

MONDAY, JANUARY 7, 2019

SWEARING IN OF NEW CITY COUNCIL, 6:00PM

Oath of Office for Mayor Scott Burge ~ Administered by County Clerk Betty Huser

Oath of Office for Councilor Joel Haugen, Councilor Josh Poling, and

Councilor Brandon Lesowske ~ Administered by County Clerk Betty Huser

Reception to follow

County Clerk Betty Huser administered the Oath of Office to Scott Burge for Mayor, along with Joel Haugen, Josh Poling, and Brandon Lesowske for City Council. Congratulations!

CITY COUNCIL MEETING

Regular meeting 7:00 p.m.

Call to Order

Mayor Burge called the City Council meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call

Scott Burge	Mayor	Michael Sykes	City Manager
Patrick Kessi	Councilor	Susan M. Reeves	City Recorder
Megan Greisen	Councilor	Laurie Oliver	City Planner
Natalie Sanders	Councilor	Alexandra Rains	Assistant to City Manager
Joel Haugen	Councilor	Dave Sukau	Public Works Director
Josh Poling	Councilor	Darryl Sykes	Treatment Plant Supervisor
Brandon Lesowske	Councilor	Phil Packineau	Police Sergeant (arrived at 7:29 pm)

Peter Watts Legal Counsel

Press: Courtney Vaughn, Spotlight

Approval of the Agenda

Councilor Sanders moved, and Councilor Greisen seconded the motion to approve the agenda. Motion passed (7-0). Mayor Burge, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske.

Public Comments

There were no public comments.

Consent Agenda ~ December 3, 2018 Work Session minutes and December 3, 2018 City Council meeting minutes

Councilor Haugen moved, and Councilor Kessi seconded the motion to approve the Consent Agenda ~ December 3, 2018 Work Session minutes and December 3, 2018 City Council meeting minutes. Motion passed (7-0). Mayor Burge, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske.

Election for Council President

Councilor Haugen nominated Councilor Kessi for Council President.

Councilor Sanders nominated Councilor Haugen.

Councilor Haugen replied he declines.

Councilor Sanders moved, and Councilor Poling seconded the motion to appoint Councilor Patrick Kessi as Council President. Motion passed (7-0). Mayor Burge, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske.

Mayor Burge stated congratulations Council President Kessi.

Appoint Affordable Housing Ad Hoc Committee consisting of: Casey Mitchell - Community Action Team, Bill Blank – Habitat for Humanity & City of Scappoose Planning Commissioner, and all members of City of Scappoose City Council.

Mayor Burge appointed this as the committee, and he just needs a motion from Council to confirm that appointment.

Councilor Sanders moved, and Councilor Greisen seconded the motion to appoint the Affordable Housing Ad Hoc Committee. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske.

New Business

ORD. No. 877: An Ordinance Amending Chapters 17.62, 17.68, 17.69, 17.70, and 17.162 and Adding a New Chapter, 17.126 – Food Cart Pod Permits to the Scappoose Municipal Code

Mayor Burge read the opening statement and opened the public at 7:04 p.m.

City Planner Laurie Oliver read over the staff report. She explained the City of Scappoose proposes the addition of a new chapter to the Development Code, Chapter 17.126 - *Food Cart Pod Permits*. In support of the new chapter, the following existing chapters are also proposed to be amended;

- Chapters 17.62 -*General Commercial (C)* and 17.68- *Expanded Commercial (EC)* to add food cart pods as a permitted use.
- Chapters 17 .69-*Public Use Airport (PUA)* and 17. 70-*Ught Industrial (LI)* to add food cart pods as a conditional use.
- Chapter 17 .162 - *Procedures for Decision Making--Quasi-Judicial* to clarify the approval process for food cart pod permits.

City Planner Laurie Oliver explained an identified City Council goal for FY18-19 was to explore a food cart ordinance since the only method the City currently has to allow food carts is through the issuance of a Temporary Use Permit, which is only good for 90-days, is intended to celebrate a specific season or event (e.g., a Christmas tree stand, or fireworks stand), does not have development standards, and is not renewable during the calendar year it is issued in. City staff kicked off the food cart ordinance discussion during July 2018 with an introductory work session on the topic with City Council. Planning Department staff drafted a new development code chapter, Chapter 17.126 -Food Cart Pod Permits, and held a second work session with Council in September 2018 in order to gain feedback on the draft development code language.

Some of the main topics of discussion during work session #2 involved:

- Where should food carts be allowed?
- Utility considerations
- Parking considerations
- Site Design Standards
- Review type and length of approval

City Planner Laurie Oliver explained based on feedback received during the September work session, as well as input from the Economic Development Committee members, Planning Department staff revised the draft development code language and brought back the amended draft for a third and final work session with Council in early November 2018. The proposed amendments to the Development Code are intended to allow individual entrepreneurship at a small scale and to provide unique eating establishments to the public, while ensuring that food carts are conducted as lawful uses and in a manner that is not detrimental or disruptive in terms of appearance or operation to neighboring properties and residents. The Planning Commission held a public hearing regarding this proposal on December 13, 2018, and unanimously recommended approval by the City Council based on the findings of fact contained in the Planning Commission staff report dated December 6, 2018.

Councilor Greisen asked if there are any current food carts here in town right now?

City Planner Laurie Oliver replied no, not at this time.

Mayor Burge asked if there are any proponents that would like to comment?

Chuck Daugherty, Columbia County Economic Team, explained this is a great thing. He is very supportive of this. He thinks from CCET's perspective this is really going to attract new investment into the community, and it will create jobs. He explained this is really in harmony with what they are doing for tourism. He thinks from the City's perspective you are representing the community. He explained we do need more dining experiences here.

Mayor Burge asked if there are any other proponents, or opponents? He stated seeing none, he closed the public hearing at 7:12 p.m.

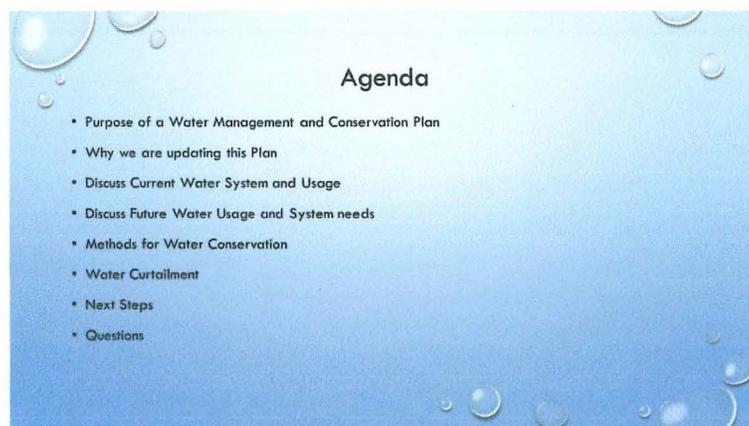
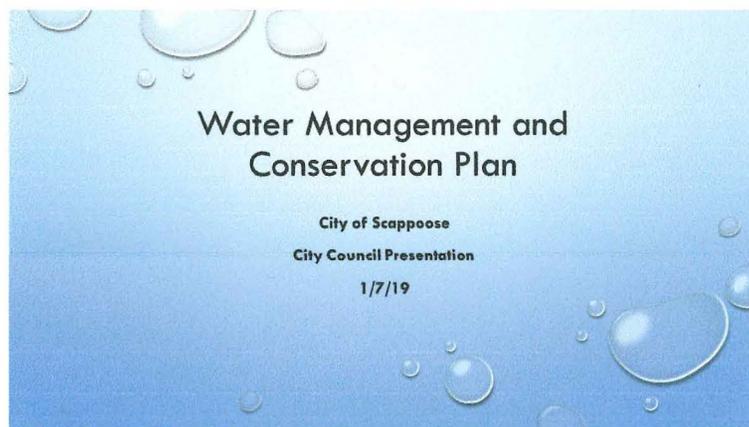
Councilor Sanders moved, and Councilor Haugen seconded the motion that Council adopt Ordinance No. 877, as presented.

Mayor Burge read the title for the first time ~ Ordinance No. 877: An Ordinance amending Chapters 17.62, 17.68, 17.69, 17.70, and 17.162 and Adding a New Chapter, 17.126 – Food Cart Pod Permits to the Scappoose Municipal Code.

Water Conservation Plan

Public Works Director Dave Sukau went over the staff report. He explained in 2017, the City of Scappoose signed a Master Agreement with Carollo Engineers, Inc. Part of the agreement was to update the City's 2012 Water Management and Conservation Plan (Task 1200). The purpose of this update will be to reflect changes in demand since 2012 and to identify the new Dutch Canyon Well as an added source. Updates to this Plan are a requirement of OAR 690-086. This Document assists the City to identify current and future water needs, methods of conservation and a plan for water curtailment in the event of a shortage.

Treatment Plant Supervisor Darryl Sykes over a power point.



Purpose of a Water Management and Conservation Plan

- Define the City's current and future water resources and needs by describing the following:
 - Source of supply reliability and capacity
 - Current and future estimated population and water demands
 - Existing water rights inventory
 - Current and planned Water Conservation Program
 - Water Curtailment Plan

Why we are updating this Plan

- Update required as a condition of the Dutch Canyon Well #2 water right
- Required by OAR 690 chapter 86 every 10 years

Current Water System

Water is supplied evenly between three sources

Councilor Greisen asked if the process of monitoring how much surface water is coming through yet?

Treatment Plant Supervisor Darryl Sykes replied it has not. He explained we just received a proposal from GSI to do that work and they will need to review it to see if they want to proceed with that.

Councilor Greisen asked if that is something we have to go through GSI to do?

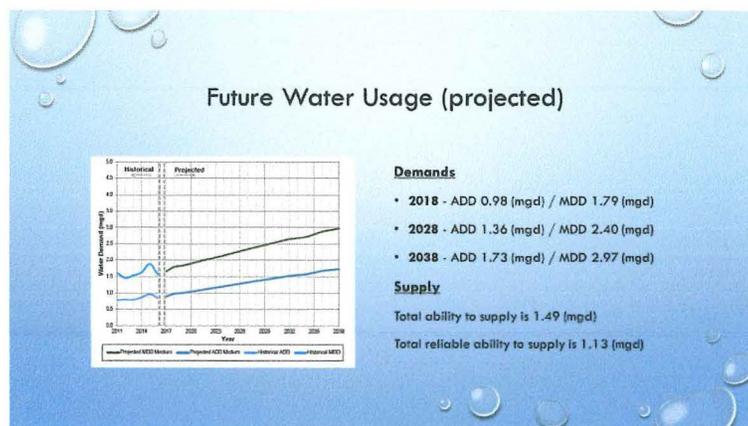
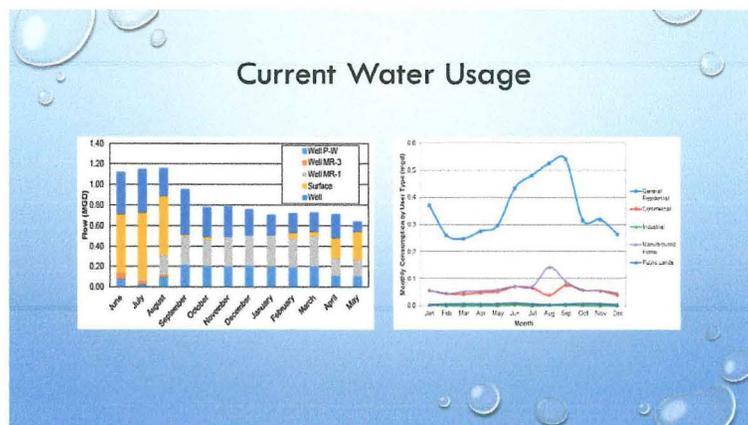
Public Works Director Dave Sukau replied analyzing the data, yes, but we may look at purchasing the testing equipment and doing that ourselves.

Councilor Haugen asked what is the approximate cost of a volume meter installation?

Public Works Director Dave Sukau replied we don't that yet.

Councilor Haugen feels rather than contracting this out it is something we can do in house.

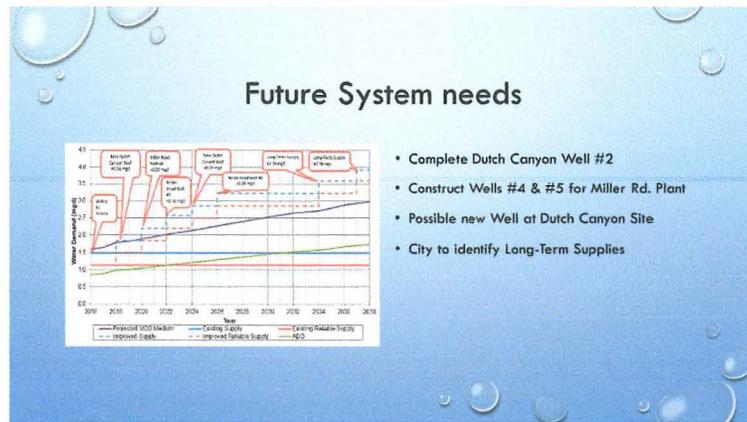
Public Works Director Dave Sukau replied GSI is the specialist on this and they can do the calculations on the volume that passes through, and they have all the software.



Councilor Lesowske asked if there are any campaigns to get residential use reduced or identify ways to help reduce water usage?

Treatment Plant Supervisor Darryl Sykes replied that is part of the mandate for this management plan ~ there is an educational component. He explained in the past he has sent out information with the water bills about conservation ideas.

City Manager Sykes explained it happens about three times a year where we meet the maximum.



Treatment Plant Supervisor Darryl Sykes explained they are having a bid opening for a potential contractor to finish up the mechanical portion of the Dutch Canyon well. He explained it would be for a well pump installation, the electrical, and also the piping portion.

Treatment Plant Supervisor Darryl Sykes explained for our long-term supply we are going to have to look for alternatives.

Councilor Greisen asked Darryl if he thinks it would be beneficial to put in a collector well or a ranney well, before the possibility of a Dutch Canyon site or well #5 at Miller Road?

Treatment Plant Supervisor Darryl Sykes replied he thinks once the Master Plan is done, we really need to make the decision of whether we want to maybe bypass the next couple of wells and go with a collector well. He explained we will have to do a feasibility study to see if a collector well will be viable or not.

City Manager Sykes explained, as he recalls, we really came to a point where we felt fairly comfortable with our next ten-year strategy for identifying developing sources, but one of the things that was pretty clear was in order to make that long-term decision there is some other fact finding that we need to do. He explained we would need to do a feasibility study to see if a ranney well would work at Chapman Landing, and the other thing that was really critical was to get a real sense of what kind of volume of water we have in Dutch Canyon, and does it make sense to add a sixteen inch line and improve that six miles of pipe that is seventy years old or so. He explained until we get the data from the next couple of years and monitor what that volume is, it is really hard to make a good solid decision, even though we do know that is the best water in the system.

Councilor Greisen stated the big picture would be great, and she feels we are all on the same page.

City Manager Sykes explained they have found there are a lot of State resources for the ranney well feasibility study.

Legal Counsel Peter Watts explained the projections assume a population growth at a rate that is far higher than other communities in the Portland Metro area, and in looking at your residential buildable lands inventory he doesn't know whether that rate of growth being projected is necessarily going to be feasible. He explained when you are looking at this it might be that you look at the residential buildable lands inventory that you have now, then seeing whether that seems likely to develop or whether it makes sense to go to DLCD and see if they would be willing to swap out for lands that could be more easily developed.



Treatment Plant Supervisor Darryl Sykes went over the Measures for Water Conservation. He explained if we are using up a certain percentage of our production capabilities, those are triggers.

Public Works Director Dave Sukau explained these are the limits that can trigger conservation, but it doesn't mean we are going to just because you may see one of these conditions happen.

Councilor Haugen asked how much of the system has been covered with leak detection at this point?

Treatment Plant Supervisor Darryl Sykes replied about two years ago the City did 100% of the whole system, with the exception of the raw lines coming down from the canyon. He explained they did do as far as our last customer on the treated line.

Water Curtailment

Water Use Category	Target	Water Reduction Goal	Priority Measures
Voluntary	Requested supply reductions in dry demand	Anytime and 1 percent reduction in dry demand	<ul style="list-style-type: none"> Implement Curtailment Plan Public notification and education Personal water conservation program education Industry regulation reduction Water Conservation Methods: <ul style="list-style-type: none"> Clear signage and water conservation
Tier 1 Mild	Use reaches 50 percent of capacity of these categories and under each drought service area	25 percent reduction in demand	<ul style="list-style-type: none"> Continue all priority measures Keep water saving message for consumers Reduce residential irrigation and waterflood and post information water saving education Priority 2 Landscaping reducing to evening hours Public 2 program ready to needs response needs Prohibit on-road vehicle washing Prohibited Recycling Cleaning Prohibited Recycled Materials Prohibit commercial landscape irrigation
Tier 2 Moderate	Use reaches 75 percent of capacity for these categories and under	35 percent reduction in demand	<ul style="list-style-type: none"> Continue all Tier 1 measures Prohibit landscape watering between 7 am - 12 pm Prohibit landscape watering to water 47 days or an alternating schedule Clear commercial water use such as street cleaning, washing cars, wash trucks, commercial parks and landscape irrigation Prohibit vehicle washing outside of commercial facilities Prohibit use irrigation outside public lands Prohibit use irrigation outside of 20% Water Conservation Methods: <ul style="list-style-type: none"> Reduce/Stop Irrigation/Plant/Soil/Plant/Insecticides
Tier 3 Critical	Use reaches 90 percent of capacity for these categories and under	50 percent reduction in demand	<ul style="list-style-type: none"> Continue Tier 2 measures Prohibit landscape watering except for hand watering of lawns and shrubs Prohibit vehicle washing with City supplied water Prohibited Recycled Materials Prohibit commercial landscape irrigation

Next Steps

- Council approval to submit Agency Draft for regulatory review
- Regulatory review
- Council adoption of plan after regulatory review

Questions?



Public Works Director Dave Sukau explained staff recommends City Council authorize City Manager Sykes to submit the Draft Water Management and Conservation Plan to the Oregon Water Resources Division for Regulatory Review.

Councilor Sanders moved, and Councilor Haugen seconded the motion that City Council authorize City Manager Sykes to submit the Draft Water Management and Conservation Plan to the Oregon Water Resources Division for Regulatory Review. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske.

Survey Poll Results

Assistant to City Manager Alexandra Rains went over the survey poll results. She explained in its 2018-2019 Goals, City Council identified that conducting a community survey would further the Council's communication goals. The community survey was timed to coincide with and inform the Annual Town Meeting (ATM) on February 9th. The survey was developed with the intention of being conducted each year prior to the ATM. City staff received 339 survey responses during the two-month survey period from October to December. The survey asked residents to rate their satisfaction with a variety of city-provided services. Additionally, the survey included pedestrian-centered transportation questions – a central theme to the ATM, as well as component of the Council's transportation improvements and livability objectives. An overview of the survey results is included below, complete results are attached as Exhibit A. A copy of the community survey is included as Exhibit B to the staff report.

Satisfaction of City Services

- 65% of respondents are satisfied with new parks, improvements, and maintenance
 - o However, 46% indicated neutral for community events
- 75% are satisfied or very satisfied with the cleanliness of streets and public spaces
- 61% are satisfied with drinking water quality, whereas 22% are dissatisfied or very dissatisfied

Livability

- 87% are satisfied with Scappoose as a place to live
- 26% are dissatisfied or very dissatisfied with how the city is planning growth; 41% are neutral to the subject

Transportation

- 35% are dissatisfied with surface quality of streets in the city
- 41% are dissatisfied with pothole repair and other street quality issues
- 34% rated sidewalks and roads in their neighborhood as either failing or poor
- 83% indicated that it is important or very important that the city improve or develop safe pedestrian routes to schools
- 89% indicated that it is important that the city develop and maintain sidewalks and roads

Local Gas Tax

- 48% are supportive
- 33% are unsupportive
- 17% are neutral
- 2% do not know

City Manager Sykes explained this is something we do every other year to give us an idea of what the community thinks of the services we are providing. He thinks it was very positive, but he thinks there are some lessons here for us to consider. He explained if you look at the line for dissatisfied the two big numbers are street surface quality and street repair. He stated it is timely since this is the topic that is going to be discussed at the Annual Town Meeting. He thinks it reflects how positive people feel about living in Scappoose and raising their families here.

Legal Counsel Peter Watts explained the City had really good numbers on this survey. He feels regarding the gas tax it would just take some voters education and people understanding what projects would be built with the tax money collected.

Councilor Greisen stated as City Manager Sykes mentioned, she thinks we can't ignore the results on the current state of our roads and sidewalks. She thinks we are being proactive about that in trying to find solutions and we are listening to what the community wants. She explained finding an answer might not always be what the community wants to hear but these improvements cost money and we are doing the best we can to look for those sources. She stated the roads and sidewalks are definitely something that need to stay at the top of the list.

Mayor Burge addressed the issue that the community doesn't see the difference between the County roads inside the City and the City roads inside the City, and the City roads are in much better shape than the County roads.

Announcements ~ information only

Calendar

Mayor Burge went over the calendar.

Councilor Kessi explained he has a conflict with the date of the Council Retreat.

City Manager Sykes replied we can change that date.

Mayor Burge stated having Patrick there is really important.

Council decided on February 23 for the Council Retreat.

City Manager, Police Chief, Councilors, and Mayor

City Manager Sykes explained Council has his written department report in front of them. He welcomed Brandon aboard and said he looks forward to working with him. He explained the City made the last payment for Crown Zellerbach Road. He explained Chief Concomly is finished for now because of the weather. He explained intern Huell White was successful in getting a \$10,000 HEAL grant to build a climbing wall at Chief Concomly Park. He explained DEQ sent the City notice that we made their list for loans if we choose to pursue one in the amount of 6.4 million dollars to upgrade some of the components of the treatment plant. He also

wanted to note that we are going to be meeting with members of the Port of St. Helens and other railroad users this month to address some of the issues and concerns that were raised by Mayor Burge and Council President Kessi. He explained the City Committees have been going through the process of setting goals for the upcoming year, along with staff, and we will be submitting that all to Council at the Retreat. He explained there is an event on January 24 in Salem "City Day at the Capital", and if you would like to attend please let him know.

Councilor Poling welcomed Brandon.

Councilor Kessi stated he is excited about the Affordable Housing Plan. He stated it is very difficult to do, and City's get it wrong. He is excited to work on this with Council and staff and see if we can get it right here.

Councilor Greisen congratulated the Mayor and Council who were sworn in this evening.

Councilor Sanders gave an update on the giving tree that the Department of Human Services had around town. She explained it was very successful. She thanked the businesses that supported DHS and she looks forward to doing it again. She welcomed Councilor Lesowske.

Councilor Haugen explained we have a marvelous Council and staff and as we head into 2019 things are looking good. He explained at the last Parks & Rec Committee meeting, the committee recommended support for instituting an annual chess tournament at the High School, which would be commemorating Mike Sheehan. He explained Mike was a prolific chess player and claimed it changed his life. He explained this is an all-day regional chess tournament on March 2 at the Scappoose High School. He would like to see the City of Scappoose support this to the tune of \$500. He stated this would be a good way to showcase our community.

Mayor Burge explained he can put this on the agenda for the next Council meeting.

Mayor Burge explained he is undecided on this only because it is outside of our normal contribution system and he doesn't want to set bad precedence.

Councilor Haugen was hoping to get a sense from the Council on this because they are moving ahead with advertising the event.

Council President Kessi stated the City of Scappoose could support it, with no money, and then others could try to raise the money. He asked do you want the City of Scappoose to endorse this or pay for it?

Councilor Haugen replied he would like to list the City of Scappoose as a sponsor, so this gives us notoriety for this event. He explained \$500 seems like a good investment. He explained if the City is not going to do that then we can't advertise them as a sponsor.

Council President Kessi stated he supports this, but he thinks we could go out and ask businesses to donate money to cover the fees. He thinks to have the City of Scappoose do this right now without going through the proper process...he agrees with Mayor Burge on this.

Councilor Haugen replied what he is hearing right now, they will just leave the City of Scappoose off.

Councilor Greisen asked Mayor Burge how does he feel about the language supported by the City of Scappoose?

Mayor Burge replied he is fine with that. He explained it is not that he doesn't support it, it is just that there is a process for community contributions that we budget money for every year.

Councilor Haugen replied "support" is fine. He stated maybe that could include an announcement in the water bills.

Mayor Burge replied yes.

Councilor Lesowske explained he is really excited for this opportunity, but most importantly for the citizens and residents of Scappoose. He looks forward to working for all of you and continuing to create a great community for all of us to embrace and also enjoy. He is very honored to have this role with the City and looks forward to continuing this great work.

Mayor Burge stated welcome aboard to Brandon. He thanked staff for everything. He stated this is the beginning of a new term of office. He was telling Council President Kessi that he remembers when he first ran for Council, which was twenty years ago, and he talked about parks, job creation, and public safety. He feels like these things are moving forward, and with the work of the staff, it has been great working here.

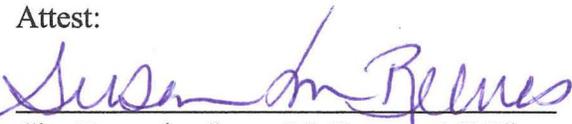
Adjournment

Mayor Burge adjourned the meeting at 8:17 p.m.



Mayor Scott Burge

Attest:



City Recorder Susan M. Reeves, MMC