



**MONDAY, DECEMBER 4, 2017**

**CITY COUNCIL MEETING AGENDA**  
**Regular meeting 7:00 p.m.**  
**Scappoose Council Chambers**  
**33568 East Columbia Avenue**

<b><u>ITEM AGENDA TOPIC</u></b>	<b><u>Action</u></b>
<b>Call to Order</b>	
<b>Pledge of Allegiance</b>	
<b>Roll Call</b>	
<b>Approval of the Agenda</b>	
<b>Public Comments</b>	
<b>1. Consent Agenda ~ November 6, 2017 City Council meeting minutes, November 20, 2017 City Council Work Session minutes and November 20, 2017 City Council meeting minutes</b>	
<b><u>New Business</u></b>	
<b>2. Seely Lane Park Engineering Contracts</b> Staff: Assistant to City Manager Alexandra Rains	<b>Approval</b>
<b>3. Charles T. Parker Way Road Design Contract</b> Staff: Assistant to City Manager Alexandra Rains	<b>Approval</b>
<b>Announcements ~ information only</b>	
<b>4. Calendar ~ Cancel Dec 18 City Council meeting</b> <b>City Manager, Police Chief, Councilors, and Mayor</b>	
<b>Adjournment</b>	

This meeting will be conducted in a handicap accessible room. If special accommodations are needed, please contact City Recorder, Susan Reeves at (503) 543-7146, ext 224 in advance.

TTY 1-503-378-5938

**MONDAY, NOVEMBER 6, 2017**

**CITY COUNCIL MEETING**

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

**Call to Order**

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

**Pledge of Allegiance**

**Roll Call**

**City Council Members Present:**

Scott Burge	Mayor
Rich Riffle	Councilor
Patrick Kessi	Councilor
Natalie Sanders	Councilor
Joel Haugen	Councilor

**Staff Present:**

Michael Sykes	City Manager
Norm Miller	Police Chief
Susan M. Reeves	City Recorder
Alexandra Rains	Assistant to City Manager
Laurie Oliver	City Planner

Excused: Council President Reed and Councilor Greisen

Press: Nicole Thill, Spotlight

**Legal Counsel** Peter Watts

**Approval of the Agenda**

Mayor Burge moved the work session discussion to the agenda ~ New Business # 2 Watershed/Scappoose Creek Project Update. He also removed the appointments to the Park & Recreation Committee. He explained that will be on the next Council agenda.

Councilor Kessi moved, and Councilor Riffle seconded the motion to approve the agenda, as amended. Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Sanders, aye and Councilor Haugen, aye.

**Public Comments**

Darcy McDonald, wanted to start a conversation about food trucks.

Mayor Burge replied he would like to invite her to a meeting regarding food trucks coming up with another member of the community, and City Planning staff.

## **Consent Agenda ~ October 16, 2017 City Council meeting minutes**

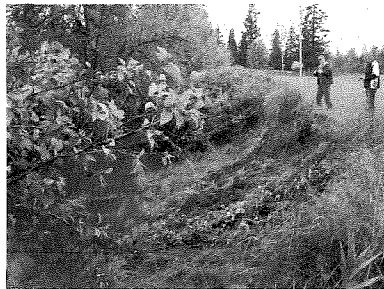
Councilor Riffle moved, and Councilor Haugen seconded the motion to approve the Consent Agenda ~ October 16, 2017 City Council meeting minutes. Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Sanders, aye and Councilor Haugen, aye.

## **New Business**

### **Watershed/Scappoose Creek Project Update**

Pat Welle explained she is going to give Council an update on a project that they have been working on for a number of years. She went over a power point presentation.

## **South Scappoose Creek Restoration**



November 6, 2016



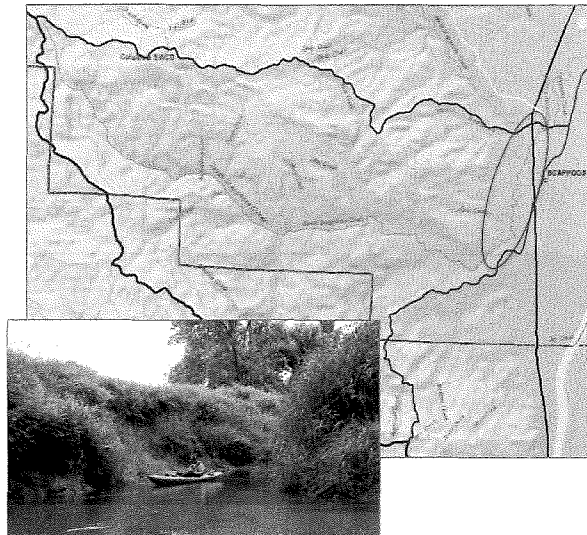
## South Scappoose Creek Restoration

- **Brief Background**
  - South Scappoose Creek, current condition
  - Project Design History (what has been done)
- **Goals and Objectives**
  - Project goals
  - Current design and how it addresses concerns
- **Budget and Partners**
  - Project funding and funders
- **Schedule (alternatives)**
- **Questions and Discussion**

## South Scappoose Creek

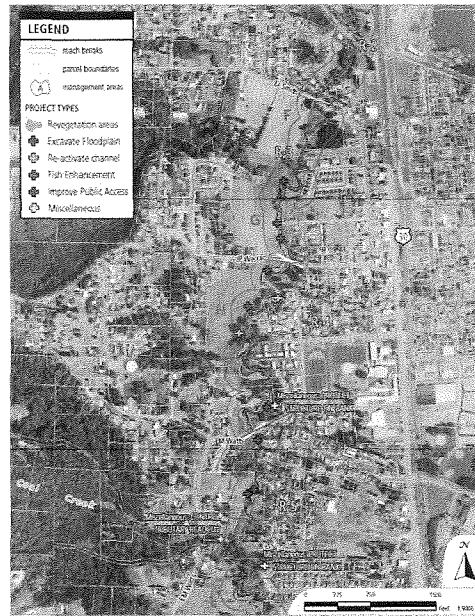
Historically, watershed supported diversity of fish and wildlife, including Columbia River Coho, Steelhead and Cutthroat trout; those numbers are significantly reduced.

- Issues to address:
  - Stream incision
  - Loss of floodplain-channel interaction
  - Reduction in fish distribution
  - Elevated temperatures
  - Streamside erosion (property concerns)
  - Park and stream enhancement



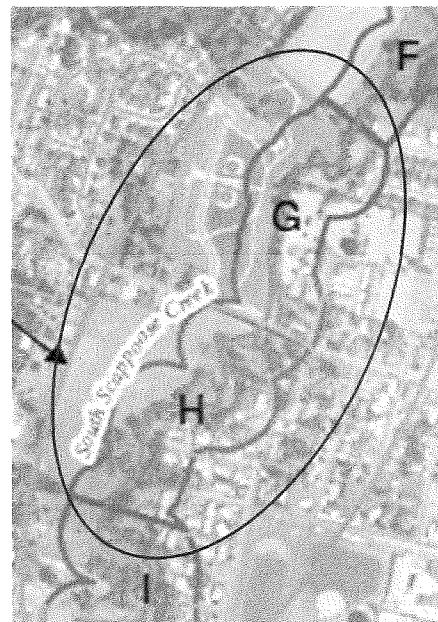
## Restoration Plan (2009); 5 miles of creek

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



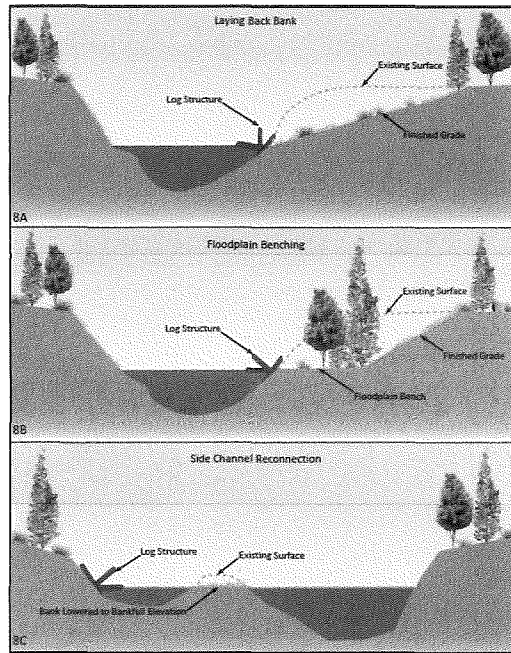
## Technical Memorandum Alternatives (2013)

- Focused on 4 zones between EM Watts & EJ Smith Roads
- Concept Designs for 2 zones:
  - Floodplain benches
  - Layback with toe protection (soil lifts)
  - Laybacks
  - Side channel reconnections
  - Native vegetation



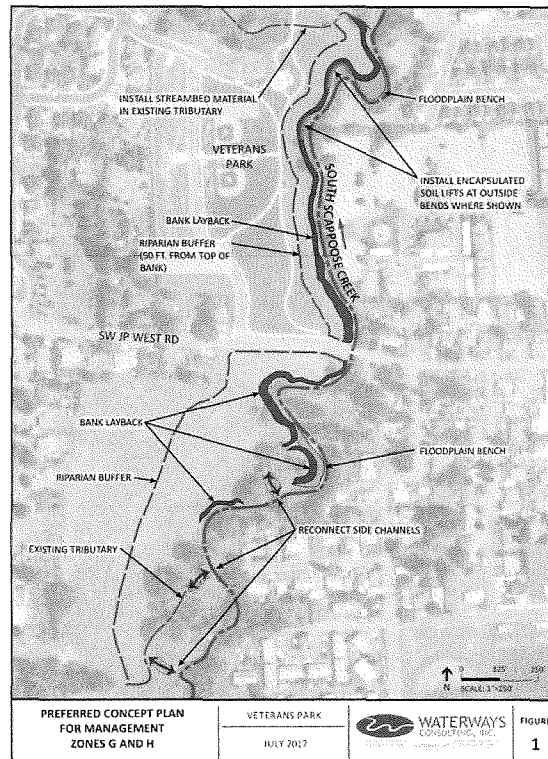
## Restoration Actions

- Bank Layback
- Floodplain Benching
- Side Channels



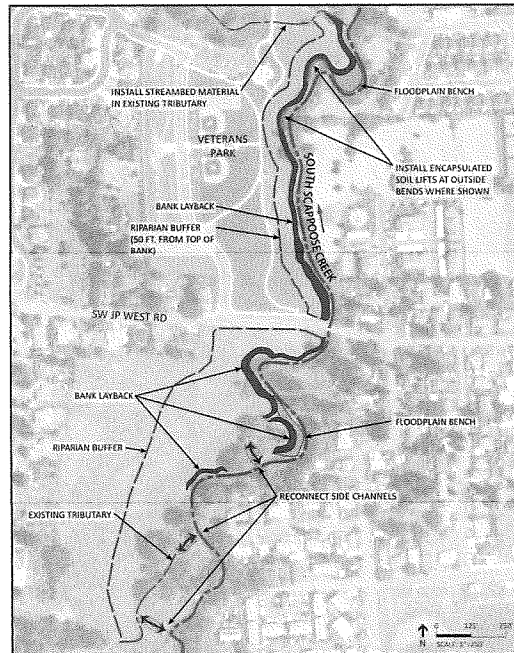
## Current Proposed Concept Design

- Veteran's Park & Buxton property
- Includes
  - Floodplain bench
  - Layback with toe protection
  - Laybacks
  - Side channel reconnections
  - Native riparian vegetation



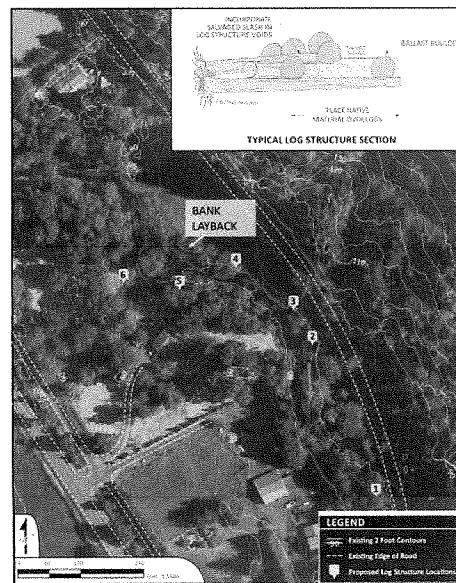
## Design Details (concept design)

- 2800' layback (3:1 ratio)
- 350' floodplain bench (0.4 ac)
- 3 side-channel reconnections
- 10-20 log structures
- Treat invasive species and plant over 9000 native trees, shrubs and forbs



## Funding

- Submitted to OWEB for Willamette Mainstem Anchor Habitat Investments Program. BPA funding awarded through this program.
- Award of \$361,678 for two projects – South Scappoose (this one), and a smaller project on North Scappoose.
- South Scappoose = \$265,865
- North Scappoose = \$95,813 (bank layback & 6 large wood structures on 0.3 miles)



*North Scappoose, between Hwy 30 & Scappoose-Vernonia Hwy*

## Funding Partners

	South Scappoose			North Scappoose		
Entity Contribution	Cash	In-Kind	Total	Cash	In-Kind	Total
BPA	\$265,865		\$265,865	\$95,813		\$95,813
City of Scappoose	\$75,000	\$15,000	\$90,000			
CSWCD		\$7,000	\$7,000			
ODFW		\$6,000	\$6,000		\$2,000	\$2,000
SBWC Native Plant Nursery		\$9,080	\$9,080		\$6,880	\$6,880
Volunteers		\$1,500	\$1,500		\$900	\$900
OWEB Small Grant		\$6,000	\$6,000		\$6,000	\$6,000
ODFW R&E/Other				\$74,428	0	\$74,428
<b>Total Project</b>			<b>\$385,445</b>			<b>\$186,021</b>

## Funding Partners

	South Scappoose			North Scappoose		
Entity Contribution	Cash	In-Kind	Total	Cash	In-Kind	Total
BPA	\$265,865		\$265,865	\$95,813		\$95,813
City of Scappoose	\$75,000	\$15,000	\$90,000			
CSWCD		\$7,000	\$7,000			
ODFW		\$6,000	\$6,000		\$2,000	\$2,000
SBWC Native Plant Nursery		\$9,080	\$9,080		\$6,880	\$6,880
Volunteers		\$1,500	\$1,500		\$900	\$900
OWEB Small Grant		\$6,000	\$6,000		\$6,000	\$6,000
ODFW R&E/Other				\$74,428	0	\$74,428
<b>Total Project</b>			<b>\$385,445</b>			<b>\$186,021</b>



## Scappoose Budget

Element	BPA	City: Cash	City: In-Kind	Other	Total
SBWC Salaries	\$13,700				\$13,700
Other Staff & Volunteers				\$3,700	\$3,700
<b>Contracted</b>					
WW-Design, permit, construction oversight		\$67,581			\$67,581
<b>Construction</b>					
Mobilization	\$22,500				\$22,500
Excavation	\$63,440		\$15,000		\$78,440
Clearing, div/dewater, construction entrance	\$28,308				\$28,308
Contingency	\$14,067	\$7,419			\$21,486
Fish control				\$6,000	\$6,000
Vegetation Planting				\$6,000	\$6,000
Fence				\$1,500	\$1,500
<b>Materials</b>					
Soil lifts, cobble, fiber rolls, seeding	\$39,424				\$39,424
Log structures	\$50,000				\$50,000
Native vegetation	\$10,830			\$9,080	\$19,910
Fence materials				\$3,300	\$3,300
Education Sign	\$800				\$800
Admin	\$19,446				\$19,446
Plant Maintenance	\$3,350				\$3,350
<b>Totals</b>	<b>\$265,865</b>	<b>\$75,000</b>	<b>\$15,000</b>	<b>\$29,580</b>	<b>\$385,445</b>

## Schedule

- BPA funding must be spent within 12-month period, from date contract is signed (must be signed by 9/2018).
- In-water work window is July 15 – Aug 31
- Native vegetation planting occurs Nov – March period

Element – South Scappoose	Date	Funder (per budget)
Waterway Contract	November 2017	City
IGA – City of Scappoose		
WW - Survey and Modeling	Nov. 2017 – Jan. 2018	City
WW / SBWC: 60% Design & Permits	Nov. 2017 – Jan. 2018; Submit permits 2/1/18	City
Public information; ongoing thru project	Begins Dec 2017	SBWC/City
WW - Final design completion	February – March 2018	City
Complete contractor bid packet	April 2018	BPA
Construction contracts; out to bid, signed	May – June 2018	BPA
Construct – in-water-work window	Summer 2018	BPA
Prepare site for plantings	Oct 2018	BPA
Planting	Nov 2018 – Feb 2019	BPA
Vegetation maintenance	Spring 2019; ongoing	Initially BPA, City/SBWC
Continued outreach and education	Spring 2019; ongoing	Initially BPA, City/SBWC

**Alternative  
Schedule  
(construct 2019)**

- BPA funding must be spent within 12-month period, from date contract is signed (must be signed by 9/2018).
- In-water work window is July 15 – Aug 31
- Native vegetation planting occurs Nov – March period

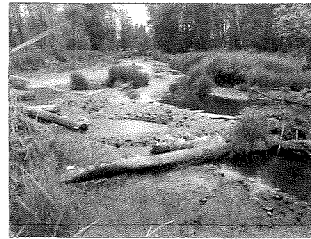
Element – South Scappoose	Date	Funder (per budget)
Waterway Contract IGA – City of Scappoose	January 2018	City
WW - Survey and Modeling	January – June 2018	City
WW / SBWC: 60% Design & Permits	January – August 2018 Submit permits 9/15/18	City
Public information; ongoing thru project	Begins Dec 2017	SBWC/City
WW - Final design completion	September 2018 – Jan 2019	BPA
Complete contractor bid packet	January 2019	BPA
Construction contracts; out to bid, signed	January 2019	BPA
Construct – in-water-work window	Summer 2019	BPA
Prepare site for plantings	Oct 2019	City
Planting	Nov 2019 – Feb 2020	City
Vegetation maintenance	Spring 2020; ongoing	City/SBWC
Continued outreach and education	Spring 2020; ongoing	City/SBWC

## Schedule Considerations

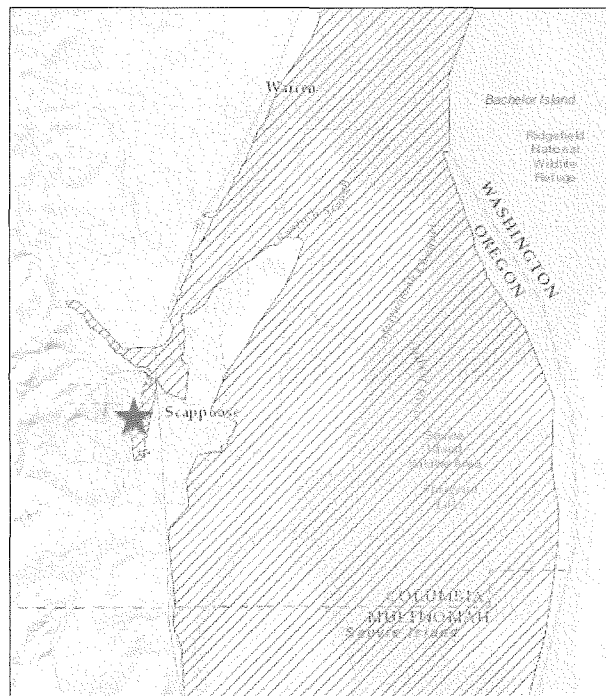
- **Design / Construct 2018**
  - Aggressive but doable schedule
    - BPA is aware of this and working with well with us
  - A lot to get done by May – final designs, permits
  - BPA funding available from final design (Feb 2018) through construction and planting (Jan 2019); would cover any construction delays in fall 2018
  - Construct in 2018 (construct costs may be higher in 2019)
- **Design / Construct late 2018-2019**
  - Longer final design schedule (allows more input)
  - Assures permitting schedules are met
  - Tight BPA funding window on construction (funding would end September 2019)

## Project Benefits

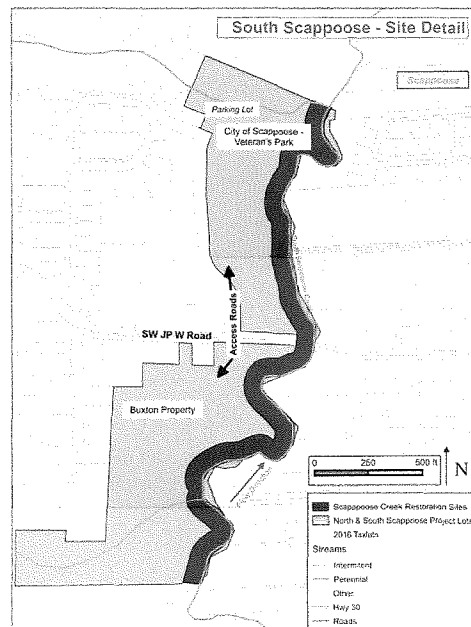
- High quality salmonid habitat
  - Pool formation
  - In-stream complexity
  - Over-wintering habitat
  - Reduced stream temperatures
- Reduce streambank erosion, property protections
- Increase stream shade
- Healthier functioning watershed
- Community education
- Community involvement



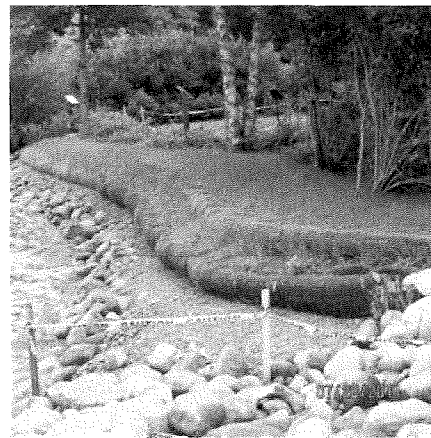
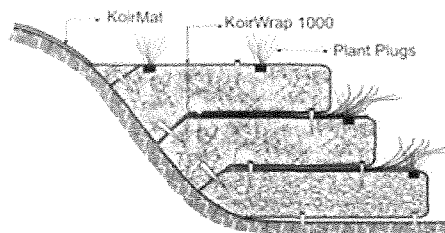
## Scappoose Creek through Willamette Mainstem



## Scappoose Creek project tax lots



## Soil Encapsulated Lifts



Pat Welle went over the schedule they are proposing ~ to sign the contracts, get them going, there is survey and modeling work to do, and then they would be doing the 60% designs that would be submitted for permits, with public information being an ongoing component throughout the entire project, and then final design would be happening through the winter of

City Council meeting minutes

November 6, 2017

2018, and it would go out to bid in May or June. She stated that is the current working schedule. She explained she has been on site with BPA, the technical engineering crew, and they are okay with this and see it as a doable situation, but she has to say this is a challenging schedule particularly when it comes to getting the designs done and the permits, because of the number of permits that are involved here, but it is doable. She stated because of the BPA's twelve-month window, they are looking at the cash the City contributed to this, and will be using that to hire someone to do the designs and getting permits done ahead of the contract with the BPA which would happen in January. She stated that schedule is looking at doing the construction in the summer of 2018. She stated the alternative to that is we take this out another year. They would start the designs in January, then get the 60% design and have the permit ready in September of 2018 and then do the contractor bidding and rest of it during the winter 2018/2019, with construction the summer of 2019. She stated the shift is then they take some of the City money and she uses it for planting in the winter of 2019. She wanted to bring the City up to speed with this project and let them know where they are at with is. She stated if they receive the funding they need to apply as fast as they can.

Mayor Burge stated thank you very much, it is great to see this project finally getting funded and moving forward.

Councilor Riffle asked Pat Welle in regards to the two schedules, which one do they prefer.

Pat Welle replied she just wants to make sure the City is aware of the risks of both scenarios. She explained she can go with either one. She stated the risks of doing it in 2018 is getting everything ready for the permitting agencies, and getting the permits back in time. She explained the risks of doing this in 2019 is if for any reason it is delayed, BPA will not pay for anything after September of 2019.

Dave Powers stated he thinks we should be open to which ever option has the lowest risks and the most opportunity for success within that year window. He explained from his perspective the later schedule, with the permitting agencies, and to make sure you can get everything lined up would be the smartest approach.

City Manager Sykes explained City Engineer Chris Negelspace has been working on those permits.

Councilor Kessi explained one issue he would be concerned with is construction costs and materials costs.

Mayor Burge stated he would feel comfortable with City Manager Sykes, City Engineer Negelspace, and Assistant to City Manager Alexandra Rains working with Pat Welle on this.

Council thanked Pat Welle and Dave Powers.

**Res No. 17-30 ~ Business Oregon Loan for Charles T. Parker Way Road Project**

Assistant to City Manager Alexandra Rains went over the staff report. She explained the Oregon Institute of Technology's (OIT) Oregon Manufacturing Innovation Center (OMIC) presents an unprecedented economic opportunity for the City of Scappoose. OMIC will develop innovative, advanced manufacturing technology and foster increased industrial competitive advantage and academic growth. Research and Development will be performed by OMIC Staff, including technicians, engineers, scientists and students, as well as by OMIC Launch Partners who wish to collaborate and, or, complete their own research. The Center will act as a draw for high level business development, increase competitiveness for participating advanced manufacturers, provide employment opportunities for the City, County and Portland Metro Area, and finally, it will provide skills training to students, thus producing a highly employable workforce able to hold positions in existing and future businesses in the region. The importance of this project is not lost on the state legislature who appropriated \$14 million dollars in bond money during the 2017 legislative session to support its development. Of the total bond amount, \$1,090,000 dollars will go directly to the City of Scappoose, following the bond sale in Spring of 2019, to be allocated towards development of Charles T. Parker Way Road, the total cost of which is estimated at \$1,793,003 dollars. Despite the State's generous allocation of funds, the timing of the bond sale in Spring 2019 creates a timing issue for the OMIC. Currently, the site does not have a permanent road or City utilities, which hampers the operation of the Center. OIT would like to have the road and utilities completed by Summer of 2018. To that end, Business Oregon has invited the City of Scappoose to apply for a bridge loan of \$1,793,003 dollars, at 0% interest and requiring no payments, to assist OIT with completing Charles T. Parker Way Road by Summer of 2018. Should the City decide to apply for and be awarded the loan, the construction of Charles T. Parker Way Road would become a City project. The loan will be repaid by the sale of the bond, with the remainder to be covered either by OIT and, or, grants, as specified in a contractual agreement between the City and OIT. As stated above, the bridge loan from Business Oregon of \$1,793,003 million dollars would be at 0% interest and require no payments be made by the City between now and final repayment. Upon the sale of the bond in Spring 2019, \$1,090,000 dollars will be directed to the City to apply towards the loan, while OIT and, or, grants would fund the remaining \$703,003 worth of project costs. The City would not be required to allocate any funds to the project. Staff recommends Council approve Resolution No. 17-30, thereby authorizing the City Manager to apply for the Business Oregon Loan of \$1,793,003 dollars to be dedicated towards design and construction of Charles T. Parker Way Road and any applicable public utilities and authorize the Mayor to sign the loan application.

Councilor Riffle moved, and Councilor Haugen seconded the motion to approve City Council approve Resolution No. 17-30, thereby authorizing the City Manager to apply for the Business Oregon Loan of \$1,793,003 dollars to be dedicated towards design and construction of Charles T. Parker Way Road and any applicable public utilities and authorize the Mayor to sign the loan application. Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Sanders, aye and Councilor Haugen, aye.

### **Ord No. 867: OMIC Annexation an Ordinance Approving Annexation of Property to the City of Scappoose and Amending the Zoning Map**

Mayor Burge read the opening statement and called the public hearing to order at 7:23 p.m.

Mayor Burge explained he has ex parte contact, as part of being part of the OMIC project, but it will not affect his decision.

City Planner Laurie Oliver went over the staff report, and explained Oregon Institute of Technology has requested annexation of approximately 40.6 acres and a corresponding zone change to Light Industrial, in conformance with the Comprehensive Plan designation of Industrial. The impetus for the annexation is to accommodate the Oregon Manufacturing Innovation Center (OMIC), a partnership among several universities and industrial employers with the aim of performing manufacturing research that can be readily applied to industrial operations. OMIC has established its facilities in the existing building on Tax Lot 605 but does not have access to City services until the site is annexed. The owners of several other abutting parcels have also requested to be annexed as part of the same City review process as the OMIC facility. This application does not propose any specific development at this time. Future development proposals will be required to apply for Site Development Review to ensure compliance with the Scappoose Development Code and Public Works Design Standards. As outlined in a memo from Carollo Engineers dated July 20, 2017 (included as **Exhibit 16** of the Planning Commission revised staff report dated October 5, 2017), certain services and facilities do not have sufficient capacity to provide service for the full build out of the proposed annexation area. Staff and the City Attorney have identified findings and conditions that, if adopted, would provide reasonable assurances that development in the annexed area adequately addresses these services and facilities deficiencies. These findings and conditions support a conclusion that it is feasible to provide capacity and extend services and facilities in order to permit future development to occur. A full explanation of the findings and recommended conditions of approval can be found in the Planning Commission revised staff report dated October 5, 2017 (this report is attached as Exhibit B of Ordinance 867, and specifically within the responses to Section 17.136.040).

City Planner Laurie Oliver explained water and sewer service can be made available to the site; water is available immediately from West Lane Road and sewer could be provided with necessary extensions from Wagner Court (though additional upgrades may be necessary to serve the entire annexation area). When site development review or subdivision is proposed, utility needs will be analyzed in more detail. The City is currently updating its water and sewer master plans, which will further inform analysis of any needed infrastructure upgrades for conveyance or treatment. The proposed annexation area currently drains into the existing gravel pit, which is in the process of being reclaimed. It is proposed for this area and the balance of the Scappoose Sand and Gravel Pit to flow into the pit. A portion will be left so the water surface is exposed. The applicant's narrative indicates that as part of a future annexation and development, a regional, public storm water treatment area will be provided to serve the entire area tributary to the pond (see Exhibit 3D). City Staff consulted with Carollo Engineers who are currently working on the waste water and water master plans to help identify more specific information (see Exhibit 16) for the findings and conditions that, if adopted, would provide reasonable assurances that development in the annexed area adequately addresses these service and facility deficiencies. These findings and conditions support a conclusion that it is feasible to provide capacity and extend services and facilities so as to permit development to occur.

City Planner Laurie Oliver explained the second part of the criteria has to do with capacity, do we have enough capacity in our system to meet this annexation area of forty acres? She explained the applicant initially proposed to utilize a temporary pump station for the initial phase of the project, the development and/or redevelopment of the OMIC site, and then build a municipal sewer pump station and public force main for future development of the remaining parcels. In additional talks with City staff, the applicant has agreed to the recommended conditions of approval specifying that the pump station be built to accommodate Tax Lots 602, 603, 604, 605 and 606 at the time that any of the lots wish to connect to the public sanitary sewer system. If less than all of the owners elect to construct and pay the costs of a central pump station that serves the five lots, those paying may apply to the City to use the City's Advance Financing Reimbursement System. The Carollo memo notes that although the low zone provides sufficient storage to meet the required fire flows, the OMIC annexation should contribute only the operational volumes consistent with the current 3 times average day demand (ADD) or 175,000 gallons. Since storage tanks at this size do not provide any economies of scale and provide no opportunity for additional growth, the City has drafted conditions to accept funds proportionate to this cost for City construction of a larger tank. After further discussions, the City recognizes that there is existing municipal water supply and storage capacity to serve the known uses on Tax Lots 605, 800, 1000, and 1100 as part of this annexation, however, Tax Lots 602, 603, 604 and 606 (totaling 29 acres) will be responsible for contributing their proportional cost for the municipal infrastructure needs, including 48 gpm municipal well capacity and 98,078 gallons of municipal water storage capacity (see **Exhibit 19**).

City Planner Laurie Oliver stated to comply with approval criteria #1 and to support a conclusion that we have sufficient capacity to provide service for that entire area, staff and the Planning Commission recommends seven conditions of approval be tied to approval of the annexation application. She went through those.

City Planner Laurie Oliver explained the Planning Commission held its first hearing on this application on July 27, 2017, during which time the applicant asked for a continuance of the hearing in order for the property owners to come to a clearer understanding of the costs and timing of improvements related to the Conditions of Approval. The continued hearing was held on October 12, 2017. City staff worked closely with the property owners to develop alternative Conditions of Approval, which still satisfy the annexation approval criteria, but provide a clearer understanding of the costs associated with the facility improvements required. During the October 12, 2017 Planning Commission public hearing, the Commission unanimously voted to forward a recommendation of approval to the City Council. An ordinance to approve the annexation and zone change is attached for the Council's review. Approval of the ordinance would constitute a final decision since an election is not required for annexation in the City of Scappoose. She stated staff recommends that the Council approve the annexation application and adopt Ordinance 867 as presented.

Mayor Burge asked if the applicant would like to present.

Dr. Mike Myers, applicant, Portland, went over a power point.





## **Building a case for an innovation park**

Scappoose City Council, November 2017

Dr. Mike Myers  
Associate Professor  
Oregon Tech

## **Universal objectives**

Propagate inward investment to create jobs....

Overcome the skills shortage.....

Bridge the gap between academia and industry...

Innovation

## Turned a sow's ear



Oregon TECH

Advanced  
Manufacturing  
Research Centre  
  
Sheffield, England

## Into a silk purse



Oregon TECH

Advanced  
Manufacturing  
Research Centre  
  
Sheffield, England  
  
\$100M annual  
revenue  
  
1,200 direct staff  
2,500 jobs on the  
park  
  
80+ industry  
partners

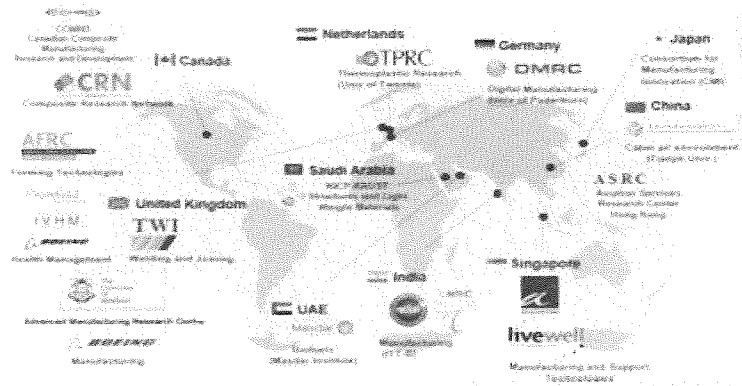
## Manufacturing R&D and Training

Oregon TECH



## Boeing International Collaborative Partnerships

Oregon TECH

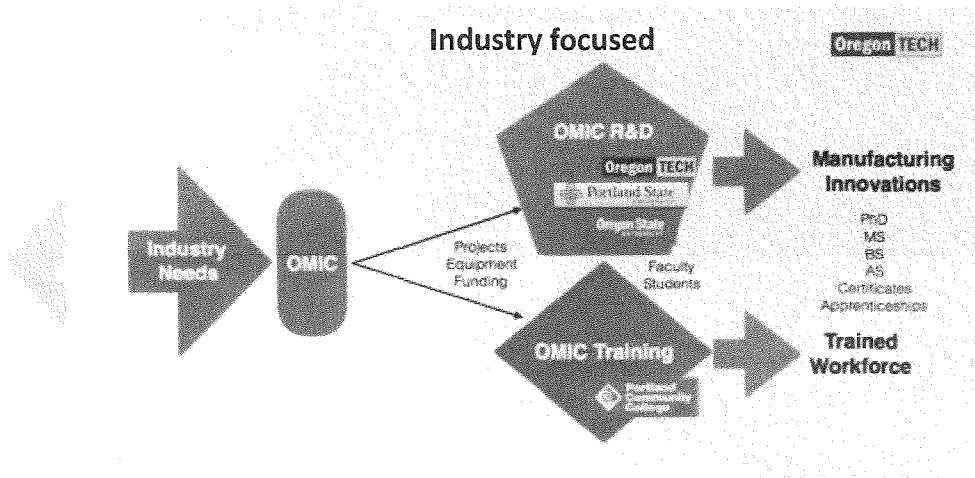


## Bringing the collaboration model to the US

Oregon TECH



OMIC R&D – Scappoose, OR



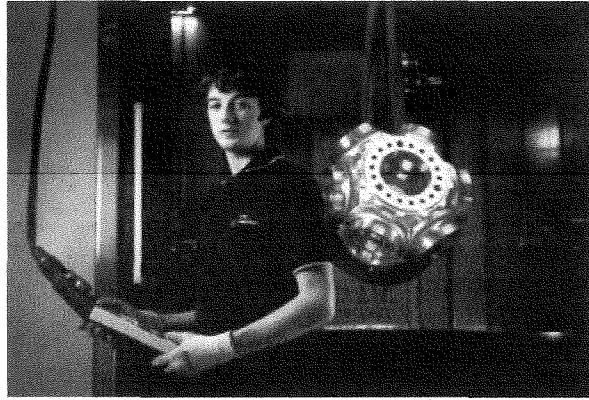


Oregon TECH

Location

## Success

Oregon TECH



Councilor Haugen asked, given the history of the water supply, and the requirement for 300 gallons per minute, what are the alternatives if that well goes south.

City Planner Laurie Oliver replied their contribution is based on the twenty-nine acres is 48 gallons per minute that is what capacity they would use in our system.

Councilor Haugen asked do we have alternatives if they propose a 300 gallon per minute well and it is not practical on site, or if the water quality is terrible, what are the alternatives envisioned at this point?

City Engineer Chris Negelspach replied we would like to locate it near the Miller Plant to be away from the pit area. He explained we are fairly confident that we will see some good rates north of the well site or perhaps slightly west of the airport.

Mayor Burge closed the public hearing at 8:06 p.m.

Councilor Riffle moved, and Councilor Kessi seconded the motion that City Council approve the annexation application and adopt the findings in ANX1-17/ZC1-17 revised staff report dated October 5, 2017, and adopt proposed Ordinance 867. Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Sanders, aye and Councilor Haugen, aye.

Councilor Riffle moved, and Councilor Kessi seconded the motion that Council adopt Ordinance no. 867: An Ordinance Approving Annexation of Property to the City of Scappoose and Amending the Zoning Map.

Mayor Burge read Ordinance No. 867 for the first time ~ Ordinance no. 867: An Ordinance Approving Annexation of Property to the City of Scappoose and Amending the Zoning Map.

### **Announcements ~ information only**

#### **Calendar**

Mayor Burge went over the calendar.

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

City Manager Sykes explained Council has a copy of his department report. He read a letter sent to the City, addressed to Chief Miller, expressing their appreciation of the Scappoose Police Officers. He explained staff has tentatively identified Feb 10 for the Annual Town Meeting. He explained earlier we were talking about water and as you know we have been involved in putting another well over by Dutch Canyon and have ended up reaching a 500 gallon per minute range. He explained with the well by Dutch Canyon in addition to the well by the airport he feels we will be in pretty good shape water wise in this community for at least the next ten years.

Chief Miller explained Scappoose Police Department had the Halloween/Hot Chocolate Night Event and ended up giving away about 271 cups of hot chocolate with approximately 400 people visiting them. He explained the Scappoose Police Department Doughnut day is December 9, starting around 6:30 a.m., with all the canned food and money donations being collected for the local food bank.

Councilor Kessi explained Councilor Greisen recently had a baby, and he would like the City to give her something.

Councilor Riffle gave an update on the Municipal Court Subcommittee. He asked if there were any updates on Chapman Landing.

City Manager Sykes replied staff put in a phone call to the County Commissioner Chair and have not heard back at this time.

Councilor Riffle asked if he could make a recommendation that Council direct staff to invite County Commissioner Chair Heimuller to one of our Council meetings to update us.

Councilor Sanders thanked everyone for attending. She explained she just wanted to put out there that now is the time if you know anybody County wide that might be in need. Thanksgiving baskets, Toy and Joy, utility assistance, etc., that information is all out there. She stated you can get the information at Department of Human Services, so if you know anybody in need, please reach out.

Councilor Haugen explained for the first time ever a woman State Champion in Cross Country is from Scappoose High School.

Councilor Haugen explained in reference to Councilor Riffles comment he would also add in that Chair Heimuller give us a yes or no so we can plan our future regarding Chapman Landing.

Mayor Burge explained the Scappoose High School girls cross country team took second in State.

Mayor Burge explained he is working with Chuck Daughtry, as a part of the South County Chamber for the tourism portion of the State Transient Room Tax money. He explained they increased the tax to generate more revenue for specific programming. He appreciates Chuck for taking that on with him.

Mayor Burge explained Feb 21, 2018 will be the South County Chamber's annual banquet.

### **Adjournment**

Mayor Burge adjourned the meeting at 8:20 p.m.

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Mayor Scott Burge

Attest:

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City Recorder Susan M. Reeves, MMC



**MONDAY, NOVEMBER 20, 2017  
Scappoose Council Chambers  
33568 East Columbia Avenue**

**WORK SESSION ~ MASTER PLAN WASTEWATER RATE IMPACTS, 6:00 PM**

Mayor Burge called the Work Session to order at 6:00 p.m.

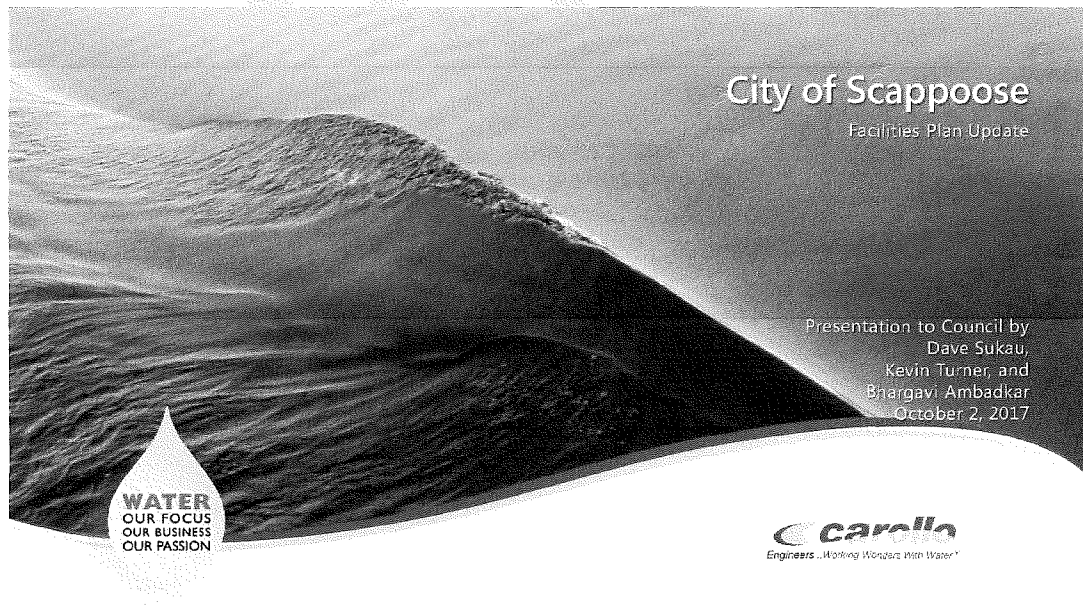
**Present:** Mayor Scott Burge, Councilor Rich Riffle, Councilor Patrick Kessi, Councilor Joel Haugen, City Manager Michael Sykes, City Recorder Susan Reeves, Legal Counsel Peter Watts, Treatment Plant Supervisor Kevin Turner, Carollo Consultants Bhargavi Ambadkar and Consultant Steve Donovan.

**Also present in audience:** Assistant to City Manager Alexandra Rains, City Planner Laurie Oliver, City Engineer Chris Negelspace, AmeriCorps RARE Participant Garrett Peterson, and Courtney Vaughn with the Spotlight.

City Manager Sykes explained tonight staff wanted to give Council an update on the progress of our Wastewater Master Plan work, and also wanted to share with you how that could affect rates and go over some potential scenarios.

Treatment Plant Supervisor Kevin Turner explained he and Bhargavi Ambadkar, with Carollo are just going to do a recap of what they presented the last time.

Carollo Consultant Bhargavi Ambadkar went over the power point, which was presented to City Council on October 2, 2017.



### **The Facilities Plan Update aligns with Council goals and identifies what is required to:**

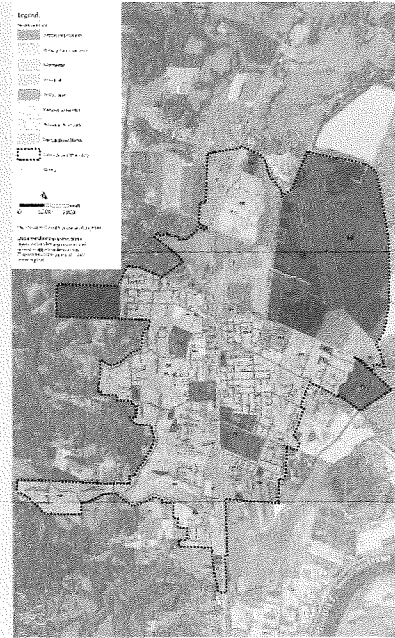
- Develop a Long Term Comprehensive Community Vision
  - Complete Wastewater Master Plan
- Address Aging Infrastructure Now
  - Capacity upgrade: Wastewater treatment and collections

### **Facilities Plan Update Objectives**

- Treatment capacity to accommodate growth
- Treatment processes to meet regulatory requirements
- Improve and replace existing facilities that are deficient or are anticipated to become deficient during the planning period

## City of Scappoose Service Area

- Worked with City to define extent of study area
- Used PSU PRC 2017 data for current population
- Used existing land use calibrating current flows
- Used projected zoning, estimate of large commercial/industrial customers for projecting flow and loads to the plant
- Used DEQ methodology to compare projections



## Anticipated growth within the UGB

- 56% of growth on Average Dry Weather basis
  - Increase in population
  - New industrial growth – metallurgy, light/heavy industrial customers
  - Commercial – hotels
  - Institutional – community college

Flow Parameter	Current	Year 2035
Average Dry Weather Flow, mgd	0.66	0.96
Peak Instantaneous Flow, mgd	4.0	5.6

### Treatment facility evaluation included:

- Regulatory scenarios
- Condition assessments
- Hydraulic assessments
- Process assessment
- Liquids and solids stream evaluations

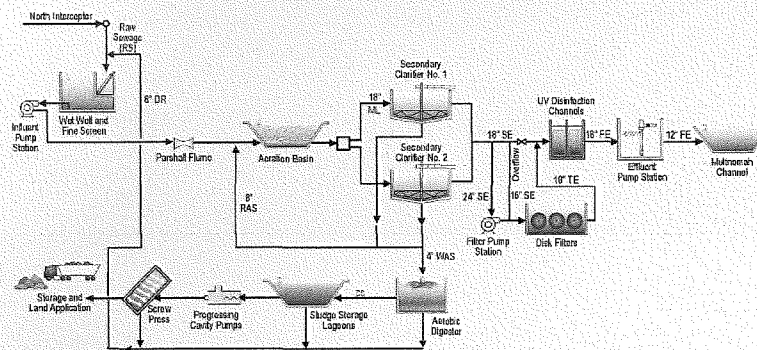
### Regulatory Requirements

- Mass load limitation
- Blending
- Temperature
- Ammonia toxicity
- Endocrine disrupting compounds
- Technology based nutrient limits
- Priority persistent pollutants
- Greenhouse gases
- Biosolids usage and disposal

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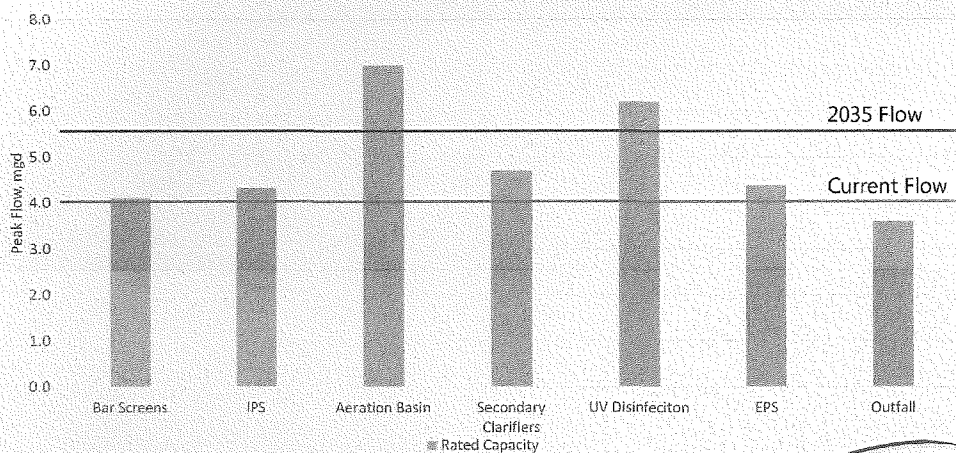
## Existing Treatment Processes



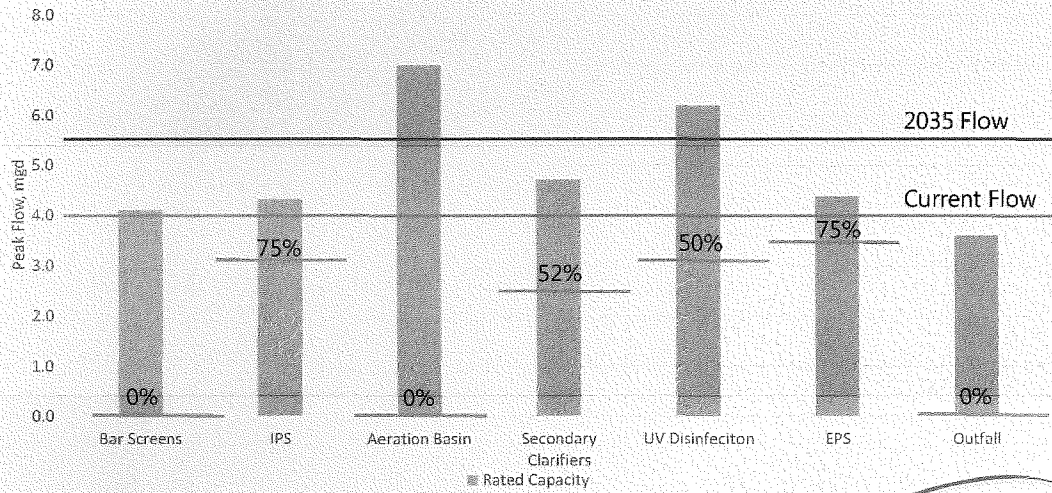
## Condition Assessment

- Influent Pumping Station
  - Pumps at the end of their useful life
  - Severe leaks
  - HVAC system does not meet current code
- Secondary clarifiers
  - Wiring to drive mechanisms
- UV Disinfection
  - At the end of its useful life
  - Seals leaking
- Effluent Pumping Station
  - Pumps at the end of their useful life
  - Difficult to remove pumps for maintenance
- Aerobic Digester
  - Some diffusers are plugged
  - No backup for sludge pump
- SCADA
- WWTP Office

## Hydraulic Capacity Needs



## Available Redundancy in the System



## Solids Process

- Aerobic digester needed to meet Class B biosolids requirements
- Currently undersized – 12 days average SRT
- Need 15 days SRT



### Treatment Facility Capital Improvement Plan:

CIP Project Phase	Cost, \$	Project Period
<b>Immediate Phase (Condition Improvements)</b>	<b>\$1,321,000</b>	<b>2018 - 2019</b>
Spring Lake Lift Station	\$272,000	
UV Disinfection	\$617,000	
Aerobic Digester	\$433,000	

### Treatment Facility Capital Improvement Plan:

CIP Project Phase	Cost, \$	Project Period
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Spring Lake Lift Station	\$272,000	
UV Disinfection	\$617,000	
Aerobic Digester	\$433,000	
<b>Phase 1</b>	<b>\$12,117,000</b>	<b>2020 - 2022</b>
Headworks and Influent Pumping	\$5,500,000	
UV Disinfection (Addition of second channel)	\$1,686,000	
Effluent Pumping Station	\$537,000	
Outfall	\$2,171,000	
Hydraulic Improvements	\$520,000	
Operational Improvements	\$1,700,000	



## Treatment Facility Capital Improvement Plan:

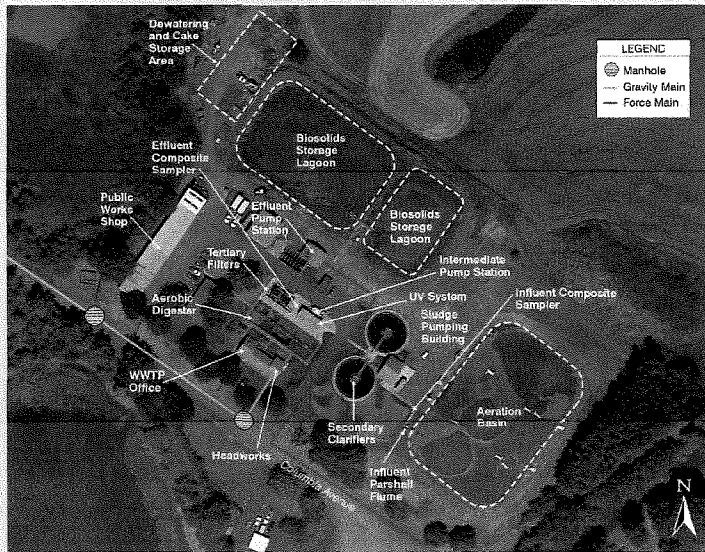
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Operational Improvements	\$1,700,000	
<b>Phase 2</b>	<b>\$4,590,000</b>	<b>2026 - 2028</b>
Secondary Clarifier with RAS/WAS pumping Upgrades	\$4,590,000	

## Treatment Facility Capital Improvement Plan:

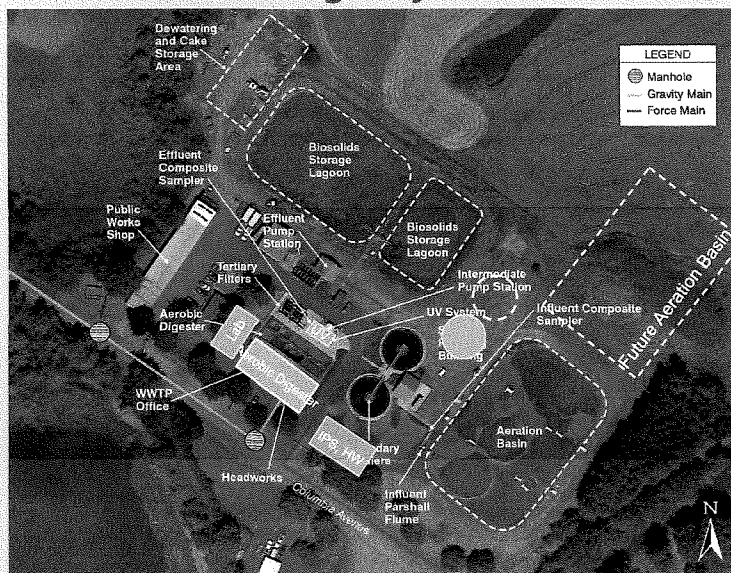
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<b>Phase 2</b>	<b>\$4,590,000</b>	<b>2026 - 2028</b>
Secondary Clarifier with RAS/WAS pumping Upgrades	\$4,590,000	
<b>Phase 3</b>	<b>\$2,487,000</b>	<b>2033 - 2035</b>
Aerobic Digester	\$2,487,000	

**Total CIP Cost = \$20.5 M**

## Treatment facilities strategically located on existing site:



## Treatment facilities strategically located on existing site:



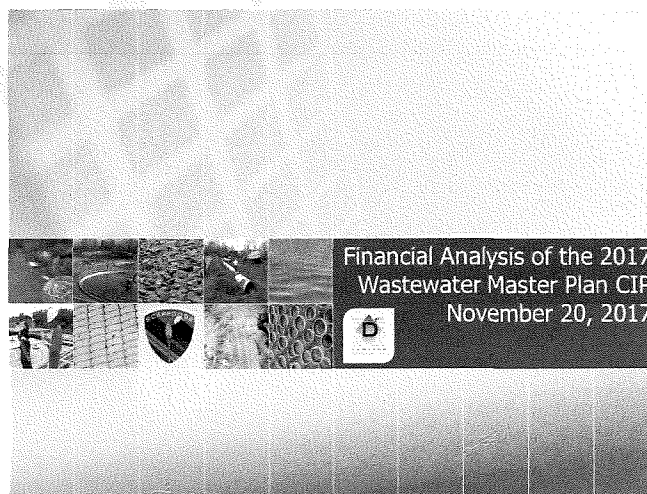
## Call to Action

- Council to Adopt Facility Plan Update

Councilor Haugen asked if the cost estimates are in current dollars or inflated?

Bhargavi Ambadkar replied she has it in current dollars.

Consultant Steve Donovan explained over the past month he and City staff having been going through this. He stated what you have to talk about is a cash flow. He stated the plan says we need this stuff, but when we set rates we have to know how much are we going to spend, and when are we going to spend it, that is the real key. He explained we have to generate a cash flow analysis from 2018 to 2032 and we have to take into account all of those spikes. He went over the agenda for the discussion. He explained we have had to take some projects and push them further out and this was discussed with Kevin, and he thinks that could happen. He stated if for some reason what we talk about changes, the timing of the cash flows, all the rate presentations that he gives tonight will be wrong. He went over his power point presentation ~



## Agenda



- Deviations from the master plan projects phasing
- Analysis of wastewater master plan CIP cash flow
- Draft funding plan for the wastewater CIP
- Forecasted cash position of the wastewater fund
- Rate profiles
- Wastewater rates in neighboring communities
- Rate modeling conclusions



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## Deviation from the MP CIP Implementation Plan



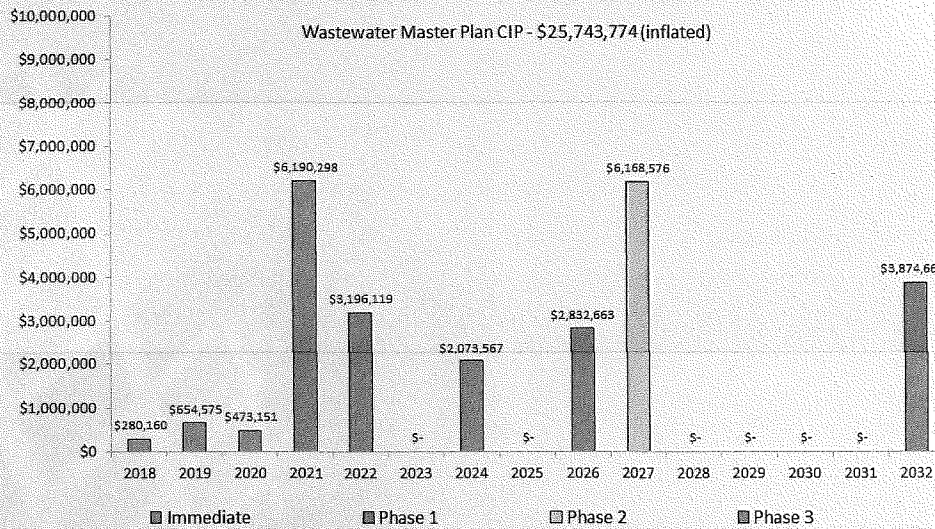
Project Name	Estimated Cost in 2017 Dollars (\$)	Master Plan Construct Date	Financial Plan Construct Date
UV Disinfection	\$1,686,000	2021	2024
New Outfall	\$2,171,000	2022	2026



3



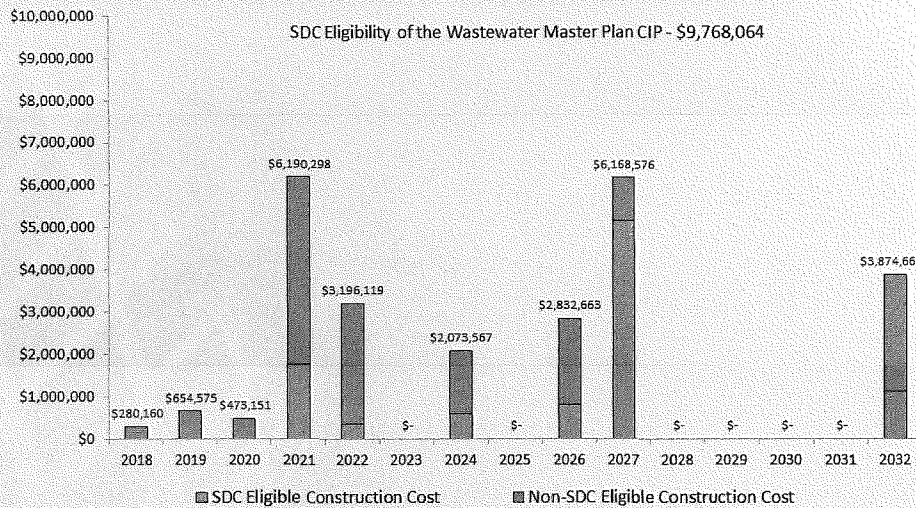
## Analysis of Master Plan CIP Cash Flow



SCAPPOOSE

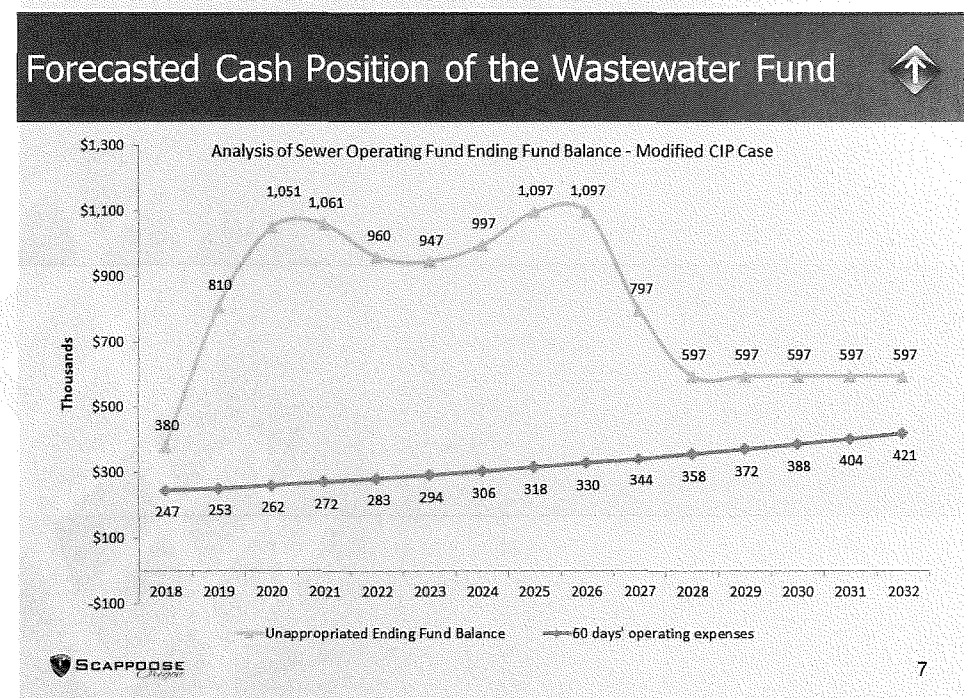
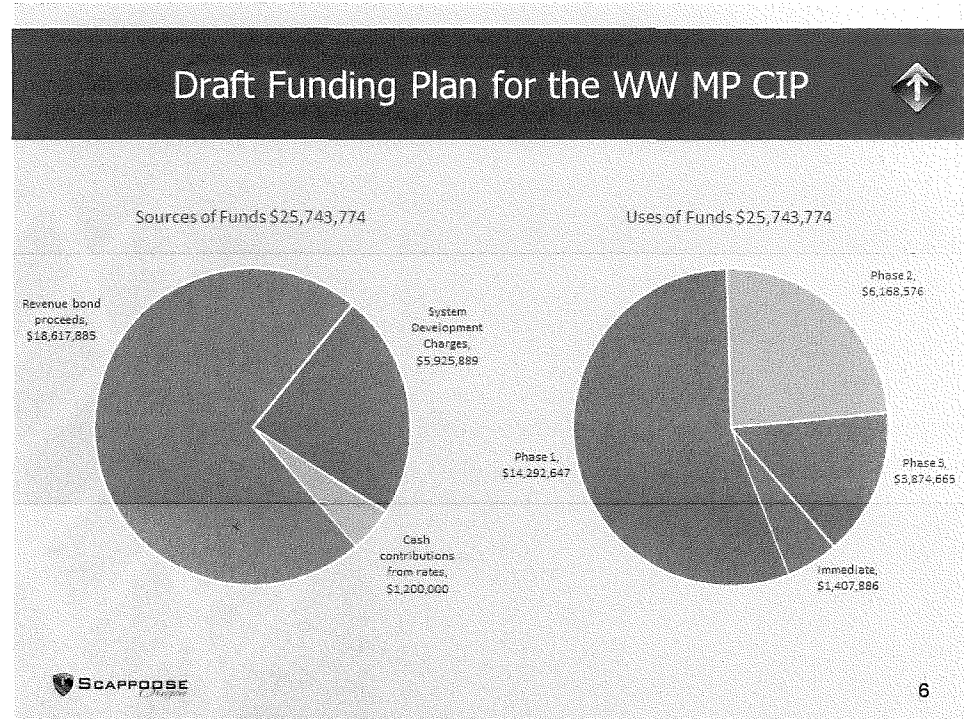
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## Analysis of Master Plan CIP Cash Flow - Continued

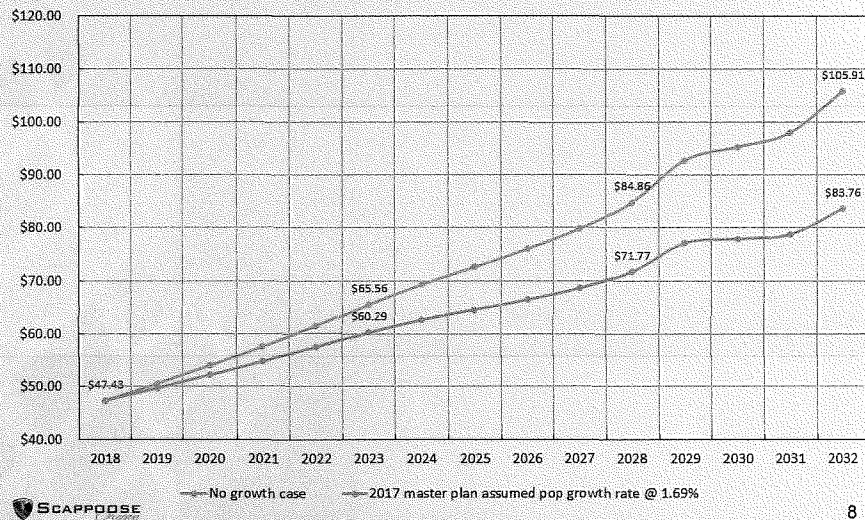


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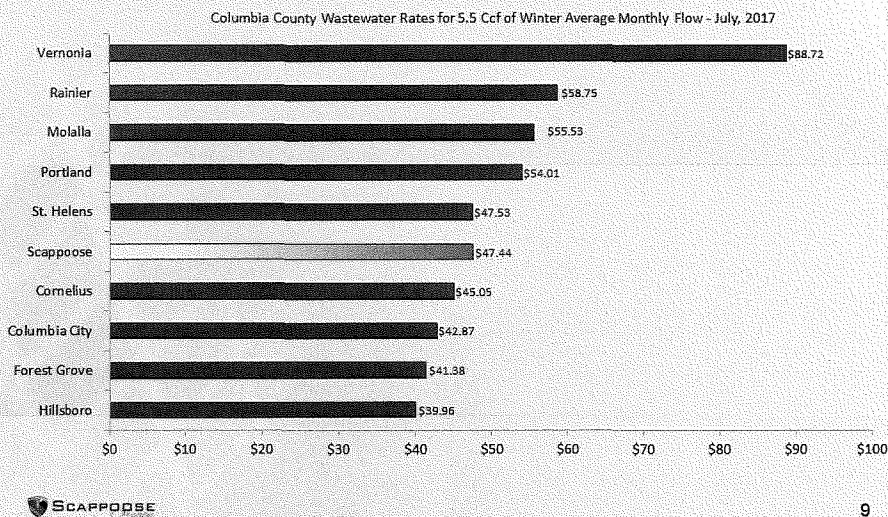


## Monthly Wastewater Rate Profiles



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## Monthly Wastewater Rates in Neighboring Communities



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## Wastewater Master Plan Rate Modeling Conclusions

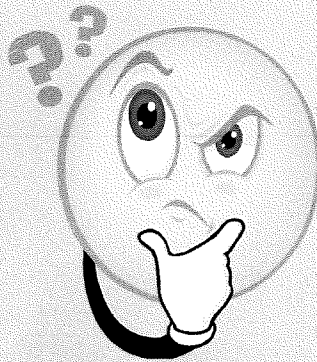


- In order to keep rates manageable, the issuance of new long term debt is essential to fund the CIP (i.e., \$18.6 million on new debt through 2032).
- Rate profile trends (assuming current CIP cash flow):
  - ✓ FY19 - 23 ~5% per year
  - ✓ FY24 - 28 ~4% per year
  - ✓ FY29 - 32 ~4% per year
- Growth in customer base and wastewater flows consistent with master plan assumption of 1.69% per year



10

## Questions



11

Steve Donovan thanked Council, and explained this is a proposal, we are not asking you to move on it, but he thinks they can put a business plan together that makes sense. He stated the other good news is the City doesn't have much debt in the wastewater fund now. He stated so you have capacity to borrow.

Councilor Haugen asked, excluding Vernonia, are the other cities listed in the same predicament with infrastructure for wastewater?



Steve Donovan went back over the list regarding rates in neighboring communities, and said yes, some of the other cities are facing the same situation. He explained what they would ask is for City Manager Sykes and Kevin Turner to start planning for this stuff now, and they will have to keep Council informed. He asked is this a strategy that might work for Council, if not what could we change that would make it better?

Mayor Burge replied he thinks this strategy is better with rates versus waiting. He stated something that is predictable is helpful for people and they understand. He stated it is just like anything else, things get old and you have to replace them.

City Manager Sykes explained staff tried real hard to keep the top rate at 5% and that is one of the reasons why we moved some of the projects out into 2022 and 2024.

Councilor Kessi replied he doesn't think the loan should be for any longer than 20 years.

Councilor Riffle stated last time we talked about raising the rates he had a citizen complain that until his lines are brought up to speed he can't support a future project. He asked if the current sewer lines are doing okay?

Treatment Plant Supervisor Kevin Turner replied there are definitely issues out there. He explained every year staff TV's and cleans the system, so they know where the really bad areas are. They just have to do the flow modeling and get that all laid out. He explained redoing the flow testing is not budgeted this year, but they will see if they can still squeeze it in. He explained there are still some collections projects out there that will be added.

Mayor Burge adjourned the Work Session at 6:44 pm.

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Mayor Scott Burge

Attest:

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City Recorder Susan M. Reeves

**MONDAY, NOVEMBER 20, 2017**

**CITY COUNCIL MEETING**

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

**Call to Order**

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

**Pledge of Allegiance**

**Roll Call**

**City Council Members Present:**

Scott Burge	Mayor
Rich Riffle	Councilor
Patrick Kessi	Councilor
Megan Greisen	Councilor
Joel Haugen	Councilor

**Staff Present:**

Michael Sykes	City Manager
Susan M. Reeves	City Recorder
Alexandra Rains	Assistant to City Manager
Laurie Oliver	City Planner

Excused: Council President Reed and Councilor Sanders

**Legal Counsel**

Peter Watts

Press: Nicole Thill, Spotlight

**Approval of the Agenda**

Councilor Riffle moved, and Councilor Haugen seconded the motion to approve the agenda. Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye and Councilor Haugen, aye.

**Public Comments**

There were no public comments.

**Consent Agenda ~ November 6, 2017 City Council ~ Interviews/Work Session minutes and Appointments the Parks and Recreation Committee**

Mayor Burge explained the Parks and Recreation Committee appointments will be Brian Degerness, Bryan Hammond, and Dana Pricher as full members, and Kristin Person as an alternate.

Councilor Riffle moved, and Councilor Kessi seconded the motion to approve the Consent Agenda ~ November 6, 2017 City Council ~ Interviews/Work Session minutes and the Parks and Recreation Committee appointments will be Brian Degerness, Bryan Hammond, and Dana

Pricher as full members, and Kristin Person as an alternate. Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye and Councilor Haugen, aye.

## **Old Business**

### **Resolution No. 17-31: A Resolution Approving the Sale of City Owned Real Property and Authorizing the City Manager to take All Necessary Steps to Complete the Sale on Behalf of the City**

Mayor Burge read the opening statement and opened the public hearing at 7:02 p.m. He asked if there was anyone who would like to comment on this issue.

Nancy Erickson, Scappoose, explained she hasn't been here for very many years and this kind of upsets her. She explained she has read a lot of different things from people saying they are concerned about how long it has taken to get that swimming pool built, and we have a piece of land and now you want to sell it. She is just concerned about how many more years it will take to get another piece of property and get more funds to move forward.

Mayor Burge explained he knows we had that property looked at to do pool development, and it wasn't large enough between parking and amenities to really build what you would want as a pool. He stated that money will pay off the loans and whatever is left will go back into the pool fund.

City Manager Sykes explained the site is too small, and not only that it is probably the most expensive piece of real estate in the City, or close to it. He explained at a minimum we would probably need at least three or four acres.

Nancy Erickson explained as a senior she would like to have a pool for exercise classes. She also has grandchildren who would like to have a pool.

Mayor Burge closed the public hearing at 7:04 p.m.

City Manager Sykes explained this resolution is required by State Statute in order to determine that the property is surplus, so the City can proceed to sell it. He explained the reason the City decided to sell this property is it really is too small to fulfill the needs of a community pool. He stated the good news is it gives the City the ability to eliminate debt on that property and actually grow that fund by about a half million dollars, which gives us the resources to be more serious about buying a piece of property that might actually work.

Councilor Kessi asked when do we decide where the extra money goes, and how it is allocated in the future?

City Manager Sykes replied that is really a decision Council could make at any time.

Legal Counsel Peter Watts replied he suspects members of the public might want to weigh in on this so it might be a good idea to put it as an agenda item later.

Councilor Greisen stated she feels the extra money should go back into the pool fund.

Councilor Kessi agrees with the money going back into the pool fund, for a community center with a pool.

Mayor Burge stated his intention is to put it back into the pool fund.

City Manager Sykes replied he thinks we might want to have a conversation about it sooner rather than later. He feels the public needs that assurance that this is our intent.

Councilor Greisen stated she thinks a lot of people need to hear that.

Councilor Haugen moved, and Councilor Riffle second the motion to approve Resolution No. 17-31: A Resolution Approving the Sale of City Owned Real Property and Authorizing the City Manager to take All Necessary Steps to Complete the Sale on Behalf of the City. Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye and Councilor Haugen, aye.

### **Ord No. 867: OMIC Annexation ~ An Ordinance Approving Annexation of Property to the City of Scappoose and Amending the Zoning Map**

Mayor Burge explained this is on second reading. Mayor Burge read Ordinance No. 867 for the second time ~ Ordinance no. 867: An Ordinance Approving Annexation of Property to the City of Scappoose and Amending the Zoning Map. He asked if there is any further discussion by the Council. Seeing none he asked for Council to vote on the motion.

Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye and Councilor Haugen, aye.

### **New Business**

### **IGA with Scappoose Bay Watershed Council**

Assistant to City Manager Alexandra Rains went over the staff report. Working with the City of Scappoose, Scappoose Bay Watershed Council was awarded a Bonneville Power Grant (SPA) of \$361,678 to implement stream restoration activities on portions of the South Scappoose Creek near Veteran's Park, the parcel just upstream from the park and the parcel south of JP West Road on the west side of the creek. These activities will address seasonal flooding issues, incision of the channel, severe erosion, lack of a continuous riparian corridor and disconnections from historic side-channels, that has resulted in damage due to flooding, a loss of habitat, excessive stream temperatures and erosion concerns. The project is scheduled to complete designs and permitting in Winter 2017-18, with construction in mid-to-late summer 2018.

Vegetation planting will occur between November 2018 and March 2019. The City has dedicated both financial support, \$75,000 cash from FY 17-18, and in-kind support worth \$15,000 towards the project. The Watershed Council plans to apply the City's funds to cover engineering costs and in-kind excavation work. This arrangement between the City and Watershed Council will be finalized in an intergovernmental agreement that lays out the responsibilities of both parties, including how the City's funds will be used and the level of involvement the City can expect throughout the duration of the project. The Watershed Council needs to finalize this agreement before beginning the engineering phase of the project. The City has already dedicated \$75,000 cash from FY 17-18 towards the project and committed to \$15,000 worth of in-kind support. No additional financial commitments are required. City Staff recommends Council authorize the City Manager to execute the Intergovernmental Agreement with the Scappoose Bay Watershed Council and expend the \$75,000 budgeted for the South Scappoose Creek Restoration Project.

Councilor Riffle moved, and Councilor Greisen seconded the motion that City Council authorize the City Manager to execute the Intergovernmental Agreement with the Scappoose Bay Watershed Council and expend the \$75,000 budgeted for the South Scappoose Creek Restoration Project.

Councilor Kessi explained he is a little concerned about the budget, if we don't do the construction work this summer then the budget could inflate in 2019.

Assistant to City Manager Alexandra Rains stated after discussions, the decision was made to move forward with this next summer.

Legal Counsel Peter Watts stated the City's contribution is capped at \$75,000.

Motion passed (5-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye and Councilor Haugen, aye.

## **Calendar**

Mayor Burge went over the calendar.

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

City Manager Sykes explained we have negotiated with Columbia County on the Transient Room Tax that we have adopted, and it will go into effect January 1, 2018. He explained we are tentatively scheduling the Boards & Commission Appreciation dinner for Thursday, Feb 1, 2018. He explained the Annual Town Meeting will be on Feb 10, 2018, at the Scappoose High School. He reminded Council that the City County meeting will be on November 28, at Warren Country Inn. He explained we were successful in getting our five-year maintenance permit for South Fork. He also wanted to mention that the Parks & Rec Committee, and others, are talking about ways to do fundraising for our parks. He explained at the meeting they talked about creating a sub-committee "Friends of the Scappoose Parks", and one of the things is they would help with different projects, along with fundraising.

Councilor Kessi gave an update about the garbage and recycling service. He explained since garbage is once a week and recycling is every other week they asked Waste Management can recycling be once a week as well, and they responded it is only \$2 extra if someone wanted to have recycling every week as well as garbage.

Mayor Burge asked is it all or none, or can it be on an individual basis?

Councilor Kessi stated from his understanding an individual can have recycling service every week.

Mayor Burge stated welcome back Councilor Greisen. He stated we are very happy for you.

Councilor Greisen replied thank you and that she only missed one meeting.

Councilor Haugen wished everyone a pleasant Thanksgiving.

Mayor Burge stated Happy Thanksgiving. He mentioned on Monday, November 27 is the Watts House lighting and Santa will be there.

### **Adjournment**

Mayor Burge adjourned the meeting at 7:22 p.m.

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Mayor Scott Burge

Attest:

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City Recorder Susan M. Reeves, MMC

<b>CITY OF SCAPPOOSE</b>
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## Council Action & Status Report

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<b>Date Submitted:</b>	<b>November 30, 2017</b>
<b>Agenda Date Requested:</b>	<b>December 4, 2017</b>
<b>To:</b>	Scappoose City Council
<b>From:</b>	Alexandra Rains, Assistant to City Manager
<b>Subject:</b>	Seely Lane Park Project Engineering Contracts

**TYPE OF ACTION REQUESTED:**

☐ Resolution

☐ Ordinance

☒ Formal Action

☐ Report Only

**ANALYSIS:** The City was awarded a Local Government Grant of \$442,600, by OPRD for the Seely Lane Park Project and received a Notice to Proceed in October. Since then, the City employed an informal procurement process to solicit three quotes from engineering firms qualified to complete the design of the park as well as the half street on Seely Lane that is required by Chapter 17.01.060 of the Scappoose Municipal Code. The park and street design will be completed by the same engineering firm but under two separate contracts as the street improvements are not approved expenditures under the Local Government Grant. After review of the quotes received, staff recommends the City enter into a contractual agreement with Mackenzie Engineering.

**FISCAL IMPACT:** The cost of engineering the park will be \$68,300 and covered by the Local Government Grant, while the cost of the half street will total \$20,100 and be covered with funds from the transportation budget, for a grand total of \$88,400.

**RECOMMENDATION:** Staff recommends Council approve the expenditure of funds up to \$88,400 to complete the engineering of both the park and half street on Seely Lane, as well as authorize the City Manager to execute two engineering contracts.

**SUGGESTED MOTION:** I move Council authorize the City Manager to initiate the

Request for Council Action

engineering phase of the Seely Lane Park Project and execute two engineering contracts, one for the park at \$68,300 and one for the half street on Seely Lane for \$20,100, for a total amount not to exceed \$88,400.

**Request for Council Action**



<b>CITY OF SCAPPOOSE</b>
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## Council Action & Status Report

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<b>Date Submitted:</b>	<b>November 30, 2017</b>
<b>Agenda Date Requested:</b>	<b>December 4, 2017</b>
<b>To:</b>	Scappoose City Council
<b>From:</b>	Alexandra Rains, Assistant to City Manager
<b>Subject:</b>	Charles T. Parker Way Road Design Contract

**TYPE OF ACTION REQUESTED:**

☐ Resolution

☐ Ordinance

☒ Formal Action

☐ Report Only

**ANALYSIS:** In order to progress on the Charles T. Parker Way Road Project, the City has prepared and advertised a qualification based Request for Proposal (RFP) to solicit proposals from engineers to design the road. The RFP was issued on October 20, 2017 and responses were received on November 9, 2017. A final recommendation from the Selection Committee was made on November 17, 2017, to enter into contract negotiations with Kittelson and Associates. Final award of the contract is tentatively taking place on December 12, 2017.

**FISCAL IMPACT:** The cost of engineering Charles T. Parker Way Road is \$290,000 and will be funded by the loan received from Business Oregon.

**RECOMMENDATION:** Staff recommends Council approve the expenditure of funds in an amount up to \$290,000 to complete engineering of Charles T. Parker Way Road and authorize the City Manager to execute a contract with Kittelson & Associates.

**SUGGESTED MOTION:** I move Council authorize the City Manager to initiate the engineering phase of the Charles T. Parker Way Road Project and execute a contract with Kittelson and Associates in an amount not to exceed \$290,000.

Request for Council Action

# CITY OF SCAPPOOSE

December 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 City Council 7pm	5	6	7	8	9 Police Dept ~ Doughnut Day Scappoose Middle School, starting at 7am
10	11	12	13	14 EDC ~ Noon  Planning Commission 7pm	15	16
17	18	19	20	21	22	23
24/31	25 City Offices closed	26 City Offices closed	27	28	29	30