



# City of Oregon City

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## Staff Report

File Number: 19-363

**Agenda Date:** 6/11/2019

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3d.

**From:** City Manager Tony Konkol

**File Type:** Report

### **SUBJECT:**

Future Operations of the Municipal Elevator

### **RECOMMENDED ACTION (Motion):**

No action requested - discussion item.

### **BACKGROUND:**

The Oregon City Municipal Elevator is unique in that it is one of only two municipal elevators in the world and that it is technically classified as a vertical street. The elevator operators serve as ambassadors to the City and provide tourism and community related information to visitors and is currently being highlighted as a tourism asset in the community.

The Downtown Oregon City Association (DOCA) has been operating the Oregon City Municipal Elevator under a Personal Services Agreement with the City (attached), which will expire in December of 2019. DOCA received a Metro Enhancement Grant for the construction of an Elevator Kiosk to provide customer service for tourists finding their way through Oregon City via the elevator. DOCA has proposed a staffing plan change for the operations of the elevator that would maintain the existing hours of operations for the elevator and staff the cab of the elevator from 7am to 12pm and then staff the kiosk from 12pm to close, the elevator would be self-operated from 12pm to close. During the weekend hours of operations the cab would be self-operated and the kiosk would be staffed all day. The staff for the kiosk would be customer service representatives that would offer a wide variety of tourism-related services and information.

Staff requests that the Commission discuss the proposed staffing change to include kiosk staffing costs in the elevator contract, the self-operation of the elevator while the kiosk is staffed and if the Commission would consider utilizing Transient Room Tax funds to support a portion of the tourism related kiosk staffing costs.

The Commission discussion will be utilized by staff in negotiating the elevator contract.