaged, or new sprinkler or irrigation systems or other utility appurtenances.

*Abutting property owners are responsible for replanting trees that are removed. Property owners may be able to obtain a high-quality replacement street tree at a discount through the City's partnership with Friends of Trees. Contact Friends of Trees to sign up: <https://friendsoftrees.org/get-a-tree/>.

Procedures

Sidewalk work complete and eligible for look back reimbursement:

- Step 1** Submit the Sidewalk Grant Program Application with completed IRS W-9 Form
- Step 2** Submit copies of the right of way permit, tree permit (if applicable), final receipt for services performed, documentation that the final payment was made by the current applicant.
- Step 3** City confirms prior permit(s) obtained, confirm sidewalk work resulting from tree root damage, and confirm permit closed as complete.
- Step 4** City to confirm applicant was in ownership at time of permitted work.
- Step 5** Upon verification that Steps 2, 3, and 4 are confirmed the application will be deemed approved and routed to Finance for issuance of a reimbursement payment.
- Step 6** Grant check will be prepared within **10 business days** and mailed to applicant.

Sidewalk Work required and yet to be completed:

- Step 1** Applicant (might be citizen/property owner, might be contractor) applies for a sidewalk permit
- Step 2** Permit Staff reviews reason sidewalk is being replaced
 - a. If sidewalk is being replaced for a non-tree reason, no further process exists, and sidewalk reimbursement program does not apply
 - b. If sidewalk is being replaced for a tree reason, move on to Step 3
- Step 3** Permit Staff informs the applicant of a sidewalk reimbursement program and provides them with a paper application (form)
 - a. If the applicant is a contractor, permit staff ask contractor to provide this form to their citizen/property owner with a business card to contact them with questions
 - b. If the applicant is a citizen/property owner, permit staff provides the form
- Step 4** Before proceeding, the property owner reviews the Oregon City Sidewalk Replacement Assistance Program webpage for program understanding.
- Step 5** Before the work begins, property-owner submits:
 - i. A Right of Way Permit application and fee. Permit applications may be submitted by a contractor on behalf of the property owner.

Application may be emailed to OCpublicworks@orcify.org, mail to Oregon City Permitting at 13895 Fir Street, Oregon City Oregon 97045, or submit in person at 13895 Fir Street – 2nd floor.

* Assistance Program application form along with support documentation can submitted with the sidewalk permit (Step 5) or when the work has been completed (Step 8).

Step 6 Upon verification that the sidewalk has been damaged by the roots of protected trees, the Sidewalk Replacement Reimbursement Application may be submitted. The applicant will be notified that the work is eligible to receive funds and that their work permit is ready for applicant signature.

Step 7 Work begins. With approved permit in hand, the work must then be completed within 120 days. If the work is unable to be completed within the 120 days due to unforeseen circumstances, the applicant may request a one-time 30-day extension. Applicant must contact the city for an extension prior to permit expiration. Time extensions beyond 150 days may be approved on a limited basis by the Public Works Director or their designee conditioned upon monthly update communication undertaken by the applicant with the permitting staff and will result in a reduced grant of up to 50% of the panel rate for all work required.

Step 8 Work is completed. Property owner pays contractor and then submits proof of payment and a reimbursement request with project documentation which at a minimum must include a final invoice from the contractor with a signature indicating the work was paid in full.

Step 9 Upon verification that all prior steps are confirmed the application will be deemed approved and routed to Finance for issuance of a reimbursement payment.

Step 10 Grant check will be prepared within **5 business days** and mailed to applicant.

Document Checklist

- | | | |
|--|---|-------------------------|
| ___ Right-of-Way Permit Application incl.: | ___ Site Plan | ___ Ex. Sidewalk Photos |
| ___ Tree Permit Application (if required) incl.: | ___ Site Plan | ___ Ex. Tree Photos |
| ___ Sidewalk Reimbursement Program Grant Application incl. | ___ W-9 Form | |
| ___ Approved Right-of-Way permit incl. | ___ Licensed Contractor (CCB, and Metro/City) | |
| ___ Approved Tree Removal permit (if required) | | |
| ___ Evidence of Two Bids (or effort to get two bids) | | |
| ___ Evidence of Invoice or paid work | | |
| ___ Proof of Property Ownership (tax bill, utility bill, or other proof) | | |



January 13, 2025

1st NOTICE DATE: 1/13/2025

PERMIT DEADLINE: March 14, 2025

REPAIR DEADLINE: May 13, 2025

*More detailed
information is
available both in the
enclosed brochure
and at the website
addresses provided at
the end of this letter.*

Property Owner
Address
Oregon City, OR 97045

RE: Hazardous Sidewalk at Address

Dear Property Owner:

This letter is notification of the below timeline regarding Oregon City Municipal Code 12.04.032 sidewalk compliance at **Address**. The sidewalk notification letter below outlines the deadline and how to get your sidewalk permit online or by email.

This letter is to notify you that a tripping hazard exists on the sidewalk(s) abutting your property at the above referenced address. Generally, sidewalk trip hazard notification in Oregon City results from customer reports of problems along a specific walking route. City staff then verifies and marks the trip hazard(s) in accordance with guidelines established through the Americans with Disabilities Act (ADA).

According to Oregon City Municipal Code 12.04.032, property owners are responsible for maintenance and upkeep of the right-of-way adjacent to their property, including keeping sidewalks in good repair. In order to remedy sidewalk trip hazards and bring the sidewalk adjacent to your property into compliance, it is incumbent upon you to obtain a right-of-way permit within **60 days**, and complete repair of the sidewalk **within 120 days of the date of this notice**.

You may correct the tripping hazard by either grinding the sidewalk or removing and replacing the full sidewalk panel. Please contact Jake Ashenberger for a pre-inspection to discuss what this repair means and how to complete it.

In order to address this problem you are required to:

- 1) **Obtain a right-of-way permit** to repair the sidewalk from Public Works Department. The **2025** permit fee is **\$207**. Please visit the permit counter at Public Works (Monday through Thursday, 9:00-4:00) to obtain your permit.

In the event you prefer to obtain your permit without coming to Public Works, you may obtain a permit electronically by contacting the following:

- **Patrick Armstrong** - Engineering Technician II
Email: parmstrong@orccity.org
Direct: 971-204-4628
Public Works: 971-204-4601

Patrick will assist you by directing you to the appropriate application, obtaining the fee, and issuing the permit.

Once you have a permit, your inspector will be:

- **Jake Ashenberner** - Public Work Construction Inspector
Email: jashenberner@orccity.org
Direct: 971-276-1751

Additional resources:

- Oregon City Sidewalk webpage: <https://www.orccity.org/1113/Safe-Sidewalks>
- Oregon City ROW Permit webpage: <https://www.orccity.org/867/Rights-of-Way-ROW-Street-Permits>

- 2) **Repair the sidewalk.** You may hire a contractor or perform the repairs yourself. Regardless, sidewalk repairs will need to be constructed to standards adopted by the City. Search for 'Standard Drawing OC508 on our website, www.orccity.org, for the Sidewalk Detail.

If the tripping hazard was caused by a nearby tree root, you may be eligible for some reimbursement through the Sidewalk Reimbursement Program. Contact Patrick Armstrong to see if your location and repair is eligible.

Oregon City is open to serve the needs of the community whether that be in person or through e-mail or phone communication. Call us or come see us at 13895 Fir Street Monday through Thursday between 9:00am-4:00pm for any advice and assistance.

More Information - For more information about why you received this letter, benefits of street trees and why keeping sidewalks in good repair is important, please refer to the enclosed brochure or visit the websites identified on page 2 of this letter. Because we recognize that sidewalk maintenance can be onerous, City staff is available to assist by working with you to establish a manageable repair schedule. Online resources are also available to help answer questions.

Please understand that the City is aware that this notice and any required repairs can be a hardship for property owners; however, we also care about the safety of our community and appreciate your cooperation and community stewardship.

Public Works Department
Engineering Division
City of Oregon City

Enclosure (brochure)

CONTACT & RESOURCE INFORMATION	AVOIDING FUTURE TREE-RELATED PROBLEMS
<i>Sidewalk Permits</i> Public Works Department Engineering Division 13895 Fir St 971.204.4601 www.orcity.org/867/Rights-of-Way-ROW-Street-Permits	Municipal Code 12.08.025 states that abutting property owners are responsible for maintenance of street trees and planting strips. In addition to the sidewalk repair process, please keep in mind that if your sidewalk was damaged as a result of tree roots and you wish to avoid future tree-related sidewalk problems you can: 1) Remove the existing street tree and replace it with a more appropriate tree chosen from the City's street tree list or as recommended by a certified arborist. 2) Remove the existing street tree and replant a more appropriate tree in your yard within 10 feet of the public right-of-way. This option also requires that you record at Clackamas County a protective covenant that identifies the tree in your yard as a public street tree. 3) Obtain City approval to consider an existing tree already located in your yard and within 10 feet of the public right-of-way as your tree removal mitigation. Trees shall be at least 6" in diameter at breast height. This option also requires a protective covenant identified in item 2) above. 4) Construct the new sidewalk so as to meander around the tree. This option requires special consideration and authorization by Public Works Department and possibly a public sidewalk easement. 5) Contribute to a tree mitigation fund so that a new heritage tree can be planted elsewhere on your behalf. The 2025 tree removal mitigation contribution is \$541 per tree removed. A no-fee street tree permit is required in all cases. More information is available on the Planning Division website or by contacting Planning staff as indicated on this page.
<i>Street Trees</i> Planning Division 698 Warner Parrott Rd 503.722.3789 http://www.orcity.org/1141/Remove-Replace-a-Street-Tree	
<i>Compliance & City Code</i> Code Enforcement Division 1234 Linn Ave 503.905.3665 https://www.orcity.org/660/Code-Enforcement	

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January 10, 2025

*****2nd NOTICE DATE: 1/10/2025 *****

FINAL PERMIT DEADLINE: February 10, 2025

FINAL REPAIR DEADLINE: March 11, 2025

*More detailed
information is
available both in the
enclosed brochure
and at the website
addresses provided at
the end of this letter.*

Name

Address

Oregon City, OR 97045

RE: Hazardous Sidewalk at Address

Dear Property Owner:

This 2nd notice letter is notification of the below timeline regarding Oregon City Municipal Code 12.04.032 sidewalk compliance at Address. The sidewalk notification letter below outlines the deadline and how to get your sidewalk permit online or by email. Your initial notice was provided on April 6, 2020 which required you to obtain a permit within 60 days and have the work completed within 120 days. At this time, we have not received a request for permit (OR the work has yet to be completed even though a permit was issued). Your attention to this matter is still warranted and much appreciated.

This letter is to notify you that a tripping hazard exists on the sidewalk(s) abutting your property at the above referenced address. Generally, sidewalk trip hazard notification in Oregon City results from customer reports of problems along a specific walking route. City staff then verifies and marks the trip hazard(s) in accordance with guidelines established through the Americans with Disabilities Act (ADA).

According to Oregon City Municipal Code 12.04.032, property owners are responsible for maintenance and upkeep of the right-of-way adjacent to their property, including keeping sidewalks in good repair. In order to remedy sidewalk trip hazards and bring the sidewalk adjacent to your property into compliance, it is incumbent upon you to obtain a right-of-way permit within 30 days, and complete repair of the sidewalk within 60 days of the date of this notice. As this is your 2nd notice and a permit was not obtained within 60 days (OR work has not completed within the original 120 days), the extended timeline now provides you with an additional 30 days to obtain a permit (OR 60 days to complete construction). If the request is not completed within that timeframe, you may be issued notice from Code Enforcement or the City may do the work itself and seek repayment through fees or a lien on the property.

In order to address this problem you are required to:

- 1) **Obtain a right-of-way permit** to repair the sidewalk from Public Works Department. The 2025 permit fee is \$207. Please visit the permit counter at Public Works (Monday through Thursday, 9:00-4:00) to obtain your permit.

In the event you prefer to obtain your permit without coming to Public Works, you may obtain a permit electronically by contacting the following :

- **Patrick Armstrong** - Engineering Technician II
Email: parmstrong@orccity.org
Direct: 971-204-4628
Public Works: 971-204-4601

Patrick will assist you by directing you to the appropriate application, obtaining the fee, and issuing the permit.

Once you have a permit, your inspector will be:

- **Jake Ashenberner** - Public Work Construction Inspector
Email: jashenberner@orccity.org
Direct: 971-276-1751

Additional resources:

- Oregon City Sidewalk webpage: <https://www.orccity.org/1113/Safe-Sidewalks>
- Oregon City ROW Permit webpage: <https://www.orccity.org/867/Rights-of-Way-ROW-Street-Permits>

- 2) **Repair the sidewalk.** You may hire a contractor or perform the repairs yourself. Regardless, sidewalk repairs will need to be constructed to standards adopted by the City. Search for 'Standard Drawing OC508 on our website, www.orccity.org, for the Sidewalk Detail.

If the tripping hazard was caused by a nearby tree root, you may be eligible for some reimbursement through the Sidewalk Reimbursement Program. Contact Patrick Armstrong to see if your location and repair is eligible.

Oregon City is open to serve the needs of the community whether that be in person or through e-mail or phone communication. Call us or come see us at 13895 Fir Street Monday through Thursday between 9:00am-4:00pm for any advice and assistance.

More Information - For more information about why you received this letter, benefits of street trees and why keeping sidewalks in good repair is important, please refer to the enclosed brochure or visit the websites identified on page 2 of this letter. Because we recognize that sidewalk maintenance can be onerous, City staff is available to assist by working with you to establish a manageable repair schedule. Online resources are also available to help answer questions.

Please understand that the City is aware that this notice and any required repairs can be a hardship for property owners; however, we also care about the safety of our community and appreciate your cooperation and community stewardship.

Public Works Department
Engineering Division
City of Oregon City

Enclosure (brochure)

CONTACT & RESOURCE INFORMATION	AVOIDING FUTURE TREE-RELATED PROBLEMS
<i>Sidewalk Permits</i> Public Works Department Engineering Division 13895 Fir St 971.204.4601 www.oregoncity.org/867/Rights-of-Way-ROW-Street-Permits	Municipal Code 12.08.025 states that abutting property owners are responsible for maintenance of street trees and planting strips. In addition to the sidewalk repair process, please keep in mind that if your sidewalk was damaged as a result of tree roots and you wish to avoid future tree-related sidewalk problems you can: 1) Remove the existing street tree and replace it with a more appropriate tree chosen from the City's street tree list or as recommended by a certified arborist. 2) Remove the existing street tree and replant a more appropriate tree in your yard within 10 feet of the public right-of-way. This option also requires that you record at Clackamas County a protective covenant that identifies the tree in your yard as a public street tree. 3) Obtain City approval to consider an existing tree already located in your yard and within 10 feet of the public right-of-way as your tree removal mitigation. Trees shall be at least 6" in diameter at breast height. This option also requires a protective covenant identified in item 2) above. 4) Construct the new sidewalk so as to meander around the tree. This option requires special consideration and authorization by Public Works Department and possibly a public sidewalk easement. 5) Contribute to a tree mitigation fund so that a new heritage tree can be planted elsewhere on your behalf. The 2025 tree removal mitigation contribution is \$541 per tree removed. A no-fee street tree permit is required in all cases. More information is available on the Planning Division website or by contacting Planning staff as indicated on this page.
<i>Street Trees</i> Planning Division 698 Warner Parrott Rd 503.722.3789 http://www.oregoncity.org/1141/Remove-Replace-a-Street-Tree	
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CONTACT INFORMATION

City of Oregon City
www.orcity.org

Sidewalk (ROW) Permits

Public Works Department
Engineering Division
13895 Fir Street
971-204-4601
<https://www.orcity.org/867/Rights-of-Way-ROW-Street-Permits>

Code Compliance

Police Department
Code Enforcement Division
1234 Linn Avenue
503-905-3665
<https://www.orcity.org/660/Code-Enforcement>

Street Trees

Community Development Department
Planning Division
695 Warner Parrott Road
503-722-3789
<https://www.orcity.org/1141/Remove-Replace-a-Street-Tree>

Making it easy to get around actively is critical to the health, economy, and well-being of Oregon City. The City wants to protect neighborhoods against deteriorating influences in order to protect property values. The simple solution to code enforcement action is voluntary compliance. Oregon City requests your support by maintaining your property (including the adjacent sidewalk and planting strip) in compliance with City Code.

Your cooperation in keeping sidewalks safe and our community a more pleasant place to live and work is appreciated!



Safe Sidewalks



City of Oregon City
*What you need to know
about the community
amenities adjacent to your
property*

Oregon City Municipal Code (OCMC)

To promote safety, OCMC 12.04.032 states that the property owner will be contacted to make needed repairs when a sidewalk hazard exists. OCMC 12.08.025 states that maintenance of street trees and planting strips is the responsibility of the abutting property owners.

This brochure is intended to answer some of the most common questions about rights and responsibilities in the public right-of-way (ROW).

What does this mean for me?

You and your neighbors have a right to expect Oregon City sidewalks to be in good condition and free of defects in order to prevent possible injury. Typically sidewalks are a safe haven for pedestrians. Well-maintained sidewalks help create a vibrant community. Unfortunately, tree roots, ground settlement, freezing weather, and other acts of nature can damage sidewalks.

Property owners are responsible for maintaining the sidewalk and planting strip abutting their property. This includes keeping sidewalks clear of debris such as leaves, ice, snow, weeds, and overgrown shrubs. Trees must be pruned to allow safe pedestrian and vehicle passage. A defective sidewalk is one that creates an unreasonable risk of danger to persons or property. For example, if a portion of the sidewalk is elevated enough to cause someone to trip, it is considered an unreasonable risk. ADA Standards allow for changes in level of no greater than a 1/4 inch. This is the benchmark used by the City to determine compliance.

WHY ARE THE SIDEWALKS IN MY NEIGHBORHOOD BEING INSPECTED?

Most sidewalk trip hazards in Oregon City are reported by citizens. As a general rule, City staff does not go to neighborhoods looking for violations. City Code Enforcement staff verify hazard reports in accordance with City Code and the guidelines established through the Americans with Disabilities Act (ADA). If a sidewalk is found to be defective, the Code Enforcement Division sends notice to the abutting property owner.

WHY AM I RESPONSIBLE FOR SIDEWALK DAMAGE RESULTING FROM STREET TREES?

In Oregon City, as with most cities, property owners are responsible for upkeep of street trees and sidewalks in the public right-of-way adjacent to their property. They can also be held liable for any injuries sustained as a result of defective sidewalks.

Trees provide numerous benefits (see *Planting trees* panel). Unfortunately, many homeowners inherit tree problems when purchasing homes where an inappropriate tree species was planted by the subdivision or lot developer. Lifting sidewalks and cracked curbs are common in neighborhoods developed in the 1990s and earlier when tree species were not regulated.

If your sidewalk is out of compliance due to lifting caused by the roots of a street tree, you are permitted to remove the tree per OCMC 12.08.035.A. and mitigate with one replacement tree after acquiring a permit. However, removal should be a last resort (see *Planting Trees* panel).

HOW DO I REPLACE MY SIDEWALK?

You may replace the sidewalk yourself or hire a licensed contractor. The City cannot make recommendations, but we suggest that you talk with neighbors or reputable organizations that deal with contractors. Whether you do the work yourself or hire a contractor, a right-of-way permit from the Public Works Department is required.

SIDEWALK REPAIR PROCEDURES

If a sidewalk repair is required, you will need to:

- ☐ Review website resources (see *Contact Information* panel on back)
- ☐ Contact Public Works to pay fee and acquire permit
- ☐ Construct new sidewalk per the City Standard Drawing 508. Residential driveways shall be built per City Standard Drawings 504 and 504A
- ☐ Note that panel lift patching and propping or otherwise re-grading under existing panels are not permitted
- ☐ Saw cut and remove the defective sidewalk panels, place forms for the new panels and call for inspection of the forms prior to pouring concrete
- ☐ Within 24 hours following the concrete pour, call Public Works for a final inspection
- ☐ A group sidewalk permit is available when up to one block of homes hire one contractor for their repairs

If a sidewalk panel is raised less than 1/2 inch, you may grind the sidewalk per ADA Standards. If raised more than 1/2 inch but less than 1 1/2 inch, contact the Public Works Inspector for a site visit to determine whether or not grinding can be recommended (see *Contact Information* panel on back).

WHAT IF I CHOOSE TO IGNORE A HAZARDOUS SIDEWALK NOTICE?

If you decide not to complete necessary sidewalk repairs, the City may contract out the work and assess enforcement and construction costs against the property owner.

WHAT IF SOMEONE IN MY NEIGHBORHOOD HAS A TRIP HAZARD OR SIDEWALK OBSTRUCTION?

You may contact Code Enforcement to investigate the concern and take action if there is a hazard.

PLANTING TREES...

WHAT IS THE URBAN FOREST?

Oregon City's urban forest includes all trees on private and public property. Currently, the City only regulates trees on public land (streets, parks, open space), within Overlay Districts, and on private land during the development review process.

WHO IS RESPONSIBLE FOR MAINTAINING TREES IN THE URBAN FOREST?

Property owners are responsible for the upkeep of street trees in the public right-of-way abutting their property. Most routine maintenance (such as proper pruning and cleanup of debris) can be done by homeowners and helps to keep trees healthy and streets and sidewalks clear. A certified arborist is recommended for significant work such as major pruning and is required for tree removal and replacement in the right-of-way.

Planning, Code Enforcement, and Public Works departments all work together to ensure that Oregon City's urban forest canopy is maintained and enhanced.

BENEFITS AND COSTS OF TREES

Trees provide environmental benefits such as stormwater retention, shade, wildlife habitat, and reduced energy consumption. They help to keep our water and air clean and fight climate change. Trees help to bolster property values and improve the aesthetic appeal of urban streets. Street trees help to calm traffic and provide separation between vehicles and pedestrians.

If properly selected and planted with sufficient space to grow, urban trees can provide all of these benefits at little cost.

However, trees do have a life span. Trees that are dead, diseased, or hazardous (as verified by a certified arborist) must be replaced.

RIGHT TREE, RIGHT PLACE

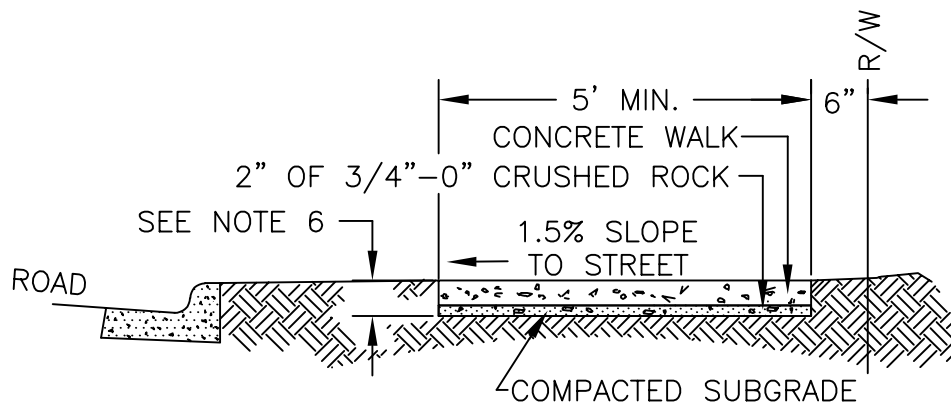
It is critical that the tree species chosen is appropriate for the planting area. The City has adopted a recommended list of street trees, organized according to width of the planter strip. This list helps prevent damage to infrastructure and prolong the life of the tree.

In certain subdivisions, street trees were planted that have outgrown their fairly narrow planter strips. The replacement trees need to be appropriate for constrained areas.

TREE REMOVAL IS A LAST RESORT!

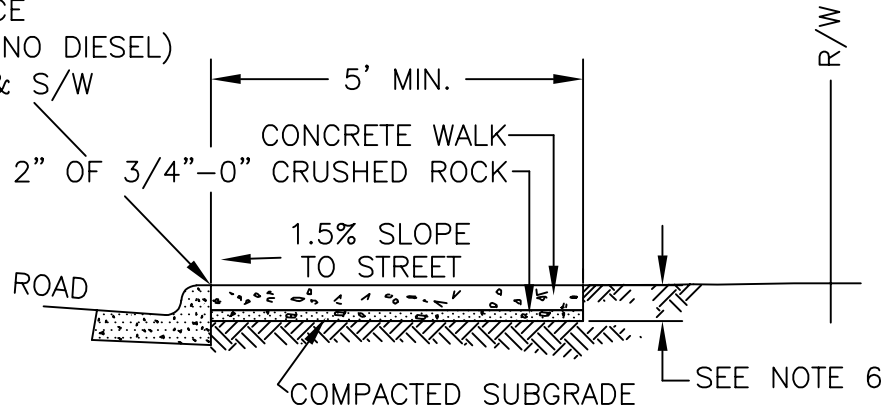
Sometimes tree removal is necessary. A certified arborist can help decide if a tree should be removed and how to safely and efficiently remove trees when appropriate. Tree removal may be warranted in the following situations.

- ☐ The tree is assessed as irreparably hazardous.
- ☐ It causes hazardous conditions that are impossible to mitigate by other means.
- ☐ It causes crowding or harm to other trees.
- ☐ It is being replaced by a more suitable specimen.
- ☐ There is a mobility hazard that cannot be adequately repaired without removing the tree.
- ☐ A certified arborist is not required to determine whether root pruning to allow sidewalk repair will damage the street tree. However, if the tree becomes hazardous due to pruning you are required to replace it per OCMC 12.08.035 with the number of replacement trees based on the size of the damaged tree.



SIDEWALK AWAY FROM CURB

CURB JOINT PLACE
BOND BREAKER (NO DIESEL)
BETWEEN CURB & S/W



SIDEWALK ADJACENT TO CURB

NOTES:

1. CONCRETE SHALL BE AIR ENTRAINED MINIMUM 4.5% AND HAVE A MINIMUM BREAKING STRENGTH OF 4000 PSI AT 28 DAYS.
2. PANELS TO BE 5 FEET LONG, ALL SURFACES SHALL BE TROWELED AND BROOMED IN A WORKMAN LIKE MANNER. WORKMANSHIP DESCRIBED AS: LIGHT BROOM FINISH WITH NO RIDGES AT TROWELED BORDERS. ALL EDGES SHALL BE TOOL ROUNDED AND SHINED 3" AFTER BROOMING. NO HUMPS OR SAGS, AND FINISH TO BE PROTECTED FROM WEATHER DAMAGE AND GRAFFITI.
3. EXPANSION JOINTS SHALL BE PLACED AT SIDES OF DRIVEWAY APPROACHES, UTILITY VAULTS, RAMPS, & AT SPACING NOT TO EXCEED 45 FT. EXPANSION MATERIAL SHALL BE 1/2" REFLEX RUBBER JOINT EXPANSION.
4. CONTRACTION JOINTS SHALL BE PLACED AT ALL CHANGES IN DIRECTION, POINTS OF CURVATURE AND AT 15' MAXIMUM INTERVALS WITH A MAXIMUM 1/2-INCH RADIUS TROWEL JOINT.
5. SIDEWALK SHALL HAVE A MINIMUM THICKNESS OF 4 INCHES, SEE DRAWINGS 504 & 505 FOR DRIVEWAY CROSSINGS.
6. DRAIN WEEPHOLES IN CURBS SHALL BE EXTENDED TO BACK OF SIDEWALK WITH 3-INCH DIAMETER PVC SCHEDULE 40 ASTM 1785 PIPE AT 2% SLOPE. CONTRACTION JOINT TO BE PLACED OVER PIPE.
7. LOCATION & WIDTH OF SIDEWALK WILL VARY DEPENDING OF STREET CLASSIFICATION. SEE STREET SECTIONS.
8. MAX. 1.5% DESIGN SLOPE (MAX. 2.0% FINISHED SLOPE)

Public Works Standard Drawings

SIDEWALK DETAIL

SCALE NTS

DATE JAN '23 REV.

ENGR. DW DRAWN KAE

DRAWING NO. 508
Page 22 of 117





CITY OF OREGON CITY

625 Center Street
Oregon City, OR
97045
503-657-0891

Staff Report

To: City Commission **Agenda Date:** July 8, 2025
From: Patrick Foiles, Human Resources Director

SUBJECT:

Community DEI Task Force Discussion

STAFF RECOMMENDATION:

EXECUTIVE SUMMARY:

The City Commission has expressed an interest in discussing and considering the future of a Community Diversity, Equity, and Inclusion (DEI) Task Force. Specifically, does the Commission want to transition the Task Force into a permanent advisory committee?

The Community DEI Task Force recently concluded its most recent phase of work, which aligned with the City's 2023–2025 goals and budget cycle. The group met six times over the past year and presented to the Commission on May 7, 2025. Among their recommendations was a proposal to establish the Task Force as a permanent City committee.

It is important to note that the adopted 2025–2027 budget does not allocate funding for continued Task Force facilitation or staff support. The City's current staffing capacity does not support the facilitation of an ongoing advisory body without additional resources. This staff report provides background on the Task Force's recent activities and outlines considerations for the Commission's discussion on next steps.

BACKGROUND:

As part of the Commission's adopted 2023–2025 Goals, the City re-established the Community DEI Task Force to serve as a community voice and provide guidance on City-related DEI efforts. Funding was included in the 2023–25 budget to support this initiative, allowing the City to contract with facilitator Lamont Browne of Triangle Consulting Group to lead and facilitate the group. Under this contract, the Task Force convened six (6) times over the past 12 months, concluding its activities in June 2025.

On May 7, 2025, the Task Force presented its outcomes and recommendations to the City Commission. The group's recommendations included:

- Establishing the DEI Task Force as a permanent City advisory committee
- Continuing professional facilitation
- Appointing a dedicated staff liaison
- Creating and maintaining a multi-cultural community calendar

- Building strategic partnerships with community-based organizations
- Engaging the community through public events, programs, and listening sessions

The DEI Community Task Force presented to the Commission on May 7th, outlining their work, accomplishments, and a series of recommendations for the Commission to consider.

During the most recent budget process, the Budget Committee and Commission reduced the proposed allocation for Diversity, Equity, and Inclusion/Belonging initiatives from \$250,000 to \$125,000.

Staff has allocated the existing \$125,000 to support ongoing commitments outlined in the DEI Framework. This includes continued DEI training for city employees, investments in organizational culture based on the findings from the Staff Stay Survey, and implementation of the resulting Action Plan.

While this amount continues to support some DEI-related efforts outlined by staff, it is not sufficient to sustain facilitation or dedicated staffing for an ongoing advisory committee.

Staff recognizes the Commission's long-term vision to embed DEI principles and initiatives within City operations and culture. However, with current staffing levels and existing responsibilities, staff does not have the capacity to support a standing advisory committee without additional resources or direction.

OPTIONS:

Provide guidance to staff on next steps.



CITY OF OREGON CITY

625 Center Street
Oregon City, OR
97045
503-657-0891

Staff Report

To: City Commission

Agenda Date: July 8, 2025

From:

SUBJECT:

2023-2025 and 2025-2027 Commission Goals Updates

STAFF RECOMMENDATION:

Staff recommends the City Commission review the information and provide directions as necessary

EXECUTIVE SUMMARY:

The 2023-2025 City Commission goals update is an opportunity to review the goals, status and accomplishments in completing the priorities from the previous budget year that was completed on June 30, 2025. Goal 6.1, which is related to expanding housing choices and developing a housing strategy, is not complete and staff will continue to work on completing this goal. Goal 2.6, which was held over from 2021-2023 and is related to the city-wide Broadband Study, has been incorporated into the 2025-2027 Commission Goals and is included as a priority project under the Support Economic Development and Tourism Throughout Oregon City goal.

The 2025-2027 City Commission goals are provided as information and a review of the goals, priorities, and funding that were approved through the budget process and with the adoption of the 25-27 Oregon City budget. The 2025-2027 Commission goals and priorities have been identified to implement the City's Mission, which is to build a dynamic community that leads the State in safety, economic opportunity, livability, and historic significance. The 7 goals and 39 priorities have been identified by the City Commission and will be addressed over the next two years. Specifics concerning the implementation of each priority will be provided during the quarterly goals update in October 2025.

BACKGROUND:

OPTIONS:

1. Provide feedback to staff as necessary

GOALS AND STRATEGIES 2023-2025

Last updated 6/27/2025

Folder of UPDATES

99% COMPLETED

23-25 Biennial Budget City Commission Document

Goals	ASSIGNED TO	PROGRESS	START	END	June 2025 Updates
Goal 1 - Diversity, Equity, and Inclusion/Safe Inclusive Community					
Create a collaborative environment to promote diversity, equity, and inclusion resulting in a safe, inclusive community and organization.					
1.1 Human Resources (General Fund)	HR/City Manager	100%	9/1/2023	6/2025	Received
Goal 2 - Infrastructure/City Services					
Invest in current and future capital needs for safe, sustainable infrastructure and City services.					
2.1 Information Technology (General Fund)	IT/City Manager	100%	9/1/2023	6/2025	Received
2.2 Parks & Planning (including SDC study) (General Fund)	Parks and Recreation	100%	9/1/2023	4/2025	Received
2.3 Capital Projects (Public Works Funds)	Public Works	100%	9/1/2023	Ongoing	Received
2.4 Transportation (Sidewalk and Bike Lane Safety/Infill) (PW Funds)	Public Works	100%	9/1/2023	6/2025	Received
2.5 Transportation (PW Fund Sidewalk Assistance Program)	Public Works	100%	9/1/2023	Ongoing	Received
Goal 3 - Community Engagement					
Increase engagement efforts to bring more residents into the policy-making process and ensure all neighborhood associations are active with the Citizen Involvement Committee					
3.1 City Commission (General Fund for neighborhood association costs)	City Manager/Communications	100%	9/1/2023	12/2024	
3.2 City Manager (General Fund for Communications Manager and full time Community Engagement Specialist)	City Manager/Communications	100%	9/1/2023	12/2024	
Goal 4 - Homelessness					
Enact homelessness plan and increase public knowledge of the plan and resources available for the homeless while reducing the visual and safety impacts of homelessness in the community.					
4.1 Police (General Fund for Homeless liaison Officer and Behavioral Health Specialist)	Police	100%	9/1/2023	Ongoing	Received
4.2 Parks (General Fund for camp cleanup)	Parks and Recreation/Police	100%	9/1/2023	Ongoing	Received
Goal 5 - Tourism & Economic Development					
Create and promote a tourism infrastructure that doesn't negatively impact neighborhoods and supports economic development to promote a healthy, sustainable local economy.					
5.1 Economic Development (City-Wide Economic Development)	Economic Development	100%	9/1/2023	Ongoing	Received
5.2 Tourism	Economic Development	100%	9/1/2023	Ongoing	Received
Goal 6 - Housing					
Anticipate state mandates and tailor local policies to best fit the needs of the community while balancing public infrastructure investment for current and future residents.					
6.1 Expand housing choices and develop a housing strategy (Planning Fund)	Planning	90%	9/1/2023	6/2025	Received

Goal 7 - Environment

Protect and preserve our environment and natural resources for a healthy, sustainable community.

7.1 Tree Canopy (Planning Fund)	Planning	100%	9/1/2023	6/2025	Received
7.2 National Pollutant Discharge Elimination System (NPDES) requirements/sampling; Water compliance/monitoring (PW Funds)	Public Works	100%	9/1/2023	Ongoing	Received

GOALS AND STRATEGIES 2021-23 Rolled over (not reassigned)

Copied here for convenience

2.5 Complete Parks master plan and update System Dev. Fees	Parks and Recreation	100%	10/1/2021	6/2024	Received
2.6 Assess the Communication Infrastructure and Equipment	Economic Development	99%	9/21/2023	9/2024	Moved to 2025/27 Goals
2.7 Develop a citywide facility master plan	City Manager	100%	7/1/2022	6/2024	
7.1 Determine and Establish Relationship with the Tribes that have a Shared History with the Oregon City	Planning/Public Works	100%	7/1/2022	Ongoing	Received

2023-2025 Commission Goals and Strategies

Job Category



June 2025 Update			
Department Contact:	Patrick Foiles, HR Director	Date:	June 10, 2025
Percentage Complete:	100%	Target Completion:	June 30, 2025
Goal 1.1 Promote Diversity, Equity, and Inclusion (DEI) for a Safe, Inclusive Community and Organization			
Important or Relevant Dates/Milestones: (looking ahead at the next 3 months) Currently: • DEI Project Team – has concluded its bi-weekly meeting which focused on the coordination of each step and effort involved in completing the work plan. • Lamont (Triangle Advising) was recently onsite, March 18 and May 6th to complete scheduled meetings. ○ Facilitated the sixth (6 of 6) Employee DEI Workgroup meeting. ○ Facilitated the sixth (6 of 6) DEI Community Task Force meeting. ○ Facilitated the fourth and final all-staff DEI Training with city employees. ○ Facilitated an additional Supervisor training in supporting outcomes and goals related to the Stay Survey. • Members of the DEI Task Force presented to the City Commission on May 7th. Darcy Southwell and Heidi Blackwell presented a summary of what the group has been working on and included a series of recommendations for the Commission to consider. • The Employee DEI Workgroup reviewed and provided feedback regarding City Recognition programs and had a discussion if they are working as intended. What sorts of things make employees feel valued? • The Employee Workgroup also reviewed and helped Triangle Advising develop a set of operating principles that will inform a future employee training with Lamont. The training will be centered around building a positive workplace culture that fosters a sense of value and belonging for all.			

Status: (What has been done/Is Being Done)

- **DEI Community Taskforce** The last DEI Community Task Force meeting was held May 6th. The Committee discussed and confirmed a series of recommendations that the Committee wanted to present to the City Commission.
 1. Permanent Status
 2. Staff Liaison
 3. Multi-Cultural and Heritage Calendar
 4. Build Community Partnerships
 5. Engage the Community through Events, programs, and listening sessions.

The following chart outlines the agenda topics of the last three meetings:

January 7 Meeting #4	March 18 Meeting #5	May 6 Meeting #6
• Task Force Mission Statement • Cultural Calendar • Community engagement strategies • Event planning (Juneteenth, Pride, other?)	• Establish long-term priorities and responsibilities of task force • Design Community DEI Assessment Plan	• Identify ways to enhance Oregon City brand • Strategies to elevate youth voice • Plan for external partnerships

- **Employee DEI Workgroup**

The DEI Workgroup met and completed the commitment of 6 meetings.

Over the last few months, the workgroup focused on exploring the future of the workgroup and what would its purpose be? The general purpose seemed to refocus on the concepts of “belonging”, a component of Diversity, Equity, and Inclusion. The work intertwined with the Stay Survey, the results, and the Action Plan to improve employee experience, the organization’s culture, and overall improve staff appreciation and a sense of belonging.

In the final meeting, Lamont presented an overview of the history and accomplishments of the Workgroup over the last 4 years and how all the work related to the City Commission’s Goal.

January, the work group discussed one of the areas of focus that came from the Stay Survey, Employee Recognition.

The group also reviewed a case study and worked through a “consultancy Protocol” to review, brainstorm, and reflect on the difficult situation presented in the case study. We were able to hear multiple perspectives, gather input, and work toward an action plan.

The Workgroup is also considering the future of the group and continuing to identify how they can add value to the City, employee experience, and develop a strong sense of belonging for all staff.

- **Staff Training** – all phases of planned training has been completed

Leadership DEI Trainings – 5/29 and 11/20

All staff DEI Training sessions – 9/25, 10/14, 11/20, 1/8

Additional trainings have been scheduled to support the Stay Survey Action Plan that was established. Trainings scheduled for 6/16 and 6/17.

- **HR Policies and Hiring Practices** –

Triangle Advising is assisting HR to develop a guideline document for hiring managers and panels that will incorporate best practices and improve consistency.

- Blind application review
- Interview panels – training and diversity
- Broad advertisement and try to reach underrepresented populations
- Develop inviting recruitment materials – demonstrate belonging
- Identify a collection of core competencies that the organization values.

- **Stay Survey – Results and Action Plan**

Triangle Advising continues to support the organization and its endeavors to create a welcoming and inclusive organization, where all employees feel a sense of **belonging** and feel recognized for the work and contributions to the organization.

2023-2025 Commission Goals and Strategies

Job Category



June 2025 Update			
Department Contact:	Michael Dobaj	Date:	June 23, 2025
Percentage Complete:	100%	Target Completion:	June 30, 2025
Goal 2.1 Invest in current and future capital needs for safe, sustainable infrastructure and city services			
Status: (What has been done/Is Being Done) • SCADA environment isolated and security improved. • IT is now supporting SCADA infrastructure. • All mailbox data files have been migrated to Office 365 • Pioneer building Avigilon Camera's and Door Access control completed. • Android BYOD Mobile Device Management complete and tested working. • Continuing building and implementing city-wide mobile device management • Mimecast has been removed from the city's email flow. Office 365 has the same functionality and removing the cost of Mimecast will allow us to utilize those funds for city infrastructure improvements. • Avigilon single card access control for all staff and Police completed and operational. • New City website Map application for city projects completed. Updated process to allow staff to update pages without reliance on 3rd party application operational. • Microsoft Teams deployment in progress, cleanup of current file server in progress. • Building ePermitting with eReview in progress currently scheduled to be completed end of August 2025. • Endpoint firewall control, Illumio, migrated to new tenant and reset to selective mode across the city. • Migration to using oregoncityor.gov as our email and website domain set to be processed late 2025 through early 2026. This migration is required by the state before we are approved to continue to ask for grants and will improve the city's cybersecurity profile. • Improved network monitoring utilizing Vectra completed. This includes the city now has access to 24 X 7 Network Operations Center monitoring. • The new AV system is installed at Libke and will be air-gaped from the city network for better security. • Firewall Rules and DNS Setting reviewed and updated, will continue to review rules, and update as needed. • Migration of cities primary ERP program, Tyler Technologies, to their hosted services approved, project to complete migration being planned. • MFA requirement for all external city connectivity completed. • Domain migration, along with Domain Name Services, migration to centralized management is in progress. • Updated VOIP phone system, Ring Central, fully deployed, which replaced two aging and outdated digital phone systems.			

2023-2025 Commission Goals and Strategies



Job Category

June 2025 Update			
Department Contact:	Scott Archer	Date:	June 6, 2025
Percentage Complete:	100.0%	Target Completion:	June 30, 2025
Goal 2.2 Parks & Planning (SDCs)			
Important or Relevant Dates/Milestones: (looking ahead at the next 3 months) We enlisted the services of the Galardi Rothstein Group on July 6, 2023, to assist us in revising our SDC methodology. Since then, we have held numerous meetings with the project team and our consultants for the Parks Master Plan and presented to the Parks and Recreation Advisory Committee. We have completed the draft methodology and presented that information to City Commission for feedback. We anticipate completing the revision by early 2025. Parks SDCs were last revised in 2000.			
Status: (What has been done/Is Being Done) • Status update: Following the February work session with City Commission, the final report was drafted and advertised for a public hearing on June 18, 2025. PRAC reviewed the final tables and report at their February 2025 and May 2025 regular meetings. PRAC indicated support of the new methodology. Pending approval at the public hearing on June 18, 2025, staff will begin to implement the new SDC's in Fall 2025. This implementation will be in coordination with Public Works, Finance, and Community Development. • The draft Methodology prepared by our consultant was presented to City Commission for feedback on October 8th in a work session. Since that meeting, we have been working on the items identified for update. We plan to meet with the consultant again on November 6th to prepare a timeline for bringing the draft methodology back to City Commission for review. We have also been coordinating with Community Development and Public Works to ensure they are able to review and provide feedback on the draft methodology. We are scheduled to meet with City Commission in a Work Session on February 11th, 2025 to review the revised SDCs and discuss next steps. • Met with consultant on September 19th to review draft methodology and prepare for presentation to City Commission • Met with consultant on August 28th to transition project over to ACM Rains and P&R Deputy Director Kissinger • Met with consultant on May 15th to review CIP • Sent final draft CIP plan to consultant – March 28th • Sent rough draft CIP plan to consultant – March 4th • Deb Galardi presented to PRAC – September 28th • SDC/Master Plan collaboration meeting – September 26th • SDC Methodology kick-off meeting with the project team – August 11th • Contract with Galardi Rothstein Group fully executed – July 6th • Met with Econorthwest, FCS Group, and Galardi Rothstein – March – May 2023			

2023-2025 Commission Goals and Strategies

Job Category



June 2025 Update			
Department Contact:	Dayna Webb	Date:	June 23, 2025
Percentage Complete:	100.0%	Target Completion:	Ongoing
Goal 2.3 Capital Projects (Public Works)			
Important or Relevant Dates/Milestones: (looking ahead at the next 3 months) Oregon City Quiet Zone – This project is federally funded, and the city is supporting ODOT, which is delivering this project. ODOT/Metro has added the project to the Draft STIP/MTIP, as anticipated. The City and ODOT project staff have finalized work on the project intergovernmental agreement, and the agreement was adopted by the City Commission on December 6, 2023. The project consultant contract has been executed, and design work is underway. The survey work is completed, and the consultant team prepared the Design Acceptance Package (30% Concept Plans) for review by all parties. The required easements are being finalized, and the acquisition work is expected to begin in the next few months. An updated project update and cost estimate is being prepared, and will be shared with the City Commission, once completed. Inflow and Infiltration Program – The Rivercrest Basin Phase 4 (private laterals) and the Molalla Avenue Basin projects are nearing the end of construction. The Linn Basin Project 2 and the McLoughlin Basin Project 1 are working through the bidding process and are expected to be under construction beginning this summer. Additional projects are in various forms of design. Staff provided the City Commission with an I & I Annual Program update recently. PMUF –The 5-year Pavement Maintenance Plan (2025-2029) was shared with the City Commission at the June 11, 2024, City Commission meeting. Staff have completed the 2023-24 Annual PMUF Report which is now available for review on the City's Website. The 2025 PMUF project has begun construction and will be completed by Fall 2025. WIFIA Program – The program submitted a quarterly report for work through December 2024 and continues to coordinate with the Confederated Tribes of the Grande Ronde on cultural resource program policies for WIFIA projects. The Molalla Avenue 30-inch Transmission Main project is under construction and the contractor is making good progress. Design is underway on the second transmission project which includes a new pump station at the Henrici Reservoir site that will serve the Thimble Creek pressure zone. The Pipe Rehabilitation program is on track with the completion of the Holmes Lane waterline replacement. The SCADA Isolation project is also wrapping up this month. Stormwater Project – The Barclay Hills Stormwater Outfall completed construction and is now working on final punch list items to complete the project.			
Status: (What has been done/Is Being Done) The City's CIP entails approximately \$55 Million for over 40 projects. These projects as outlined in the 2023-25 Biennial Budget and include the Roadway Reconstruction (PMUF) program; 10 Transportation projects; the WIFIA program, which makes up much of the 11 water projects listed; the Inflow and Infiltration Program with 10 sewer projects; and 4 stormwater projects.			

2023-2025 Commission Goals and Strategies



Job Category

June 2025 Update			
Department Contact:	Dayna Webb	Date:	June 23, 2025
Percentage Complete:	100.0%	Target Completion:	June 30, 2025
Goal 2.4 Transportation (Sidewalk and Bike Lane Safety/Infill)			
Important or Relevant Dates/Milestones: (looking ahead at the next 3 months) The 2024 PMUF Construction Work was awarded to the low bidder on May 1, 2024 and that work is completed. Staff presented to the City Commission an update on the City's recent effort to update the PMUF 5-year Plan on June 1, 2024. The 2025 PMUF Construction Work was awarded to the low bidder on May 7, 2025 and that is programmed to be completed by the fall. The City Commission directed staff to not move forward with the installation of sidewalk on Warner Milne Road as it would require removal of a 37" dbh White Oak in good health in order to construct the sidewalk.			
Status: (What has been done/Is Being Done) These sidewalk infill projects, and the funding allocated, are typically paired with another transportation project. The City's PMUF program, the Quiet Zone project, Main Street, or neighboring facility needs that pair well with an existing project are often where these funds are utilized. The 2024 CIP will utilize this budget item to complete the goal of creating more sidewalk and bike lane infill for the community. The 2024 PMUF project included 2,800 sf of sidewalk work mostly focused on upgrading accessible ramps which are out of compliance with current standards. The Annual PMUF projects are also being planned to upgrade ramps in preparation for in-house maintenance work using a surface process called micro surfacing. The Main Street ADA project is completed, and new ramps have been added on Main at 12th and 13th Streets. The Holcomb Safe Routes to Schools Project is nearing completion and will include a new sidewalk on the north side of Holcomb Boulevard between Holcomb School Road and Winston Drive.			

2023-2025 Commission Goals and Strategies

Job Category



June 2025 Update			
Department Contact:	Dayna Webb	Date:	June 23, 2025
Percentage Complete:	100%	Target Completion:	Ongoing program
Goal 2.5 Transportation (PW Fund \$400,000 Sidewalk Assistance Program)			
Important or Relevant Dates/Milestones: (looking ahead at the next 3 months) This is an ongoing program. Funding authorization is limited to \$200,000 per year for a biennial budget of \$400,000.			
Status: (What has been done/Is Being Done) Since July 2023 the City has processed 96 applications for a total grant expenditure of \$179,397.72. 7/1/2023 – 6/30/2024: 44 properties \$100,704.09 7/1/2024 – present: 52 properties \$78,693.63 The Public Works Department collaborates with the Code Enforcement Division of the Police Department for trip hazard compliance when property owners do not take action on their own. In that regard, the City is maintaining 82 CE files that are in various stages of enforcement (79 from 2025 and 3 from 2024). In 2025 we have received 93 files, have a total of 979 active files and 14 files that have been resolved.			

2023-2025 Commission Goals and Strategies

Job Category



June 2025 Update			
Department Contact:	Shaun Davis	Date:	June 23, 2025
Percentage Complete:	100%	Target Completion:	Ongoing
Goal 4.1 Police (General Fund \$741,000 for Homeless Liaison Officer and Behavioral Health Specialist)			
Important or Relevant Dates/Milestones: (looking ahead at the next 3 months) - Continue Working with Love One HOS on Homeless Outreach - July 1st - Start Keep OC Clean Initiative			
Status: (What has been done/Is Being Done) - May 2023 - Budget Committee approved additional Case Manager for BHU - June 2023 - Applied for HOWTO (Healthy Oregon Workforce Training Opportunity) Grant for Expansion of the Behavioral Health Unit (i.e., Case Manager Position) & Crisis Intervention Team - September 2023 – Learned we did not receive the grant - October 2023 - Developed job description - December 2023 – Case Manager position posted and accepting applications - January 2024 – PD and Court submitted proposals to Clackamas County H3S for Funding Opportunities for City-led Homelessness Initiatives - February 2024 – Case Manager Interview Processes Completed and Case Manager selected - February 2024 – IGA completed for shared BHU Software between OCPD, LOPD, WLPD, CPD, & MPD - April 2024 – Shared BHU software fully implemented - April 2024 - Clackamas County announced 3-year grant funding decisions from submitted proposals for City-Led Homeless Initiatives. PD to receive grant funding for additional non-sworn Homeless Outreach Specialist and Supplies. Court to receive grant funding to implement new Community/Specialty Court. - May 2024 – Chelsea Fults started in her new position as Case Manager and is currently in training - June 2024 – Chelsea Fults completed her training and is in her Case Manager role. With CM and BHS, we are able to have BHU coverage M-F 7am-7pm. Chelsea is providing case management follow up with clients and able to help with coordinating several monthly behavioral health related meetings. - October 2024 – Had follow up meeting with Clackamas County regarding City Led Initiative Grant. County still working on initial draft IGA's for PD and Court grants. - December 2024 - Had follow up meeting with Clackamas County regarding City Led Initiative Grants. County still working on initial draft IGA's for PD and Court grants. 2024 Unauthorized Camp Clean-ups – Contractor spent 267.5 hours of labor. Removed 27,740 pounds of trash and taken to dump. Total Cost \$22,966.25.			

- January 2025 – Reached out to Clackamas County regarding City Led Initiative Grant for updates on both grants that Municipal Court and Police Department were awarded
- February 2025 – Met with Love One to discuss HOS position and agreement
- March 2025 – Contracted clean-ups of unauthorized camps around City. 8,000 lbs of trash removed
- April 2025 – Love One and Police Chief met with DOCA regarding concerns related to Homelessness in and around Downtown
- May 2025 – Contracted clean-ups of unauthorized camps around City. 8,900 lbs of trash removed
- May 2025 - Love One Homeless Outreach Specialist started May 1. Love One had a change in personnel and the new HOS met with PD on May 27th and is in PD background process.
- June 2025 – Applied for metro Enhancement Grant for Keep OC Clean project. Awarded \$35k to hire contractor for camp clean-ups and \$5k for paint and supplies for graffiti removal.
- 2025 YTD Unauthorized Camp Clean-ups: Contractor spent 253.5 hours of labor. Removed 16,900 pounds of trash and taken to dump. Total Cost \$18,580.97.
- Every other month we continue to host our Oregon City Homeless Coordinating Meeting and meet with local and county partners
- Starting May 2025 - Every month Police Chief meets with DOCA regarding homelessness and safety concerns downtown

2023-2025 Commission Goals and Strategies

Job Category



June 2025 Update

Department Contact:	Shaun Davis	Date:	June 23, 2025
Percentage Complete:	100%	Target Completion:	Ongoing

Goal 4.2 Police/Parks Camps Cleanup

Important or Relevant Dates/Milestones: (looking ahead at the next 3 months)

Parks and PD continue to collaborate on camp cleanups located on park property. Staff have met to discuss ways in which we can improve the reporting and contracting process to better address camp cleanups moving forward. The restroom cleaning contract was a success and parks staff are looking to build on that success in the future.

Status: (What has been done/Is Being Done)

- Status update: Parks & Cemetery Division has continued working with our restroom contractor to maintain clean and safe restrooms throughout the park system. Parks & Cemetery Division continue to collaborate with PD to remove camps as quickly as possible. Parks staff cleaned up site lines at the site of the former cemetery camp to prevent future camps from being established.
- Parks & Cemetery Division worked with PD to remove a persistent camp at the Cemetery, along the border with Newell Creek Canyon.
- Restroom cleaning contract was set to expire on September 30, 2024. After evaluating the program and its effectiveness, Parks decided to explore continuing this contract through the rest of the fiscal year. Contracting and budget analysis determined this service provides staff opportunity to focus on higher level project work while providing better service to the community. A new contractor was hired to provide this service throughout the remainder of the fiscal year.
- Parks & Cemetery Division worked with PD to remove a persistent camp at Old Canemah Park, near the PGE property. This camp has been cleaned up three times so far. Parks and Cemetery worked to add new vegetation and stones to the area to help prevent this issue from occurring again.
- PD worked with Public Works to obtain No-Trespassing signs and locations for the City Property near Hwy 213 / Beavercreek Rd.
- June 2023 – PD conducted large camp clean up on City Property located near Hwy 213 and Beavercreek Rd. (\$34,752.00)
- PD has allocated funds for 2023-2025 budget years were reduced to \$10,000 each year / \$20,000 for biennium. (Current expenditures - Monthly POD rental for personal property storage, (\$179/mo., \$2,148/yr.) is dedicated to this budget)

- December 2023 – Public Works placed no-trespassing signs on City Owned Property near Hwy 213 / Beaver Creek Rd.
- The Parks & Cemetery Division has finished conducting research and reference checks on contractors who can manage restroom cleanups in our parks. We are currently creating a contract with a vendor, which will start in April 2024. This will help the department in addressing the problems caused by homeless individuals vandalizing and damaging the park restrooms. The duration of this contract will be two years.

June 2025 Update

Department Contact:	Economic Development	Date:	June 24, 2025
Percentage Complete:	100%	Target Completion:	June 30, 2025

Goal 5.1 Create and promote economic development opportunities City-wide to support a healthy, and sustainable local economy.

Important or Relevant Dates/Milestones

- Revised the Urban Renewal Plan included a framework for decision-making
- Attracted Advantis Community Credit Union to Oregon City
- An Economic Update was published (2020 -2027)
- A quarterly economic newsletter was published
- Talent Ready worked to create partnerships with private for-profit businesses that needed employees. Public agencies were engaged to provide “wrap-around services” to help individuals mitigate employment barriers, i.e., child issues, mental health challenges, and lack of job skills to name a few.
- Further developed and promoted small business technical assistance and financial support services.
- Established initiatives that support a “business-friendly” environment in Oregon City.
- Worked to prepare City-owned and Urban renewal-owned properties for future development.
- Worked to promote the Arts as an important economic development element.

Status: (What has been done/Is Being Done)

- Relocated Advantis Community Credit Union to Oregon City. Completed its new headquarters in early 2023.
- Talent Ready –
 - The program was scaled back due to budget considerations.
 - Assisted 120 people with a variety of needs to help them prepare them for employment
 - Partnered with the following companies to fill positions:
 - >Willamette Providence Medical Services
 - >Orchid Orthopedic Manufacturing
 - >Benchmade Knife Manufacturing
 - >Avamere Rehabilitation
 - >Oregon City Municipal Court
 - Due to the growing concern about the lack of affordable childcare and the ability to retain and attract employees, Talent Ready has partnered with a childcare vendor to work with the Talent Ready employers to provide childcare services to employees of Talent Ready Employers.
 - Met with Benchmade on May 16, 2024, during its Board Directors Meeting whereby Talent Ready was discussed along with other economic development initiatives. Seeking to have Benchmade sign up for Talent Ready that they are experiencing growth and employee shortages. If Benchmade joins Talent Ready, it will join the following entities that have already signed an MOU with the Department to help alleviate worker shortages:
 - Providence Willamette Falls Medical Services (For-Profit)
 - Avamere Rehabilitation (For-Profit)
 - Oregon City Municipal Court (Government)

- Oregon State University (Educational Institution)
- Small Business Technical Assistance and Financial Support Services
 - The second cohort of the BIZ POD Program graduated on June 1, 2024.
 - The Entrepreneurial Opportunity Loan Program (“EOLP”) in partnership with EMBOLD Community Credit Union has made a total of 3 loans totaling \$48,000. All loans are current except one \$7,000 loan.
 - Launched the small business micro-enterprise grant program for existing small businesses with five or fewer employees. The program has awarded nine grants to nine existing businesses.
 - The second cohort of the BIZ POD Program started classes on March 24, 2024 and concluded classes on May 17th. The graduation ceremony of 6 emerging businesses will be held on June 1, 2024.
- Business Friendly Environment
 - Due to budget cuts, the procurement program initiative was put on hold.
 - Staff is developing a procurement program that will allow Oregon City’s small businesses to do more business with the City.
Staff is currently interviewing City departments to determine the goods and services being purchased. Program projected to commence early Fall, 2024.
 - Continue to work on the Ombudsman Initiative (working with the Depts of Community Development and Public Works to educate commercial/business investors on the City’s development processes and serve as an advocate for commercial/business investors in the community
 - City staff launched the new Oregon City Business License program on January 1, 2024. The new initiative reduced the cost of City business licenses for both new and existing businesses. City Commission approved the proposed changes back in November 1, 2023
- Owned/Urban Renewal Owned Properties
 - Stimson Property is being prepared for future development
 - Stimson Property’s Phase I Environmental completed
 - Stimson Property was surveyed
 - A geo-technical study has been completed for the Stimson Property
 - A property appraisal for Stimson has been completed.
 - A study was conducted on the water quality of the Cove
 - Vacate notices (120 days) were distributed to tenants of residential properties
- The Arts Commission
 - The Arts Commission received \$28,000 in funding to repair existing public artworks around the community.
 - The Arts Commission replaced the damaged public artwork located at the corner of Center Street and 7th Street.
 - Arts Commission approved 4 murals

2023-2025 Commission Goals and Strategies



June 2024 Update

Department Contact:	Economic Development	Date:	June 24, 2025
Percentage Complete:	100%	Target Completion:	June 30, 2025

Goal 5.2 Create and promote a tourism infrastructure that doesn't negatively impact neighborhoods and supports economic development to promote a healthy, sustainable local economy.

Important or Relevant Dates/Milestones:

- Funding for FY 2024/2025 City-Sponsored Public Event Program was approved.
- The first round of funding for 2023/2024 City-Sponsored Public Event Program was approved by the City Commission and distributed to eligible applicants.
- Destination Oregon City, Inc., the Destination Management/Marketing Organization, commissioned to coordinate and market local tourism assets on behalf of the City was established.

Status: (What has been done/Is Being Done)

- City-Sponsored Public Event Program
 - **The 2024/2025 City-Sponsored Public Event Program sponsored four (4) events, First City Celebration, OC Car Show, Festival of the Arts, and Porchfest.**
 - The 2023/2024 City-Sponsored Public Event grants were distributed to eligible and approved program applicants including The Car Show LLC, OC Parks & Recreation, Three Rivers Art Guild, DOCA, and OC Brewing Co, totaling \$50,000 (May 2024)
 - In 2024, the City Commission approved the use of the funds for a 4th of July Celebration.
- Destination Management Organization ("DMO")
 - **The DMO consultant's contract was extended twice to ensure the scope of work was fully completed, latest extension August 29, 2025.**
 - **The DMO consultant's work was slated to be finished by December 2024, which includes the creation of a board of directors, and the development of a contract document with the DMO.**
 - **A DMO Development Taskforce has been established to work with the consultant to legally structure a 501(c)(6) DMO.**
 - **The City identified a DMO consultant, Whereabout, Inc, to help structure a DMO.**
 - The Committee on DMO Structure including representatives from DOCA, OC Heritage Coordinating Committee, Mt. Hood Territory, OC Parks & Recreation, and OC Economic Development will meet on Thursday, May 23, 2024, to recommend a consultant to the City Commission to help structure a DMO.
 - At the closing of the RFP submission period on April 26, 2024, for DMO consultants, staff received two responses.
 - On March 6, 2024, the City Commission approved an RFP document, drafted by City staff, to be advertised through various channels to obtain responses from qualified DMO consultants.
 - During its work session on November 7, 2023, the City Commission received a comparative analysis of DMOs within the Portland Metro Region and staff recommendations to further the conversation with respect to moving the tourism function from the Economic Development Dept. to a DMO outside of City municipal government.

- During its work session meeting on January 9, 2024, the City Commission heard from Mt. Hood Territory, "Visit McMinnville, Inc." and "Explore Wilsonville.com" to discuss their respective programs, their organizational structure, and marketing operations.
 - On February 7, 2024, the City Commission directed staff to develop a request for proposals that will result in the creation of a standalone legally operating nonprofit, that operates like a business and controls and manages its strategic direction.
 - As progress is made toward establishing a DMO, staff has developed a broadcast commercial that promotes the downtown, it aired on November 13, 2023.
 - Staff produced a commercial that featured the wineries, breweries, and distilleries in and around the vicinity of Oregon City which aired on Feb. 5, 2024.
- Promotion/Advertising
 - **The department revised its economic development website to include updated and new economic/ demographic data as well as new information on new programs and initiatives.**
 - Economic Development placed a full-page ad in the 2024 Seattle Mariners Yearbook that featured both tourism and investment opportunities in Oregon City.
 - Oregon City staff produced three commercials that were broadcast on KATU2. Each commercial featured one tourism-related aspect of the Oregon City community: Downtown Oregon City, wineries and distillery industry in Oregon City, and outdoor recreation within the community.

2023-2025 Commission Goals and Strategies

Job Category



June 2025 UPDATE			
Department Contact:	Tony Konkol	Date:	June 2025
Percentage Complete:	90%	Target Completion:	June 30,2025
Goal 6- Housing: Anticipate state mandates and tailor local policies to best fit the needs of the community while balancing public infrastructure investment for current and future residents. 6.1 Expand housing choices and develop a housing strategy			
IMPORTANT OR RELEVANT DATES/MILESTONES: (LOOKING AHEAD AT THE NEXT 3 MONTHS) - Staff is requesting approval of Resolution 25-21 so support the submission for a Housing Planning Assistance Grant from the Department of Land Conservation and Development to pay for the city's next housing capacity analysis. This request will be considered by the City Commission at the July 2, 2025 meeting. - Planning staff applied for an exemption to the mandatory adjustment section of SB 1537 (2024) on December 30, 2024. DLCD is currently processing these applications until the HAPO office is running in July. Because we applied for an exemption, the mandatory adjustments are in a deferral state until our application is either approved or denied. - After July 1, 2025, HAPO will be able to receive and respond to official inquiries, requests, and complaints from local governments and housing developers. Department of Land Conservation and Development (DLCD) and Department of Consumer and Business Services (DCBS) are actively working on staffing and operational tasks to meet this deadline.			
STATUS: (WHAT HAS BEEN DONE/IS BEING DONE) - Every January the City is required to submit a housing report to DLCD that details the number of units produced and the number of units permitted in the previous calendar year. This year, DLCD will not collect this data until June based on new requirements from OHCS. - Calendar Year 2023: - Permitted Single Family: 16 units - Permitted Multi-Family: 305 units Total: 321 residential units - Produced Single Family: 65 units - Produced Multi-Family: 212 Total: 277 residential units - SB1537-The Housing Production Package does several things: establishes a new Housing Accountability and Production Office; requires cities grant up to 10 administrative adjustments; establishes and funds a new state revolving fund for local governments to administer loans for low to moderate income housing development; allocates funds to Business Oregon to help small and rural communities access infrastructure programs; and provides one-time urban growth boundary expansion tool.			

- At the conclusion of the 2023 Oregon State Legislative Session, a number of housing bills were passed. Staff gave a [land use legislative](#) update to the City Commission which included an update on housing bills.
- The most significant piece of legislation was an Executive Order made by the Governor that established a statewide housing production goal and a Housing Production Advisory Council. The Executive Order also established a goal to produce 36,000 new housing units per year for the next ten years. The Housing Production Advisory Council is charged with identifying recommendations to meet this goal and proposing them for discussion at the 2024 Legislative Session.
- Oregon City will be required to adopt a new Housing Capacity Analysis in the year 2027 and will be required to adopt a Housing Production Strategy the following year by December 31st 2028.

2023-2025 Commission Goals and Strategies

Job Category



June 2025 UPDATE			
Department Contact:	Tony Konkol	Date:	June 2025
Percentage Complete:	100%	Target Completion:	June 30, 2025
Goal 7 Protect and preserve our environmental and natural resources for a healthy, sustainable community; 7.1 Focus efforts on preserving and protecting the City's Tree Canopy			
IMPORTANT OR RELEVANT DATES/MILESTONES: (LOOKING AHEAD AT THE NEXT 3 MONTHS) - Planning staff is completing a request for proposals to continue the Tree City USA program and planting events in Oregon City. - Planning staff will continue to administer the Street Tree removal and replacement program as well as review any removal and replacement proposed by City staff on City owned property with diligence and eye toward replacement and retainment when possible. - Friends of Trees hosted a planting event on December 14th, 2024 at Rivercrest Park. - The Arbor Day Foundation named the City of Oregon City a 2024 Tree City USA to honor its commitment to effective urban forest management for the 12th year in a row.			
STATUS: (WHAT HAS BEEN DONE/IS BEING DONE) - In 2024, the city received a growth award for demonstrating environmental improvement and an outstanding level of tree care for the fourth year in a row. - The focus of Friend of Trees' work through June 2025 is to increase canopy coverage in the right-of-way and private yards. The City awarded Friends of Trees a contract to continue this work. <u>Natural Resource Committee Activities:</u> - The NRC has discussed tree code and policies at all of their meetings this year. They are preparing to bring their considerations and recommendations to the City Commission. - The Natural Resource Committee identified several activities in their work plan that support a healthy tree canopy: <i>Support and promote volunteer participation for a public tree inventory for city properties, parks, street trees, school properties and other public lands.</i> <i>Communicate with Neighborhood Associations, Citizen Involvement Commission and the Business Community. NRC members will promote programs such as the heritage tree program, Arbor Day, etc. through presentations to other groups and boards.</i> - Community Development staff will continue to support the NRC and their efforts as a means to achieve the Commission's goal.			

2023-2025 Commission Goals and Strategies



Job Category

June 2025 Update			
Department Contact:	Dayna Webb	Date:	February 3, 2025
Percentage Complete:	Ongoing	Target Completion:	Ongoing Program
Goal 7.2 National Pollution Discharge Elimination System (NPDES) requirements/sampling			
Important or Relevant Dates/Milestones: (looking ahead at the next 3 months) November 1, 2023 – Provide the City Commission with an annual presentation regarding the City’s stormwater program, municipal stormwater pollution prevention activities, and best practices for residents to prevent stormwater pollution. <u>Done</u> November 2023 – Aligned with the City’s Winter Weather Response Plan, develop an SOP for the City’s road maintenance strategy to document material selection, storage, proper application (timing and rates), collection, and reuse opportunities. <u>Done</u> February 26, 2024 – Provide the Planning Commission with an annual presentation regarding the City’s stormwater program, municipal stormwater pollution prevention activities, and best practices for residents to prevent stormwater pollution. <u>Done</u> February 28, 2024 – Develop an SOP that outlines pollution prevention measures when cleaning up abandoned campsites in public areas. SOP may be added to the larger Municipal Operations SOP (BMP OM-2). <u>Done</u> February 28, 2024 – Develop an SOP for pesticide and fertilizer storage, application, and disposal. SOP may be added to Municipal Operations SOP in OM-2. Revise standard language for maintenance and landscaping contracts to include provisions and restrictions for pesticide and fertilizer application. <u>Done</u> November 2024 – Prepare an illicit discharge ordinance that will update OCMC 8.08 to specifically prohibit illicit discharges (and allow or conditionally allow others), consistent with NPDES MS4 Permit Schedule A.1.d. Include escalating enforcement based on severity and intent of incident. <u>Done</u> November 2024 – The City’s Annual NPDES MS4 2023-2024 Annual Report has been submitted to Oregon Department of Environmental Quality. <u>Done</u> December 2024 - Prepare an Erosion & Sediment Control ordinance that will update OCMC 17.47 to define construction site waste as anything material leaving the site without proper treatment (stowed in waste bin, filtered before entering waters of the state, etc.). This amendment is consistent with NPDES MS4 Permit Schedule A.3.d.i Ordinance and/or Other Regulatory Mechanisms. <u>Done</u> March 3rd, 2025 - Mercury Monitoring IGA between Water Environmental Services, Oregon City and 9 other Co-permittee members were fully executed to ensure the quality and consistency of permit mandated monitoring is conducted in a timely and economic fashion. This is consistent with NPDES MS4 Permit Schedule B.1.b Monitoring Requirements Table 3. <u>Done</u> May 6th, 2025 - More Benthic Macroinvertebrate Monitoring with Wolf Water Resources, Inc IGA With Oregon City & Water Environmental Services was fully executed to ensure the quality and consistency of permit mandated monitoring is conducted in a timely and economic fashion. This is consistent with NPDES MS4 Permit Schedule B.1.b Monitoring Requirements Table 3. <u>Done</u> May 2025 - Completed GIS Mapping and Data Collection for permit renewal package. Saving money for the 25/27 Biennium Budget. <u>Done</u>			

April 2026 – Permit Renewal Package and application due. Each NPDES MS4 phase 1 individual permit is valid for a 5-year cycle and our current permit is scheduled to expire in September 2026. The renewal package includes: a renewal application, assessment of current pollutants impairing our watersheds, evaluation of pollutant load reduction with current BMPs modeled within our city's borders, Development of pollutant load reduction Benchmarks to meet in the next five years and propose any changes to monitoring plan. 50% Done

Status: (What has been done/Is Being Done)

The Public Works Department Manages the NPDES Program within the Stormwater Division and in accordance with the NPDES Municipal Separate Storm Sewer System (MS4) Phase I Permit. Our Stormwater Management Program (SWMP) document lays out a long list of activities the City must implement to comply with the City's NPDES MS4 Permit. The program categories include Public Education and Outreach, Public Involvement, Illicit Discharge Detection and Elimination, Erosion and Sediment Control, Post Construction, Municipal Operations and Maintenance, Industrial and Commercial Program, and additional program elements.

Details on the City's NPDES program are most easily found via the City's website at <https://www.orcity.org/1165/NPDES-MS4-Phase-I-Permit---Clackamas-Gro>

One all-encompassing accomplishment of the NPDES program is the City's dedicated NPDES webpage. providing access to a long list of reference documents compiled in one location accessible to the public is a recent accomplishment. Website access provides easy access to the MS4 Permit, the SWMP, a long history of annual reports, and several other supporting documents that the City has created to maintain compliance with Federal and State mandates and to reduce discharges of pollutants to receiving waters.

Illicit discharge detection and elimination (IDDE) remains a priority. Public works to continue to assess new outfall sites for consideration for this inspection process. The prioritization criteria for Outfall inspections were reviewed and deemed appropriate for current permit requirements and language for IDDE SOP was updated to reflect the 2021-2026 MS4 permit. Allowable discharges were recently defined in OCMC 8.08 prohibiting all other substances from entering waters of the State.

The construction site runoff control program continues to remain effective. This is accomplished through regulatory requirements, plan reviews, permitting and construction site inspections, enforcement procedures, education, and training. Procedures are clearly outlined in the newly completed Oregon City Erosion Control Enforcement Standard of Practice, as required by SWMP BMP EC-6. OCMC 17.47 has been amended to include any type of waste or debris originating from a construction site as a pollutant, increasing our enforcement capabilities on construction BMPs.

Inspections of public stormwater management facilities remain a routine practice. Staff is tasked with Identifying maintenance needs and issuing work orders when repairs or maintenance is required. For the publicly owned facilities Staff perform maintenance actions to maintain stormwater management facility performance monthly.

Public Works Develop an SOP that outlines pollution prevention measures when cleaning up abandoned campsites in public areas.

Public Works Develop an SOP for pesticide and fertilizer storage, application, and disposal. Staff have conducted inspections of high-priority businesses identified through the industrial/commercial facility screening program. During site inspections, staff review onsite stormwater systems, pollution prevention measures, material transport and storage, and waste disposal. The Industrial/Commercial Facilities Strategy has been updated to reflect new permit language and submitted the Final document (with comments addressed) to the DEQ and is now available on the City's website.

Staff have begun translating published public informational fliers and key program outreach information to load them on the Department's website.

The green infrastructure/low impact design (LID) strategy has been completed to reflect new permit language & a gap analysis has been performed on all municipal Codes and Standards to ensure there are no barriers to LID implementation. A technical review memo of the gap analysis has been made available to the public and DEQ in the online library. Three capital improvement projects have been constructed as a result of addressing the 2015 hydromodification assessment to minimize stream bank erosion and improve water quality. Site prioritization, assessment, and planning for future improvements is ongoing. An update is required by the DEQ and was submitted with the MS4 annual report.

Currently leading the charge on the permit renewal package process for all 12 co-permittees; organizing cost-share opportunities and discovering hurdles for other permittees and ways to overcome them. The permit renewal package is on track for early or on-time completion.

2021-2023 Rolled Over Commission Goals and Strategies



June 2025 Update

Department Contact:	Scott Archer	Date:	June 6, 2025
Percentage Complete:	100.0%	Target Completion:	June 30, 2025

Goal 2.5 Rolled Over Parks Master Plan

Important or Relevant Dates/Milestones: (looking ahead at the next 3 months)

The Master Plan will provide a vision for the development, maintenance, and operation of the park system. It will provide specific tools and guidance for achieving the goals and action items envisioned by City staff and the community. It will provide an inventory of existing parks and recreation facilities, findings from the planning process and community engagement, a vision statement, goals, and recommendations for system-level and park-specific improvements, parkland acquisition strategy, and a suggested funding strategy. The process will take approximately 24 months, and we will work with a consultant to complete this plan.

Status: (What has been done/Is Being Done)

- Status update: An ordinance to adopt the Parks & Recreation Master Plan into the Oregon City Comprehensive Plan has made it through the 1st reading. 2nd reading is scheduled for June 18, 2025.
- 1st Reading of Ordinance Adopting Parks & Recreation Master Plan into Comprehensive Plan – June 4, 2025
- City Commission Work Session to discuss Parks Inventory – May 13, 2025
- Planning Commission Public Hearing for Adoption into Comp Plan – May 12, 2025
- PRAC Discussion of Parks Inventory – March 27, 2025
- Pre-Application Meeting with Planning – July 30th
- Met with Planning to discuss adoption into the comprehensive plan – July 10th
- Final draft of the master plan reviewed and approved by City Commission – June 5th
- Final draft of the master plan presented to CIC – June 3rd
- Consultant presented to YAC – May 13th
- Consultant provided staff training on connection & customer service – May 7th
- Consultant presented at joint work session with PRAC & City Commission to discuss plan & CIP – May 7th
- Public engagement event at Pioneer Community Center @ 6:00 – May 6th
- Meeting with consultant to finalize CIP plan – April 29th
- Consultant presented to Planning Commission – April 22nd
- Consultant presented plan to PRAC – March 28th
- Meeting with consultant to discuss CIP plan – March 19th
- Master Plan/CIP check-in meeting – January 10th
- Provided CIP plan project list to consultants – November 14th
- Journey-mapping top 10 with Managers – October 31st
- CIP plan meeting with consultants – October 25th
- SDC / Master plan check-in meeting – September 26th

- Consultant presented to YAC - August 14th
- Journey-mapping model meeting with Managers – August 10th
- Consultant presented to CIC – August 7th
- Happifeet app launched and marketed in parks
- Consultant presented update to city commission – July 11th
- Culture training with Parks and Recreation staff – July 11th
- Public engagement event – July 10th at City Hall
- Consultant presented to PRAC – June 22nd
- Comprehensive plan draft presented to Parks Department – June 2023
- Met with consultant to discuss final draft of plan – May 21st
- Financial analysis and development of a funding plan – March 2023
- Met with consultant to discuss online survey results – February 17th
- Updated project plan received from consultant February 3rd
- Update provided to PRAC on January 26th
- Held Second Public Engagement Meeting at City Hall – January 23rd
- 2-day department collaboration on Strategy Development and future vision – January 23-24th
- Public Engagement Meeting – December 5th at Robert Libke at 6 PM
- Strategic Planning Meeting – December 5th & 6th at City Hall
- Update provided to PRAC on December 1st
- Update provided to city commission on November 16th
- Online survey was completed on October 10th
- Statistically Valid Survey was completed on September 26th
- ETC Survey was mailed to all Oregon City Residents on August 6th and the online survey goes live August 22nd and closes on September 30th.
- First public engagement meeting on June 2nd to introduce consultant to the city and outline project timeline. gathered feedback from attendees about what they want to see in Oregon City parks.
- Onsite visit and stakeholder interviews took place June 1 -2nd
- Parks master plan website went live on May 16th
- The Parks Master Plan Contract was Approved on April 6th
- An intent to award was posted on March 16th. Pros Consulting LLC has been chosen as the firm whom we will be working with for the Parks Master Plan.
- An RFP was issued to seek a consultant to update the Parks Master Plan in December 2021.
- An RFP was published and we are seeking proposals for the Parks Master Plan. Proposals are due on February 4th. We will review the proposals received and choose an appropriate consultant to move forward with. An expected announcement of the winning proposal will happen on February 18th

2021-2023 Rolled Over Commission Goals and Strategies



June 2025 Update

Department Contact:	Economic Development	Date:	June 24, 2025
Percentage Complete:	99%	Target Completion:	June 30, 2025

Goal 2.6 Rolled Over Assess the Communication Infrastructure and Equipment

STRATEGY TO ESTABLISH COMMUNITY -WIDE FIBER OPTIC CONNECTIVITY TO HOMES AND BUSINESSES THROUGHOUT OREGON CITY.

Important or Relevant Dates/Milestones:

- Interdepartmental recommendation to city commission
- Complete internal review of final draft report
- Present to City Commission for review and direction

Status: (What has been done/Is Being Done)

- Interdepartmental focus group to discuss the development of recommendations to City Commission.
- Management staff have been given access to the final draft report and are being asked to provide their comments and input before it is submitted to the city commission.
- Completed City-wide survey to understand the level of importance residence and businesses place on high-speed broadband connectivity. Completed surveys were received from 407 residential participants. 92% said that access to affordable broadband is as essential as other utilities.
- Initial draft interim report with recommendations was submitted by the consultant to the economic development department for review.
- Promoted the study to the public via weekly and quarterly Trail News.
- Magellan Advisors was chosen as the fiber optics study consultant.
- Determined that funding for broadband consultants to conduct the fiber-optic feasibility study is eligible under the American Rescue Plan Act.
- Received information from another city within Oregon on their approach to establishing fiberoptic connectivity within their city.
- Staff have begun drafting an RFP to engage broadband consultants.
- RFP completed and distributed to broadband consultants.
- Deadline to receive RFPs back from broadband consultants is November 19th
- Distributed 4 RFPs to various broadband consultants and received only one back.
- Staff will meet the week of December 6, 2021, to review the proposal.
- Will be entering into a contract with Magellan Advisors in February. Contract will be on February 2, 2022, City Commission consent agenda.
- Have regular project meetings with Magellan Advisors.

2021-2023 Commission Goals and Priorities



June 2025 UPDATE			
Department Contact:	Planning/Public Works	Date:	June 30, 2025
Percentage Complete:	100%	Timeline:	Ongoing
Goal 7, Strategy 7.1 - Determine and Establish Relationships with the Tribes that have a Shared History with Oregon City			
• Important or Relevant Dates/Milestones: • Staff continues to work with the Confederated Tribe of the Grand Ronde on the implementation of the concept development plan for the property. • Staff continues to work with the Confederated Tribes of the Umatilla Indian Reservation and the Confederated Tribe of the Grand Ronde to discuss a potential phase 2 for the Cayuse 5 Memorial. • Confederated Tribes of the Gand Ronde applied to amend the conditions of approval associated with the Blue Heron paper mill Master Plan. CTGR have presented a new vision for the tumwata village on the property which they purchased in 2019. The Master Plan amendment was approved by the Planning Commission in a quasi-judicial hearing on January 27, 2025. • City staff and CTUIR staff began meeting to kick off the second phase of the tribute project which will include an area for reflection.			

Status:

- Confederated Tribes of the Grand Ronde:
 - Staff meets monthly with staff from the Confederated Tribes of Grand Ronde to identify opportunities to increase communication, explore formalizing a government-to-government relationship, and support private development.
- Confederated Tribes of the Umatilla Indian Reservation
 - June 3, 2024 marks the date when a permanent tribute to the five Cayuse Men was opened and became available for the public to witness.
 - The Oregon City Historic Review Board and the Park and Recreation Advisory Committee will review this application for adverse impacts or incompatibility with the historic nature of the Promenade or use as a park.

2025-2027 OREGON CITY COMMISSION GOALS



MISSION

Build a dynamic community that leads the State in safety, economic opportunity, livability, and historic significance.

- Invest in City Facilities and Infrastructure
- Increase Housing Opportunities
- Improve the City's Park Lands and Natural Resources
- Support Economic Development and Tourism Throughout Oregon City
- Create a Diverse, Equitable, Inclusive and Safe Community and Workplace.
- Reduce Homelessness in Oregon City
- Increase Community Engagement Opportunities



CITY COMMISSION GOALS

The City Commission of Oregon City has adopted the following Commission Goals and Priorities to focus on through the 2025-2027 budget cycle. The Goals and Priorities have been identified to meet the needs of residents through the community survey and to implement the City's mission, which is to build a dynamic community that leads the State in safety, economic opportunity, livability, and historic significance. The following Goals and Priorities are all considered important to the City Commission and are not listed in order of priority.

OREGON CITY VISION

Embrace and advance Oregon City's historic role as a regional leader

MISSION

Build a dynamic community that leads the State in safety, economic opportunity, livability, and historic significance

Goal: DIVERSITY, EQUITY, AND INCLUSION / SAFE COMMUNITY & WORKPLACE – Integration of principles and values that provide for a diverse, equitable, inclusive, and safe City that is welcoming for community members and visitors and strives to create an environment that supports the long-term tenure of employees.

Priorities:

- Identify methods to reduce barriers for community members to participate in city processes and to increase access to city services and programs
- Find methods to encourage Oregon City-based businesses to take part in City procurement processes and to prioritize buying local
- Empower staff to identify, implement, and operationalize the principles of a diverse, equitable, safe, and inclusive workplace
- Strive to internalize DEI into the organization and reduce the long-term need for consultant assistance to successfully continue and expand workplace advancements, education, and training
- Work with the External Community DEI taskforce to increase involvement and engagement with the community

All above – General Fund - Human Resources - \$125,000 (Reduced from \$250,000 by Budget Committee)

Goal: FACILITIES & INFRASTRUCTURE – Completion of strategic planning, funding opportunities, and long-term investments to provide safe, updated, and sustainable infrastructure as well as improvements to, and construction of, needed city facilities.

Priorities:

- Create development plans for the Oregon City Pool and End of the Oregon Trail Museum that reflect a community-supported vision for the future location and costs to update or reconstruct the facilities

System Development Fund – Parks – \$300,000

- Increase community engagement, education, and outreach about the need for new funding sources to maintain, update, and expand parks and recreation facilities

General Fund – Parks and Communications - Staff

City Commission Goals

- Consider lobbyist support to identify and secure federal, state, county, and regional funding and grants for needed transportation, water, sewer, and stormwater infrastructure investments and to influence Legislative actions that impact the City

Multiple Funds (General, Planning, Public Works) – \$35,000

- Strategically invest in Information Technology Systems that can keep pace with technological changes and advances, such as Artificial Intelligence, while providing for an accessible, safe, and secure Information Technology Environment

General Fund – Information Technology

Goal: COMMUNITY ENGAGEMENT – Increase participation opportunities for all residents and create an informed community that participates in the public process.

Priorities:

- Increase the material and content on the City's website and social media channels, as well as the methods by which they are produced and delivered, to maximize the information provided in a short and concise manner, including possible expanded use of video

General Fund – Communications – Staff

- Expand community engagement and participation opportunities through the creation of new public events and programs such as community open houses, forums, surveys, and town halls

General Fund – Communications – \$10,000

- Utilize community events, such as Concerts in the Park, National Night Out, and others to increase community education and engagement

General Fund – Communications, Police, and Parks

- Continue to support the Citizen Involvement Committee and Neighborhood Associations and strive to identify methods to increase community involvement and improve communication with the City Commission

General Fund – Commission – \$8,400

General Fund – Communications – \$90,000

- Investigate opportunities and costs to enhance Trail News and focus on more up to date material and information that is produced on a more regular basis

General Fund – Communications – \$90,000

Goal: HOMELESSNESS – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served.

Priorities:

- Advocate for proportional federal, state, regional, and county funding to address the impacts on the community and to provide adequate local services to support the demands created by increased housing and social services
- Work with business partners downtown, Clackamas County, and non-profits to address existing impacts and identify solutions, especially the impacts associated with the existing after-hours and weekend homeless service gaps

- Provide for social services while utilizing enforcement as needed to meet community members and businesses expectations for a safe and inviting City
- Increase communication about the services, resources, and the role of the City and steps that are being taken to address homelessness in the community
- Continue to be a regional leader in identifying and implementing creative solutions and partnerships to reduce homelessness and its impact on the community
- Strive to embed the Oregon City Support Services Community Court into the proposed Caring Place facility to consolidate supportive services into one location

General Fund – Municipal Court - \$560,000

- Advocate for engagement and partnerships with neighboring communities to provide resources within their jurisdictions to increase services throughout the region

Additional funds in the budget to address homelessness are included in General Fund – Police – Behavioral Health Specialist (\$416,700), Case Worker (\$311,000) and camp cleanup (Police \$60,000 and Parks \$40,000).

Goal: ECONOMIC DEVELOPMENT & TOURISM – Create economic development and tourism programs and opportunities to promote a healthy and sustainable local economy that supports and contributes to the surrounding neighborhoods, businesses, and visitors.

Priorities:

- Ensure a smooth transition and the necessary support and coordination between the Destination Marketing and Management Organization and the City

General Fund – Economic Development - \$375,000

- Review the process for public and private event planning, the City grant processes, and the Metro Enhancement Grant program to determine if the application submittal and review process can be simplified and improved

General Fund – Economic Development – Staff

- Focus on the marketing and development of the employment lands within the Thimble Creek Concept Plan and along Meyers Road

General Fund – Economic Development – \$10,000 - \$20,000

- Complete the feasibility study for the expansion opportunities of broadband in Oregon City

General Fund – Economic Development – Staff

- Participate in discussions with Clackamas County to determine the future of the downtown County Courthouse and how to safely and securely manage the building while it is vacant to ensure it does not negatively impact the downtown businesses and visitor experience, while maintaining public access to Liberty Plaza

General Fund – Multiple departments – Staff

City Commission Goals

- Identify opportunities to support downtown Oregon City businesses in response to the relocation of the County Courthouse, including updating the parking study, potential business support programs, and employee parking opportunities

General Fund - Economic Development – \$10,000

- Investigate opportunities to expand the enterprise zone, vertical housing tax credit, and other programs in the mixed use, commercial, employment, and industrial areas to support and encourage businesses, employment, and housing investments in Oregon City

General Fund – Economic Development – Staff

Goal: HOUSING – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing.

Priorities:

- Create pre-approved designs for accessory dwelling units that would be allowed throughout the city, with the exception of the McLoughlin Conservation and Canemah Historic Districts

Planning Fund - \$0 (Reduced from \$20,000 by Budget Committee)

- Continue the process of discontinuing City use of the Center Street property

Engineering Fund - Staff

- Investigate the use of the Center Street property for workforce housing and potential public access to the upper yard and the two parking lots for private residential development

Multiple Funds (General, Engineering) - Staff

- Consider the creation of an inclusionary zoning program and extend the vertical housing tax credit where appropriate, primarily in the mixed-use zones

General Fund – Economic Development – Staff

- Implement tiered system development charges that reduce charges on workforce housing and smaller housing units while remaining revenue neutral

Multiple Funds (General, Engineering) - \$25,000

- Advocate for infrastructure funding at the regional, state, and federal levels that would support the construction of new housing and the implementation of state mandates

Multiple Funds (Planning, Engineering) – Staff

- Identify opportunities to use public land in partnership with non-profits for the development of long-term workforce housing

General Fund – Economic Development – Staff

Goal: PARK LANDS & NATURAL RESOURCES – Transition from planning to constructing amazing parks and open spaces and create a plan to share with the community about the costs, revenue generation opportunities, and potential improvements to the City’s Park system to address the existing deferred maintenance.

Priorities:

- Adopt a 5-year Parks Capital Improvement Plan that prioritizes projects and will guide budget investments, revenue options, and grant opportunities for potential funding sources for deferred maintenance throughout the parks and recreation system

General Fund – Parks staff

- Strive to become recognized as a Bee City USA and increase high-quality habitat for pollinators, in particular native bees

General Fund – Parks staff

- Maintain our Tree City USA designation

General Fund and Planning Fund – Staff

- Identify and apply for grant funding to complete a tree canopy assessment and determine the need and costs associated with a City Arborist

General Fund and Planning Fund – Staff

- Identify funding and grants to begin the design and construction of a replacement boat ramp and park improvements at Clackamette Park

General Fund – Parks – \$400,000



Oregon City Commission:

Rocky Smith, Jr., Adam Marl, Mayor Denyse McGriff, Scott Wilson and Michael Mitchell

The estimated timelines for each different goal are based on the priorities of the City Commission. The [2025-2027 City Commission Goals](#) are intended to all be started and worked on throughout the 2025-2027 Biennial Budget.

Each department’s section of the budget includes a Goals and Projects list. Each department’s Goals and Projects are intended to support and deliver the overall City Commission Goals. The City Manager assigns each department specific goals and projects that bring the City Commission Goals to fruition. Throughout the 2025-2027 Biennial Budget period the City Manager will share status reports with the City Commission and give updates on the timelines of the 2025-2027 Commission Goals.

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INVEST IN CITY FACILITIES AND INFRASTRUCTURE – Completion of strategic planning, funding opportunities, and long-term investments to provide safe, updated, and sustainable infrastructure as well as improvements to, and construction of, needed city facilities PRIORITY: Create development plans for the Oregon City Pool and End of the Oregon Trail Museum that reflect a community-supported vision for the future location and costs to update or reconstruct the facilities			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INVEST IN CITY FACILITIES AND INFRASTRUCTURE – Completion of strategic planning, funding opportunities, and long-term investments to provide safe, updated, and sustainable infrastructure as well as improvements to, and construction of, needed city facilities PRIORITY: Increase community engagement, education, and outreach about the need for new funding sources to maintain, update, and expand parks and recreation facilities			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INVEST IN CITY FACILITIES AND INFRASTRUCTURE – Completion of strategic planning, funding opportunities, and long-term investments to provide safe, updated, and sustainable infrastructure as well as improvements to, and construction of, needed city facilities PRIORITY: Consider lobbyist support to identify and secure federal, state, county, and regional funding and grants for needed transportation, water, sewer, and stormwater infrastructure investments and to influence Legislative actions that impact the City			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INVEST IN CITY FACILITIES AND INFRASTRUCTURE – Completion of strategic planning, funding opportunities, and long-term investments to provide safe, updated, and sustainable infrastructure as well as improvements to, and construction of, needed city facilities PRIORITY: Strategically invest in Information Technology Systems that can keep pace with technological changes and advances, such as Artificial Intelligence, while providing for an accessible, safe, and secure Information Technology Environment			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE HOUSING OPPORTUNITIES – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing			
PRIORITY: Continue the process of discontinuing City use of the Center Street property			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete: %		Target Completion Date:	
GOAL: INCREASE HOUSING OPPORTUNITIES – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing PRIORITY: Investigate the use of the Center Street property for workforce housing and potential public access to the upper yard and the two parking lots for private residential development			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE HOUSING OPPORTUNITIES – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing PRIORITY: Consider the creation of an inclusionary zoning program and extend the vertical housing tax credit where appropriate, primarily in the mixed-use zones			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE HOUSING OPPORTUNITIES – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing			
PRIORITY: Implement tiered system development charges that reduce charges on workforce housing and smaller housing units while remaining revenue neutral			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies
 Job Category



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Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE HOUSING OPPORTUNITIES – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing PRIORITY: Advocate for infrastructure funding at the regional, state, and federal levels that would support the construction of new housing and the implementation of state mandates			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

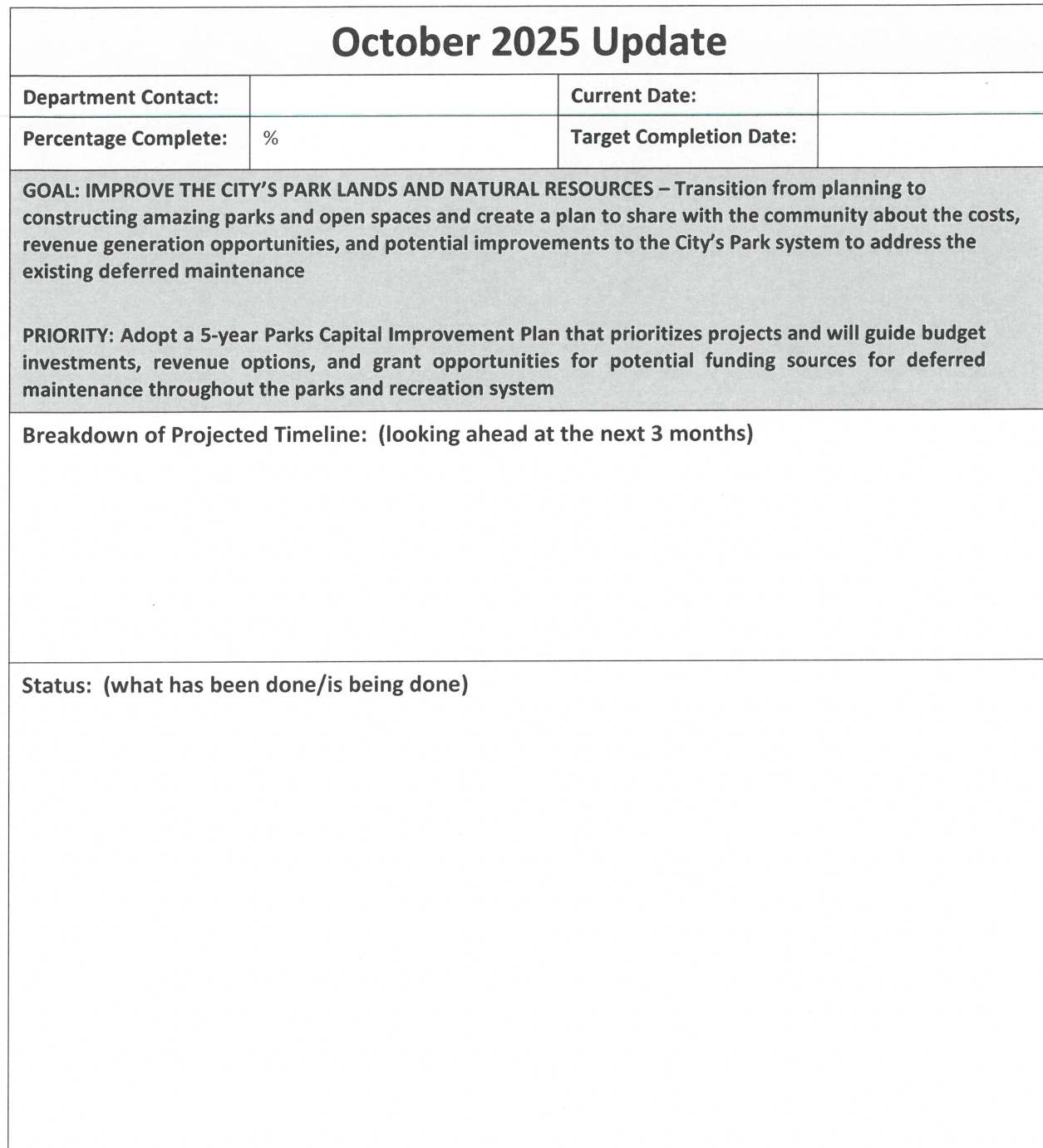
2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE HOUSING OPPORTUNITIES – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing PRIORITY: Identify opportunities to use public land in partnership with non-profits for the development of long-term workforce housing			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

Job Category



2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update

Department Contact:

Current Date:

Percentage Complete:

%

Target Completion Date:

GOAL: IMPROVE THE CITY'S PARK LANDS AND NATURAL RESOURCES – Transition from planning to constructing amazing parks and open spaces and create a plan to share with the community about the costs, revenue generation opportunities, and potential improvements to the City's Park system to address the existing deferred maintenance

PRIORITY: Strive to become recognized as a Bee City USA and increase high-quality habitat for pollinators, in particular native bees

Breakdown of Projected Timeline: (looking ahead at the next 3 months)

Status: (what has been done/is being done)

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: IMPROVE THE CITY'S PARK LANDS AND NATURAL RESOURCES – Transition from planning to constructing amazing parks and open spaces and create a plan to share with the community about the costs, revenue generation opportunities, and potential improvements to the City's Park system to address the existing deferred maintenance			
PRIORITY: Maintain our Tree City USA designation			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update

Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: IMPROVE THE SITUATION			

GOAL: IMPROVE THE CITY'S PARK LANDS AND NATURAL RESOURCES – Transition from planning to constructing amazing parks and open spaces and create a plan to share with the community about the costs, revenue generation opportunities, and potential improvements to the City's Park system to address the existing deferred maintenance

PRIORITY: Identify and apply for grant funding to complete a tree canopy assessment and determine the need and costs associated with a City Arborist

Breakdown of Projected Timeline: (looking ahead at the next 3 months)

Status: (what has been done/is being done)

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update

Department Contact:

Current Date:

Percentage Complete:

%

Target Completion Date:

GOAL: IMPROVE THE CITY'S PARK LANDS AND NATURAL RESOURCES – Transition from planning to constructing amazing parks and open spaces and create a plan to share with the community about the costs, revenue generation opportunities, and potential improvements to the City's Park system to address the existing deferred maintenance

PRIORITY: Identify funding and grants to begin the design and construction of a replacement boat ramp and park improvements at Clackamette Park

Breakdown of Projected Timeline: (looking ahead at the next 3 months)

Status: (what has been done/is being done)

Page 86 of 117

Page 87 of 117

2025-2027 Commission Goals and Strategies
Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete: %		Target Completion Date:	
GOAL: SUPPORT ECONOMIC DEVELOPMENT AND TOURISM THROUGHOUT OREGON CITY – Create economic development and tourism programs and opportunities to promote a healthy and sustainable local economy that supports and contributes to the surrounding neighborhoods, businesses, and visitors			
PRIORITY: Focus on the marketing and development of the employment lands within the Thimble Creek Concept Plan and along Meyers Road			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: SUPPORT ECONOMIC DEVELOPMENT AND TOURISM THROUGHOUT OREGON CITY – Create economic development and tourism programs and opportunities to promote a healthy and sustainable local economy that supports and contributes to the surrounding neighborhoods, businesses, and visitors			
PRIORITY: Complete the feasibility study for the expansion opportunities of broadband in Oregon City			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: SUPPORT ECONOMIC DEVELOPMENT AND TOURISM THROUGHOUT OREGON CITY – Create economic development and tourism programs and opportunities to promote a healthy and sustainable local economy that supports and contributes to the surrounding neighborhoods, businesses, and visitors PRIORITY: Participate in discussions with Clackamas County to determine the future of the downtown County Courthouse and how to safely and securely manage the building while it is vacant to ensure it does not negatively impact the downtown businesses and visitor experience, while maintaining public access to Liberty Plaza			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
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2025-2027 Commission Goals and Strategies
 Job Category



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Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

**OREGON
CITY**Page 92 of 117

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: CREATE A DIVERSE, EQUITABLE, INCLUSIVE, AND SAFE COMMUNITY AND WORKPLACE – Integration of principles and values that provide for a diverse, equitable, inclusive, and safe City that is welcoming for community members and visitors and strives to create an environment that supports the long-term tenure of employees PRIORITY: Identify methods to reduce barriers for community members to participate in city processes and to increase access to city services and programs			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



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Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



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GOAL: CREATE A DIVERSE, EQUITABLE, INCLUSIVE, AND SAFE COMMUNITY AND WORKPLACE – Integration of principles and values that provide for a diverse, equitable, inclusive, and safe City that is welcoming for community members and visitors and strives to create an environment that supports the long-term tenure of employees PRIORITY: Empower staff to identify, implement, and operationalize the principles of a diverse, equitable, safe, and inclusive workplace			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
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GOAL: CREATE A DIVERSE, EQUITABLE, INCLUSIVE, AND SAFE COMMUNITY AND WORKPLACE – Integration of principles and values that provide for a diverse, equitable, inclusive, and safe City that is welcoming for community members and visitors and strives to create an environment that supports the long-term tenure of employees PRIORITY: Strive to internalize DEI into the organization and reduce the long-term need for consultant assistance to successfully continue and expand workplace advancements, education, and training			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
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2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
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GOAL: CREATE A DIVERSE, EQUITABLE, INCLUSIVE, AND SAFE COMMUNITY AND WORKPLACE – Integration of principles and values that provide for a diverse, equitable, inclusive, and safe City that is welcoming for community members and visitors and strives to create an environment that supports the long-term tenure of employees PRIORITY: Work with the External Community DEI taskforce to increase involvement and engagement with the community			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: REDUCE HOMELESSNESS IN OREGON CITY – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served			
PRIORITY: Advocate for proportional federal, state, regional, and county funding to address the impacts on the community and to provide adequate local services to support the demands created by increased housing and social services			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: REDUCE HOMELESSNESS IN OREGON CITY – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served			
PRIORITY: Work with business partners downtown, Clackamas County, and non-profits to address existing impacts and identify solutions, especially the impacts associated with the existing after-hours and weekend homeless service gaps			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: REDUCE HOMELESSNESS IN OREGON CITY – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served PRIORITY: Provide for social services while utilizing enforcement as needed to meet community members and businesses expectations for a safe and inviting City			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: REDUCE HOMELESSNESS IN OREGON CITY – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served PRIORITY: Increase communication about the services, resources, and the role of the City and steps that are being taken to address homelessness in the community			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: REDUCE HOMELESSNESS IN OREGON CITY – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served			
PRIORITY: Continue to be a regional leader in identifying and implementing creative solutions and partnerships to reduce homelessness and its impact on the community			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: REDUCE HOMELESSNESS IN OREGON CITY – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served			
PRIORITY: Strive to embed the Oregon City Support Services Community Court into the proposed Caring Place facility to consolidate supportive services into one location			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: REDUCE HOMELESSNESS IN OREGON CITY – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served			
PRIORITY: Advocate for engagement and partnerships with neighboring communities to provide resources within their jurisdictions to increase services throughout the region			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE COMMUNITY ENGAGEMENT OPPORTUNITIES – Increase participation opportunities for all residents and create an informed community that participates in the public process. PRIORITY: Increase the material and content on the City's website and social media channels, as well as the methods by which they are produced and delivered, to maximize the information provided in a short and concise manner, including possible expanded use of video			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

Page 106 of 117

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE COMMUNITY ENGAGEMENT OPPORTUNITIES – Increase participation opportunities for all residents and create an informed community that participates in the public process PRIORITY: Utilize community events, such as Concerts in the Park, National Night Out, and others to increase community education and engagement			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies
 Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE COMMUNITY ENGAGEMENT OPPORTUNITIES – Increase participation opportunities for all residents and create an informed community that participates in the public process PRIORITY: Continue to support the Citizen Involvement Committee and Neighborhood Associations and strive to identify methods to increase community involvement and improve communication with the City Commission			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			

2025-2027 Commission Goals and Strategies

Job Category



October 2025 Update			
Department Contact:		Current Date:	
Percentage Complete:	%	Target Completion Date:	
GOAL: INCREASE COMMUNITY ENGAGEMENT OPPORTUNITIES – Increase participation opportunities for all residents and create an informed community that participates in the public process			
PRIORITY: Investigate opportunities and costs to enhance Trail News and focus on more up to date material and information that is produced on a more regular basis			
Breakdown of Projected Timeline: (looking ahead at the next 3 months)			
Status: (what has been done/is being done)			



CITY OF OREGON CITY

625 Center Street
Oregon City, OR
97045
503-657-0891

Staff Report

To: City Commission
From: Tony Konkol, City Manager

Agenda Date: July 8, 2025

SUBJECT:

List of Future Work Session Agenda Items

STAFF RECOMMENDATION:

N/A

EXECUTIVE SUMMARY:

N/A

BACKGROUND:

July 16, 2025

Parks System Development Charges Multi-Family rate presentation and discussion

August 12, 2025

Historic Review Board Compatible Change presentation and discussion
Urban Renewal Commission – The Cove Development Proposal History

September - October

Tentative meeting with Confederated Tribes of Grand Ronde

Additional Upcoming Items (These items are in no particular order)

Beavercreek Road Concept Plan (Thimble Creek) Funding Discussion
Canemah Area - Encroachments in the Right-of-Way Policy Discussion
City Seal Revision
Clackamas County Water Environmental Services (WES) Rate Differential
Climate Action Plan Presentation (City of Milwaukie)
Frog Ferry Informational Update
Inclusionary Zoning options
South Fork Water Board - Mountain Line Easements Vacation
Urban Growth Management Agreement

OPTIONS:

N/A



CITY OF OREGON CITY

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SUBJECT:

Project Updates

STAFF RECOMMENDATION:

N/A

EXECUTIVE SUMMARY:

N/A

BACKGROUND:

The City Commission has requested that an update on the status of the following projects be provided at a work session monthly. The most current update for each project is in bold.

1. Public Works relocation from Center Street

Staff is in the process of ordering new tanks for the winter response materials, which will be moved from Center Street to Fir Street. Locating the decant facility at the Mt. View yard has been challenging. Staff is investigating alternative locations and/or trucking the sewage materials to an off site location.

Staff continues to work with the consultant on the location and space planning for the relocation of the remaining assets at Center Street. Staff continues to work to final design for relocation of services from Center Street to other sites. The proposed 25-27 budget includes funding for the decant facility and magnesium chloride and sanding rock facility to be relocated.

Staff have hired a consultant that has prepared preliminary yard layouts and cost estimates to design and construct a decant facility at the Mountain View Reservoir site. The construction of the decant facility and relocation of existing winter response materials from the Center Street facility to the Mountain View and Fir Street facilities will allow for the Center Street facility to be vacated and a potential new use for the site to occur, which will be determined by the City Commission.

2. Quiet Zone

There is no update related to this project.

Staff continues to work with ODOT, the railroad and the consultant on revised cost

estimates, design work and any necessary exceptions to standards.

Geotechnical explorations were completed on December 12. The consultant team is preparing to submit the Design Acceptance Phase (DAP) documents to the City and Oregon Department of Transportation. DAP is similar to 30% concept plans, where all parties buy into the concept and documentation of areas where the project will request exceptions to standards are identified. At the completion of DAP, the project team and move forward with Preparing Preliminary Plans and confirming impacts to private property. We've executed the IGA with ODOT for Right of Way Services. OC will still need to do a Resolution authorizing Eminent Domain if necessary, once we have a better understanding of the private property impacts.

The consultant team, in coordination with ODOT and the City, are preparing property acquisition documents that will be brought before the City Commission at the December 18, 2024 meeting. Survey crews have been performing field work and surveying the project area. Staff has been meeting with property owners, including Dutch Brothers to try and address the concerns they have about potential driveway closures and access to increase safety near the railroad crossing.

The ODOT consultant team is acquiring right of entry agreements from property owners to complete the survey work and will be preparing 30% plans for the project which will include an updated and more accurate cost estimate to complete the work. The selection committee identified a preferred consultant for the Quiet Zone project and ODOT is in the process of negotiating the consultant contract.

ODOT received 2 responses to the Quiet Zone request for proposals. The proposals are being reviewed and scored by staff and a team selection meeting is scheduled for March 8, 2024. ODOT has released the consultant solicitation request for proposals and a date has been set to review the proposals once they have been submitted.

The City has received ODOT's approximately 250-page scope of work and consultant procurement documents which will be reviewed and commented on. ODOT, which is the project manager for the project, has suggested approximately 6 months for the consultant procurement and up to 2 years for the design work, which will include coordination with the railroad, operation and maintenance agreements and review by the railroad. Staff is pushing to expedite the design work timeline.

On December 6, 2023 the City Commission received an update on the estimated cost of the Oregon City quiet zone project with updated inflationary construction escalations added to the original 2019 cost estimate, which was \$2.6 million. The new estimate increases the estimated construction cost by \$650,000. Based on the additional information, the City Commission approved an IGA with ODOT to begin the Oregon City quiet zone project.

3. Charter Parks

The City Commission has reviewed the properties and has directed staff to prepare

letters to each property owner addressing the encroachments. Staff is preparing the letters and will be bringing them to the City Commission for review and approval at the August 6, 2025 meeting.

The City Commission completed a site visit of the McLoughlin Promenade to review the outstanding encroachments. Staff is anticipating bringing the topic back to the Commission discussion on June 4th.

Based on the January 15th meeting, this item will be brought back for a work session on March 11th. An update on the status of the properties encroaching into McLoughlin Promenade will be brought to the City Commission at the January 15, 2025 meeting for an update and direction on how to proceed.

Staff continues to contact and meet with property owners that have encroachments into the McLoughlin Promenade to review and explain the license agreement. Staff anticipate bringing an update to the Commission for direction in January/February of 2025. The City Commission reviewing the draft license agreement at the June 11, 2024 meeting.

Staff is working with the City Attorney to finalize draft license agreements to address encroachments that have been identified with the McLoughlin Promenade. A site tour of the McLoughlin Promenade is scheduled for January 8th. Staff is preparing additional options, such as temporary easements, to address existing structural encroachments onto the Promenade property.

Staff has categorized encroachments by type, with associated pictures of the encroachment, and is working to determine options to address the encroachments for the Commission to consider. The McLoughlin Promenade survey has been completed. The survey identified several potential existing encroachments into the Promenade property which will be discussed during a work session. Ermatinger House was approved as a Charter Park by the City Commission. The City Commission voted to not designate Dement Park as a Charter Park.

4. Cayuse 5 Memorial

There is no update related to this project.

Staff continues to work with representatives from the Confederated Tribes of the Umatilla Indian Reservation and allowing time for internal discussions to occur.

Staff continues to meet monthly with representatives from the Confederated Tribes of the Umatilla Indian Reservation. The city is awaiting feedback from CTUIR before any additional steps are taken.

Staff met with representatives from the Confederated Tribes of the Umatilla Indian Reservation and have continued discussions of phase 2 of the Cayuse 5 memorial. Additional discussions between CTUIR and the Confederated Tribes of Grand Ronde

will be occurring to discuss the project.

There are no new updates on this project. A meeting is scheduled for the week of October 7th with representatives from the Confederated Tribes of the Umatilla Indian Reservation to discuss potential next steps.

The dedication of the Cayuse 5 Memorial took place on June 3, 2024. The first phase of this project is complete. A second phase has been discussed but there are no specifics related to the design at this time.

Construction of the Cayuse 5 Memorial has begun, and hand dug ground disturbing work is scheduled to begin the week of May 6th. This work will be completed in coordination with the Confederated Tribes of the Umatilla Indian Reservation and the Confederated Tribes of the Grand Ronde.

The Cayuse 5 Memorial construction contract has been approved by the City Commission and was awarded to Pioneer Waterproofing Company. Staff has scheduled a pre-construction meeting with Pioneer Waterproofing.

Staff is working with a potential contractor to review the scope of work and estimated costs to perform the work as identified in the bid notice. The City completed the bid advertisement for the project and did not receive any responses. Staff is currently contacting contractors to determine the concerns with the bid advertisement and/or project.

The final construction bid documents for the Cayuse Five Tribute have been completed. Below is the schedule for bidding, awarding, and (weather permitting) construction. The Confederated Tribes of the Umatilla Indian Reservation staff will be invited to the pre-construction meeting to coordinate all activities once the project has been awarded.

The land use application for the proposed memorial has been approved. There are no additional land use approvals necessary to move forward with the project. The memorial bid documents are being reviewed internally and staff is working with Confederated Tribes of the Umatilla Indian Reservation staff on the creation of an inadvertent discovery plan that will be included in the bid/contract information. The proposed memorial has been approved by the Historic Review Board and the information was presented to the Parks and Recreation Advisory Committee.

5. Courthouse

There is no update related to this project.

The County Commission received one proposal for the downtown courthouse redevelopment and will be moving forward with drafting an agreement for the sale and disposition of the property.

The County Commission is reviewing the proposal for the reuse of the courthouse

and is currently accepting public comment. The County has provided the following information: *The Clackamas County Board of Commissioners will hear public testimony on Thursday, May 15 regarding a selection advisory committee's recommendation on a proposal to redevelop the old county courthouse in Oregon City.*

Level Development NW's proposal was the only one received during an extensive Request for Expressions of Interest process. The proposal to replace the 87-year-old courthouse with a mixed-use commercial building, which includes approximately 80 residential units, won the committee's approval.

The county expects the current courthouse on Main Street to be fully vacated by September 2025. The [replacement county courthouse](#) on the County's Red Soils Campus is set to open the public on May 19.

To learn about the submission and the advisory committee's recommendation, please visit [Main Street Courthouse RFEI | Clackamas County](#).

Public comment on the recommendation will begin shortly after the Board's Business Meeting begins on Thursday, May 15 at 10:00 a.m.

A joint Board of County Commissioner / City Commission meeting to discuss the courthouse is tentatively scheduled for the April 8th City Commission work session night. Oregon City will host the joint meeting. Staff will be contacting County staff to schedule a joint Board of County Commissioner / City Commission meeting and to discuss securing the courthouse once it is vacated.

The Courthouse committee has met multiple times to discuss the disposition of the Courthouse. The Mayor will provide an update on the committee meetings and next steps. A Courthouse committee has been created by the County and a site visit of the Courthouse has occurred. The first meeting of the committee is scheduled for October 15th.

The Mayor and City Manager met with the Assistant County Administrator to discuss the creation of a joint working group. It is anticipated that the working group will be comprised of 6 to 8 members, including the Mayor and County Chair, with the City and County selecting an equal number of members.

The Mayor and the City Manager met with the County Administrator to discuss the planning and future disposition of the County Courthouse and other buildings associated with the Courthouse on Main Street. The County Administrator proposed a working group led by County Chair Tootie Smith and Mayor McGriff, which would include a small group of interested parties to discuss the Courthouse and make a recommendation to the County Board of Commissioners for their consideration on how to proceed. City and County staff will be meeting to discuss the details of the working group as proposed.

City staff worked to support efforts by the Downtown Oregon City Association to apply

for a Main Street grant to focus on the Courthouse located in downtown Oregon City. The grant required the property owner, which is Clackamas County, to sign the grant application, which unfortunately they did not agree to do. At this time there is no specific work being performed related to the future of the existing courthouse.

6. tumwata village

In discussions with the staff from the Confederated Tribe of the Grand Ronde, it was recommended that the joint meeting with the elected representatives from each organization occur in September/October to accommodate the elections that occur in September.

The Police Department worked with the Confederated Tribe of the Grand Ronde to remove the homeless camp located on the property. Demolition of the buildings damaged by the fire is on-going.

The Police Department has been in contact with the Confederated Tribes of the Grand Ronde to address a homeless camp that appears to be located on the property. Staff continues to work with staff from the Confederated Tribes of the Grand Ronde to address the impacts from the fire that occurred on the site and the demolition that is occurring.

The Planning Commission approved the Confederated Tribes of Grand Ronde land use application. The Confederated Tribes of Grand Ronde have submitted a land use application to amend the adopted framework plan for the property. The Planning Commission hearing of the application is scheduled for January 27, 2025.

The Confederated Tribes of Grand Ronde provided the City Commission an update at the May 7th work session and the demolition of the office building is nearly complete. A permit has been issued for the demolition of the office building located at the corner of 99E and Main Street. The Confederated Tribes of the Grand Ronde are scheduled to provide an update to the City Commission at the May 7th work session.

Staff continue to meet regularly with Staff from the Confederated Tribes of the Grand Ronde to discuss building demolition, site improvements, and land use planning requirements. The Confederated Tribes of the Grand Ronde are working on site remediation and the demolition of additional buildings on the property.

Willamette Falls Trust and Portland General Electric have signed a Feasibility and Cooperation Agreement enabling the Trust to assess a portion of PGE property on the island on the west side of the Willamette Falls for a project intended to return public access to the area.

In May staff completed a 4-hour site visit with the CTGR staff and consultant team to discuss the demolition that is occurring on the site and begin to discuss the proposed amendments proposed to implement the Tumwata Village Plan for the property. The site visit and discussion focused on infrastructure, design details, development phasing, and an introduction to the goals and objectives of CTGR for the

redevelopment of the property. CTGR staff and their consultants have been meeting with City staff to understand specific technical infrastructure issues.

Staff have been meeting monthly with representatives from the Confederated Tribes of Grand Ronde (CTGR) to discuss on-going site work as well as future land use and development plans for the Tumwata Village Plan. CTGR staff has been working with the CTGR Tribal Council and Tribal members to finalize the Tumwata Village Plan. Once approved, the Tumwata Village Plan will be presented to the city and the public.

7. Canemah ROW issues

There has been no change in the project since the May 2023 update. The Canemah ROW issues will be brought before the City Commission at a future work session to discuss how to move forward with this project.

OPTIONS:

N/A