

**MONDAY, DECEMBER 16, 2019**  
**CITY COUNCIL MEETING MINUTES**  
**Regular meeting 6:00 p.m.**  
**Scappoose Council Chambers**  
**33568 East Columbia Avenue**

**Call to Order**

Mayor Burge called the City Council meeting to order at 6:00 p.m.

**Pledge of Allegiance**

**Roll Call**

Scott Burge	Mayor	Michael Sykes	City Manager
Patrick Kessi	Council President	Norm Miller	Police Chief
Megan Greisen	Councilor	Susan Reeves	City Recorder
Joel Haugen	Councilor	Chris Negelspach	City Engineer (left at 8:02pm)
Josh Poling	Councilor	Dave Sukau	Public Works Director
Brandon Lesowske	Councilor	Doug Nassimbene	Utility Supervisor (left at 7:10 pm)
Pete McHugh	Councilor (arrived at 6:07 pm)	Alexandra Rains	Assistant to City Manager (left at 8:00 pm)
		Laurie Oliver	City Planner (left at 8:00 pm)

Legal Counsel Peter Watts      Press: Anna Del Savio ~ Columbia County Spotlight (Left at 7:55 pm)

Also present in the audience: Scappoose Police Department Chaplin, Eric Freimuth, Program Analyst Huell White (left at 7:10 pm), previous intern Noah Johnson, and Brandy Dudvic, who is running for Columbia County Commissioner.

**Approval of the Agenda**

Councilor Poling moved, and Council President Kessi seconded the motion to approve the agenda. Motion passed (6-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske, aye.

**Public Comments**

There were no public comments.

**Consent Agenda ~ November 18, 2019 City Council meeting minutes**

Councilor Greisen moved, and Councilor Poling seconded the motion to approve the Consent Agenda Consent Agenda ~ November 18, 2019 City Council meeting minutes. Motion passed (6-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske, aye.

## PCC Update ~ Andrew Lattanner, OMIC Training Director

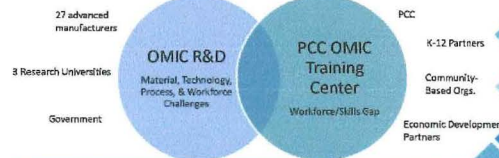
Andrew Lattanner, Training Director for the PCC/OMIC training center, explained he is here to give an update on the PCC training center. He went over a power point presentation.

### PCC OMIC Training Center



### OREGON MANUFACTURING INNOVATION CENTER

To provide solutions to metals and other manufacturing challenges while preparing the industry's workforce through on-the-job learning and serving as a catalyst for local and regional economic prosperity.



### What Does OMIC Training Collaboration Look Like?

- Pathways to Careers in Advanced Manufacturing
- Industry-Aligned Apprenticeship, Pre-Apprenticeship & Workforce Development
- Customized Training & Master Classes
- Exposure to World-Class R&D, Advanced Technologies, and Researchers

### PCC OMIC Training Center's Mission

Address the skills gap in advanced manufacturing and provide equitable opportunity for students and job seekers for careers with economic mobility.

### What does the skills gap in manufacturing look like?

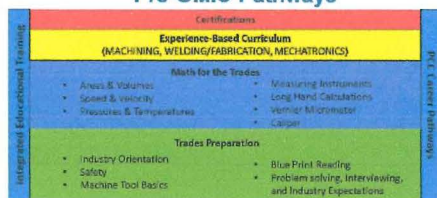
- According to ODE, there were **4,187 Oregon-based difficult-to-fill vacancies** in the manufacturing sector in 2018.
- 83% of difficult-to-fill vacancies **required some work experience**.
- Manufacturers cited **lack of applicants** and **lack of experience** as primary hiring challenges for difficult-to-fill vacancies.

Source: "Oregon's Workforce Gaps," Oregon Employment Department, May 2019.

### OMIC Pathways

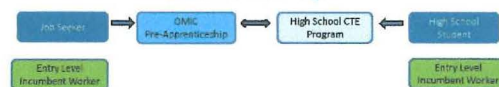


### Pre-OMIC Pathways



OMIC Pre-Apprenticeship/OMIC-Aligned High School Curriculum

### OMIC Pathways



### OMIC Pathways



### OMIC Registered Apprenticeships

The Oregon Industrial Development Joint Apprenticeship Training Committee is approved by BOLI to register Employers and Apprentices in four new programs:

- Machinist (6,000 Hours)
- CNC Mill Operator (2,600 Hours)
- CNC Lathe Operator (2,600 Hours)
- Industrial Welder Fabricator (8,000 Hours)
- Mechatronics Technician – **Currently in development** (8,000 Hours)

### OMIC Apprenticeship

- Combines on-the-job training with quality related instruction through PCC
- Industry-driven through a Joint Apprenticeship Training Committee
- State-approved (state-issued, nationally recognized journey card)
- National, third-party certifications through the National Institute of Metalworking Skills (NIMS)

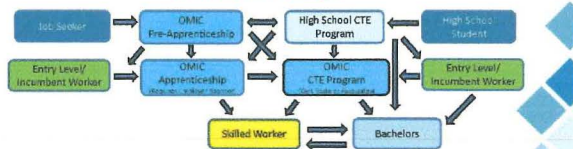
### OMIC Apprenticeship: Benefits for Students

- Guaranteed Employment
- Rewards for Skills Gained (earn while you learn)
- Industry-Aligned Education Through PCC
- On-the-Job Training Through Employer
- National Credentials

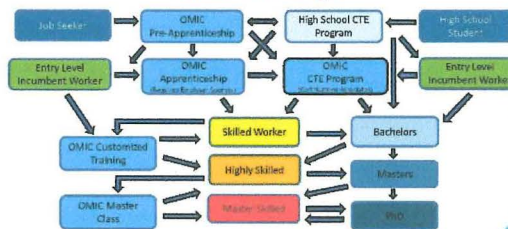
### OMIC Apprenticeship: Benefits for Employers

- Industry-Driven Curriculum
- Knowledge Retention
- Cost Savings
- Greater Employee Loyalty
- Pool of Skilled Talent

### OMIC Pathways



### OMIC Pathways



### PCC OMIC Training Center



Reemery Daly Architects Mortenson



## PCC OMIC Training Center

- 17.5 acres of land
- Building a 30,000 sq. ft. training facility
- Close proximity to OMIC R&D
- Easy access to Highway 30



## PCC OMIC TRAINING CENTER RENDERINGS



Architect: HKS  
Interior Design: HKS  
Landscape Architecture: HKS



THANK YOU



Council thanked Andrew for the update.

### Presentation by Chief Miller

Chief Miller introduced the Scappoose Police Department Chaplain Eric Freimuth and explained in addition to Eric, Patrichia Altimus is also a Chaplain for the Scappoose Police Department. Norm explained that when he became Chief one of his goals was to bring the chaplaincy program to the Scappoose Police Department to better help the community and help the officers and everything else that comes along with that. He explained Eric is also doing some work with the Fire District. He explained one of the things was to create this chaplaincy throughout Columbia County, and Eric has done that. He explained Eric has gathered people, they have met and taken this to the next level and Patricia and Eric have gone through training. He explained Eric and Patricia have been accepted into an organization called the Public Safety Chaplaincy.

Chaplain Eric Freimuth explained the organization has become a nationwide chaplaincy and what it does is enables them to, should they have a critical incident where they would require more than one chaplain in the area, have a network of chaplains in the area available to them. He explained they would be available for the entire community for the Police Department, Fire District, for the officers, for the first responders, as well as the community itself. He explained currently they are giving all the Public Safety Chaplaincy chapters a \$250,000 scholarship, which are available funds for local incidents. He explained the Public Safety Chaplaincy chapter meets on a quarterly basis which allows them to check up on each other.

Chief Miller explained one of the other things he has had Eric, Patrichia and Timmi Sue do is come up with a training program for officers and their significant others, which they will be presenting next month. He explained they will also give the presentation to Council in the future.

Chief Miller explained tonight he would like to recognize Chaplain Eric Freimuth for going above and beyond. He explained he honors him and Patricia both with what they do every day when they show up on scene and do what they do. He presented Eric with a certificate.

### **Old Business**

#### **Ordinance No. 887: An Ordinance to Amend Chapter 9 ~ Section 9.16.040 and 9.16.050**

Chief Norm Miller explained there are no changes to this ordinance.

Mayor Burge read the Ordinance title for a second time ~ Ordinance No. 887: An Ordinance to Amend Chapter 9 ~ Section 9.16.040 and 9.16.050.

Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye and Councilor McHugh, aye.

### **New Business**

#### **Resolution No. 19-21: Abstract Results of the Nov. 5, 2019 Election**

City Manager Michael Sykes explained we received a copy of the abstract results from the County Election's Department, which is before Council, which indicates that the voters of the City of Scappoose passed the three cents fuel tax ballot measure on November 5. Staff is asking Council to adopt this resolution.

Councilor Haugen moved, and Council President Kessi seconded the motion that Council approve Resolution No. 19-21: Abstract Results of the Nov. 5, 2019 Election. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye and Councilor McHugh, aye.

#### **Crown Zellerbach and Miller Road Intersection**

City Manager Sykes explained as you all know we have a Traffic Safety Advisory Committee that makes recommendation to the City Manager about things that need to be changed in the name of safety. He explained an issue came before the Committee that they thought was important enough that it needed to come before the Council for your feedback as well.

City Engineer Chris Negelspace explained in the report staff tried to summarize and provide some background on the road connection. He went over the staff report. Approximately two years ago, the Scappoose Planning Commission approved the Columbia Airpark East Industrial Subdivision and Sensitive Lands Development Permit-Wetlands on property described as Columbia County Assessor Map #3106-00-00200, 3106-00-00504, and 3107-00-00103 to create 17 lots, over four phases. The approval was accompanied by, and subject to, many conditions of approval that addressed both utility and transportation improvements, see Attachment A. As of today, December 16, 2019, Phases 1 and 2 of the Project are nearing completion and include, but

are not limited to, utilities such as water, sewer and storm, a new municipal well and sewer pump station, a new parking facility for the CZ Trail known as Trtek Trailhead and a portion of the Crown Zellerbach Road extension that includes a connection to Miller Road, which traverses the existing CZ Trail. The connection of the CZ Road Extension and Miller Road requires that the developer provide a marked pedestrian crossing on Miller Road at the CZ Trail with appropriate traffic control signage to ensure the safety of trail users, see Attachment B. The type of pedestrian crossing and traffic control signage was designed in accordance with the recommendations of the project engineer, the project's Traffic Analysis and applicable Manual for Uniform Traffic Control Devices (MUTCD) and the Federal Highway Administration's (FHA) recommendation for High-Visibility Crosswalk Marking Style, resulting in changes to the approved plans to add continental striping for the CZ trail at Miller, see Attachment C. The CZ Road extension to the end of Phase 2 is not complete and open to the public, and the connection to Miller Road in particular, is not required to be opened until Phase 3 of the Project. However, the developer has completed the improvements so that the CZ Road and Miller Road connection may be utilized. This was done to prevent further disruption and closures of the trail during subsequent phases of the project. Staff discussed the proposed connection between the CZ Road extension and Miller Road at the completion of Phase 2, with specific focus on the approved signing and striping plans in the construction documents. A primary point of debate was the placement and number of stop signs being proposed for vehicles that would cross over the CZ Trail either headed north or south. There was some question as to whether a three-way stop should be required as opposed to the current configuration depicted in Attachment B. After further research, including a discussion with the City's legal counsel, Staff discovered that since the configuration in Attachment B follows established guidelines (MUTCD, FHA), should the City opt to change the intersection, even if its perceived that the change will increase safety, it would increase the City's legal liability should an accident occur. This is because the City would not have established sufficient "warrants" based on MUTCD guidelines, see Attachment E, to support the additional signage and no specific study indicating that, in fact, the intersection would be safer. Furthermore, there are studies that suggest that the over-signing/signaling of intersections can have a detrimental affect on pedestrian safety as it creates a false sense of security and encourages pedestrians to cross the street with less caution (as pointed out in the FHA study, Attachment D). For these reasons, Staff concluded that, should the connection be opened during Phase 2 of the project, the recommendation would be to open it with the traffic control plan as proposed by the project engineer as outlined in Attachment B. Staff also considered whether or not opening the connection early had any merit in general and was able to identify some compelling reasons to consider. First, opening the connection would create an important access for first responders, particularly in the event of an accident or vehicle breaking down as the road is not wide enough for a vehicle to pass a stranded vehicle due to the landscape median. Additionally, opening the connection would provide observable data to complete an updated Traffic Impact Study (TIS), prior to the completion of Phase 3 or 4 improvements. This information could identify safety improvements, as required by MUTCD based on actual use, verses use based on predicted traffic volumes and provide recommendations for additional stop signs, pedestrian safety devices or both. He explained the options for council consideration:

- 1) Allow the connection between the CZ Road and Miller Road Connection during Phase 2 and install pedestrian and traffic signage per the engineer's recommendations per the TIS which

follow MUTCD Guidelines and applicable Federal Highway Administration standards. The intersection can be re-analyzed in the near future during Phases 3 and/or 4 of the Project based on observable data and add additional improvements as “warranted” by the MUTCD and Federal guidance documents. Fiscal Impact: Cost born by developer to install pedestrian crossing and signage per the approved plans.

2) Keep the CZ Road and Miller Road Connection closed with Type 3 barricades until the completion of Phase 3 of the project. Fiscal Impact: Cost born by developer to install barricades.

Councilor Haugen would like to put some extra cautionary signs for the thoroughfare.

Council President Kessi moved, and Councilor Greisen seconded the motion to approve the connection at Crown Zellerbach Road and Miller Road.

Councilor Haugen asked staff to be mindful of the comments that they talked about regarding this.

Councilor Greisen asked when would they come together to say if this connection is good or not?

City Engineer Chris Negelspach replied they can report back whenever Council would like.

Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye and Councilor McHugh, aye.

### **Work Session**

#### **Department Action Plan Accomplishments for Goals 1 - 4**

City Manager Michael Sykes went over the accomplishments of the 2019-2020 Goals (1-4). He explained we had a pretty ambitious and successful year.

### **CITY OF SCAPPOOSE ~ 2019-2020 COUNCIL GOALS & OBJECTIVES**

#### **GOAL 1: Promote Economic Development Opportunities that create Local Jobs**

##### **Goal 1 Objectives:**

##### **1A. Support development of OMIC/PCC – Alex**

##### **Describe in detail accomplishment of the objective/project:**

- OMIC/Charles T. Parker Way: the CTP Way Road project is complete and TFT’s bond has been released. Remaining items to address are Easement & ROW dedications and a Stormwater Management Agreement
- OMIC/OMID: Staff is working with CCET to respond to business recruitment leads and develop marketing materials
- PCC: Staff is continuing to support the establishment of a PCC Campus in Scappoose

### **1B. Coordination/One Stop Meetings – Alex**

#### **Describe in detail accomplishment of the objective/project:**

- The Coordination/One Stop Meetings are still ongoing, but the frequency has changed to once per month and increased from 1 to 2 hours in length
- The City has requested that CCET and Business Oregon share all recruitment leads

### **1C. Move Forward with an Urban Renewal District – Alex**

#### **Describe in detail accomplishment of the objective/project:**

- All TAC meetings are complete, they met on December 13<sup>th</sup>, 2018, February 21<sup>st</sup>, 2019 and April 18<sup>th</sup>, 2019
- City Council reviewed the plan at critical points through out the process
- The Ordinance to establish the Urban Renewal Agency was passed on July 15<sup>th</sup>
- The first meeting of the Urban Renewal Agency took place on August 19<sup>th</sup> and they voted to forward the Urban Renewal Plan and Report on to the Columbia County Commissioners for a briefing on August 28<sup>th</sup>, to the Scappoose Planning Commission on September 12<sup>th</sup> and then finally back to City Council on October 21<sup>st</sup> for a public hearing and for a final vote on adoption on November 18<sup>th</sup>
- City Council voted to adopt the Urban Renewal Plan and Report on November 18<sup>th</sup> by a non-emergency ordinance that will take effect on December 18<sup>th</sup> 2019.

### **1D. Promote Community Events (100-year & Signature event) – Michael, Alex**

#### **Describe in detail accomplishment of the objective/project:**

- The EDC's Events Sub-Committee led the planning efforts for reviving the Sauerkraut Festival in coordination with the Community Club and the City. The City invested \$5,000 in support of the event. The Festival was held on September 14<sup>th</sup> and was a great success. All parties involved would like to see this event continue in the future.
- Movies in the park completed its second year and remains popular with the Community
- The City continues to hold ATM's

### **1E. Promote and Support Small Local Businesses – Michael, Alex**

#### **Describe in detail accomplishment of the objective/project:**

- City Council voted to establish an Urban Renewal District on November 18<sup>th</sup>. The Plan identifies a Storefront Improvement Grant/Loan Program as a project for funding
- Staff attended the annual Oregon Mainstreet Conference in Tillamook Oregon the first week of October, while attending the sessions the feedback received made it clear that the most successful Main Street Programs are those that are run as 501(c)(3)'s, separate from the City. This program can work well with Urban Renewal, if it were to be established in the Community, they could work in tandem, but it would be very difficult (and likely unsuccessful) if the City's already lean staff attempted to do both.
- The other items noted above are ongoing.

### **1F. RSIS Program – Alex**

#### **Describe in detail accomplishment of the objective/project:**

- The project list has been completed
- The application has been turned into Business Oregon for review

### **1G. Support and Monitor Development of the East Airport Subdivision – Chris**



**Describe in detail accomplishment of the objective/project:**

The developer is in the process of completing construction of the roadway for Phase I and II and sewer pump station in accordance with the land use approval and is currently completing the design for the new municipal well. The roadway work is scheduled to be completed by the end of the year with the sewer pump station to be completed in February and the new well to be completed in April.

**1H. Local Industrial Recruiting/Marketing Brochure – Alex**

**Describe in detail accomplishment of the objective/project:**

CCET has been absorbed with trying to figure out what OMID is and what it should do to market the area. We have had monthly meetings with the property owners and other key stakeholders to begin the process of developing a marketing plan which is a precursor to developing marketing material.

A lot of the information that would need to be included about specific sites is being collected and will be included in a brochure that will potentially highlight South Columbia County. The Port recently hired a new Marketing Manager who will be helpful in developing a marketing program for OMID and other property surrounding the airport.

**1I. Revise Resolution 16-19 (betterment fund) – Michael, Alex**

**Describe in detail accomplishment of the objective/project:**

All of the jurisdictions within the enterprise zone would need to sign off in order to change the formula and there is the potential that other jurisdictions would want a piece of the betterment fund.

The City has also been approached by Business Oregon representatives about an extended enterprise zone (10 years) and also the Strategic Investment Program which exempts investments of over \$25 million. Given the potentially negative affect both of these incentive programs could have on our URD we have been cool to exploring these programs. With the creation of the OMID (Oregon Manufacturing Innovation District) CCET and Business Oregon recruiters are looking at other ways to incentivize companies to locate in the District. Giving away local property taxes seems to be very popular with them. We have made it clear that all of these programs would need to be considered and supported by the City Council. We anticipate the need for a work session early next year to examine the pro's and con's of these other programs. This work session would dovetail nicely into a more robust discussion about changing the betterment fund formula.

**1J. Update City's Land Use code for EC and C zones to allow brewpubs, microbreweries, micro distilleries, and micro-wineries outright – Laurie**

**Describe in detail accomplishment of the objective/project:**

Staff has conducted research on a small number of other jurisdictions' land use planning regulations for microbreweries, microwineries, and microdistilleries (hereinafter referred to as "micro-facilities"), as well as the American Planning Association's "Info Packet – Zoning for Micro-Alcohol Production" document. Staff learned that jurisdictions that have implemented

land use regulations on micro-facilities tend to define them in terms of production volume. There are few examples of model development code language in Oregon that staff may draw on. Additionally, staff interviewed two code specialists at the City of Portland's Code Development Department (Bureau of Planning and Sustainability). BPS staff indicated that code language pertaining to micro-facilities may be written to encourage or discourage that particular use.

As time allows, staff will write draft code language and present it to Council during a work session to gain feedback, then will take the amendments through land use approval. Expected completion date is by end of fiscal year 2019-2020.

## **GOAL 2: Promote Transportation Improvements that Enhance community livability**

### **Goal 2 Objectives:**

#### **2A. Develop a Sidewalk Improvement program (PSU) – Chris & Dave**

##### **Describe in detail accomplishment of the objective/project:**

- City Manager dedicated \$100,00.00 from the General Fund to the improvement of sidewalks
- Staff is working to develop a program to assist property owners with repair costs
- Staff will identify projects to create a 5 year CIP list
- City has successfully passed a \$0.03 per gallon Fuel Tax to help fund street and sidewalk repairs

#### **2B. Update Public Works Design standards – Chris, Dave**

##### **Describe in detail accomplishment of the objective/project:**

- The City is continuing work with Carollo to update the PWDS Sanitary Sewer, Section 3 (with the exception of the standard details). Carollo submitted a draft update for City review along with recently re-submitted draft update of Ch. 13 of the SMC. The City is currently reviewing the draft updates for approval.
- The City is currently working with Cardno to update the PWDS, Storm Drainage, Section 2 (including the standard details). Cardno submitted draft documents for our review in December 2018, which are currently in review by City staff. The cost of this work is being partially refunded through a non-point source grant from the DEQ for \$12,000 which is effective by extension through July 1, 2020 with all invoices due no later than August 15, 2020.
- The City will move forward to solicit proposals to update the PWDS, Streets, Section 5 (to include update of the standard details).
- The City has not started on any updates for the PWDS, Water Section 4 of the standards but will pursue this later in the year as time and funding permits.

#### **2C. Develop 5-year CIP, pavement management program – Dave**

##### **Describe in detail accomplishment of the objective/project:**

- Update of the Public Works Design Standards is not complete yet due to limited Staff time and funding constraints
- Public Works has made great progress with "in house" pavements maintenance
- Public Works has created a good relationship with the Columbia County Public Works and is partnering with them in regard to crack sealing, striping and sweeping.

- Staff will be creating a 5 year CIP list during the 2019-20 Winter.

**2D. Welcome to Scappoose Sign ~ south end of Scappoose on Highway 30 – Norm**  
**Describe in detail accomplishment of the objective/project:**

Still working to determine where ODOT will let us place a sign on the South end of town.

**2E. Update Rail Corridor Study – Laurie, Chris**

**Describe in detail accomplishment of the objective/project:**

The Port Commission endorsed the Selection Committee's recommendation and selected WSP USA for the Columbia County Rail Safety and Mitigation Study. The Commission approved contracting for Phase 1. Phase 2 is included as an option, to align with the Technical Assistance grant we are hoping will largely fund Phase 2. The Port is working with the consultant on the contract now (Phase 1 is essentially the data and information collection and funded with our previously committed funds. The grant application is for Phase 2, the assessment and alternatives part of the project that will finish with our report).

The Port will be developing the stakeholder questionnaire, interviewing stakeholders, and accomplishing other information gathering activities over the next several weeks. The stakeholder questionnaire will be used to gather information and to help guide who WSP should be contacting directly for their limited number of one-on-one interviews. The Port will be asking for suggestions who WSP should interview directly in the coming weeks.

The plan is shaping up to hold the first site visit/kick off meeting in early January, more information will follow. There will be standalone public meetings, and the Port would like to coordinate additional public opportunities with Clatskanie, St Helens, and Scappoose, possibly the hour before City Council meetings. The Port will be reaching out directly to discuss and schedule these as we settle on agendas for these public opportunities.

**2F. Pursue Transportation Funding (Gas Tax) – Huell, Alex, Dave, Chris, Michael, Laurie**

**Describe in detail accomplishment of the objective/project:**

Measure 5-275 was passed by the electors of Scappoose with 52.91% of the votes cast in favor of the local fuel tax. Measure 5-275's passage will implement Ordinance 883 on January 1, 2020. The ordinance creates Chapter 3.26 – Motor Vehicle Fuel Tax in the Scappoose Municipal Code. Staff has decided to administer the tax itself, rather than entering an agreement with the Oregon Department of Transportation's Fuels Tax Group. The decision to administer the tax was driven by ODOT's \$30,000 one-time initiation fee plus 0.3% monthly percentage of revenue.

**2G. Joint City/County Road Projects/Maintenance – Dave**

**Describe in detail accomplishment of the objective/project:**

- The City and County have begun meeting quarterly to discuss upcoming projects in the Scappoose area.
- The City has begun providing sweeping services to the County within City limits in trade for annual striping.
- The County is continuing to loan the City its crack sealing equipment in trade for the City providing equipment maintenance

## **2H. Streetscape Improvements – Alex**

### **Describe in detail accomplishment of the objective/project:**

- City Council established an Urban Renewal District on November 18<sup>th</sup>. The Plan identifies streetscape and intersection improvements as priority projects. Additionally, the Plan has prioritized funds for a Storefront Improvement Grant/Loan Program which would improve the general aesthetic of City Streets.

## **GOAL 3: Develop a Long-Term Comprehensive Community Vision**

### **Goal 3 Objectives:**

#### **3A. Complete an Affordable Housing Plan – Laurie**

##### **Describe in detail accomplishment of the objective/project:**

City Council adopted the Scappoose Housing Strategy Implementation Plan via Resolution 19-14 on July 15, 2019. This final report outlines potential funding sources and tax abatement strategies to increase the provision of more affordable housing in the City. As a next step, the City will be signing a contract with ECONW to move forward with implementation of the tools identified in the final plan adopted in July 2019. The expected completion date for implementation of the tools is July 2020.

#### **3B. Update/Review Storm Water Fees – Chris, Dave**

##### **Describe in detail accomplishment of the objective/project:**

Council approved the stormwater fee increase on June 17, 2019.

#### **3C. 5-year budget forecast (3-5 years) – Jill**

##### **Describe in detail accomplishment of the objective/project:**

- The City is actively working to update the remaining Master Plans
- The outline of the form has been developed

#### **3D. Complete Urban Design Framework – Laurie, Alex**

##### **Describe in detail accomplishment of the objective/project:**

ZGF completed the Urban Design Framework Plan to inform the project list for the Urban Renewal Plan. The Urban Renewal Plan was adopted via Ordinance 886 on November 18, 2019. This goal is complete.

## **GOAL 4: Keep Scappoose one of the 5 safest communities in Oregon**

### **Goal 4 Objectives:**

#### **4A. Continue Community outreach by Police Department – Norm**

##### **Describe in detail accomplishment of the objective/project:**

Each year we set out to make an impact in the community as police officers. We as a department strive to be the officers the public can speak to at any given time. This department has shined in its approach to community outreach as the numbers below illustrate.

1. Tip a Cop at Ixtapa raised \$4,200 towards the Special Olympics for Columbia Count.
2. National Night Out, we had over 500 people attended.



3. We gave away 2,000 doughnuts at the Scappoose Homecoming Football Game.
4. Suicide walk was a great event this year, more and more walker are coming to this event. We raised \$13,000 for Columbia County Mental Health (through the State of Oregon).
5. Halloween Night hot chocolate was our biggest year ever. We served over 400 cups of hot chocolate to kids and parents.

Overall, we raised over \$17,000 that has gone back into our community.

#### **4B. Maintain Emergency Response preparedness – Norm**

##### **Describe in detail accomplishment of the objective/project:**

We have been working with Columbia County Emergency Management through the year. Currently working on the COOP plan. Laurie and I completed the Mitigation Plan. It was turned into the Columbia County Emergency Management for review.

We are working very close with our schools. We are working to make an event easier to manage when schools are affected. One of the most important things was getting the kids back to their families. This can be very overwhelming. Troy and I along with school officials have been to the same training. We have also incorporated several tools.

1. I love U Guys Training through the Scappoose School District to include parents.
2. Reunification Kits in all schools to include the police department.

#### **4C. Review and update Emergency Operation Plan – Norm**

##### **Describe in detail accomplishment of the objective/project:**

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2. Reunification Kits in all schools to include the police department.

#### **4D. Provide School Resource Officer – Norm**

##### **Describe in detail accomplishment of the objective/project:**

Currently we have become a greater partner with the school which helps with the partnership in the community. The School has given money towards the SRO assignment in the amount of \$50,000. We have a contract with the school and the SRO is assigned to the schools on a fulltime basis. Below are just some of the school safety the SRO has been involved with during the current school year.

We are currently working towards a new contract with the Scappoose School District to continue the SRO in the schools.

- We have completed the “I Love You Guys” training and protocol for the High School and Middle School administrators and teachers. The training is currently being scheduled for all elementary schools and will take place soon. Also included in the training with this are the administration and all support staff such as janitors, cook, parents etc.
- The School District now has reunification kits that have been distributed to every school, the Scappoose District Office, and to the police department.

#### **Otto Petersen School:**

- **Completed,** Trees and shrubs have been removed or cut back at entrance to the school to allow better visibility to cars leaving the parking lot onto SE 3rd Street.
- School continues to practice fire drills and has participated in one (1) Lockdown drill so far this year. I attended this drill and it went very well for the first time doing a Lockdown drill.
- Troy and I routinely check exterior doors while at the school to make sure they are locked while school is in session.

#### **Warren Elementary:**

- **Completed,** I have met with the principal and am actively working on scheduling Lockdown drills for the school as part of an effort to have them occur routinely.

#### **Middle School:**

- **Completed,** three gates are currently being installed to better secure the perimeter of the school during a Lockout/Lockdown scenario. One gate is being installed at the bottom of the ramp to secure that area not allowing anyone to enter beyond the ramp area.
- **Completed,** another gate is being installed at the far west end of the breezeway leading to the field area. Having this gate used in conjunction with the previous gate mentioned will secure those classrooms/lunchroom areas in case of a lockout/lockdown.
- **Completed,** the last gate is being installed at the south end of the bus pickup area behind the school. Having this gate will not allow anyone past the parking area behind the gym. This has been a big issue so far this school year with people cutting across the school property while school is in session.

Troy is currently working with the High school on lockdown drills.

#### **4E. Traffic enforcement plan – Norm**

##### **Describe in detail accomplishment of the objective/project:**

This is an ongoing priority as traffic is at a high volume through the city and side streets on a daily basis.

We have the traffic safety committee who also makes recommendations to improve the traffic flow, pedestrians' passage and truck traffic.

Traffic crashes haven't been reduced.

We have 1 truck inspector.

We have been focusing on traffic around the schools, we have been enforcing the School Zones and traffic near the schools.

Unable to afford a traffic car and or staff to focus only on traffic.

We are moving forward with traffic saturation through the first part of the year. This will be done out of the overtime budget.

#### **4F. Maintain sufficient staffing levels – Norm**

##### **Describe in detail accomplishment of the objective/project:**

Currently, we are currently down 1 position. We have a written test open till December 17<sup>th</sup>, 2019. We switched to the National Testing program. This program is a nationwide advertising. They conduct all the tests then provide us with a ranking list. The last list had 42 applications. We were only getting 12 to 15 applications when we were doing the testing.

We were able to successfully negotiate a 5-year Union contract.

#### **4G. Continue Citizens Academy – Norm**

##### **Describe in detail accomplishment of the objective/project:**

We have had no interest in the academy. We are advertising for the winter months to try again to make this happen once a year. Most citizens are unable to commit to the one day a week for 10 weeks.

I have reviewed the program and may propose a 2-day class. This class would be 2 Saturdays spread over 2 months. I believe this would strike more interest since it would require a large commitment.

City continues to attend the Countywide quarterly meetings with other local governments in Columbia County. We also meet regularly with the Port of Columbia County and other key stakeholders throughout of number of different venues.

Councilor Megan Greisen and Police Chief Norm Miller have done an excellent job of working with the School District.

**These goals were adopted by City Council March 4, 2019.**

#### **Announcements ~ information only**

## **Calendar**

Mayor Burge went over the calendar.

### **City Manager, Police Chief, Councilors, and Mayor**

City Manager Sykes explained staff had a chance to meet with the Scappoose Drainage District to talk about the access at Chapman Landing. He explained the City survey is finished and staff will compare 2018 to 2019. He explained staff will be presenting that information at the next Council meeting.

Councilor Poling explained City of St. Helens Councilor Locke approached him about possibly working together with the St. Helens Council and having more communication.

City Manager Sykes replied there is a date scheduled for the Scappoose and St. Helens City Councilors to get together and talk about priorities.

Council President Kessi explained he went to the League of Oregon Cities training and it was really good and educational.

Councilor Greisen thanked staff for checking off all the goals on the list and for working hard. She wanted to let those who attend School Board meetings to know they made a change regarding their public comment policy, just make sure you give yourself ten days to call the District Office to get on the agenda, or else you won't be able to make a comment. She explained you can attend work sessions and not put yourself on the agenda.

Councilor Haugen stated cheers for the holidays.

Councilor Lesowske wanted to highlight how much he appreciates the opportunity for public comment at the beginning of each of our meetings. He explained it allows citizens to share their concerns and also to highlight the success of our community. He explained he attended the Watts House and Community Club lighting event. He explained there was a great turnout and it was great to see the excitement on people's faces, both young and old. He explained he and his sons went to the Scappoose Police Doughnut Day and it was a great opportunity to see the Officers and staff there. He explained this week he will be attending the Scappoose High School mock trials and he is really excited to hear what their opinions are on some of the current events.

Councilor McHugh explained he would like to second what Councilor Lesowske mentioned about the Lighting Event. He explained it was very well attended and the High School choir was there. He explained he attended the Watts House open house and the Scappoose Historical Society does a great job and you can see how hard they work. He stated he stopped by the Doughnut Day event and he can see that the Police have a really good relationship with the community, and it hasn't always been that way.



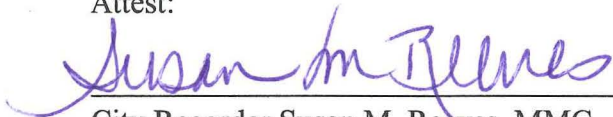
Mayor Burge concurred with Councilor Lesowske regarding public comments, we don't get a lot, but it is important for us to get that information. He stated a lot of times people come because they just want to be heard, and silencing the voters is never a good thing. He wishes everyone a Merry Christmas and Happy New Year!

### **Adjournment**

Mayor Burge adjourned the Council meeting at 8:26 p.m.

  
\_\_\_\_\_  
Mayor Scott Burge

Attest:

  
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City Recorder Susan M. Reeves, MMC