



MONDAY, OCTOBER 17, 2016
CITY COUNCIL
WORK SESSION AT 6:00 PM ~ INTERVIEWS FOR PLANNING COMMISSIONER
ALTERNATE

CITY COUNCIL MEETING AGENDA

Regular meeting 7:00 p.m.
Scappoose Council Chambers
33568 East Columbia Avenue

ITEM	AGENDA TOPIC	Action
1.0	Call to Order	
2.0	Pledge of Allegiance	
3.0	Roll Call	
4.0	Approval of the Agenda	Approval
5.0	Public Comments	
6.0	Consent Agenda	Approval
	6.1 October 3, 2016 City Council Work Session minutes	
	6.2 October 3, 2016 City Council Meeting minutes	
7.0	New Business	
	7.1 Letter of Support for Scappoose Bay Watershed Council Staff: City Manager Michael Sykes	Approval
	7.2 Res. No. 16-21: A Resolution for IFA Grant Staff: Program Analyst Alexandra Rains	Approval
	7.3 Ord No. 859 Construction Hours Staff: City Manager Michael Sykes	Public Hearing/First Reading
	Announcements ~ information only	
	8.1 Calendar	
	8.2 City Manager, Police Chief, Councilors, and Mayor	
9.0	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

**CITY COUNCIL
MONDAY, OCTOBER 3, 2016**

WORK SESSION

UPDATE FROM SCAPPOOSE BAY WATERSHED COUNCIL ~ PAT WELLE

Present: Mayor Scott Burge, Council President Jeff Erickson, Councilor Mark Reed, Councilor Jason Meshell, Councilor Barb Hayden, Councilor Rich Riffle, Councilor Joel Haugen, City Manager Michael Sykes, City Recorder Susan Reeves, and Program Analyst Alexandra Rains.

Mayor Burge opened the work session at 6:30 p.m.

City Manager Sykes explained at a previous Council meeting Pat Welle was present along with Dave Powers to talk about an effort to try and mitigate some of the erosion occurring along South Scappoose Creek. Council encouraged the Scappoose Bay Watershed Council to move forward with putting together a proposal that Council may want to consider to partner with them to try to pursue an Oregon Watershed Enhancement Board Grant which would help us try and fund some improvement to that stream bank particularly along Veterans Park and the Buxton property.

Scappoose Bay Watershed Council Coordinator Pat Welle went over a power point presentation.

**South Scappoose Creek
Proposed Restoration**



October 3, 2016

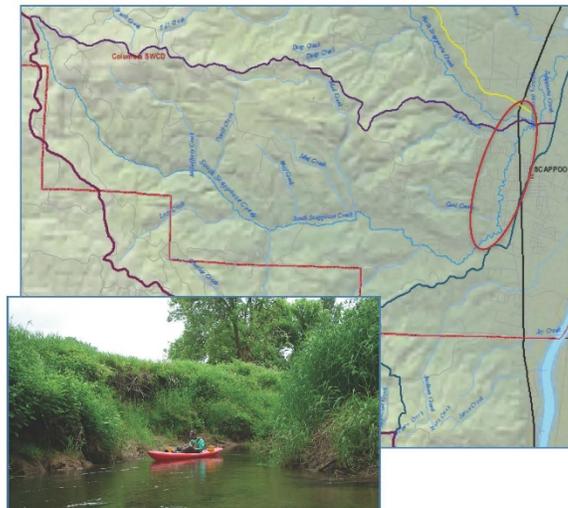


South Scappoose Creek Restoration

- **Brief Background**
 - South Scappoose Creek, current condition
 - Project Design History (what has been done)
- **Goals and Objectives**
 - Project goals
 - Current design and how it addresses concerns
 - Relation to watershed and other projects
- **Budget & Schedule**
 - Project funding
 - Proposal Schedule
- **Questions and Discussion**

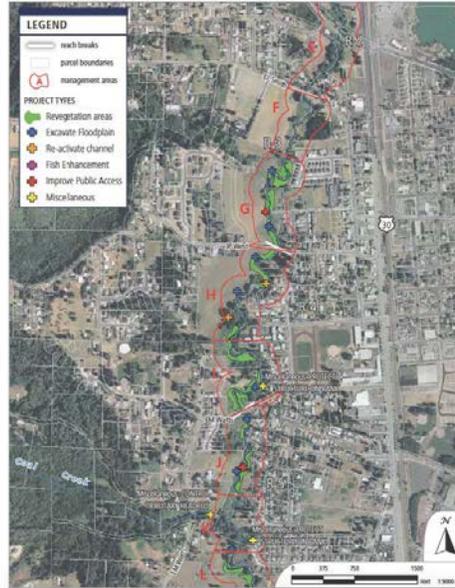
South Scappoose Creek

- Historically, watershed supported diversity of coho, steelhead and cutthroat trout; significant reduction
- Mix of land uses
- Issues:
 - Stream incision
 - Loss of floodplain-channel interaction
 - Reduction in fish distribution
 - Elevated temperatures
 - Lower 5-mile stretch identified as impaired in 2012 Limiting Factor Analysis



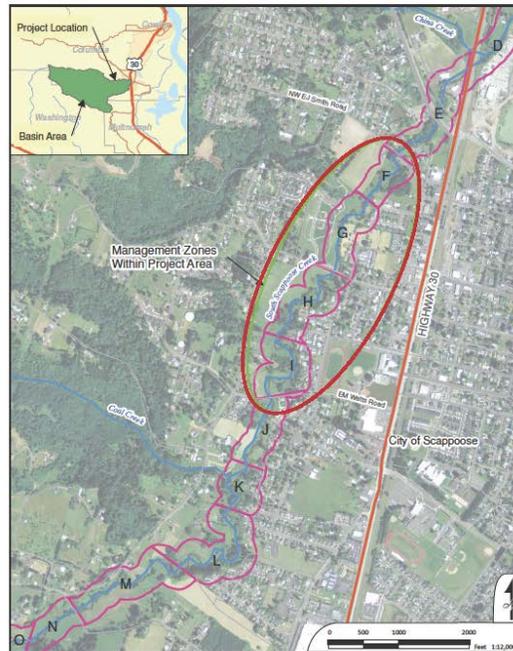
Restoration Plan - 2009

- Stability survey, hydraulic modeling, potential peak flooding
- 18 Management Zones
- Potential restoration actions per Zone



2013 Alternatives – Technical Memorandum

- 4 Management Zones – F, G, H, I
 - Between EM Watts and EJ Smith Roads
- Prescriptions:
 - Floodplain bench
 - Layback with toe protection (soil lifts)
 - Laybacks
 - Side channel reconnections
 - Native vegetation



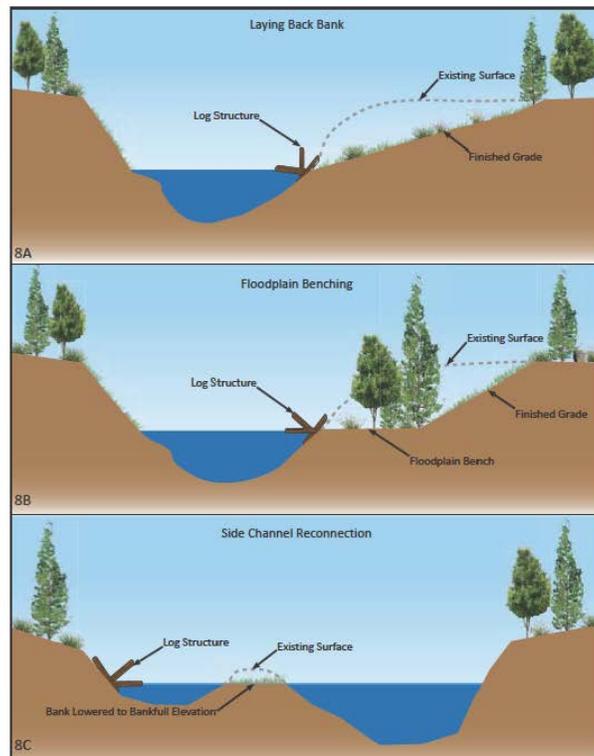
2013 Preferred Concept

- Zones G and H
 - Between Brookshire Court and north end of Veterans Park
- Prescriptions:
 - Floodplain bench
 - Layback with toe protection (soil lifts)
 - Laybacks
 - Side channel reconnection
 - Native vegetation
- 65% Designs Completed
 - Estimated Budget

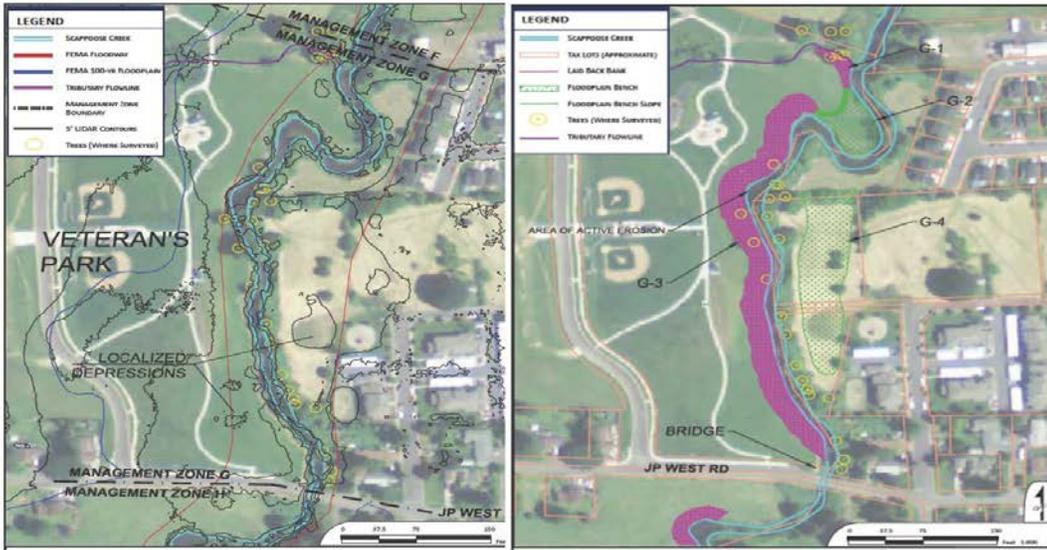


Restoration Actions

- Bank Layback
- Floodplain Benching
- Side Channels



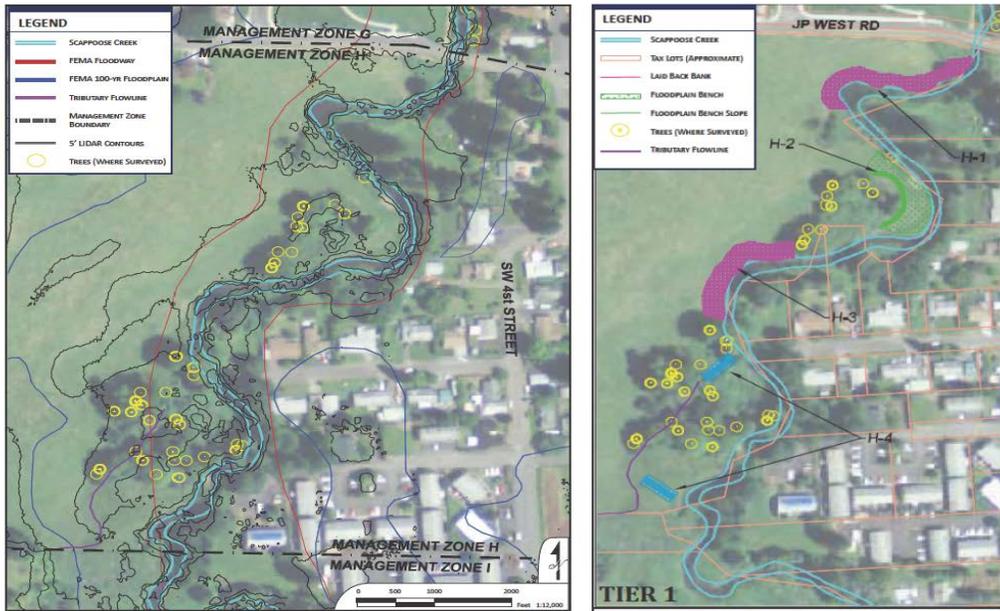
Zone G



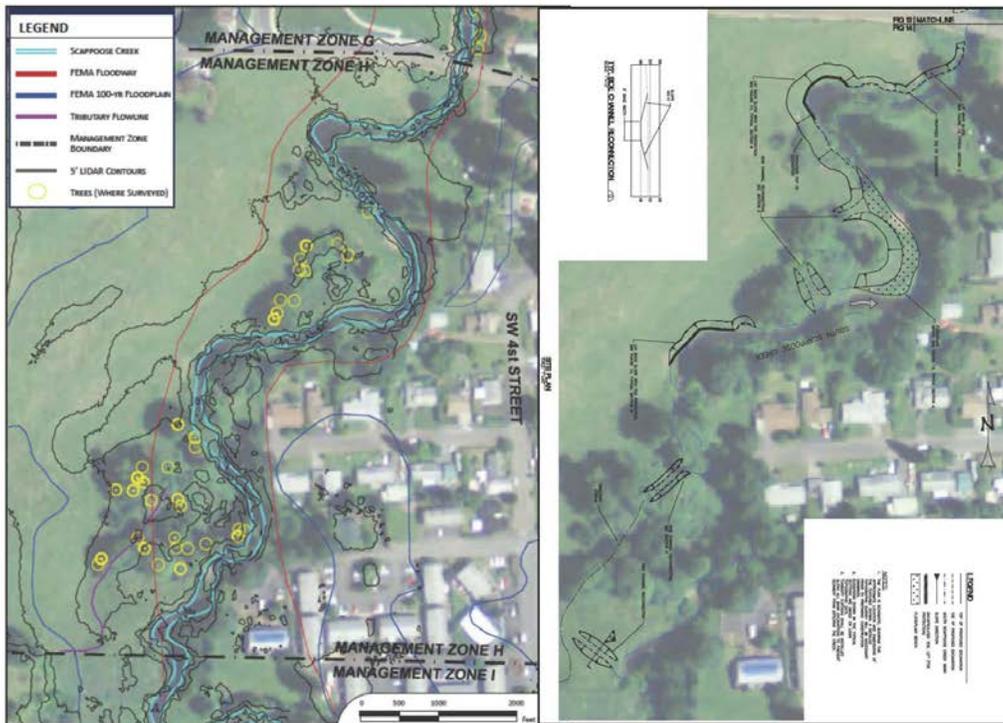
Zone G



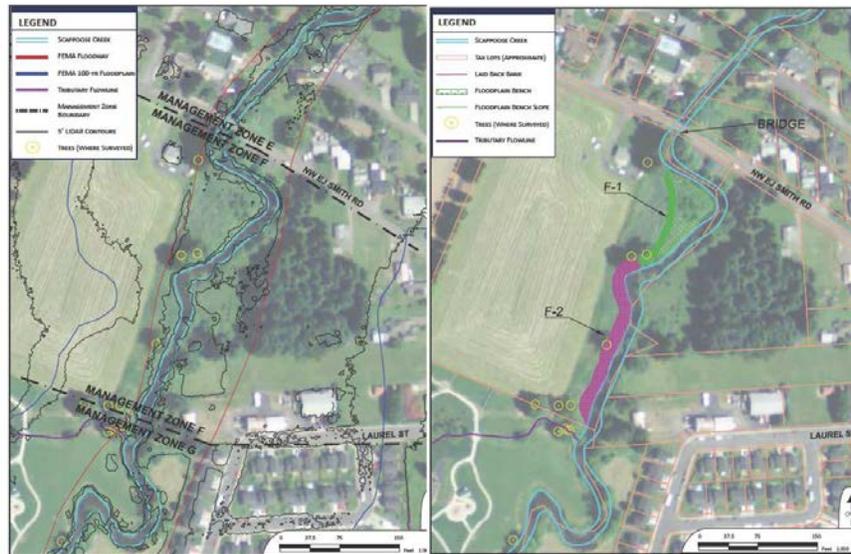
Zone H



Zone H



Zone F



Proposed OWEB Grant Funding – Phased Approach

2016 Requests:

- Final Design and Build – Zones G & H
 - Veteran’s Park down to SW Brookshire Court
 - Includes permitting for all zones
- Complete a Refined Design – Zone F
 - NW EJ Smith Road to Veteran’s Park

2017 Request:

- Final Design and Build - Zone F

Proposed Schedule: 2016-2019

- **October 30, 2016; OWEB Proposals:**
 - Zones G & H Design/Build Funding Request
 - Zone F Design Funding Request
- **If Approved:**
 - Final Design and Permitting, Zones G&H: May-December 2017
 - Final Design, Zone F: May-September 2017
 - Construction: Summer 2018
 - Revegetation: Fall 2018-Winter 2019
- **October 30, 2017; OWEB Proposal**
 - Zone F Construction Funding Request
 - If Approved – Construct in 2018 with Zones G & H

Budgets

- Zones G&H: Final Design & Construction

Budget, Zones G&H, Design/Construct	
Salaries; wages and benefits	\$8,640
Contracted Services:	
Design, permitting	\$67,200
Construction	\$165,900
Riparian Revegetation	\$9,550
Materials:	
Large wood, toe support, boulders	\$103,300
Fencing	\$7,000
Native vegetation, protectors	\$13,425
Travel	\$130
Outreach and Education	\$3,600
Post-Monitoring	\$3,500
Fiscal Administration (7.5%)	\$28,668
TOTAL	\$410,913

- Zone F: Design

Budget, Zone F, Design	
Salaries; wages and benefits	\$1,480
Contracted Services:	
Design, permitting	\$32,600
Travel	\$30
Outreach and Education	\$500
Fiscal Administration (7.5%)	\$2,596
TOTAL	\$37,206

Budgets

- Zone F: **ESTIMATED** Construction

Budget, Zone F, ESTIMATED Construction	
Salaries; wages and benefits	\$4,010
Contracted Services:	
Final Design	\$2,000
Construction	\$58,000
Riparian Revegetation	\$3,400
Materials:	
Large wood, toe support, boulders	\$36,200
Native vegetation, protectors	\$3,600
Travel	\$70
Outreach and Education	\$1,500
Post-Monitoring	\$1,000
Fiscal Administration (7.5%)	\$8,234
TOTAL	\$118,014
<small>RED = Estimates based on Construction for Zones G&H</small>	

Budget Summary

Budgets, All Activities; May 2017-May 2019				
	Zones G& H Design/Build	Zone F Design	Zone F Build (ESTIMATED)	TOTALS
TOTAL	\$410,913	\$37,206	\$118,014	\$566,133
Sources				
OWEB (75%)	\$308,185	\$27,904	\$88,510	\$424,599
Match (25%)	\$102,728	\$9,301	\$29,503	\$141,533

OWEB Match

- Minimum of 25% required – additional makes the project significantly easier to obtain OWEB funding
- Cash or In-Kind services that support the project during the project period
- Possible Sources – City, local volunteers, ODFW, CSWCD

Project Benefits

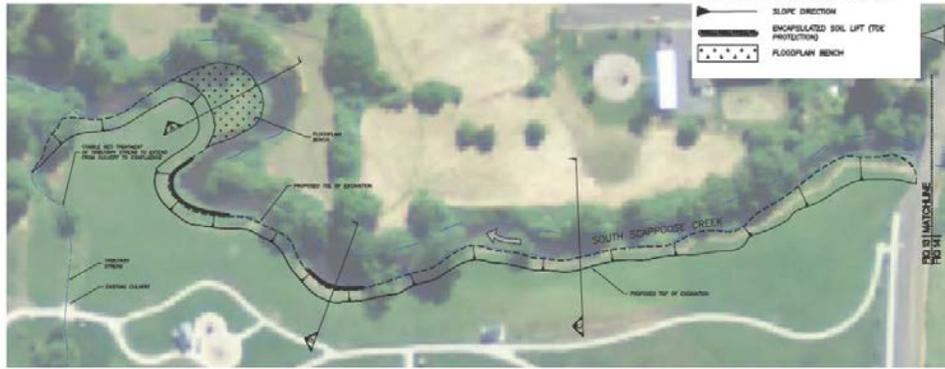
- High quality salmonid habitat
 - Pool formation
 - In-stream complexity
 - Over-wintering habitat
 - Reduced stream temperatures
- Reduce streambank erosion
- Increase stream shade
- Healthier functioning watershed
- Education and outreach to community
- Community involvement



What SBW Council Needs to Proceed

- City Support
 - Letter of Support stating a commitment to securing match funding by May 2017 (minimum).
 - Ideally – Commitment of match funding with proposal (will be submitted October 30, 2016)
- Other Support
 - Other major landowners; Mr. Grabhorn, Mr. Buxton
 - CSWCD for support with fencing on Buxton property
 - Any volunteer groups interested – letters of support

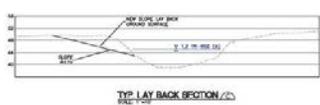
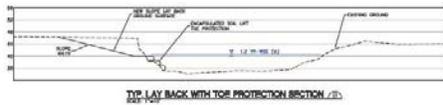
Zone G Preferred Alternative



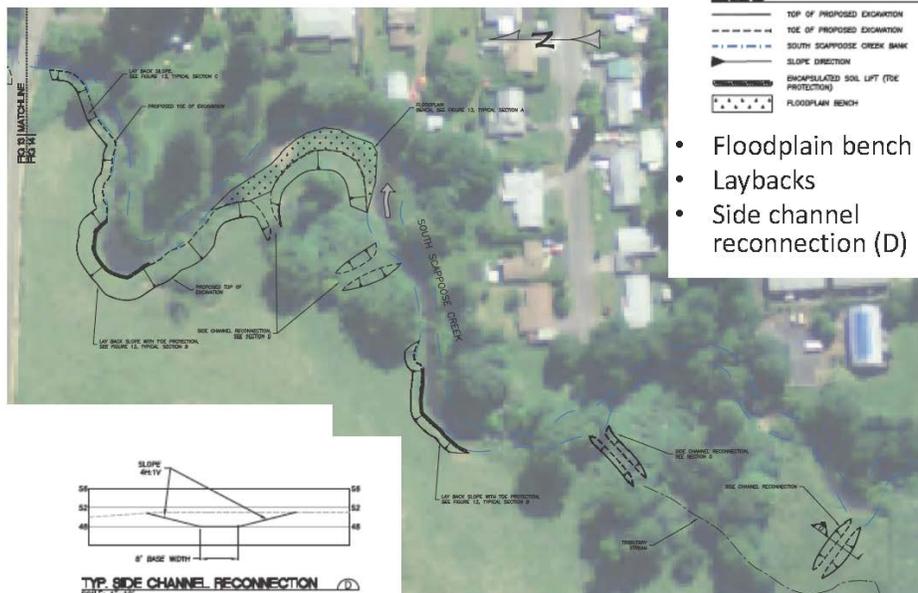
- Floodplain bench (A)
- Layback with toe protection (B)
- Typical Layback (C)



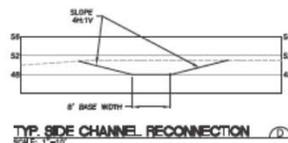
TYP. BENCH SECTION (A)



Zone H Preferred Alternative

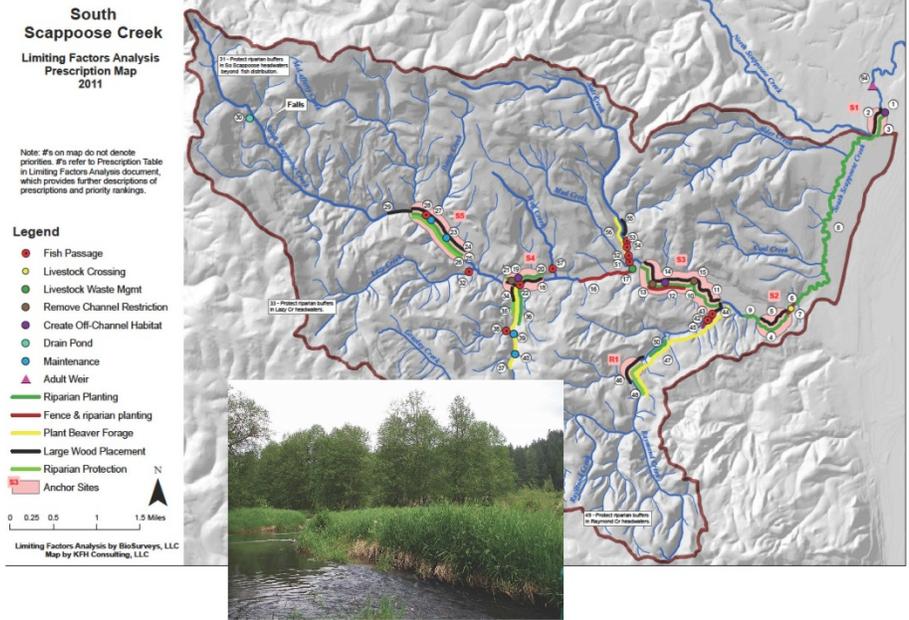


- Floodplain bench
- Laybacks
- Side channel reconnection (D)



Limiting Factor Analysis

Prescription Map



Similar Project – Scappoose Confluence

- Objectives:
 - Create side-channels and pools
 - Reduce bank erosion
 - Remove invasive species, add native vegetation



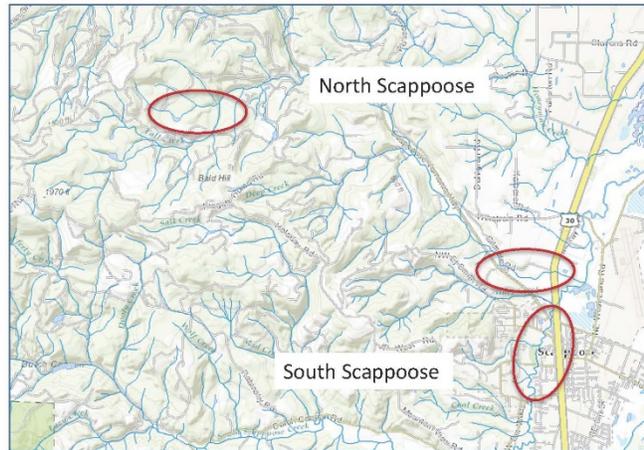
Scappoose Confluence over time



Vegetation, wildlife

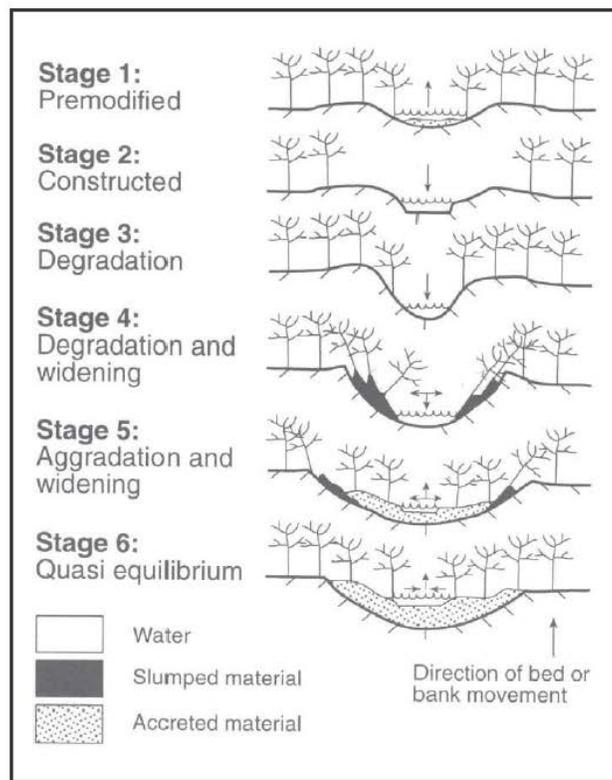


Future Directions



- **Scappoose Watershed Working Group - Prioritization**
 - Willing landowners and good projects
 - Need to match funding sources

Channel Evolution



Riparian Vegetation

- Removal of invasive species and plant native vegetation; a variety of trees, shrubs and forbes:
 - Bank support and shade
 - Lower maintenance
 - Attract birds and other wildlife
- Major species to remove:
 - blackberry and reed canarygrass



Checkermallow



Pat Welle explained she is hoping that Council will consider looking at what the Scappoose Bay Watershed needs for a match. She explained it can be cash or in-kind services that support the project, as long as it goes along during the project. She explained some of the work in the design phase even up to this point can be considered.

Councilor Meshell asked Pat Welle when is she required to have this submitted to be considered for the grant?

Pat Welle replied the final design and build for Zones G & H, and the final design for F will be submitted at the end of October. She explained what she would request in terms of this proposal is a letter of support stating the City is at least seeking funding for this project. She explained we need to come to secure funding prior to Scappoose Bay Watershed Council committing to OWEB.

Pat Welle explained she has spoken to Mr. Grabhorn and Mr. Buxton and they are both in favor and she will be getting letters of support from both of them. She stated if there are any volunteer groups that are interested in supporting this the letter will go to OWEB. She explained if this cycle is approved the funding from OWEB would initially come in May of 2017 through winter of 2019, so a couple of years, not just a single period of time that you would be looking at funding.

Councilor Meshell stated with our budget process, what is the maximum we could commit to with our current budget process? He stated he is totally in support of writing a letter. He just doesn't know what we can legally write out based on amounts.

City Manager Sykes replied he thinks we could write a letter of support and we do have some storm money that we could probably commit.

Pat Welle replied the more detailed, and more specific you can get in the letter, the better the project is going to be. She explained what the City could be looking at right now is \$102,728.

Councilor Meshell explained we could committee to in-kind without impacting our budget. He explained the labor and equipment for the construction of \$165,000 maybe we could impact that.

Pat Welle replied that would certainly work.

City Manager Sykes stated if the grant is received we can sit down and talk about how we can fund that and it sounds like there are a number of potential partners.

Mayor Burge stated at the next Council meeting we can approve a letter and support the process because this is important.

Councilor Riffle stated he would suggest and recommend that for the purpose of planning let's try to fund all the sections instead of breaking them out.

Pat Welle asked Council if they want her to put together estimates for Zone I?

Council replied yes.

City Manager Sykes explained this will help with flood control.

Adjournment

Mayor Burge adjourned the Work Session at 7:00 p.m.

Scott Burge, Mayor

Attest: _____
Susan M. Reeves, MMC, City Recorder

MONDAY, OCTOBER 3, 2016
CITY COUNCIL MEETING AGENDA
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

City Council Members Present:

Scott Burge	Mayor
Jeff Erickson	Council President
Mark Reed	Councilor
Jason Meshell	Councilor
Barb Hayden	Councilor
Rich Riffle	Councilor
Joel Haugen	Councilor

Staff Present:

Michael Sykes	City Manager
Norm Miller	Police Chief
Susan M. Reeves	City Recorder
Alexandra Rains	Program Analyst

Press: Courtney Vaughn, Spotlight

Excused: Legal Counsel

Approval of the Agenda

Councilor Hayden moved, and Councilor Haugen seconded the motion to approve the agenda. Motion passed (7-0). Mayor Burge, aye; Council President Erickson, aye; Councilor Reed, aye; Councilor Meshell, aye; Councilor Hayden, aye; Councilor Riffle, aye, and Councilor Haugen, aye.

Public Comments

Mark Horner, Scappoose, explained it is his first time here at a City Council meeting. He talked about EM Watts and the painting of the crosswalks. He explained he spoke with a Councilor two months ago about this topic, and then followed up a month later. He also talked to the Director of Public Works ten days ago and asked her if there was a plan. He stated she got back to him and said they recognized they needed some work in that area. He stated to Council it is his understanding that this is a County Road in the City limits and there is some confusion on how public safety for our children is maintained. He stated this is in regards to the two crosswalks, the curb painting, and the signing.

Councilor Meshell replied it is not just a County Road. He explained the Traffic Safety Committee met and it actually involves three different Governing Bodies, and a couple of private property owners. He stated we are not sure who put the crosswalks in but they were put in without consulting the School District and put in without proper ADA access so we have to undo some of the things that were done in the past. He explained we are looking at our long term transportation system plan as well, and our sidewalk connection plan. He knows Police Chief Miller is working on this. He stated we are looking at what is the fastest way to do this to get the kids safe, and how do we long term make sure this complies with all the County, State, and Federal regulations that we are required to follow. He thanked Mr. Horner for coming here tonight.

Mr. Horner replied he respects that and he appreciates that but he stated he pays for all three of those government agencies. He asked if Council could make a decision tonight and direct them to paint, and place barricades, as short term solutions for our children?

Councilor Meshell replied we can ask the School District, who owns the property, if they could do that, and we have been working with the School District regarding this. He explained they are trying to get something done very quickly. He explained he has two children that walk in this area, and he appreciates Mr. Horner's concern. He explained we are working with two separate government agencies and several private property owners to try to get something done very quickly.

City Manager Sykes replied to be honest with you one of our biggest frustrations is the County Roads in the City limits. He stated we struggle with the same issue and share your frustration.

Mayor Burge stated the property owner is typically responsible for up to the curb and the sidewalk.

Mr. Horner talked about the Economic Enterprise Zone that we granted to Cascade Tissue, a five year property tax abatement with a 10% betterment fee to be split between the Economic Council, and nothing to the tax payers for five years. He stated he doesn't understand how we are promoting that, and authorizing that. He stated then we have Measure 97, and our Governor and our workforce says that corporations don't pay their fair share. He asked did he miss something?

City Manager Sykes replied there are two enterprise zones in Columbia County; there is the South County Enterprise Zone and then there is the North County, and they probably have been in existence longer than any of these folks have been on City Council. He explained the enterprise zones were created by the State Legislature to try to encourage and incentivize companies to come and replace a lot of the timber industry jobs that were lost in the 90's and since that time there has probably been about sixty different communities in Oregon that are enterprise zones and basically if you meet the particular criteria by the State you are able to take advantage of those incentives. He explained this incentive is the same tool that brought a couple of other larger industrial employers into this County. He explained if you don't offer those incentives they will go to the next town and take their jobs there.

Mr. Horner asked if the City of Scappoose Police Department has the correct kits to identify fentanyl?

Chief Miller replied no. He stated we haven't had any fentanyl cases in Scappoose, but we are aware of it.

Craig Marquardo, Scappoose, explained he is happy with the Code Enforcement and hopes the City can find funding to have that position full time. He talked about the City purchasing property next door to his property on Seely Lane to build a park. He explained the only concern they have, after discussing it a lot internally, is City Manager Sykes mentioned that they were not going to finish Seely Lane, and the only access to the park is to come down SW 4th Street which is currently a dead-end, and that street splits his property down the middle and there is already a noted amount of foot traffic going there for the kids to go swimming in the summer. He talked about the idea that there would be additional foot traffic, car traffic, bike traffic, skateboard traffic, whatever else, going right down through his property to get to this park. He stated he was told when they had interest in purchasing some of the other lots they couldn't because of the floodplain, but if someone did buy them they would be responsible for finishing Seely Lane. He stated in a perfect world he could have the City consider the fact that they finish Seely Lane and perhaps in the future pass on those costs to whatever future development happens on those other properties and that way we have more than one access to this park. He stated there is an eroded part of the creek bank that is just beyond the bridge on JP West where the water just flows right through and floods out the City property, along with his playground. He stated if that erosion could be repaired it would keep that water from washing out everything a lot easier. He didn't see that on the Scappoose Bay Watershed Council's plan.

Craig Marquardo stated in regards to signs, as everyone knows he is helping Mark with his campaign, and the Mayor was gracious enough to take his signs down since he put them out a little early, but he is concerned about why there is still a giant billboard sign of Wayne Mayo's on the side of the road. He just feels everything should be on an even playing field and it just seems inappropriate and if we have to abide by it why doesn't he have to. He has been told by several people it is a violation and yet he hasn't seen anything done about it.

City Manager Sykes explained he received an email last week regarding this, but he was out of the office. He stated staff emailed Wayne Mayo today and asked him to remove the signs. He is not too inclined to fine anybody unless this Council wants him to. He gets a little nervous about being over restrictive with political signs.

Craig Marquardo stated he just thinks politics are not freedom of speech, everyone should be in the same playing field and the rules should be the same for everybody. He stated he knows there is an opening on the Economic Development Committee and he would like to be considered.

Pat Russell, Scappoose, explained he is new to the area and is trying to attend committee meetings. He explained one of his favorite issues is the watershed council because he was a previous member of the North Clackamas Urban Watershed Council. He is hoping we can have a little bit stronger development standards on these flooding areas, and hopefully we can see a wonderful fish habitat open space in the 500 year floodplain.

Consent Agenda ~ September 19, 2016 City Council Work Session minutes and September 19, 2016 City Council meeting minutes

Councilor Reed moved, and Councilor Riffle seconded the motion to approve the Consent Agenda ~ September 19, 2016 City Council Work Session minutes, and September 19, 2016 City Council meeting minutes. Motion passed (7-0). Mayor Burge, aye; Council President Erickson, aye; Councilor Reed, aye; Councilor Meshell, aye; Councilor Hayden, aye; Councilor Riffle, aye, and Councilor Haugen, aye.

Website Presentation

Program Analyst Alexandra Rains explained the City of Scappoose has undertaken the project of designing a new city website focused on promoting our community, economic development and local businesses. In order to make this project a success, City staff dedicated significant time towards the website in a multitude of ways including the Photo Contest held in July, reviewing the transfer of content from the old website for completeness, participating in training, reorganizing existing information and adding new content. The website officially launched Saturday, October 1, 2016.

WEBSITE REVIEW:

This evening, the website review will provide the City Council with a brief tour of the new website and touch on several notable features:

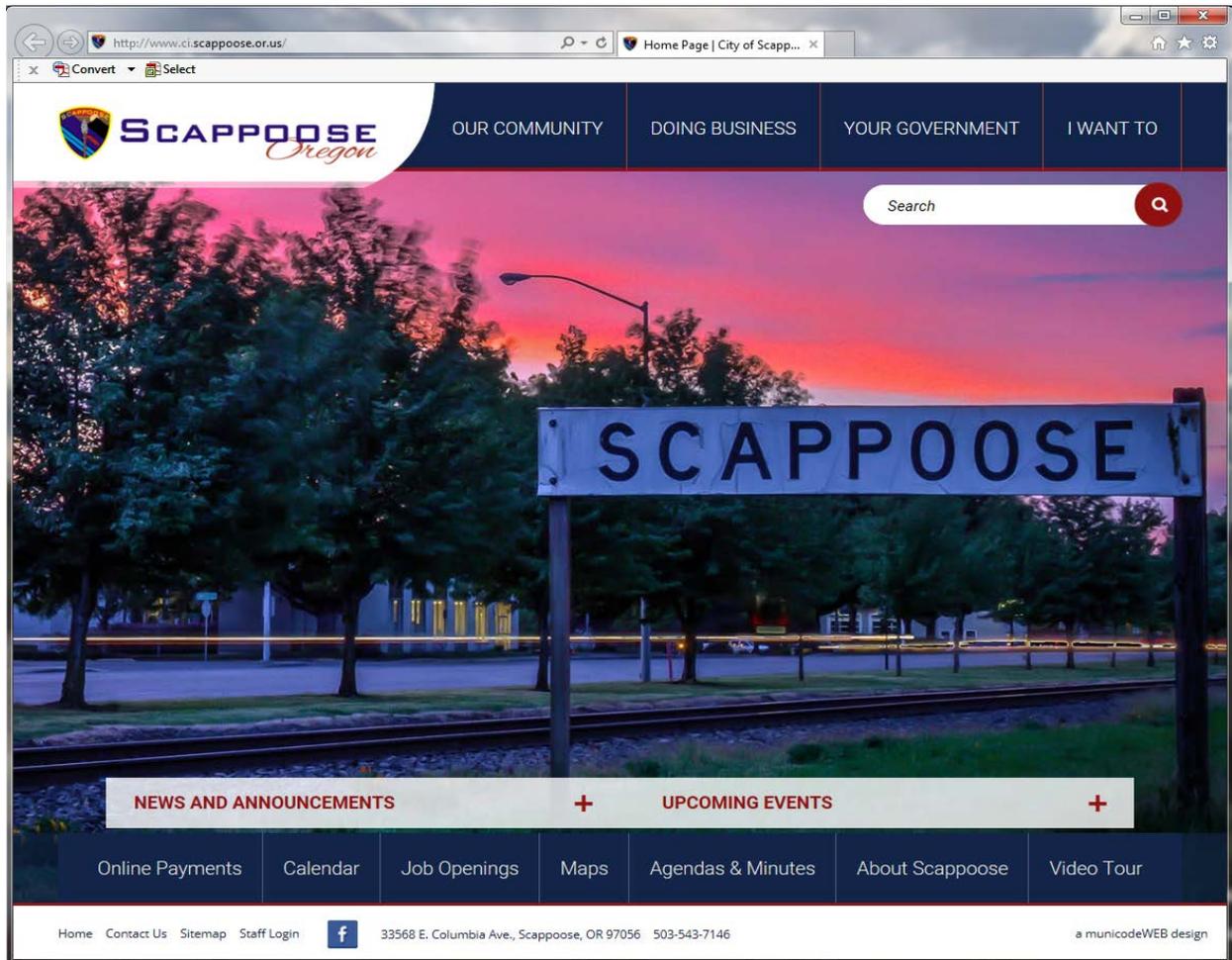
- Alternating homepage photos (6 total)
- News and Announcements and Upcoming Events "pop-up" tabs
- Organization of information and photos in the Mega Menu - 4 main tabs including Our Community, Doing Business, Your Government and I Want To
- Scappoose Business Directory
- Useful information for starting a business in Scappoose
- An inventory of available industrial, public use airport and urban growth boundary zoned properties
- Information on Parks and Recreation - individual pages for Scappoose's Parks and a Park Reservation Feature
- Individual Pages for Committees

Program Analyst Alexandra Rains went over the new website and showed Council and staff the new features and options.

There was discussion in regards to the local business search to have the capability of searching for a business category, not just the business name. There was also discussion on having information regarding the Watts House.

Program Analyst Alexandra Rains replied she will check, and see if there can be a category search feature added for local businesses. She stated she will add information on the Watts House.

(Website home page shown)



Program Analyst Alexandra Rains explained the City would like to thank the Port of St. Helens for the opportunity to participate in the Intergovernmental Partnership Program which provided the funding for the new website. She also wanted to thank Susan Reeves, Liz Happala, Hailey Holm, and City Manager Sykes for their participation in the process.

Mayor Burge stated the website looks fantastic.

City Manager Sykes stated this website should be a real community user friendly improvement, and Alex put a tremendous amount of work into this.

Announcements ~ information only

Calendar

Mayor Burge went over the calendar.

Mayor

Mayor Burge announced that the Oregon Institute of Technologies Board of Directors today unanimously approved moving forward on purchasing the Jersey building next to Parkers Gravel Pit, to house the Oregon Manufacturing Innovation Center. He stated when you think about this we are going to be doing cutting edge research in Scappoose that is going to change the manufacturing processes for major corporations throughout this region. He stated it is a big deal to have this research here in Scappoose, and we should be very proud. He stated as everyone knows if people work here, they will shop here and spend here. He just wanted to let everyone know the press release came out today about this and they are hoping to be open and operating in 2017.

City Manager

City Manager Sykes stated Council has a copy of his written department report. He highlighted a couple of items that staff is working on. He stated, as mentioned earlier the City closed on the Bernet properties on Friday. He explained the house that was on the Seely Lane site was removed. He stated as far the future of that site goes he thinks what we want to do is talk to the Park & Rec Committee about that. If Council has ideas of what they would like to see at that park please let him know. He explained they have been working with representatives from the State discussing and determining how to put together an immediate opportunity fund grant, which is an ODOT grant the City is qualified for and basically it would give us a million dollars that we could apply towards the West Lane improvements from Wagner Court all the way down to the Walker property. He stated the improvements will make that whole road safer. He explained Program Analyst Alex Raines submitted a HEAL Grant for four picnic tables and five benches for Heritage Park. He explained at a couple of meetings back we had had some citizens that were concerned with the construction dust and noise, and Council asked staff to look at that and address it, which staff has and things are better. He stated one of the concerns is they are allowed to do construction until 8pm Monday through Friday. He explained there are some citizens that are concerned with the construction time and asked if Council would reduce the construction hours during the week from 8pm to 7pm.

Mayor Burge thinks taking a look at the construction hours is a good idea.

Police Chief

Chief Miller explained at the Police Department they like to take on new challenges, try new things, and keep moving forward with the community. He explained with that in mind last weekend they held their first annual Cast with a Cop. He explained they took eleven children that were chosen by DHS to go fishing at Salmon Berry for four hours, and had a great time. He explained the School Resource Officer Police Department car that was previously not decaled was decaled, and in speaking with Councilor Meshell and Councilor Riffle they came up with the idea of having someone from the school design a logo for that car. He stated we would like to

move forward with this and when there is a finalist they will bring them before Council, and then Council will decide which one will go on the car.

Councilors

Councilor Haugen stated the LOC conference was very valuable to him, and he thinks it is a good investment. He explained he had a good conversation with the Tillamook Mayor who is pushing bigtime to getting a Salmon Berry Corridor Trail going on that end. Scappoose and Tillamook are the bookends to that trail. He stated we actually have an affiliation with Tillamook to get this done. He stated if everyone is in agreement we should formalize that.

Mayor Burge thanked Councilor Haugen for working with Tillamook.

Councilor Meshell stated good job Chief Miller for appointing the School Resource Officer again this year. He has already heard good comments, and last year the School Resource Officer was fantastic. He stated the traffic changes that the Traffic Safety Committee and Council approved by the schools has been very effective and the flow has been enhanced and the kids are a lot safer. He thanked staff for moving that around and making that happen.

Councilor Reed stated he also went to the LOC conference, and he concentrated on transportation. He explained that traffic is not just an issue here but all over the state, and it is probably going to get worse before it gets better. He also was able to go on a tour of the Independence waterfront.

Adjournment

Mayor Burge adjourned the meeting at 7:55 p.m.

Scott Burge, Mayor

Attest:

Susan M. Reeves, MMC, City Recorder



SCAPPOOSE
Oregon

7.1

October 17, 2016

Oregon Watershed Enhancement Board
775 Summer St. NE, Suite 360
Salem, OR 97301-1290

Re: Support for the South Scappoose Creek Restoration Project

Please accept this letter of support from the Scappoose City Council for the Scappoose Watershed Council's South Scappoose Creek Restoration Project.

Historically, this reach of the South Scappoose Creek has provided habitat for coho salmon, steelhead and cutthroat trout, Pacific lamprey, Chinook salmon, and possibly chum salmon, as well as many other aquatic and terrestrial species. Currently, due to past land use and management practices, this reach of the creek is characterized by an incised channel, severe erosion, lack of continuous riparian corridor and disconnections from historic side-channels. This has resulted in a loss of habitat, excessive stream temperatures and erosion concerns.

The City has participated in both the 2009 South Scappoose Restoration Plan that studied four miles of the lower South Scappoose, and the more refined 2013 Alternative Analysis. We support the restoration activities being proposed, including lowering and re-shaping the adjacent stream floodplain, reconnecting historic side-channels, removing invasive species and re-planting with native vegetation because continued widening of the channel may adversely affect habitat, adjacent properties and infrastructure.

The City Manager, Michael Sykes, intends to dedicate funds for this project in next year's budget and City staff will provide support services.

Sincerely,

Mayor Scott Burge

7.2

CITY OF SCAPPOOSE

Council Action & Status Report

Date Submitted: October 12, 2016

Agenda Date Requested: October 17, 2016

To: Scappoose City Council

From: Program Analyst Alexandra Rains
City Manager Michael Sykes

Subject: Firm Business Commitment Grant from
Business Oregon's Infrastructure Finance
Authority (IFA)

TYPE OF ACTION REQUESTED:

- | | |
|--|--------------------------------------|
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Formal Action | <input type="checkbox"/> Report Only |

BACKGROUND INFORMATION:

The Infrastructure Finance Authority manages the state's Special Public Works Fund (SPWF) which provides financing to local governments to construct, improve and repair public infrastructure and facilities that support economic growth and create new jobs. Special Public Works Funds can be used to pay for municipally-owned utilities, buildings, and other municipally-owned infrastructure needed to support the development project, such as streets, sidewalks, water and sewer.

While the Special Public Works Fund is primarily a loan program, it does offer Firm Business Commitment Grants to development projects that create or retain traded sector jobs. The amount of grant is based on the number of eligible jobs proposed to be created or retained with the potential of up to \$5,000 for each job created or retained. The maximum grant amount is \$500,000 per project or 85% of the allowable cost.

The process begins with a Project Notification and Intake Form. If the project meets the programmatic and eligibility requirements, then a municipality is invited to apply. Funds

Request for Council Action

cannot be committed prior to receiving an award letter. There are some exceptions, such as engineering, but that has to be approved in advance by the regional coordinator.

APPLICATION IN SCAPPOOSE:

The Firm Business Commitment Grant from IFA, as it applies to Scappoose, would be put towards the Cascade Tissue/West Lane Frontage Improvements Project as it is considered an eligible project with traded sector jobs. As noted above, the amount of the grant will be calculated based on the 69 jobs proposed to be created by Cascade Tissue. This puts the estimated available grant funding at \$345,000.00.

At this time, City staff has completed the Project Notification and Intake Form and is awaiting the formal invitation to apply for the grant.

FISCAL IMPACT:

The Firm Business Commitment Grant from IFA requires a 15% match. However, as the City is also applying for the Immediate Opportunity Fund (IOF) Grant from ODOT and will receive funds from property owners along West Lane Rd., it may use those funds to fulfill the match requirement.

SUGGESTED MOTION:

The City suggests Council authorize passage of Resolution No. 16-21 to grant authority to the City Manager to apply for the Firm Business Commitment Grant from IFA and delegate authority to the Mayor to sign the application.

RESOLUTION NO. 16-21

A RESOLUTION OF THE COUNCIL OF THE CITY OF SCAPPOOSE AUTHORIZING THE CITY MANAGER TO MAKE APPLICATION FOR A FIRM BUSINESS COMMITMENT GRANT FROM BUSINESS OREGON'S INFRASTRUCTURE FINANCE AUTHORITY (IFA) FOR FUNDS TO APPLY TO THE WEST LANE FRONTAGE IMPROVEMENTS PROJECT AND DELEGATING AUTHORITY TO THE MAYOR TO SIGN THE APPLICATION.

Whereas, Business Oregon's Infrastructure Finance Authority is accepting applications for the Business Commitment Grant program; and

Whereas, the City of Scappoose desires to participate in this grant program to the greatest extent possible as a means of providing funding to the West Lane Frontage Improvements Project; and

Whereas, the Scappoose City Council has identified economic development as a high priority need in the City of Scappoose; and

Whereas, completing frontage improvements on West Lane Rd. will make it possible for Cascade Tissue to run their new manufacturing facility and make the adjacent properties more shovel ready for future development; and

Whereas, Cascade Tissue promises to add 69 jobs to the community; and

Whereas, the matching share for this application will be provided by funds from the Immediate Opportunity Fund (IOF) Grant and from property owners along West Lane Rd.

Now, therefore, be it resolved:

The Scappoose City Council hereby authorizes the City Manager to apply for a Firm Business Commitment Grant from Business Oregon's Infrastructure Finance Authority on behalf of the City for improvements to West Lane Rd. and authorizes the Mayor to sign the grant application.

PASSED AND ADOPTED by the Scappoose City Council and signed by me, and the City Recorder, in authentication of its passage on this 17th day of October 2016.

CITY OF SCAPPOOSE, OREGON

Scott Burge, Mayor

Attest: _____
Susan M. Reeves, MMC
City Recorder

ORDINANCE NO. 859

AN ORDINANCE AMENDING CHAPTER 9.12 OF THE SCAPPOOSE MUNICIPAL CODE TO MODIFY COMMERCIAL CONSTRUCTION HOURS WITHIN THE CITY OF SCAPPOOSE

WHEREAS, the City Council may act to protect the public health, safety, and welfare within the City; and

WHEREAS, the Council finds that adjustments to the hours allowed for heavy commercial construction are necessary to protect the livability of the City.

NOW, THEREFORE, THE CITY OF SCAPPOOSE ORDAINS AS FOLLOWS:

Section 1: Chapter 9.12.040 of the Scappoose Municipal Code is hereby amended to read as follows: (additional language underlined and deleted language ~~stricken~~).

4. The commercial construction, excavation, demolition, exterior alteration or repair of a building, or exterior use of heavy construction equipment, other than between the hours of seven a.m. to seven ~~eight~~ p.m. Monday through Friday and nine a.m. to four p.m. on Saturdays, except upon special permit granted by the City Manager. Work, as described in the preceding sentence, is prohibited on Sundays, New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day;

Section 2: This ordinance shall go into effect 30 days after passage.

Passed and adopted by the City Council this ___ day of _____, 2016 and signed by the Mayor and City Recorder in authentication of its passage.

CITY OF SCAPPOOSE, OREGON

Scott Burge, Mayor

First Reading:
Second Reading:

Attest:

Susan M. Reeves, MMC
City Recorder

CITY OF SCAPPOOSE

October 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Scappoose Farmers Market 9 am - 2pm
2	3 Work Session 6:30pm City Council 7pm	4	5	6	7	8
9	10	11	12	13	14 Chapman Landing Ad Hoc meeting 11am	15
16	17 Interviews 6pm City Council 7pm	18	19	20 EDC ~ noon Park & Rec Committee 6:30 pm	21	22
23/30	24/31 Police Department ~ Halloween Night Hot Chocolate event ~ High School Parking Lot 6pm - 8 pm	25	26	27	28	29

CITY OF SCAPPOOSE

November 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 Work Session 6pm City Council 7pm	8	9	10	11 City offices closed 	12
13	14	15	16	17 EDC ~ noon	18 Chapman Landing Ad Hoc meeting 11am	19
20	21 Work Session 6pm City Council 7pm	22	23	24 City Offices closed ~ Thanksgiving	25 City Offices closed	26
27	28 Annual Lighting Event ~ Heritage Park/Watts House 6:00 pm	29	30			