



SCAPPOOSE *Oregon*

MONDAY, MARCH 4, 2024
CITY COUNCIL MEETING AGENDA
REGULAR MEETING 7:00 PM
COUNCIL CHAMBERS
33568 EAST COLUMBIA AVENUE
SCAPPOOSE, OREGON 97056

ITEM AGENDA TOPIC **Action**

Call to Order
Pledge of Allegiance
Roll Call
Approval of the Agenda

Appointment of Council President

Public Comment ~ Items not on the agenda

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

1. Consent Agenda ~ February 20, 2024 City Council meeting minutes

Old Business

2. Ordinance 917 - Adoption of the 2024 Scappoose Parks, Trails and Open Space Plan and Associated Comprehensive Plan text amendments **Second Reading/Approval**
Community Development Director Laurie Oliver Joseph

3. CGI Video **Approval**
Associate Planner, NJ Johnson

New Business

4. 2024 Council Goals **Approval**
Assistant to City Manager Isaac Butman

Announcements – information only

5. Calendar
6. Updates: City Manager, Police Department, Councilors, and Mayor

Executive Session – ORS 192.660(2)(d) Labor Negotiations

Adjournment

PLEASE NOTE: If you would like to speak with City staff about a particular agenda item, please call City Hall at 503-543-7146, no later than 3:00 pm on the day of the meeting.

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

TTY 1-503-378-5938



SCAPPOOSE *Oregon*

**TUESDAY, FEBRUARY 20, 2024
CITY COUNCIL MEETING
REGULAR MEETING 7:00 PM
COUNCIL CHAMBERS
33568 EAST COLUMBIA AVENUE
SCAPPOOSE, OREGON 97056**

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

Call to Order

Mayor Backus called the February 20, 2024 City Council meeting to order at 7:01 pm.

Pledge of Allegiance

Roll Call

Joseph A. Backus	Mayor	Larry Lehman	Interim City Manager
Megan Greisen	Council President	Brian Jensen	Interim Public Safety Director
Kim Holmes	Councilor	Susan M. Reeves	City Recorder
Andrew Lafrenz	Councilor	Issac Butman	Assistant to City Manager
Marisa Jacobs	Councilor	Dave Sukau	Public Works Director (left at 7:56pm)
		Laurie Oliver Joseph	Community Development Director (left at 7:56pm)

Remote: Councilor Tyler Miller; Consultant Darci Rudzinski (left at); Kevin Miles; Brad Paskett (left at); C Heighes (joined at 7:27pm)

Excused: Councilor Jeannet Santiago

Approval of the Agenda

Councilor Holmes moved, and Council President Greisen seconded the motion that Council approve the agenda. Motion passed (6-0). Mayor Backus, aye; Council President Greisen, aye; Councilor Miller, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Jacobs, aye.

Public Comment

Beth Rajski, Scappoose, introduced Forrest, explained she is here as a Board Member for the Grant Watts parent organization, GWPO, and explained they would like to invite you to the upcoming annual spring auction. She explained GWPO is the parent organization in connection to the elementary school, Grant Watts, that serves kindergarten through third grade. They are comprised of parents, guardians of students at Grant Watts, and they are volunteers who are passionate about supporting our students, educators, families, and community. The Grant Watts Parent Organization's annual spring auction is the largest fundraiser event for our school. Currently, they are actively procuring donations and sponsorships to ensure that the event raises sufficient funds to provide enhanced classroom experiences, field trips, teacher allowances, equipment, supplies and more that go beyond the regular school budget. The spring auction is taking place on Saturday, April 20th at the Columbia County Fairgrounds. Doors open for the main event at 4:30 in the pavilion and they have childcare that'll be in the 4H building starting at 4:15pm. She explained all are welcome, however, the main event is adult only for 21 and over. In order to attend the auction, individuals must pre purchase a \$30 ticket for the auction. There is also the option of purchasing an entire table that seats eight people for \$250. You can secure who sits with you. Otherwise, seating is open and not assigned. Like last year, a licensed child care provider will be overseeing the Scappoose High School Leadership students. The cost is \$10 per kid, and payments include four plus hours of childcare, pizza and snacks, as well as activities. Money, specifically from childcare, goes directly to the Scappoose High school leadership. Food at the adult only event is catered through Beyond the Forest, appetizers, dinner, desserts and nonalcoholic beverages are all included in your ticket. There will also be beer and wine available for purchase at \$5 per drink. We will have a silent auction, a live auction, fundraiser, games, a photo booth and more. It's a cashless event so when pre purchasing a ticket you can register your credit card to be saved on file. You'll get a bidder number at the event for your purchases and auction winnings, and then at check out your card will be charged. Last year was the first year taking the event off school district property and it was a wonderful success. They anticipate that this year's event will be just as enjoyable. Overall it's a beautiful evening celebrating our wonderful school community. You all got an invitation with printed information with details how to donate, become a sponsor and also to purchase tickets. She stated we hope to see you there April 20th.

Mayor Backus thanked Beth and Forrest.

Consent Agenda ~ January 27, 2024 Council Retreat minutes; February 5, 2024 Council Work Session minutes; and February 5, 2024 City Council meeting minutes

Councilor Jacobs moved, and Councilor Holmes seconded the motion that Council approve the Consent Agenda ~ January 27, 2024 Council Retreat minutes; February 5, 2024 Council Work Session minutes; and February 5, 2024 City Council meeting minutes. Motion passed (6-0). Mayor Backus, aye; Council President Greisen, aye; Councilor Miller, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Jacobs, aye.

Mayor Backus presented a plaque to Council President Greisen and thanked her for her service.

Council President Greisen explained her and her husband Steven grew up in Scappoose and in 2015 they had their second child and decided living in Hillsboro was just not where they wanted to raise their family. She explained they decided that she would stop being a school teacher in Beaverton and would move back home to Scappoose and bought a home just above Veterans Park. She explained it was so much at once. She explained she lost her identity as a teacher. She explained that staying home with her babies she felt a little lost. That first year she started a local moms group with a friend and there were several dozen local Scappoose moms that started to join, and she just felt like there was a need for a voice representation for young families and she was encouraged in 2016 to run for City Council and they felt like it was the perfect fit as she could still be home during the day, and exercise her brain as an adult. She was sworn in in 2017 by Betty Huser, which was a great privilege. Michael Sykes was the City Manager and Scott Burge was the Mayor. Soon after that, within the first year, they had their third child, Henry, and she only missed one Council meeting to have him before returning during her tenure. She just wanted to thank her husband, her children, her parents and Stevens parents because they made a lot of sacrifices for her to be so engaged. She asked what am I going to do? Her most treasured moments were coordinating and leading field trips with our local schoolchildren. That just kind of was the perfect balance of being a teacher and doing City Council. She loved doing the job fair last spring. She thought that was really fun. She stated to her children, “thank you for letting mom do this job, she really appreciates it.” She explained right before this meeting, literally half an hour before, they took their last picture as a family in front of their home above Veterans Park, so a lot of emotions tonight, lot of goodbyes. She stated this is just our next goodbye for the evening. She stated to her family ~ “Thank you and I love You.”



New Business

If I Were Mayor Contest

Mayor Backus presented the If I Were Mayor Contest awards. He explained Lila is the winner of If I Were Mayor poster contest. He stated she did a really good job. He explained it's amazing how much these all sound alike and what they want for Scappoose, and he really appreciates that. He explained Lila Ramos is our winner for the poster contest, and she'll have her certificate here and a gift certificate to Fred Meyers and her presentation. Her poster will be sent on to the State level contest. He stated now we're on to the 5th, 6th, 7th and 8th grade level, and we received four and they were all very good. They're in the Council packet and they are all very in depth and very long and a lot of good things and this was a very hard decision. He explained the City Council reviewed the submittals and we have basically three runner ups and one winner which will be sent on to the State level. He explained they were all very close, but our winner today is Catania Fenstermaker. He explained there are things in the essays that he has written down and he is going to definitely follow up on them.

Mayor Backus presented certificates to Abel and Remi, as they were the runner ups.



Runner up Remi; Mayor Backus; and Runner up Abel

Congratulations to all of the participants!

Resolution No. 24-02: A Resolution Declaring a Vacant Position on the City Council for the City of Scappoose

Interim City Manager Larry Lehman explained this is declaring a vacancy so we can begin the process of finding a replacement.

Councilor Jacobs moved, and Councilor Holmes seconded the motion to adopt Resolution No. 24-02: A Resolution Declaring a Vacant Position on the City Council for the City of Scappoose. Motion passed (6-0). Mayor Backus, aye; Council President Greisen, aye; Councilor Miller, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Jacobs, aye.

Ordinance 917 - Adoption of the 2024 Scappoose Parks, Trails and Open Space Plan and Associated Comprehensive Plan text amendments

Mayor Backus called the public hearing to order at 7:20pm and read the opening statement. He stated “I am calling this public hearing to order to consider an application for a Legislative Land Use Decision. Testimony and evidence must address the criteria that apply to the decision as described in the staff report or to the criteria the person testifying believes to apply to the decision. Persons may speak only after being recognized by the Mayor and must come forward to the microphone and state their name and City for the record. Only testimony that is relevant to the application will be considered. The failure to raise and clarify an issue to afford all parties an opportunity to respond to the issue precludes appeal to the land use board of appeals based on the issue. The order of the hearing will be the staff report, then the applicant’s presentation, then other proponents, then opponents, then rebuttal by the applicant, then a staff response. Thereafter, the hearing will be closed for consideration of the matter by the Council.”

Community Development Director Laurie Oliver Joseph went over the staff report. The City is proposing adoption of the 2024 Scappoose Parks, Trails and Open Space Plan and associated Comprehensive Plan text amendments (CPTA1-23). On February 8, 2024, the Planning Commission held a public hearing on the request and voted unanimously to recommend approval of the legislative land use application to City Council. Over the past year, the City of Scappoose has developed an update to the adopted 2017 Parks Trails and Open Space Plan based on a technical analysis of the park system and community and stakeholder feedback. The planning process consisted of five phases; evaluation of existing conditions, identification of park needs, updates to policies and projects, creation of an action plan, and lastly, development and adoption of the Plan. The 2024 Parks, Trails, and Open Space Plan will be the Parks and Recreation element of the City’s Comprehensive Plan and prepares Scappoose to address its parks and recreational needs within its urban growth boundary over the next 20 years. As stated in the Plan, the Parks, Trails, and Open Space Plan sets a renewed direction for the City of Scappoose’s parks and recreation system. This Plan presents the long-term vision and strategy for the future of parks, trails, open space, natural areas, recreation facilities, programs, and related services. The City last updated its Parks, Trails, and Open Space Plan in 2017. Since then, parkland acquisitions, shifts in funding and staffing levels, changing demographics, aging recreation amenities, and new emerging community priorities require focused attention and a guiding framework.

Specifically, this plan update:

- Provides an updated inventory of parks and facilities, as well as a review of the existing strengths and weaknesses of the system.

- Describes the planning context, including a demographic profile and current levels of service.
- Identifies new or emerging park needs and opportunities for the park system, particularly those resulting from a growing community.
- Recommends projects and actions to meet community needs and create efficiencies across the system.
- Prioritizes a set of recommendations to guide future implementation.

Scappoose residents were directly involved in identifying system-wide needs and suggesting ideas and priorities to carry out the Plan. The community engagement process involved a variety of activities designed to understand community preferences and needs. Outreach included several pop-up events during the Fall of 2022, a citywide online survey, and an interactive work session at the Spring 2023 Annual Town Meeting. The Scappoose Parks and Recreation Committee (SPRC), Planning Commission, and City Council also provided input throughout the planning process and guided development of the Plan. Adoption of the Plan would also be accompanied by amendments to the Comprehensive Plan text, which can be seen in Exhibit B (of the staff report) of Ordinance 917. The most significant of the text amendments is the replacement of all of the existing Parks, Trails and Open Space goals and policies, which are proposed in order to better reflect the vision that Scappoose has for its park system. The Planning Commission held a public hearing regarding this request on February 8, 2024. The Commission unanimously voted to forward a recommendation of approval to the City Council. An ordinance to enact these changes is attached for the Council's consideration. There is no fiscal impact associated with adoption of the Plan and the Comprehensive Plan text amendments. Execution of the Plan would involve future expenditures related to improvement of existing parks or construction of new parks; however, the cost and timing of those expenditures is unknown at this time.

The options are:

1. Approve the application, adopt the findings in the CPTA1-23 Planning Commission staff report dated February 1, 2024, and adopt Ordinance 917, as proposed or as amended.
2. Adopt findings demonstrating that the application does not comply with the Scappoose Municipal Code and deny the application.

Community Development Director Laurie Oliver Joseph explained staff recommends that the Council approve the application and adopt Ordinance 917, as presented.

Consultant Darci Rudzinski went over the presentation.



City Council Hearing

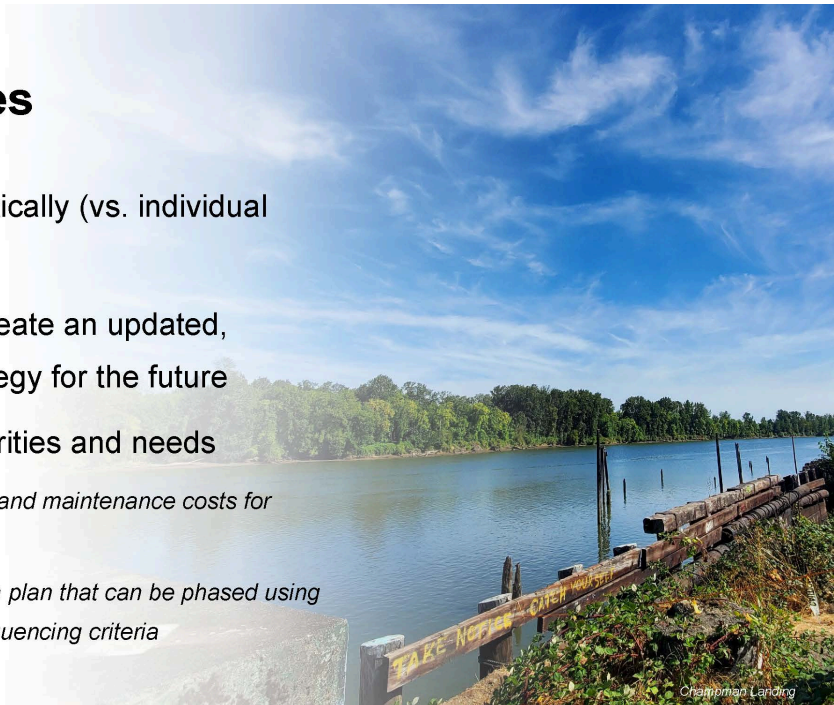
February 20, 2024

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- 01** Introduction
- 02** Planning Objectives & Process
- 03** Needs Assessment
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- 05** Implementation
- 06** Next Steps

Project objectives

- Look at the system holistically (vs. individual sites and projects)
- Re-assess needs and create an updated, realistic investment strategy for the future
- Consider competing priorities and needs
 - * Identify capital, operations and maintenance costs for projects
 - * Develop an implementation plan that can be phased using clear prioritization and sequencing criteria



Planning Process



Needs Assessment

Park system planning tools



Community Feedback

Community members and stakeholders provided their input and ideas for the future of parks and recreation in Scappoose via a variety of engagement efforts



Strengths, Weaknesses, Opportunities, Challenges

A site tour throughout the city parks and trails to identify opportunities to enhance existing and planned parks



Level of Service

A ratio of acres per 1,000 residents, is frequently cited as a key metric in measuring the sufficiency of park land



Gap analysis

The 10-minute Walk - An industry standard established to ensure that all residents lives within a ten-minute walk to a high-quality park or green space

Public Outreach



3 in-person pop-up events

1 online survey with over 900 respondents



1 interactive work session at the Annual Town Meeting

3 joint work sessions with City Council and Planning Commission



5+ presentations and work sessions with SPRC

Relaxing or enjoying nature close to home is important

Wise use of limited resources is crucial

Everyone should feel included and safe in parks

We love outdoor activities, trails, and nature-based recreation features

We need to ensure that those with disabilities or mobility challenges can enjoy these public spaces.

The City should focus on Teens and Young Children through more community-wide events

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Overarching themes



Access to nature



More facilities for active use, children and youth



Connected trails for walking, biking, and running



Expanded programming



Plan for growth



Building community with events

Recommendations

Vision and Goals

Vision

Scappoose is a growing community where quality parks, outdoor recreation, and connections to nature support community livability and small-town charm.

Goals

- 1 **Provide Quality Parks**
Provide well-distributed, well-developed parks for all Scappoose residents.
- 2 **Take Care of What We Have**
Manage, maintain, and create parks, facilities, and open space that support safe, attractive, and engaging recreation and green space.
- 3 **Serve All Ages and Abilities**
Diversify recreation opportunities by providing a variety of inclusive, accessible park facilities and experiences.

- 4 **Connect Residents to the Natural Environment**
Strive to protect and enhance natural areas, understanding the health and wellness benefits to the community when connected to nature.
- 5 **Create a Connected System**
Prioritize trail connections that support active transportation and recreation, connecting key parks and City destinations.
- 6 **Support and Expand Local Collaboration**
Leverage resources through strategic and deliberate partnerships to provide community supported facilities, programs, events, and services.

Recommended Parks System

- Enhanced access to natural features and improve existing conditions
- Reflective of community needs and aspirations
- SPRC reviewed and revised
- City Staff reviewed and finalized



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Recommended Parks System

- Overall improvements in existing parks and trails
- New Special Use Sites
 - Commerce Drive Property
A unique site that combines wetlands and wildlife viewing with active outdoor recreation
 - Vista Property
A wooded area for recreational opportunities and viewpoints that overlook the Columbia River Valley and Scappoose
- Five new neighborhood parks

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Grabhorn Property



- Incorporate sports fields/courts to expand the available activities at Veterans Park
- Create a walking loop around the perimeter of the site and a creek-side trail
- Open up views and access to the creek
- Add shade, trees, and landscaping across the site for comfort, aesthetics, increased habitat

Grabhorn is a vibrant and active community park for sports, games, play, and creek-related activities. Together with Veterans and Chief Concomly parks, the Grabhorn property will become a third of Scappoose's "central park."

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Implementation

Capital Cost Model



- A flexible spreadsheet-based model of cost by park with assumptions for categories of improvements
- Allows the impact of the recommendations of this plan to be rolled up to a total for each park and for the system as a whole
- Has proved useful to long-term park and recreation planning



Cost Model does NOT provide:

- A precision estimate of costs for each project
- Final actual cost of a project

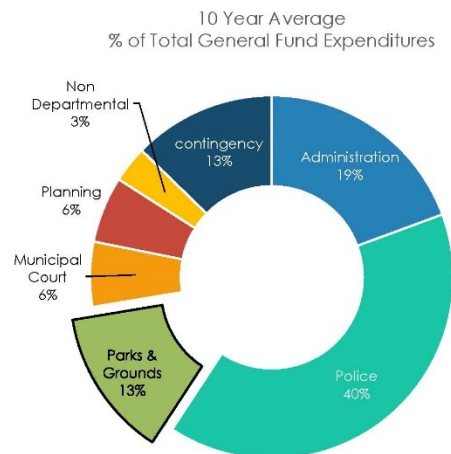
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Phased Implementation

	Short-Term (0-5yrs)	Medium-Term (6-20yrs)	Long-Term (21+ yrs)	Total Planning Level Cost
Community Parks				
Heritage Park		✓		\$343,500
Veterans Park		✓		\$736,500
Grabhorn Property	✓			\$3,258,000
Neighborhood Parks				
Chief Concomly Park		✓		\$155,500
Miller Park		✓		\$514,000
Creekview Park			✓	\$503,000
Linear Parks / Trail				
Crown Z Trail		✓		\$97,000
Trtek Trailhead			✓	\$0
Special Use Sites				
Chapman Landing		✓		\$1,838,000
Commerce Drive Property			✓	\$621,000
Vista Property			✓	\$904,000
New Parks				
PUD Property			✓	\$139,000
New Neighborhood Park x 5			✓	\$2,450,000 x 5
Total Per Phase	\$3,258,000	\$3,684,500	\$14,417,000	\$21,359,500

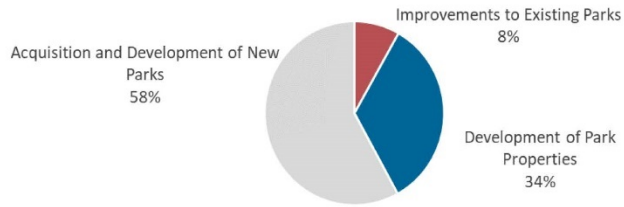
Scappoose Parks Funding Sources

- General Fund
 - Police
 - Administration
 - Parks and Grounds
 - Planning
 - Municipal Court
 - Non-departmental and contingency
- System Development Charges
 - Charged to new homes as they are built



Funding the Parks System

Recommended improvements = \$20.4 M



The ongoing, and increasing, annual cost to maintain, repair, clean and program parks.

Operations cost per fully developed acre: \$10,500
 Operations cost per partially developed acre: \$3,300
 Operations cost per undeveloped acre: \$470

Funding Options

CAPITAL FUNDING
 The one-time cost to buy, build or replace park land and features.

- General Fund
- System Development Charges
- Bond Measure
- Grants
- Donations

OPERATIONS FUNDING
 The ongoing, and increasing, annual cost to maintain, repair, clean and program parks.

- General Fund
- Local Option Levy
- Special Tax District
- Utility Fee

The City should continue to discuss securing additional funding for parks, using excitement built by new features and valued community events to increase support for additional funding in this area

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Next Steps

- City Council Ordinance Adoption
 - First Reading and Hearing – Tonight
 - Second Reading and Adoption – March 4, 2024

Councilor Jacobs stated following along that while she understands this is a recommendation, it feels a bit uncomfortable to say let's adopt it as is, given the fact we just had a meeting about Grabhorn a couple weeks ago and Council was informed, and they recognize and accept the fact that it's a park that we can't financially fund. It seems odd that we would still classify Grabhorn as like a short term, given that we're like not going to really do much with it at all and she is just curious if then should we amend where that park should land in this recommendation so that it can be a little bit more accurate representation of where we are today?

Community Development Director Laurie Oliver Joseph replied she appreciates that, and what she would say is that this is a 20-year planning document and it is anticipated that other opportunities could present themselves, etc. Her understanding was while there wasn't an appetite to say absolutely yes, go out for the grant right now and secure a loan to complete the project, but that it's not off the table and that there would be likely some way that once this is adopted that Council and Parks and Rec should continue to look at Grabhorn and decide what might make sense in the short term versus looking at how can we do a larger project, still potentially within five years. She stated this is a guiding document and wouldn't necessarily tie the city to any of these buckets of short-term or midterm, but it is setting policy for the city and providing guidance.

Public Works Director Dave Sukau explained this park is the focal point. He explained as we mentioned, we know the grant is still there and we want to keep our eyes on it. He explained we just had the Parks Committee meeting last Thursday in which we talked extensively about this. There's still a big desire by that group to move forward in any fashion that we can. He explained what we had talked about in our last meeting and talking with the Parks Committee is they would really like to have a joint session so after this plan is adopted, we would all come back together in a pretty extensive work session and use this as a tool to ask do we follow this, do we modify, do we tweak this. He stated this isn't possible per se, this is a road map to build from and gives you kind of some guidelines and some estimated dollars so that you can make those decisions moving forward.

Mayor Backus stated he does think this allows us to move though and get going and get quotes and costing of various ones as we get together and prioritize what we would like to see done. He explained he does want to address that again and bring it up and maybe this work session and see before we do give up on Grabhorn maybe for the years that we really do look at it closely if there's opportunities there, whether it's the big go out for the \$3 million loan and do the whole park or do a portion of it. He thinks this is important to get us moving in the right direction, though.

Public Works Director Dave Sukau explained another thing that is helpful for is if you don't have Grabhorn in this plan, you can't apply for the grant. These parks have to be in, in this plan to be able to move forward with that and knowing the Grabhorn is probably the first choice of any part that we're going to pursue that it's good to still have that recognized as a priority because they will look at that. And the other thing is, this will dictate our SDC's and so after this plan is adopted, we'll reevaluate our SDC's and make sure that they're on par with the CIP. He stated there is a there's a lot of value to this that's going to move us forward.

Mayor Backus asked if there are any proponents.

Joshua Rodrigues, Scappoose, explained in reviewing the information and then hearing it, there were 900 responses to a survey. He asked how was the survey sent out and where was that and how was that done?

Consultant Darci Rudzinski explained the survey was made available electronically through the city's website and at local events that happened in the fall of 2022. She explained there was a hard copy survey available if folks wanted to respond via hard copy and in addition there was a link to the survey. She explained it is summarized in the public involvement appendix to the plan.

Mayor Backus explained the survey information is in the plan on page 130. He stated moving forward he thinks we are going to ask for more input.

Mayor Backus asked if there are any opponents that would like to speak. Seeing none he asked if the Council had any questions. Seeing none he closed the hearing at 7:48pm and asked if there is a motion.

Councilor Holmes moved, and Councilor Jacobs seconded the motion that Council adopt Ordinance 917, approving the application, and adopt the findings in CPTA1-23 Planning Commission staff report, dated February 1, 2024.

Mayor Backus read the title for the first time ~ Ordinance 917 - Adoption of the 2024 Scappoose Parks, Trails and Open Space Plan and Associated Comprehensive Plan text amendments.

Mercury TMDL

Public Works Director Dave Sukau went over the staff report. On March 3, 2021, the Oregon DEQ notified the City of Scappoose that they have been identified as a Designated Management Agency (DMA) in the Total Maximum Daily Load (TMDL) for Mercury in the Willamette Basin. As a DMA, the city was required to create an implementation plan meeting requirements set forth by the EPA and DEQ. City Staff worked with Oregon DEQ to develop a plan that was approved on November 30th, 2023. This plan requires the city to perform annual reporting and updates set forth by DEQ. This plan was drafted by city staff, therefore, fiscal impact was limited to approximately 80hrs of staff labor and no expenditures. He explained there is no action for Council to take on this, it is just for information only.

Mayor Backus thanked Public Works Director Dave Sukau.

Council Liaisons

Mayor Backus went over the draft Council Liaison list.

Draft 2024 City Council Liaison

COLUMBIA COUNTY: Councilor Tyler Miller

COLUMBIA ECONOMIC TEAM (CET): Mayor Joe Backus

ECONOMIC DEVELOPMENT COMMITTEE: Councilor Jeannet Santiago

HISTORICAL SOCIETY/WATTS HOUSE:

PARKS COMMITTEE: Councilor Marisa Jacobs

SCHOOLS: Mayor Joe Backus

SENIOR CENTER: City Manager Larry Lehman

TRAFFIC SAFETY: Councilor Andrew Lafrenz

50-YEAR VISION PROCESS: Councilor Kim Holmes; Councilor Jeannet Santiago

911 COMMUNICATIONS: Councilor Tyler Miller

Council President Greisen moved, and Councilor Lafrenz seconded the motion that Council approve the 2024 Council Liaisons. Motion passed (6-0). Mayor Backus, aye; Council President Greisen, aye; Councilor Miller, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Jacobs, aye.

Work Session

Council Rules

Interim City Manager Larry Lehman explained the draft Council rule changes are in the packet and we are asking Council to review those and let staff know if you have questions and then we would move to final adoption.

Assistant to City Manager Isaac Butman explained how these changes came about and explained this came from Legal Counsel.

Council went through and made some updates.

Assistant to City Manager Isaac Butman explained he will make the updates to the Council rules that Council requested.

Announcements – information only

Calendar

Mayor Backus went over the calendar.

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

Interim City Manager Larry Lehman gave an update on the search for city manager recruitment firms.

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

Mayor Backus stated he appreciates all the work the Police Department is doing.

Councilor Jacobs thanked Council President Greisen for her service. She explained in the short time being up here, she has admired Council President Greisen's professionalism and how prepared she comes to the session and how she has helped all of them along the way, and it's truly going to be missed. She stated thank you so much and enjoy your next chapter.

Councilor Lafrenz thanked Megan for her service. He talked about how she really helped guide and redirect the conversation sometimes during meetings.

Councilor Holmes echoed the sentiments of Councilor Jacobs and Councilor Lafrenz. She stated Council President Greisen has been a good mentor to the new folks that came on board here and her dedication is unparalleled. She stated she gives a lot to this City and she hopes she can continue to find new ways to do that. She wish her good luck.

Councilor Miller stated he thinks the other Councilors have already covered it. He stated Megan, thank you very much for your service and like it was said, good luck in your next chapter. He thinks we all know that she will continue to stay very engaged with the community. He thanked Megan for her service and wished her good luck in the next chapter.

Council President Greisen stated she is so proud of the Mayor and she thinks he is leading the Council in the right direction. She explained being a professional these last seven years has felt

really great and to have staff that have been her colleagues, her teammates and she is really going to miss that but she will be around, she is not going far. She stated best of luck, and thank you!

Mayor Backus stated the girls Scappoose High School basketball team just won and they will advance to State. He talked about how the Grant Watts auction benefits the teachers. He stated he appreciates Megan and how serious she took the unpaid job and how prepared she came to the meetings, how she kept him on task, how she keeps people's feet to the fire and she does it in a very courteous and professional way and he thinks they all looked up to that and it was good to have her at least for this year, for especially our newer Council to see how it's done and done the right way and he really appreciates that. He stated we are going to miss Megan, but is sure that they will all see you, as it is a small city and she is not going too far, so he is sure we'll find something for her to do.

Adjournment

Mayor Backus adjourned the meeting at 8:29 pm.

Mayor Joseph A. Backus

Attest:

City Recorder Susan M. Reeves, MMC

City of Scappoose

Council Action & Status Report

Date Submitted: February 22, 2024

Agenda Date Requested: March 4, 2024

To: Scappoose City Council

From: Laurie Joseph, Community Development Director

Subject: Ordinance 917 - Adoption of the 2024 Scappoose Parks, Trails and Open Space Plan and associated Comprehensive Plan text amendments

Type of Action Requested:

Resolution Ordinance

Formal Action Report Only

Issue: The City is proposing adoption of the 2024 Scappoose Parks, Trails and Open Space Plan and associated Comprehensive Plan text amendments (CPTA1-23).

On February 8, 2024, the Planning Commission held a public hearing on the request and voted unanimously to recommend approval of the legislative land use application to City Council.

On February 20, 2024, City Council held a public hearing on the request. A motion was made to approve Ordinance 917, as presented, and the motion was seconded. The title of the ordinance was read for the first time.

Analysis: Over the past year, the City of Scappoose has developed an update to the adopted 2017 Parks Trails and Open Space Plan based on a technical analysis of the park system and community and stakeholder feedback. The planning process consisted of five phases; evaluation of existing conditions, identification of park needs, updates to policies and projects, creation of an action plan, and lastly, development and adoption of the Plan. The 2024 Parks, Trails, and Open Space Plan will be the Parks and Recreation

element of the City’s Comprehensive Plan and prepares Scappoose to address its parks and recreational needs within its urban growth boundary over the next 20 years.

As stated in the Plan, the Parks, Trails, and Open Space Plan sets a renewed direction for the City of Scappoose’s parks and recreation system. This Plan presents the long-term vision and strategy for the future of parks, trails, open space, natural areas, recreation facilities, programs, and related services.

The City last updated its Parks, Trails, and Open Space Plan in 2017. Since then, parkland acquisitions, shifts in funding and staffing levels, changing demographics, aging recreation amenities, and new emerging community priorities require focused attention and a guiding framework.

Specifically, this plan update:

- Provides an updated inventory of parks and facilities, as well as a review of the existing strengths and weaknesses of the system.
- Describes the planning context, including a demographic profile and current levels of service.
- Identifies new or emerging park needs and opportunities for the park system, particularly those resulting from a growing community.
- Recommends projects and actions to meet community needs and create efficiencies across the system.
- Prioritizes a set of recommendations to guide future implementation.

Scappoose residents were directly involved in identifying system-wide needs and suggesting ideas and priorities to carry out the Plan. The community engagement process involved a variety of activities designed to understand community preferences and needs. Outreach included several pop-up events during the Fall of 2022, a citywide online survey, and an interactive work session at the Spring 2023 Annual Town Meeting. The Scappoose Parks and Recreation Committee (SPRC), Planning Commission, and City Council also provided input throughout the planning process and guided development of the Plan.

Adoption of the Plan would also be accompanied by amendments to the Comprehensive Plan text, which can be seen in **Exhibit B** of Ordinance 917. The most significant of the text amendments is the replacement of all of the existing Parks, Trails and Open Space goals and policies, which are proposed in order to better reflect the vision that Scappoose has for its park system.

The Planning Commission held a public hearing regarding this request on February 8, 2024. The Commission unanimously voted to forward a recommendation of approval to

the City Council. An ordinance to enact these changes is attached for the Council's consideration.

Fiscal Impact: There is no fiscal impact associated with adoption of the Plan and the Comprehensive Plan text amendments. Execution of the Plan would involve future expenditures related to improvement of existing parks or construction of new parks; however, the cost and timing of those expenditures is unknown at this time.

Options:

1. Approve the application, adopt the findings in the CPTA1-23 Planning Commission staff report dated February 1, 2024, and adopt Ordinance 917, as proposed or as amended.
2. Adopt findings demonstrating that the application does not comply with the Scappoose Municipal Code and deny the application.

Recommendation: Staff recommends that the Council approve the application and adopt Ordinance 917, as presented.

Suggested Motions: A motion for approval has already been made and seconded.
N/A – second reading of the ordinance.

Please find attached:

Ordinance 917 (without exhibits)

Exhibits to Ordinance 917 were provided in the February 20th Council staff report but are not included with this staff report.

ORDINANCE NO. 917

AN ORDINANCE ADOPTING THE 2024 SCAPPOOSE PARKS, TRAILS AND OPEN SPACE PLAN; AMENDING THE INVENTORIES SECTION OF THE SCAPPOOSE COMPREHENSIVE PLAN; UPDATING THE PARKS, TRAILS AND OPEN SPACE GOALS AND POLICIES OF THE SCAPPOOSE COMPREHENSIVE PLAN; AND REPLACING APPENDIX K OF THE SCAPPOOSE COMPREHENSIVE PLAN

WHEREAS, the City of Scappoose last updated its Parks Master Plan in 2017; and

WHEREAS, the proposed 2024 Scappoose Parks, Trails and Open Space Plan will be the parks and recreation element of the city's Comprehensive Plan and prepares Scappoose for accommodating recreational needs within its urban growth boundary for the next 20 years; and

WHEREAS, the development of the 2024 Scappoose Parks, Trails and Open Space Plan included citizen involvement in the form of five meetings of the Scappoose Parks and Recreation Committee who served as the Advisory Committee for the Plan update, several pop-up events during the Fall of 2022, an interactive work session with community members at the 2023 Annual Town Meeting, a community wide survey, and two joint work sessions with City Council and Planning Commission; and

WHEREAS, appropriate legal and public notices have been provided as required by law; and

WHEREAS, the Planning Commission held a hearing on the application on February 8, 2024, and the City Council held a hearing on the application on February 20, 2024; now therefore,

THE CITY OF SCAPPOOSE ORDAINS AS FOLLOWS:

Section 1. The Scappoose Parks, Trails and Open Space Plan dated January 2024, a copy of which is on file with the City Recorder and included as Exhibit A to this ordinance, is hereby adopted as Appendix K of the Scappoose Comprehensive Plan.

Section 2. The Scappoose Comprehensive Plan text is hereby amended as indicated in Exhibit B, attached hereto and hereby incorporated by reference.

Section 3. The City of Scappoose adopts the findings and conclusions contained in the Planning Commission staff report dated February 1, 2024, attached to this ordinance as Exhibit C, and hereby incorporated by reference, as the basis in support of this ordinance.

Section 4. In the event that any provision of this ordinance is determined by a court of competent jurisdiction to be invalid, or unenforceable, such invalid provision shall be severed and the remaining provisions of the ordinance that have not been held invalid or unenforceable shall continue to be valid and enforceable to the fullest extent permitted by law.

PASSED AND ADOPTED by the City Council this ____ day of March 2024, and signed by me in authentication of its passage.

CITY OF SCAPPOOSE, OREGON

Mayor Joseph A. Backus

First Reading: February 20, 2024
Second Reading:

Attest: _____
City Recorder Susan M. Reeves, MMC

DRAFT

Scappoose 2024 Goals + Objectives

Goals	Objectives	Staff Lead	Project Status	Timeline
Goal 1: Develop a vibrant and diverse local economy	1.1 Refine scope of work and retain funds for community branding project	NJ Johnson	On hold	2025+
	1.2 Identify and conduct analysis of potential changes to the Urban Renewal District	Carol Almer		2024-25
Goal 2: Enhance community livability	2.1 Complete the 50-Year Plan	Laurie Oliver Joseph; NJ Johnson	In progress	2024-25
	2.2 Continue to promote community events, increase community outreach, and track the outreach impact	Isaac Butman; City Manager; Susan Reeves	Ongoing	Ongoing
	2.3 Foster collaborative partnership with senior center	Isaac Butman; City Manager	Ongoing	Ongoing
Goal 3: Create a safe city with a visible public safety presence	3.1 Develop and implement plan to retain Police Department personnel.	Chief of Police	In progress	Ongoing
	3.2 Fund increased community engagement and outreach for public safety	Chief of Police	In progress	Ongoing
	3.3 Conduct feasibility study with community outreach to increase to 24/7 public safety coverage	Chief of Police		2024-25
Goal 4: Develop a diverse and accessible park system for people of all abilities	4.1 Implement the Parks and Recreation Master Plan, prioritize projects, and pursue funding for priority projects	Dave Sukau	In progress	2024-25
	4.2 Apply for OPRD LGGP grant for Grabhorn Park with focus on development of Grabhorn Property	Dave Sukau	On hold	2024-25
	4.3 Evaluate and implement funding mechanism for park maintenance and development	Dave Sukau		
	4.4 Prioritize upgrades for existing parks to current ADA standards and fund improvements	Dave Sukau		
	4.5 Complete Parks System Development Charges (SDC) update.	Dave Sukau		
	4.6 Explore feasibility of recreation program and facility	Dave Sukau		
Goal 5: Plan and invest in responsible and sustainable community infrastructure	5.1 Complete City Facility Master Plan	Isaac Butman; City Manager	In progress	2024-25
	5.2 Capacity Upgrade for wastewater treatment facilities	Kevin Turner; Dave Sukau	In progress	2021-28
	5.3 Develop and implement plan to address aging water infrastructure	Dave Sukau		
	5.4 Update Transportation System Plan CIP and Transportation System Development Charges (SDCs)	Dave Sukau	In progress	2023-25
	5.5 Complete ARPA funded infrastructure projects	Dave Sukau	In progress	2023-26
	5.6 Update wastewater rates and System Development Charges (SDCs)	Dave Sukau		
Goal 6: Support good governance and strengthen internal operations for organizational resiliency	6.1 Conduct charter review	Isaac Butman; City Manager		
	6.2 Conduct Diversity, Equity, and Inclusion (DEI) assessment of internal City operations	Isaac Butman; City Manager		

CITY OF SCAPPOOSE

March 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Council meeting 7pm	5	6	7	8	9
10	11	12	13	14 Planning Commission 7pm	15	16
17	18 Council Work Session 6pm City Council 7pm	19	20	21 EDC noon Park & rec 6pm	22	23
24	25	26	27	28 Planning Commission 7pm	29	30
31						