

**MONDAY, OCTOBER 18, 2021**  
**CITY COUNCIL MEETING**  
**Regular meeting 7:00 pm**  
**COUNCIL CHAMBERS**  
**33568 EAST COLUMBIA AVENUE**  
**SCAPPOOSE, OREGON 97056**

**Call to Order**

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

**Pledge of Allegiance**

**Roll Call**

Scott Burge	Mayor	Alexandra Rains	City Manager
Megan Greisen	Council President	Shaun Davis	Interim Police Chief
Joel Haugen	Councilor	Susan M. Reeves	City Recorder
Josh Poling	Councilor	Dave Sukau	Public Works Director
Pete McHugh	Councilor	Huell Whitehaus	Assistant to Public Works Director
Tyler Miller	Councilor		
Teresa Keller	Budget Committee member		
Ty Bailey	Budget Committee member		
Peter Watts	Legal Counsel		

**Also present:** CET Executive Director Paul Vogel and Fire Chief Jeff Pricher

**Remote:** Councilor Brandon Lesowske, Budget Committee member Annette Pixley, Budget Committee member Sandie Wiggs, Budget Committee member Michelle Brown, Budget Committee member Chris Vitron, Eva Manderson, Phil Accio, and two unknown callers.

**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 Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye.

**Public Comment ~ Items not on the agenda**

Marisa Jacobs, Scappoose, stated good evening, Mayor Burge, City Council City Staff and Budget Committee: My name is Marisa Jacobs, speaking to you this evening as a tax paying citizen of Scappoose. Thank you for providing me an opportunity to speak with you this evening regarding the work session you're about to commence regarding the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021. The \$1.6M in relief funds is an extraordinary opportunity for our community. As our leaders you approve how the monies will be spent, and the choices you make today will either improve or stagnate the community. I want to look back in 10 years and be proud that the city invested the \$1.6M funds wisely within our community and point to key investments that built a stronger and more thriving Scappoose. As I've been following the conversations at council and reading the government materials, it appears that it might be helpful to establish and align on basic criteria for how requests and proposals are evaluated to determine how the money is spent. If you agree with my thoughts, may I suggest a starting point for defining the criteria. For example, something as simple as **funds must improve the overall welfare of the citizens of Scappoose and the community**. If you were to align on this criterion and review the current requests, some may not make the cut. For example, while bonuses and premium pay for city staff and police officers are kind, goodwill gestures, how would you defend to a citizen how these investments benefited the overall welfare of the citizens and community? I can share with you the perception my neighbors have shared with me. I'll just say it's not positive as it's inappropriate language for me to repeat. The optics don't look good, nor do they feel good to me either. Additionally, the fire departments request for \$200K for an ambulance while it may meet the initial criteria, evaluating this request further, it would be hard for you to approve. Let me explain, first, I applaud Chief Pricher's efforts as he's doing what any good leader would do, go after funding. However, an ambulance is a budgetary matter (needed every 5 years) and further the recent passage of the bond measure this past November was a massive fiscal increase to our fire department, \$14.5 million over 5 years. For a comparison, Tillamook operates 3 fire stations at \$2.9M. Scappoose has 1 fire station operating at \$7.16M including \$1M in an unappropriated line item. The Small Business Resources center, while a nice to have, digging deeper, funding a brick and mortar in another town is questionable. Maybe something on a smaller scale feels more appropriate. The water meters, childcare and Habitat requests should all go through a similar exercise. This is a wonderful opportunity. A moment in time we can look back and be proud of how the funding was invested. So, I urge you, our elect officials to be brave and thoughtful. Take the time to determine how to spend our funds, commence a working group inclusive of community leaders, volunteers, city staff and a council representatives to shape a recommendation on how to spend the money grounded in a basic guideline - improve the overall welfare for the citizens of Scappoose.

Thank you, Marisa

Council thanked Marisa.

Robby Baucus, Scappoose, explained he is on the Economic Development Committee, and he has some brief comments about the ARP funds as well. He explained with his economics background he feels like he can offer some insights into these issues. He stated ideally the

money should be distributed to individuals, organizations or programs where the total benefit is the greatest. He stated this would not only mean distributing the funds to places where the most residents are affected but also to places where the marginal benefit is the greatest. He stated places where even small amounts of money can produce meaningful results. He stated sometimes this requires looking at the primary secondary and tertiary effects. Similarly, he would like to see the money dispersed to people or places where the multiplier is the highest and where it will spur the most growth and long-term benefits. He would like to view this moment as an opportunity for two things, although each are completely valid, he would like to see more emphasis placed on the second option. He stated first, to right any wrongs and support those that suffered the most during the last one and a half years or two to fix and improve the town moving forward and into the future. He stated some key thoughts, although giving out bonuses, pay raises and hazard pay may be completely valid, who's to judge which jobs and or people deserve it the most. He stated even the term frontline workers and essential workers can be ambiguous. He stated are we talking about first responders, medical staff, mail carriers, bus and truck drivers, grocery store clerks and the list goes on. Also giving bonuses to those that don't need it doesn't do much good for the town, they will end up saving the money or spending it on vacations out of State. He stated the second point: what is the difference between the Fire Department and the Schools. He stated both organizations would love extra money, but each should be able to budget and raise money on their own. He personally thinks that investing in education is one of the smartest investments an individual or government can make. He might be biased on that as he currently works for the High School. He stated investing in childcare has many secondary and tertiary benefits. It allows parents and primarily mothers to get a job and keep it. He stated more participants in the workforce is good on many levels, increases the tax base, spurs economic growth, reduces racial and gender inequality, improves the growth and development of the children and relieves grandparents from babysitting duties. He stated lastly, he thinks assisting small and local businesses is very important, however he thinks that the City would need to proceed with caution if they choose to go this route. He stated some businesses need the assistance much more than others plus there's already a substantial amount of Federal aid over the last one and a half years for small businesses. He explained with all the money in the economy some businesses have actually had record years. Also, it wouldn't do much good to prop up a small business that is destined to fail. He always prefers to invest in people rather than the businesses.

Council thanked Robby.

Jennifer Anderson, Executive Director for Columbia County Habitat for Humanity, explained with her is Boyd Ruby, who is their Board President. She explained she wrote a letter that is in the packet, and she just wanted to highlight one thing. She explained their request for funds is to help the hardest hit communities in the pandemic and it is widely accepted that low-income people are hit harder than any other income range. She explained that is who they serve. She explained by far most of their applicants are having a problem with overcrowding. She

explained the effect the pandemic has had on these types of people and there is no way to social distance. She explained that their proposal is to build a 10-unit building on the property in Scappoose that Community Action Team owns currently, and they are planning on buying the property from them.

Council thanked Jennifer.

**Consent Agenda ~ September 7, 2021 City Council meeting minutes, September 20, 2021 City Council meeting minutes and October 11, 2021 Special City Council meeting minutes**

Councilor McHugh moved, and Councilor Miller seconded the motion to approve the Consent Agenda ~ September 7, 2021 City Council meeting minutes, September 20, 2021 City Council meeting minutes and October 11, 2021 Special City Council meeting minutes. Motion passed (7-0). Mayor Burge, aye; Council President Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye.

**Purchase of Holiday Decorations**

Public Works Director Dave Sukau went over the staff report. He explained there is a lack of Holiday Decorations within the Scappoose Community. The Scappoose Community Club currently decorates the Heritage Park / Watts House, park strip along Hwy30 near Heritage Park and the Totem Pole parcel. Public Works has identified additional locations that could be decorated. These locations include banners along Hwy 30, lighted decorations along E. Columbia or other primary routes, streetlight decorating around City Hall, etc. He would like to get some direction from Council on if this is something they would like him to pursue.

Council President Greisen explained at this point she is interested in what he is looking at and the cost.

Public Works Director Dave Sukau explained the things they would be looking at would be some sort of season greetings banners to put along the Highway that would replace the ones that are out there in the summertime. Other options could be garland on the light poles and all of those feature's hover between one to three hundred dollars apiece.

Councilor Haugen thanked Public Works Director Dave Sukau for the initiative here. He would like to kind of take an incremental approach. He stated let's say we identify a location and then we dedicate a certain amount this year and see how it rolls out and how it is received and if it looks positive maybe next year, we amp it up a little bit.

Councilor Miller stated he echoes the concerns. He stated if we could just get a proposal, with the cost and a visual so they can see it, and where they would be located, that would inform them to be able to make a decision on this.

Councilor McHugh explained he does think this is a big plus for our community to have decorations that are visible as people drive through town.

Mayor Burge asked staff if they know the plans for the Community Club and their decorations this year?

Josette Hugo, President of the Community Club, explained they have identified the 29<sup>th</sup> of November to set up the lights.

Mayor Burge explained he thinks it would be nice, maybe the first meeting in November if Council could have a proposal to look at.

Public Works Director Dave Sukau replied he would be happy to bring this back.

Council thanked Dave.

### **Work Session ~ City Council and the Budget Committee**

#### **Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021**

City Manager Alexandra Rains explained this has been brought back for further discussions. She explained in the packet there is some of the same information, in addition to some new information. She explained Eva Manderson and Paul Vogel will be presenting on childcare, which Council has asked about. She explained Public Works Director Dave Sukau is here to present on water meters.

#### **Child Care**

Eva Manderson, Director for Child Care Resource and Referral, for Clatsop, Columbia and Tillamook Counties. She explained also with her tonight is Paul Vogel.

Paul Vogel explained he is with the Columbia Economic Team, and he works with Eva in a regional coalition and also in a Columbia County coalition with childcare as a business and economic issue. He explained when he was at the last Council meeting a concerned citizen raised the issue of childcare.

Eva Manderson went over her presentation.

EXHIBIT D

## Child Care in Scappoose

City Council  
Prospective ARPA Investment

EXHIBIT D

### NW Regional CCR&R

Child Care Resource & Referral Agencies in 13 regions across Oregon are responsible for providing a wide variety of program services which include recruiting, training and promoting retention of a high quality, diverse Early Learning and Child Care Workforce through professional development.



- NW Regional ESD contracts with the Early Learning Division for this work in Clatsop, Columbia and Tillamook counties
- NW Regional CCR&R projects of interest:
  - Child Care and Education Workgroups -- county level cross sector collaborative discussions which began as a result of the pandemic and increased partnerships
  - Business Cohort resulting in a focus on strengthening business practices in child care
  - Workforce Development cohorts resulting in college classes and certificates

Eva Manderson,  
NW Regional CCR&R Director  
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Caellsh Tarrham,  
Columbia County Early Learning PI  
Support Specialist  
[ctarrham@nwresd.k12.or.us](mailto:ctarrham@nwresd.k12.or.us)

EXHIBIT D

### City of Scappoose - The Child Care Question

City Council discussion surfaced child care as a possible ARPA Investment

- Columbia Economic Team connected with city manager and staff
- Discussion and request for guidance and recommendations

NW Regional CCR&R was engaged to provide Scappoose City level data and information about regional and state work being done to support and expand child care

Resulting in this presentation to the City Council

- Scappoose Child Care Overview
- State released ARPA for child care
- Current work in Oregon supporting business practices
- Proposed City of Scappoose ARPA Investment
  - Leverage and maximize the other funds coming to Scappoose child care providers
  - Encourage the engagement of new providers and expansion of existing providers
  - Increase longevity and successes of child care business - Child Care is the business that supports all other businesses

## Provider Types - a little foundational knowledge

**Registered family-** Licensed, In home, up to 10 kids

**Certified family-** Licensed, In home, up to 16 kids

**Certified center-** Licensed, Center based, #of children based on site

**License Exempt and OOHs Listed-** (sometimes referred to as regulated subsidy providers) Up to 3 kids, not related to children in care.

**NOT Reflected In our data -** Not eligible for ARPA release from Early Learning Division and/or not sustainable full day solution for families across communities

- *Head Start Programs - not eligible for ARPA - Income eligibility requirements*
- *Programs that offer care less than 4 hours per day - Including burden placed on school districts to provide after school care*
- *Relative care - not open to referrals*

EXHIBIT D

## Columbia County child care options

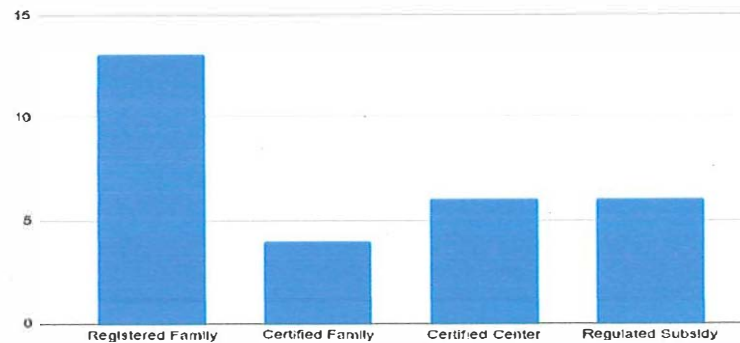
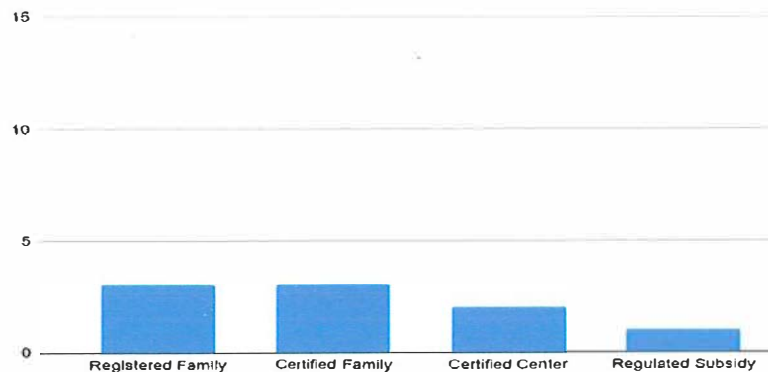


EXHIBIT D

## Scappoose child care options



## Scappoose Child Care Slots

Capacity provided by program type

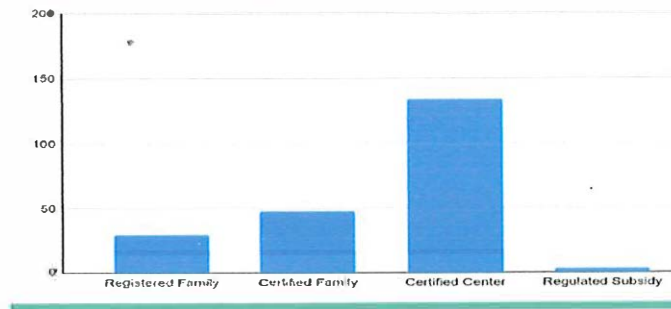


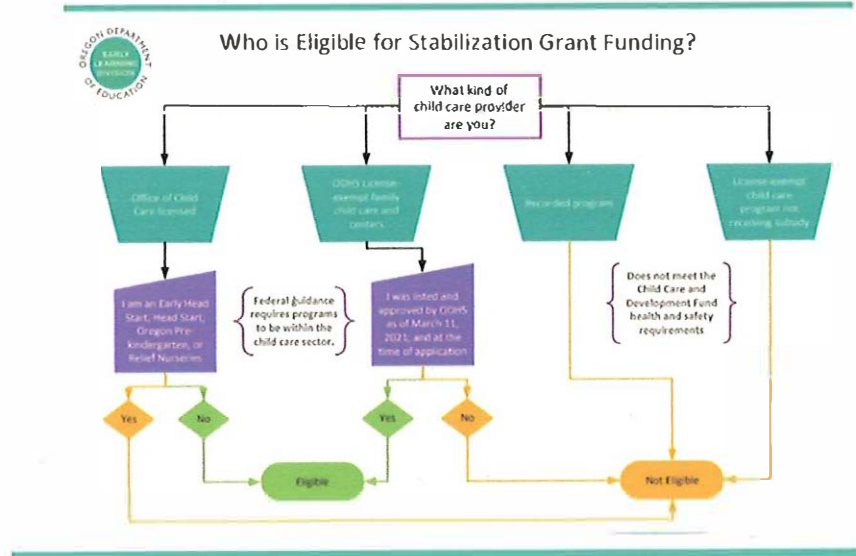
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## ARPA Release to the Early Learning Division

ARPA funding into the Early Learning Division \$224 million is to be paid directly to eligible child care programs. 100% of this is Federal funding.

Minimum Funding level + Bonus (up to maximum funding level)

- Serving Infants/Toddlers
- Serving families receiving child care subsidy
- Offering Extended hour or weekend care
- Providing culturally responsive care





### State Released ARPA \$\$ - Stabilization Grants

Regulation Type	Number	Minimum \$\$ If eligible for Stabilization Grant	Maximum \$\$ If eligible for Stabilization Grant	Possible funds to Child Care Programs in the City of Scappoose
Certified Center	2	\$66,650	\$233,680	\$308,832
Certified Family	3	\$27,430	\$43,888	\$131,664
Registered Family	3	\$11,520	\$18,432	\$55,296
License Exempt/ODHS Listed (Regulated Subsidy)	1	\$6,800	\$10,880	\$10,880

**Maximum potentially coming to providers in the City of Scappoose \$596,672**

EXHIBIT D

### Other current projects around Oregon

- Shared Services - (multiple pilots around Oregon) sharing of single person functions across many programs so as to build efficiencies. Grant writing, HR, accounting, etc.
- Iron Triangle (National model for strengthening child care business) - business management - tuition set appropriately, collected and program is full
- Employer Reserved Slots (New model emerging in Oregon) - business pays for slots so that they are able to be filled by their employees - employee still pays for tuition - stabilizing business - which can look like quality improvements or increased compensation
- Business Training - Business Cohort - Multiple Region based models - business training and coaching to support providers with the complexities of being business owners AND Next slide

EXHIBIT D

### Business Cohort

- Cohort 2.0 starts January 2022
- Shared delivery of business training and support
- Focus on Federal Grant complexities - tax implications and others
- Partners: SBDC, CCRR, Wonderschool

#### Provider Quotes:

"I knew how to take care of children - now I know how to take care of my business"

"I wish I understood this when I started my business 15 years ago"

"I understand now how important my business is to my community. I feel important and appreciated"

## Potential for Capacity Building of Licensed Child Care

- Outreach to engage existing providers to expand and recruit new providers to open
- RF to CF - potential 6 additional slots per program
- Exempt to RF - potential 7 additional slots per program
- New providers - potential 10 additional slots per program - 16 slots after a year

Depending upon expansion points - this work could bring more ARPA funding to Scappoose child care providers and more child care slots to the City of Scappoose

EXHIBIT D

## Recap of the important considerations

- Providers as businesses not just caretakers and early education professionals
- Community needs: availability/accessibility
- Federal Funding and the complexities for a small business
- Improved environment for capacity building
- Optional supports
  - Shared Services
  - Employer-reserved spots

EXHIBIT D

## Proposal for Scappoose City Council

- **Targeted outreach and engagement to child care providers**
  - Stabilization Grants from Early Learning Division
  - Business Support Investment from City of Scappoose
- **Resources Provided through contract with NWCCRR**
  - Grant Management Support - Training specific to grant (funds and reporting) management
  - Group sessions/workshops
  - 1:1 Coaching
  - Business Cohort - Training specific to business management
  - Wonderschool Subscriptions - business management system - iron triangle
  - NWCCRR monitoring
- **Deliverables:**
  - 1:1 advising
  - Workshops
  - Successful business deployment
  - Business planning/resiliency
  - Engagement in NWCCRR and Early Learning network
  - Positive example of pro-childcare city business environment
  - Help address workforce/employment drawbacks

## Project Budget

- Contract small business advisor
  - Prior childcare provider advising/training experience
  - 20 hours per month \$2200/month
  - 9 months ( now to December 31 plus 6 month grant period)
  - Total advisory contract = \$19,800
- Business Cohort = \$3,000
- WonderSchool = \$30,000
- Engagement/marketing/promotion/recruitment = \$5,000
- 5% for Administration
- Approximate Total = \$61,000

EXHIBIT D

## Questions??



Eva Manderson,  
NW Regional CCRR Director  
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Caellish Tarrham,  
Columbia County Early Learning PD Support Specialist  
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Eva Manderson explained we all know that Federal funding has its complexities whether we are talking about the application of or the tracking of expenditures and reporting back on Federal funding that they have received and so that is a complexity for these small businesses, and they are really looking for what kind of improved capacity can they build out of this opportunity for childcare providers. She went over the proposal that the City Council might want to consider. She would encourage some outreach and engagement with childcare providers talking to them about their stabilization grants and building in some additional business support for them.

Councilor Haugen thanked Eva and Paul for the information.

Budget Committee Member Ty Bailey asked about deliverables as it compares to the projected budget, what is the capacity that you are anticipating there? He stated I know we have a certain percentage of people but is it assuming everyone goes, it is assuming 50% or do we have any idea?

Eva Manderson replied she built the budget around 15 providers, so really hoping for the total of the current group and expansion, like we had talked about, so maybe some exempt providers joining who are not currently licensed providers or maybe even potentially new providers.

Council President Greisen talked about the fact that it is unknown if there's a representative from the Scappoose School District working with your organization or attending these County wide meetings. She stated that is somewhat disturbing to her because as an educator previously, she has had conversations with our current Superintendent and the fact that we had a program housed inside the Scappoose School District at the Scappoose High School and it no longer exists for a variety of reasons but mainly because the School District just sort of let it dissipate or they didn't have someone they could afford to pay to do it. She just feels like it is frustrating in a time like this where we have school districts in the business of serving children and we don't have an inhouse childcare program. She explained when she talked to the Superintendent the biggest issue right now is well if you have an exterior childcare provider coming in there are the issues of liability especially with COVID and it is on school property, but technically that is not an employee of theirs. She would really love to see some sort of a partnership and make something happen with the School District and find a way that something is housed there. She just feels due to Covid there are bus routes that don't function due to not having enough drivers and they have students that have no where to go and there's literally children just wandering around the street because there are not enough people to watch kids, or they just don't have the connections to make that happen. She explained she hears a lot of need but there is no initiative to make it happen and she just feels Eva is the perfect person in this organization to help them navigate something. She knows this has nothing to do with the ARPA funds, but this opened up her eyes that there is opportunity and maybe they can help make that happen.

Eva Manderson replied she believes she met with the superintendent at the beginning of COVID when they were working on childcare issues in the beginning when school districts were closing and back when the preschool program at the School District closed. She would be happy to connect again and see what they can put together there. She explained schools fill a huge need in communities and often we've got schools that are filling childcare needs and even when they're not filling after school childcare needs, for working families, they feel a childcare need when kids are in school, and she thinks that was a lesson through COVID that was loud and clear when school was closed and that she thinks they are still hearing right now that's the connection to this current work too. She can reach out to Tim Porter and see where he wants to go with exploring this further, she would be happy to do that.

Councilor McHugh thanked Council President Greisen for her comments.

Budget Committee Member Annette Pixley stated she really appreciates Eva's ideas and projected plan. She explained one of the big challenges we have in our community is a lack of capacity and asked if there are any suggested plans for a capacity increase?

Eva Manderson replied she thinks the thinking about that was there is ARPA money coming and that if programs are expanding that expands capacity, it also expands the funding coming into the City of Scappoose. She explained it is really thinking about how do they set up a support structure for the City's programs that are there currently and support them to expand capacity.

Paul Vogel explained their motivation is when childcare providers have a stable business and they're actually able to cover their bills and retain employees and can be successful as a business. That is one of the most attractive things to recruiting new providers is that it is not a burden, it is not a way to go broke. You can actually do what you want to do and make a living and there's value in capacity building by helping stabilize and make these other providers helpful and successful.

Legal Counsel Peter Watts went over the items that funds can be used for. He explained it would be possible to meet with the School District to the extent that the barrier of bringing in someone in order to pay them the salary and that is a specifically allowed use of these funds. He explained as each of these proposals comes in, they have to go through certain steps in order to determine eligibility and so it would be really helpful for staff to understand as you look at priorities and the sort of programs that you want, what are those priorities you as a Council have, so then staff can do the due diligence and then they are not doing the due diligence for something that wouldn't be a Council priority. He stated it is that upfront determination that staff was hoping to get at this time.

Mayor Burge asked if everyone has received enough information on this at this point?

Mayor Burge thanked Eva and Paul for the information.

Fire Chief Pricher thanked Council and the Budget Committee for the opportunity to speak tonight. He explained there was a comment earlier about leadership with the Fire District and he thought it was important to understand the philosophy of the Fire District in their leadership strategy. He explained first and foremost they believe in servant leadership and servant leadership is all about providing for other people's needs first. He stated as the leader of the organization he is at the bottom and the people who are at the top are the citizens in the community and that is followed by the staff, their officers and so on and so forth. He stated the reason they have that philosophy is they have an incredible responsibility to our community, which includes more than just ambulance service, fire protection but also community risk reduction. He explained community risk reduction is running those small programs in the schools and throughout the community in helping kids be safe by making sure they are wearing

helmets or helping with making sure there are smoke detectors in people's homes to prevent fires or allow them to escape their house from a fire. He stated the reason why this is important to understand is they have a limited budget and if they were to do a comparison between the City's budget and the Fire Districts budget, they cover 100 square miles and the City covers about 3 square miles. He stated in terms of economies of scale, they've got a lot to do with not very many resources. He stated last November they were very thankful that the community supported their efforts to go out for an increase in their levy. He explained a levy can only be used for staffing and operational costs; it cannot be used for purchasing equipment. He explained that usually falls into the categories of a bond. He explained what the Fire District asked for from the community was funding to help staff positions with the ambulance because they are seeing a significant shortfall in their ability to staff calls 24 hours a day and provide those two ambulances. He explained they provide this service out of four fire stations. There is a boat house that serves about 2,000 people living in floating homes and who live aboard vessels. They have the Chapman station, which is up Scappoose Vernonia Highway, and they have the Holbrook station which is down towards the golf course and then the main station in Scappoose. He explained they do have their reserve fund of about a million dollars that was identified in a couple of conversations he has had with City staff and Councilors, and he thinks it is helpful for the community to understand what that million dollars is. He explained there is a huge difference in government budgeting and how that process works. He explained the Fire District works on a cash-based budget which means at the start of the fiscal year, which is July 1, all of their expenditures and projected expenditures have to start then. He explained most cities and counties work on the accrual-based government budgeting which allows you to carry costs from year to year, they cannot do that. He explained the million dollars is actually their tax money they use to pay their bills from the 1<sup>st</sup> of July until December when they collect their tax revenue. He explained even though it is unappropriated, that money is actually appropriated for the next fiscal year. He explained one of the things they have tried really hard within their organization is to be transparent and get accurate information out to the community and they started that last year with his tenure as the chief by producing a first ever annual report. He explained they are in the process of working on a strategic plan but in that annual report they talk about several different components that they are looking at in the near future, specific to vehicles. He explained they have to spend about 2.7 million dollars to bring half of their fleet of 24 vehicles up to the current standard. He explained their ladder truck was purchased in 1992 and it is things like that that they don't want to go to the community and ask for a bond for. He explained when they look at the ARP funds and the \$200,000 and what that is going to do, it is going to allow them to free up other money that they would have already put to the ambulance that's budget now but allows them to buy a fire engine earlier without having to go to the community and ask for huge funds. He stated the other thing is they have to do some station upgrades in the near future and they are looking at anywhere between two and a half to three and a half million dollars so any dollars that they can put towards that with stimulus dollars that they receive from the Federal Government is a win for the community. He stated when we look at how this ambulance serves our community it's also important to

understand their revenue structure. He stated the City has the ability to bill for services for a multitude of different services that they provide and the Fire District does not have that ability with the exception of the ambulance. Unfortunately, the Federal Government, as a result of Medicare and Medicaid rules prevent them from billing the full amount in ambulance transport costs. He stated if you look at a \$1,500 or \$1,700 ambulance bill, they are lucky to get \$250 from Medicaid and they are lucky to \$450 from Medicare transports. He explained when they are trying to provide service to the community, any help they can get to acquire this needed equipment is going to be a benefit to our community. He explained right now over 74% of their call volume is within the City limits of Scappoose. He stated even though their area encompasses 12,000 people and 100 square miles the core of their response is here. He stated while they are a separate government entity, they are a partner in this community and this City in providing community risk reduction, ambulance service as well as fire protection. He stated thank you for this opportunity.

Councilor McHugh thanked Chief Pricher for the report. He stated it was an excellent explanation of what we're facing. He asked Chief Pricher how much the Urban Renewal program cost the Fire District a year?

Chief Pricher replied he couldn't answer that question right off hand, as he would have to talk to the City staff and then look at their net tax receipts at the end of the year, but it is significant and it's going to continue to grow larger mostly because all the available developable commercial property within the City limits has been gobbled up into that Urban Renewal District, so any new tax revenue that comes into that boundary they will never see for up to 20 years.

City Manager Rains explained the city has that information and it has been distributed in the past and they can redistribute that to Council.


Council thanked Chief Pricher.

### **Purchase of Water Meters**

Public Works Director Dave Sukau explained why this is on here. He explained when these funds were initially announced to us there was an emphasis on water, wastewater and broadband infrastructure and that is why they felt this ask was a good fit for these funds. He went over the staff report and the presentation. He explained in 2018, the City of Scappoose updated the City's Water Management and Conservation Plan. As a component of this process, an examination of the City's water loss was performed and revealed loss in excess of 30%. The City submitted the WMCP in February of 2019 to the Oregon Water Resources Department for review and approval. The City received a final order back from the OWRD on January 6th, 2020. The Order describes benchmarks that the City must meet in order to keep its water rights along



with a deadline of January, 2022 to reduce the loss to 10% or less. In 2019, the Public Works Staff implemented a water loss tracking program, contracted a city-wide leak detection and worked with SRFD to track fire water usage. Scappoose Public Works continued the effort in 2020 by purchasing leak detection equipment that allows year-round leak detection performed by the Public Works crews. Staff also evaluated the performance of existing water meters against new modern meters in an effort to capture low flow usage. After reviewing the price and performance of five different meters, Kamstrup IQ meters were selected. These new meters have the ability to read water usage as low as .015 gpm vs the existing .125 gpm. In 2021, the Water Department installed new meters within the Keys Plant to improve the accuracy of the water production numbers, continued the leak detection program with leaks being repaired immediately after detection and deployment of approximately 230 new Kamstrup meters. With the efforts performed to date, water loss numbers are down to near 20%. Public Works Staff feel strongly that the city-wide deployment of the new high accuracy service water meters will likely detect a large portion of the remaining balance. The deployment of the new meters will not only help with identifying unaccounted for water, they will help the Community engage in water conservation measures. The new meters have technology that identify leaks on the customer side of the meter. This is done by tracking low flows that never stop and high usages that may indicate a pipe has burst. Once deployed, City Staff will be notified of these alerts and be able to share this information with the customer. Staff believes this project is urgent to meet state mandates for water loss, improve water conservation, reduce meter reading labor by approximately 50 hours per month, avoid 10% annual price increases to water meters, capture lost revenue, reduce rate increases and notify customers of potential high usage. The City of Scappoose Water Budget for 2021-22 has \$150,000 identified for meter replacement. The budgeted amount combined with the proposed \$170,433.70 will allow the replacement of approximately 30% of the City's meters. Replacement of the remaining 70% would be performed during the 2022-23 fiscal year with the second installment amount of \$579,566.30 combined with capital expenditure dollars as needed. Staff recommends Council authorize City Manager Rains to allocate \$750,000 of the Coronavirus State and Local Fiscal Recovery Funds to be divided over the 2021-22 and 2022-23 fiscal years for water meter replacement.

<p><b><u>City of Scappoose</u></b></p> <p>• Water Loss &amp; Meter Replacement</p> 	<p><b>Agenda</b></p> <ul style="list-style-type: none"><li>• History</li><li>• What is Water Loss</li><li>• EPA Information about Water Loss</li><li>• Steps we have taken</li><li>• Benefits of Modern Meters</li><li>• Current Status</li><li>• Next Steps</li><li>• Why Full Deployment is Important</li><li>• Statistics</li><li>• Questions</li></ul>
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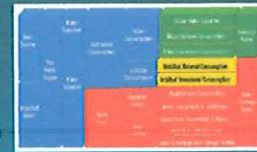


## History

- In 2007, the City converted to AMR meter reading (drive by) using retrofit radios and Master Meter for new installs.
- Approximately 90% of the meters were converted to radio read.
- In 2015, retrofit radios began to fail.
- To date, approximately 200 meters are manually read each month.
- In 2018, the City updated the Water Management & Conservation Plan and discovered it was experiencing over 30% water loss.
- City was ordered by ORWD to reduce loss to <10% by Jan. 31, 2022.

## What is Water Loss

- **Water loss** is the sum of "real and "apparent" loss of water.
- **Real losses** are those that are lost after water production but before delivery to the customer.
- **Apparent losses** are water that is produced and delivered to users but is recorded as loss due to meter inaccuracy, human error in recording data, computing errors and theft.



## EPA Information

### Direct from the EPA:

Public water systems face a number of challenges including aging infrastructure, increasing regulatory requirements, water quantity and quality concerns and inadequate resources. These challenges are also magnified by changes in population and local climate. It has been estimated that:

- The United States will need to spend up to \$200 billion dollars on water systems over the next 20 years to update transmission and distribution systems.
- Of this amount, \$97 billion (29 percent) is estimated to be needed for water loss control.
- Average water loss in the states is 16 percent - up to 75 percent of total is non-recoverable.



## Additional Information

### From the EPA - The Facts on Leaks:

- The average household's leaks can ~~cost~~ waste for more than 30,000 gallons of water wasted every year, or the amount of water needed to wash 270 loads of laundry.
- Household leaks can waste more than 1 trillion gallons annually nationwide. That's equal to the annual household water use of more than 11 million homes.
- Ten percent of homes have leaks that waste 90 gallons or more per day.



## Steps the City has taken

- Created new spreadsheets to track all aspects in more detail to identify problem areas.
- Working with Fire Dept. to track their usage.
- Updating & adding meters within the Treatment Plant processes to improve water production volume accuracy.
- Researched and selected new service meters (Kamstrup).
- Converting to AMI for hourly meter reading. Data available to City Hall and Public Works. Possibility of future customer portal when City has full deployment.
- Purchased leak detection equipment for "in-house" year round leak detection.

## Benefits of Modern Water Meters

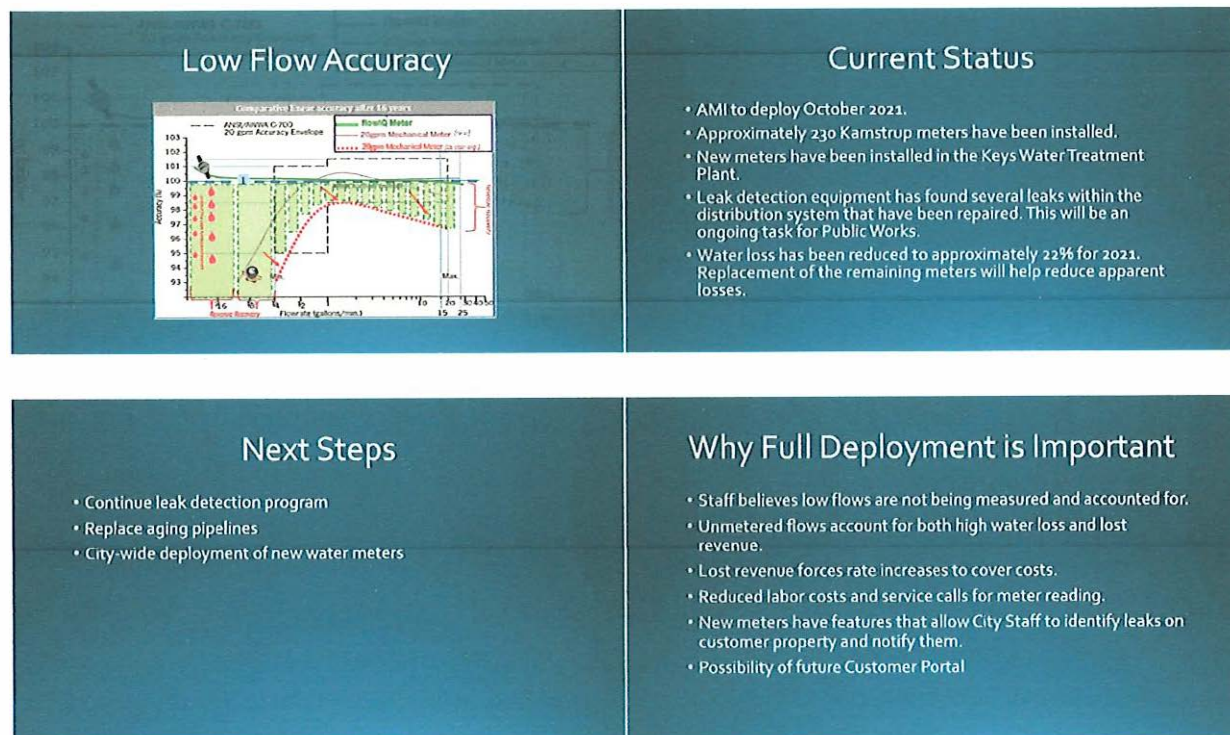
- Use ultrasonic technology vs mechanical
- Higher level of accuracy
- Less failures
- Flows begin measuring @ .015 gpm vs .125 gpm
- Reduced labor costs once installed (approx. 50 hrs per month)
- Constructed from high strength composite materials
- Less likely to freeze and burst than brass models
- Provides more than just readings (leaks, water temp, etc.)

Councilor Haugen stated it seems to him when we did the evaluation back in 2018, or before that we were finding the waterlines going to the meters were a major problem. He asked will the meter replacement alleviate that issue?

Public Works Director Dave Sukau replied what he is referring to is the real losses so anything between the treatment plant and that meter, any leaks in the distribution system is a real loss. He explained how they are addressing that is they are doing that with leak detection. He explained the City purchased leak detection equipment, which is acoustic microphones that staff deploys during the day but they listen in the middle of the night when people aren't using water and they will listen for the leaks. He explained they gather the data and the loggers have the ability to recognize from valve to valve where a leak may be and it correlates it and it gives them an approximate spot to start looking and then they can take their microphones and go into greater depth. He stated staff is working on the problem that he is talking about. He stated

the meters are just additional problems and more things they are addressing. He showed Council the proposed new meters and the current meters.

Legal Counsel Peter Watts stated if you look at the slide that says history, the City has been ordered to reduce the water loss to less than 10% by January 31, 2022. He explained these funds would cover this project and his concern is if we have not brought our loss to under 10% by the deadline, the State could begin taking enforcement action against us. He stated if you want this to be a priority project staff would need to know as early as possible so those units can be purchased and installed and we can get our reduction of 20% down to 10% as soon as possible to meet that January 31, 2022 deadline.



Council President Greisen moved, and Councilor Poling seconded the motion to continue the meeting past 9:00 p.m. Motion passed (7-0). Mayor Burge, aye; Council President Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye.

Councilor Poling asked if there is any other funding out there to help with meter replacement?

Public Works Director Dave Sukau replied no, these are items that are budgeted every year and staff was trying to do the replacement in a reasonable manner without taking on debt and still meeting our other obligations for operational costs. He explained at the same time we are doing meters we are also trying to do pipe replacements and other mandated things that we



need to do to fulfill our obligations. He stated it is a balancing act and that is why this is such a great opportunity for the city, because this captures this one problem that can be taken care of within two years and then we can move on to the next problem to tackle.

Councilor Haugen asked if we could use these funds for pipe replacements?

Legal Counsel Peter Watts replied yes, it is for water and sewer infrastructure and broadband which are the three categories that are explicitly allowed.



Columbia County Commissioner Casey Garrett explained Councilor Haugen called him and had a concept about the CZ Trail and a desire to spend rescue plan dollars and wondered if the County could potentially partner in that effort. He explained the County's American Rescue Plan dollars are pretty well spoken for at the moment. He is not sure if there is an avenue for there to be an eligible expense depending on what you would want to do, but if we were to look at a collaborative project, if the City were able to find a way to make an argument that those dollars might be eligible for something with the CZ Trail and they wanted to do a collaborative project of sorts, he thinks the County could support that effort but they would more than likely use their existing parks funds.

Councilor Haugen replied he thinks the point is, and it kind of follows with what Robby Backus had mentioned earlier, getting the most leverage from the COVID relief funds that you can. He stated for a small investment, in coordination with the County and Vernonia we could leverage a great benefit and it would be a win for everyone and it would be a very useful exercise, providing Peter agrees that it would qualify. He explained a very small amount of the relief dollars could be then utilized for the greater good for this consortium of collaboration.

Council President Greisen asked for clarification on what project is being discussed here.

Legal Counsel Peter Watts replied he is not sure either, but as far as infrastructure goes, what the treasury guidance says explicitly is that three items are approved, and that is water, sewer and broadband. He stated beyond that any other use comes with more legal risks. He explained

we would have to understand what the project is in order to determine if there is something we can do.

Councilor Haugen replied you are allowed, under the existing legislation, to pool funds with collaborators, and then they have kind of a broad set of categories including tourism and so forth. He stated we could even bank some of this money, you don't have to spend it, you could bank it. He stated you have a lot of flexibility here and he thinks if we're creative we can take a small set aside and do something long term that is going to have a lot of leverage and it would be beneficial all the way around.

Legal Counsel Peter Watts replied there is a carve out for tourism, but we would need to understand how this attracts people from out of the area and the idea is to generate overnight stays. He stated it would have to be categorized as active outdoor recreation and we need to make other written findings in order to really program dollars for that use.

Mayor Burge replied he doesn't mind exploring it either. He stated the great thing about these funds is we don't have to spend them today, but we should answer one question. He asked the Budget Committee Members their thoughts.

Budget Committee Member Teresa Keller explained a representative from the Senior Center is here and they need funding, and she feels that is something we need to discuss. She likes the idea that someone had mentioned, to form a committee to sit down and look at how to distribute the money.

Budget Committee Member Ty Bailey stated all this has been really good. He would be interested in broadband aspects because one thing we lag behind in is high-speed broadband infrastructure within our local community, which would be helpful for small businesses.

Budget Committee Member Annette Pixley stated childcare is high on her priority list. She thinks there is a lot of information in the packet and a lot of people who are interested or groups who are interested in seeing some funding and she thinks we need to have some specific time to look and evaluate those. She stated as a budget committee member she is happy to continue helping support that.

Budget Committee Member Chris Vitron explained he doesn't know the stats of Scappoose when COVID hit, like what businesses were affected, who was affected, but he would like to try to make sure that those businesses, organizations, and people are helped with these funds because they're the ones that this is for, a lot of it. He likes some of the ideas, he likes the ambulance idea, he thinks that sounds great. He stated the water meters, sounds like it is right up the alley for what these funds are for. He stated in regard to childcare he thinks we need a little bit more information on that. He explained he knows there is a need for childcare, but he

has seen that some places have openings, so he doesn't know if it is a cost thing or a supply and demand thing, so he would like to know a little bit more about that. He just wants to make sure that if we are going to try to fix it, we fix the right thing.

Budget Committee Member Michelle Brown stated there was a lot of great information. She thinks the childcare issue is an issue. She hears about it a lot in the area on different groups she is in. She agrees with Council President Greisen about childcare at the high school.

Budget Committee Member Sandie Wiggs explained there was a lot of information to absorb. She explained she thinks this would warrant, and she would be happy to be part of, a work group to delve deeper into some of these issues.

Budget Committee Member Ty Bailey stated it seems like from a committee standpoint, it sounds really good but there are a couple of items that have more pressing timelines and he'd worry that if we get too involved in a large group together, we're going to pass the time that we would need to put an order in.

Mayor Burge explained he was going to try to address that. He does know that there are pressing issues here like if we want to go forward with the water meter replacement, we probably need to decide that pretty quickly. He explained he would like the Council and the Budget Committee to work together discuss the other ARPA funds.

Councilor Miller stated we kind of need to set some ground rules here on deciding what we are proposing to move forward. First is, does it meet the requirement. Second, he thinks we need to consider when using these funds what is the largest impact that they have to everybody.

Councilor Poling explained for him the two that are the most pressing and the ones that he thinks would be beneficial to everybody is the ambulance and the water meters.

Budget Committee Member Michelle Brown explained there are a couple of things that were just mentioned, the ambulance and the water meters. She explained having gone through this process a couple of times she has been on the direct team on how to spend all this money and some things are very clear and are easily spent, and those two items seem to be pretty clear when you look at the regulations on how you can spend the funds. She explained some of the others are muddier and maybe those are the ones that we maybe take a little bit longer to look at and make sure exactly how they are spent falls within the regulations of the money. She explained the rules keep changing so it's something she thinks is important to think about.

Budget Committee Member Sandie Wiggs thanked Michelle, as those were comments she had as well in going through this process previously with her employer.

Councilor Haugen stated to him the water meter is the clearest one in his mind in terms of moving forward with, yet he still has some questions about the cost benefit versus the water line. He explained what he would like to do is sit down with Dave and Chris and look at the system and where we are, so he has a confidence that this money is being spent in the best way possible. He proposes focusing on the water meters for either approval or not at the next meeting but give them a little bit of a window here to explore some of the details.

Public Works Director Dave Sukau replied there is no science to the pipeline. He stated there would be no data they could give Council because you would have to quantify some sort of a leak or known given that you could quantify into dollars in a pipeline and that's the purpose of the leak detection equipment. He stated these meters are a known problem that we can capture revenue from.

Councilor Haugen replied he is clear on that but where the question he has is that is the money better spent for line repairs and replacement.

Public Works Director Dave Sukau replied but the line repairs will not get us to meet our State mandate. He stated the pipelines are being replaced because of age not because of a quantity of water we're losing from them.

Councilor McHugh stated in regard to the meters, it appears that's something we should be doing anyway. It seems the most expedient, the most obvious need, and he is okay with moving forward with both of the items.

Councilor President Greisen explained she would like to vote on the ambulance and the water meters tonight.

Paul Vogel stated there is information in your packet on the small business resource center. He was just curious if there were questions about the small business resource center that need to be cleared up to get it out of the murky zone?

Councilor Haugen replied he would vote tonight on the small business resource center.

Council President Greisen replied she is in favor of that as well.

Mayor Burge ended the work session at 9:35 p.m. and reopened the City Council meeting.

Council President Greisen moved, and Councilor Poling seconded the motion to that Council allocate \$200,000, \$100,000 per year, to the Scappoose Rural Fire District for the purchase of an ambulance. Motion passed (6-1). Mayor Burge, aye; Council President Greisen, aye;

Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye. Councilor Haugen, nay.

Councilor Poling moved, and Councilor Miller seconded the motion to direct staff to allocate \$750,000 for the purchase of water meters. Motion passed (6-1). Mayor Burge, aye; Council President Greisen, aye; Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye. Councilor Haugen, nay.

Councilor Haugen moved, and Councilor Poling seconded the motion to allocate \$25,000 to the Small Business Resource Center, contingent on their other funding. Motion passed (7-0). Mayor Burge, aye; Council President Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye.

Mayor Burge would like to have a motion to take the rest of the funding and have the Budget Committee work as an ARPA Funding Committee to discuss the spending of the rest of the funds.

Council President Greisen moved, and Councilor McHugh seconded the motion the Budget Committee join City Council in a work group session to analyze a list of options to allocate the balance of the ARPA funds.

Councilor Haugen suggests we include a broader prospect so the Budget Committee and the interested citizens can be involved.

Mayor Burge stated it will be a public meeting so their input will be there.

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

## **Announcements – information only**

### **Calendar**

Mayor Burge went over the calendar.

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

City Manager Rains reminded everyone, if they haven't taken the Urban Renewal survey that went out, please do so. She met with representatives from the Scappoose Community/Senior Center and that went really well and she will be attending their monthly meetings on a monthly

basis. She explained the City will be having a little Halloween event this year and she will be helping with that. She talked about the Annual Town Meeting and possibly having it in the spring.

Interim Police Chief Davis spoke about the Police Chief community input that is posted on the Website, it will be on Thursday, October 28, from 6pm to 7pm. He talked about the Halloween Night drive through event, from 4pm to 6pm.

Public Works Director Dave Sukau stated he is thankful for Council's support.

Councilor Miller explained on September 20, 2021 Mayor Burge had brought a motion in front of City Council to appoint him as the Columbia County 911 Communication District liaison and the purpose of that was to evaluate the recommendation report that Federal Engineering had done for 911 because there were pretty significant concerns specifically the recommended system that Federal Engineering came back with tied us to Clark County Washington's radio system in which it's assumed that we would have no control whatsoever yet we are relaying on their system for primary radio coverage. Council has his pretty extensive report in front of them. He asked if there are any questions.

Council President Greisen asked can we revisit this?

City Manager Rains replied one thought she had was, she knows it would delay the conversation a little bit, but we actually have a work session scheduled with the Fire District at the next meeting. She explained there could be a broader discussion with them if you are interested.

Councilor Miller replied he thinks that is a reasonable plan. He stated because of where 911 is at with this issue, for him, worries him a little bit. He did work with City Manager Rains on this topic, along with Legal Counsel, because there is a significant risk. He stated public safety is the number one service that a government entity has to give to a community. He explained if you read his memo, you would understand the impact this would have.

Legal Counsel Peter Watts explained the coverage issue was an issue that he wasn't aware of at all. He said the reality is about safety and there are certain coverage areas in the County that people know if they go there, they are going blind essentially. He stated when you think about how this could impact recruitment and retention and other things and just about sending the message to people that we prioritize their safety, he can understand why this is an issue for us even though just as it would be an issue for the County it would be an issue for any of the rural fire protection districts, just as it would be an issue for other police that are responding outside the City. He stated in his mind, there are some conversations that need to happen.



Mayor Burge stated why don't we discuss this with the Fire District Board and the Chief at the next work session on November 1. He thanked Councilor Miller for the work he put into this.

Councilor Miller stated because of the urgency, which is explained in the memo, if we take interest in this, we have to decide sooner than later otherwise we are going to miss the opportunity to affect change and potentially have this done the right way.

Council President Greisen thanked everyone for speaking on behalf of their interests and projects that benefit our community.

Councilor Haugen stated he would like to echo Council President Greisen's comments. He stated Councilor Miller did an amazing amount of work on his 911 memo, we really should applaud him and that might be an opportunity for pooling of COVID relief funds to do a legitimate study. He stated he thinks we should pause for a great leader that passed away today, General Colin Powell.

Councilor McHugh introduced Kay Wering, who is the new chair of the Scappoose Community and Senior Center. He explained she is doing a terrific job as are all the people in that organization and we appreciate all that you are doing. He talked about a book put out by the Columbia Museum Association which talks about entertainers and one of the entertainers in there is Fred Maracci. He was a tremendous athlete and a tremendous person in our community for many, many years. He thanked everybody for their work this evening.

Mayor Burge thanked staff, the Budget Committee and the community that showed up. He stated he looks forward to working with the Budget Committee on addressing the rest of the funds.

### **Adjournment**

Mayor Burge adjourned the meeting at 9:55 p.m.

  
Mayor Scott Burge

**Attest:**

  
City Recorder Susan M. Reeves, MMC