



SCAPPOOSE

Oregon

Thursday, November 17, 2022

ECONOMIC DEVELOPMENT COMMITTEE MEETING AGENDA

Regular meeting at 12:00 pm

This meeting will be held in a hybrid format. Please submit public comment to Associate Planner N.J. Johnson at njohnson@cityofscappoose.org or in writing to Scappoose City Hall (33568 E Columbia Ave; Scappoose, OR 97056) by November 16, 2022 at 5:00pm. Public comment can also be made verbally at the beginning of scheduled meetings.

Topic

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| 1. | Call to order | 12:00 pm |
| 1.1. | Approval of Agenda: November 17, 2022 | |
| 1.2. | Approval of Meeting Minutes: July 21, 2022 | |
| 1.3. | Approval of Meeting Minutes: October 20, 2022 | |
| 1.4. | Public Comment | |
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 | | |
| 2. | New Business | 12:10 pm |
| 2.1. | Welcome Paul Fidrych and Sean Findon! <ul style="list-style-type: none">• Introductions | |
| 2.2. | Review Progress on FY 22-23 Council Goals | |
| 2.3. | Form Recommendation of FY 23-24 Council Goals <ul style="list-style-type: none">• Discussion• Vote on final recommendation | |
| 2.4. | Discuss important items for Chair Turner's Council update | |
| 2.5. | Vote: Consider retaining or canceling December 15, 2022 meeting | |
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 | | |
| 3. | Announcements | 1:15 pm |
| 3.1. | Next meetings <ul style="list-style-type: none">• December 15, 2022 (depending on vote to retain or cancel) | |
| 3.2. | Updates <ul style="list-style-type: none">• Chair Christine Turner• Vice Chair Brian Rosenthal• Robby Backus• George Hafeman• Len Waggoner | |
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| 4. | Adjourn | 1:30 pm |

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

City of Scappoose • 33568 E Columbia Ave • Scappoose, OR 97056 • 503-543-7146 • www.ci.scappoose.or.us



Economic Development Committee Meeting Minutes

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

July 21, 2022 12:00 Noon – 1:30 pm

Attendees: Brian Rosenthal; Len Waggoner; Christine Turner; Robby Backus, Brenda Michael, Casey Garrett, Jeff Weiss, Nancy Ward, Josh Koch, Scott Burge, Laurie Oliver Joseph, Isaac Butman, Chris Negelspach, Paul Fidrych

Absent:

1. CALL TO ORDER

The meeting was called to order at 12:08 PM by Chair Christine Turner.

1.1 Meeting Agenda

Len made a motion to approve the July 21, 2022 meeting Agenda. Robby seconded. The motion passed unanimously.

1.2 Meeting Minutes

Brian made a motion to approve the May 19, 2022 meeting minutes. Len seconded. The motion passed unanimously.

1.3 Citizen Communication

2. Chair and Vice Chair Elections

Christine opened elections and nominated Brian as Vice Chair and Len as Chair. Robby seconded Brian as Vice Chair and Len as Chair. The vote passed unanimously.

3. Updates

3.1 City – Laurie stated the food cart pod will be heard by planning commission July 28, 2022.

This will be 11 food carts, and 2,100 sqft tap room. A preapplication for a 36 lot subdivision will be coming soon. A second submission from Health Smiles just came in. Phase 3 final plat in for final review for Columbia Commerce Center. Buxton application is nearing completion and will be ready for review soon. City submitted a grant to business Oregon for additional funding to cover analysis relating to updated floodplain mapping. The Mayor stated that Council approved \$9,000 for an afterschool program through YMCA. This should start up at the beginning of the school year.

3.2 CET – Christine reviewed the CET updates that she received from CET.

CET is promoting the City's Urban Renewal/Business Development Grant program, encouraging businesses to apply. Congresswoman Bonamicci's request for \$814,000 for planning and design for an Advanced & Additive Small Business Incubator at OMIC has been included in the approved sub-committee project list (House Appropriations Sub Committee). A vote could come as early as mid-August, but nothing certain yet. CET & OMIC have been discussing with city staff and the council the idea of the city engaging on that project with an upfront commitment of \$110,000 in ARPA funds to cover the city's SDCs. CET recently met with the city council and offered the position that while the discussion about creative ways



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for the city to support and help leverage getting the incubator established, in the much larger scheme of the full project cost as well as other priority needs for the city's remaining ARPA funds -- this shouldn't be considered an urgent request; there will be other opportunities to partner on the incubator. CET also partnered with OMIC on its application to be designated a Center of Innovative Excellence through Business Oregon, which would provide strategic planning and program funding beneficial to the incubator and other OMIC and PPC/OMIC initiatives. Dansons, perhaps the fastest growing pellet grill company with multiple brands has completed its purchase of the Armstrong property, also known as the St. Helens Manufacturing Complex, in St. Helens. Land use and permitting processes are underway. Pellet manufacturing in the first face of production development will employ approximately 50, and the company is looking to relocate its Puget Sound distribution facility to the site, as well, approximately doubling the job count. CET has been pleased to work with Dansons to bring them to Columbia County. It's a family-owned company with an excellent community ethic and reputation. CET currently is working on a major food growing company for the Rainier area. Still competing with three other locations in two states. The new Small Business Development Center (SBDC) and Director Jason Moon are up and operating, with more than two dozen clients already. Keep it Local is targeting September to roll out a new website with a comprehensive business directory, countywide. Additionally, a Digital Learning series -- from digital media basics to websites, marketing and other topics will begin this fall and continue through June of 2023.

- 3.3 County** – Columbia County Fair is on this weekend. Fairgrounds received a grant for a new building and reroofing. The hospital study starts in August to determine if there's a need for a certificate of need.
- 3.4 Library** – Summer reading program is going on so there is something going on every day. Movies in the park starts the first Friday in August. The Police Department will be doing burgers and hotdogs, and there is a new, larger screen. Jeff mentioned that Adventure Fest is coming and there are opportunities for Sponsorship and places for vendors. Consider supporting the community event and helping ensure that Scappoose can have a community event in the future.
- 3.5 OMIC** – Starting to see investment from companies and projects picking up. They have many projects starting with large manufacturing companies. OMIC is full on work through the end of the year. They are looking at increasing staff from 7 to 17. National Manufacturing Day is ___^{7th}, 2022. They will be inviting over 400 students this year to participate. Jeff asked how the internships are going. Josh replied that there are around 24 students (high school and college) participating this summer.
- 3.6 Port** – The Port held their first community conversation last night relating to Rail. The had four large presenters from the Rail Organizations that work in Columbia County. They will continue to have these conversations and asked if anyone had any ideas for meeting topics to please let her know. There is a new tenant at the airport, and they manufacture drones. There will be no testing in Columbia County.



4. New Business

4.1 Downtown Overlay Streetlight Design – Chris presented about the current state of streetlights in Scappoose Downtown Core, and the possibilities and decisions that could be made by the Committee. He stated that there are some issues with the current lights in that you cannot place banners or hanging baskets on the current poles, and there is no power access on them currently. Isaac asked if the Committee would like to take up this issue and come up with a recommendation to Council about changing the standards. The Committee agreed to take this issue up. Chris stated that he will contact a vendor to come to the August Committee meeting and talk about what other communities are doing, what options are, to get the Committee thinking about what is possible, what they would like to see and starting a conversation about lighting.

4.2 Small Business Spotlight – Isaac reviewed the May Small Business Spotlight, which featured Amy Quarining LPC CADAC III, a licensed professional counselor who specializes in working with children and adolescents ages 2-18. Amy has been a therapist since 2008 and recently celebrated the one-year anniversary of opening her own practice here in Scappoose. Amy was inspired to relocate to Scappoose after working at Columbia County Mental Health for a decade and falling in love with the community. Throughout her career, Amy has approached her work with the belief that each person is equipped with the strengths, knowledge, wisdom, and internal resources to help facilitate change. She says that our thoughts, beliefs, and feelings play a strong role in how we approach situations in life. Counseling provides a safe environment to establish, learn, and then test new strategies while gaining insight and receiving feedback from a professional. Amy's credentials include a Bachelor of Science in psychology, a Master's in counseling psychology, a certification as a drug and alcohol counselor 3 (CDAC III), and 14 years of experience in the field. Amy is accepting new patients and works with a variety of insurance panels to make visits more affordable.

5. Announcements and Next Meetings

Len asked what people thought about bringing in business owners from the Community for conversations with them about economic development and their wants and needs. Christine stated that updates take a lot of Committee time. Brian stated the updates could be every other month to save committee time. The Mayor would like to see updates moved to the end and the business first.

- August 18, 2022
- September 15, 2022
- October 20, 2022

6. Meeting Adjourned at 1:30 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



Economic Development Committee Meeting Minutes

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

October 20, 2022 12:00– 1:30 pm

Attendees: Chair Len Waggoner, Vice Chair Brian Rosenthal, George Hafeman, Christine Turner, Jeff Weiss, Casey Garrett, Paul Vogel Michael Sykes, Nancy Ward, Isaac Butman, N.J. Johnson, Paul Fidrych

Absent:

1. CALL TO ORDER

The meeting was called to order at 12:05 PM by Chair Len Waggoner.

1.1 Meeting Agenda

Christine made a motion to approve the October 20, 2022 meeting Agenda. Vice Chair Brian Rosenthal seconded. The motion passed unanimously.

1.2 Meeting Minutes

The minutes for the July 21, 2022 meeting will be approved at the next meeting.

1.3 Citizen Communication

No public comment was submitted.

Chair Len Waggoner stated that he has been involved in Scappoose leadership for a long time and would like to step down as Chair of the Economic Development Committee. After revoking his role as Chair, Len nominated Christine Turner for the position of Chair. Vice Chair Brian Rosenthal seconded. The motion passed unanimously and Christine Turner assumed the role of Chair.

2. Updates

2.1 City

Isaac asked if the Committee wanted to talk about the changes to the Bylaws. Chair Christine Turner asked the Committee what the group thought about meeting frequency. Len stated that he thinks meetings need to be monthly. Jeff W. stated that if there are projects then meeting monthly seemed reasonable.

Vice Chair Brian Rosenthal stated that part of what seems to be missing from the group is direction. Chair Christine Turner stated that the committee need more direction. Isaac stated that in the bylaws the Chair's biannual reports to council and associated work sessions with Council should help with that. He further stated that Staff has or will schedule time before Council in the next few months, and that in terms of the report, the Chair should begin drafting that because Council will want that by mid to late November.

Chair Christine Turner made a comment that it would be good to have a more engaged Council liaison.

2.2 CET: Paul V. gave an update. CRPUD was recognized as one of the top places to work for in the County. CET has had five site visits in the last 60 days, all but one were manufacturing companies. CET is working with four businesses on expansion, and Paul Fidrych brought one



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of a few businesses looking to locate regionally. The Destination Ready report has been released, and there will be a meeting in a week or two to prioritize outdoor activities for grant funding. The program also assists with grant writing. The Small Business Incubator funding at OMIC has moved forward and is one meeting away from approval for design. OMIC held manufacturing day last week and hosted around 500 students. There is an agricultural packaging business that is looking at the Rainier area.

2.3 County: Casey gave an update. Facilities renovations are moving forward and are a big focus right now at the County. Ground was just broken on the health clinic, and the entire bottom floor of the Annex is under construction. The county is on the cusp of moving into contracting for the renovation of the John Gumm Building. The Columbia County Museum was endorsed by the Cultural Coalition of Oregon and will be recommending a \$400,000 grant for the John Gumm space. The County was awarded a grant for a trailhead at the Vernonia end of the Crown Z Trail. Casey stated he is also putting together a proposal for the City to add interpretive signage along the City's portion of the Crown Z.

2.4 CRPUD: Heidi stated that they are getting close to installation of the charging stations by the Library here in Scappoose. The PUD started work installing street light poles around the Airpark Subdivision's new road.

2.5 Library: Movies in the Park now draws 100's of people a night, it is now a major event, and costs around \$6,000, and the Library is very thankful for the support of the CRPUD and other partners. The Library is helping with a study that will look at the impact of walking on health. This winter the Library will be partnering with Portland State University to host classes on GIS mapping. 596 kids participated in summer reading.

2.6 Port: The port hired their contract attorney as a staff attorney, which has been quite helpful in terms of being able to be effective. The Port is looking to hire more staff and is now looking at rehabilitating the existing space to accommodate more staff. The State of the Port meeting last week detailed the current projects list, and followed by a talk from Next Renewables, about where the project was going.

3. Announcements and Next Meetings

Chair Christine Turner asked Isaac to give an update on Adventure Fest. Isaac stated that the event was well attended by the community. The Run grew from last year, the fun zone, which held the activities was busy all day, and the music seemed like it went over well with the Community. Council is looking to host another event next year but has not made any decisions yet. This will go back before Council in the next month or so.

Paul F. commented that the Adventure Festival was a good event and a lot of people came out to run, play, and socialize. One improvement that could be made is to select a brand that matches the interests and character of Scappoose. The imagery of the promotion focused a lot on kayaking and other nature-related activities and the actual event didn't really have that. Several agreed with Paul F.

Next meetings:



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- November 17, 2022
- December 15, 2022

4. Meeting Adjourned at 1.11 pm.

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DRAFT

City of Scappoose 2022 Council Goals + Objectives

Goals	Objectives	Staff Lead	Timeline	Notes
Goal 1: Develop a vibrant and diverse local economy	1.1 Develop a downtown revitalization program	Isaac Butman	In progress	(2022/23)
	1.2 Evaluate the creation of a small business incubator	Isaac Butman	TBD	(2022/23)
	1.3 Identify goals for community branding	Isaac Butman, Alex Rains	TBD	(2022/23)
	1.4 Support and monitor development of the Columbia Commerce Center	Laurie Oliver Joseph, Chris Negelspach	In progress	(2019/20)
	1.5 Work with partners to develop robust economic development marketing	Isaac Butman, Alex Rains	In progress	(2019/20)
	1.6 Continue to support OMIC's expansion	Laurie Oliver Joseph, Chris Negelspach	Ongoing	(2017/18)
	1.7 Promote and support small local businesses	Isaac Butman, Laurie Oliver Joseph	Ongoing	(2018/19)
	1.8 Promote and support county-wide and local tourism	Isaac Butman	Ongoing	(2018/19)
Goal 2: Enhance community livability	2.1 Update rail corridor study	Chris Negelspach	In progress	(2018/19)
	2.2 Develop a long-term comprehensive community vision (50-year plan)	Laurie Oliver Joseph	In progress	(2020/21)
	2.3 Promote community events - signature event	Isaac Butman	Ongoing	(2018/19)
	2.4 Continue identifying projects for fuel tax money	Dave Sukau, Huell Whitehaus	Ongoing	(2021/22)
	2.5 Annual one-on-one meetings with neighboring local leaders (school district, county, fire, port, OMIC, senior center, 911 district)	Isaac Butman, Alex Rains	Ongoing	(2021/22)
	2.6 Continue community outreach and involvement	Isaac Butman, Alex Rains, Susan Reeves	Ongoing	(2021/22), Focus on additional transparency, use of social media, and promote app. Develop messaging around traffic and congestion on Hwy 30
	2.7 Support the senior center	Alex Rains	Ongoing	(2018/19)
Goal 3: Create a safe city with a visible public safety presence	3.1 Complete the Operational Needs Analysis and maintain sufficient staffing levels	Chief of Police	TBD	(2021/22), evaluate staff options for police that are aligned with community needs
	3.2 Increase transparency of crime data through use of a community dashboard	Chief of Police	TBD	(2022/23)
	3.3 Coordinate with Columbia County 911 District on the new Emergency Communications Radio System	Chief of Police, Alex Rains	In progress	(2022/23)
	3.4 Maintain emergency response preparedness and update emergency operations plan to address all emergencies including a Cascadia earthquake event.	Chief of Police, Dave Sukau	TBD	(2017/18). Include the Emergency Operations Plan, COOP, and Public Works Plans.
	3.5 Engage the School District to enhance the school resource officer program	Chief of Police	TBD	(2022/23)
	3.6 Continue community outreach by Police Department	Chief of Police	Ongoing	(2017/18)
	3.7 Continue the Citizens Academy	Chief of Police	Ongoing	(2017/18)

Goals	Objectives	Staff Lead	Timeline	Notes
Goal 4: Develop a diverse and accessible park system for people of all abilities within a 10-minute walk	4.1 Update the Parks and Recreation Master Plan	Isaac Butman, Huell Whitehaus	TBD	(2022/23). This will include identifying property on the East/South side of the City, funding strategy for parks, development of the 14-acres east of airport, Veterans Park/Chief Concomly Park Bridge Feasibility, Development of Vista Property, assessment of Pickleball Court location and Chapman Landing
	4.2 Peace Candle - protect and restore, update the Welcome sign	Isaac Butman	In progress	(2015/16)
	4.3 Develop the Grabhorn property conceptual plan	Huell Whitehaus	In progress	(2021/22)
	4.4 Continue Friends of Scappoose Parks	Isaac Butman	Ongoing	(2018/19)
	4.5 Support public art	Isaac Butman	Ongoing	(2015/16)
Goal 5: Address aging infrastructure	5.1 City facility master plan		Long-term	(2022/23) Include a city hall remodel
	5.2 Capacity upgrade - wastewater treatment collections, Phase 1	Kevin Turner, Dave Sukau	In progress	(2019/20). DEQ loan
	5.3 Update stormwater master plan	Chris Negelspach	In progress	(2019/20)
	5.4 Update wastewater and transportation SDCs/fees	Dave Sukau, Huell Whitehaus	TBD	(2015/16)
	5.5 Collections master plan implementation	Dave Sukau, Huell Whitehaus	TBD	(2022/23)
	5.6 Delivery of water and wastewater infrastructure projects	Dave Sukau, Huell Whitehaus	In progress	(2022/23). Funded by HB5006