



Economic Development Committee Meeting Minutes

Scappoose City Hall, 33568 E Columbia Ave., Scappoose, OR 97056

September 16, 2021 12:00 Noon – 1:30 pm

Attendees: Christine Turner, Chair; George Hafeman, Member; Brian Rosenthal, Member; Jeannet Santiago, Vice-Chair; Michael Leipzig, Member; Robby Backus, Member; Brenda Michael, Member; Huell Whitehaus, Assistant to Public Works Director, City of Scappoose; Nancy Ward, Port of Columbia County Liaison; Isaac Butman, Program Analyst Intern, City of Scappoose; Laurie Oliver Joseph, City Planner, City of Scappoose; Casey Garrett, Columbia County Liaison; Jeff Weiss, Scappoose Library Liaison; Alex Tardif, SRFPD; 503-396-1944

Absent: Len Waggoner, Member; Tina Amela, Member; Michael Sykes, CRPUD Liaison; Heidi Ralls, CRPUD Liaison; Paul Vogel, CET Liaison; Josh Poling, Scappoose City Council; Alex Rains, City Manager, City of Scappoose

1. CALL TO ORDER

The meeting was called to order at 12:04 PM by Chair Christine Turner.

1.1 Agenda Brian made a motion to approve the agenda with the addition of a discussion of the pool survey. Michael L. seconded. The motion passed unanimously.

1.2 Meeting Minutes A member asked Staff to clarify about who can make motions during meetings and what gets recorded in the minutes. Huell stated that only members of the Committee can make motions and vote on motions, and at the next meeting staff can bring back the July 15, 2021 minutes for approval.

1.3 Citizen Communication None.

2. New Business

2.1 Introducing Robby Backus: Christine welcomed Robby to the committee and asked him to introduce himself. Robby talked about his background and stated that he is excited to participate in the committee and hopes to have a positive impact on the community.

2.2 Updates

2.2.1 County Update: Casey stated that CZ Trail has an official Banks/Vernonia connection now. The Holce Trailhead has had some work done to make it more user friendly. There is now a 50 mile stretch from the Columbia Channel to Banks. There will be a meeting next Thursday for the CZ Trail, and there will be a presentation on beautifying and increasing the safety of the trail access at certain points.

Casey talked about the Master Permit Program, which allows certain entities to do a lot of different types of work under a single permit. Casey stated that he is interested in talking with the City about how to streamline development in the city through a master permit process.



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Christine stated that it can be difficult to pull permits and asked if this would reduce revenue for the County and asked about the inspection process. Casey stated that a Master Permit wouldn't replace every permit but would allow a certain level of work to be done under the permit, but other improvements would still require a separate permit. Casey stated that inspections would happen differently, but that the details would depend on the program. Regarding revenues Casey stated that master permits would not apply to residential permits, but industrial/commercial so it would have an impact on revenues but not a drastic one, but the program is appealing to businesses as master permits are seen as being supportive of business.

Brian stated a concern that this could reduce permit revenues from commercial/industrial work, and this could cause permit costs for residential permits to increase to offset that revenue loss and asked if it would be possible to calculate revenue shortfalls and offset them with the annual master permit fee. Casey stated that that could be possible, and there was discussion about the permit fee dollar amount and the importance of a cost analyses, and the committee stated that something like this should be done in a revenue neutral manner.

Christine stated that there is a potential danger in removing oversight which could allow indiscriminate individuals to take advantage of fewer inspections. Casey stated that there is a balance that will need struck between creating a business-friendly environment and maintaining safety, and reiterated that not all permits would be replaced, but that minor improvements could be done under one permit and stated that master permits can be a driver for economic development.

Jeff asked if other counties in the state have this kind of program. Casey replied that they have been around for a while but are not heavily used, and that those kinds of questions and analyses would be part of the pre-program analysis, and there is quite a bit of evaluation to be done, and that a program like this would need cities' buy-in from around the county.

2.2.2 City Update: Huell stated that City Council chose Alex Rains for the City Manager position, however, she is unavailable to attend the meeting today. The City was funded by ARPA funds for certain utility projects, and there should be news on those projects within the next few months. The Wastewater Treatment Plant is in phase one of a large improvement project.

Laurie stated that Planning Department is working on a 30,000 sqft. OMIC building going before the Planning Commission on October 28. There is a site development review for Dealers Market, who is looking to add a new 4,000 sqft. structure and remove existing structures. There is an eight lot Single Family subdivision in the works, and the City received their second submittal. The City is also reviewing a nine lot subdivision that is around an acre and a half, and it will be reviewed in the following weeks. Oxbo submitted an application for development and Laurie noted that the site is complicated due to wetlands and other features. The Oxbo buildings would total around 15,000 sqft. The City is still reviewing the final plat for Columbia Commerce Center, and they have started mass grading for phases 3 and 4.



2.2.3 Port Update: Nancy stated that this is her first time with the Committee as the liaison for the Port. The Port is going to have their first night meeting next Wednesday. Meetings will be staggered, with one monthly in the morning and one month in the evening to attract and engage more with the public. The CEO from Next Energy will be giving an update at the next meeting and addressing concerns from the farming community about the project. The port is still looking for a tenant for the Port building at the Scappoose Airport. The port will be installing an emergency generator, and one of their long-time tenants will be purchasing some Port property that they currently own a building on, but not the land.

Huell asked if Nancy could comment on the industrial land inventory project. Nancy stated that the project is now in the implementation phase and can forward more information after the meeting.

2.2.4 Library Update: Jeff stated that the library made it through the summer, there were 500 kids in summer reading, movies in the park saw an average of 50 attendees, and the library is now fully open again with pre-covid hours. The library is working on installing EV charging stations in front of the library. George asked if it was a Library Project. Jeff stated it was a City project.

2.3 Scappoose Drainage Improvement Company Letter Of Map Revision Update: Laurie briefed the Committee about the LOMR for the levee recertification project that protects the City from the Multnomah Channel. The last step is to recertify the levee for insurance rate setting. Most of the land on the east side of the City is protected by the dike and levee. Laurie stated that the City knows about the current wetlands, but that there are some new areas that have been identified as floodplain. Once the new maps go into effect the areas that are finalized as being added to the floodplain will need to meet City floodplain requirements for development.

This is the first in-depth study done on the east side of the city, which is why there is so much new floodplain being shown on the draft LOMR. Staff has not signed off on the changes yet as there are outstanding questions that have not been addressed. A recent LIDAR data inclusion reduced the amount of additional floodplain being proposed for addition to the floodplain maps. Modeling of the cities stormwater drainage system needs to be done and analyzed, which could impact the floodplain additions proposed in the presented maps. CET may have some grants available to help do the remaining work. The Columbia Commerce Center may have up to 90 acres impacted by the changes. Many of those acres were unbuildable anyways due to their being part of the runway protection area.

Laurie stated that as ongoing work in this area the 50-Year Plan will look at the Housing Needs Analysis/Buildable Lands Inventory and take these changes into account when looking at expanding the Urban Growth Boundary to allow the City to add land to prepare for development in the next 20 years, so these revisions are timely as the changes can be incorporated into UGB changes that will be coming in the next years. LOMR's can take 6 months to a year to completely move through the process.



Alex T. stated that if the maps in front of the committee are implemented as they are, does this mean that all those areas would be unbuildable. Laurie stated that there are allowable uses in floodplains, and most of the impacted lands are County land. Alex T. asked about land along 6th street in particular. Laurie replied that the land in question is actually County land, and much of those areas are already in the floodplain. Alex stated that it would seem that the City may need to look West for future development. Laurie replied that the City is looking North and South, as well as West.

Brian asked if the land on the north side of JP West is affected by the mapping. Laurie stated that no, this only looks at the east side of the city. Brian stated he thought that houses could be built in the 100-Year floodplain. Laurie stated that yes, there are qualifications such as the lot being 20,000 sqft and the foundation being raised by a certain amount. Laurie stated that additionally, there can be no net fill added to floodplain lots to allow the same net storage for water.

Christine asked what the flooding impact in 2006 was in the areas on the map. Laurie stated that things on the LOMR looked very similar to those floods. Christine asked if offsets to these flooding's could be done by pumps and storm drainage. Laurie stated that these factors are being taken into account for the modeling process. Laurie stated that the East Airpark work is taking floodplains into account during development.

2.4 Small Business Spotlight: Isaac stated that this issue has come before the Committee before, but Staff wanted to make sure that the Committee had a chance to thoroughly review and provide their expertise on this matter. Christine stated that it could be useful for small businesses as advertising, and that not everyone in the City gets a newsletter. Huell stated that the City is aware of the difficulties around the newsletter, and uses multiple avenues to distribute information including the newsletter; the website, the newsletter, Facebook, YouTube videos, and stated that this is something that the City is constantly having conversations about.

Jeff stated that there used to be a link in the E-waterbill to direct people to the e newsletter, but he hasn't seen it for some time. Huell stated that he will see about getting this fixed.

Jeff stated that determining who is featured in the spotlight was talked about. Brian stated that at the last meeting he suggested that the City use the last 6-months of business licenses to showcase new businesses, and perhaps exclude business that are more like hobbies.

Christine stated that Scappoose could use more new brick and mortar businesses. Brian stated that Scappoose is sort of at an equilibrium, where there are not many vacancies, but that there may be some coming up, but that hasn't really been the case. George stated similarly.

Isaac asked for the Committee's thoughts on making this useful to both the City and the businesses to be spotlighted.



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Christine stated that this is more like free advertising but is not sure if something like this is a really great use of time if it is just advertising, and that the CET/Chambers in St. Helens does similar.

Brian stated that this could be positive for businesses in that getting name recognition out there would be good. The name of business, where they are, phone number, and what they do would be good. It should include a good focus on local business to promote shopping local. There could also be possible post-surveys of spotlighted businesses to see if any traffic was generated by the spotlight, and that the articles could be developed over time.

Jeff stated that coupons from the businesses might be useful too.

Laurie stated that it sounds like the template is good with some changes and asked if the Committee wants to see this again.

The agreement was that the City could just implement the articles.

Brian stated that smaller is usually better, and to be cautious about using too many words, and stated that the way the coupons are presented can be useful to draw people's attention.

Nancy stated that pictures of businesses might be useful to help people identify the business.

Laurie stated that business websites should be included too, and an offer to contact the City if businesses are interested in being included in the spotlight should be included in the articles.

2.5 100-Year Isaac stated attendance numbers, budget numbers, and talked about the future of the event. A few committee members stated that the event was great and were surprised about the overall cost. Huell stated that the event wouldn't have been possible without the support of the community from sponsors, volunteers, in-kind support, and everyone who attended.

Robby stated that the run did fantastically, and it was very successful. There are around 350 signups, and the run raised around \$4,000 dollars for the Neil Hoffman fund.

2.6 Pool survey: Huell stated that the pool discussion had been going on for around 40 years. Research was compiled by the City on the costs to build and operate pools, and a survey was put out this spring about funding a pool. The response was heavily weighted towards not supporting funding a pool, and Council decided to not proceed with pursuing construction of a pool.



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3. Announcements and Next Meetings

- October 21, 2021
- November 18, 2021
- December 16, 2021

4. Meeting Adjourned at 1:21 pm.

For questions about these minutes, contact Isaac Butman, 503.543.7184, ibutman@cityofscappoose.org
The EDC conducts its meetings in an ADA accessible room. If special accommodations are needed, please contact City Recorder Susan Reeves at 503.543.7146, ext. 224 TTY 503.378.5938