



City of Oregon City

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Meeting Minutes - Draft City Commission

Dan Holladay, Mayor
Carol Pauli, Commission President
Brian Shaw, Rocky Smith, Jr., Renate Mengelberg

Tuesday, September 8, 2015

6:15 PM

Commission Chambers

Work Session - REVISED

1. Convene Work Session and Roll Call

Mayor Holladay called the meeting to order at 6:21 PM.

Present: 5 - Commissioner Brian Shaw, Commissioner Rocky Smith, Commissioner Carol Pauli, Mayor Dan Holladay and Commissioner Renate Mengelberg

Staffers: 11 - Public Works Director John Lewis, Community Development Director Tony Konkol, Economic Development Manager Eric Underwood, Library Director Maureen Cole, Human Resources Director Jim Loeffler, Community Services Director Scott Archer, Finance Director Wyatt Parno, Police Chief and Public Safety Director James Band, City Recorder Kattie Riggs, Operations Manager Martin Montalvo and City Attorney William Kabeiseman

2. Future Agenda Items

No future agenda items were suggested.

3. Discussion Items

3a. Citycounty Insurance Services Presentation by Adrian Albrich

Jim Loeffler, Human Resources Director, introduced Adrian Albrich from Citycounty Insurance. By watching this video presentation, the City would get a \$1,000 credit towards the 2016-2017 renewal with CIS.

The video was presented. Mr. Albrich stated he was the risk management consultant for the City of Oregon City and was available to answer any questions.

3b. Meyers Road Extension Corridor Plan (Planning File: L 15-04)

John Lewis, Public Works Director, said the Meyers Road Extension Corridor Plan had been reviewed and approved by the Planning Commission. This project had been a partnership with Clackamas Community College, Oregon City School District, and the City of Oregon City.

Mike Hickey, consultant with David Evans Associates, explained the context for the project and then discussed the project outreach and coordination.

John Replinger, Traffic Engineer, discussed the traffic analysis for the project with a focus on five intersections. There would be acceptable operations through 2035.

This extension would temporarily reduce traffic on Glenn Oak Road. It would be a multi-modal corridor with bike lanes and sidewalks. There would be parking on the south side only. The project did not include a roundabout. It did include access to Clackamas Community College, improved connections with Highway 213, and allowed development of the industrial corridor.

Mr. Hickey reviewed the preferred alignment, landscaping and trees, the seven Transportation System Plan projects this project would affect, and implementation of the plan.

3c.**Vehicular Access for Dutch Bros. Coffee located at 1002 Main Street**

Mr. Lewis said this was in regard to Dutch Bros. Coffee located on 10th and Main Street. The issue was customer traffic when it went over capacity at times which caused congestion on 10th Street. This was a busy street and during the over capacity times the traffic backed up, sometimes with vehicles stopping on the railroad tracks. He discussed the traffic volume, which showed how busy this area on 10th Street was. He then discussed the options to help the situation, such as a median to prevent a left turn into Dutch Bros. and striping to show there was only one way in. He was concerned that once it was changed, people would use the Main Street entrance, which was unconventional and could cause more congestion. Another alternative was to provide a turn pocket by widening 10th, however it was not safely delineated and it would need some improvements. The site was challenging and there was no easy answer. It would be about \$15,000 to put in a median and \$60,000 to \$65,000 to make improvements for the turn pocket.

Abe Menshenfriend, owner of Dutch Bros., said they provided fast service, but this was a difficult intersection. They were in the customer service business and recognized the strain on customers and commuters. He thought the option for a median would negatively affect his business and would cause even more congestion. He was not opposed to raising the adjacent property and adding a lane. He planned to stay in Oregon City long term and had purchased a property up on the hill for another store. He had also talked to an adjacent business to have his employees park in their lot to free up this lot. He thought leasing the parking for employees, making parking available for customers on the lot, and opening another location nearby would fix the issue. He would like an opportunity to work out the situation and not have restricted access. He thought if the landscape restriction was removed, the driveway could be widened and a useable exit created.

There was discussion regarding the options for the site. Staff would bring this issue back to the Commission with options.

Bill Kabeiseman, City Attorney, clarified the Commission recognized there was a safety issue and was working towards a solution that supported the business and safety of citizens.

3g.**Buena Vista House Structural Issues**

Scott Archer, Community Services Director, said the Buena Vista House was a small City-owned structure in Atkinson Park. It was built in the 1920s for use by the Buena Vista Club. The club disbanded in the 1980s and offered the City the building. The City accepted it, but had discussed demolishing it at that time. The City had rented it out as a meeting room. In recent history it had been minimally used and there had not been much investment or deferred maintenance done to the house. After doing some analysis, the house was closed last year as it was not safe to stay open for public use until improvements were done. For \$7,000 to \$10,000 a structural

engineer could be hired for further analysis of what needed to be done. He thought the costs of repairs and improvements would be substantial. He also looked into the cost to demolish the building, which was between \$8,000 and \$18,000. There was not a great need for the meeting room, as there were other options in the City. Staff recommended demolishing the building. If it was taken down, access to the park could be improved.

Commissioner Smith wanted to know the history of the building before deciding whether or not to demolish it. He had done some research and found the house was moved in the 1930s to the park and was the identity for that historic part of Oregon City. He would like to look into it more.

Mayor Holladay questioned the ability to preserve the house in its current condition, but was willing to do more research. The Commission concurred.

3d.**Tourism Grant Process Proposal/OCCIT Process**

Eric Underwood, Economic Development Manager, said this was a parallel effort with the Oregon City Tourism Council who was conducting a study to see how tourism in the future might be managed. He read a press release from Jonathan Stone stating they hired a consultant to help with the study. The City agreed to match their funds for the study.

Commissioner Smith said the only issue was that this would put off awarding OCCIT grants.

There was consensus to complete the study and discuss awarding grants afterward.

Wyatt Parno, Finance Director, said there were still a few months before the time when OCCIT grants were usually allocated. He recommended fast tracking the analysis as there were groups who relied on the grants for yearly events.

Mayor Holladay thought the funds should be used as seed money and starting up capital, not for giving the same organization money every year.

3e.**Support Opportunities to Enhance Tourism with Modification to Transient Room Tax Rate**

Mr. Parno introduced Ryan Bredehoeft, Business Analyst, who would give the presentation on the City's transient room tax.

Mr. Bredehoeft cited the statutes and codes giving the City authority to collect a transient room tax, comparison of neighboring jurisdictions, and discussed staff's proposal to modify the tax rate from 4% to 6%. He then explained the entities that would be impacted by the increase. The next step would be to draft an ordinance to include the revisions. The ordinance would specify 5.4% of the funds to be used for tourism and tourism related activities and the remaining .6% would be used for program administration. There would also be language changes to be in compliance with the State. The ordinance would be brought to the Commission at their next meeting on September 16.

3f.**Sign Code: Right-of-Way and A-Frame Permit Fees**

Tony Konkol, Community Development Director, said when the ordinance was adopted to implement the changes to the Sign Code, additional fees were also proposed. Under the new code, A-frames were allowed in the right-of-way in front of

businesses on the sidewalk and banners were allowed across the street and on light posts. He made a presentation to the downtown group who had concerns about what it would cost for one business to have an A-frame and if it was equitable. There was a fee to have the sign in the right-of-way and a fee for the sign itself, which totaled \$344 annually per sign. He recommended separating the A-frame issue from the banners, which was not of concern.

Laura Terway, Planner, discussed A-frames signs in the public right-of-way and when permits were and were not required, annual right-of-way permits and fees, examples of how fees would be charged for signs in the right-of-way, comparison to other jurisdictions, and options for altering the fee.

Commissioner Mengelberg described how A-frame signs were discouraged in Canby, where she was an Economic Development Director.

Commissioner Pauli said it was being perceived as businesses being double charged for A-frames. Even though A-frames had not been allowed per Code, people had put them up anyway as many were unaware of the restriction. For some businesses this was all they had for advertising and these signs did not require Public Works to put them up and take them down. She thought there should be standards for A-frames, but the fee was out of line. She thought there should only be one fee.

Mayor Holladay thought the fee should be reduced to be more compatible with other jurisdictions. If it was an annual fee it needed to be reasonable, such as \$50-\$60. He did not want to put a burden on small businesses.

4. City Manager's Report

There was no City Manager's report.

5. Adjournment

Mayor Holladay adjourned the meeting at 8:39 PM.

Respectfully submitted,

Kattie Riggs, City Recorder