



SCAPPOOSE *Oregon*

Monday, August 4, 2025
City Council Meeting Minutes
Regular Meeting 7:00pm
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=vFkVr1CNEho.

Call to Order

Mayor Backus called the August 4, 2025 City Council meeting to order at 7:00pm.

Pledge of Allegiance

Roll Call

Joseph A. Backus	Mayor	Benjamin Burgener	City Manager
Marisa Jacobs	Councilor	Chris Fluellen	Police Chief
Joel Haugen	Councilor	Susan M. Reeves	City Recorder/HR
		Laurie Oliver Joseph	Community Development Director
		Chris Negelspace	City Engineer
		N.J. Johnson	Assistant to City Manager/City Planner

Excused: Council President Tyler Miller

Remote: Councilor Jeannet Santiago; Councilor Kim Holmes; and Alicia Heiges (joined at 7:02pm).

Approval of the Agenda

Councilor Jacobs moved, and Councilor Haugen seconded the motion to approve the agenda. Motion Passed (5-0). Mayor Backus, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Jacobs, aye; and Councilor Haugen, aye.

Public Comment ~ Items not on the agenda

Stu Beutler, Scappoose, explained he lives up on Keys Road and this is regarding the new housing development and the vibrations. He explained he asked questions about where the road transitions from old pavement to new pavement and he was sent to Columbia County and they basically said they didn't have anything to do with it because of the water treatment plant and new housing development, and they said everything needed to come back through the City. He explained even when a school bus goes by his windows shake in his house, and it isn't because of his foundation as he had a company come look at it. He stated if they could just do something with the transition to make it smoother. He stated all the big trucks, if they would slow down there is no vibrations, but if the road was smooth, he would never know. If someone could look at that and maybe push forward on that. He stated the County was not interested in that at all. He asked has anybody done any vibration test?

Mayor Backus replied we can look into the vibration tests and see if they have been done.

Councilor Haugen talked about walking in the Keys Road area and there was a truck that went by really slow, so maybe we could look into reducing the speed limit there.

Stu Beutler explained when he asked Columbia County about reducing the speed he was told it would take up to two years to do something like that.

City Engineer Chris Negelspach explained Keys Road is a County Road. He explained as a part of that project we coordinated with the County early on with regard to Huser and with our reservoir project because we knew it was going to get beat up pretty good for both of those projects and we are going to take a look at the road after construction of the reservoir and Huser and will meet the County up there and we'll do whatever we need to get the road back in shape, but it may take some time to get that in the County budget. He explained one of the things we did talk about was the bump that you mentioned there and it is part of an overlay that was done as a part of the 2,000,000-gallon reservoir project that was done in early 2000's. He explained part of it on the southbound lane will be addressed when the developer ties the storm in on Huser it will be running down that lane, which is really what's causing that issue and that'll be repaved as a part of that storm line tie in portion of the work and then on the northbound side we are working with the County to see if we can partner with them to do the other half from that point forward North rather just past the project boundary, at least through the intersection with Keys Landing. He explained as far as the vibration testing, the City did do vibration testing as part of the reservoir project. The City doesn't normally require vibration testing on subdivisions, because it's not an unusual sort of construction practice, they are just digging ditches and driving there, you know doing their earthwork type activities, which is pretty common.

Stu Beutler stated thank you for your time, I appreciate that.

James Mier, Scappoose, explained he is directly Southeast and adjacent to the Huser project entry. He stated a couple of quick issues: it is very unfortunate in this day and age that a man lives his life, tries to live it well and struggles for over a year with personal meetings, emails, phone calls, pleas for help and it is ignored and dismissed until he has to gather the neighbors from the neighborhood, go around and say hey neighbors are you experiencing this too and that we all need to get together because nobody wants to listen. It is very unfortunate this day and age and he is ashamed of the people that he has talked to that work for the City of Scappoose. They work for him, they work for everybody behind him, they work for the City, the residents of Scappoose, they don't work for anybody else outside of Scappoose, nobody. It is shameful that that's what it took to get somebody to listen. On the flip side of that, four of them came down out of the many, there are more that are experiencing damage to their house, four of the households came down a couple of weeks ago and expressed their concerns and you finally listened. He wants to say thank you very much to those of you that listened and actually stepped up and made a phone call and said hey we've got a problem over here you guys better take care of it. So that is very, very much appreciated and recognized. He stated that plight is not over yet. We are not done because this is ongoing, but he does want to say thank you for the follow-up for those of you who have done that. He stated everybody is complaining about the dust. He wanted to let them know, thank you for the follow-up on that. They have done better about the dust. They are actually out there instead of maybe once every two or three days, they've been out there two to three times a day, so it is noticed and it's appreciated, so thank you! He stated one other thing on the water project is he can feel when they're doing like the pile driving or compacting, he can feel a small amount of vibration, just a small amount, but he can tell you unequivocally that the damage to his house and the vibrations from the seismic activity at his house are no way caused by anything going down at the water plant. He can document that with proof and when it comes time, that will happen.

Consent Agenda ~ July 21, 2025 City Council work session minutes; and July 21, 2025 City Council meeting minutes

Councilor Haugen moved, and Councilor Jacobs seconded the motion to approve the Consent Agenda ~ July 21, 2025 City Council work session minutes; and July 21, 2025 City Council meeting minutes. Motion Passed (5-0). Mayor Backus, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Jacobs, aye; and Councilor Haugen, aye.

Oath of Office ~ Patrol Officer Shane Davis

Mayor Backus reaffirmed the Oath of Office for Patrol Officer Shane Davis.

Shane Davis gave an overview of his background and explained he is looking forward to spending many years in Scappoose and he is excited to get started here.

Congratulations, Shane!

Development Review to allow for construction of a mini-storage facility with a caretaker dwelling as well as improvements to various site amenities; and three Sensitive Lands Development Permits to allow for certain components of this development proposal to partially occur in the regulated floodplain, wetlands, and fish and riparian corridor overlay. The site is located at 53026 NW Thornton Drive, northwest of the Scappoose-Vernonia Highway and Columbia River Highway intersection. The Comprehensive Plan Map Amendment and Zone Change require City Council approval. While the Planning Commission would normally be the approval authority for Site Development Review and staff would normally be the approval authority for Sensitive Lands Development Permits, the applicant requested a consolidated decision and so the City Council will be the approval authority for the entire consolidated application. The Planning Commission held a public hearing regarding this request on July 10, 2025. Written comments for this hearing were due July 9, 2025, the day prior to the Planning Commission hearing, at 5:00 pm. Members of the public also had the opportunity to provide verbal testimony at the July 10, 2025 Planning Commission hearing. No written or verbal comments were submitted by the public prior to or during the Planning Commission hearing and none have been submitted prior to the Council hearing, as of the date of this report. The applicant is requesting the Comprehensive Plan Map Amendment and Zone Change because they desire to construct a mini-storage facility, but the current Light Industrial zoning only allows for these facilities to be a maximum of 3 acres. Mini-storage facilities in the Expanded Commercial zone do not have a facility size limit and so the applicant desires for their site to have Expanded Commercial zoning. To facilitate a rezone to Expanded Commercial, the Comprehensive Plan Map must be amended from an Industrial designation to a Commercial designation, which the applicant has applied for. All findings related to the approval criteria for the consolidated land use applications, including the recommended conditions of approval, are contained within the Planning Commission staff report, dated July 3, 2025 (Exhibit B of the staff report). Ordinance 921 to approve the consolidated applications is included as Exhibit A of the staff report. After considering the facts in the record, the Planning Commission voted unanimously to forward a recommendation of approval to the City Council, subject to conditions of approval as outlined in the Planning Commission staff report (Exhibit B of the staff report). Interested parties have the opportunity to submit written testimony prior to the City Council hearing as well as oral testimony during the City Council hearing. Written comments for the Council proceedings are due Friday, August 1, 2025 at 5:00 pm and oral testimony will be heard at the August 4, 2025 City Council hearing. Written and oral testimony submitted as part of the Council proceedings may only provide argument but may not introduce new evidence. The opportunity for the public to submit new evidence concluded during the July 10, 2025 Planning Commission hearing. Staff recommends that Council adopt Ordinance 921, thereby approving CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25 and accepting the findings and Conditions of Approval, as written.

Mayor Backus, the Council and staff discussed the ordinance/application in more detail.

Adam Ofstad, applicant, gave an overview of how they ended up at the location. He explained if there wasn't a need he would be proposing this land for storage units. He explained this piece of land is extremely difficult to develop. It has been for sale for years. The last time that it was

sold, the process was many, many months long and they just could not get past all the hurdles on this piece of land. He does think it's important to say too, that we got in just prior to the laws changing for land use on this piece of land. If this does not go through the riparian zone, being next to a creek is going to expand to some crazy number, and it's going to be double or triple of what it is now. It will make this nine-acre piece of land almost not developable anymore. They were able to propose using barely 4 acres of this land because it is so difficult because of wetlands, riparian zones and all that stuff, in addition to easements. It was really challenging and took an entire team of people to figure out how to make this work. He explained they needed to change the zoning because even with storage they simply can't get enough units on this place on the light industrial side.

Mayor Backus closed the public hearing for deliberation by the Council.

Councilor Haugen moved, and Councilor Jacobs seconded the motion to go past 9:00p.m. Motion Passed (5-0). Mayor Backus, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Jacobs, aye; and Councilor Haugen, aye.

Councilor Jacobs moved, and Councilor Haugen seconded the motion that Council adopt Ordinance 921, thereby approving CPMA 1-25; ZC 1-25; SDR 1-25; SLDP 1-25, 2-25, 3-25 and accepting the findings and Conditions of Approval, as written.

Mayor Backus read the title for the first time ~ Ordinance 921: An Ordinance Amending the Comprehensive Plan Map and Zoning Map, Approving "Ofstad Self-Storage" Applications for Site Development Review and Sensitive Lands Development Permits.

Ordinance 922: An Ordinance Renaming a Portion of SW Volendam Street to SW Rokin Way

Community Development Director Laurie Oliver Joseph went over the staff report. The Planning Commission recommends that the City Council rename a portion of SW Volendam Street to SW Rokin Way. An ordinance to enact this change is attached for the Council's consideration. Analysis: The portion of SW Volendam Street proposed to be renamed is south of SW Callahan Road and is located within the recently platted subdivision of Dutch Canyon Estates IV (see Exhibit 1 in staff report, Ordinance 922 with Vicinity Map). Within the City of Scappoose, the Scappoose Fire District has street naming and addressing authority. Once a preliminary subdivision plat has been approved, an applicant is required to submit their final subdivision plat to the City and to the Scappoose Fire District for review and approval of the plat and street names, respectively. City staff and the Fire Chief coordinated on the street names for the Dutch Canyon Estate IV plat; however, there was a misunderstanding regarding the naming of the westernmost street, which is an eyebrow cul-de-sac street. As recorded, the final subdivision plat shows SW Volendam as the name of the north-south leg of this westernmost road, and SW Rokin Way as the east-west portion of that road. The Scappoose Fire District Chief has requested that the entire length of this road be renamed to SW Rokin Way to lessen any confusion for emergency responders and delivery service companies since there are only two

homes with the SW Volendam address in this new neighborhood and there is no certainty in when SW Volendam Street to the north (part of the Dutch Canyon Estates III Subdivision) would be extended south. Procedure: Scappoose Municipal Code Chapter 12.241 sets forth the procedure and approval process for renaming streets. The procedure requires a recommendation from the Planning Commission to the City Council for the renaming of any existing street if the Commission feels there is a strong public need for the change, renaming is in the best interest of the City, and if the request meets the approval criteria contained in SMC 12.24.020. Upon receiving the Commission's recommendation, the Council is then required to schedule a public hearing to consider the matter. If Council wishes to approve the name change, they will adopt an ordinance to formalize the decision. Findings related to the approval criteria to rename an existing street from SMC 12.24.020 are contained in Exhibit 2 – the Planning Commission staff report, dated July 24, 2025. The Planning Commission considered the proposal on July 24, 2025 and recommended unanimously that the Council approve the street name change. Although the Planning Commission meeting was open to the public, no one submitted testimony. Notice of this request is typically required to be mailed to property owners abutting the section of street to be renamed; however, there are no completed homes on this section of SW Volendam Street. Staff notified the owner/developer of Dutch Canyon Estates IV, Lennar, of this street renaming request and the associated timeline for approval by email on June 23, 2025. Lennar responded that this worked for their timeline since the street renaming would be accomplished prior to homes being completed, which would be better for future homeowners. Notice was also published in the July 11, 2025, edition of the local newspaper. Staff have received no written comments from the public as of the date of this report. Pursuant to Scappoose Municipal Code Chapter 12.24, staff requests that the Council open the public hearing on the proposed street name change and accept any testimony presented. Should the Council choose to approve the requested street name change, a draft ordinance adopting the street name is attached as Exhibit 1 for Council's review. The Planning Commission recommends that the City Council rename a portion of SW Volendam Street to SW Rokin Way, as depicted in Exhibit 1 of the staff report.

Councilor Jacobs moved, and Councilor Haugen seconded the motion that Council adopt Ordinance 922: An Ordinance Renaming a Portion of SW Volendam Street to SW Rokin Way, as depicted in Exhibit 1.

Mayor Backus read the title for the first time ~ Ordinance 922: An Ordinance Renaming a Portion of SW Volendam Street to SW Rokin Way.

Work Session ~ Discuss Functional Areas for Assessments

Councilor Jacobs explained following up on the work session that we had two weeks ago, we followed up that conversation via e-mail and asked Council and Mayor to look at the two examples of city manager assessments and in relation to the job description and we asked for two things for Council to review and come prepared for this discussion today. One was to: identify the top five core functional areas for assessment and also identify your preference of a

rating scale. She wanted also to just kind of be mindful here of time. She knows we all have a lot of thoughts about this. If possible, she would like to request that we all be as concise as possible in providing our recommendations. She explained she will have them captured and then this will be part of her and Councilor Holmes work to go and look at the notes of where each Councilor landed, and then they can work to summarize and perhaps land on areas that Councilors are similar in to condense and bring back, sort of what a top five criteria would look like. She would like to now go around and see five key functional areas from Council and then we can do a second go around on the assessment criteria.

Councilor Holmes explained she would just add as we're talking about the key functional areas we're identifying, she had a conversation with Ben today and he raised a really good point that she thinks would be the next step for this group, is really figuring out how we mutually define what each of these areas mean and what the traits of success really looks like. She explained step one would be we define what success looks like and what each of these areas really mean, and then we can kind of build out the questions that will properly assess that, so this is kind of the beginning step here. She explained her top five: **Budget and finance** ~ they align really well with the examples that were given to us. **Community relations** ~ she thinks we've all kind of identified that as a priority in these past few weeks. **Leadership** ~ and within leadership, she thinks there are a number of areas that fall into communication with staff, interpersonal style, administration, personnel functions, and she'd also like to consider how we're building a culture of accountability across departments within our own personal core areas of responsibility and the city manager themselves. She explained it is kind of one big bucket. **Intergovernmental relations** and then **Council relations**.

Councilor Santiago explained she would like it to be very simple. Having the city manager be the **leader in implementing the Council goals; Help oversee the departments and the growth;** she also echo's the **finance**, obviously that's a huge thing because we have to be profitable in order to keep running and **innovation** and just **creativity** and she has seen that with City Manager Burgener and she appreciates that.

Councilor Haugen thanked Councilor Jacobs and Councilor Holmes for assembling all of this. He explained he likes **part one through four rubric** that you adopted, from the City of Tigard. He thinks that is very straightforward or makes sense. He explained the area he is struggling with is part-five management staff. He thinks he is trying to get his head around how we can assess that and he thinks maybe a discussion with the employee union might be worth exploring because there's got to be some way of getting a valid assessment from staff that we can put into our appraisal.

Councilor Jacobs replied absolutely.

Councilor Haugen stated that to him is the key to having a successful effort here and so that discussion probably would involve the union. He remembers going back to his days as a school teacher, every year they had an anonymous evaluation of both the principal and the

superintendent, but it was very effective and everybody participated. Maybe if we could fold something like that in but without that part five, he just doesn't see how we can do a complete, thorough evaluation of the city manager.

Councilor Jacobs replied no, absolutely and that is actually something we have thought through and are exploring as part of this body of work in identifying that tool, so there will be more to come on that because that is a shared concern across Council, so we can be fair and objective, but also inclusive and really understanding.

Mayor Backus explained in no particular order: **Budget and Finance; Relationship with Council kind of relating to our Council Goals; Intergovernmental Relationships and Community Relationships; and communication skills with leadership** and that is where he would want input from staff or from other people.

Mayor Backus will share Council President Millers list with Councilor Jacobs and Councilor Holmes.

Councilor Jacobs explained in just sharing what her top five are, her and Councilor Holmes are very much aligned. Her top five are: **Budget and Finance; Community Relations; Leadership;** and then **Intergovernmental Relationships**. She thinks from just this quick go round she can hear a lot of similarities, and it sounds like we are fairly aligned in moving in the right direction. Her and Councilor Holmes will summarize the notes and do a little bit more work and then the thought is putting the next session into a work session.

Councilor Holmes explained it is great to see early alignment on those core functional areas. She explained the second part of this was what type of scale or measurement we would like to see. She did like in some of them that there was the opportunity to go through quantitative and qualitative feedback. Her vote would be to steer towards having both of those. She feels like the last time they went through this when they were trying to kind of optimize their assessment tool about two years ago, they spent an inordinate amount of time on whether it would be a three-point scale or a five-point scale. She thinks they landed on a five-point scale. She does like a five-point scale because she feels it gives us a little bit more ability to kind of fine tune the feedback and the assessment.

There will be further discussion on the three-point or five-point scale.

Councilor Jacobs stated to close out discussion she will summarize the notes that she took from each individual, she will share that with Councilor Holmes and then they will do the consolidation and this will best position them for the 18th and they will do a read out of this session and then make sure they get agreement on the functions then they will move into the discussion about the questions that would go into each of those categories.

Announcements – information only

Calendar:

Mayor Backus went over the calendar.

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

City Manager Burgener gave an update on Luma Vista. He gave an update that he received in an email from Paul Vogel with CET, that it has been determined that Project Spice will be staying in France, which is unfortunate news. He stated he appreciates staff and the Council for everything they all do. He explained the staff has been working through a lot of high passionate situations that they have been holding up very well and having to deal with and he appreciates all that they do and the way they are able to in good faith, and with positivity help our residents and all those who come here.

Chief Fluellen gave an update on the Police Department. He thanked the Mayor and Council for their support over the past couple of years. He explained about a year and a half ago we talked about this being a police department and it's really exciting to be in this stage right now where we're having great officers and moving towards that 24-hour coverage, hopefully, in late 2026 and early 2027. He thanked City Manager Burgener for having a good work culture here and things like that which make people want to join our team. He explained they are doing a couple of community events. One is the Movies by Moonlight and on August 5 they will be participating in the National Night Out.

Community Development Director Laurie Oliver Joseph thanked Council for their work with the City, she appreciates all of them.

Councilor Haugen gave an overview of the recruitment of a junior or senior at the High School and that he would like to approach the School Board at their next meeting to see if they are game to have us recruit a student representative. He explained he needs the Councils consent to approach the School Board.

The general consensus of the Council was to support Councilor Haugen going to the School Board meeting to discuss the recruitment of a student representative.

Councilor Santiago talked about the student representative attending the LOC Conference if that works out. She explained her and City Manager Burgener attended the LOC Regional meeting in Tillamook, which was great. She explained on August 29 there will be a Municipal Fundamentals essential training course and the information can be found on the LOC newsletter.

Mayor Backus reminded everyone about the Movies in the Park every Friday night in August and thanked the Scappoose Police Department for cooking hamburgers and hot dogs for that event. He explained we do have an open Council position, so if you are interested you can submit an application.

Adjournment

Mayor Backus adjourned the meeting at 9:34pm.


Mayor Joseph A. Backus

Attest:


City Recorder/HR Susan M. Reeves, MMC