



SCAPPOOSE *Oregon*

MONDAY, MAY 6, 2024
CITY COUNCIL MEETING MINUTES
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=KQ4TrY8yyds.

Call to Order

Mayor Backus called the May 6, 2024 City Council meeting to order at 7:00 pm.

Pledge of Allegiance

Roll Call

Joseph A. Backus	Mayor	Larry Lehman	Interim City Manager
Tyler Miller	Council President	Brian Jensen	Interim Public Safety Director
Kim Holmes	Councilor	Susan M. Reeves	City Recorder
Marisa Jacobs	Councilor	Dave Sukau	Public Works Director
Ty Bailey (arrived at 7:15pm)	Councilor	Laurie Joseph	Community Development Director

Remote: Associate City Planner NJ Johnson (left at 8:11pm); Megan Greisen; Bob Larson with GMP Consultants (left at 7:34pm).

Excused: Councilor Jeannet Santiago and Councilor Andrew Lafrenz

Approval of the Agenda

Council President Miller moved, and Councilor Holmes seconded the motion to approve the agenda with the amendment of adding the National Law Enforcement Week Proclamation. Motion passed (4-0). Mayor Backus, aye; Council President Miller, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Public Comments

Paul Fidrych, Scappoose, explained he is on the 50- Year Planning Committee, the Parks and Rec Committee, and the Economic Development Committee. He explained it is getting extremely frustrating to get things done for many years because of lack of funds. He stated he never hears about how can we cut spending so we have some funds to do some of the great things that the Parks and Rec Committee wants to do and that is his concern. He talked about staff contacting legal counsel instead of going through the League of Oregon Cities. He stated we have to work on the spending. He explained we had a great 2017 Parks Master Plan, it was excellent. For some reason it was decided they were going to completely redo the Master Plan again. There was no need for that. They just needed to do a small amendment to the plan, instead the City spent six figures on a new plan that is not better than the 2017 plan. He said we are waiting for things to happen and without any funds they are not happening. So, he asks Council, fiscal responsibility please going forward.

Lacey Tolles, Port of Columbia County, gave an update on an incident that occurred last week at the Scappoose Airport. She explained there was a plane that crashed, the pilot was not injured.

Consent Agenda ~ April 29, 2024 Special City Council meeting minutes; Appointment of Judy Isaman to the Economic Development Committee; and Resolution 24-03: A Resolution approving a Special Procurement for IT Services

Council President Miler moved, and Councilor Holmes seconded the motion to approve the Consent Agenda ~ April 29, 2024 Special City Council meeting minutes; Appointment of Judy Isaman to the Economic Development Committee; and Resolution 24-03: A Resolution approving a Special Procurement for IT Services.

Mayor Backus thanked Judy Isaman for volunteering to be on the Economic Development Committee.

Motion passed (4-0). Mayor Backus, aye; Council President Miller, aye; Councilor Holmes, aye; and Councilor Jacobs, aye.

Proclamations

VFW Buddy Poppies Proclamation

Mayor Backus read the VFW Buddy Poppies Proclamation.

Thank you to David Sleightam with the VFW Post 4362 for handing out Buddy Poppies and for your service!

National Mental Health Awareness Month

Mayor Backus read the National Mental Health Awareness Month Proclamation.

National Public Works Week

Mayor Backus read the National Public Works Week Proclamation.

Vietnamese Remembrance Day Proclamation

Mayor Backus read the Vietnamese Remembrance Day Proclamation.

National Law Enforcement Week Proclamation

Mayor Backus read the National Law Enforcement Week Proclamation.

New Business

Update on the City Manager Search

Bob Larson, GMP Consultants, gave an update on the City Manager search process. He explained they received seventeen applications, and they determined that nine of those are good solid candidates. They will be interviewing those candidates over the next two weeks, then they will present a report to staff that they can distribute to the Mayor and Council. They are anticipating a meeting on Thursday, May 23 in executive session to go over those candidates with the Mayor and Council. He went over the criteria for the position. He explained Mayor and Council will need to design the process.

Updated Council Liaison List

Mayor Backus went over the updated 2024 Council Liaison list.

Council President Miller moved, and Councilor Bailey seconded the motion to approve the Council Liaison List. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Holmes, aye; Councilor Jacobs, aye; and Councilor Bailey, aye.

50 Year Plan Contract Amendment

Community Development Director Laurie Joseph went over the staff report. Additional funding is needed to complete the 50 Year Plan project due to increased scope. This is related to Council Goal 2.1 - Continue Development of the 50 Year Plan. Analysis: The 50 Year Plan contract was executed on January 10, 2022, between ECONorthwest and the City of Scappoose with a total not to exceed amount of \$278,954. This 3 + year project includes a large variety of deliverables, including:

- Community visioning process resulting in a 50 Year Plan vision statement,
- Economic Opportunities Analysis (EOA),
- Housing Capacity Analysis (HCA),
- Extensive updates to the development code and comprehensive plan,

- UGB and Urban Reserves analysis,
- Ongoing project management meetings with consultants and staff,
- Ongoing stakeholder advisory committee meetings,
- Ongoing joint City Council and Planning Commission work sessions,
- Attendance at the last 3 Annual Town Meetings to discuss the project with the community,
- Production of a 50 Year Plan document to summarize the project, and
- Adoption support

The consultant team has worked diligently to stay within budget; however, there have been some areas of the project that required more hours than were budgeted for or that were not part of the original scope, but that are important to add in order to complete the project. In terms of what items were not included in the original scope of work, the main item was that the County adoption process was not considered when developing the original scope of work; therefore, ECONorthwest did not include in their original scope of work the time to prepare for or attend meetings associated with the County's adoption of the UGB expansion and Urban Reserves. Staff have since been in communication with the County Planning Department and understand that they will require the following:

- 1 internal work session with County Planners, City Planners and DLCD (Department of Land Conservation and Development) representative
- 1 work session with the County Planning Commission
- 1 work session with the Board of Commissioners
- 1 County Planning Commission hearing, subject to the request for additional hearings
- 1 Board of Commissioners hearing, subject to the request for additional hearings

Since UGB expansions and establishment of Urban Reserves could be contentious, city staff would prefer to budget for two hearings with the County Planning Commission and two hearings with the Board of Commissioners up front, so that the money is accounted for in the upcoming budget. This would add 7 meetings for ECONorthwest to attend related to the County adoption process in order to answer technical questions related to the completed studies (EOA and HCA) or questions related to the UGB/Urban Reserves analysis.

The other item not initially included in the scope of work was the drafting of legally defensible findings related to the adoption of the Housing Capacity Analysis (HCA) and the Economic Opportunities Analysis (EOA). These are technical findings which are required to be written to show compliance with Oregon's Statewide Planning Goal 9 (Economic Development) in regard to the adoption of the EOA and Statewide Planning Goal 10 (Housing) in regard to the adoption of the HCA. The need for more extensive and robust findings increased as a result of an external advocacy group requesting these findings¹ and due to the fact that the City will be pursuing a UGB expansion as part of this project and these studies are the basis for establishing the land need for housing and employment uses.

Fiscal Impact: The total additional scope amount requested is \$50,000, which covers the following:

- Consultant attendance at 7 additional meetings: \$17,500
- HNA/EOA adoption findings: \$5,000
- Complete the UGB/UR analysis: \$7,000
- Project management/quarterly updates: \$4,500
- Contingency \$16,000

This additional contract amount of \$50,000 has been included in the upcoming draft 2024 2025 fiscal year budget to ensure that it works with all other budgeted needs within the City.

Contingency of \$16,000 is requested in order to cover any additional analysis needed if for any reason changes to the UGB expansion or Urban Reserves areas is required once we enter the adoption process or for any other additional efforts that are needed to complete the project.

The addition of \$50,000 to the contracted amount would be on a time and materials not-to-exceed basis, so if the two additional County hearings are not needed or we do not need to use the contingency in order to complete the project, then that money would not be spent.

Recommendation: In order to complete this project as efficiently and timely as possible, staff recommends that the Council approve the \$50,000 contract amendment to support the adoption process and completion of the remaining work. This will fulfill Council Goal 2.1.

Community Development Director Laurie Oliver Joseph explained what the previous process in 2011 looked like. She explained the Planning Commission held four hearings and made recommendation to City Council. The City Council held five hearings on that request. She explained for the County Planning Commission they held one hearing and the County Board of Commissioners held three hearings. So, a total of four hearings at the County. She explained this time around they are requesting two additional work session than what was held in 2011. She explained on the previous process the UGB process was appealed so it got tied up for quite some time. It was adopted by Council in 2011 and it was resolved in 2015. She explained she spoke with the previous City planner and from the time they started the process to the time it was resolved it was seven years.

There was a discussion between Council, Staff and Beth Goodman regarding having a consultant for this process. They also talked about having the consultant attend virtually instead of in person.

Council President Miller moved, and Councilor Bailey seconded the motion that Council approve up to \$50,000 contract amendment for completion of the 50 Year Plan in support of Council Goal 2.1 and that those meetings are conducted virtually whenever possible or practical to save money.

Councilor Jacobs would like to see \$7,000 taken off on the meetings to do remote and she also would like to see that contingency either cut in half or taken out completely.

Councilor Bailey explained he would worry about doing the adjustment down because we don't know on the virtual.

Councilor Holmes explained with the uncertainties of how the process will unfold she imagines that's largely why the contingency is what it is.

Beth Goodman explained they would not spend the contingency without written permission from Community Development Director Laurie Oliver Joseph.

Motion passed (4-1). Mayor Backus, aye; Council President Miller, aye; Councilor Holmes, aye; and Councilor Bailey, aye. Councilor Jacobs, nay.

Announcements – information only

Calendar

Mayor Backus went over the calendar.

Updates: City Manager, Police Department, Councilors, and Mayor

Interim City Manager Lehman talked about the Special City Council Executive Session on May 23, 2024.

Council agreed it will start at 6:00pm.

Interim Public Safety Director Jensen gave an update on the Police Department.

Public Works Director Sukau gave an update on the Luma Vista hearing at Columbia County.

Joel Haugen talked about during the last couple of city manager recruitments, Council was able to look at all of the applications. He would suggest that you would ask the recruiter to look at all of the applications to make sure they didn't miss something.

Councilor Jacobs explained she would like to see all the applications so she can understand why they eliminated the eight.

Councilor Holmes explained her understanding is they were eliminated because they didn't meet qualifications. She would imagine this Council would not want to entertain someone who didn't meet the minimum experience or education qualifications. She doesn't have a problem having that information shared but she personally doesn't need the information.

Council President Miller replied he feels the same. He explained we hired them for a reason and that was to screen those applicants, so he is fine either way.

Councilor Bailey stated seventeen is not a big number, and he is fine reviewing them all.

Councilor Bailey thanked everyone for helping him come up to speed on the Council. He appreciates everyone's effort. He gave an update on the School District.

Councilor Holmes talked about the LOC meeting on Friday. She talked about a memo being sent clarifying what steps are necessary or not for cities to take advantage of the new recreation immunity.

Council President Miller explained Mayor Backus and he attended the City County dinner meeting. The City of Vernonia did a great job hosting it. He stated the major topic discussed there was the shortfall with the electricity and the issue that St. Helens faced with losing the solar panel manufacturing plant and also the electricity shortfall that we face here in Scappoose.

Mayor Backus explained he attended the LOC Meeting also and they bring up not just the lack of funding but they asked about spending because LOC is taking it upon themselves to really look into a better way of funding cities. He explained he went to the Senior Center for lunch. They have started bingo up again and it is on Mondays and Fridays. He talked about the Grant Watts auction and how it was really good again and they raised over \$60,000. He talked about the Salmon Derby being a good event that raises money for schools also. He explained they went on a tour of the John Gumm County Building.


Adjournment

Mayor Backus adjourned the meeting at 8:27 pm.



Mayor Joseph A. Backus

Attest:


City Recorder Susan M. Reeves, MMC