



# SCAPPOOSE *Oregon*

MONDAY, NOVEMBER 20, 2023  
WORK SESSION – ADVENTURE FESTIVAL, 6:00 PM  
DOWNTOWN STREETLIGHTS, 6:30 PM

CITY COUNCIL MEETING AGENDA  
REGULAR MEETING 7:00 PM  
COUNCIL CHAMBERS  
33568 EAST COLUMBIA AVENUE  
SCAPPOOSE, OREGON 97056

**ITEM AGENDA TOPIC** **Action**

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Call to Order

Pledge of Allegiance

Roll Call

Approval of the Agenda

Public Comment - Items not on the agenda

Please sign a speaker request form and turn it in to the City Recorder along with any written testimony.

**1. Consent Agenda – November 6, 2023 City Council work session minutes; November 6, 2023 City Council meeting minutes; Appointment of Marty Marquis as a Full Member of the Planning Commission; and Basalt Well Contract Approval (Contract #2023-29)**

**New Business**

**2. Resolution No. 23-18: A Resolution Adopting a Specific Policy for System Development Charge Calculations in Connection with Commercial to Residential Conversions, as Required By House Bill 2984** **Approval**  
Community Development Director Laurie Oliver Joseph; Legal Counsel Ashleigh Dougill

**3. Adventure Festival** **Approval**  
Assistant to City Manager Isaac Butman

**Announcements – information only**

**4. Calendar**

**5. Updates: City Manager; Police Chief; Councilors; and Mayor**

**Adjournment**

PLEASE NOTE: IF YOU WOULD LIKE TO SPEAK WITH CITY STAFF ABOUT A PARTICULAR AGENDA ITEM, PLEASE CALL CITY HALL at 503-543-7146, NO LATER THAN 3:00 PM ON THE DAY OF THE MEETING.

This meeting will be conducted in an ADA accessible room. If special accommodations are needed, please contact City Hall at (503) 543-7146, ext. 224 in advance.

TTY 1-503-378-5938

# SCAPPOOSE SUMMER

*Saturday*

**8TH**

**JUNE 2024**



## OUTDOOR PALOOZA!



**HERITAGE PARK, SCAPPOOSE 10AM-8PM**

Preliminary Organizers: JJ Duehren, Michael Sykes, Scott Burge, Christine Turner, Joe Backus

## Scappoose Summer Outdoor Palooza! Saturday, June 8, 2024, 10am-8pm, Heritage Park.

In conjunction with Scappoose Farmers Market

**Mission Statement: A nature themed event that will create excitement for the outdoors and nature in Scappoose and the Columbia River corridor, ultimately fostering a love for the outdoors and stewardship empowering attendees to protect our wild spaces for generations to come.**



Activities include for the kids: Campfire storytelling booth, Kids Nature art show, with works done before and the day of the event, with great prizes and awards in the afternoon. Kids fishin' hole, (a pool with toys and gifts for the kids), outdoor activities for kids in the park, Splash Park, (weather permitting), Smokey the Bear for kid pics, Jr. firefighter class teaching fire safety with the Scappoose Fire Department, wild plant identification with the Scappoose Bay Watershed, Free nature themed face painting by the Scappoose Chamber of Commerce, Exploring the Watts house and tours of how people lived before modern conveniences like electricity and smart phones, Scouts booth, Portland Audubon Society teaching wild bird watching. Barlow bikes doing free kids bike checks and free helmets while supplies last. The Scappoose Library showcasing kids' outdoor books for check out in the library. Live kids music by Grammy nominated artist Aaron Nigel Smith.





Fun for the adults! Nature themed local vendors like Fred Meyer, Bi Mart, Les Schwab tires, Barlow Bikes, Next Adventure, (Kayaking in Scappoose Bay), Columbia River Motorsports, Channel Marine, Family Fun RV, Scappoose Grocery Outlet and more having great outdoor products for display and sale. Community Organizations like the Scappoose Community Club, the City of Scappoose booth, The Audubon Society having a nature book sale and Nature authors on site to discuss books and sign copies. Scappoose Parks Committee Booth with information on Scappoose parks and outdoor spaces, Columbia County Parks booth, Oregon forestry Booth, Columbia County extension office with booth, Columbia County Oregon Equestrian Trails booth on horseback riding opportunities in Columbia County and gear. Live music all day, local food vendor, (non-profit), 10K Run with Neil Run. 80's Dance Party starting at 6pm with fun band. Possible Parade, big prize giveaway, (Bike?) Mayor Joe Backus also suggested a Dunking tank.

Outdoor sessions in the Main Library meeting can include:

Fire safety with the Scappoose Fire Department

Outdoor cooking tips and supplies from Scappoose Grocery Outlet

Fun Rving with Family Fun RV

ATV safety from Columbia River Motorsports

Boat Safety by Columbia County Sheriff Marine Patrol

Backyard bird habitat with the Portland Audubon Society

Wildlife friendly outdoor gardening with Chip Buble and the Oregon Extension Office

Next Adventure Kayaking 101

Outdoor gear with Fred Meyer demonstration

Total cost before sponsor participation: \$20,000, including \$10,000 for teen library staff hires for event.

Projected sponsor participation: \$4,000- \$10,000. See attached spreadsheet.

## City wide event costs

item	estimated cost	for	source
Portapotties - Hudson rentals	1,500.00	6 regular, 1 handicapped	Hudson rental
Musical Entertainment	2,000.00	3 to 4 bands	Decades +
Childrens' entertainment	1,000.00	2 performers	Red Yarn/Andy Furgeson?
PA rental with soundman	1,000.00	Gazebo PA all day	Decades
Kids games	500.00	Inflatable castle & maze	Don's
Dunk tanks	700.00	with delivery and setup	Don's
Billboard	1,400.00	one month	Lamar
Event promotion (flyers & banners)	500.00		
Unplanned expenses	1,400.00		
Total	10,000.00		

## City Wide Event Costs

Extra Personnel	# Hours	cost
Teen Temp 1	150	3,500.00
Teen Temp 2	150	3,500.00
Extra staff hours for library hourly employees	100	3,000.00
Total		10,000.00

**City of Scappoose  
Council Action & Staff Report**

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**Date Submitted:** November 14, 2023  
**Agenda Date Requested:** November 20, 2023  
**To:** Scappoose City Council  
**From:** N.J. Johnson, Associate Planner  
Chris Negelspach, P.E., City Engineer  
**Subject:** Downtown Streetlights

**Type of Action Requested:**

Resolution                       Ordinance  
 Formal Action                       Report Only

**Issue:**

Staff have identified reasons (described in subsequent sections) to update the Downtown Overlay standards for street lighting, which are governed by Scappoose Development Code (SDC) 17.80.060. Staff is seeking Council feedback on if, in addition to proposing amendments to SDC 17.80.060, the City should seek development grants to replace the existing streetlights on E Columbia Avenue from Columbia River Highway to NE/SE 3rd Street with streetlights that meet the City’s new standards.

**Analysis:**

SDC 17.80.060(C) currently requires streetlight lamps to be metal halide or another white light source. At a time when SDC 17.80 - Downtown Overlay is reviewed, Staff will recommend this standard be amended to LED (light-emitting diode) lighting and that the streetlight posts are made to be decorative in the Downtown Overlay. LED lights are more energy efficient and durable than metal halide lights, which reduces electric and maintenance costs.

Decorative light posts may include features such as unique luminaires, distinct coloration, hanging plant baskets, banner arms with banners, flag poles with flags, and electrical outlets for holiday string lights (see **Exhibits A & B**). Unique and artful street light poles and fixtures can be a strategic component of beautifying a downtown and promoting economic growth in the area. Unique street lights which include banners and holiday lighting can establish a sense of place,

comfort, identity, and enjoyment for pedestrians and motorists traveling through the downtown core.

Development grants are available for cities to apply for in order to fund downtown improvement projects such as this. Based on quotes from distributors, the full assembly of pole, luminaire, bulb, and features would be \$4,540-4,701 per streetlight. Installation costs would be in addition to that. Staff is seeking Council's feedback on if the City should devote capacity and resources to applying for a development grant that would replace the existing streetlights on E Columbia Ave from Columbia River Highway to NE/SE 3rd Street (see **Exhibit C**). Staff has identified two grant opportunities worth pursuing.

**Fiscal Impact:**

If Council desires Staff to apply for development grants to fund the installation of downtown streetlights, fiscal impacts would include:

- Designing shovel-ready plans (required for grant application)
- Staff time to apply for grant
- Contracting with an electrician for ongoing maintenance<sup>1</sup>
- Prorated electric bill from Columbia River PUD for holiday string lights in December

Staff does not recommend purchasing a wholesale replacement of downtown streetlights with City funds if a grant is not awarded.

If Council does not desire Staff to apply for development grants to fund the installation of downtown streetlights, there would be no fiscal impact.

**Recommendation:**

Staff requests Council direction on this project in one of the following paths:

1. Do not propose amendments to SDC 17.80.060.
2. Propose amendments to SDC 17.80.060 but leave the responsibility of replacement to the property owner or developer when a streetlight needs to be replaced or when development occurs.
3. Propose amendments to SDC 17.80.060 and apply for development grants to replace the streetlights on E Columbia Ave between Columbia River Highway and NE/SE 3rd Street.
4. After the conclusion of the Community Branding Project, propose amendments to SDC 17.80.060 and apply for development grants to replace the streetlights on E Columbia Ave between Columbia River Highway and NE/SE 3rd Street.

**Suggested Motion:**

N/A; work session

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<sup>1</sup> The Columbia River PUD has indicated they are not willing to maintain decorative streetlights that are not cobra head lights.



**Exhibits:**

- A. Bill of Material for Decorative Downtown Streetlights
- B. Luminaire Spec Sheet
- C. Map of Existing Streetlights in Downtown Core
- D. Existing Downtown Streetlight



Job Name: City of Scappoose Lighting Standard  
 Quote #: 2390-23-13005-6  
 Quote Label: Bill of Material - NEW WFCL3  
 Job Location: Scappoose, Oregon  
 Issue Date: 8/1/2023  
 Good Through: 8/30/2023  
 Bid Date: 2/3/2023

Quoted By: Traci Nolan  
 503-704-0334  
 Traci.Nolan@AcuityBrands.com

Quoted To: NOLAN, TRACI H  
 18200 NE 149TH AVE  
 BRUSH PRAIRIE, WA 98606

Quoted For: City of Scappoose  
 Scappoose, OR

Type	Qty	Catalog #	Unit \$	Ext \$
		FOR DOWNTOWN CORE - FULL ASSEMBLY - SITE LINK POLE, FIXTURE, AND ACCESSORIES.		
		BANNER ARMS AND FLAG HOLDERS MAY BE PURCHASED SEPARATELY AND ADDED AT A LATER DATE.		
FULL ASSEMBLY	1	ASSY23129		
		Utility Washington Postlite Full Cutoff LED 3, P80 performance package, 3000K, 120-277V, Full cutoff, type III, Black, Spike finial, Clear tempered glass lens, 7 pin NEMA dimmable photocontrol receptacle, Field adjustable lumen output, DTL photocontrol, Charleston aluminum pole, 12FT, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), 16IN Base, Diamond Pattern Bolt Circle, Tenon, 3.00 O.D. x 3IN tall, Black, Anchor bolt (galvanized steel), Flagpole holder, Single flag, Bolt-on, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), 1.00 SCH pipe (1.315" actual), Black, Planter banner arm, 24IN, Single arm, Bolt-on, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), Ball, 1.00 SCH pipe (1.315" actual), Black, Receptacle with small, in-use wet location cover, Black, Banner arm, 24IN, Single arm, Bolt-on, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), Ball, 1.00 SCH pipe (1.315" actual), Black, Banner arm, 24IN, Single arm, Bolt-on, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), Ball, 1.00 SCH pipe (1.315" actual), Black		
	1	WFCL3 P80 30K MVOLT FC3 BK SK CLGL PR7 AO PCLL		
		Utility Washington Postlite Full Cutoff LED 3, P80 performance package, 3000K, 120-277V, Full cutoff, type III, Black, Spike finial, Clear tempered glass lens, 7 pin NEMA dimmable photocontrol receptacle, Field adjustable lumen output, DTL photocontrol		
	1	CHA 12 SL5 16D C03 BK RP138C		
		Charleston aluminum pole, 12FT, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), 16IN Base, Diamond Pattern Bolt Circle, Tenon, 3.00 O.D. x 3IN tall, Black		
	1	AB-31-4		
		AB-31-4		
	1	TMP40015		
		40015		
	1	FPH 1F BO SL5 100P BK		
		Flagpole holder, Single flag, Bolt-on, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), 1.00 SCH pipe (1.315" actual), Black		
	1	PBA 24IN 1A BO SL5 BL 100P BK		
		Planter banner arm, 24IN, Single arm, Bolt-on, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), Ball, 1.00 SCH pipe (1.315" actual), Black		
	1	FGIUS BK		
		Receptacle with small, in-use wet location cover, Black		



Job Name: City of Scappoose Lighting Standard  
 Quote #: 2390-23-13005-6  
 Quote Label: Bill of Material - NEW WFCL3  
 Job Location: Scappoose, Oregon  
 Issue Date: 8/1/2023  
 Good Through: 8/30/2023  
 Bid Date: 3/2023

Quoted By: Traci Nolan  
 503-704-0334  
 Traci.Nolan@AcuityBrands.com

Type	Qty	Catalog #	Unit \$	Ext \$
	1	BA 24IN 1A BO SL5 BL 100P BK Banner arm, 24IN, Single arm, Bolt-on, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), Ball, 1.00 SCH pipe (1.315" actual), Black		
	1	BA 24IN 1A BO SL5 BL 100P BK Banner arm, 24IN, Single arm, Bolt-on, Shaft, Sitelink 5.25IN fluted, .25 wall (L5J), Ball, 1.00 SCH pipe (1.315" actual), Black		



Catalog Number	
Notes	Type

## WFCL3

Utility Washington Series Luminaire  
Full Cutoff LED3



### Mechanical

- Heavy grade A360 cast aluminum (<1% copper)
- Tool-less access with a spring-loaded latch
- Hidden hinge door allowing the door to swing open and remain open
- Optional internal or external NEMA twist lock photocontrol receptacle. Housing contains a tempered glass window to allow light to reach the cell for internal versions.
- Mount to slip-fitter that will accept 3" high by 2-7/8" to 3-1/8" O.D. pole tenon
- Decorative top cover contains stainless steel hinge which secures entry the LED optical chamber
- Polyester power coat paint to ensure maximum durability
- Rigorous multi-stage pre-treating and painting process yields a finish that achieves a scribe creepage rating of 8 (per ASTM D1654) after over 5,000 hours exposure to salt fog chamber (operated per ASTM B117) on standard and RAL finish options.
- RAL (RALxxxxSDCR) paint colors are Super Durable Corrosion Resistant, 80% gloss.

### Electrical

- Surge protection meets ANSI/IEEE C62.41.2 10kV/10kA.
- Standard SPD meets 20kV/10kA per ANSI C136.2-2015
- Quick disconnect connectors for ease of installation and maintenance.
- Three pole terminal block is standard, with optional prewired leads for ease of installation
- LED electronic 0-10v dimmable driver meets maximum total harmonic distortion (THD) of 20%, >0.90 Power Factor and is ROHS compliant.
- Minimum operating temperature is -40°C.
- Electronic driver has an estimated minimum life of 100,000 hours at 25°C.

### Optical

- IP65 rated optical compartment
- LED circuit board located in the top cover
- Asymmetric or Symmetric zero uplight distributions
- 2700K, 3000K and 4000K CCT
- 70CRI Standard

### Control Options

- Field Adjustable Output (AO) module - Onboard device that adjusts the light output and input wattage to meet site specific requirements. The AO module is preset at the factory to position number 8
- nLight Air RSBOR6 outdoor fixture-mounted motion and photo-sensor, features a dual radio to communicate wirelessly to other nLight Air devices for group response to motion, on/off control in response to daylight and by switch - RSBOR6

- Long life photocontrol, 20 years - PCLL, P34 and P48 with DTL
- 7 pin photocontrol receptacles internally (PR7) or externally (PR7E) mounted in place of the finial
- DTL DIN dedicated bracket with external mounted antenna - DINBRA

### Manufacturing

- Manufactured in Crawfordsville, Indiana, ARRA compliant
- 100% electrical testing on all luminaires before shipment
- Ten (10) years minimum experience in manufacturing LED based products

### Certification and Standards

- Luminaire shall be UL 1598 - Wet Location Safety Listing
- Suitable for operation in an ambient temperature -40°C (40°F) to 40°C (104°F) per UL certification for performance packages P05 thru P100 Type 2, 3 & 5 no glass, P05 thru P90 Type 2, 3, 4 & 5 clear glass and P05 thru P90 Type 3 & 5 frosted glass
- Suitable for operation in an ambient temperature -40°C (40°F) to 35°C (95°F) per UL certification for performance packages P100 Type 45 no glass, P100 Type 2, 3, 4 & 5 clear glass and P100 Type 3 & 5 frosted glass
- LM79 compliant
- DesignLights Consortium® (DLC) qualified product. Not all versions of this product may be DLC qualified. Please check the DLC Qualified Products List at [www.designlights.org/QPL](http://www.designlights.org/QPL) to confirm which versions are qualified.

### Buy American Act

This product is assembled in the USA and meets the Buy America(n) government procurement requirements under FAR, DFARS and DOT regulations. Please refer to [www.acuitybrands.com/resources/buy-american](http://www.acuitybrands.com/resources/buy-american) for additional information.

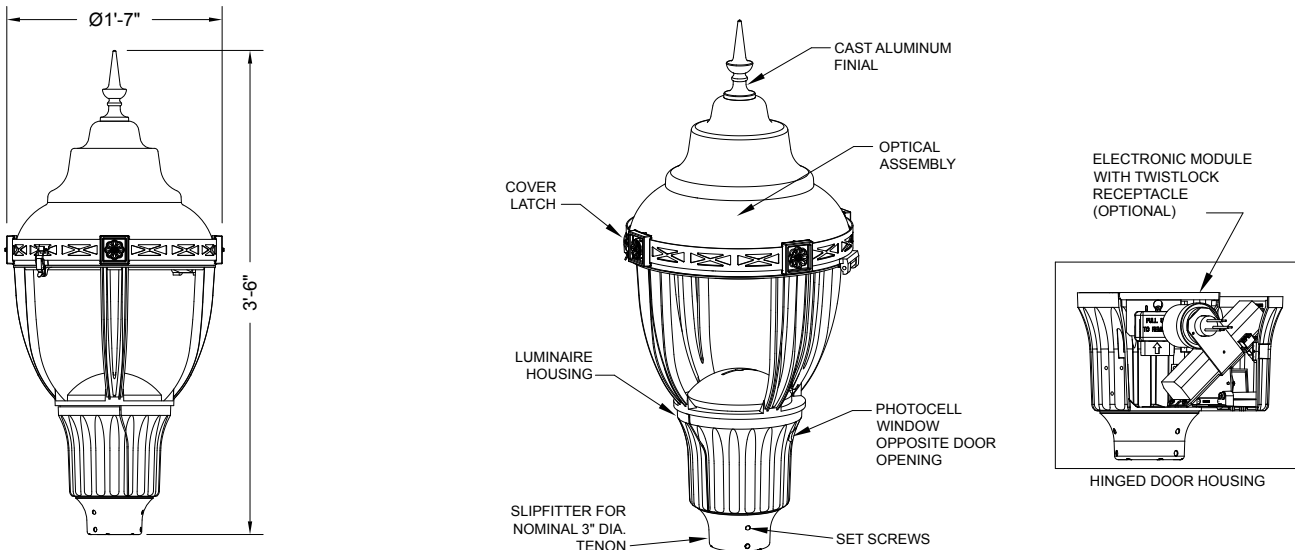
### Warranty

5-year limited warranty. This is the only warranty provided and no other statements in this specification sheet create any warranty of any kind. All other express and implied warranties are disclaimed. Complete warranty terms located at: [www.acuitybrands.com/support/warranty/terms-and-conditions](http://www.acuitybrands.com/support/warranty/terms-and-conditions)

**Note:** Actual performance may differ as a result of end-user environment and application.

All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.

## DIMENSIONAL DATA



Maximum Weight - 53 lbs  
Maximum Effective Projected Area - 1.72 sq. ft.

**ORDERING INFORMATION** (refer to page 3 for configurable options)

**Example:** WFCL3 P20 30K MVOLT FC3 BK NF PR7E




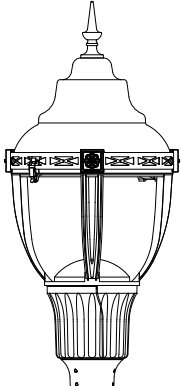
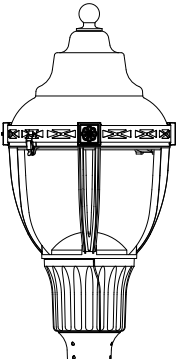
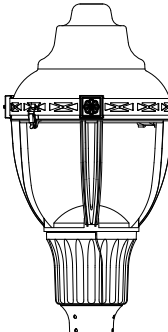
Series	LED performance package	LED Color temperature	Voltage	Optics	Housing Color	Finial
WFCL3 Utility Washington LED FCO	P05 3,200 nominal lumens P10 4,500 nominal lumens P20 5,600 nominal lumens P30 7,000 nominal lumens P40 8,100 nominal lumens P50 9,200 nominal lumens P60 10,200 nominal lumens P70 10,800 nominal lumens <b>P80 11,700 nominal lumens</b> P90 12,700 nominal lumens P100 13,600 nominal lumens	27K 2700K CCT <b>30K 3000K CCT</b> 40K 4000K CCT	<b>MVOLT Auto-sensing voltage (120 thru 277) 50/60 HZ</b> HVOLT Auto-sensing voltage (347 thru 480) 50/60 HZ XVOLT Auto-sensing voltage (277 thru 480V) with enhanced power quality protection	FC2 Type 2 distribution full cutoff <b>FC3 Type 3 distribution full cutoff</b> FC4 Type 4 distribution full cutoff FC5 Type 5 distribution full cutoff	<b>BK Black</b> GR Gray GH Graphite GN Green PP Prime paint WH White BZ Bronze RALxxxxSDCR RAL Super Durable Corrosion Resistant, 80% Gloss Paint, replace xxxx with RAL number. CMC Custom color match	NF None BL Ball <b>SK Spike</b>

Options: Option Compatibility Matrix on page 3 of 4		
<b>CONTROLS OPTIONS</b> <b>AO</b> Field Adjustable Output <b>PR7</b> NEMA twistlock dimming photocontrol receptacle - 7 pin PR7E NEMA twistlock dimming photocontrol receptacle - 7 Pin (Must use NF Finial Option) <b>PCLL</b> Long Life DTL Twistlock Photocontrol for Solid State, MVOLT P34 Long Life DTL Twistlock Photocontrol for Solid State, 347V P48 Long Life DTL Twistlock Photocontrol for Solid State, 480V SH Shorting Cap RSBOR6 nLight Motion Sensing Photocontrols	<b>PREWIRED LEAD OPTIONS</b> L1H 1.5 ft prewired leads L03 3 ft prewired leads L10 10 ft prewired leads L20 20 ft prewired leads L25 25 ft prewired leads L30 30 ft prewired leads	<b>OPTIC OPTIONS</b> <b>CLGL</b> Clear tempered glass lens FRGL 10% Frosted tempered glass lens HSS Louvered house side shield <b>LEM REVEAL COLOR OPTIONS</b> MHC LEM Reveal Plate Painted to match Housing Color <b>NEMA LABEL OPTIONS</b> NL1X1 1" X 1" ANSI Wattage Label NL2X2 2" X 2" ANSI Wattage Label

Accessories: Order as separate catalog number.	
<b>HOUSE SIDE SHIELD</b> CLHSSNG25 No glass, Type 2 & Type 5 - Louvered house side shield CLHSSNG34 No glass, Type 3 & Type 4 - Louvered house side shield CLHSSGL25 Glass, Type 2 & Type 5 - Louvered house side shield CLHSSGL34 Glass, Type 3 & Type 4 - Louvered house side shield	<b>SURGE PROTECTION KITS</b> SPDPLUGIN MVOLT-20KV Replacement for 120-277V 20KV/ 10KA SPDPLUGIN HVOLT-20KV Replacement for 347-480V 20KV/ 10KA

**FINIAL INFORMATION**

Mark Appropriate Box for Finial Options

 <b>Spike (SK)</b> <input type="checkbox"/>	 <b>Ball (BL)</b> <input type="checkbox"/>	 <b>No Finial (NF)</b> <input type="checkbox"/>
		



**PERFORMANCE DATA**

STANDARD OPTIONS: NO GLASS

LED Package	Glass/Optic	System Watts	27K (27000K, 70CRI)					30K (3000K, 70CRI)					40K (4000K, 70CRI)				
			Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
P05	FC2	30	3,054	102	1	0	1	3,105	104	1	0	1	3,317	111	1	0	1
	FC3		3,111	104	1	0	1	3,163	105	1	0	1	3,379	113	1	0	1
	FC4		3,068	102	1	0	1	3,119	104	1	0	1	3,332	111	1	0	1
	FC5		3,334	111	2	0	1	3,389	113	2	0	1	3,621	121	3	0	1
P10	FC2	39	4,294	110	1	0	2	4,365	112	1	0	2	4,663	120	1	0	2
	FC3		4,374	112	1	0	1	4,447	114	1	0	1	4,750	122	1	0	1
	FC4		4,314	111	1	0	2	4,385	112	1	0	2	4,685	120	1	0	2
	FC5		4,687	120	3	0	1	4,765	122	3	0	1	5,090	131	3	0	1
P20	FC2	48	5,284	110	1	0	2	5,372	112	1	0	2	5,738	120	2	0	2
	FC3		5,383	112	1	0	2	5,472	114	1	0	2	5,845	122	1	0	2
	FC4		5,309	111	1	0	2	5,397	112	1	0	2	5,765	120	1	0	2
	FC5		5,768	120	3	0	1	5,864	122	3	0	1	6,264	131	3	0	2
P30	FC2	59	6,750	114	2	0	2	6,862	116	2	0	2	7,330	124	2	0	2
	FC3		6,649	113	1	0	2	6,759	115	1	0	2	7,221	122	2	0	2
	FC4		6,413	109	2	0	2	6,520	111	2	0	2	6,965	118	2	0	2
	FC5		7,386	125	3	0	2	7,509	127	3	0	2	8,021	136	3	0	2
P40	FC2	69	7,911	115	2	0	2	8,042	117	2	0	2	8,591	125	2	0	3
	FC3		7,792	113	2	0	2	7,921	115	2	0	2	8,462	123	2	0	2
	FC4		7,319	106	2	0	2	7,440	108	2	0	2	7,948	115	2	0	2
	FC5		8,656	125	4	0	2	8,800	128	4	0	2	9,400	136	4	0	2
P50	FC2	81	8,924	110	2	0	3	9,072	112	2	0	3	9,692	120	2	0	3
	FC3		8,791	109	2	0	2	8,937	110	2	0	2	9,546	118	2	0	2
	FC4		8,378	103	2	0	2	8,517	105	2	0	2	9,098	112	2	0	2
	FC5		9,766	121	4	0	2	9,928	123	4	0	2	10,605	131	4	0	2
P60	FC2	91	9,944	109	2	0	3	10,109	111	2	0	3	10,799	119	3	0	3
	FC3		9,795	108	2	0	2	9,957	109	2	0	2	10,637	117	2	0	2
	FC4		9,125	100	2	0	2	9,276	102	2	0	2	9,909	109	2	0	3
	FC5		10,881	120	4	0	2	11,062	122	4	0	2	11,816	130	4	0	2
P70	FC2	98	10,475	107	2	0	3	10,649	109	3	0	3	11,375	116	3	0	3
	FC3		10,318	105	2	0	2	10,489	107	2	0	2	11,205	114	2	0	2
	FC4		9,667	99	2	0	3	9,827	100	2	0	3	10,498	107	2	0	3
	FC5		11,462	117	4	0	2	11,652	119	4	0	2	12,447	127	4	0	2
P80	FC2	107	11,437	107	3	0	3	11,627	109	3	0	3	12,421	116	3	0	3
	FC3		11,266	105	2	0	2	11,453	107	2	0	2	12,235	114	2	0	2
	FC4		10,408	97	2	0	3	10,580	99	2	0	3	11,302	106	2	0	3
	FC5		12,516	117	4	0	2	12,723	119	4	0	2	13,592	127	4	0	3
P90	FC2	117	12,338	105	3	0	3	12,543	107	3	0	3	13,399	115	3	0	3
	FC3		12,153	104	2	0	2	12,355	106	2	0	2	13,198	113	2	0	2
	FC4		11,319	97	2	0	3	11,507	98	2	0	3	12,293	105	2	0	3
	FC5		13,501	115	4	0	2	13,725	117	4	0	3	14,662	125	4	0	3
P100	FC2	130	13,177	101	3	0	3	13,396	103	3	0	3	14,310	110	3	0	3
	FC3		12,980	100	2	0	2	13,195	102	2	0	2	14,096	108	3	0	3
	FC4		12,110	93	2	0	3	12,311	95	2	0	3	13,152	101	3	0	3
	FC5		14,419	111	4	0	3	14,658	113	4	0	3	15,659	120	4	0	3

**PERFORMANCE DATA**

OPTIONAL: CLEAR GLASS

LED Package	Glass/Optic	System Watts	27K (27000K, 70CRI)					30K (3000K, 70CRI)					40K (4000K, 70CRI)				
			Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
P05	FC2	30	2,759	92	1	0	1	2,804	93	1	0	1	2,996	100	1	0	1
	FC3		2,803	93	1	0	1	2,850	95	1	0	1	3,044	101	1	0	1
	FC4		2,681	89	1	0	1	2,726	91	1	0	1	2,912	97	1	0	1
	FC5		2,975	99	2	0	1	3,025	101	2	0	1	3,231	108	2	0	1
P10	FC2	39	3,878	99	1	0	1	3,943	101	1	0	1	4,212	108	1	0	1
	FC3		3,941	101	1	0	1	4,006	103	1	0	1	4,280	110	1	0	1
	FC4		3,770	97	1	0	1	3,832	98	1	0	1	4,094	105	1	0	1
	FC5		4,183	107	3	0	1	4,252	109	3	0	1	4,543	116	3	0	1
P20	FC2	48	4,773	99	1	0	1	4,852	101	1	0	1	5,183	108	1	0	1
	FC3		4,850	101	1	0	1	4,930	103	1	0	1	5,267	110	1	0	1
	FC4		4,639	97	1	0	1	4,716	98	1	0	1	5,038	105	1	0	1
	FC5		5,148	107	3	0	1	5,233	109	3	0	1	5,590	116	3	0	1
P30	FC2	59	6,050	103	2	0	2	6,150	104	2	0	2	6,570	111	2	0	2
	FC3		6,052	103	1	0	1	6,152	104	1	0	1	6,572	111	1	0	2
	FC4		5,604	95	1	0	2	5,697	97	1	0	2	6,086	103	1	0	2
	FC5		6,444	109	3	0	1	6,551	111	3	0	1	6,998	119	3	0	1
P40	FC2	69	7,090	103	2	0	2	7,208	104	2	0	2	7,699	112	2	0	2
	FC3		7,092	103	2	0	2	7,210	104	2	0	2	7,702	112	2	0	2
	FC4		6,396	93	2	0	2	6,502	94	2	0	2	6,945	101	2	0	2
	FC5		7,551	109	3	0	2	7,677	111	3	0	2	8,201	119	3	0	2
P50	FC2	81	7,999	99	2	0	2	8,131	100	2	0	2	8,686	107	2	0	2
	FC3		8,001	99	2	0	2	8,134	100	2	0	2	8,689	107	2	0	2
	FC4		7,321	90	2	0	2	7,442	92	2	0	2	7,950	98	2	0	2
	FC5		8,519	105	3	0	2	8,660	107	3	0	2	9,251	114	3	0	2
P60	FC2	91	8,912	98	2	0	2	9,060	100	2	0	2	9,678	106	2	0	2
	FC3		8,915	98	2	0	2	9,063	100	2	0	2	9,682	106	2	0	2
	FC4		7,974	88	2	0	2	8,106	89	2	0	2	8,659	95	2	0	2
	FC5		9,492	104	3	0	2	9,650	106	3	0	2	10,308	113	4	0	2
P70	FC2	98	9,388	96	2	0	2	9,544	97	2	0	2	10,195	104	2	0	2
	FC3		9,391	96	2	0	2	9,547	97	2	0	2	10,199	104	2	0	2
	FC4		8,448	86	2	0	2	8,588	88	2	0	2	9,174	94	2	0	2
	FC5		9,999	102	3	0	2	10,165	104	3	0	2	10,859	111	4	0	2
P80	FC2	107	10,251	96	2	0	2	10,421	97	2	0	2	11,132	104	3	0	3
	FC3		10,254	96	2	0	2	10,425	97	2	0	2	11,136	104	2	0	2
	FC4		9,095	85	2	0	2	9,246	86	2	0	2	9,877	92	2	0	2
	FC5		10,918	102	4	0	2	11,099	104	4	0	2	11,857	111	4	0	2
P90	FC2	117	11,058	95	3	0	3	11,241	96	3	0	3	12,009	103	3	0	3
	FC3		11,062	95	2	0	2	11,245	96	2	0	2	12,013	103	2	0	2
	FC4		9,892	85	2	0	2	10,056	86	2	0	2	10,742	92	2	0	2
	FC5		11,778	101	4	0	2	11,973	102	4	0	2	12,790	109	4	0	2
P100	FC2	130	11,810	91	3	0	3	12,006	92	3	0	3	12,826	99	3	0	3
	FC3		11,814	91	2	0	2	12,010	92	2	0	2	12,830	99	2	0	2
	FC4		10,583	81	2	0	2	10,759	83	2	0	2	11,493	88	2	0	2
	FC5		12,579	97	4	0	2	12,787	98	4	0	2	13,660	105	4	0	2

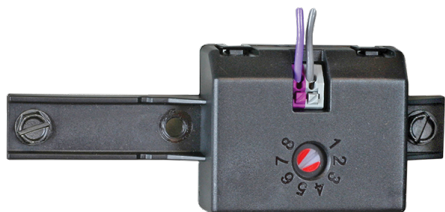


**PERFORMANCE DATA**

OPTIONAL: FROSTED GLASS

LED Package	Glass/Optic	System Watts	27K (27000K, 70CRI)					30K (3000K, 70CRI)					40K (4000K, 70CRI)				
			Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
P10	FC3	30	1,962	65	1	0	1	1,994	66	1	0	1	2,130	71	1	0	1
	FCS		2,070	69	1	0	1	2,105	70	1	0	1	2,248	75	1	0	1
	FC3	39	2,758	71	1	0	1	2,804	72	1	0	1	2,995	77	1	0	1
	FCS		2,911	75	1	0	1	2,959	76	1	0	1	3,161	81	1	0	1
	FC3	48	3,394	71	2	0	1	3,450	72	2	0	1	3,686	77	2	0	1
	FCS		3,582	75	2	0	1	3,641	76	2	0	1	3,890	81	2	0	1
P30	FC3	59	4,162	71	2	0	1	4,231	72	2	0	1	4,520	77	2	0	1
	FCS		4,425	75	2	0	1	4,498	76	2	0	1	4,805	81	2	0	1
	FC3	69	4,878	71	2	0	2	4,959	72	2	0	2	5,297	77	2	0	2
	FCS		5,185	75	2	0	1	5,271	76	2	0	1	5,631	82	2	0	1
P50	FC3	81	5,503	68	2	0	2	5,594	69	2	0	2	5,976	74	2	0	2
	FCS		5,850	72	2	0	1	5,947	73	2	0	1	6,353	78	2	0	1
	FC3	91	6,131	67	2	0	2	6,233	68	2	0	2	6,659	73	2	0	2
	FCS		6,518	72	2	0	1	6,626	73	2	0	1	7,078	78	2	0	1
P70	FC3	98	6,459	66	2	0	2	6,566	67	2	0	2	7,014	72	2	0	2
	FCS		6,866	70	2	0	1	6,980	71	2	0	1	7,456	76	2	0	1
	FC3	107	7,052	66	2	0	2	7,169	67	2	0	2	7,659	72	2	0	2
	FCS		7,497	70	2	0	1	7,621	71	2	0	2	8,142	76	3	0	2
P90	FC3	117	7,608	65	2	0	2	7,734	66	2	0	2	8,262	71	2	0	2
	FCS		8,087	69	3	0	2	8,221	70	3	0	2	8,783	75	3	0	2
	FC3	130	8,125	63	2	0	2	8,260	64	2	0	2	8,824	68	2	0	2
	FCS		8,637	66	3	0	2	8,781	68	3	0	2	9,380	72	3	0	2

COMPONENTS & OPTIONS DATA



**AO**  
Manual field adjustable output dimming device



**HSS**  
Minimize backlight with a louvered house-side-shield.  
Available as a factory installed

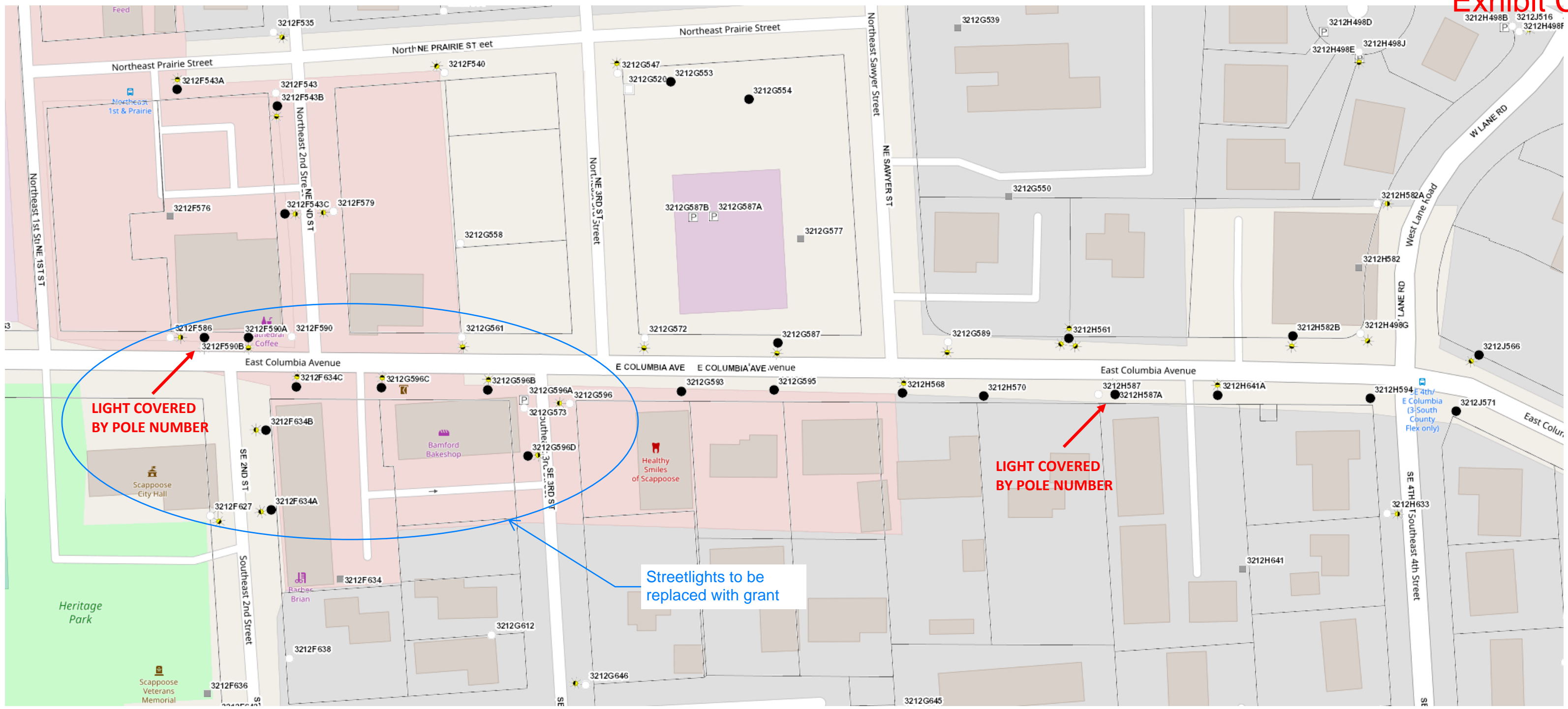
Performance Package	FAO Position	% Lumen Output	% Wattage
P05-P20	8	100%	100%
	7	94%	95%
	6	82%	83%
	5	70%	72%
	4	57%	60%
	3	45%	48%
	2	32%	38%
	1	19%	25%

Performance Package	FAO Position	% Lumen Output	% Wattage
P30-P100	8	100%	100%
	7	94%	93%
	6	83%	81%
	5	71%	69%
	4	59%	56%
	3	46%	44%
	2	33%	32%
	1	19%	20%

ACCESSORIES OPTION DATA



**CLHSS**  
Minimize backlight with a louvered house-side-shield,  
field accessory









# SCAPPOOSE

*Oregon*

**MONDAY, NOVEMBER 6, 2023**  
**CITY COUNCIL/PLANNING COMMISSION**  
**50 YEAR PLAN WORK SESSION – DEVELOPMENT CODE AMENDMENTS 6:00 PM**  
**COUNCIL CHAMBERS**  
**33568 EAST COLUMBIA AVENUE**  
**SCAPPOOSE, OREGON 97056**

Disclaimer: These minutes are intended to summarize the conversations that took place in this meeting rather than provide a full transcript. Anyone wishing to view the full conversation can find a recording of this meeting on YouTube at: [www.youtube.com/watch?v=UmSe2H5VRkQ](http://www.youtube.com/watch?v=UmSe2H5VRkQ).

## Call to Order

Mayor Backus called the work session to order at 6:00pm.

**Present:** Mayor Joseph A. Backus; Council President Megan Greisen; Councilor Jeannet Santiago; Councilor Kim Holmes; Councilor Andres Lafrenz; Councilor Marisa Jacobs; Planning Commissioner Bill Blank; Planning Commissioner Monica Ahlers; Planning Commissioner Harlow Vernwald; City Manager Alexandra Rains; Community Development Director Laurie Oliver Joseph; City Recorder Susan M. Reeves; Consultant Heather Austin from 3J Consulting; Associate Planner NJ Johnson; and Assistant to City Manager Isaac Butman.

**Remote:** Councilor Tyler Miller

Consultant Heather Austin explained she has had the pleasure of meeting with the Stakeholder Advisory Committee several times for the 50-Year Plan and there has been a lot of work done on development code concepts and ideas and even draft language. She explained tonight they want to take an opportunity to get some feedback on where we're headed with some of these chapters. She went over the code revisions. The first section she went over was the general commercial and expanded commercial chapters. She explained they have the same proposed changes. The next section she covered was the landscaping, screening and fencing chapter.

There was a discussion on changing the fence height that would completely surround the yard where a pond or other decorative pools that have a depth of twelve inches (instead of eighteen inches) or more. (page 30 of the handout).

Heather Austin explained the next section is the street trees, just the trees along the City street, not on private property.

Community Development Director Laurie Oliver Joseph explained the street tree removal permit process.

Council President Greisen talked about how a lot of our code is complaint driven so if anyone notices or is questioning something we should be encouraging them to call or email and let the City know.

Heather Austin explained the next section to go over is the site development chapter. She explained it is very common in other cities that she has done work for to be subject to site development review and conditional use permit or if you are only subjected to conditional use review you have standards in the conditional use review that are similar to site development review. She explained the next section she is going to have Laurie go over because this is kind of a larger topic. She explained they have not taken this to the Stakeholder Advisory Committee meeting because it is more of a policy decision for City Council with feedback from the Planning Commission to decide if there are certain types of site development review applications that could be handled by staff with really clear standards to apply. She explained we did use the Oregon Model Code to give some thresholds of what those might be.

Community Development Director Laurie Oliver Joseph provided some recent projects and explained what would apply under the new code that might kind of set the tone and be helpful. She explained if it is staff level review it is saving the applicant some time and money and it is also saving staff time. The applicant it still subject to all the same requirements.

Councilor Jacobs was wondering how many applications would have not had to go to the Planning Commission.

Community Development Director Laurie Oliver Joseph explained she would have to go back and look into that.

Heather Austin explained the staff level review is common in other cities.

There was a discussion on expiration of approval.

Heather Austin went over the changes under the major modification section.

Council thanked Heather and City staff.

Mayor Backus adjourned the work session at 6:56pm.

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Mayor Joseph A. Backus

Attest:

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City Recorder Susan M. Reeves, MMC



# SCAPPOOSE *Oregon*

**MONDAY, NOVEMBER 6, 2023  
CITY COUNCIL MEETING  
REGULAR MEETING 7:00 PM  
COUNCIL CHAMBERS  
33568 EAST COLUMBIA AVENUE  
SCAPPOOSE, OREGON 97056**

Disclaimer: These minutes are intended to summarize the conversations that took place in this meeting rather than provide a full transcript. Anyone wishing to view the full conversation can find a recording of this meeting on YouTube at: [www.youtube.com/watch?v=taYQRyT\\_wpU](http://www.youtube.com/watch?v=taYQRyT_wpU).

## Call to Order

Mayor Backus called the November 6, 2023 City Council meeting to order at 7:00 pm.

## Pledge of Allegiance

## Roll Call

Joseph A. Backus	Mayor	Alexandra Rains	City Manager
Megan Greisen	Council President	Steven Lougal	Police Chief
Jeannet Santiago	Councilor	Isaac Butman	Assistant to City Manager
Kim Holmes	Councilor	Susan M. Reeves	City Recorder
Andrew Lafrenz	Councilor		
Marisa Jacobs	Councilor		

**Remote:** Councilor Tyler Miller; Legal Counsel Ashley Driscoll (left at 7:13pm); Jaxson (left at 7:15pm); S. Smith; and Karl Fenstermaker (joined at 7:17pm and left at 7:55pm).

## Approval of the Agenda

Mayor Backus explained agenda item # 4. CGI Video will be on the next City Council meeting agenda.

Councilor Santiago moved, and Councilor Holmes seconded the motion to approve the agenda as amended. Motion passed (7-0). Mayor Backus, aye; Council President Greisen, aye; Councilor Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Jacobs, aye.



Mayor Backus thanked Jeff Weiss for organizing the Halloween trick or treating event, it was a smashing success.

### **Public Comments**

William St. Sure, Scappoose, wanted to address a couple of concerns. The first one is the cost of living is high and going up. He explained the water and sewer rates have increased again. He is wondering why there isn't a senior citizen discount and why his sewer rate is the same as a family of six. He also talked about how fast people drive on EM Watts Road and how it doesn't seem like there is any enforcement in that area.

Chief Lougal explained they are addressing the issue on EM Watts Road; it is one of their priorities.

### **Consent Agenda – October 16, 2023 City Council work session minutes; October 16, 2023 City Council meeting minutes**

Councilor Holmes moved, and Councilor Jacobs seconded the motion to approve the Consent Agenda – October 16, 2023 City Council work session minutes; October 16, 2023 City Council meeting minutes. Motion passed (7-0). Mayor Backus, aye; Council President Greisen, aye; Councilor Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Jacobs, aye.

### **New Business**

#### **Proclamation ~ Recognizing October 9, 2023, As Indigenous Peoples' Day**

Mayor Backus read the Recognizing October 9, 2023, As Indigenous Peoples' Day Proclamation.

#### **Scappoose Response to CCFDB**

Legal Counsel Ashley Driscoll went over the draft response letter. She explained if this letter or any amended letter meets the Council's needs, Council would just need to make a motion to authorize Mayor Backus to sign and send the City's response letter to the Columbia County Fire Defense Board.

Mayor Backus stated he personally appreciates the letter, and he thinks it is to what he believes and feels. He doesn't have any changes to the letter. He is hoping we can work through this and continue to work in that relationship that we have moving forward.

Councilor Santiago moved, and Councilor Jacobs seconded the motion that Council approve Mayor Backus sign the letter. Motion passed (7-0). Mayor Backus, aye; Council President Greisen, aye; Councilor Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Jacobs, aye.

Council thanked Legal Counsel Ashley Driscoll.

### **Scappoose Adventure Festival 2023 ~ Post Event Report**

Assistant to City Manager Isaac Butman explained on October 2 he came before Council to talk about this year's Adventure Festival, and he was asked to kind of go to our citizen committees and ask for some feedback about the event. His understanding was that Council was interested in understanding what the committees thought about the 2023 adventure festival, the event generally, then kind of looking at rebranding it. He explained one of the potential learning points from this year which came out is that the name adventure festival doesn't really align with what this event is. He went to the Economic Development Committee meeting and the Park & Rec Committee meeting, and he did get some feedback, but things also took a different kind of turn while he was at those meetings. He went over the general feedback. He thinks the biggest feedback that he got was that committee members felt that the community in the event was lacking. He explained there were some suggestions about how to bring the community back into the event. He explained there were concerns that it wasn't community oriented. He explained there were some people who are potentially interested in running this event themselves. Aligned with that also was a feeling that the event was too big or too expensive, and that the sponsorship tiers that were proposed were too expensive for the community. He explained the Committees feel like the event should be scaled back but at the same time people were really positive as they said it was great to be able to go out and get food that we don't have here. They also said it was great to go out and enjoy the activities and to spend time with family and friends. He explained they generally like the touch a truck event. He stated the Committees talked about how the integration with the Run for Neil was important. He stated but on the other hand there was kind of this larger sort of undefined lack of community. He explained there were some suggestions from parties about how that could be addressed. He explained JJ, who is a member of the Park Committee said she was interested in potentially taking this on as a community festival where the City wouldn't necessarily be doing it. He explained JJ is interested in potentially coming before Council and doing some kind of a proposal on what the event might look like. He explained in the staff report he wrote a lot about the history of how this event came about, why we're here, and why we used Treadway Events, and he thinks that still stands true today and really what it is, is we just don't really have the staff time to commit to having somebody manage and coordinate it. He explained the process that took place when planning and preparing for the Centennial Event. He explained what his role was for the last two events.

Mayor Backus explained he really did enjoy the event. He does really enjoy having a Citywide event with the music and everyone getting together. He thinks it is very important. He

personally has trouble with spending the \$90,000 especially at this time where there are a lot of other things that we can be using that money for. He stated if we could keep that big even, but somehow find a way to pay for it, that is one thing. He explained if we do have a big event, he agrees that we need a planner. He would like to see the community more involved other than just going to the event. He explained an option could be the City could sponsor and donate some money to an outside community group to do this. He talked to JJ and others and if they would like to come in and propose what their option could be and we could offer that option if anyone else wants to come in and propose a plan, we could listen to it and see which way we want to go. He would like to know how the rest of the Council feels about this topic. He stated he feels it is important to have that community event but there are a lot of different ways we can do it.

Assistant to City Manager Isaac Butman explained while the event was budgeted at \$90,000, the total event cost was \$130,000 and that was offset by sponsors.

Councilor Santiago gave her perspective as one of the Committee Members and a resident that was there during the Centennial. She stated her recollection was that they worked really hard to plan it. She explained Susie Wilson got most of the sponsorships of that \$75,000. She explained when Treadway came in, which was her experience at that time, was they came in and she feels they bamboozled the current volunteers that were helping out. She explained that is why she feels like a lot of the volunteers left. She explained the volunteers that stuck around were not treated very nicely and this is her opinion because she was there, it was not obvious at that time. She explained she doesn't feel the event is worth \$90,000. She explained JJ and others have shared that they want to participate. She would want to participate again and help out. She also thinks that whoever decides to put the event together should have a budget committee within that group to make sure of the cost, just to double check and to make sure it is not just one person taking care of the budgeting. She talked about how in the report it states that Treadway want to do smaller events and that the current status of the event is the smallest that they would go. She explained it doesn't even seem that our future events would be something that they would be interested in. She doesn't see the fact that we should invite them to a proposal.

Councilor Holmes explained by having more community members engaged we have a chance to really highlight some of the things that will make us as residents feel good about the community and celebrate the community but also like showcase to others who might come and visit what's great about the community and what there is to do here and bring back repeat visitors. She explained she would be in favor of kind of doing more of a community-oriented type of event but yes, also recognize that there's no way that staff could take this on. She asked is there a way to take some of the money from the budget and maybe hire a halftime person that could maybe do this plus something else.

City Manager Rains explained there are still a lot of costs that we would have to put out money for, depending on how you want this to look.

Assistant to City Manager Isaac Butman went over the cost of items, which would be over hiring a staff member. She talked about the idea of the City being a sponsor or we could find a way to donate money to an event to help out.

Mayor Backus would like to have JJ come to a December Council meeting to present her idea about a future event. He said we could tell Treadway what we are thinking and see if they want to present something at a much lower scale.

Councilor Jacobs asked if we could have another vendor besides Treadway?

Assistant to City Manager Isaac Butman replied he can most certainly look. He explained there are not a lot of local vendors in the area that do this type of work. He explained he will need a little more definition on the dollar amount.

Councilor Jacobs explained she thinks we need to understand how much we are willing to commit from a budgetary perspective to this type of event.

Mayor Backus explained the dollar amount depends on the event.

Jeff Weiss explained with planning the next event you are up against time. Ideally, he sees this being an event before school lets out because once school lets out you can't get participation from the High School or Middle School.

Mayor Backus asked Council about inviting JJ to come do a proposal at one of the December meetings or the next meeting in November.

City Manager Rains stated the only concern from our perspective is that it might be too soon for them however to Jeff's point, it is already really late in the season to be planning something for the summer so that's the other concern we have. She explained from a staff perspective we don't have any qualms about someone else doing the event and if it can be done for cheaper that is great.

Council President Greisen explained based upon the feedback that we received from the Parks and Rec Committee and the Economic Development Committee and what she is hearing from Council is that it is more of a detriment to have an outside company run an event like this. It feels less community based, they don't have local vendors, they're trying to remove that piece of the puzzle and they think by having more local organization leadership planning this event that would help get community into it. She personally doesn't know if it is in our best interest to take the time to look for an outside company that we are going to pay to do this. She really thinks that in the past we have had other events that were all community led, and the City was just a sponsor. She personally would rather be a sponsor to a group that is willing to take this one, it's community based, it's volunteer-based, without paying somebody's paycheck to put it on. She would rather donate the money and have it used directly for the event.

Mayor Backus suggested offering JJ the November 20 date to come present if she is ready.

Councilor Santiago asked Jeff Weiss if the Library is willing to take this on?

Jeff Weiss explained they have talked about this informally and he believes they are willing to take this one. He explained basically the Library would be the fiscal agent. He explained any event that the Library sponsors would have to take place at Heritage Park due to their liability insurance. He also stated there would be no beer garden.

Mayor Backus explained he has had a conversation regarding a golf tournament tied into the event.

Jeff Weiss explained the Library Board will be discussing this next week.

### **Announcements – information only**

#### **Calendar**

Mayor Backus went over the calendar.

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

City Manager Rains thanked the Police Department for putting on the Halloween drive thru event.

Chief Lougal gave an update on the Police Department staff.

Councilor Santiago mentioned that November is Native American Month.

Council President Greisen thanked the Police Department for putting on the Halloween drive-thru, she really appreciates it. She stated great bags again this year, as Timmi Sue always nails it on the bags and her kids love getting them. She explained tomorrow they have a Traffic Safety Committee meeting, and they will have representatives from the School District to address some of the issues regarding areas around the schools and traffic safety. She stated she has her ballot in the car. Don't forget to vote. She explained she had the pleasure of working with first graders today and they talked about Veterans Day and our freedom. She explained their activity was "Because of you, I can do this" and they talked about the sacrifices that have been made from Veterans. She explained it was very sweet as students were saying I can go to my friends house; or I can go to Fred Meyer whenever I want, or I can go camping. She explained it was very lovely to see kids embrace the small things, like going to school and not taking those things for granted, because of the sacrifices that our Military has made.

Mayor Backus talked about attending the Fall Festival at Grant Watts and how it was a lot of fun. He thanked Chief Lougal for the Halloween event. He explained he had a sneak of Who-Ville at the Watts House, and it is coming along really nice. It will be open December 2, and should be a lot of fun.

**Adjournment**

Mayor Backus adjourned the meeting at 7:59 pm.

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Mayor Joseph A. Backus

Attest:

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City Recorder Susan M. Reeves, MMC

DRAFT

**CITY OF SCAPPOOSE**

**Council Action & Status Report**

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**Date Submitted:** November 14, 2023  
**Agenda Date Requested:** November 20, 2023  
**To:** Scappoose City Council  
**From:** Dave Sukau, Public Works Director  
Charlotte Baker, Contract Administrator  
**Subject:** Contract Approval – Contract #2023-29

**TYPE OF ACTION REQUESTED:**

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

**ISSUE:** Contract authorization for Phase 2 well shaft and screen drilling services for the Miller Road Basalt Well project.

**ANALYSIS:** The City of Scappoose had multiple projects funded from the State of Oregon’s ARPA-SLFRF allocation -- the engineering and construction of the Miller Road Basalt Well is one of those projects, with \$1.95 million dedicated for the completion of the Basalt Well. The contract before City Council this evening is specifically for Phase 2 of the project, which consists of drilling the well shaft and screen. The engineering for Phase 2 of the project was completed by GSI Water solutions. GSI was also responsible for putting this project out to bid.

The City received a bid from one firm for this project, Carpenter Drilling. Carpenter’s base bid for this project is \$949,780, with a bid alternate of \$1,499,630. The City had expected to receive more than one bid for this project, but GSI, the engineering firm who designed the well, indicated that the bid price of \$949,780 was a reasonable price for the work. In addition, members of City staff who are familiar with Carpenter’s work felt confident that they would be able to preform the work effectively. Based on those factors, the City chose to accept Carpenter’s base bid instead of issuing another Invitation to Bid.

The Basalt well is anticipated to take up to 5 months to complete once work has begun. Work is expected to be substantially completed by May 2024, with final completion two weeks after substantial completion.

**FINANCIAL IMPACT:**

**Request for Council Action**

The contract price is **\$949,780**. This contract will be funded through ARPA-SLFRF funds distributed by Business Oregon.

**RECOMMENDATION:** Staff recommends that the Council authorize City Manager Rains to enter the City into a contract with Carpenter Drilling to construct the Miller Road Basalt Well.

**SUGGESTED MOTION:** I move that Council authorize City Manager Rains to enter the City into a contract with Carpenter Drilling to construct the Miller Road Basalt Well.

**Request for Council Action**



**City of Scappoose  
Council Action & Staff Report**

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**Date Submitted:** November 13, 2023  
**Agenda Date Requested:** November 20, 2023  
**To:** Scappoose City Council  
**From:** Laurie Joseph, Community Development Director  
Ashleigh Dougill, Legal Counsel  
**Subject:** Adopting Specific SDC Policy Per HB 2984

**Type of Action Requested:**

**Resolution**                       **Ordinance**  
 **Formal Action**                       **Report Only**

**Issue:**

During the 2023 regular session, House Bill 2984 was enrolled, which amended ORS 197.308 related to housing. This Bill requires local governments with populations larger than 10,000 to allow the conversion of a building from commercial to residential use without requiring a zone change or conditional use permit, provided the land is within the UGB, is not zoned for Industrial use, and subject to certain requirements for SDC’s (System Development Charges) and parking. In the event of this type of conversion, local governments may only require payment of SDC’s if the charge is based on a specific commercial to residential conversion policy adopted by a local government before December 31, 2023; or is for water or wastewater and offset by any SDC’s paid when the building was originally constructed.

**Analysis:**

While the City is not yet at a population of 10,000, in order for the City to reserve its right to assess SDC’s for a commercial to residential conversion once this population threshold is met, the City must adopt a specific policy related to this type of conversion by resolution on or before December 31, 2023.

The City’s legal counsel reviewed the current SDC policies contained in SMC (Scappoose Municipal Code) Chapter 13.24 and found that they sufficiently meet the City’s immediate needs to address all SDC methodology, rates, and other applicable terms and conditions needed to calculate SDC charges in connection with commercial to residential conversions pursuant to HB 2984. City’s legal counsel will complete a more in-depth review of SMC Chapter

13.24 once this policy is adopted, in order to ensure that all references that are applicable to this particular conversion scenario are accounted for. All that is currently needed is to adopt a resolution that specifies that SMC 13.24 applies specifically to commercial to residential conversions pursuant to HB 2984.

Resolution 23-18 is attached for Council's consideration, which contains the necessary language to reserve the City's right to assess SDC's for this type of conversion once Scappoose has reached a population of 10,000.

**Fiscal Impact:**

No current fiscal impact. A potential future impact, if the resolution is not adopted, is that the City would not be permitted to collect SDC's in relation to commercial to residential conversions when the population reaches 10,000.

**Recommendation:**

Staff recommends that Council adopt Resolution 23- 18, A Resolution Adopting a Specific Policy for System Development Charge Calculations in Connection with Commercial to Residential Conversions, as Required by House Bill 2984, as written.

**Suggested Motion:**

I move Council approve Resolution 23- 18, A Resolution Adopting a Specific Policy for System Development Charge Calculations in Connection with Commercial to Residential Conversions, as Required by House Bill 2984.

**Exhibit:**

- A. Resolution No. 23-18

## Resolution No. 23-18

### A RESOLUTION ADOPTING A SPECIFIC POLICY FOR SYSTEM DEVELOPMENT CHARGE CALCULATIONS IN CONNECTION WITH COMMERCIAL TO RESIDENTIAL CONVERSIONS, AS REQUIRED BY HOUSE BILL 2984

WHEREAS, House Bill 2984 (“HB 2984”) amended ORS 197.308 to allow the conversion of buildings from commercial to residential use within urban growth boundaries of cities with a population of 10,000 or greater, under certain conditions; and

WHEREAS, the current population of the City of Scappoose (the “City”) is less than 10,000, but is approaching this threshold quickly enough to warrant the City’s interest in and attention to this House Bill; and

WHEREAS, HB 2984, Section 1(5)(c) permits cities to charge system development charges (“SDCs”) in connection with a commercial to residential use conversion for a contemplated housing development if “(A) the charge is calculated pursuant to a specific adopted policy for commercial to residential conversions adopted on or before December 31, 2023; or (B) the charge is for water or wastewater and includes an offset for at least 100 percent of the water or wastewater system development charges paid when the building was originally constructed;” and

WHEREAS, if the City’s population reaches 10,000 or greater, the City desires to be able to charge all applicable SDCs in connection with such commercial to residential use conversions; and

WHEREAS, the City Council believes that the Scappoose Municipal Code (“SMC”) Chapter 13.24, as now drafted and hereafter amended, will sufficiently address all SDC methodology, rates, and other applicable terms and conditions needed to calculate SDC charges in connection with commercial to residential conversions pursuant to HB 2984.

#### **NOW THEREFORE, BE IT RESOLVED:**

1. The City Council hereby adopts SMC 13.24, as currently in effect and as may be amended from time to time, as the City’s specific policy for SDC calculations in connection with all residential development, including commercial to residential conversions pursuant to HB 2984.
2. This Resolution shall become effective upon adoption by the City Council.

**PASSED AND ADOPTED** by the City Council this \_\_\_\_ day of November 2023 and signed by the Mayor and City Recorder in authentication of its passage.

**CITY OF SCAPPOOSE, OREGON**

\_\_\_\_\_  
Joseph A. Backus, Mayor

**ATTEST:**

\_\_\_\_\_  
Susan M Reeves, MMC, City Recorder

# CITY OF SCAPPOOSE

<b>December 2023</b>						
<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
					<b>1</b>	<b>2</b>
<b>3</b>	<b>4</b> Council work session 6pm Council meeting 7pm	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>10</b>	<b>11</b> Council work session 6pm - Council meeting 7pm	<b>12</b>	<b>13</b>	<b>14</b> Planning Commission 7pm	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b> EDC - noon  Park & Rec 6pm	<b>22</b>	<b>23</b>
<b>24/31</b>	<b>25</b> Happy Holidays - City Offices closed	<b>26</b> Happy Holidays - City Offices closed	<b>27</b>	<b>28</b> Planning Commission 7pm	<b>29</b>	<b>30</b>