Commissioner VanOrman requested that the Committee appointments be continued to the February 1 agenda for verification of vacancies. She further requested that the matter of the Kelly Field lighting be placed on the February 1 agenda.

Commissioner Powell advised the Commission that METRO was planning a land use change at CTRC to add a compactor.

There being no further business, the meeting adjourned at 8:52 p.m. Upon adjournment, the City Commission convened an executive session per ORS 192.660 (1) (h) Litigation and ORS 192.660 (2) Labor Negotiations.

Jean K. Elliott

JEAN K. ELLIOTT, City Recorder

REGULAR MEETING Oregon City, Oregon, Wednesday, February 1, 1989

A regular meeting of the City Commission was scheduled to be held in the Commission Chambers of City Hall on the above date at 8:00 p.m. Because of inclement weather, the meeting was cancelled with the agenda items carried to the February 9, 1989 meeting date.

Jean K. Elliott

JEAN K. ELLIOTT, City Recorder

REGULAR MEETING Oregon City, Oregon, February 9, 1989

A regular meeting of the City Commission was held in the Commission Chambers of City Hall on the above date at 8:00 p.m.

Roll call showed the following present:

Mayor David D. Spear	Thomas Fender III, City Manager
Commissioner Carol A. Powell	Jean K. Elliott, City Recorder
Commissioner Suzanne VanOrman	Edward J. Sullivan, City Attorney
Commissioner Daniel W. Fowler	
Commissioner Bobby L. Smith	

Mayor Spear announced that with the cancellation of the February 1 meeting because of inclement weather, the Commission would consider the agenda items scheduled for the February 1 and 9, 1989 agendas together.

It was moved by Powell, second by Fowler to approve the minutes of January 12, 1989, as published.

Roll call: Powell, Aye; Fowler, Aye; Smith, Aye; VanOrman, Aye; Spear, Aye.

This was the opportunity for citizens to present items for Commission consideration on future agendas. There was no audience input. Commissioner Smith requested a report regarding the inequities of parttime salaries at the Senior Center; he requested remodelling at the Municipal Pool to eliminate loitering areas be included in the next fiscal budget proposal; and, he requested the assignment of someone to attend the entrance to the Commission Chambers during meeting hours. Commissioner Fowler requested that the State Highway Department be notified regarding the settling and drainage problems of Hwy 213 at Washington Street; and, he requested that State Highway be contacted regarding the back up of traffic of the off-ramp at Park Place.

With no representative present, the presentation by School District No. 62 was set aside.

At this time, Mayor Spear made the following appointments:

Budget Committee:
Alice Norris, 141 Ogden Drive, with term expiring December 31, 1991.
Thor Wegner, 377 Elmwood Ct., with term expiring December 31, 1990.
Re-appointment of Vance Morton, 433 Telford Road, with term expiring December 31, 1991.

Civil Service Commission:
Wayne G. Wilson, 18930 Oaktree Avenue, with term expiring December 13, 1992.
Re-appointment of Richard Bloom, with term expiring January 5, 1993.

Urban Renewal Board:
Current member, Peter L. Day was transferred to ex-officio status on the Board.
Kenneth M. Mitchell, 1001 Molalla Avenue, with term expiring December 31, 1990.
Ronald Saunders, 1001 Molalla Avenue, with term expiring December 31, 1991.
Gerald Herrmann, 15178 S. Highland Road, with term expiring December 31, 1990.
Re-appointment of Peter Schnell, 4618 SE River Drive, Milwaukie, with term expiring December 31, 1991.

Historic Review Board (Chamber of Commerce Representative):
Claire Met, 504 6th Street, with term expiring February 9, 1992.

Manager's Report No. 89-14, Proposed Ordinance No. 89-1000, An Ordinance Assessing Costs of Nuisance Removal - Continued from Janaury 12, 1989 Agenda, was presented. The report noted that at its January 12, 1989 meeting, the City Commission tabled to February 9, 1989, consideration of proposed Ordinance No. 89-1000 which would assess costs of removal of demoliton debris on property described as Lot 3200, Map 3-2E-5CA formerly 361 Warner Milne Road, Oregon City. At that time, the Commission was informed that arrangements had been made for the property owner to pay the costs of nuisance removal.

On January 23, 1989, final payment for the cost of nuisance removal was received and receipted. Therefore, on the February 9, 1989 agenda, there was the matter of proposed Ordinance No. 89-1000.

Based upon the information provided, it was now recommended that the City Commission decline to adopt proposed Ordinance No. 89-1000.

It was moved by Fowler, second by Powell, to table indefinitely the matter of proposed Ordinance No. 89-1000.

Roll call: Fowler, Aye; Smith, Aye; VanOrman, Aye; Powell, Aye; Spear, Aye.

Manager's Report No. 89-16, Petition for Street Vacation - 11th Street, between Lincoln and Grant Streets - Public Hearing; If approved, proposed Ordinance No. 89-1003, An Ordinance Vacating 11th Street, between Lincoln and Grant Streets, in Oregon City, Clackamas County, Oregon, was presented. The report noted that a petition from adjoining owners of 11th Street between Lincoln and Grant Streets had been submitted. On January 12, 1989, the Commission adopted Resolution No. 89-1, initiating vacation proceedings as requested, and setting the time and date of public hearing.

The report continued that the criteria to be used in considering a street vacation was as follows:

A. There is no present or future public need for the street.
B. The vacation is in the best public interest.
C. There would be no negative impacts to surrounding properties.
D. Consent of adjacent property owners.

Regarding Criterion (A), the request was to vacate 11th Street, a 60-foot right-of-way, between Lincoln and Grant Streets (one block, total length of 200 feet). The street is located in the Central Addiiton to Oregon City, which was platted in 1889. In the 100 years since the original platting of the Central Addition, the street has not been built and is not currently proposed to be built. Eleventh Street is also not built as it is platted to the northwest, primarily due to topography.

Regarding Criterion (B), vacation of 11th Street as requested would return the property to private ownership. Other portions of the street, further to the northwest, have already been vacated.

Regarding Criterion (C), it is unlikely that negative impacts would result from vacation of 11th Street. It currently exists as open space and that would likely continue. Development potential following vacation would be minimal.

Regarding Criterion (D), consent from the owners of properties abutting this portion of 11th Street had been submitted.

Attached for review was a map indicating the area requested for vacation, along with information submitted by the adjacent property owners. It was recommended that the Commission approve the vacation as requested. If approved, proposed Ordinance No. 89-1003 was attached which would enact the vacation. Because proposed Ordinance No. 89-1003, had not been posted; it was recommended that the Commission approve first reading with second reading and final enactment scheduled for the next Commission agenda.

Mayor Spear declared the public hearing open and called for testimony.

John McNeel, Conservator for the Hubert Estate which was one of three applicants, addressed the Commission noting that the street had no valid use and that the vacation would enhance adjacent properties and provide taxes for the City.

Mayor Spear called for testimony in favor of this action. With no input, he called for testimony opposed to this action.

Delbert Kennedy, 1116 Grant Street, addressed the Commission noting disagreement with the written testimony attached to the report. He noted that the Kennedy family had maintained the property for 32 years and questioned if it would be kept by the adjoining property owners in the future. He noted that his family kept it cleaned of blackberry bushes, kept it mowed and in a condition for his and the neighborhood children to use as a play area.

Discussion was conducted regarding who abutted the property and how the vacated property would be assigned to the abutting properties. Mr. Kennedy was asked if he was more concerned with the area being a playground than a street. He noted it would never be a street and the play area was needed. Ted Haag, 1115 Grant Street, provided information regarding his payment of taxes, and Mike Kramer, 1102 Lincoln Street, provided input regarding his property abutting a portion of the street. The Manager noted this being an attractive nuisance and not being of value as a street.

With no further testimony, the hearing was declared closed. The City Attorney noted that the Commission must find the petition valid and that this would be a judgement call by the Commission.

Allen Cox, 1117 Grant Street, requested to address the Commission at this point. The Mayor re-opened the hearing. Mr. Cox asked if the area being kept a play area would influence the Commission's decision. The City Attorney advised that this could. Cox then went on to say that his children used the area for play and in the summer neighborhood children use the area similarly. He noted that most of the homes in the area have limited yard space and that this area was used for play.

The hearing was again declared closed.

Powell noted being sympathetic toward the area being kept for play and would oppose the vacation. Fowler expressed concern regarding liability in case of injury. He noted feeling that the petition was valid. Smith noted being in favor of giving the property to abutting property owners so the area could be privately maintained. VanOrman asked who would maintain it if Mr. Kennedy was not able to do so and felt it would be better to vacate and relieve the City of future maintenance problems.

The City Attorney advised that Ordinance No. 89-1003 required modification regarding the last two lines in the first "Whereas" to delete "is in the public interest;" from the last line and add "the public interest will not be prejudiced by" to the next to last line to have it read "...have been filed concerning said vacation, and that the public interest will not be prejudiced by the said..."

It was moved by VanOrman, second by Smith, to approve first reading of proposed Ordinance No. 89-1003 as modified with second reading continued to the March 1, 1989 agenda.

Roll call: Smith, Aye; VanOrman, Aye; Powell, Nay; Fowler, Aye; Spear, Aye.

Manager's Report No. 89-17, Comprehensive Plan Amendments and Zone Changes - properties annexed in November 1988 as "Islands" - Public Hearing; if approved, proposed Ordinance No. 89-1004, An Ordinance Amending Title XI: Chapter 2, Section 3, of the 1963 City Code, Zoning: Official Zoning Map, of Oregon city, by Changing Certain Districts, was presented. The report noted that in November 1988, the Portland Metropolitan Area Local Government Boundary Commission approved the annexation of six areas that had previously existed as "islands". Those properties were shown on an attached map.

The report continued that on January 24, 1989, the Planning Commission hald a public hearing for Comprehensive Plan Amendments and Zone Changes for the annexed areas, to change designations from County to City. The Planning Commission voted 6-0 to recommend approval as per the staff recommendation, as follows:

Parcel 1: Tax Lots 3200, 3201 and 3300, Map 3-2E-5DB. Properties to have a Plan designation of Commercial and be zoned "C" General Commercial.
Parcel 2: Tax Lots 700 and 800, Map 3-2E-5D. Properties to have a Plan designation of Commercial and be zoned "C" General Commercial.
Parcel 3: Tax Lots 200, 300, 400, 500, 600, 700 and 1500, Map 3-2E-8A. Properties to have a Plan designation of Medium Density Residential and be zoned "RD-4" Two-Family Residential.
Parcel 4: Tax Lot 1601, Map 3-2E-8A. Property to have a Plan designation of Medium Density Residential and be zoned "RD-4" Two Family Residential.
Parcel 5: Tax Lot 1100, Map 3-2E-9C. Property to have a Plan designation of Low Density Residential and be zoned "R-10" Single-Family Residential.
Parcel 6: Tax Lot 400, Map 3-1E-1DC; Tax Lot 390, Map 3-1E,-1DD; Tax Lots 100, 200, 301, 302, 304 and 305, Map 3-1E-12A. Properties to have a Plan designation of Low Density Residential and be zoned "R-10" Single-Family Residential.

Specifics for each parcel were attached to a pre-hearing staff report. Attached for Commission review were the following:

1. Planning commission minutes - January 24, 1989.
2. Staff report.
3. Public Notice and map of properties.

The report concluded that if the Plan Amendments/Zone Changes were approved proposed Ordinance No. 89-1004 was attached which would enact the changes. Because the ordinance had not been posted, it was recommended that first reading be approved with second reading and final enactment scheduled for the next Commission agenda.

Mayor Spear declared the public hearing open and called for testimony. With no audience input, the hearing was declared closed.

VanOrman questioned the "R-10" designation as opposed to "R-8" noting that there was a shortage of "R-8" designations. She was advised that "R-10" more closely companioned the County designation for that property and that and "R-8" designation could be accomplished if development required it.

It was moved by Powell, second by Fowler, to approve first reading of proposed Ordinance No. 89-1004 and continue second reading to the March 1, 1989 agenda.

Roll call: VanOrman, Aye; Powell, Aye; Fowler, Aye; Smith, Aye; Spear, Aye.

Manager's Report No. 89-10, Dangerous Building - 1003 15th Street - Resolution No. 89-3, was presented. The report noted that pursuant to City Code, Title 4, Chapter 3, on the February 1, 1989 agenda, there was proposed Resolution No. 89-3, which would set the time for a public hearing to determine whether or not a building located at 1003 Fifteenth Street (Tax Lot 6500, Map 2-2E-29CC), was a dangerous building and should or should not be abated and caused to be removed.

The report continued that attached was a memorandum from the Building Official which detailed the present condition of the building and of the attempts to contact the owner, Mr. Richard Smith. To date, no contact had been made and the building remained a hazard to the public. The report concluded by recommending adoption of proposed Resolution No. 89-3.

It was moved by Smith, second by Powell, to adopt Resolution No. 89-3 as presented.

Roll call: Powell, Aye; Fowler, Aye; Smith, Aye; VanOrman, Aye; Spear, Aye.

RESOLUTION NO. 89-3

WHEREAS, inspection and report of the herein described premises have been made on January 5, 1989, and January 25, 1989, and

WHEREAS, Richard Smith, contract purchaser, and Ronald L. Wade, owner, of the herein described real property have been notified in writing by letter January 11, 1989, to remedy the condition of the buildings thereon,

NOW, THEREFORE, BE IT RESOLVED that the City Commission of Oregon City does hereby set Thursday, March 9, 1989, in the Commission Chambers at the City hall, 320 Warner Milne Road, Oregon City, Oregon, at 8:00 p.m. as the time and place for a public hearing to determine whether or not the buildings located on the following described real property in Oregon City, Clackamas County, Oregon, to-wit:

Lot 5, Block 148, Plat of Oregon City (Tax Lot 6500, Assessor Map 2-2E-29CC), located at 1003 Fifteenth Street

is a dangerous building and should or should not be abated and caused to be removed, and that the City Recorder publish and mail notice of said public hearing in accordance with Title IV, Chapter 3, of the 1963 City Code.

Adopted, signed and approved this 9th day of February, 1989.

/s/David D. Spear
Mayor Commissioner

/s/Carol A. Powell
Commissioner

/s/Suzanne VanOrman
Commissioner

/s/Daniel W. Fowler
Commissioner

/s/Bobby L. Smith
Commissioner

Comprising the City Commission of
Oregon City, Oregon

Manager's Report No. 89-18, Collective Bargaining Agreement Between the City and Oregon City Paid Firefighters Association - July 1, 1988 to June 30, 1990 - Resolution No. 89-4, was presented. The report noted that on June 30, 1988 the collective bargaining agreement between the City and the Oregon City Paid Firefighters Association expired. Negotiations on a new two year agreement for the period of July 1, 1988 through June 30, 1990 have been concluded. The terms and conditions of the new agreement are retroactive to July 1, 1988.

Significant changes in the proposed contract are as follows:

Management Rights: A more specific definition of what constitutes management rights is included.
Salaries: The contract provides for an across the board wage increae of 4% for the period of July 1, 1988 through June 30, 1988 and a 4% increase for the period of July 1, 1989 through June 30, 1990.
Educational Incentives: Certification as an EMT-1 has been included as a requirement to receive the 4% educational incentive pay.
Jury Duty: A section has been added which clarifies how absences for jury duty will be handled.
Working In A Higher Classification: An article has been added clarifying that employees assigned to work in a higher classification will receive additional pay equal to 5% above their base rate.
files.
Personnel Records: An article was added on maintenance and access to personnel files.

If the Commission agrees to the negotiated terms and conditions of the proposed collective bargaining agreement with the Oregon City Paid Firefighters Association for fiscal years 1988-89 and 1989-90, attached Resolution No. 4 should be adopted.

It was moved by Powell, second by Smith, to adopt proposed Resolution No. 89-4 as presented.

Roll call: Fowler, Aye; Smith, Aye; VanOrman, Aye; Powell, Aye; Spear, Aye.

RESOLUTION NO. 89-4

WHEREAS, it is necessary to enter into an agreement with the Oregon City Paid Firefighters' Association regulating salary and terms of employment for the period July 1, 1988 through June 30, 1990, and

WHEREAS, after negotiations the parties have reached an agreement, a copy of which is attached hereto as EXHIBIT A.

NOW THEREFORE BE IT RESOLVED by the City Commission of Oregon City that the Mayor and City Recorder are hereby authorized and directed to execute said Agreement on behalf of the City.

Adopted, signed and approved this 9th day of February, 1989.

/s/David D. Spear Mayor - Commissioner	/s/Carol A. Powell Commissioner
/s/Suzanne VanOrman Commissioner	/s/Daniel W. Fowler Commissioner
/s/Bobby L. Smith Commissioner	Comprising the City Commission of Oregon City, Oregon

Manager's Report No. 89-22, Resolution Supporting Tri-Met Transit Center Project - Resolution No. 89-5, was presented. The report noted that on the February 9, 1989, agenda there was a resolution of support for the Tri-Met Transit Center project for Commission consideration. The resolution affirms the 11th and Moss Street location for the project and directs staff to coordinate with Tri-Met on preparing an intergovernmental agreement for the project.

The report continued that the City Commission held a work session with Tri-Met officials on January 24, 1989 to review the status of the project and determine the next step in the planning process. The resolution of support is needed to satisfy Urban Mass Transit Agency grant requirements on the project, and allow the project to move into the environmental assessment and final design phase. It was recommended that the City Commission adopt proposed Resolution No. 89-5 and direct the resolution be submitted to Tri-Met.

It was moved by Fowler, to adopt proposed Resolution No. 89-5.

VanOrman asked if this item was published on the Agenda. She was advised that it had not been. She noted not being comfortable considering this issue without public notice. Commissioner Fowler withdrew his motion.

Mayor Spear called for public input.

Jack Caldwell, Attorney, 1001 Molalla Avenue, representing family ownership of property that would be affected by the Transit Center, addressed the Commission noting being disturbed with receiving no notification regarding meetings at which this matter was being discussed. He noted that the location could be accepted but he expressed wanting to be included in the intergovernmental agreement with Tri-Met. He noted wanting vehicular access to the property. He also wanted trash problems, restroom use and vandalism addressed in the agreement.

Fowler noted that traffic flow must remain. The Manager noted that this would be covered in design review. VanOrman stated that late agenda items were not acceptable. Smith noted wanting to get this project going.

It was moved by Fowler, second by Smith, to adopt proposed Resolution No. 89-5 as presented.

Roll call: Smith, Aye; VanOrman, Aye; Powell, Aye; Fowler, Aye; Spear, Nay.

RESOLUTION NO. 89-5

A RESOLUTION CONFIRMING THE 11TH AND MOSS STREET LOCATION FOR USE BY TRI-MET FOR A TRANSIT CENTER PROJECT AND DIRECTING STAFF TO PREPARE INTERGOVERNMENTAL AGREEMENTS FOR THE PROJECT

WHEREAS, the City's Comprehensive plan and Urban Renewal Plan indicate the need for public transportation improvements in downtown Oregon City,a nd

WHEREAS, Tri-Met received a grant from the Urban Mass Transit Agency in 1982 for funding of a Transit Center in downtown Oregon City, and

WHEREAS, a site feasibility study was completed in September 1985 tht recommended 11th and Moss Street as the preferred site for the project, and

WHEREAS, Tri-Met has completed the preliminary engineering for the project and now desires the City to affirm the site location and enter into intergovernmental agreements to move the project into the environmental assessment and final design phase.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OREGON CITY that the City Commission:

1. Affirms the 11th and Moss Street location for the Transit Center project, and
2. Directs staff to coordinate with Tri-Met on preparing intergovernmental agreements for City Commission consideration.

The foregoing resolution adopted this 9th day of February, 1989.

/s/ Mayor-Commissioner	/s/Carol A. Powell Commissioner
/s/Suzanne VanOrman Commissioner	/s/Daniel W. Fowler Commissioner
/s/Bobby L. Smith Commissioner	Comprising the City Commission of Oregon City, Oregon

Mayor Spear declared a break at 9:20 with the meeting reconvening at 9:35 p.m.

Upon reconvening, Mayor Spear announced that Agenda Items 18 (Manager's Report No. 89-7), 20 (Manager's Report No. 89-8), 21 (Manager's Report No. 89-12), 22 (Manager's Report No. 89-13), 24 (Manager's Report No. 89-20), 25 (Manager's Report No. 89-21) and, Item 26 (Manager's Report No. 89-19), would be considered as a Consent Agenda by adoption in one motion if no Member objected.

It was moved by Smith, second by Powell, to approve Agenda Items 18, 20, 21, 22, 24,25, and 26, per staff recommendations with the City Manager selected as Budget Officer for Fiscal Year 1989-90 as the appointment related to Item 22.

Roll call: VanOrman, Aye; Powell, Aye; Fowler, Aye; Smith, Aye; Spear, Aye.

The following is the contents of each Manager's Report:

Manager's Report No. 89-7, Liquor License Application - Doc Holliday's Pub, 1320 Main Street - Change of Ownership, was presented. The report noted that at a special meeting of the City Commission held March 28, 1983, Commission Policy 1-7 entitled, "Approval of Liquor License Renewals" was adopted. Commission Policy 1-7 states as follows: "The Mayor is authorized to approve all liquor license renewals if these renewals are approved and recommended by the Fire and Police Departments. The approval by the Mayor can be made without City Commission authorization. However, all new liquor licenses shall be submitted to the City Commission for consideration."

On the February 1, 1989 agenda, there was an application for an OLCC liquor license for a Change of Ownership. As outlined an attached Police Department Memorandum, apparently, a prior change of ownership to KMEDD Star, Inc., was not processed through the Change of Ownership process and did not receive City Commission approval. Police Department investigation reveals no adverse information that would warrant denial of the application.

Based upon the Police Department investigation, it was recommended that the liquor license application be approved.

Manager's Report No. 89-8, City Hall Copier Purchase, was presented. The report noted that within the 1988-89 budget, funds were provided for replacing the copier in City Hall.

The report continued that proposals were requested for a copier, five-year maintenance and five-year supply costs. There were significant variations in these components of cost. Qualified submissions are listed by total cost for five years. The purchase price is funded currently and maintenance and supplies would be budgeted in each succeeding year.

Bid No.	Proposed by:	Brand	Model	Five-Year Total
1	Wittco Systems, Inc.	Ricoh	FT7060	$38,495
2	Wittco Systems, Inc.	Ricoh	FT6620	35,220
3	Wittco Systems, Inc.	AB Dick	627	49,800
4	Intermountain Bus. Mach.	Gestetner	2355ZDF	38,900
5	Pac. Office Automation	Sharp	SF9750	38,151
6	Pitney Bowes	Bowes	D750	44,581
7	Konica Royal	Konica	5503ZMR	53,219
8	Automated Off. Systems	Canon	NP6650	35,710

The report concluded that staff recommended the Wittco Systems, Inc., proposal for the Ricoh FT6620 which met the RFP criteria and was the most economical for operating costs. Testing provided a favorable staff response when compared to other tested machines within the comparable cost range.

Manager's Report No. 89-12, Gasoline, Diesel and Furnace Fuel for 1989 - Bid Award, was presented. The report noted that on January 25, 1989, the City received five (5) bids for the purchase of gasoline, diesel and furnace fuel for the contract period February 1, 1989 through January 31, 1990. Attached was a copy of the Tabulation of Bids.

Based on the bids received, Stein Oil Company, Inc., 19805 McLoughlin Boulevard, Gladstone, was the low bidder for Regular gasoline in the amount of $22,302.50 for the approximate quantity of 42,500 gallons; Unleaded gasoline in the amount of $26,330.00 for the approximate quantity of 50,000 gallons; Furnace Diesel in the amount of $9,756.50 for the approximate quantity of 18,500 gallons; and, Motor Diesel in the amount of $3,438.50 for the approximate quantity of 6,500 gallons. All bids were conditional upon wholesale prices of the product, which means that prices per gallon will vary upon market value.

Manager's Report No. 89-13, Appointment of Budget Officer and Approval of Budget Preparation Schedule for Fiscal Year 1989-90, was presented. The report noted that Oregon's Local Budget Law, ORS Chapter 294, establishes standard procedures for preparing, presenting and administering the budget and requires citizen involvement in the preparation of the budget before its formal adoption. Local government must have a Budget Officer appointed by and under the supervision of the governing body.

On the February 9, 1989 agenda, there was the matter of appointment of a Budget Officer and approval of the attached Budget Preparation Schedule for Fiscal Year 1989-90.

It was recommended that the City Commission appoint a Budget Officer and approve the Budget Preparation Schedule for Fiscal Year 1989-90. Upon the approval of these formalities, the budget preparation process could begin.

Manager's Report No. 89-20, Liquor License Application - Oregon City Grocery Outlet, 878 Molalla Avenue - New Outlet, was presented. The report noted that at a special meeting of the City Commission held March 28, 1983, Commission Policy 1-7 entitled, "Approval of Liquor License Renewals" was adopted. Commission Policy 1-7 states as follows: "The Mayor is authorized to approve all liquor license renewals if these renewals are approved and recommended by the Fire and Police Departments. The approval by the Mayor can be made without City Commission authorization. However, all new liquor licenses shall be submitted to the City Commission for consideration."

On the February 9, 1989 agenda, there was an application for an OLCC liquor license for a New Outlet to be known as the Oregon City Grocery Outlet located at 878 Molalla Avenue. Police and Fire Department investigations reveal no adverse information that would warrant denial of the application.

Manager's Report No. 89-21, Liquor License Application - The sports keg, 505 Main Street - Change of Ownership, was presented. The report noted that

At a special meeting of the City Commission held March 28, 1983, Commission Policy 1-7 entitled, "Approval of Liquor License Renewals" was adopted. Commission Policy 1-7 states as follows: "The Mayor is authorized to approve all liquor license renewals if these renewals are approved and recommended by the Fire and Police Departments. The approval by the Mayor can be made without City Commission authorization. However, all new liquor licenses shall be submitted to the City Commission for consideration."

On the February 9, 1989 agenda, there was an application for an OLCC liquor license for a Change of Ownership from Stillman and Diane Cotterell to Patrick J. Johnson, Jr., and Lisa L. Johnson, 241 Fifth Street, Lyons, Oregon. Police and Fire Department investigations reveal no adverse information that would warrant denial of the application.

Based upon the information provided, it was recommended that the liquor license application be approved.

Manager's Report No. 89-19, Comprehensive Plan Periodic Review Public Hearing - Postponement, was presented. The report noted that on August 19, 1988, the City Commission approved the schedule for Periodic Review. A public hearing was scheduled for January 12, 1989 and continued to February 9, 1989 for a final periodic review order. The Development Services Department was requesting tht the hearing be tabled until March 9, 1989. The additional time is necessary to enable staff to complete the ordinances that are needed for this planning document.

Manager's Report No. 89-9, City/Clairmont Water District Intergovernmental Agreement - HOPP Water Service, was presented. The report noted that on the February 1, 1989 agenda, there was an Intergovernmental Agreement with Clairmont Water District for Commission consideration. The Agreement would allow Clairmont to continue serving their portion of the HOPP Neighborhood on an interim basis until the City could extend water service to the Neighborhood. The Agreement would terminate June 30, 1993, but could be extended on an annual basis with proper notice. The report noted that a similar agreement was being prepared with the Park Place Water District that would allow the District to serve their portion of the HOPP Neighborhood on an interim basis until the City extended service. This Agreement would be presented on the February 9, 1989 agenda.

The report concluded that the Clairmont Water District Board approved the Agreement on January 18, 1989, and it was now presented for City Commission approval.

It was moved by Smith, second by Powell, to approve the Intergovernmental Agreement and authorize the Mayor and City Recorder to execute respectively.

Roll call: Powell, Aye; Fowler, Aye; Smith, Aye; VanOrman, Aye; Spear, Aye.

Manager's Report No. 89-15, Library Development Report, was presented. The report noted that at its December 20, 1988 goal setting session, the City Commission determined that the development of a new library facility would be an important priority for the City during the eighteen months commencing in January, 1989.

The purpose of this report is to provide the Commission with background of the library facility situation in Oregon City and make recommendations for the development of a facility which will meet current and future needs.

The Library's Purpose

The Library constitutes an informational, cultural, educational and recreational resource for the residents of the City and surrounding region.

The Library is a working agency - its purpose is to provide opportunities for all segments of the community to develop individually and in groups by providing:

- accurate and reliable information in response to community needs and interests;
- facilities and collections for self-directed educational growth to meet personal, vocational and avocational needs;
- stimuli for intellectual and community awareness through programming and exhibitions;
- specialized programming for children; and
- facilities for cultural activity within the community.

A brief History of the Library

Oregon City is considered the "home" of public library services in the State having been the site of the first Lending Library in the Pacific Northwest in 1842.

In 1912, the City obtained a grant from the Carnegie Foundation and constructed the existing library facility at 7th and John Adams Streets. In April, 1988, we celebrated 75 years of continual library service from this facility.

From the early 1930's to 1958, the Clackamas County Library was housed in the building's lower level. In 1963, the front entry was modified to enclose the front stairway and provide direct public access to the lower level which was then made into the Children's Library. By 1968, all potential areas of the building's two levels of 6,500 square feet had been converted to library use.

The need for a larger public library in Oregon City was recognized as early as 1954 when it was mentioned in the City's Comprehensive lan as being "too small". In 1977, library consultant Phyllis Dalton addressed the Oregon City situation in hre study which ultimately led to the consideration of a consolidation of the Oregon City and Clackamas County libraries.

In 1979, the Oregon City and Clackamas County library boards began discussions concerning a consolidation. The idea of a consolidated facility was endorsed by both the City and County Commissions. Despite fiscal constraints which precluded construction funding, between 1979 and 1987 City and County library officials continued to work toward a consolidation by investigating sites, space needs and possible funding approaches. The library boards were interlocked in order to fcilitate communication. As a result of a 1986 funding feasibility study, a three-way consolidation with the library of Clackamas Community College was brought into consideration.

At a meeting of City, County and College officials in 1987, Clackamas County officials indicated an unwillingness to continue any further planning of consolidated library facilities. After numerous requests for clarification over the next nine months, in May, 1988, the County informed the Oregon City Library Board that they were no longer interested in a city-county library consolidation. In addition, they have indicated that the County would be moving its main libary to the Oak Lodge area in 1989, thus closing their Oregon City library facility.

The County has included funding for this move in their proposed budget for the 1989-92 library serial levy.

The Library's Service Area and Usage

When the cooperative library network in Clackamas County was established in 1977, it set up the mechanism (library serial levy) whereby cities would be compensated for providing library services to the non-city residents of Clackamas County. As a consequence, the service areas of the city libraries increased to include the outlying areas.

Based upon loan patterns as measured by our computer system and surveys conducted by the library, the service area of the Oregon City Public Library has a current population of approximately 34,000 an, in addition to Oregon City, encompasses the rural areas to the east and south including Redland, Beavercreek, Carus and Mulino.

Usage of the Oregon City Library has grown significantly during the past decade. The below comparisons of the annual loan rate and participation in children's programs are reasaonable indicators of the increase in the use of the library:

Year	Items Loaned	Children's Program Participation
1976	88,000	494
1980	135,000	1,214
1984	188,000	2,300
1988	215,000	3,212

Currently, the library's loan rate is increasing at about 10 percent annually. Closure of the main county library is expected to add an additional 15 percent increase during 1989-90.

Recently, a mechanism for counting people entering and leaving the library was installed. This is the first time that such a counter has been used and it will provide the first real comprehensive, long-term data on the numbers of people using the library building. Every effort has been made to ensure that duplicates are eliminated and that the count is reasonably accurate.

The figures are already providing some interesting data. During the first month of operation the counter has indicated a weekday attendance ranging from 300 to well over 400 people. On Saturdays the attendance has ranged from 400 to 640. This is much more than was perceived.

The Existing Library Facility and the Need

The Carnegie library facility provides 6,500 square feet in a two-level configuration constructed in 1912 with only a front entry remodel since. It is not handicap accessible due to entry stairs, narrow aisles, and other physical features.

In terms of adequate space for the collection, seating and programming purposes, the existing library has been inadequate since the early 1970's. With the formation of the countywide cooperative network in 1977 and resultant major expansion of the service area, the situation has steadily worsened.

Located in the center of a City park on the City's second level, the Library is not a desirable location to meet either current or future service needs of the Oregon City region.

The complete lack of adjacent off-street parking is also a major problem with the existing library site.

The critical issue, however, is the lack of space for the collection, for people, and for the various functions involved in modern library service. Given the service area population of the Oregon City library, the following compares the current facility with the facility size needed to meet both the minimum national standard in use and the 1988 guideline for the state of Oregon:

Existing Library Size	Needed right now to meet:	
	Minimum national standard (.6 sq. ft/cap	Minimum Oregon guideline (.75 sq. ft./cap
6,500 sq. ft.	20,400 sq. ft.	25,500 sq. ft.

Needed to meet minimum national standard for year 2005: 39,000 sq. ft.

Needed to meet minimum Oregon guideline for year 2005: 48,750 sq. ft.

The Cost of a New Library

Estimates for the cost of a new library facility were provided by the Library Development Administrator at the Oregon State Library. Cost models for two facility sizes (32,000 and 40,000 square feet) were run.

In each case, the total cost amounted to approximately $100 per square foot. This cost included: construction; landscaping; architecture and design, furniture and equipment, contingency. Not included were the costs of a site and parking space.

Also to be considered will be the increased cost of operations in a new facility. Operating costs of the existing library have been kept down in recent years in large part because the facility dictates the size of collection, staff and other services.

It is reasonable to expect that the level of activity (loan rate, reference, programming etc.) will double within 2 years after moving into a new library. Consequently, an increase of at least 30 percent in opertional costs may be expected with a new facility. This increase should be offset by increased tax revenues from non-city sources.

Building Development Considerations

In order to meet the goal of completing the "pre-development" stage for the new library during fiscal year 1989-90, the following issues must be resolved:

1. Funding - Who will pay?

Currently, over 50 percent of the use of the Oregon City Public Library is by "non-city" residents of Clackamas County. The regional role of the library can be expected to expand. Agreements with neighboring governments and a mechanism for ensuring that the entire service area participates in the funding of a new facility are needed. One possibility will be the use of a "county service district" which is now being investigated by the library board.

Settlement of the funding mechanism should be the primary target in this process as it has a district bearing upon the City Library's role from which follows the facility need.

2. The Site - Where will the Library be located?

If public use of the facility is the measure of its success then selection of anything less than the best site will be a false economy. Given the siting criteria, local growth projections and transportation routes, the desirable location for a new library is the Hilltop/Molalla Avenue area.

Several possibilities exist but a site will need to be finalized during 1989. To be considered also, is the consolidation of the Oregon City Public Library and the library of Clackamas Community College.

3. The Library Facility - What is Needed?

It should be kept in mind that the previously mentioned facility sizes were "minimums". Also, a facility can be developed in stages to meet future service requirements. While staff and community representatives can develop specific needs and concepts, the services of an architect will be required during 1989 to begin development of the building plan. Funds adequate for first stage architectural development will be needed in the 1989-90 budget.

4. Funding and Construction - When?

The need for a new facility is critical - now. Even if the "pre-development" timeline is met and the construction phase encounters minimal problems it is unlikely that the new facility will be ready before the autumn of 1991. If we can get a resolution of the funding and siting issues in 1989 it would not be unreasonable to set a construction bond election for Spring, 1990. Upon voter approval, the City could then proceed with the final architectural development and construction.

The Process - Recommendations

In order to resolve the above issues in a timely manner while fully representing the community, it is recommended that the City Commission appoint two committees:

1) The Library Building Development Committee will oversee the project through to completion and have the following specific charges:

a) To develop a method of funding the new library facility,
b) to investigate and recommend a site,
c) to select the professional and contracting firms, and
d) to continue evaluation of a City/Community College consolidation.

It is recommended that this committee include at least two City Commissioners, two members of the Library Board, and two or three individuals from the community who have no conflicting interests, and who are concerned with the development of high quality library services. The Library Director will serve as the project coordinator.

2) The Library Building Campaign Committee will be charged with publicizing the project, fund raising, and campaigning for passage of the construction bond. It is recommended that this committee include two Library Board members and at least three individuals prominent in the community who have experience in fund raising and a desire to see a new Library facility become reality.

Because of the timeline involved, it is important that these committees be activated within the next two months. During February, the Library Board can publicize the effort, accept committee applications and, by March, make recommendations to the City Commission for committee appointments.

Based upon the information provided, it is recommended that the City Commission approve the formation of a Library Building Development Ad Hoc Committee and a Library Building Campaign Ad Hoc Committee with Committee compositions and charges as outlined in this report.

Fowler noted that he would feel more comfortable with "task force" as opposed to "committee". Considerable discussion was held regarding the need for a Building Development Task Force but it was generally felt that a Campaign task force was being sought too soon.

It was moved by VanOrman, second by Fowler, to form a Library Building Development Task Force with appointments to be made in March, 1989.

Roll call: Fowler, Aye; Smith, Aye; VanOrman, Aye; Powell, Aye; Spear, Aye.

An Executive Session was scheduled for Tuesday, February 14, 1989, 7:30 a.m. at City Hall per ORS 192.660(1)(h) Legal Counsel.

There being no further business, the meeting adjourned at 10:10 p.m.

Jean K. Elliott

JEAN K. ELLIOTT, City Recorder

REGULAR MEETING Oregon City, Oregon, March 1, 1989

A regular meeting of the City Commission was held in the Commission Chambers of City Hall on the above date at 8:00 p.m.

Roll call showed the following present:

Mayor David D. Spear	Thomas Fender III, City Manager
Commissioner Carol A. Powell	Jean K. Elliott, City Recorder
Commissioner Suzanne VanOrman	Mark Greenfield, City Attorney
Commissioner Daniel W. Fowler	
Commissioner Bobby L. Smith	

It was moved by VanOrman, second by Powell, to approve the minutes of February 12, 1989, as published.

Roll call: Fowler, Aye; Smith, Ayel VanOrman, Aye; Powell, Aye; Spear, Aye.

This was the opportunity for citizens to present items for Commission consideration on future agendas. There was no audience input. Commissioner Fowler requested a work session to discuss the City's boards, commissions and committees to be held Friday, April 7, 1989. The Manager advised that a work session was also needed to discuss the City's health coverage.

At this point, John Keyser, President of Clackamas Community College, addressed the Commission requesting Commission support for the College bond issue that will be on the March ballot. At the conclusion of his comments, it was moved by Fowler, second by VanOrman that the City Commission go on record in support of the Community College bond issue.

Roll call: Smith, Aye; VanOrman, Aye; Powell, Aye; Fowler, Aye; Spear, Aye.

Joanne Hazel, President, Oregon City School Board, addressed the Commission regarding the "Candy Lane School" legislation relative to cessation from one school district in favor of annexing to another. She provided historical information regarding the founding of Candy Lane Grade School and others and their early commitment to Oregon City School District. She then provided information relative to the current effort of a portion of the District to withdraw from Oregon City. She outlined the impacts that would be created as a