



City of Oregon City

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Meeting Minutes - Draft

City Commission

Dan Holladay, Mayor
Brian Shaw, Commission President
Nancy Ide, Frank O'Donnell, Renate Mengelberg

Tuesday, October 10, 2017

5:30 PM

Commission Chambers

Work Session

1. Convene Work Session and Roll Call

Commission President Shaw called the meeting to order at 5:31 PM.

Present: 4 - Commissioner Brian Shaw, Commissioner Nancy Ide, Commissioner Renate Mengelberg and Commissioner Frank O'Donnell

Absent: 1 - Mayor Dan Holladay

Staffers: 10 - City Manager Tony Konkol, Community Development Director Laura Terway, Community Services Director Phil Lewis, James Band, Economic Development Manager Eric Underwood, Library Director Maureen Cole, City Recorder Kattie Riggs, John Lewis, Dayna Webb and Denise Conrad

2. Future Agenda Items

No future agenda items were suggested.

3. Discussion Items

3a. Oregon City Transportation System Development Charge Analysis and Municipal Code 13.20 Proposed Updates

John Lewis, Public Works Director, introduced Dayna Webb, Public Works Project Manager, and Doug Gabbard of FCS Group who would help with the presentation. He discussed rate comparisons for single-family residential, specialty retail, and general office developments. Staff was recommending Transportation SDC increases. He gave background information on the development of the SDC methodology, rate components, transportation rate history, SDC historical expenditures, and current and upcoming projects. He gave a regional SDC comparison for single-family residential development that showed Oregon City was in the middle. He then gave a regional SDC comparison for commercial development that showed Oregon City on the high end of the scale. He explained the background of the proposed 2018 project list and compared it to the previous 2009 project list and discussed the projects that were added. The proposed project list had updated project cost estimates and updated percentages of SDCs that were eligible for each project. Staff recommended modifying some projects and adding some projects to the project list.

Mr. Gabbard reviewed the methodology options. Oregon City currently used a peak hour vehicle trip methodology.

Mr. Lewis recommended staying with the current methodology. He discussed the methodology for the bike and pedestrian SDC allocation. He recommended a reallocation of the bike and pedestrian project list to address the liability between residential and non-residential development. He gave a rate comparison for the bike/pedestrian component options. He discussed the SDC forums and community feedback, including specific concerns about the cost impacts to commercial development. The next steps would be to hold a City Commission public hearing in February or March of 2018 and adopt a new Transportation CIP project list by resolution.

There was discussion regarding the need to prioritize the project list and how accessory dwelling units fit into the methodology.

There was consensus to move forward with the proposed project list and bike/pedestrian reallocation as suggested by staff.

3b.

Proposed Park/Cemetery Shop Concepts

Phil Lewis, Community Services Director, introduced Denise Conrad, Assistant Park and Recreation Director, who was presenting proposed concepts for replacing a park building and park shops that had been red tagged and unusable since 2013. Property had been purchased that was adjacent to the park shops and cemetery to be used for this purpose.

Ms. Conrad showed a picture of the existing buildings. She reviewed the original concept plan that had been presented to the Commission in the spring. It would be big enough to house existing staff. She then presented Option A, which would be to construct a building that was 5,360 square feet and would cost \$1.5 million. This option gave the opportunity for expansion in the future. She presented Option B, which would be to construct a building that was 10,000 square feet and would cost \$3 million. This option could be done in two or three phases.

Mr. Lewis said parts of this project would be SDC eligible and part would have to be funded through the General Fund.

Commissioner O'Donnell said his objection to the original concept was that it was constrained by other buildings on site that limited the size for the future. With the acquisition of additional land they could build for 50 years out.

Ms. Conrad said there was a need for additional shop space for storage in the future.

Commissioner Ide liked the open space design of Option B.

Commissioner O'Donnell wanted to make sure the facility was sized appropriately for growth.

There was discussion regarding the pros and cons of the different options and phases and the funding for the project. Ms. Conrad said staff's preference was Option B.

Commissioner Shaw asked if this could be done in phases and still maintain continuous operation and service to the public. Mr. Lewis thought they could, especially with Option B. He discussed the needs of the department both present and future.

Commissioner Mengelberg was also in favor of Option B and the phasing.

There was consensus for staff to move forward with Option B.

3c.

Murals and Temporary Signs for Tourism

Laura Terway, Community Development Director, said the Sign Code was adopted by the Commission in 2015. The project goal was to create signage standards that were safe, clear, and fair. They also were content neutral and only regulated the material, size, height, and placement of signs. The signs were regulated by zoning designation and she explained what was allowed in single and two family residential zones, multi-family residential zones, conditional uses in residential zones, commercial, mixed use, and industrial zones, and signs in the right-of-way. Signs for tourism were an additional type of signage opportunity. She asked about feedback the Commission was getting regarding signs for tourism. There was no standard for signs associated with tourism that was different from other signs because they were content neutral. They could not say tourism signs got something that other signs did not. One issue was banners for the Farmers Market and Pioneer Festival that were not allowed because they were periodically taken down and put back up.

Commissioner Mengelberg said one aspect of tourism was annual events and that might mean allowing banners on street poles or identifying a place across a road where banners could be hung.

Commissioner O'Donnell thought businesses should be able to take down signs to preserve them and put them back up during operating hours.

Commissioner Shaw said there was an emphasis on tourism and signage was a big factor.

Ms. Terway said staff could look for locations where sign frames could be constructed for banners to be placed.

Mr. John Lewis discussed possible across street banner locations.

Ms. Terway said signs in the right-of-way and across street banner locations could be rented for a month on a first come first serve basis. There were risks regarding content neutrality.

Ms. Terway said she could continue to work with the Tourism Plan to see what options were available for banners.

Ms. Terway then discussed murals. All painted murals that exceeded the wall size limitations were identified and exempted from the Sign Code so they could remain. Standards for murals had been discussed at the time the Sign Code was updated to make sure the murals would not be advertisements. These would be allowed for five years and the City had to be content neutral about murals as well. The proposed code was ready to go whenever the Commission wanted to move forward with it. The goal at the time was to allow historic murals, however the City could not put limitations on the content.

There was discussion regarding what other jurisdictions did for murals, how murals related to tourism, and using City owned infrastructure for murals.

Ms. Terway would look into this issue further.

3d. Police Facility Project Timeline Presentation

Jim Band, Police Chief, discussed the new police facility project. He planned to hire two architects, one who would be the City's consultant and one that would be the main architect. He also recommended using a Construction Manager/General Contractor process as was used for the Library. He then discussed what would be included in the design process, bond steps, and the project timeline.

There was discussion regarding the bond process and the work of the City's consultant.

There was consensus for staff to move forward as suggested.

4. City Manager's Report

There was no City Manager's report.

5. Adjournment

Commission President Shaw adjourned the meeting at 8:05 PM.

Respectfully submitted,

Kattie Riggs, City Recorder