

**CITY OF OREGON CITY
CITY COMMISSION
WORK SESSION MINUTES**

September 13, 2011

1. **Convene Work Session of September 13, 2011, and Roll Call**

Mayor Neeley called the meeting to order at 5:30 p.m.

Roll Call: Mayor Doug Neeley; Commissioner James Nicita; Commissioner Betty Mumm; Commissioner Kathy Roth; and Commissioner Rocky Smith, Jr.

Staff Present: David Frasher, City Manager; Nancy Ide, City Recorder; Mike Conrad, Police Chief and Public Safety Director; Scott Archer, Community Services Director; Tony Konkol, Community Development Director; Maureen Cole, Library Director; David Wimmer, Finance Director; and John Lewis, Operations Manager.

2. **Future Agenda Items**

Commissioner Nicita wanted to discuss the next steps for a Charter revision.

3. **Discussion Items**

a. **Use of Electronic Devices at the Dais Mayor Doug Neeley**

Mayor Neeley said the policy was the Commission did not receive electronic communications during meetings. He asked if there was a mechanism where the Commission could receive comments through the City Recorder's email on an agenda item.

Nancy Ide, City Recorder, said there were programs that would allow for additional public comment in Granicus. She did not know about incorporating emails received during a meeting.

Commissioner Nicita proposed amending the rules to allow communications during Work Sessions as no formal decisions were made in Work Sessions.

Mr. Frasher explained the reasons that staff sometimes emailed during a meeting.

Commissioner Mumm thought it was a perception issue and the Commission should announce when they were sending an email or searching the web.

Tom O'Brien, resident of Oregon City, said many people were not aware of the procedure for testifying, and he suggested a light system to flash when they are running out of time.

Mayor Neeley said that was being done now at meetings.

Ms. Ide said if there was information a Commissioner found, it should be disclosed and shared with everyone.

Mr. Frasher clarified that use of electronic devices was generally permitted at Work Sessions only so long as it was disclosed to the public and remained courteous to guests and meeting attendees. This amendment would be put on a Consent Agenda.

b. [Electronic Messaging Policy for the City Commission](#)

Ms. Ide read the draft Electronic Messaging Policy.

There was discussion about deletion of emails by staff, retrieving emails once a Commissioner left office, and the responsibilities of Commissioners for public records requests. The City Attorney would take a closer look at the section regarding public records requests and would bring it back to the Commission.

c. [Update on Street Tree and Sidewalk Repair Public Outreach](#)

Pete Walter, Planner, explained what staff presented to neighborhood associations regarding street trees, such as the benefits of street trees, overview of the City's Street Tree Policy, definition of hazard, Sidewalk Repair Policy, alternatives to removal, and proper tree care suggestions.

Tony Konkol, Community Development Director, stated staff was trying to keep the cost down for property owners and was looking at alternatives. He did not recommend the City take this on without some type of funding source. Staff would also put together a list of consultants; garden supply stores, and expand the Street Tree Fund. Public Works and Planning had been working together on this project.

There was discussion regarding the trees on the street tree list.

John Lewis, Operations Manager, explained the new ADA standard for sidewalks. There was a question regarding when it needed to be implemented. He explained the reasons for the variance of sidewalks in certain neighborhoods. The inventory of street trees showed where the problems were.

Mr. Frasher stated staff was working to increase the tree canopy of the City. He thought the City might be the best one to do these sidewalk repairs and he was going to look into future funding.

Tom O'Brien stated there was an issue where home owners had to replace irrigation watering systems due to planter strips and tree roots destroying them. He thought they should survey at the new ADA standard now as opposed to later. The Oregon Nursery Association would be a good resource for suggestions for trees in planter strips. The City needed to have lists available for people who did this kind of work at a reduced cost. Leaves also needed to be taken into consideration and how they affected catch basins and water flow through the catch basins.

d. [Future Use of End of the Oregon Trail Site and Planning for Trail Event in 2013](#)

Scott Archer, Community Services Director, gave a background on the End of the Oregon Trail vision study. The facility was discussed at the Commission goal setting, but was deferred until next year. It was currently closed, but the Visitors Information Center remained open and the City continued the maintenance. He asked for direction on the Oregon California Trails Association Convention that

was proposed to be held in Oregon City in 2013 and a letter dated June 28, 2011, from Historic Oregon City requesting use of some of the interpretive buildings for programming. Other organizations had asked for use of the facilities and parking lot as well.

Commissioner Nicita discussed Urban Renewal Commissioner Yates' suggestion for a covered farmers market on the site.

Gail Yazzolino of Historic Oregon City explained the proposal to coordinate events on the site and meet the needs of tourism activities in the City.

Mr. Archer explained the issues that needed to be addressed before an agreement could be made. Some of the wagon buildings were deteriorating.

Commissioner Smith thought there should be a formal scheduling process for use of the building.

Mr. Archer said there was a reservation system, and this could be accommodated into that system.

Dan Fowler, resident of Oregon City, thought there needed to be better signage and interpretation on the exterior of the facility so anyone could go on the grounds and have an experience. It needed to be self sustaining and they needed to make sure the artifacts were protected. He thought Historic Oregon City could take some of the burden of scheduling. There were many things that could be done for greater use inside the buildings, greater experience outside, and improving the facility between now and 2013.

The Commission was comfortable with staff making the determination when to open the buildings and to what groups.

Marge Harding, resident of Oregon City, said they needed to tell the story of Oregon City.

Tom O'Brien, resident of Oregon City, said the tax payers were not interested in paying the bill for visitors. He thought they needed a place for tourists to stay and eat and should build signage that told the story.

Mr. Frasher explained how the facility was funded.

Karin Morey stated the Museum of the Oregon Territory was open and told the story of Oregon City. It was not an attraction to open the doors to an empty building. There was a need for things to do for the day in Oregon City.

Mr. Fowler said they had a business plan for inside the wagons to make it interactive and an attraction.

Ms. Yazzolino explained how the various historical groups were working together.

Staff would look into the safety and liability issues and work with Historic Oregon City for use of the buildings.

4. [City Manager's Report](#)

Mr. Frasher reported that the Amtrak letter was ready to go regarding the Coast Starlight train making an Oregon City stop. He discussed the possible local Amtrak route closure, the County's broadband project, and Willamette Falls property. He announced he would be attending the ICMA conference and would not be at the next Commission meeting. He also discussed the Clackamas County Public Safety Levy, Oregon Sky Foundation business license hearing, the conversations with County regarding the library, and Steve Janik's response on the Cove.

5. **Adjournment**

Mayor Neeley adjourned the meeting at 8:12 p.m.

Respectfully submitted,


Nancy Ide, City Recorder