



SCAPPOOSE *Oregon*

**CITY COUNCIL RETREAT
SATURDAY, MARCH 3, 2018**

STARTING AT 8:30 A.M.

**COUNCIL CHAMBERS
33568 EAST COLUMBIA AVENUE
SCAPPOOSE, OREGON 97056**

Call to Order

Roll Call

Establish 2018 Council Goals

- A) Vision Statement**
- B) Review 2017/2018 Goals/Action Plan Accomplishments**
- C) 2018 Annual Town Meeting Review**
- D) SWOT**
- E) Staff SWOT**
- F) Set 2018/2019 Council Goals**
- G) Review City Charter**
- H) Review Team Agreement**
- I) Training**
- J) Other**

Adjournment ~ Tour of Freeman donation property near Miller Road. Tour of watershed/dams (if time allows)

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

Scappoose

Scappoose is a small town nestled in the heart of a Pacific wonderland—surrounded by lush green forests, the majestic Columbia River, and panoramic views of the snowcapped Cascade Mountains. It is no secret why the Chinookan People made this unique place their home for centuries. Today, our community is distinguished by its balance of rural and urban living—we are proud of our independence and small-town personality, yet we value our closeness to neighboring cities and towns. Scappoose is friendly and welcoming, and we cherish the way we know, care about, and rely upon each other. We desire to preserve the harmonious qualities of our home as we anticipate change and look ahead to the future.

Smart Growth

Inspired by our responsibility to tomorrow's generations, we pursue forward-thinking and sustainable solutions to grow mindfully while keeping in step with our environment. We strive for high-quality development and infrastructure, and to provide equal and affordable housing opportunities for all to live and raise a family.

Sustainable Economy

We take pride in our locally owned businesses that add quality and character to our town, and we respect our abundant natural resources that have sustained our community for years. We can forge a path to a balanced, local economy by opening doors for entrepreneurs, clean industry, higher education and research. We seek sustainable, living-wage jobs and careers that support families and future generations.

Caring Community

Peace and good health are essential to our town's growth and well-being. We value our community spaces and parks that support active living and civic engagement, and we cherish how we care for and rely upon each other. We strive to be aware and prepared, and to empower everyone to lend a hand when challenges arise. We aspire to be a neighborly community where anyone can safely and comfortably visit businesses and schools, enjoy the outdoors, and be at peace in their homes.

Lifelong Learning

We prize our exceptional schools and teachers that pass along our knowledge to future generations, instill our community with creative adaptability, and create cultural awareness and resilience. We aim to develop educational opportunities for all ages and ability levels as we strive to be a community that never stops thinking, learning, and doing.

Connected Community

Safe and comfortable transportation is central to our quality of life. We value our local trails that offer world-class opportunities for walking and biking, and our scenic byways that connect us to greater Oregon. We will work to ensure better connectivity, safer commuting, modern transit, and equal opportunities for people to walk, bike, ride or drive. We aspire to be a pleasant and accessible town, and we encourage others to slow down, explore, and enjoy Scappoose.

Local Pride

Art and self-expression greatly enhance our cultural identity, and we value our local artists who cultivate pride in our community. We strive to preserve our unique cultural artifacts and foster education and the arts by promoting city beautification, cultural heritage projects, and public art. We treasure our heritage as a meeting place for Native Americans, and we hope to honor those who lived here in the past as we tell the story of Scappoose in the present.

Passionate Stewardship

Our wild and scenic landscape is an extension of our community, and we treasure our beautiful setting that makes Scappoose a serene place to live. We are committed to nurturing and preserving our open spaces, natural habitats, and diverse ecosystems, and we will champion new opportunities for conservation and peaceful engagement with our environment. As stewards of our land, air, and water, we seek to protect this special place for generations to come.

Prepared by the Scappoose Community Vision Committee

Kirk Pierce, Meris Brown, Veronica Reeves, Zachary Hilleson
Brandon Lesowske, Derrick Vargason, Holly Beaulac, Natalie Sanders, Nicole Ferreira, Paulette Lichatowich, Tom Morse
Michael Sykes, Nicholas Sund

Adopted August 1, 2016 by the Scappoose City Council

Scott Burge, Jeff Erickson, Barb Hayden, Jason Meshell, Joel Haugen, Mark Reed, Rich Riffle

City of Scappoose

2017-18 COUNCIL GOALS

Promote Economic Development Opportunities that create Local Jobs

Support development of OMIC/PCC
Promote development of Way finder/ODOT signage
Create a Marketing/Branding program
Coordination/One Stop Meetings
Explore possibilities/feasibility of an Urban Renewal District

Promote Transportation Improvements that Enhance community livability

Develop a Sidewalk Improvement program
Update Public Works Design standards
Facilitate/promote ODOT Coordination/signal timing
Develop 5 year CIP, pavement management program
Coordinate with County to explore alternate route to east side of airport
Explore viability of Gas Tax
Complete West Lane Road Improvement Project
Support development of OMIC access road
Welcome to Scappoose sign ~ South side

Develop a Long Term Comprehensive Community Vision

Complete Housing needs analysis
Finish Parks Master Plan
Update Water Master Plan
Complete Wastewater Master Plan
Update Stormwater Master Plan
Update SDC's/Fees
Add Master Plan updates to Comp Plan
Identify potential opportunities for future UGB expansion
Develop City Facility Master Plan

Keep Scappoose one of the 5 safest communities in Oregon

Continue Community outreach by Police Department
Maintain Emergency Response preparedness
Review and update Emergency Operation Plan
Provide School Resource Officer
Traffic enforcement plan
Maintain sufficient staffing levels
Continue Citizens Academy

Promote and Enhance Parks and Rec. opportunities

Complete Parks Master Plan
Develop funding strategy
Submit grant for Seely Lane
Complete Heritage Park improvements
Complete Chapman Landing acquisition
Examine/promote Vista Property Development opportunities
Develop a City Riparian Ordinance
Crown Zellerbach Trail Beautification
Begin to develop a South Scappoose Creek Trail Plan
Miller Park Improvements
Decide future pool property/explore future pool options
Explore possibility of community center

Address Aging Infrastructure ~ now

Construct replacement Dutch Canyon Well
Capacity upgrade ~ Wastewater treatment and collections
High zone transfer line (replace)
EJ Smith Road Pump Station (address erosion issues)
Dutch Canyon raw water line (repair)
Dams ~ complete ongoing maintenance, identify location for excavated dirt
Stormwater infrastructure improvement/plan
Industrial pretreatment program
Address Inflow & Infiltration within distribution system

Adopted March 20, 2017

City of Scappoose

2017-18 COUNCIL GOALS & OBJECTIVES ~ with Action Plan Accomplishments

GOAL 1: Promote Economic Development Opportunities that create Local Jobs

Goal 1 Objectives:

1A. Support development of OMIC/PCC – Alex

Describe in detail accomplishment of the objective/project:

- Brochure
- Created a “One Stop” Regional Meeting (bi-monthly standing meeting) – at recent meetings the City has offered to help the project by applying for IOF and IFA funding
- EDA attended an OMIC meeting on 3/10/2017
- Updates have been provided to the EDC
- Progress has been made on Master Plans – Water is underway, Storm-Water should begin Winter of 2018, the DEQ 319 Grant has been secured to help cover the costs of the project
- City has assisted in recruitment of prospective business for the Scappoose Industrial area, the City responded to Project Pearson RFI June 12, 2017
- City is taking on the design and construction of CTP Way Rd. in order to help OIT/OMIC complete a permanent road and access City utilities by Fall of 2018.
- In June 2017 the City began processing OMIC’s annexation application, it went before Council on November 20th for its second reading and will be final as of December 20th 2017.

1B. Promote development of Way finder/ODOT signage – Alex

Describe in detail accomplishment of the objective/project:

- Made contact with ODOT Region 1 Coordinator (everything outside City limits south), Chommony Mao and Region 2 coordinator, Bethany Veil (everything inside the City limits and north)
- Chommony Mao – we cannot add Scappoose to any of the major highway/freeway interchanges in Portland because its not an “anchor city.” St. Helens being on the sign will be replaced with Astoria in the future, as that would be the correct “anchor city” for this area. The City could opt to add a ground mounted sign near the St. Johns Bridge. The City could wait and request ODOT put it in their budget and cover the cost, however, because they just completed a paving (signs are added with paving) project in that area, it might be 10-20 years before that sign would be installed. Should the City want to add a sign at this location sooner, it could design a sign using ODOT’s design standards and complete installation internally. ODOT would review and issue a permit and in the long term, ODOT would maintain the sign. It would cost the City up to \$1000 for this sign.
- Bethany Veil – Wayfinding signage is a very particular type of sign (districts, color coding, etc.) that wouldn’t work well in Scappoose. The ODOT coordinator recommended Guide Signage. The City has existing signage at the corner of HWY 30 and Columbia for DEQ, Police and Library. There are no more than 3 lines of text allowed per sign. So, the City could add signs in the middle of the block in between Columbia and Maple indicating that City Hall, the Watts House and other points of interest are located on the right at the next signal. ODOT requires that any signs on HWY 30 directing drivers to a location must be followed up with additional signage off of the HWY to continue directing motorists.
- ODOT can design, manufacture and install signs on HWY 30, and design and manufacture for signs on City streets. Each sign would cost approximately \$400 (although Traffic Supply Co might be able to supply the signs for \$200 per sign).
- Ideas for Guide Signs in the City have been drafted, the Downtown Revitalization Committee reviewed these options in July 2017.
- Council also reviewed this information at a work session over the summer 2017 and agreed to move forward with guide signs, following the naming of Seely Park (Seely Park will be named by March 2018).
- Staff will get approval from ODOT on content of signs and make order in Spring of 2018.
- Staff will confirm with Council on whether or not signs near the St. Johns Bridge should be part of the order.

1C. Create a Marketing/Branding program – RARE Participant

Describe in detail accomplishment of the objective/project:

- The City has chosen a motto

Future activities to include:

- Hold a work session in early 2018 with City Council to determine goals of marketing/branding campaign and whether the campaign will be internal (create a consistent brand across City departments) or external (market the City to the surrounding areas for tourism and business opportunities)
- Develop strategies to meet goals
Internal: update city logo, forms, headers, email signature blocks etc.
External: apply for grants from Travel Oregon and other organizations for tourism related projects, create marketing plan to advertise City events and local businesses to the surrounding areas, etc.
- Present plan to City Council to gain approval to proceed with marketing/branding projects

1D. Coordination/One Stop Meetings – Alex

Describe in detail accomplishment of the objective/project:

- The City has set aside time twice a month, to host a Coordination/One Stop Meeting with regional partners to support communication between them and the City and to support economic development through the recruitment of new businesses.

1E. Explore possibilities/feasibility of an Urban Renewal District – Alex

Describe in detail accomplishment of the objective/project:

- Contacted AORA (AORA – 503-363-2175, oregonurbanrenewal@.org) for a Best Practices Manual, was unable to get a copy without become a member. Dan Riordan was willing to share his copy.
- City Manager of Hood River, Steve Wheeler, presented to the Committee on Hood River's Urban Renewal Districts
- Brett Estes with the Association of Oregon Redevelopment Agencies (AORA) Executive Committee presented to the Committee in April 2017
- In May, the EDC completed a SWOT Analysis on Urban Renewal and discussed possible boundaries for the district. The downtown core, 1st street and OMIC/Industrial area were discussed. Based on the results of the SWOT and the discussion, it was clear that the Committee did not support an Urban Renewal District for OMIC/Industrial Area as it would overlay an existing Enterprise Zone.
- EDC identified the Fire District as a potential opponent to Urban Renewal.
- Potential Projects for a district – façade improvements, infrastructure, grant and loan program for local businesses
- July 17, the EDC and City Council had a joint work session during which Dan Riordan from Forest Grove presented on the City's experience with Urban Renewal.
- Following the research detailed above, the City opted to hire a consultant to complete an urban renewal feasibility study before making a final determination on whether or not to pursue urban renewal in Scappoose.
- The City solicited three quotes for consultants and selected EcoNW
- In October 2017, the City applied for a DLCD Technical Assistance Grant, of \$22,480.00, to help cover the cost of the urban renewal feasibility study. Results should be received by mid December 2017.
- The study is tentatively set to begin January 2018.

GOAL 2: Promote Transportation Improvements that Enhance community livability

Goal 2 Objectives:

2A. Develop a Sidewalk Improvement program – Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The City is actively working to update the Public Works Design Standards. Updated Standards are critical to help identify the portions of Sidewalk that no longer meet City and ADA compliance.

2B. Update Public Works Design standards – Dave, Chris

Describe in detail accomplishment of the objective/project:

- Initial information gathering has been completed; design standards from Astoria, Forest Grove, Hillsboro, Hood River and St. Helens were collected and saved for review by the City Engineer and Public Works Director
- Meetings in April have been scheduled with the City Engineer and Public Works Director to review the existing standards and determine which need to be updated
- Jackie Borman had intended to look into making these updates but is no longer with the City
- There has been recent discussions between Chris, Dave and Michael regarding hiring an engineering firm to complete an update on the City's design standards which would cost \$60,000
- Tentatively, the City has decided to update the standards in a piecemeal fashion as needed to break up the cost, beginning first with the standards for sewer pump stations.

2C. Facilitate/promote ODOT Coordination/signal timing – Chris, Norm, Dave

Describe in detail accomplishment of the objective/project:

12-15-2016

On October 13, 2015, the City Engineer and representative from the Scappoose school district bus service met with the ODOT Region 2 Traffic Signal Operations Specialist, Ioana Cosma. She has been assigned to review the City's concerns regarding safety and the signal efficiency on the Hwy 30 corridor through Scappoose. The meeting was to inform ODOT of potential safety concerns related to numerous red light runners at all intersections, in particular safety issues associated with pedestrian crossings at HS Way/Walnut and Maple during the AM peak and afternoon school dismissal time.

As a follow up to our meeting, the City provided vehicle/pedestrian crash data to ODOT for review and was recently informed by ODOT that Bluetooth trailers will be located on the side of the highway for the next few weeks to collect travel date, time and traffic volumes at various intersections along the corridor. This data will help them evaluate the efficiency of the system and provide recommendations regarding changes to the signal controllers and/or update the signal timing. In addition, ODOT has had discussions with representatives from the ODOT rail division to evaluate railroad crossing improvements at four intersections including; High School Way, Maple, Columbia Ave and Scappoose Vernonia Hwy. Once the study is complete, funding for the recommended improvements will be reviewed by ODOT and possibly allocated for the improvements either in part or entirely in advance of the 2017-2021 ODOT ARTS fund cycle to address the safety and efficiency issues.

One upgrade that is already in place as of this year is the new Count Down pedestrian head at the Maple Street intersection (adjacent to the Middle School).

ODOT will be providing updates as to their progress and will keep City staff informed of their evaluation and any proposed changes.

12-15-2017

As of summer of August 12, 2017 ODOT completed their work to install permission left turn upgrades at all signalized crossings except Havlik and Crown Zellerbach Road (this was due to the approach speeds). This work also included recalibration of the signal timing (synchronization) and updating the signal priority during the peaks hours to improve travel time through the corridor with additional timing to clear the cross street queues. The net effect is more time for the through movements since the turning movement queues clear out during the permission left, thereby reducing the cycle duration.

Additional coordination items emailed to Ken Shonkwiler at ODOT for future reference include;

1. Pavement repair at several cross streets (west side) – need to grind and/or cut out ac and replace – need to coordinate with ODOT due to loop detectors

2C. Facilitate/promote ODOT Coordination/signal timing – Chris, Norm, Dave

(Continued from previous page)

2. ODOT rail sidewalk repair adjacent to siding track (along E. Columbia) – sidewalk on one side of roadway so no options to avoid broken sidewalk panes, does not meet ADA and violates city code.
3. Dual signal heads on east leg of Havlik with only one through lane – creates confusion and driver conflicts with two lanes trying to merge into single lane.
4. Revisit IGA regarding maintenance – the Hwy curb and gutter is stated to be City responsibility for maintenance. However, C&G is monolithic part of the 18-inch concrete travel lane making it difficult to replace. Requires shutting down the outside travel lane. Original agreement from the 80's, can we update the agreement?
5. Street trees are heaving sidewalk panels on WB travel lanes and need to be replaced. Need to verify the responsibility of adjacent property owner, ODOT rail.

2D. Develop 5 year CIP, pavement management program – Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The City is actively working to update the Public Works Design Standards. It is critical to update these Standards to ensure that any future Paving Project is constructed with the most up to date technology and design.
- Once the Design Standards have been updated, the City will combine information from the TSP and the Pavement Study to create a Project list.
- The City has purchased and is now using a Dump Truck and Paving Roller that allows the Public Works Crews to perform asphalt repair / patching themselves versus paying a Contractor.
- The City has also made arrangements with the Columbia County Road Dept. to use their Cracksealing equipment. This also allows Public Works Crews to perform this work themselves versus a Contractor.

2E. Coordinate with County to explore alternate route to east side of airport – Laurie, Chris

Describe in detail accomplishment of the objective/project:

- The County applied for a TGM grant to fund a study for an alternate route to the east side of the airport. The TGM grant was not awarded, however, the County believes it was due to a lack of understanding of the need for the study. The County will reapply at the next opportunity and will put more effort into educating the grant funders of the significance of the study and of the imperative need.
- Additionally, as part of the approval for the East Airport Subdivision, staff conditioned the applicant to provide a proportional contribution to the cost of this alternate route study, which the County could use as a match, should they be awarded the grant during the next cycle.

2F. Explore viability of Gas Tax – Alex, Chris, Dave

Describe in detail accomplishment of the objective/project:

- Research on the topic has been gathered
- Identified basic process via local publication
- Identified basic need based on 2017 PCI Analysis (~\$400,000/ year need utilizing Option 4 for basic road maintenance)
- Identified gas tax revenue based on gas sales for Scappoose (ODOT recordings as of 2016)
- Created tentative schedules based on different ballot dates
- Staff met with the City of Troutdale
- Staff met with Clackamas County
- Staff met with the City of Tigard
- Prepared presentation for Council in August 2017 – although it was ultimately canceled.
- The State Legislature passed a Transportation Funding Package that includes an increase to the statewide gas tax, due to this increase, staff thought it would be ill advised to pursue a local tax, especially considering that all cities that have attempted to pass one in the past year failed The City will receive \$150,000 annually from the State's funding package.

2G. Complete West Lane Road Improvement Project – Alex, Dave

Describe in detail accomplishment of the objective/project:

- The City has been awarded two grants, IOF for \$843,534 and IFA for \$345,000, in order to help finance the project
- Cascades Tissue and Airpark Development LLC have signed Development Agreements and agreed to make cash contributions to the project of \$325,000 and \$250,000 respectively
- The City issued a qualification based RFP in order to hire an engineer to complete the design of the road. Proposals were due back to the City by February 1st, 2017.
- The City initiated the transfer of ROW over the portion of West Lane Road from Wagner Court to Columbia Ave by passing a Resolution. The transfer was completed Summer of 2017.
- Kittelson & Associates were selected by the City, not only to complete engineering of the road but to provide project management during construction. The engineering portion of the project began on March 13th, 2017
- Engineering wrapped up in May 2017 and construction began in July 2017 (following two bidding cycles for construction).
- Development Agreements were amended to reflect the adjustments in schedule
- Some minor changes were made to the scope to address a budget shortfall in flagger hours
- Final paving to be completed in Spring of 2018 to accommodate weather related delays.

2H. Support development of OMIC access road – Alex, Dave, Chris

Describe in detail accomplishment of the objective/project:

- The City has notified OIT that annexation and a pump station, infrastructure for wastewater and other utilities will be necessary before the permanent access road is completed.
- In June 2017 the City began processing OMIC's annexation application, it went before Council on November 20th for its second reading and will be final as of December 20th 2017.
- The City is assisting OIT with gap financing in order to complete Charles T. Parker Way Road (OMIC Access Road). The City has applying for a loan with Business Oregon in order to complete design and construction of the road by fall 2018. The loan will be repaid with bond money, \$1,090,000 appropriated by the state, and available Spring 2019, and funds from OIT, \$703,003.
- The City is in the process of hiring an engineer, the contract should be signed by December 12, 2017.
- Engineering should be complete by April 2, 2018.
- Construction should be complete by the end of September 2018.

2I. Welcome to Scappoose Sign ~ south end of Scappoose on Highway 30 - Norm

Describe in detail accomplishments of the objective/project:

- Met with Clark Signs. They will work with us on a sign and help out as much as they can. We did come up with the sign having a Biplane and Sail Boat incorporated into the design.

GOAL 3: Develop a Long Term Comprehensive Community Vision

Goal 3 Objectives:

3A. Complete Housing needs analysis – Laurie

Describe in detail accomplishment of the objective/project:

- The HNA is complete and was heard by the PC at their December 14th meeting. The PC recommended approval of the application to Council, and Council will hear the application on January 2nd and 15th. The HNA shows that the City has enough vacant buildable land for the next 20 years, based on the population forecast created by PSU. However, a recommendation is included within the document to keep a close eye on the supply of buildable land since it is unclear what effect OMIC will have on the population. During the next population forecast cycle in 4 years, the City will need to determine if a UGB expansion for residential lands is warranted.

In support of the HNA adoption, the City is proposing amendments to the following chapters of the Scappoose Development Code: 17.26 (Definitions), 17.44 (R-1, Low Density Residential), 17.50 (R-4, Moderate Density Residential), 17.54 (MH, Manufactured Housing), 17.56 (A-1, High Density

3A. Complete Housing needs analysis – Laurie (continued from previous page)

- Residential), 17.62 (GC, General Commercial), 17.68 (EC, Expanded Commercial), 17.78 (PL-U, Public Lands-Utility), 17.80 (Downtown Overlay), 17.81 (PD, Planned Development Overlay), 17.84 (Sensitive Lands Development-Flooding), 17.92 (ADU, Accessory Dwelling Units), 17.120 (Site Development Review) and proposes to add a new Chapter 17.58 (CHD, Cottage Housing Development).

3B. Finish Parks Master Plan – RARE Participant

Describe in detail accomplishment of the objective/project:

- Nick Sund completed the first half of the Master Plan
- Ben Tolles completed the second half of the Master Plan, including the CIP
- The Plan was presented to Parks and Recreation Committee for Review
- A Work Session with City Council was held
- The Plan was presented to Planning Commission for approval
- The Master Plan adopted by Council Summer 2018

3C. Update Water Master Plan – Alex, Darryl

Describe in detail accomplishment of the objective/project:

- The City has issued its notice of intent to award, following a qualification based Request for Proposal
- The City is currently negotiating with Carollo on the Scope of Work and Budget for the Project
- Staff presented to Council for authorization to sign a contract in an amount not to exceed \$200,000.00
- Project kicked off in May 2017
- Contract with Carollo was completed for FY 16-17 and FY 17-18
- Staff provided needed data to Carollo on existing system
- Biweekly coordination calls are held
- As of September 2017, Carollo was wrapping up demand projections
- Still on track for completion by Summer of 2018

3D. Complete Wastewater Master Plan – Kevin, Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The Wastewater Facilities Masterplan is nearly complete and waiting for adoption by the City Council in the Spring of 2018
- The "Collection" portion of the Wastewater Masterplan has been currently placed on hold due to the discovery of inaccurate data provided by Keller Associates. Carrollo Engineers are working to provide the City with the most economical method to achieve accurate flow data for the Collections System.

3E. Update Stormwater Master Plan – Alex, Dave

Describe in detail accomplishment of the objective/project:

- An initial draft of the RFP has been started
- Sample RFP's from other communities have been collected for review
- The City submitted an intake form for the IFA Technical Assistance Grant June 2017 – was not invited to complete a full application
- The City applied for DEQ's 319 Non-point Source Implementation Grant June 2017 and was awarded \$12,000.00
- The City opted to move back the start date of the Master Plan to accommodate staff's schedules.
- Working to complete the IGA with DEQ prior to spending grant funds
- Working to finalize RFP to hire engineer, tentatively plan to advertise Winter of 2018

3F. Update SDC's/Fees – Chris, Dave

Describe in detail accomplishment of the objective/project:

12-15-2017

- The transportation SDC's are ready for presentation to Council for a work session and approval per original schedule but it was determined that this should wait until the spring of 2018. The delay had no effect on revenue since no new projects were forecast to be subject to the increase until mid-summer or early fall. However, the City will proceed with the required 90-day noticing requirement in January to ensure that the transportation SDC increase can be adopted in time for the 2018-2019 fee schedule update which becomes effective July 1, 2018.
- Regarding the Parks SDC's, Donovan Enterprise completed a rate study in the spring of 2017 and confirmed that the current SDC rate would not need to be updated.

3G. Add Master Plan updates to Comp Plan – Laurie

Describe in detail accomplishment of the objective/project:

- The Parks Master Plan has been incorporated into the Comp Plan as Appendix K.
- The Airpark Master Plan will be incorporated into the Comp Plan as Appendix H in February.
- The Comp Plan Transportation Inventory section will be updated in Spring of 2018 by RARE Participant Peterson.
- The Water and Wastewater Master Plans will be incorporated into the Comp Plan once they are complete, which will be late 2017.

3H. Identify potential opportunities for future UGB expansion – Laurie

Describe in detail accomplishment of the objective/project:

- The HNA is complete and has shown that there is enough land to accommodate the expected population in 20 years, therefore, a UGB expansion is not warranted at this time. However, since it is unknown what impact OMIC will have on the City's population moving forward, the HNA recommends keeping a close eye on residential land development in the coming years and evaluating the population forecast issued by PSU in the next cycle (4 years from now) to determine if an expansion is needed at that time.

3I. Develop City Facility Master Plan – Norm, Michael

See Goal 5L

GOAL 4: Keep Scappoose one of the 5 safest communities in Oregon

Goal 4 Objectives:

4A. Continue Community outreach by Police Department – Norm

Describe in detail accomplishment of the objective/project:

- Tip a Cop we raised \$3800.00 dollars towards the Special Olympics for Columbia County, this has been so successful they don't have to do any other fund raisers as Tip a Cop gives the more than they need for the whole year.
- National Night Out, over 400 people attended.
- Ice Cream Social was a great success, about 125 people.
- Suicide walk was a great event this year, more and more walks are coming to this event. We raised 9500.00 for Columbia County.
- Halloween Night hot chocolate was are biggest year, over 400 cup of coco were given out.
- Donut Day raises money and food for the Scappoose Food back. We were able to collect 600 lbs of food and \$3100.00 in cash for the Food Bank
- Overall we have raised over \$16,000.00 that has gone back into our community.

4B. Maintain Emergency Response preparedness – Norm

See Goal 4C.

4C. Review and update Emergency Operation Plan – Norm

Describe in detail accomplishment of the objective/project:

- We as a city are discussing more table top scenarios.
- Teaching ICS basics to the department Heads and Staff through December and January.
- Working with the Fire District on a basic plan for our city in the event a large scale event happens. With that said we already work very well together on many different events on a day to day basis. We have a great working relationship with Scappoose Fire.

4D. Provide School Resource Officer – Norm

Describe in detail accomplishment of the objective/project:

Again we have become a great partner with the school which helps with the partnership in the community. The School has not given any money towards the assignment. Due to our call load we had to step back on the hours committed to the school so the SRO is also taking normal calls for patrol on some days.

The Scappoose Police Department supplies 1 full-time patrol officer as a school resource officer to the Scappoose High School, Scappoose Middle School, Otto H H Peterson and Grant Watts. These schools are in the Scappoose School District 1J, within the city limits of Scappoose. The security of our students allows the schools to supply a safe and productive learning environment.

The role of the school resource officer, (SRO) is to serve the schools as their community officer and enforce all local, state and federal laws. The SRO also serves as a law related advisory to school administrators, parents and students regarding legal issues.

In addition, some of the expectations of an SRO are to create a liaison with all stakeholders, formulate crime prevention tactics and provide security for school functions such as athletics events. SRO's also make themselves available for parent-teacher meetings and to enhance the problem solving initiatives.

The SRO does not enforce or investigate violations of school policy rules or matters of school disciplinary actions and is not considered to be a member of the school staff or faculty.

The SRO program is designed to promote and foster the ongoing partnership between law enforcement, the school system and the community to ensure safer schools, successful students and productive citizens.

EXAMPLES OF WORK PERFORMED

- Works closely Monday through Friday during school hours with school administrators, media sources, and the local juvenile authorities in an effort to provide and maintain our schools as a safe haven conducive to learning.
- Delivers lectures and provides information on law, police duties and other related topics which support school curriculum.
- Investigates suspected crimes, reports findings, and arrests suspected individuals.
- Identifies and removes trespassers.
- Directs and controls traffic.
- Provides security for students by preventing criminal acts against students or their property.
- Monitors school hallways and parking areas.
- Intervenes in student arguments and talks with all persons involved to avoid altercations.
- Establishes and maintains open communications with relevant youth welfare agencies.
- Provides student referrals to youth agencies.
- Assists in all gang related investigations which originate in his or her respective school.
- Provides information to other law enforcement officers and agencies relating to gang and juvenile problems which may affect them or their agency.
- Coordinates crime prevention programs.
- Participates in area drug prevention programs.
- Keeps records and makes reports.
- Builds a rapport between youth and law enforcement.

Attends and chaperones school dances, field trips, athletic games, etc.

4D. Provide School Resource Officer – Norm (continued from previous page)

- Provides limited student counseling, on and off campus, on various topics, i.e., death of family and friends, abuse, anger management, pregnancy, etc.
- Operates and maintains law enforcement equipment.
- Testifies in court or legal proceedings.
- Performs other related duties as assigned.

4E. Traffic enforcement plan – Norm

Describe in detail accomplishment of the objective/project:

- We have been unable due to staffing and call taking, to have the SRO focus on traffic.
- We have 1 officer as a truck inspector now, we have done 36 truck inspection this year, to include some over weight trucks.

4F. Maintain sufficient staffing levels – Norm

Describe in detail accomplishment of the objective/project:

- Completed the staffing from past and present to future.
- We have restructured our scheduling and now have 23 hours a day coverage, with only 3 hours a day with 2 officers on, when everyone is working. If vacation, sick and training are going on, we are back to only one officer on.
- Have created a 5, 10, 15 year pin for service which will be handed out in December 10th end of year awards.
- Now have employee of the month, voted by staff.
- Employee of the year voted by staff.

4G. Continue Citizens Academy - Norm

Describe in detail accomplishment of the objective/project:

- We have opened up to the public about what we do as officers on a day to day base. This helps with the ongoing media who paints a different view of the police. This has helped build a better city to live and work.
- We have a new class starting in March 2018.

GOAL 5: Promote and Enhance Parks and Rec. opportunities

Goal 5 Objectives:

5A. Complete Parks Master Plan - RARE Participant

Describe in detail accomplishment of the objective/project:

- Nick Sund completed the first half of the Master Plan
- Ben Tolles completed the second half of the Master Plan, including the CIP
- The Plan was presented to Parks and Recreation Committee for Review
- A Work Session with City Council was held
- The Plan was presented to Planning Commission for approval
- The Master Plan adopted by Council Summer 2018

5B. Develop funding strategy – RARE Participant, Michael, Alex

Describe in detail accomplishment of the objective/project:

- Various methods to fund improvements were identified in the Master Plan
- The Parks and Recreation Committee plans to form a Sub-Committee to explore the formation of a Friends of Parks program and an Adopt a park program. These two programs, if implemented, will provide a source of funding and volunteer time to help beautify the CZ Trail and other City parks.
- Other funding options have been discussed such as a local option levy, however, due to looming rate increases in wastewater and water rates to cover the cost of needed infrastructure improvements, the City has decided to temporarily hold off on this option

5C. Submit grant for Seely Lane – Alex

Describe in detail accomplishment of the objective/project:

- The Local Government Grant application was completed and turned in to OPRD on March 27, 2017
- Staff presented to the OPRD on June 2, 2017
- Grant was awarded on June 14th in the full requested amount of \$442,680.00
- Engineering for the project is scheduled to be completed Winter/Spring of 2018
- Construction is scheduled to be completed by the end of Summer 2018

5D. Complete Heritage Park improvements – Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The City completed its portion of the Park in August of 2017
- The Fountain was installed in late September and opened to the Public in early October of 2017

5E. Complete Chapman Landing acquisition – Michael, Alex

Describe in detail accomplishment of the objective/project:

- The City created the Chapman Landing Ad Hoc Committee which has representatives from the Port, County and other interested parties. They meet monthly.
- The City is purchasing the piece of property contiguous to Chapman Landing owned by the Bernet Family (this purchase has not been finalized because the surveyor has been unable to establish the exact location of the property lines as the legal description was originally drawn before the dike was added. Should the County convey Chapman Landing to the City, this would cease to be a problem)
- In September 2016, City Manager Sykes sent a letter to then Commissioner Hyde requesting the County convey Chapman Landing to the City to streamline development efforts
- Following that letter, a small group from the City attended a County Commission meeting in November 2016 to follow up on the request
- City Staff attended another County Commission in January following the election of two new Commissioners to discuss Chapman Landing and make another request that the County Convey the property
- At the Chapman Landing Ad Hoc Committee's last meeting, Friday March 10, County Commissioner Alex Tardif informed the City that the County would be willing to convey the property to the City after they confirm whether or not the site was used as match for a grant
- The Chapman Landing Ad Hoc Committee has suspended their meetings until ownership is finalized
- City created a tentative schedule for development of park
- City attended additional County Commission Work Sessions and Meetings
- City still has not received a definitive answer from the County

5F. Examine/promote Vista Property Development opportunities – Alex, RARE

Participant, Michael, Dave

Describe in detail accomplishment of the objective/project:

Phase I:

- Public input – Annual Town Meeting, Parks & Recreation Committee and Parks Master Plan (presented in part at the Annual Town Meeting and to both the Planning Commission and City Council before its final adoption over the Summer of 2017)
- Letter responding to concerns of homeowners off of Luma Vista Dr.
- Research on options for location of parking area
- Letter of Intent
- Council approved RTP Grant application, via Resolution 17-15
- Completed and submitted grant application
- Presentation to RTP Committee was completed on September 19, 2017.

Progress as of November 2017:

Parks Master Plan was adopted August 17, 2017

5F. Examine/promote Vista Property Development opportunities – Alex, RARE

Participant, Michael, Dave (continued from previous page)

- RTP Grant was not awarded, however, the Committee has asked that the City prepare a plan for phase II (the trail system) and reapply once that has been completed.
- The City plans to apply to the National Park Service's Planning Assistance Program to assist with completing the phase II plan, applications are accepted annually on June 30. The City will submit by June 30, 2018.
- Trout Mountain is working to update the City's Forest Management Plan, including a plan to selectively thin the Bella Vista Property (which is needed for development of the property, removal of hazards and overall health of the forest)

5G. Develop a City Riparian Ordinance – RARE Participant

Describe in detail accomplishment of the objective/project:

- Comprehensive Plan Policy was updated
- The City has an existing riparian ordinance, 17.89. Once the state has recommended changes based on a biological opinion, the City will then update this chapter based on that opinion.

5H. Crown Zellerbach Trail Beautification – RARE Participant

Describe in detail accomplishment of the objective/project:

- Methods to fund improvements were identified in the Master Plan
- The Parks and Recreation Committee plans to form a Sub-Committee to explore the formation of a Friends of Parks program and an Adopt a park program. These two programs, if implemented, will provide a source of funding and volunteer time to help beautify the CZ Trail and other City parks.
- Other funding options have been discussed such as a local option levy, however, due to looming rate increases in wastewater and water rates to cover the cost of needed infrastructure improvements, the City has decided to temporarily hold off on this option

5I. Begin to develop a South Scappoose Creek Trail Plan – RARE Participant and RARE Participant

Describe in detail accomplishment of the objective/project:

- The Parks Master Plan was adopted Summer of 2017
- Former RARE Participant Nick Sund has tentatively agreed to put together a master plan for the project over the Summer of 2018 as an intern with the City

5J. Miller Park Improvements – Dave, Doug, RARE Participant

Describe in detail accomplishment of the objective/project:

- The City received a grant through Game Time for \$26,503.69 to help cover the cost of new playground equipment
- The City received the playground equipment October 2017
- Although the City did not have the funds to address the flooding issues throughout the entire park, the Public Works Crew was able to elevate the area designated for the playground equipment
- Installation of the playground equipment is expected to be complete December 2017
- The City plans to participate in PSU's Community Network Program and Miller Park's drainage issues have been submitted as a potential project for the engineering students

5K. Decide future of pool property/explore future pool options/explore ballot measure issues – Michael, Laurie

Describe in detail accomplishment of the objective/project:

- The City has hired DKS to perform the Transportation Planning Rule Analysis, which should be complete by the end of December. The City will tentatively take the rezone application to PC for the first evidentiary hearing on February 8, 2017. Council will hear the application on February 19th and March 5th.
- The City has an accepted offer on the purchase of the property, pending the rezone of the parcel.

5L. Explore possibility of community center – Alex, RARE Participant

Describe in detail accomplishment of the objective/project:

- The City Staff has determined that this goal is not financially feasible at this time
- No CDBG's are available due to high median income
- The City applied for a Local Government Grant to fund the development of Seely Lane and the Pavilion
- City Staff and Councilor Kessi explored adding space on to City Hall for a Community Center/Meeting Room adjoining Heritage Park. Sykes and Kessi met with architects to discuss options. This project is still in an exploratory stage.

GOAL 6: Address Aging Infrastructure ~ now

Goal 6 Objectives:

6A. Construct replacement Dutch Canyon Well – Darryl, Dave

Describe in detail accomplishment of the objective/project:

12/2016: With the help of GSI Water Solutions the City was able to obtain a certificated water right on the DC well and the City also received a permit for a new higher yield well at that location. The higher yield well should increase the production at that site from 280 GPM to a total of 500-550 GPM. The well design and infrastructure pre-planning work is almost done. The next step is to bid out the drilling of the new well and also to bid out the infrastructure upgrades so the well can be connect to the existing transmission line.

12/2017: The scope of work for the new well was completed by GSI and put out for bid. Holt Services was the low bidder for the project and work on the new well started in July. Since starting the well the driller has encountered a few setbacks which have been caused by large volumes of sand in the aquafer which has slowed down the development process. The well development is now close to being completed and once this is done then staff will give the engineer approval to move forward with final design. The well infrastructure and pre-planning work was completed by Carollo Engineering. Staff solicited other quotes for the final design engineering and it appears that Murray Smith and Associates is the apparent low bidder. Once the well is fully developed staff will give the notice to proceed

6B. Capacity upgrade ~ Wastewater treatment and collections – Kevin, Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The Wastewater Facilities Masterplan has been drafted to 95% completion.
- The Facilities Masterplan has identified a need for approximately \$25,000,000.00 in needed updates and repairs
- These Improvements are proposed to be phased in over the next 18 years in alignment with a proposed Financial Strategy designed by Steve Donovan.
- The "Collections" portion of the Wastewater Masterplan will identify needed system upgrades and repairs. Once identified, the City will create a strategy to fund and perform the necessary repairs and upgrades.

6C. High zone transfer line (replace) – Doug, Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The City has identified this item to be addressed in the Water Master Plan that is currently being updated.
- Public Works has identified other potential routes for supply to the High Reservoirs for consideration.

6D. EJ Smith Road Pump Station (address erosion issues) – Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The City was able to complete this Project in partnership with the Columbia Soil & Water Conservation District.
- CSWCD contracted Aquatic Contracting LLC., and completed the work in late June of 2017.
- CSWCD was fortunately able to assist in funding the Project with Grant money left over from another one of their projects.

6E. Dutch Canyon raw water line (repair) – Doug, Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The City has identified this item to be addressed in the Water Master Plan that is currently being updated

6F. Dams: complete ongoing maintenance, identify location for excavated dirt – Dave, Chris, Darryl

Describe in detail accomplishment of the objective/project:

12/1/17

- South Fork Creek Dam has been stabilized from the damaged it received from last year's winter storms.
- The City will need to Engineer and perform permanent repairs to the banks of the South Fork Creek Dam in the Summer of 2018.
- The City has obtained a permit to allow annual maintenance of South Fork, Gourley and Lazy Creek Dams
- The City has also identified potential locations to place the Sediment removed from the Dams

6G. Stormwater infrastructure improvement/plan – Chris, Dave, Doug

Describe in detail accomplishment of the objective/project:

12-15-2017

- The City took the first steps outlined in section 3 to begin review the portion of stormwater infrastructure related to stormwater disposal know as Underground Injection Control (UIC) systems. This first step will help the City finalize the permit process for the drywells (UIC's) which began with the registration process for each drywell in 2008. The DEQ requires that the City determine which type of permit they want to have, either "Area Wide" or "Rule Authorized" and then establish an appropriate inspection and sampling protocol.
- To start this process, the City compiled a list with their existing drywell inventory and created an exhibit for a meeting with the DEQ on August 24, 2017. Based on this meeting and follow up discussion with the City Manager, staff will proceed with the steps necessary to submit for an Area Wide permit and contacted GSI to assist in this effort. The City is currently in the process of finalizing a contract with GSI.
- The work will include a review of the registered drywell (UIC) inventory then work by GSI to submit the appropriate drywell data and engineering report for DEQ to begin the permit review process. The City hopes to continue with the data collection and consulting work and submit documentation for the DEQ permit in the spring of 2018.

6H. Industrial pretreatment program – Kevin, Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The City is actively working on updating it's Public Works Design Standards. This update is critical for the Industrial Pretreatment Program because it will provide the City with the most current DEQ requirements.

6I. Address I & I within distribution system – Doug, Dave

Describe in detail accomplishment of the objective/project:

12/1/17

- The City is currently updating its Annual TV Reports
- These Reports identify areas of I&I that the City will repair
- Public Works Crews will begin Manhole rehab in the Winter and Spring of 2018

Adopted March 20, 2017

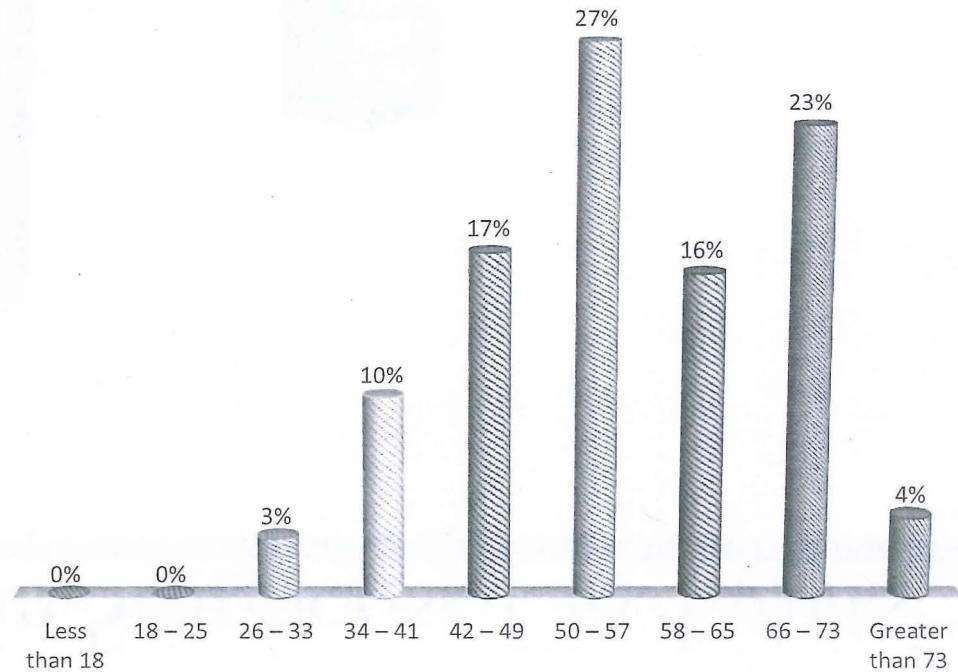


3rd Annual Town Meeting Agenda

Time	Topic	Speaker
8:00- 8:30 am	Doors Open Drinks and food provided	
8:30- 8:50 am	Introduction Revisit 2016 SWOT Analysis Clicker Questions	Mayor Scott Burge
	Department Head Updates	
8:50- 9:00 am	Public Safety	Police Chief Norm Miller
9:00- 9:10 am	Economic Development	Assistant to the City Manager Alex Rains
9:10- 9:20 am	Growth & Housing	City Planner Laurie Oliver
9:30- 9:40 am	Parks	Alex Rains & Dave Powers
9:20- 9:30 am	Infrastructure	City Engineer Chris Negelspach
9:40- 9:55 am	15 minute break (Drinks and food provided)	
9:55-10:40 am	Break Out Session	Assistant to the City Manager Alex Rains
10:40-11:00 am	OMIC	Sen. Betsy Johnson & Bill Gerry
11:00-11:10 am	PCC	OMIC Training Center Director Christopher Holden
11:10-11:20 am	Creek Restoration	SBWC Coordinator Pat Welle & Dave Powers
11:20-11:30 am	Port of St Helens	POSH Deputy Executive Director Paula Miranda
11:30-11:35 am	Friends of Scappoose Parks	City of Scappoose Program Analyst Garrett Peterson
11:35-11:50 am	Park Naming Contest	Assistant to the City Manager Alex Rains
11:50-12:00 am	Closing statement	City Manager Michael Sykes

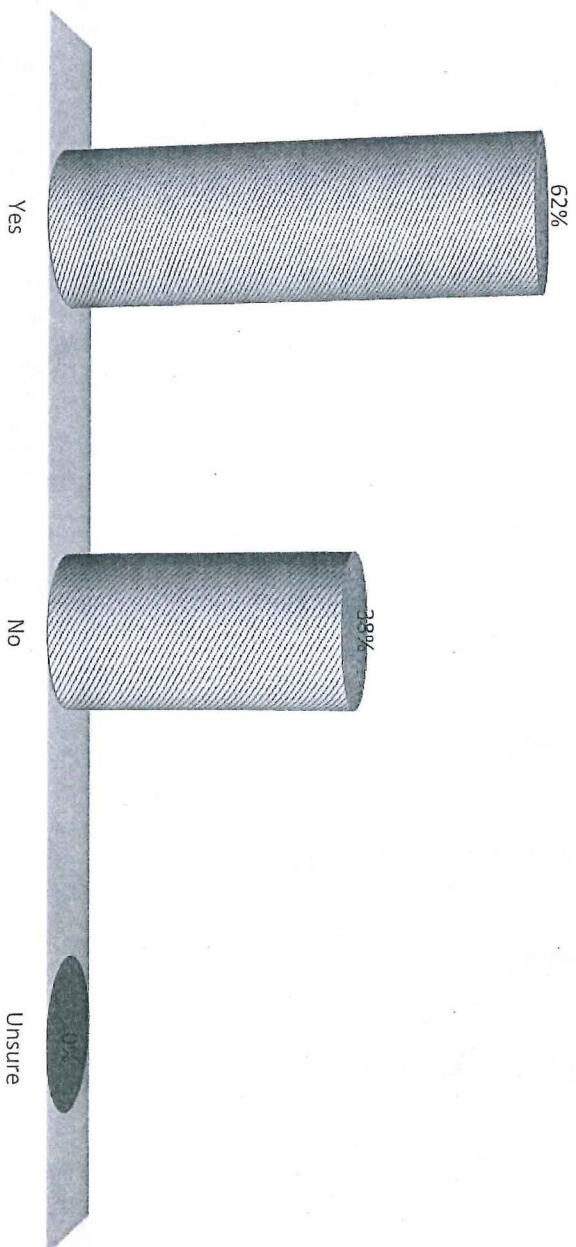
What is your Age?

- A. Less than 18
- B. 18 - 25
- C. 26 - 33
- D. 34 - 41
- E. 42 - 49
- F. 50 - 57
- G. 58 - 65
- H. 66 - 73
- I. Greater than 73



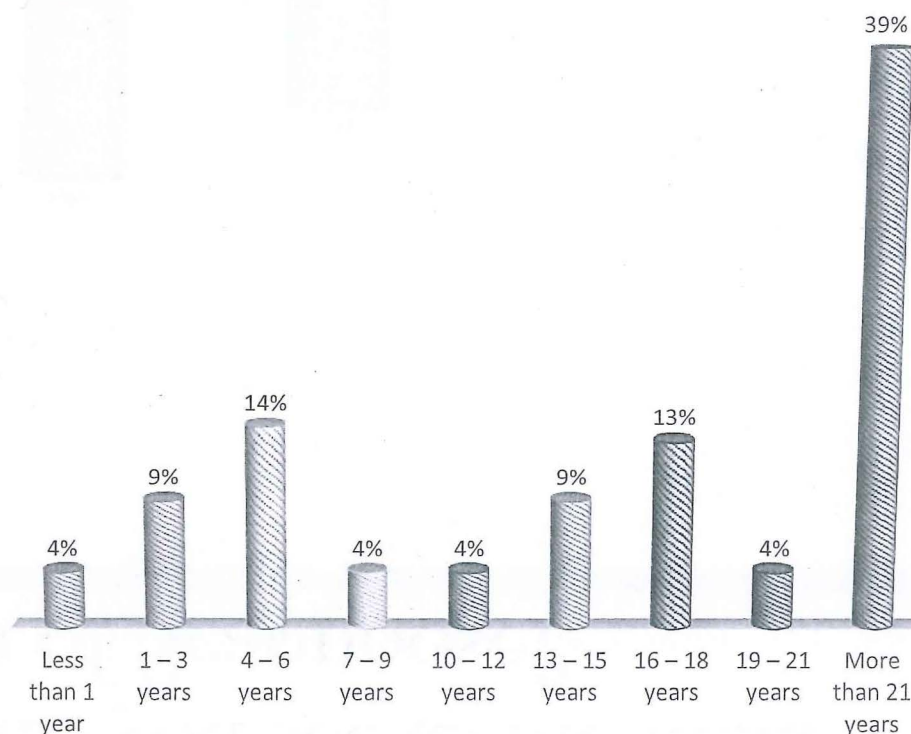
Do You Live Within Scappoose City Limits?

- A. Yes
- B. No
- C. Unsure



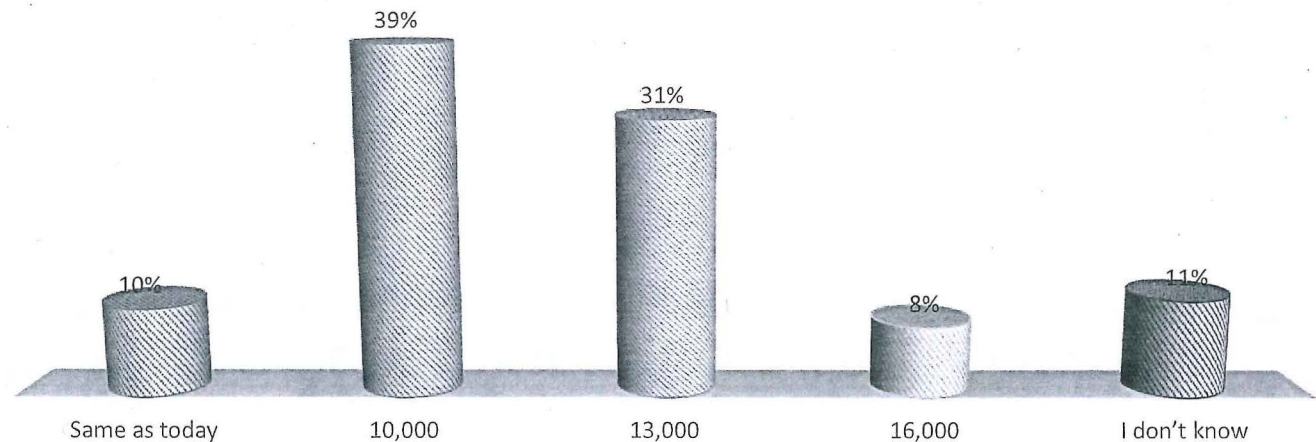
How Long Have You Lived in the Area?

- A. Less than 1 year
- B. 1 - 3 years
- C. 4 - 6 years
- D. 7 - 9 years
- E. 10 - 12 years
- F. 13 - 15 years
- G. 16 - 18 years
- H. 19 - 21 years
- I. More than 21 years



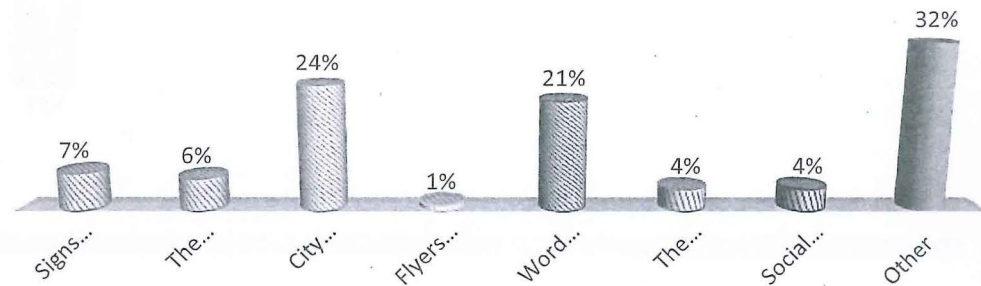
In 20 years what do you see as the ideal population of Scappoose?

- A. Same as today
- B. 10,000
- C. 13,000
- D. 16,000
- E. I don't know



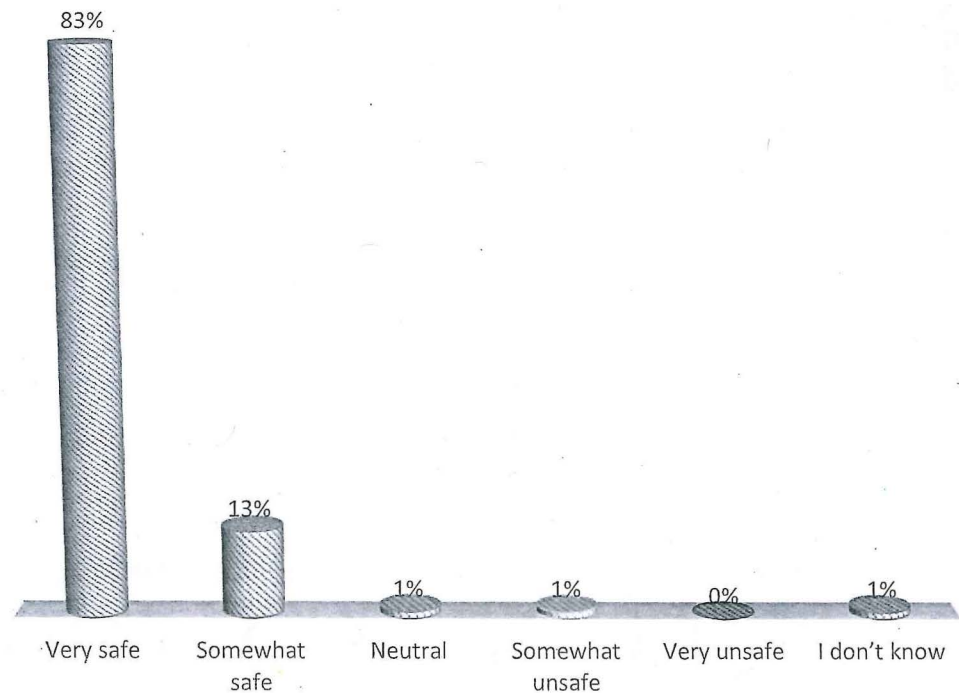
How Did You Hear About the ATM?

- A. Signs along Hwy 30
- B. The Spotlight newspaper
- C. City newsletter
- D. Flyers around town
- E. Word of mouth
- F. The City's website
- G. Social media
- H. Other



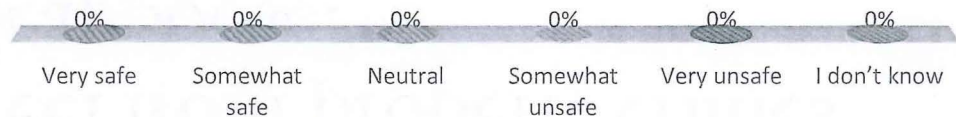
How safe do you feel in Scappoose?

- A. Very safe
- B. Somewhat safe
- C. Neutral
- D. Somewhat unsafe
- E. Very unsafe
- F. I don't know



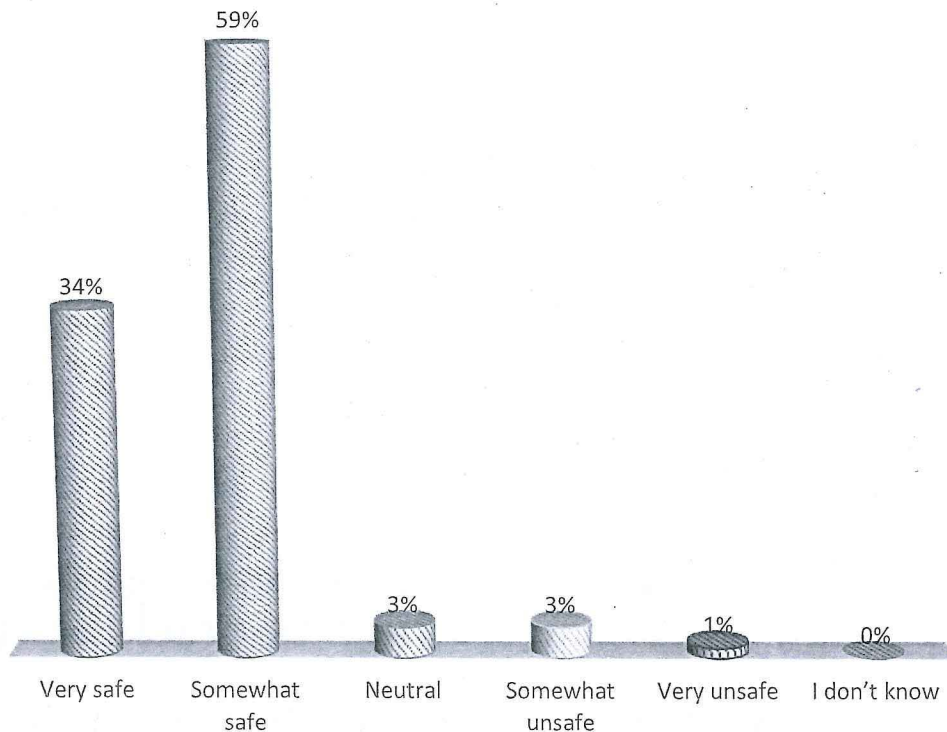
How safe do you feel from violent crimes in Scappoose?

- A. Very safe
- B. Somewhat safe
- C. Neutral
- D. Somewhat unsafe
- E. Very unsafe
- F. I don't know



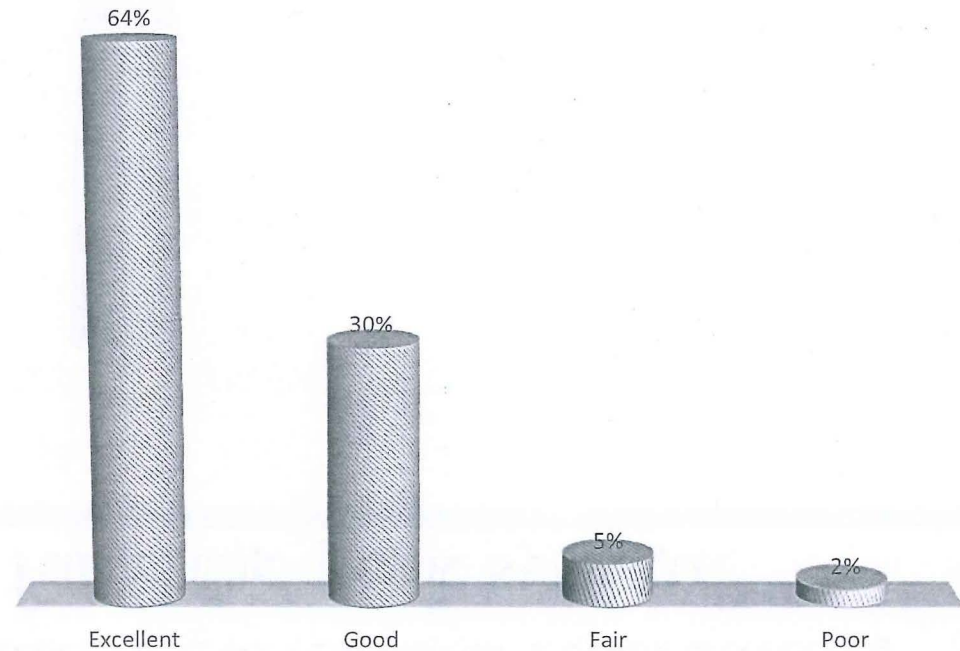
How safe do you feel from property crimes in Scappoose?

- A. Very safe
- B. Somewhat safe
- C. Neutral
- D. Somewhat unsafe
- E. Very unsafe
- F. I don't know



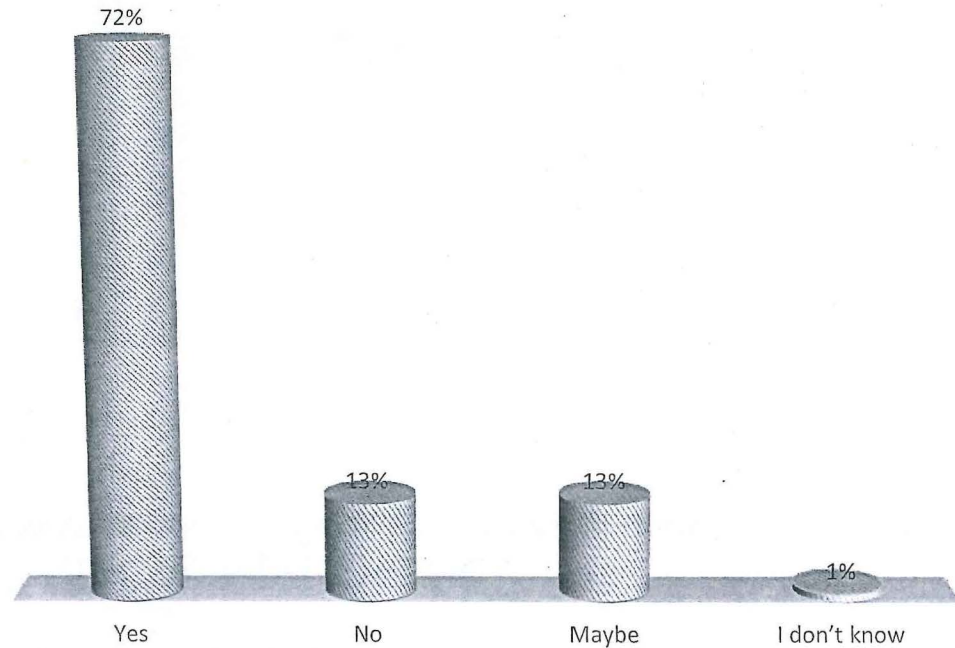
How do you rate the quality of the police response in Scappoose?

- A. Excellent
- B. Good
- C. Fair
- D. Poor



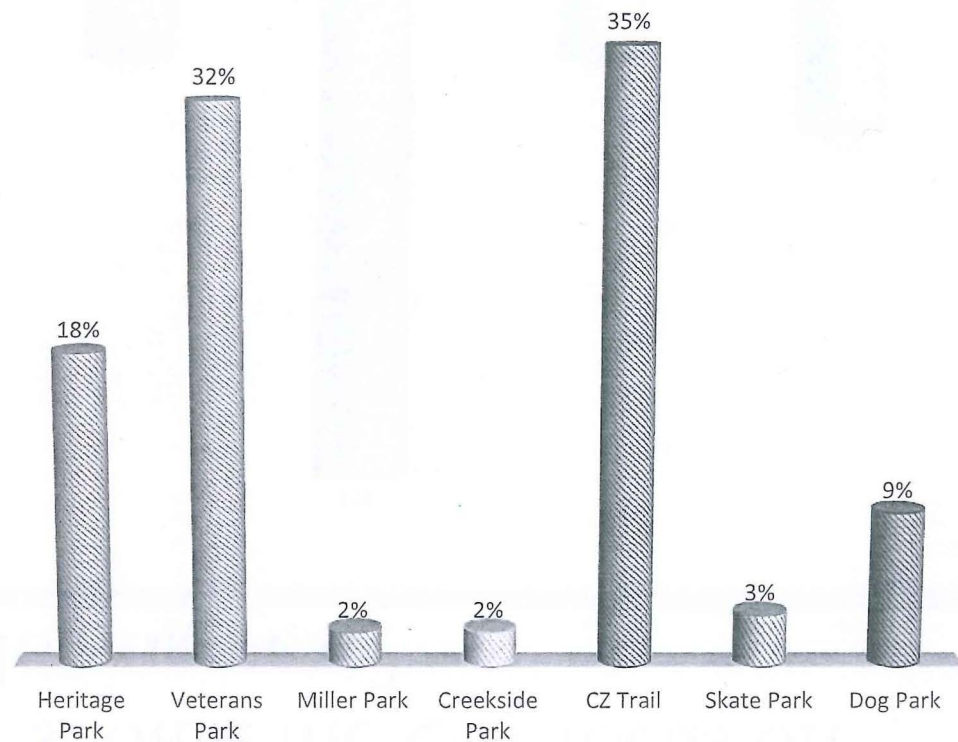
Should the City create a Parks and Recreation District to help fund the park system?

- A. Yes
- B. No
- C. Maybe
- D. I don't know



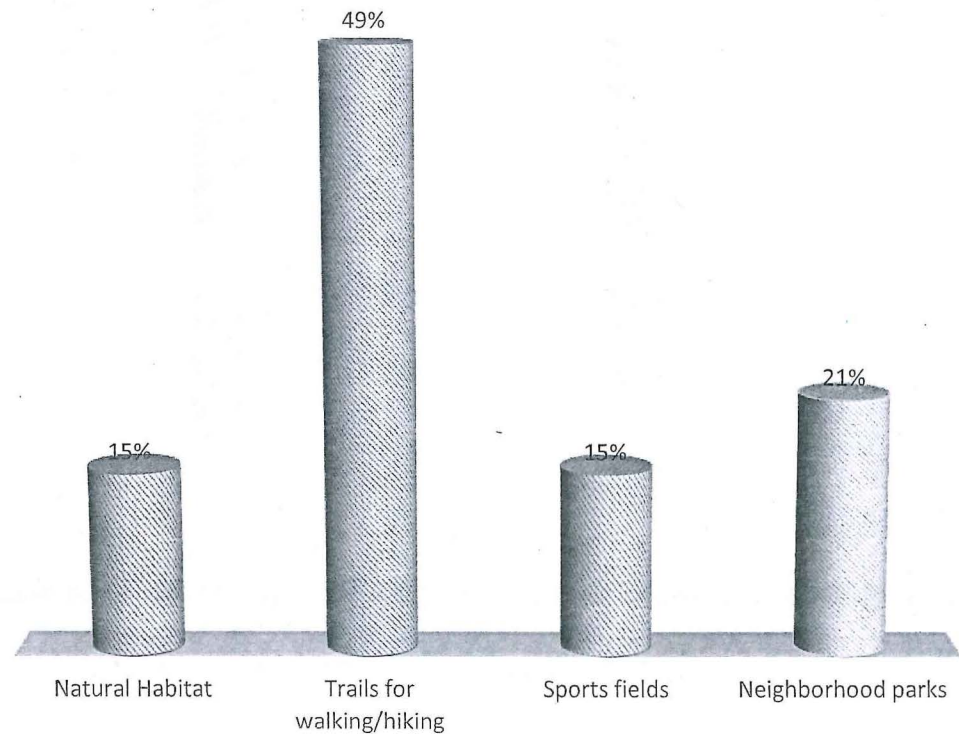
What park do you most often use?

- A. Heritage Park
- B. Veterans Park
- C. Miller Park
- D. Creekside Park
- E. CZ Trail
- F. Skate Park
- G. Dog Park



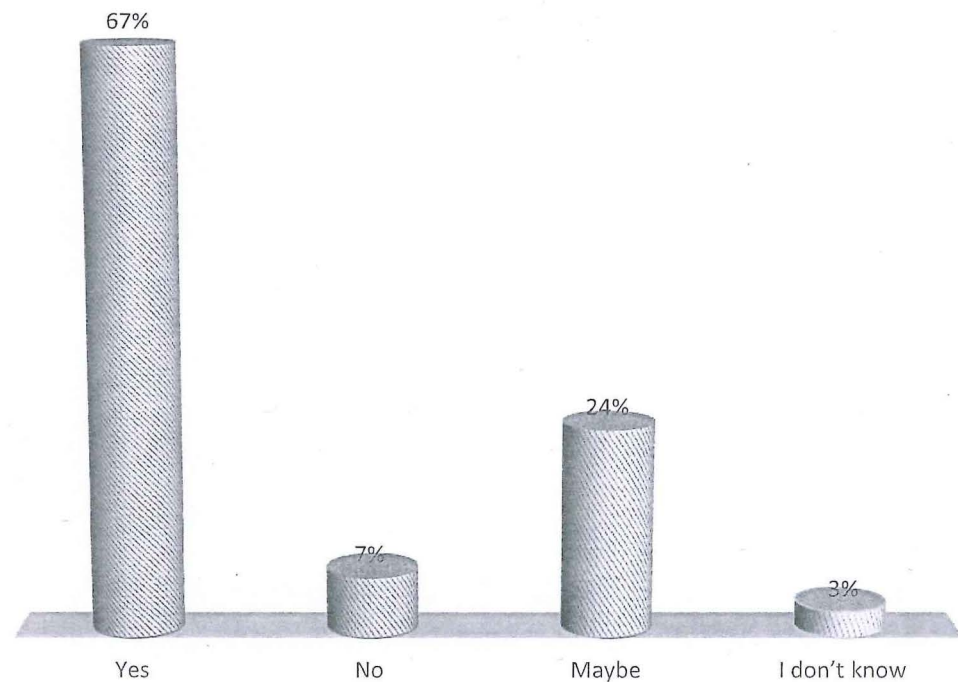
What type of park should the City focus on developing next?

- A. Natural Habitat
- B. Trails for walking/hiking
- C. Sports fields
- D. Neighborhood parks



Should the City focus on developing special events at the parks, such as a summer concert series?

- A. Yes
- B. No
- C. Maybe
- D. I don't know



Top 5 Results for Each Question from the 3rd Annual Town Meeting

What do you like about Scappoose?

- Small town
- Safe place to raise a family
- Natural resources and outdoor recreational opportunities
- Proximity to Portland
- Business friendly with appropriate amount of development

What do you want to see change?

- Create a branding and action plan to improve the downtown area
- Create a Parks District to help fund park development and CZ trail improvements
- Update the zoning codes to allow high density development and encourage annexations
- More community events and things to do with young children
- Create an economic development plan to attract better paying jobs to the area




What do you want to see more of?

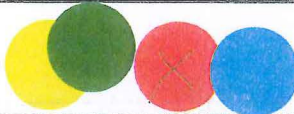


- Improved quality and connectivity of sidewalks
- Better access and quality of healthcare
- More affordable housing developments
- More parks (open space, natural areas, neighborhood and pocket parks) and trail connectivity
- Adult education and job training through PCC



City of Scappoose 2018 Annual Town Meeting

What do you like about Scappoose?



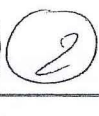
close knit^{Friendly} community   

safe - Good police - ^{Chief} Norm
close to PDX but rural   

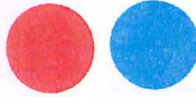
focus on economic development

Rivers - lakes - good air quality 

airport

Good Schools   

activities for kids - ^{skatepark} sports

future prospects 

emphasis on liveability over development 



City of Scappoose 2018 Annual Town Meeting

What do you like about Scappoose?

Pl-
UM

Good commute to PDX metro  Library  UM

Congenial Small Community feel Rate of growth so far (slow & steady)

Pl-
JB

 Size of community City manager & staff



50 Access to CZ trail Partnerships w/ outside orgs for more opportunity, funding & growth


& Forward-looking Council Industrial airport as asset JB

Safe no homeless on the streets (visible)

Good policing Schools

Good fire district Historical connections ^{Watts CCHS} and

Access to nature  City Council is OPEN & RESPONSIVE  UM
to community input

³⁷⁴
 Parks that we have are great OMIC

Affordability

18 Sense of community

Small businesses mix

Still trying to organize good community events.



City of Scappoose 2018 Annual Town Meeting

What do you like about Scappoose?

✓ Rural character/Small town feel

Natural Riparian Zones

Small town

Admin. Progressive

✓ CZ trail

✓ Elk, Deer, Wildlife

Landscaping Hwy 30 & RR.

* Near Metropolitan area



City of Scappoose 2018 Annual Town Meeting

What do you like about Scappoose?

Safe	Safe
Small town feel *	Small town Place to raise a family
Great place to raise a family	Great access to Portland
Geography - Rural feel hills / River / Trees	Natural recreational resources, including trails, channel
Beautiful place Clean air	green spaces
opportunity for growth	
CZ Trail	
Proximity to PDX *	
Shops & stores close by in Scappoose	
Great Recreation oppor- tunities, fishing, hiking, outdoor columbus	



City of Scappoose 2018 Annual Town Meeting

What do you like about Scappoose?

SMALL TOWN FEEL ||||

FAMILY FRIENDLY |||

SCHOOLS ||

SENSE OF COMMUNITY ||||

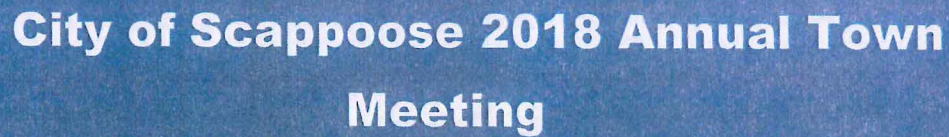
AMENITIES LIKE FRED MEYERS |

CZ TRAIL |||

GREAT EMERGENCY SERVICES ||||

PARTNERSHIP BETWEEN CITY SERVICES |

RECEPTIVE CITY LEADERS ||



1 Parks ~~11~~  Omic



City of Scappoose 2018 Annual Town Meeting

What do you like about Scappoose?

Thriving ^{*x3} small community - close to PDX to natural/clean ~~environment~~ areas

We're on a major natural river & creek system runs through community

C2 Trail & Parks
Starting to come online

Com.

Scappoose doing good, long term strategic planning (small unit*)
to include appropriate in appropriate places become
There are businesses not just a bedroom community

✓ Livability — smart, appropriate development & natural amenities for residents

Summary — strategic, capacity related, — as opposed to growth at any cost.

Livability Scappoose most viable economic asset



City of Scappoose 2018 Annual Town Meeting












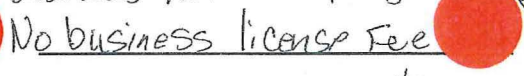

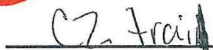
What do you like about Scappoose?

- ★ Small town 
- quiet 
- close to amenities 
- new emphasis on parks 
- ★ close to Metro area 
- ★ outdoor rec. activities 
- friendliness 
- open communication w/city gov't. 
- city newsletter 
- responsive city gov't. 
- regular street sweeping 
- park maintenance
- dog park
- safe 



City of Scappoose 2018 Annual Town Meeting

What do you like about Scappoose?

-  Safety / Community (2) Scappoose Bay Watershed Council
-  Schools System (1) _____
-  Available Land (1) _____
-  Business Friendly Climate (3) _____
-  Good Location (4) _____
-  Capable admin + Staff (1) _____
-  City is Accessible / Attractive Govt (1) _____
-  Good Community Spirit _____
-  New Fountain ☺ (2) _____
-  Ability Accommodate world class Business (1) _____
-  Business not overly regulated (1) _____
-  No business license Fee (1) _____
-  Veterans Park wide variety of Activities (2) _____
-  CZ. Frail _____

TOP 3

Good Location

Business Friendly Climate

Business not overly regulated



City of Scappoose 2018 Annual Town Meeting

What would you like to change?

~~BETTER SIDEWALKS~~ 1) Traffic - Less Congestion

TRAFFIC Bypass 2) Better zoning enforcement
Public Transport create

hospital urgent care 3) Parks District

~~More respect~~

strict
~~Increase enforcement~~

for Housing &
commercial codes
and zoning

P.C.C. to finally
build a campus
in Scappoose

Create a Parks
District for
Scappoose

Police focus on
individual neighborhoods



City of Scappoose 2018 Annual Town Meeting

What would you like to change?

~~PCC building quickly~~

(2)

Design review committee for projects involving structure (w/o adding bureaucracy)

(4)

Less Chlorine in water

traffic on side roads

Lower

(1)

(1)

Less oil trains coming through

retail business

hours

open more on Mondays

OR later than 5PM

Less coffee shops

More diversity in retail

(3)

Recil

Switching yard outside of town

(2)

over or underpass

(4)

middle school relocation

(4)

Top 3

relocate middle school
Traffic on side roads
over/under pass for trains



City of Scappoose 2018 Annual Town Meeting

What would you like to change?

HWY 30

||||

3

MORE COMMUNITY EVENTS

||||

2

EXPAND FOOD & RETAIL OPTIONS

||||

1

UPDATE BUILDING FRONTS/HWY 30

1

* SCHOOL ENRICHMENT/CURRICULUM ||| *

SCHOOL FACILITIES/CONFIGURATION

11



City of Scappoose 2018 Annual Town Meeting

What would you like to change?

HAVE schools on side of highway

WALKING BRIDGE over highway

Encourage Annexation (especially pockets of unincorporated)

MORE good jobs, especially for younger generation

(Pretty happy right now)



City of Scappoose 2018 Annual Town Meeting

What would you like to change?

- camouflage cell towers
- change the reconfiguration of C2/West Ln intersection to be more horse friendly
- upgrade C2 trail to include surface for various users (horse, bike etc.)
- street improvements on Elm between 6th & 8th
(too narrow)
- master plan for bike lanes
- open, progressive economic development strategy from city
- create downtown core



City of Scappoose 2018 Annual Town Meeting

Can What would you like to change?

Traffic/trains

Rebuild old town buildings / Create town Cntr. ^{ac tracks}

~~Cracks~~

Ed. Vocational / PCC / High School

Jobs - well paying

No increase in Fossil Fuel Industries / Trans. in town.



City of Scappoose 2018 Annual Town Meeting

What would you like to change?

- ← incorporate gravel pit restoration to meet open space/park & development needs
- Traffic & Hwy 30 safety — enforce speeding!
- Plan for growth
- Establish realistic growth & development potential based on realistic natural capacity & community viability
- architectural stds. — common theme & conditions for buildings looks mixing

- ← greater access to and utilization of multi-use trail (e.g. SBW campground) & Scappoose Creek Channel

Put the right things in appropriate place



What would you like to change?

Increase Police (^{Officers}~~Staff~~)

and/or maximize $\Delta X + \text{Citizen}$
Involvement

1 More Opportunities / things to Do for teens

More Choices

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



City of Scappoose 2018 Annual Town Meeting

What would you like to change?

Jo Bl
un

A Larger Saturday Market-

change how vendors participate-
collaborate w/ St Johns?

Jo

un

Codes allowing high-density building

- don't want houses right on top of each other

More Creative Street Names

un

33394 33392 etc. - causes mail delivery issues
33393

House Numbers are too similar

DT

Speed on Hwy 30

Bl

Train Horns

No more coal/oil trains!

DT

Chapman Landing ownership

Jo

Bl

DT

Inter-Government Cooperation















(Port, County, Cities) - Chapman landing land ownership issue

No collusion



City of Scappoose 2018 Annual Town Meeting

What would you like to change?

reroute railroad	
Highway Bypass Through Dike	   (1)
more useable side streets	
hire economic dev. director	
create Park & Rec district w/funding (5)	   (2)
Community center	 
eventually ^(New) move Mid school off Hwy 30	
Sm business outreach	
More things for Kids of All ages to do safely	   (3)
Better coordination w/county	
Collaborative ideas w/county, churches & schools	



City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

~~Individual/neighborhood law enforcement
officer specific involvement~~

~~Traffic~~

~~Community Events~~

1) Parks - Pocket Parks

~~Move parks, pocket
Parks, neighborhood
Parks~~

2) Safe side walk

~~Zoning enforcement,
for housing development~~

3) Better Medical
care (Urgent
care
Hospital)

~~Sidewalks
sidewalks improvement~~

~~Bypass
(Public Transportation)~~

~~Hospital and better
Urgent care~~

~~Better planning / zoning~~

senior center



City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

- (5) PCC get building built Continued Road + traffic maintenance
- (2) Community Event ^{signature event} Adequate Comm Safety ^(prevent overrun on drugs)
- More Good ^{variety} Restaurants More Predictable + Reliable ^{affordable} ⁽²⁾ ^{public} Trans
- Hotel (1) affordable rent housing (2)
- (1) Local Family Wage Jobs more Parks
- better acoustics in High School Improve / Create Sidewalks
- ^{Lunch} (1) High Density housing Average (3)

Top 3

PCC getting built, Improve / Create Sidewalks
More affordable, Predictable + reliable public transportation



City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

BETTER RESTURANT OPTIONS ~~||||~~ ||| 1

GROWTH |

PLANNING HOUSING+AMENITIES ||| 3

ACCESS TO HEALTHCARE ~~||||~~ | 2

BETTER TRAFFIC FLOW |||

COMMUNITY CENTER |

NON-ATHLETIC SCHOOL CLUBS |||

AFFORDABLE HOUSING ||





City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

- BEAVERS (the animal)
- Public Open Space (creek corridor)
- MORE Family Restaurants
- * TRAIL SYSTEM ^{Connectivity} in various neighborhoods
- SIDEWALKS along ^{OLP} PDX ^{from} US30 ^{to} DUTCH CANYON
- Bowling Center (like ^{OLP} ^{market})
- * MORE Community Events
- * MORE citizen involvement (esp younger generation)
- Civic Center tied to Schools (Community Mts)
- Promotion of retail
- Need ^{MORE} Apartments
- SAFER crossing of Hwy 30 @ middle school



City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

- ✧ • sidewalks on feeder roads
- info on advisory/oversight committees
- city ^{community} involvement w/ Senior Citizens & Senior center
- ✧ • ongoing adult education PCC (not GEO, H-
advanced)
- advertising re: opportunities for comm. ^{↳ general interest}
- more info on website re: ^{↑ involvement}
- ☆ • recruitment of fine dining/hotel establishments
- restaurant district
- family wage jobs



City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

Green Spaces

Wildlife Corridors

CZ TRAIL Protection/Enhancements/PUBLIC Relations (Get the word out!)

Sidewalks

Drug Education/Prevention

Hospital/Medical

Vocational Ed.

Affordable housing



City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

Community gardens (Riparian)	More walking/biking trails thru city
open green & natural spaces	
finding access to Columbia River for kayak fishing Scappoose Creek etc.	
Arrange easement to walk on dikes to Scappoose Creek corridor	
keep access as natural as possible - nature scaping	
more public transport	
Traffic Bypass	
More business & shopping	
more cottage type development &	



What do you want to see more of?

Full-time SRO in Schools Traffic Enforcement |||

Community Functions / * / Sidewalks

Swimming Pool Chapman Landing "

Small Business Affordable Housing

* Generational Involvement || ^{Public} Transportation / Commute Rail

Alt. Route to Downtown Hwy 30



City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

Community Center

Community service opportunities
for HS students ~~area~~

Child & teen activities

Mentorship / job training opps

Better mapping/signage to parks OMIC Growth

Better, connected,
comprehensive
Sidewalks

More restaurant options

More locally-owned businesses

More access to PUBLIC wilderness
areas

More pedestrian pathways/footpaths

Bridge between Seely & Veterans Park

Composting Waste Option

Bank restoration

Eg. bring back

Community Events Sauerkraut Fest

Neighborhood Watch

Better road maintenance



City of Scappoose 2018 Annual Town Meeting

What do you want to see more of?

affordable housing		
good sidewalks		
focus on sm. business econ. development		(3)
Community Events ^{w/ youth engagement} in planning		(1)
more parks & trails		
More restaurants ^{variety}		(2)
food carts pod		
youth engagement		
local investment		
walkable downtown		
better utilization of creek		

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A CHARTER

To provide for the government of the City of Scappoose, Columbia County, Oregon; and to repeal all Charter provisions of the City enacted prior to the time that this Charter takes effect.

Be it enacted by the People of the City of Scappoose, Columbia County, Oregon:

CHAPTER 1

NAMES AND BOUNDARIES

Section 1. Title of Enactment. This enactment may be referred to as the City of Scappoose Charter of 2010.

Section 2. Name of City. The City of Scappoose, Columbia County, Oregon, shall continue to be a municipal corporation with the name of "City of Scappoose."

Section 3. Boundaries. The City includes all territory within its boundaries as they now exist or hereafter are modified pursuant to state law. The custodian of the City's records shall keep an accurate, current description of the boundaries and make a copy of it available for public inspection in the City during regular City office hours.

CHAPTER 2

POWERS

Section 4. Powers of the City. The City shall have all the powers which the constitution, statutes and common law of the United States and of this State expressly or impliedly grant or allow municipalities as fully as though this Charter specifically enumerated each of those powers. The City shall exercise the power of eminent domain pursuant to state law, but shall not condemn property for the sole purpose of economic development.

Section 5. Construction of Charter. In this Charter, no mention of a particular power shall be construed to be exclusive or to restrict the scope of the powers which the City would have if the particular power were not mentioned. The Charter shall be liberally construed to the end that the City may have all the powers necessary or convenient for the conduct of its municipal affairs, including all powers that cities may assume pursuant to state laws and to the municipal home rule provisions of the State constitution.

CHAPTER 3

FORM OF GOVERNMENT

Section 6. Form of Government. The City of Scappoose shall have a Council/Manager form of government. Legislative authority shall reside in the Council. Administrative functions shall be carried out by a City Manager.

CHAPTER 4

COUNCIL

Section 7. Council. The Council consists of a mayor and six councilors elected from the City at large who are residents of the City.

Section 8. Councilors. The term of office of each councilor in office when this Charter is adopted is the term of office for which the councilor has been elected at or before adoption of the Charter. (or is elected at the time of the adoption). At each biennial general election, after the adoption, three councilors shall be elected, each for a four-year term.

Section 9. Rules. The Council shall, by ordinance, prescribe rules to govern its meetings and proceedings.

Section 10. Meetings. The Council shall hold a regular meeting at least once each month in the City at a time and place which it designates, and may meet at other times in accordance with Council rules and State law. All deliberations and meetings of the Council shall be in accordance with State law.

Section 11. Quorum. A quorum is a majority of the all seated members of the Council. A quorum is required to conduct business; however, a smaller number may meet and require the attendance of absent members in a manner provided by ordinance. (Amendment adopted by electorate November 8, 2011)

Section 12. Voting. Except as this Charter otherwise provides, the concurrence of a majority of the members of the Council present at a Council meeting, a quorum being present, shall be necessary to decide any question before the Council.

Section 13. Record of Proceedings. The Council shall cause a record of its proceedings to be kept in accordance with State law.

CHAPTER 5

POWERS AND DUTIES OF OFFICERS

Section 14. Mayor. At each biennial general election, a mayor shall be elected for a term of two years. The Mayor shall be Chair of the Council and preside over its deliberations; shall have a vote on all questions before it; shall have the authority to preserve order, enforce the rules of the Council, determine the order of business, appoint committees with approval of Council, and sign all ordinances passed by the Council as provided by the rules of the Council. The Mayor shall have no veto power. (Amendment adopted by electorate November 8, 2011)

Section 15. President of the Council. At the first meeting of each odd-numbered year, the Council shall elect a president from its membership. In the Mayor's absence from a Council meeting, the president shall preside. Whenever the Mayor is unable to perform the functions of office, the president shall act as Mayor.

Section 16. Officers. The City of Scappoose shall have a City Manager, City Recorder, City Attorney, and such other officers as the Council deems necessary.

Section 17. City Manager. The City Manager is the administrative head of the city government. The office of City Manager shall be appointed, for a definite or an indefinite term, and may be removed by a majority of the seated members of Council. The appointment shall be without regard to political considerations and solely on the basis of administrative qualifications. The compensation for the services of the City Manager shall be the amount fixed by the Council. Within six consecutive months after a vacancy occurs in the office, the Council shall fill the vacancy by appointment. (Amendment adopted by electorate November 8, 2011)

The City Manager shall:

- a. Attend all Council meetings unless excused by the Council or Mayor;
- b. Keep the Council advised of the affairs and needs of the City;
- c. Implement provisions of all ordinances;
- d. Implement franchises, leases, contracts, permits, and privileges granted by the City;
- e. Supervise, discipline, and have authority over officers and employees;
- f. Hire and terminate officers and employees as prescribed by rules of the Council;
- g. Organize and reorganize the departmental structure of city government;

- h. Prepare and transmit to the Council an annual city budget;
- i. Supervise city contracts;
- j. Supervise operation of all city-owned public utilities and property; and
- k. Delegate the performance of the above duties as necessary and convenient;
- l. Perform other duties as the Council prescribes consistent with this Charter.

The City Manager shall have no authority over the Municipal Judge with respect to performance of judicial functions. (Amendment adopted by electorate November 8, 2011)

Section 18. Municipal Court and Judge. If the Council creates the office of Municipal Judge and fills it by appointment, the appointee shall hold, within the City at a place and times that the Council specifies, a court known as the Municipal Court for the City of Scappoose, Columbia County, Oregon.

CHAPTER 6

ELECTIONS

Section 19. State Law. Except as this Charter or a City ordinance prescribes to the contrary, City elections shall conform to State law applicable to the election.

Section 20. Nominations. A person may be nominated in a manner prescribed by City ordinance to seek an elective office of the City.

Section 21. Qualifications of Elected Officers. No one shall be eligible for an elective office of the City unless at the time of election that person is a qualified elector within the meaning of the State Constitution and has resided in the City during the 12 months immediately preceding the election. The Council shall be the final judge of the qualifications and election of its own members, subject to review by a court of competent jurisdiction.

Section 22. Tie Votes. In the event of a tie vote for candidates for an elective office, the successful candidate shall be determined in a manner prescribed by the Council. (Amendment adopted by electorate November 8, 2011)

Section 23. Commencement of Terms of Office. The term of office of a person elected at a regular City election shall commence at the first regular meeting of the calendar year immediately following the election.

Sections 24--27

Section 24. Oath of Office. Before entering upon the duties of office, each elected officer shall affirm or take an oath supporting the constitutions and laws of the United States and of Oregon, and to faithfully perform the duties of the office.

CHAPTER 7

VACANCIES IN ELECTIVE OFFICE

Section 25. What Creates a Vacancy. An elective office becomes vacant upon:

- (1) the incumbent's death;
- (2) adjudicated incompetence;
- (3) conviction of a felony;
- (4) resignation;
- (5) recall from office.

The City Council shall declare an elective office vacant upon:

- (1) the incumbent's ceasing to possess the qualifications necessary for office;
 - (2) upon the failure of the person elected or appointed to an office to qualify therefore within three(3)days after the time for term of office to commence;
 - (3) upon absence from the City or from meetings of the Council for sixty(60)days without the consent of the Council.
- (Amendment adopted by electorate November 8, 2011)

Section 26. Filling of Vacancies. Vacant elective City offices shall be filled by appointment by a majority vote of the remaining members of Council. The appointee shall serve immediately on appointment and shall continue until the beginning of the year following the next general biennial election occurring more than 100 days after the appointment. At that election, a successor shall be elected to fill the unexpired term, if any, of the predecessor in office of the appointee. (Amendment adopted by electorate November 8, 2011)

CHAPTER 8

ORDINANCES

Section 27. Enacting Clause. The enacting clause of all ordinances hereafter enacted shall be, "The City of Scappoose ordains as follows:"

Section 28. Introduction, Reading, and Adoption. Introduction, reading and adoption of ordinance shall be in accordance with state statutes and the rules of the Council.

Section 29. When Ordinances Take Effect. An ordinance enacted by the Council shall take effect on the thirtieth (30th) calendar day after its enactment. When the Council deems it advisable, an ordinance may provide a later effective date. If the situation necessitates the immediate preservation of the public peace, health and safety of the residents of the City of Scappoose, the ordinance may take effect upon adoption.

CHAPTER 9

PUBLIC IMPROVEMENTS

Section 30. Improvements. The procedure for making, altering, or abandoning a public improvement shall be governed by general ordinance or, to the extent not so governed, by the applicable general laws of the state.

Section 31. Special Assessments. The procedure for levying, collecting, and enforcing the payment of special assessments for public improvements or other services to be charged against real property shall be governed by general ordinance.

Section 32. Fees and Charges. The City shall have authority to assess fees and charges for water, sewer, and other public facilities and services as are allowed by ordinance and state law, and such fees and charges may be enforced as liens on property as provided by ordinance.

Section 33. Debt. The City's indebtedness may not exceed debt limits imposed by state law. City officers or employees who create or officially approve indebtedness in excess of such limitation are jointly and severally liable for the excess.

Section 34. Existing Ordinances Continued. All ordinances of the City consistent with this charter and in force when it takes effect shall remain in effect until amended or repealed.

Sections 35--37

Section 35. Repeal of Previously Enacted Charter Provisions. All charter provisions of the City enacted prior to the time that this charter takes effect are hereby repealed.

Section 36. Severability. The terms of this Charter are severable. If any part of the Charter is held invalid, that invalidity does not affect any other part of the Charter, except as the logical relation between the two parts requires.

Section 37. Time of Effect of Charter. This Charter shall take effect upon certification of the vote thereon.



CITY COUNCIL TEAM AGREEMENT 2018

Agreements for Conducting Council Meetings and Business

1. Attendance at Council meetings is first priority; if unable to attend, please contact the City Recorder.
2. Be on time to meetings and read the packet prior to the meeting - be prepared to work.
3. Mayor will take the lead in keeping the meeting and discussion focused.
4. Distribute information in advance of Council discussion.
5. Mayor will recognize councilors when indicating they wish to speak.
6. Put a time limit on audience testimony and ask them not to repeat previous speakers.
7. Use formal procedure (point of order, call for question, etc.) to focus the meeting. Formal procedure may be used when necessary for effective discussion in lieu of Council's usual, more informal, process. Individuals should use procedure appropriately and courteously.
8. Council meetings are televised live; this requires Council to act professionally by:
 - Speaking in turn and on the issue;
 - Not interrupting;
 - [No engaging in side conversations]; and
 - Treating the public and each other with courtesy.
9. Refrain from personal attacks, including to presenters, staff, and Council.
10. Agree to be diplomatic about disagreement; leave disagreement at the dais and do not try to polarize other councilors.
11. Call the City Manager or designee with questions and requests prior to the meeting.
12. Information available to one council member will be available to all, in a timely manner.
13. Every effort will be made to adjourn meetings by 9:00 p.m.
14. Speak with one voice.
15. Council shall interview prospective committee members and advise the Mayor through a public process. Appointments will be made by Mayor and approved by Council.

Individual Council Member Conduct Agreements

Council Members agree to:

- Be straightforward about goals and issues.
- Cultivate exchange of views with other councilors.
- Avoid saying or doing anything that would discredit or harm the City.

Commitments as a Council

Council strives to:

- Continue to improve citizen involvement, awareness and participation.
- Improve follow-up and resolution of citizen concerns or complaints.
- Act as an advocate for the City.

Adopted by Council on _____