



SCAPPOOSE *Oregon*

MONDAY, MARCH 16, 2020

Executive Session ~ ORS 192-660(2)(e) Real Property Transaction, 6:30 pm

CITY COUNCIL MEETING AGENDA

Regular meeting 7:00 p.m.

Scappoose Council Chambers

33568 East Columbia Avenue

<u>ITEM AGENDA TOPIC</u>	<u>Action</u>
Call to Order	
Pledge of Allegiance	
Roll Call	
Approval of the Agenda	
Public Comments	
1. Consent Agenda ~ February 29, 2020 Council Retreat minutes, March 2, 2020 City Council meeting minutes and appointment of Annette Pixley to the Budget Committee	
<u>Old Business</u>	
2. Ordinance No. 888 ~ Adoption of Water Master Plan	Second Reading/Approval
Staff: Public Works Director Dave Sukau and Treatment Plant Supervisor Darryl Sykes	
3. Ordinance No. 889 ~ Adoption of Water Management and Conservation Plan	Second Reading/Approval
Staff: Public Works Director Dave Sukau and Treatment Plant Supervisor Darryl Sykes	
<u>New Business</u>	
4. 2020-2021 City Council Goals	Adoption
Announcements ~ information only	
5. Calendar	
City Manager, Police Chief, Councilors, and Mayor	
Adjournment	

This meeting will be conducted in a handicap accessible room. If special accommodations are needed, please contact City Recorder, Susan Reeves at (503) 543-7146, ext. 224 in advance.

TTY 1-503-378-5938

**Scappoose City Council Retreat
February 29, 2020
8:30 a.m.
Varsity Grill (back room)
52001 Columbia River Highway
Scappoose, OR 97056**

City Manager Michael Sykes started the Council Retreat at 8:45 a.m.

Introductions

Present: Mayor Scott Burge, Council President Patrick Kessi, Councilor Megan Greisen, Councilor Joel Haugen, Councilor Josh Poling, Councilor Brandon Lesowske, Councilor Pete McHugh, City Manager Michael Sykes, City Recorder Susan Reeves, Assistant to City Manager Alexandra Rains and Public Works Director Dave Sukau.

City Manager Sykes thanked everyone for taking the time to be here. He gave an overview of why we are here. He explained this is an important process for City staff because it helps us figure out what Councils Goals are and what staff goals are so we can add the items that are important to the work plans and the budget and try to accomplish them.

City Manager Sykes handed out the staff's goals, in addition to the Economic Development and Parks & Rec Committees goals.

SWOT Analysis

Council came up with the following for the SWOT Analysis.

Strengths

Strong City Manager
Strong City Staff
Strong City Council
Supportive Community
Park development/recreational opportunities
Available industrial land
Goal oriented, long term planning
Community driven
High median income
Proximity to Portland
Airport
OMIC/PCC, education
Good schools

Financial position
Cost of living
Open minded community, open to change and collaboration
River
Crown Zellerbach Trail
Options for water
Community grant program
Safe community
In house services/capacity
Strong committees

Weaknesses

Aging infrastructure
Traffic congestion
Constraints to growth
Lack of staff
Cost of living, lack of affordable low-income housing options
Lack of available commercial/industrial spaces/buildings
Lack of recreational programs and entertainment for youth, facilities, tennis courts
Lack of retail, restaurants/bedroom community
Lack of local jobs, family wage
High commuter rate
Connectivity issues between east & west sides of town
History of Scappoose
Cultural heritage awareness
Railroad
Funding/money for City
Lease space for City offices
Lack of long-term vision/plan 50 year
Healthcare infrastructure
Lack of vibrant City center
Lack of volunteers
Retention of police officers
Sidewalks, trails
Flood protection
Lack of marketing materials
County government
Lack of City image/branding

Opportunities

Brand the City
Historical/Cultural Context
Market Industrial land, market City

Job Creation

Long term vision, 50 year, create our future
New budgeting method, modified accrual
Recreation hub/building parks
Develop legislative agenda/joint regional organizations
Improve aging infrastructure, develop 5-year CIP
Facility Plan, own our own office buildings
Market OMIC
OMIC/PCC
Rename OMID ~ Scappoose Innovation Park District
Increase gravel tax
Incentive for annexation
Take the lead in economic development
2021 Event
Crown Zellerbach Trail event
South Scappoose Creek Trail
Peace Candle
Recruit targeted businesses, gaps in market
Recruit police officers, retention improvements
Fuel tax
Sidewalk program
Affordable housing plan
Youth engagement

Threats

Funding
Lack of staff
State Legislative, County
Railroad
Flooding/unknowns
Traffic
High cost of living
Lack of commercial space/buildings
Lack of developable land for housing
AI (Artificial intelligence)
Lack of regional partnership
Bedroom community, high commute rate
Lack of infrastructure

Goal Setting

Strengths with Council votes ~
OMIC/PCC, education*6 votes

Park development/recreational opportunities*5 votes
Strong City Manager, Strong City Staff, Strong City Council*4 votes

Weaknesses with Council votes ~

Aging infrastructure*3 votes
Lack of recreational programs and entertainment for youth, facilities, tennis courts*3 votes
Lack of local jobs, family wage*3 votes
Lack of marketing materials*3 votes
Lack of City image/branding*2 votes

Opportunities with Council votes ~

Brand the City*5 votes
Recreation hub/building parks*4 votes
Rename OMID ~ Scappoose Innovation District/Park*4 votes

Council added more top Opportunities to their list of items that had votes~

2021 Event
Historical/Cultural Context
Peace Candle
Long term vision, 50 year, create our future
Market Industrial land, market City, Take the lead in economic development (add to Brand the City)
Increase gravel tax
New budgeting method, modified accrual
Improve aging infrastructure, develop 5-year CIP
Facility Plan, own our own office buildings
Recruit police officers, retention improvements
Fuel tax
Sidewalk program

There was a discussion about the City Parks.

Assistant to City Manager Alexandra Rains said that we can add the Grabhorn property to the list.

Threats with Council votes ~

Traffic*4 votes
Lack of regional partnership*3 votes
Lack of infrastructure*3 votes

Review Team Agreement

City Manager Sykes explained the Team Agreement is good a good thing to recognize.

Councilor Haugen stated one thing to think about, not necessarily a goal, is to look at a continuity plan for management.

Adjournment

Council Retreat was adjourned at 11:17 a.m.

Tour

Council and staff toured different sites/projects around the City.

Mayor Scott Burge

Attest:

City Recorder Susan M. Reeves, MMC

MONDAY, MARCH 2, 2020
CITY COUNCIL MEETING
Regular meeting 7:00 p.m.
Scappoose Council Chambers
33568 East Columbia Avenue

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	Council President	Norm Miller	Police Chief
Megan Greisen	Councilor	Susan M. Reeves	City Recorder
Joel Haugen	Councilor	Laurie Oliver	City Planner
Josh Poling	Councilor	Dave Sukau	Public Works Director
Brandon Lesowske	Councilor	Darryl Sykes	Treatment Plant Supervisor
Pete McHugh	Councilor		

Peter Watts Legal Counsel Press: Anna Del Savio ~ Columbia County Spotlight

Approval of the Agenda

Councilor Haugen moved, and Councilor Poling seconded the motion to approve the agenda. 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.

Public Comments

Jim Huffman, Scappoose, explained he is here this evening to talk to Council about a program that he got started with the Circuit Court to help people who have had problems with drug addiction and have gone through drug court and have a lot of tickets built up in the city courts. He explained in Portland there is kind of a program of amnesty where they can get their license back and get back in the work force. He stated these heavy tickets with a minor infraction, not serious tickets but minor infraction tickets, can become overbearing and people can't get back to work. He explained St. Helens has this program and he would like to see that program started here. He feels this will help people move ahead and go forward and be more productive citizens and contribute their fair share to the communities.

Council thanked Jim Huffman.

Mayor Burge stated this is something we could discuss in a work session.

Councilor McHugh stated to Mr. Huffman that what he is doing with this program is really important.

Councilor Greisen asked Legal Counsel Peter Watts about his thoughts on this program.

Legal Counsel Peter Watts replied it is always a question of what's in the details of the program. He explained we would want to make sure there are parameters of who could use this and make sure it is tailored to our community.

City Manager Sykes stated he feels it would be worth our time to look into this program.

Jim Huffman explained the people he is promoting for this program, he is not charging them any money.

City Manager Sykes explained we did start a community program about a year ago which has really been valuable.

Consent Agenda ~ February 18, 2020 City Council meeting minutes

Councilor Poling moved, and Council President Kessi seconded the motion to approve the consent agenda ~ February 18, 2020 City Council meeting minutes. 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

Discussion on Sidewalk Safety/Highway 30 ~ DJ Backus

Mayor Burge explained the City was contacted after there was an accident on Highway 30 where one of the teachers from Scappoose High School was hit in the crosswalk. He explained there were students who were concerned and wanted to have a discussion with Council.

Samuel Herscovitz explained we are here today, because unfortunately on February 5, Carol Herscovitz, who is the Spanish and German teacher at Scappoose High School, as she does every morning, gets up early, goes to the track and walks about four miles with her friends. He explained this morning was a little bit different, on her way to school right before she crossed the crosswalk, as usual she pushes the button, waited for the light, turned on her light on her phone just in case so the vehicles would see her and when she was crossing from the Subway side of Highway 30 to the High School side of Highway 30 she was struck by a car that was turning left, going west towards Portland. He stated this was really unfortunate. He explained the injuries that occurred due to the accident. He stated this should not have happened, it was 100% preventable. He explained there are signs and safety measures on the sidewalk that people should be able to see, for some reason it wasn't caught in this area. After talking to multiple students from 5th grade to high school that use that crosswalk during school hours and after school hours he discovered they have had a lot of close calls that we don't hear about, fortunately because they weren't the ones that got hit. He explained Carol Herscovitz is a very special person to him, because she happens to be his mom. He explained she spent a week and a half in the hospital, eight days in rehab and after three weeks of not being home she was able to be brought home. He explained the driver that hit her claimed to be going five miles an hour but given the injuries we believe that is not the case. He showed the damage to her water bottle. He thanked Council for listening to them this evening.

DJ Backus, ASB President at Scappoose High School, handed out information to Council and staff. He explained he has been given an opportunity to explore a way in which we can increase crosswalk safety. He explained he assembled a small group at the High School to come to the meeting tonight to address problems that they have found in the school zones. He stated one of our beloved teachers, Ms. Herscovitz was recently hit by a car in a marked crosswalk and after hearing that there was a student who nearly got hit by a car, we decided that we wanted to inform you that some students in our School District do not feel safe walking to school. He explained in the School District alone they have had seven people get hit by cars in recent history. He explained three of those people had serious broken bones and head injuries. He stated we understand that accidents happen, but he has witnessed drivers not following the law, pedestrians jaywalking when they shouldn't and the deterioration and lack of crosswalk markings and signs. He stated while the presence of Police Officers at the Middle School crosswalk is necessary and much appreciated, tonight we are proposing that more could be done to ensure that students have a safe walking route to school and drives aren't put into a situation in which a split decision could be fatal. He explained the High School hosted two presentations about railroad safety. He explained after the presentation he introduced himself to the presenter, Steve Grimes, who happens to be at this meeting, he is from the Oregon Department of Transportation, and he told Steve what the School is trying to do to increase safety near the highway. He explained Steve then informed him about the Safe Routes to School Program with ODOT, where they provide safe routes for children in school districts. He explained he handed out to Council and staff a copy of the grants, including descriptions and how to apply. He explained how the rectangular rapid flashing beacons work and suggested five locations that could benefit from them; two on High School Way, SW EM Watts Road, SW Maple Street, and SE Maple Street. He explained another issue that they have found is when students are crossing the Highway they feel the student's safety is not always prioritized because when a group of students want to cross the Highway, they have four seconds before the turn lane light turns green. He explained they feel a solution worth looking into involves changing the light pattern to let pedestrians have the full time to cross without cars turning onto the highway, after they have crossed the two lanes coming out of High School Way can get a full light cycle. He stated there are a few other suggestions, such as flags for the pedestrians to hold, better signage so that drivers know there is a pedestrian in the crosswalk, better lighting and new reflective paint that won't exceed the cost of the grant. He is curious why the school speed limit on Highway 30 from North to South ends at Dutch Bros., right before the busiest crosswalk in our school district. This group and other community members believe the speed limit should remain 20 mph before school, during lunch and after school, all the way until the dealership leaving Scappoose. He explained drivers are coming into Scappoose at 45 mph from the south and sometimes don't change their speed until the school sign at the Middle School. He thanked Council for taking the time and listening to their concerns and possible solutions to increase safety in our school district. He stated if there is a group or committee that works on these projects, they would also like to be involved in that process.

Mayor Burge explained the speed limit is the way it is because the High School is not abutting Highway 30.

Legal Counsel Peter Watts confirmed what Mayor Burge said. He explained depending on the location of the school a different set of rules may apply. He explained in the Fuel Tax Ballot

Title you may recall that we specifically called out the Safe Routes to School Program as something funds could be used for. He explained if we are doing signage or any improvements to Highway 30 it is really nice to see someone from ODOT in the room because that requires a lot of collaboration with them.

City Manager Sykes explained in the survey that the City has done our top priority for Safe Routes to School is SE 3rd and SE Vine which is the area that doesn't have any sidewalks.

Public Works Director Dave Sukau explained staff met with ODOT about a week ago and spoke with their planner who facilitates the Safe Routes for our region and so we are in the works of getting the ball rolling with that. He explained another component is if we could get your list of the safety concerns that you have noticed, we have a Traffic Safety Committee that meets tomorrow morning, where we could discuss those items and address them. He stated that would be great information for us.

Mayor Burge asked would it be possible for us to put a High School student on the Traffic Safety Committee.

DJ Backus replied he thinks we do have students at the High School that would love to be working with the City in a better way.

Public Works Director Dave Sukau explained the jurisdiction of Highway 30 is ODOT's, not ours, we don't have much say. He explained all we can do is encourage them, which we did, we explained the accident to them when staff met with ODOT last week, and they did take it very seriously.

Amelia Schlosser, High School student, explained she is a child and a sibling of five ODOT workers.

Kaylie Schrotzberger, High School student, handed out a flyer.

Amelia Schlosser explained the flyer that was handed out talks about crosswalk flags and how they work. She feels we should get this in Scappoose for the nighttime and morning walkers. She feels this is very important to make sure people are being seen if the crosswalk times aren't being changed. She explained her other concern is this year she went to an all-girls engineering camp provided by ODOT and one of the things they did was put out cones and flags on random roads to see how people would react. She explained people would pull over and ask questions, they were really curious. She explained one section had the flags and people said if they had the flags available, they would use them. She thinks if they were available in our community people would use them.

Kaylie Schrotzberger stated every eighty-eight minutes there is a pedestrian hit in Oregon and every two hours there is at least one killed. She explained here in Oregon there was an eleven-year-old girl hit on January 7th and sadly she died the next day. She was in a crosswalk walking to school at 6:53 am. She explained on January 10th in Gresham there was an eleven-year-old boy hit at 8:30 p.m. who also died due to being hit. She explained the range of time people are being hit is from 6:30 am to about 8:59 am and then about 7:30 pm to 8:00 pm, so that is about sunset and sundown.

Amelia Schlosser stated it was mentioned about changing the times of the crosswalk, who does that and how does that happen? She asked who do they or the City have to go to in order to get those times changed? She feels each pedestrian should get the full 20 to 25 seconds to walk and then the cars should have their full time to turn.

Mayor Burge talked about making sure pedestrians are obeying the crosswalk rules on Highway 30. He talked about having a pedestrian overpass on Highway 30.

Amelia Schlosser replied that is what they want to bring back to their school is how to walk across the road safely and how to turn when pedestrians are crossing,

Chief Miller read over some of the ORS rules regarding pedestrians and crosswalks.

Legal Counsel Peter Watts explained virtually every community in Oregon is adjacent to a highway or a freeway and they are constantly going to ODOT and saying will you make these improvements or will you do this. He stated it is incredibly rare for organized high school students that are actually impacted by this to make that ask of ODOT, to tell your story. He stated there is a reason why we have a member of ODOT in the audience tonight, it is because you have a very real story and you have very credible concerns about your safety. He stated if you want things to change here, you are probably going to be the one to make that change, because you will probably get traction with ODOT that the City probably won't get.

City Manager Sykes suggested the high school students present at the Traffic Safety Committee meeting and then maybe they could work with them to try to figure out how to move ahead and help them find the right avenue for this.

Mayor Burge explained he likes the flashing crosswalk signs.

City Manager Sykes and Public Works Director talked about the students attending the ACT meeting and giving their presentation.

Chief Miller talked about a pedestrian overpass with all the traffic that passes through the City.

Public Works Director Dave Sukau stated he wouldn't give up hope on the pedestrian bridge because he is fairly certain they just built one in Seaside.

Council thanked the students.

Councilor McHugh stated my compliments on a really nice presentation.

Councilor Lesowske stated to Samuel Herscovitz that we wish your mom a speedy recovery.

City Manager Sykes Evaluation Completion

Mayor Scott Burge explained Council met in Executive Session this evening to discuss this. He explained the agreement was to give City Manager Sykes a COLA increase, same as what staff received, plus an additional 8 hours of paid time off per year.

Councilor Greisen moved, and Councilor Poling seconded the motion to give City Manager Sykes a cost of living increase, retro to January 1, 2020, and an additional 8 hours of paid time off. 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.

Ordinance No. 888 ~ Adoption of Water Master Plan

Public Works Director Dave Sukau explained as of January 2020, the comprehensive update to the City's Water Master Plan is complete and has been and approved by the Oregon Health Authority. He explained this plan replaces the 2001 version. He explained this plan addresses a description of the system, production in demand, our water resources, our treatment procedures, hydraulic model, our operation and maintenance, capital improvement plan and the new seismic plan. He explained staff recommends Council adopt the Water Master Plan as presented in Ordinance No. 888.

Mayor Burge opened the public hearing at 7:48 p.m. and closed the hearing due to no one wanting to speak on this matter.

Councilor Haugen asked about the most recent data being from 2016, was that because it was a lengthy process?

Public Works Director Dave Sukau replied that is correct. He explained as we moved through the two years it would be too hard because if we gave them new data, they would have had to start the process all over again. He explained that is why the projection is 2038, not 2040. He explained this is something that we need to stay on top of and so we will be revamping this every five years now.

Councilor Poling moved, and Councilor Haugen seconded the motion that Council adopt Ordinance No. 888 ~ Adoption of Water Master Plan.

Mayor Burge read the title for the first time ~ Ordinance No. 888 ~ Adoption of Water Master Plan.

Ordinance No. 889 ~ Adoption of Water Management and Conservation Plan

Public Works Director Dave Sukau explained as of January 2020, the comprehensive update to the City's Water Management and Conservation Plan is complete and has been approved by the Water Resources Department. He explained in getting our approval on this they did give us a couple of timeline items that they would like to see us work on over the next couple of years. He explained one of them is just getting our system down to a 10% loss. He explained we are exceeding that right now and what we think most of it was with all of the construction activities going on we think that there was maybe water loss during those construction activities that weren't documented. He stated we think that this year there will be a big improvement on that so it should be easy to meet their requirements. Staff recommends Council adopt the Water Management and Conservation Plan as presented in Ordinance No. 889.

Mayor Burge opened the public hearing at 7:51 p.m. and closed the hearing due to no one wanting to speak on this matter.

Councilor Haugen moved, and Council President Kessi seconded the motion to adopt Ordinance No. 889 ~ Adoption of Water Management and Conservation Plan.

Mayor Burge read the title for the first time ~ Ordinance No. 889 ~ Adoption of Water Management and Conservation Plan.

Request from William Kaven Architecture for permit to occupy right-of-way south of Varsity Grill & Bar

Council President Kessi recused himself.

City Planner Laurie Oliver went over the staff report. She explained the Planning Commission recently approved Site Development Review (SDR5-19) and Minor Variance (MiV3-19) applications to permit the remodel of the existing Varsity Grill & Bar into three new tenant spaces, to include a drive thru coffee restaurant and two office/retail spaces within the existing building. No additional square footage is proposed. The existing parking lot to the west of the building is proposed to be redeveloped to include a drive-thru lane, a reconfigured parking lot, lighting, and landscaping. Proposed exterior alterations include: demolishing the existing wall and storefront on the east elevation, and replacing with a new storefront, canopy fascia and ATM alcove. Additionally, the applicant proposes to add service doors, a drive-thru service window and fabric awnings to the west elevation, a new window to north elevation, and a new storefront door to the south elevation. Attached is a request from Michael Perso, with William Kaven Architecture, to use a portion of the SW Walnut Street right of way as an outdoor patio in association with the drive thru coffee restaurant use just south of the existing building. She explained the City does not have an established procedure for issuing permits for this type of occupation/use of the right of way. However, staff received guidance from City Attorney, Peter Watts, in drafting the permit language. The permit is attached as Exhibit 3 of the staff report. Staff has included basic conditions of approval, including language taken from SMC 12.08.010, which states that Council has the right to revoke the permit at will and without notice. Council could attach additional conditions as they deem appropriate or can alter the conditions proposed by staff. She explained the City Manager, Chief of Police, Public Works Director, City Engineer and City Planner have reviewed this request and do not object to the permit approval. Staff recommends that the Council approve ROW1-20 permit as presented, or as amended.

Mike Perso, William Kaven Architecture, gave an overview.

City Planner Laurie Oliver explained there is actually a driveway drop really close to the intersection and that will be closed as part of this application and a new sidewalk will be constructed to match existing. She explained that access has been used as a cut through to bypass the light and that will no longer happen once it is closed. She explained this permit is tied to the use; it doesn't matter who owns it.

Councilor Greisen moved, and Councilor Poling seconded the motion that Council approve ROW1-20 permit as presented. Motion passed (6-0). Mayor Burge, aye; Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye and Councilor McHugh, aye.

Work Session

Housing Implementation Plan

City Planner Laurie Oliver thanked Council for being here tonight for this work session. She stated you may recall last June we wrapped up the Housing Strategy Implementation Plan. She explained what they did with that was identify tools that could advance the provision of affordable housing in the City. She explained they looked at a number of tools for funding and also different tax abatements options. She explained where they left off is summarized in a table that provided sort of next steps for each of the tools they were considering. She explained we kicked this off again in January. She explained since then, Becky Hewitt and ECONorthwest, has done some stakeholder outreach, which was a large portion of the next steps identified, and they have also conducted some additional research and analysis. She explained Becky is here tonight to present you with some of the information they have found and to provide staff and consultant recommendations for your consideration moving forward.

Becky Hewitt, ECONorthwest, explained this is just a reminder of sort of where we left things. She went over the power point.

<p>Scappoose Housing Strategy Implementation</p> <p>Council Work Session March 2, 2020</p> <p>ECONorthwest ECONOMICS • FINANCE • PLANNING</p>	<p>Background</p>
<p>Where we left off...</p> <p>Housing Strategy Implementation Plan recommendations:</p> <ul style="list-style-type: none">▪ Establish a locally-controlled funding source to support regulated affordable / workforce housing▪ Offer local property tax exemptions for regulated affordable housing▪ Explore incentives for owners of existing low-cost market-rate housing to keep rents affordable▪ Consider incentives to support housing development that offers a public benefit and may not be financially feasible▪ Seek to streamline permitting for housing development	<p>What we've done since then...</p> <ul style="list-style-type: none">▪ Discussions with stakeholders & advisors<ul style="list-style-type: none">▪ Overlapping taxing districts▪ Affordable housing providers▪ Market-rate housing developers▪ OMIC▪ Legal counsel▪ Additional research and analysis<ul style="list-style-type: none">▪ Potentially eligible properties▪ Foregone revenue▪ Administrative burden▪ Refined recommendations

Defining Key Terms*

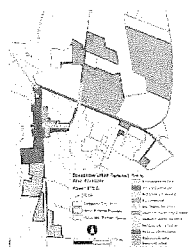
- Regulated affordable housing:
 - public subsidies & income and/or rent restrictions
 - generally affordable for <60% of MFI
- Moderate-income / workforce housing:
 - affordable for 60-100% of MFI
 - with or without public subsidies
- Low-cost market-rate rental housing:
 - not income restricted, no public subsidy
 - rents below other housing in the area (typically affordable for <80% of MFI)

* These definitions are for purposes of this project and may vary from those used in other contexts.

Staff & Consultant Recommendations: Locally Controlled Funding Tools

Urban Renewal

- Already implemented
- UR Plan includes project & funding for housing/mixed use development
- Only available within URA
- UR Agency decides when/whether there is a suitable project
- Likely middle-income housing or mixed use



Enterprise Zone Betterment Fund

- City attorney does not recommend.
 - Authorizing housing as a use means reopening agreement with other cities & CCET
 - Identifying housing as an economic development activity requires findings, focus on workforce housing

Construction Excise Tax

- Recommended for adoption.
 - Could provide enough funding to help support affordable housing development in Scappoose
 - Marginal increase in cost for new employers, less than value of E-zone abatement



Becky Hewitt explained the Construction Excise Tax (CET), as a reminder, was a 1% tax on new business investment for Commercial and Industrial development, anything over \$50,000, she believes was the threshold they recommended, so that small investments would be exempt. She explained this would be unpredictable and it wouldn't be a huge amount of money but when they talked to the affordable housing providers, they said the amount of money that you are talking about that could make a meaningful difference. She explained there would be a marginal increase in cost for new employers. She explained that is one of the things the Columbia County Economic Team noted and said it is sort of a mixed bag. She explained if you adopt this you can set the guidelines you want to use. She stated it is administratively much easier to give money to a nonprofit because you don't have to worry too much about what they are going to do with the money or whether you are actually going to get the benefit that you think you are going to get, but you don't have to nail that down as part of adopting the program, you can refine that later

and there is a lot of local discretion, so you would have the ability to have that evolve over time if you wanted it to. She explained to wrap up on the funding, the Construction Excise Tax was their recommendation as the local funding source.

Nonprofit Low-Income Rental Housing

- Recommended for adoption.
- Benefit: Lowers barriers to affordable housing development
- Foregone revenue to City (baseline, 2021)
 - \$2,207 per year
 - Will increase over time

Staff & Consultant Recommendations: Property Tax Exemptions



Becky Hewitt explained for property tax exemptions, they are recommending nonprofit low-income rental housing. She explained this is specific to nonprofit owned or operated affordable housing. She explained there is specific income criteria that are set out in statute. She explained this provides a full property tax exemption to eligible properties. She explained if you get 51% of the boards representing the tax levy to say yes, then it applies to all of the taxes. She stated you can get there with the City and the School District or with a combination of others. She explained they asked the School District Board for input and they said they thought probably that they would be supportive. She explained the Fire District is not supportive but did understand the need for affordable housing. She explained when they met with the County, they were generally supportive, but they haven't heard any specific feedback from them. She explained she thinks the City would probably have enough support that this would apply to all of the taxing districts and that would make it a pretty good benefit for the nonprofit affordable housing. She explained the other thing is that it applies to both land that is held for future affordable housing and to develop affordable housing. She explained you happen to have some land that is held for future affordable housing in Scappoose that they have been working on for a long time and they told us that would make a difference for them. She explained the cost to the City is a little over \$2,000 a year in forgone tax revenue, this is a 2021 estimate, which is based on four properties and what they were taxed at in 2019. She explained there is no time limit in statute for this, so as long as they are meeting the criteria, they would receive the tax abatement.

Multiple Unit Property Tax Exemption

- Not recommended for adoption.
 - Not needed for new market-rate multifamily at this time
 - Not a great fit for existing low-cost market rate multifamily



Vertical Housing Development Zone

- Not recommended for adoption.
 - Limited potential applicability, primarily within URA
 - Not as valuable for 2- to 3-story projects

Council President Kessi asked what about vacant lots where the nonprofits have vacant land and the property tax is waived and then they turn around and sell it to somebody else.

Becky Hewitt replied she will look into what the enforcement options are for payment of back taxes or any options like that which the City could establish. She stated you can set a time limit on how long they can receive the tax abatement on vacant land.

Councilor Lesowske stated he would be interested if there is a timeline of how long they can sit on vacant land and receive the tax abatement, then turn around and sell it.

Becky Hewitt replied other communities that have adopted this in the examples she has looked at have included time limits between three and at least seven years for vacant land. She thinks you could set it so they could claim the exemption for that number of years. She explained there are penalties and enforcement provisions that are built in for all of these abatement programs that if you cease to meet the criteria you come back on the tax rolls right away.

She explained we looked into the Multiple Unit Property Tax Exemption; some people call it MUPTE. She explained it can be used in a variety of ways. They looked into two different ways the City could apply it and one would be to support new market rate multi family that might be at the lower end of the cost scale and the other would be as a way to try to support owners of the low cost market rate existing housing to keep their rents stable. She explained at this time they are not recommending either of those. She explained their recommendation is to monitor and watch and see if you are continuing to see market rate multi family materialize on its own. She explained she did hear some interest in this program from market rate developers, but they were not offering any actual discount. She explained they were not interested in lowering their rents below 80% of median family income, which is top of market. She explained the way the statute is written it doesn't lend itself to the City saying okay we give you a tax abatement and you agree to maintain your rent at the same level or only grow them by 1% per year. She explained it is intended more for you set an income level that the units need to be affordable at. She explained if you already have a bunch of tenants you don't know what income level they are, you don't know if they would qualify for that, so it is not really the best tool for that type of scenario where you have a bunch of tenants at different income levels and you don't know what their situation is. She explained it is just not structured quite right to do that really well. She explained that is why we didn't recommend it for the lost cost market housing. She explained the last one they looked at is the Vertical Housing Development Zone. She explained this really only makes a lot of sense is if you are looking at a four to six story building, which you are really unlikely to see in Scappoose. She stated this is not recommended because it doesn't quite make sense here.

Staff & Consultant Recommendations: Regulatory Streamlining

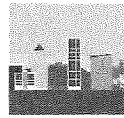
Streamlining Permitting

- Recent regulatory changes have been effective
- Staff processes simple applications quickly
- Further streamlining would require substantial code amendments to have staff rather than PC do more non-discretionary reviews
- Next step would be to direct staff to seek grant funding

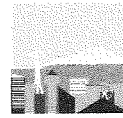
Questions & Discussion



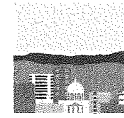
Eugene



Portland



Seattle



Boise

Becky Hewitt stated just to sum up the tax exemption options; they're recommendation was the nonprofit. She explained we will look further into the one that is not specific to nonprofits on whether it works on land and the other details of that to see if it would work as well and to see if we can overcome the 20 year timing issue.

Becky Hewitt explained in the last process Council had asked them to look for ways to streamline permitting for new housing in Scappoose. She explained in the last couple of years there have been regulatory changes already to try to remove obstacles to developing multi-family housing in particular and those seem to have been effective.

City Planner Oliver explained the City just received an application for an 80-unit apartment complex and there is a 36-unit that is moving to construction. She stated there has not been a stall.

Becky Hewitt explained right now some housing applications go to staff and those are processed within a couple of weeks and those are single family, duplex, up to a triplex. She explained larger developments go to Planning Commission, which is not uncommon, but it does add time and expense. She explained if you were to try to change the process that would be a good candidate for a State code assistance grant to help make code changes. She explained that would be the next step if this was the path the City wants to go down. She stated the City would need to have policy direction that you wanted to have fewer things go to the Planning Commission. She stated ultimately if you want to keep the Planning Commission review, it is not worth the time and effort to try to start down that path.

Becky Hewitt explained they are hoping to stay within the budget and schedule of the contract they have with the City and would need direction tonight for what ordinances to bring forward. She explained if Council needs further discussion that is totally fine but they will need to be able to amend the contract so they can continue to support the City through that.

Mayor Burge explained he would like to see the low-income housing come forward, both nonprofit and for profit.

Becky Hewitt replied so you are saying you could do both, you could adopt the nonprofit as it is and then potentially adopt the for profit one too. She stated she will check into the provision for vacant land that isn't developed.

Councilor Lesowske asked about the status of the CET.

City Planner Oliver replied we haven't received clear direction from Council on that, if that is something you want us to bring back.

Councilor Greisen would like to see information on that. She asked if anyone has looked at less than one percent?

Becky Hewitt replied yes. She explained at one percent it is barely enough to be worth the effort, in her mind.

Mayor Burge asked if there is a cap for CET?

Becky Hewitt replied she believes there is on residential and she believes the cap is somewhere around \$30,000 on commercial development.

Councilor Lesowske stated he wants to look to the Council and make sure we have all of our bases covered, so for locally controlled funding we are looking at essentially two mechanisms. He stated we already adopted the Urban Renewal Agency. He stated with the potential of getting more information on the CET, which would provide funding for the entire City and then looking at the tax abatement for both nonprofit and for-profit low income rental housing exemptions. He thinks we have a pretty good spread of different programing and funding sources that would potentially allow us to move forward in having a diverse mix of housing for our community members.

Becky Hewitt replied what she is hearing is an ordinance for the nonprofit low-income rental housing with also some answers about claw back provisions and things like that. She stated possibly an ordinance for the for-profit low-income rental housing and some additional information about that. She stated she thinks she is hearing that she should be bringing an ordinance for CET and a little more information and examples of costs. She explained if you did want to cap this you could think about what scale of investment you would want to cap this at.

Mayor Burge talked about the Council getting the information in a work session setting.

Becky Hewitt replied they could put materials together for Council to review and then maybe you can let City Planner Oliver know at that time if it would be good to have a work session or if there are additional questions.

Council President Kessi stated the original idea that he had on this is that with the industrial area we don't have a lot of jobs and need some more buildings, so this might be the opportunity to lock in some affordable housing. He explained his idea wasn't let's get this project going forward, it is the projects that are going forward, lets lock in some affordable housing for a long time.

City Planner Oliver replied that was what we looked at and what has been prepared and presented; these are the tools that are available and we are looking at which ones might fit, based on the lean staff here and what we can do.

Becky Hewitt replied if you wanted to do that you have two choices. She explained one is to take on the administration, meaning you check and see if they income qualify, enforcement, etc. She explained the other one is you don't have to income qualify you just have to show the rent rolls each year. She said you are not going to see a discount right now, you might in five years. She stated the other thing is the City can implement that tax abatement on just City taxes without bringing the overlapping taxing districts into it and that might be a discount that is more commensurate with what they are giving you.

Councilor Greisen asked in the ordinance would you have to be clear that it is just City money not overlapping taxing districts, does that need to be clarified?

Becky Hewitt replied that is a great question. She explained for all of them separate action by the overlapping district boards is required in order to make the full tax abatement take effect. She thinks the City could say in the ordinance that they don't intend to seek at this time support from the overlapping taxing districts for this one. She explained ultimately staff would need to go to the overlapping taxing districts with a resolution that states they support it.

Mayor Burge explained he needs a motion to go beyond 9:00 pm.

Councilor Greisen moved, and Councilor Poling seconded the motion to go beyond 9:00 p.m. 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.

Becky Hewitt asked Council if they would like her to include in the set of things that they will send out to them next the specifics of what that would look like; that would be MUPTE, City taxes only, new construction and specific to housing that would have a contract with the City to have their rents be affordable at 80% of median family income and they would receive the City tax abatement for the duration of that contract with the City.

Announcements ~ information only

Calendar

City Manager, Police Chief, Councilors, and Mayor

City Manager Sykes explained he really enjoyed our Council retreat and he thought it was really productive. He explained we are working on the safe routes to school grant. He stated to DJ that he appreciates his presentation today. He talked about the information from the Scappoose Drainage District from their annual meeting. He thanked Council for their support, he appreciates the opportunity to be their City Manager.

Chief Miller explained March 14 is Tip a Cop at Ixtapa and proceeds go to Columbia County Special Olympics.

Councilor Poling stated he enjoyed the retreat and the tour.

Councilor Haugen stated how neat it was to have the High School students here. He talked about the County not waiving the fees for the Chapman Landing rezone application.

Councilor Lesowske explained he will be attending the City County meeting this week.

Councilor McHugh gave a brief report on the chess tournament.

Mayor Burge thanked the High School students for doing a great job.

Adjournment

Mayor Burge adjourned the Council meeting at 9:19 p.m.

Mayor Scott Burge

Attest:

City Recorder Susan M. Reeves, MMC

CITY OF SCAPPOOSE

Council Action & Status Report

Date Submitted: 3/11/2020
Agenda Date Requested: 3/16/2020
To: Scappoose City Council
From: Dave Sukau, Public Works Director
Subject: Adoption of Water Master Plan

TYPE OF ACTION REQUESTED:

☐ Resolution

☒ Ordinance

☐ Formal Action

☐ Report Only

ANALYSIS: As of January 2020, the comprehensive update to the City's Water Master Plan is complete and has been and approved by the Oregon Health Authority.

City Council held a public hearing for the first reading of the ordinance on March 2nd, 2020 and passed a motion to approve the plan as presented.

FISCAL IMPACT: None.

RECOMMENDATION: Staff recommends Council adopt the Water Master Plan as presented in Ordinance No. 888.

Suggested Motion: N/A (second reading of the ordinance)

Please find attached:

Ordinance No. 888 (the Exhibits were attached with the previous packet, but are not included here)

ORDINANCE NO. 888

AN ORDINANCE UPDATING THE CITY OF SCAPPOOSE WATER MASTER PLAN

THE CITY OF SCAPPOOSE ORDAINS AS FOLLOWS:

Section 1. The City of Scappoose Water Master Plan, dated January 2020, is updated as provided in Exhibit A.

Section 2. The City of Scappoose Water Management and Conservation Plan, dated January 2020, is updated and provided as Exhibit B.

CITY OF SCAPPOOSE, OREGON

Scott Burge, Mayor

First Reading: March 2, 2020

Second Reading:

Attest: _____
Susan M. Reeves, MMC
City Recorder

CITY OF SCAPPOOSE

Council Action & Status Report

Date Submitted: 3/11/2020

Agenda Date Requested: 3/16/2020

To: Scappoose City Council

From: Dave Sukau, Public Works Director

Subject: Adoption of Water Management and Conservation Plan

TYPE OF ACTION REQUESTED:☐ Resolution☒ Ordinance☐ Formal Action☐ Report Only

ANALYSIS: As of January 2020, the comprehensive update to the City's Water Management and Conservation Plan is complete and has been approved by the Water Resources Department.

City Council held a public hearing for the first reading of the ordinance on March 2nd, 2020 and passed a motion to approve the plan as presented.

FISCAL IMPACT: None.

RECOMMENDATION: Staff recommends Council adopt the Water Management and Conservation Plan as presented in Ordinance No. 889.

Suggested Motion: N/A (second reading of the ordinance)

Please find attached:

Ordinance No. 889 (the Exhibits were attached with the previous packet, but are not included here)

Request for Council Action

ORDINANCE NO. 889

**AN ORDINANCE UPDATING THE CITY OF SCAPPOOSE WATER
MANAGEMENT AND CONSERVATION PLAN**

THE CITY OF SCAPPOOSE ORDAINS AS FOLLOWS:

Section 1. The City of Scappoose Water Management and Conservation Plan, dated January 2020, is updated as provided in Exhibit A.

CITY OF SCAPPOOSE, OREGON

Scott Burge, Mayor

First Reading: March 2, 2020

Second Reading:

Attest:

Susan M. Reeves, MMC
City Recorder

CITY OF SCAPPOOSE 2020-2021 COUNCIL GOALS & OBJECTIVES

GOAL 1: Develop a Vibrant and Diverse Local Economy

Goal 1 Objectives:

- 1A. Support development of OMIC/PCC
- 1B. Coordination/One Stop Meetings
- 1C. Promote and Support Small Local Businesses
- 1D. Support and Monitor Development of the East Airport Subdivision
- 1E. Revise Resolution 16-19 (betterment fund)
- 1F. Update City's Land Use code for EC and C zones to allow brewpubs, microbreweries, micro distilleries, and micro-wineries outright
- 1G. Work with partners to develop a robust economic development marketing plan
- 1H. Rename OMID ~ Scappoose Innovation District/Park
- 1I. 5-year budget forecast (3-5 years) Modified Accrual
- 1J. Create a Marketing/Branding program (Long Term)**
- 1K. Promote and Support County Wide and Local Tourism (Long Term)**

GOAL 2: Enhance community livability

Goal 2 Objectives:

- 2A. Develop a Sidewalk Improvement program (PSU)
- 2B. Update Public Works Design standards
- 2C. Welcome to Scappoose Sign ~ south end of Scappoose on Highway 30
- 2D. Update Rail Corridor Study
- 2E. Promote Community Events (100-year & Signature event)
- 2F. Complete an Affordable Housing Plan
- 2G. Develop a Long-Term Comprehensive Community Vision (50-year plan)
- 2H. Continue Communication Outreach
- 2I. Develop Leadership Luncheon Program
- 2J. Coordinate with County to explore alternate route to east side of airport (Long Term)**
- 2K. Support Senior Center (Long Term)**

GOAL 3: Keep Scappoose one of the safest communities in Oregon

Goal 3 Objectives:

- 3A. Continue Community outreach by Police Department
- 3B. Maintain Emergency Response preparedness
- 3C. Review and update Emergency Operation Plan
- 3D. Provide School Resource Officer
- 3E. Traffic enforcement plan
- 3F. Recruit and maintain sufficient staffing levels
- 3G. Continue Citizens Academy

GOAL 4: Develop a Park/Rec System that is accessible to all neighborhoods

Goal 4 Objectives:

- 4A. Continue Friends of Scappoose Parks
- 4B. Support Public Art
- 4C. Candle ~ Protect and Restore
- 4D. Rezone and begin development of Chapman Landing (short and long term)
- 4E. Develop a South Scappoose Creek Trail Plan
- 4F. Acquire and develop Grabhorn property
- 4G. Develop funding strategy for Parks (Long Term)**
- 4H. Explore possibility of community center (Long Term)**
- 4I. Explore development of 14-acre park east of airport (Long Term)**
- 4J. Veterans Park/Chief Concomly Park Bridge Feasibility Study (Long Term)**
- 4K. Work to develop eastside trail along railroad right-of-way (Long Term)**
- 4L. Develop Vista Property (long term)**

GOAL 5: Address Aging Infrastructure

Goal 5 Objectives:

- 5A. Capacity upgrade ~ Wastewater treatment and collections ~ Phase 1 (DEQ Loan)
- 5B. Address I & I within collection system
- 5C. Complete Wastewater Collections Master Plan
- 5D. Update Stormwater Master Plan
- 5E. Update SDC's/Fees
- 5F. Develop 5-year CIP
- 5G. Develop City Facility Master Plan

OTHER:

Gravel Tax

2020-2021 Goals adopted by Scappoose City Council on _____

CITY OF SCAPPOOSE

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Urban Renewal Agency mtg 6pm City Council 7pm	3	4	5	6	7
8	9	10	11	12	13	14
15	16 Council Work Session 6pm City Council 7pm	17	18	19 EDC ~ noon Park & Rec Committee Both canceled	20	21
22	23	24	25	26	27	28
29	30	31				

CITY OF SCAPPOOSE

April 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 City Council 7pm	7	8	9	10	11
12	13	14	15	16 EDC ~ noon Park & Rec Committee 6pm	17	18 Earth Day Heritage Park 12-3
19	20 Work Session, 6pm City Council 7pm	21	22	23 Planning Commission 7pm	24	25
26	27	28	29	30		