CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

AGENDA

CITY COUNCIL – REGULAR MEETING

Troutdale City Hall - Council Chambers
219 E. Historic Columbia River Hwy. (Lower Level, Rear Entrance)
Troutdale, OR 97060-2078

Tuesday, October 27, 2015 – 7:00PM

Mayor
Doug Daoust

City Council
David Ripma
Eric Anderson
Larry Morgan
Glenn White
Rich Allen
John Wilson

City Manager
Craig Ward

1. **PLEDGE OF ALLEGIANCE, ROLL CALL, AGENDA UPDATE.**

2. **CONSENT AGENDA:**
   - **2.1 MINUTES:** September 8, 2015 Regular Meeting.
   - **2.2 RESOLUTION:** A resolution providing for current FY 2015-16 Budget Transfers and Appropriation Changes.

3. **PROCLAMATION:** Red Ribbon Week – October 23 – 31, 2015
   Mayor Daoust

4. **PUBLIC COMMENT:** Public comment is limited to comments on non-agenda items. *Remarks shall be limited to 5 minutes for each speaker unless a different time is allowed by the Mayor. The Mayor and Council should avoid immediate and protracted response to citizen comments.*

5. **RESOLUTION:** A resolution approving the City of Troutdale Adopt-A-Park Program.
   Steve Gaschler, Public Works Director

6. **MOTION:** Implementation of the previous Council decision on NLC Travel
   Craig Ward, City Manager

7. **STAFF COMMUNICATIONS**

8. COUNCIL COMMUNICATIONS

9. ADJOURNMENT

Doug Daoust

Doug Daoust, Mayor

Dated: 10/22/15

City Council Regular Meetings will be replayed on Comcast Cable Channel 30 and Frontier Communications Channel 38 on the weekend following the meeting - Saturday at 2:30pm and Sunday at 9:00pm.

Further information and copies of agenda packets are available at: Troutdale City Hall, 219 E. Historic Columbia River Hwy. Monday through Friday, 8:00 a.m. - 5:00 p.m.; on our Web Page www.troutdaleoregon.gov or call Sarah Skroch, Acting City Recorder at 503-674-7258.

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to: Sarah Skroch, Acting City Recorder 503-674-7258.

DRAFT

MINUTES
Troutdale City Council – Regular Meeting
Troutdale City Hall – Council Chambers
219 E. Historic Columbia River Hwy.
Troutdale, OR 97060

Tuesday, September 8, 2015

1. PLEDGE OF ALLEGIANCE, ROLL CALL, AGENDA UPDATE.

Mayor Daoust called the meeting to order at 7:00pm.

PRESENT: Mayor Daoust, Councilor Ripma, Councilor Morgan, Councilor White, Councilor Allen, and Councilor Wilson.

ABSENT: Councilor Anderson (excused).

STAFF: Scott Anderson, Acting City Manager; Ed Trompke, City Attorney; Steve Gaschler, Public Works Director; and Sarah Skroch, Deputy City Recorder.

GUESTS: See Attached List.

Mayor Daoust asked are there any agenda updates?

Scott Anderson replied there are no changes on the agenda.

2. CONSENT AGENDA:
- **2.1 ACCEPT MINUTES:** June 30, 2015 Work Session.
- **2.2 RESOLUTION:** A Resolution accepting a perpetual, nonexclusive utility easement along NW Graham Road from Roger Tash and Janet Tash.

Councilor Allen stated I have a change to the meeting minutes, page 11 of 23, the 5th paragraph from the bottom should be changed from Oregon City to Silverton.

MOTION: **Councilor Wilson moved to approve the consent agenda with Councilor Allen's corrections to the minutes. Seconded by Councilor Morgan. The motion passed unanimously.**

3. PUBLIC COMMENT: Public comment is limited to comments on non-agenda items.

There was no public comment.

4. REPORT: Multnomah County Sheriff's Office Activity Report.

Scott Anderson, Multnomah County Sheriff's Office Commander, stated I have a solemn announcement to make. We had a tragic death, one of my Deputies, Eric Gustafson,

succumbed to a traffic accident last week. Deputy Gustafson's family has opened up for anyone who would like to send condolences to the family, or the Sheriff's Office. If people want to send a note or a card to the family of Eric Gustafson, please send it in care of Teresa Troudt at the Troutdale Police Community Center at 234 SW Kendall Court in Troutdale 97060. We will have a further announcement later this week about his service.

Scott Anderson stated with me tonight is Commander Jason Gates who will be presenting a portion of this discussion to you. Also with us is Sergeant Brent Ritchie. This is the first time that we've gathered since July 1st and we want to give you an update on the services that we've been providing for the Citizens of Troutdale and also the changes that are happening that we're excited about.

Scott Anderson presented a PowerPoint presentation to the City Council. A copy is attached to the minutes as Exhibit A.

Councilor Wilson stated it's great to see what you are doing out there and that the investments you are making to make your patrol officers safer and also the City.

Mayor Daoust stated I'd like to see a copy of the PowerPoint presentation put on the City's website so everybody can see it. As far as updating us, I don't think you have to sit down with us every month but a written monthly update would be wonderful.

Scott Anderson replied I plan on forwarding that information to Mr. Ward so he can send it to you in his updates maybe monthly. If you want me to come back, maybe quarterly, then I'd be happy to do that.

Councilor Morgan asked in regards to the ID Me technology on your website, is there a way for us to have a link on our website that could say maybe "crime tips" and then link back to your website?

Jason Gates replied in talking with the folks in our agency that really know about this, it's a pretty fluid process. Right now we have Sheriff's Office specific cases but it's also something where we can get other agencies photos in there as well and I think it can be inter-linked.

Councilor Allen stated safety is a priority and it would be nice to have a quarterly update.

Councilor Wilson asked is the mobile command center something you can bring down for First Friday for people to see?

Jason Gates replied yes, absolutely.

Councilor Morgan asked where is it housed?

Jason Gates replied it is really big. We still have that at the Hansen Building. It's on a triple charge to make sure all the systems are up and running.

Mayor Daoust stated today we received the League of Oregon Cities publication *The Local Focus* which goes to every City Manager and every City Councilor in the State of Oregon. There was an article that talked about contracted police services. The subtitle is "The New Normal for Small Cities". The article talks about the Cities of Troutdale, John Day, Cornelius, and others. It's a very informative article. I am pretty impressed with what I hear so far. The value added is tremendous.

Councilor Ripma stated I commend you, this has been going very well.

5. REPORT: Metro update from Councilor Shirley Craddick.

Shirley Craddick, Metro Councilor, stated I really appreciate the time to allow me to meet with you on a regular basis and bring to your attention some of the discussions that are occurring regionally. I think for this particular report, you are probably familiar with some of the discussions. It also allows me to have time to hear your thoughts and to report to the public through your City Council meetings.

Shirley Craddick presented a PowerPoint presentation to the City Council. A copy is attached to the minutes as Exhibit B.

Councilor Morgan stated you've said there's no need to expand the Urban Growth Boundary at this time. Does that mean before 2018, or does that mean the ongoing process?

Shirley Craddick replied by law we have to look at this every 6 years. But the Chief Operating Officer is recommending that we relook at this in 3 years. The reason is that there's been some challenges and one of those challenges is that the current projections are showing that most of the growth in new housing is going to be in multi-family housing over the next 20 years. There isn't the demand for new single family housing as there has been in the past. Most of that is going to occur in the City of Portland. We're being challenged by the Home Builders Association saying there's no way and we have it all wrong. So we're going to look at this in 3 years to see what the trends are showing and hopefully settle the concern that the region is having about this, to say is this really true.

Councilor Morgan asked is that when Cities might be able to be further engaged by either questioning methodology or working with Metro to clarify city based need.

Shirley Craddick replied yes, for sure. Cities are always engaged in this. Our projections are based on each city's comprehensive plan. It's not something that's made up. It's based on concrete information that each city has put together already. Metro's projections are based on law. We have a process that we follow.

Mayor Daoust stated the regional Mayors have had 3 meetings already on the Urban Growth Boundary process and we have another one tomorrow. We also take issue with

some of the assumptions that all the housing will be multi-family and Portland can handle it all.

Councilor Wilson stated I'd like you to get onto the *Clackamas Review* and look up the article about the Oak Grove density that is being planned there based on Metro's recommendations. Also in today's paper there's one on Eagle's Landing in Happy Valley and the density and problems that are projected because of that.

Shirley Craddick asked are you saying that density creates challenges and problems in the region?

Councilor Wilson replied too much density. So people want the space but they're being told that they can't have it.

Councilor Allen stated on the Portland'5 Centers that you operate, do you know their names?

Shirley Craddick replied there's the Keller Auditorium, The Schnitzer, and The Newmark which has 3 theaters within it.

Councilor Allen stated last Friday I was at The Keller Auditorium and I noticed as soon as the show ended they forced everybody down the stairs and after a long show there were long lines at the restrooms downstairs. It would be nice if people had a chance to use the restrooms on all the floors at least for a few minutes before they're rushed along. I also went to the Zoo last week. I appreciated the visit, especially when you get to take good pictures. Regarding Metro's focus on race in regards to improving regional equality (slide #8), I hope someday for a world that treats everyone as individuals and I'd like to see more of a focus on need. If that happens to weigh more on one race than another then so be it, but focus on the need.

Shirley Craddick replied this has been a discussion that's been going on, if we're going to focus on equity then how do we do that. The research is showing that if you focus on the most vulnerable people then you focus on everybody. Whatever programs and things you begin to develop that focus on the most needing really help us all. That's why we've chosen that.

Councilor Morgan asked is there a long term plan to move away from going to Arlington (slide #7 – Solid Waste Roadmap) with the contract being up in 3 or 4 years? Is there any thought about a waste heat generator so we don't even ship trucks?

Shirley Craddick replied there will always be a need for landfills because a portion of our garbage will always have to go to a landfill. But we are looking at other systems including burning to produce energy. We are looking into other options but that does not mean we won't be sending garbage to the landfill. The transfer stations won't go away either. Regardless of what route we use to treat the garbage, we still will use the transfer stations because they help us separate it and move it to the appropriate places.

Councilor Morgan stated a couple of months ago it was announced that the hotel was moving forward. Is there any can of timetable on that?

Shirley Craddick replied the reason that the hotel hasn't been built yet is because there's been litigation by 2 hoteliers in Portland that do not want this hotel built because it creates competition. They have basically thrown mud against the wall to try to stall it. Metro has won every lawsuit to date. We've just gotten confirmation for the State Legislature that Metro has the responsibility for this and has the authority to build this hotel. We are still in the negotiation phase trying to get the litigant to help us make sure that they'll pull back and let go of some of this. But we can't go out for our bonds until we have that litigation resolved.

Councilor Morgan stated the projections about the bus rapid transit system mentioned Gresham Vista but I heard no mention of Troutdale Reynolds Industrial Park (TRIP). Is there discussion as it relates to workplace transportation?

Shirley Craddick replied the Troutdale Reynolds property is not part of the Powell Division transit development project. However we are coming up with a transit system that will be part of the next Regional Transportation Plan. I'd like to get you engaged in that because as part of what this is all about is what are your dreams about an appropriate transit system for the east part of the region, particularly your city. One thing I would love to begin to discuss with you is what you would like in 20 to 50 years as a really good transit system in east Multnomah County. What about street cars or some other form that we can connect the cities together in some fashion. Tri-Met is coming up with that new system enhancement plan and that will be incorporated into the Regional Transportation Plan. There are plans on how we access the TRIP. They already have new lines identified that will be connecting the TRIP property through the traditional bus system. The system enhancement plan will be moved out in stages. They have the routes identified but what route gets identified first, they'll need your help on to make sure that the TRIP property is at the top of the list.

Mayor Daoust asked Tri-Met has an enhancement plan for all of east County?

Shirley Craddick replied yes they do. Have they reviewed that with you yet?

Mayor Daoust replied not at this Council but they have at EMCTC and JPACT.

Shirley Craddick stated I'd suggest that you invite them to come and make a presentation so the entire Council can see what that plan is. They have new north-south routes identified and frequent service is going to be brought back to several lines.

6. **REPORT:** A report from Claude Cruz, West Columbia Gorge Chamber of Commerce, on the following topics: SummerFest wrap-up; Troutdale Gorge Hub update; and an overview of the Fall Festival of the Arts event.

Claude Cruz, Executive Director of the West Columbia Gorge Chamber of Commerce, stated it's a pleasure to be here to update you on some topics that by and large are very positive.

Claude Cruz presented a PowerPoint presentation to the City Council. A copy is attached to the minutes as Exhibit C.

Councilor Wilson asked on your financial income of $13,184, does that only include the fundraising that was done this year?

Claude Cruz replied yes.

Councilor Wilson stated the $4,000 that you had left over from last year should have be included in this.

Claude Cruz replied it may be. I honestly don't know, I don't have the details with me. I can check on that. I know this year sponsorship was a challenge. The vendors did pretty well, there weren't any complaints. It was not a gangbusters year on profitability.

Councilor Wilson stated one statement that bothered me while looking at your report was "weak engagement by Sponsorship Chair hurt financials". I think you as the Director should really be responsible for the sponsorships because when you have a volunteer things can come up in their life and then that volunteer may not come back and all those relationships are now built with that person. I would say you should have probably stepped up in that area to help out and next year take on the sponsorship chair position because those relationships will continue to grow with you. I know when Diane McKeel left we lost some sponsorship and when I left some of the other sponsorships left. These people should be praised for the time that they spent.

Claude Cruz replied they were, lavishly. As you said, people have challenges in their lives and this was just a reality that we faced. Just like we had discontinuity in chairing of the parade this year, it just happened. That's not to say that it didn't hurt. Not to be in my defense, but there's only so much of me to go around. The model that I've been working on for the last couple of years is to organize a citizens committee where I can devote most of my time to overall direction and then divide and conquer. If you can't divide that way then you burn people out. I don't want to put myself or any of the volunteers in that position. I don't feel especially glowing about how this year went. I wish the people on the committee had enjoyed it more. We will rethink how we do it next year and I'll take your recommendations under advisement.

Councilor Wilson stated I know the Historical Society is moving out of the Railway Museum so they can better staff the Barn Museum. One of your concerns was that you wanted a long range place to stay. I would make sure the long range for the Historical Society is that they don't plan on moving back in after the celebration for the highway is over.

Claude Cruz replied I'm thinking the exact same thing. We'd need to be crystal clear on what the expectations are, not just short term, but long term. I tend to take the long view of things. Frankly, I want to make sure that it's good for everybody. Is it good for the City? Does it solve problems for the Historical Society? Will it result in an effective visitor center? That's why I'm characterizing this as purely exploratory at this point. One of the things that's motivating me to treat this more seriously is that I understand the building we are in right now is up for sale. One of the people I was talking to about it said that if they were the owner, they would use it as an opportunity to raise the rents to market value and that would hurt us. I'm trying to be proactive and see if this makes sense to take it to the next level or not. The Historical Society and the City were kind enough to give our Board a tour recently so we got to see what we had to work with and what changes would be needed.

Mayor Daoust stated I know there will be more discussions on this. Personally, I don't want to lose that railroad museum. I think that's a valuable museum especially for Troutdale. If the Historical Society is thinking of or going to move out of the railroad museum then maybe the City could take it over and run it. I've been through the museum, it's valuable, it's run really well, and I want the discussion to continue.

Claude Cruz replied if we were to go in there, one of the things I'd want to ensure is that we do in fact help preserve and run the museum space. I think there's room in the upstairs to serve all needs with a little bit of creativity, give, and take. We would have someone there for the visitors center anyway so with a little cross training we could probably do a credible job of answering questions about the museum.

Councilor Wilson asked is the building closed right now?

Councilor Ripma replied no, the museum is open. There's no plan from the Historical Society to close the railroad museum. I don't know the hours but it's open. We also have archives in the building downstairs. It's just a discussion at this point. There was a time when the Chamber had their headquarters in the Depot with the Historical Society and the museum. The Chamber moved out probably 15 years ago. There was a time that the Chamber helped the Historical Society man the museum. The Depot was moved by the Historical Society and the City to its current location with the idea that the Historical Society would run a museum out of it. That's been the arrangement all along since it's been moved. The discussion right now with the Chamber has to work for the Chamber and the City. In the end any discussion of the Historical Society wanting to close the museum or vacate the museum is wrong information.

Claude Cruz stated one of the reasons I see sense in exploring it is because that will be the site of our Hub per City determination. That means to have an effective Hub and an effective museum we're going to have to grapple with the restroom issue. It's the little things that will get you. The plumbing won't cut it right now. We need to do the due diligence to see what the needed improvements are to keep it viable. Please direct us to how and when you'd like the City involved in the initial groundwork. Craig has been involved and he appointed Steve Gaschler to open it for us for our tour. The reason I'm

bringing it up tonight is so the decision makers know what stage of the game we are in right now. There is no proposal yet.

Mayor Daoust stated I'm really looking forward to the Fall Festival of Arts event. It'll be the 1st year that we've really pulled something like this for the arts community together. The City really needs to do what we can to help this along.

Claude Cruz replied we are really grateful for all the help we've received. Steve has worked wonders and made it a pleasure.

Mayor Daoust called for a 10 minute break at 8:27pm and reconvened the meeting at 8:40pm.

7. RESOLUTION: A resolution accepting the recommendations of the Parks Advisory Committee and establishing, naming and funding of Visionary Park.

Erich Mueller stated Visionary Park is something that the Council and the community have spoken about many times. As I mentioned in the timeline in the staff report, there's been discussions going back to November of last year. There's been presentations to the Council in work sessions, in regular meetings, to the Budget Committee, the Parks Advisory Committee, and you spoke about it at the July 14, 2015 meeting. There's been numerous occasions where members of the Council and other members of the public have supported the concept and the project. The concept has evolved over time and gotten clearer and clearer. However, up until tonight, this idea is still not yet a City project. It's been talked about numerous times but there's never been any actual action to incorporate it into the City's plans in any formal manner other than the recommendation from the Parks Advisory Committee. The resolution is designed to help accomplish this by accepting their recommendations and put on the record that the Council wants to adopt the recommendations of the Parks Advisory Committee and to go forward with the project and authorize the funding and to authorize the additional staff time that's been spent up until now and going forward. Being that these materials have been included in your packet before and I haven't received any questions in advance, I won't go into all the details but just to point out that as the project has evolved it's shape and definition have changed a bit so there may be varying degrees of comprehension as to what exactly we'll accomplish. Part of what we're trying to quantify here is what the City is committing to up and to this point whether at some future point they want to expand on it or add to it, then that's certainly something that would be available for the Council to consider. This essentially provides for the basic infrastructure to be provided, the site preparation details are outlined on page 4 of the staff report, and would provide the pedestal for the statue to be placed upon. This is to formalize the descriptions that have been provided up until this point and to authorize the $60,000 that has been discussed and informally agreed upon at a previous Council conversation.

Councilor Wilson stated on page 4 it talks about $60,000 may not be enough and that it may vary up to 50%. Is that saying that this could be a $90,000 project?

Steve Gaschler replied what you said is correct. Based on the very preliminary information we did a planning estimate which is usually within a ball park range of 50% or 150% which takes that $60,000 and it could be anywhere from $30,000 to $90,000, potentially based on a final design. I've met with Rip and the stone mason and 2 other gentlemen that will be working on this. So far, I think our numbers will hold up pretty well. It's going to take some tight management of it but I think we can do it.

Councilor Wilson asked did I hear that Metro was going to help with the sidewalk?

Steve Gaschler replied you're partially correct, the County was going to help with the sidewalk. The agreement with Brian Vincent before he left was that typically a right-of-way transfer is considered a liability transfer and there's usually either cash or improvements that go with that. Brian and I discussed that maybe a good resolution would be that the County takes care of the sidewalk, curb, and gutter for that piece which is a pretty big expense. I still included it in my estimate because it isn't a done deal yet.

Councilor Wilson asked so you're saying the County might help with the curb, gutter, and sidewalk?

Steve Gaschler replied yes and that's almost $10,000.

Councilor Wilson stated Councilor White, you've talked about the possibility of one of the quarries donating the rock. Is that still a possibility?

Councilor White replied I was able to secure the rock used in the original construction of the highway.

Councilor Wilson asked do you need Rip, the stone guy, and somebody to go down there and talk about how much they need?

Councilor White replied yes.

Councilor Wilson stated maybe you could go to one of the Boy Scout groups that need to do an Eagle project and maybe save some labor costs. Also if we're putting in electrical, maybe we could approach the International Brotherhood of Electrical Workers to help out or maybe PGE. Are we going to reach out if we find this getting away from us to try to find people to donate?

Steve Gaschler replied yes and no. The yes is that we're going to reach out regardless of whether it's getting away from us or not. When this is said and done, I'd like this number to be $30,000 and be able to do it because we went out and got in-kind and the things you just suggested. We're getting lots of interest and it looks like we'll have lots of help so I think this will work out very well.

MOTION: **Councilor Morgan moved to approve a resolution accepting the recommendations of the Parks Advisory Committee and establishing, naming and funding of Visionary Park. Seconded by Mayor Daoust.**

VOTE: **Councilor Wilson – Yes; Councilor Ripma – Yes; Councilor Morgan - Yes; Mayor Daoust – Yes; Councilor White – Yes; and Councilor Allen - Yes.**

Motion Passed 6 – 0.

8. MOTION: A motion authorizing a contract for Floodplain Methodology Analysis.

Ed Trompke, City Attorney, stated a little over a year ago I was approached to find out about some floodplain changes that are proposed for the City. I was asked to find an expert who could look into this. I asked a couple of professors and other people knowledgeable about floodplain analysis and came up with retired Professor Wayne Huber from Oregon State University. Some years ago he had written the textbook *Hydrology and Floodplain Analysis* as well as a couple of other books and articles on floodplain analysis. He's nationally known although he did retire about 2 years ago from OSU. He met with me, Craig, and Councilor White. We talked a little bit about the needs and how to address an analysis of FEMA's methodology once they come out with one. Since then, FEMA has delayed and postponed things a couple of times and now it looks like the new methodology and report will come out at the end of January or early February of 2016. Professor Huber said that he needed a couple of months of prep time because he only works part time and he's currently out of town on vacation. He'd want to do some research on the materials that are currently available and to look at what other information he might need in order to do an analysis of the floodplain changes that are going to be incorporated into this new study. There are such things as the downstream boundary conditions, the sedimentation changes in the Sandy River, and what cross sections are used. He's not going to do his own modeling on that, it's pretty complicated, but he will analyze the modeling that FEMA has done and comment on its reasonableness and propose some questions to find out whether or not it takes into account other facts. The total contract that he's proposed here is between $11,000 and $16,000. It says there's an upper limit of $50,000 but you have to say that because it's what you need to say to do a personal services contract with somebody that you are not putting out to a competitive bid. The problems that we'll have is the professor needs to start before the report comes out to prepare for the analysis when it comes out. Then when it comes out there'll be a 30 day time to look at it, there will be a public comment period, and then it will be either modified or become final depending on how the agency deals with the comments that it receives. That's why we're talking about doing this before the report is actually issued. The downside on it is that contingency funds or set aside funds in this year's budget are fairly low. The floodplain manager for the City is Steve Winstead and he has been through this once before in Castle Rock, Washington and says that he can work with Professor Huber at the time that the study comes out. He's not sure that we need to do this in advance because he thinks that there may be enough time if the City decides not to commit the funds to it right at the moment. But Professor Huber is

concerned about that given his time schedule. I don't want to say it is or is not possible because Professor Huber is not here.

Councilor Allen stated I find myself a City Councilor of a city that is bordered on 2 sides by rivers. We're talking about a subject that's been the focus of national and state debate. I have no doubt that Dr. Huber is well qualified and we'd be lucky to have him. I would encourage this process.

Councilor Morgan stated we're talking about potentially 172 parcels that are affected by a 500 year flood event. Is that correct, is that what we're talking about in regards to FEMA's mapping?

Ed Trompke replied a 500 year event but this will also be a 1% event change which is the standard FEMA floodplain. When you talk about a floodplain it's the 100 year or 1% event and that's where flood insurance is required by all of the mortgage lenders and where DLCD requires the City to regulate all construction within the 100 year floodplain.

Councilor Morgan asked would we be hiring Professor Huber to challenge the Federal Government's criteria?

Ed Trompke replied just the analysis. There's as much an art to the science as there is science because this is engineering. There are a lot of ways to look at the assumptions that are made. For example, the I-84 Bridge is now bigger than the old one. That allows more water and more debris to go through so the question will be how does FEMA evaluate that. Those kinds of things are what need to be evaluated and looked at.

Councilor Morgan asked would the City of Troutdale be challenging FEMA?

Ed Trompke replied maybe not, it depends on what the report says. It may be that nothing gets challenged.

Councilor White stated part of the FEMA process is to do an outreach and ask for local testimony. Even longtime residents are encouraged to give their perspective. It's not really a challenge, it's about getting it right because a lot is at stake. These are valuable resources for a City that could be decimated.

Ed Trompke replied some of the areas that you're talking about are the industrial parks as well as the residential land along the rivers. Part of what you looked at last meeting was the levees being looked at. It's all part of the same process. They're being done by different agencies but it's to provide a safe and secure city for the residents.

Mayor Daoust stated I understand hiring an expert. I also understand Federal Agencies and how they respond to experts. This is the first time I've heard that we're going to spend $11,000 to $16,000 on an expert. I know we had talked about it but it hadn't really sunk in that we were going to spend money hiring somebody to address an analysis of a Federal Agencies process and modeling. He's only going to take it so far, he's not going

to give the City any information on what to do with FEMA's information. He says we might have to hire additional experts to give us that information because he's not skilled to tell the City policy information on how to react to FEMA and what they're telling us. If we're talking about the City having new regulations based on what we've learned from FEMA then he's not going to help us with that either. He's pretty well drawn the line on what he can and can't do. I was looking at what all he was going to look into, on page 2 of Exhibit A to the staff report there are 4 bullets listed. The 2nd bullet, "What are the new floodplain regulations that FEMA will propose?" FEMA is going to be telling us that, we don't need to hire an expert to tell us what FEMA will already be telling us. "What is the timeline for FEMA's comment", again FEMA will tell us that and not the expert. The next bullet falls under the same thing, "what properties within the City of Troutdale, if any, will be affected by new floodplain regulations". FEMA will give us a map that tells us exactly what properties will be affected. With the last bullet, "how are the identified properties affected by proposed regulations", I would assume that FEMA would try to address that. I'm not trying to throw cold water on this but if FEMA is going to feed us most of what we're asking this expert to detail for us, what are we getting? The statement on the front of the staff report says that we will have to make a judgement call whether to expend funds to study these issues before knowing the precise impacts of the forthcoming publication. So if we make a motion tonight to contract with this guy and spend $11,000 to $16,000, it's even before we know what FEMA says. You said he needs some up front study time but he doesn't even know what FEMA is going to say.

Ed Trompke replied no one does. FEMA will tell us what they say.

Mayor Daoust stated the bottom line is that Council may find that information in the public record which is going to be produced by FEMA. The map will be pretty self-explanatory without additional public expense. Is it worth $11,000 to $16,000 to hire somebody to give us an added value from the information that we're already going to get from FEMA? FEMA will have public meetings and they'll address questions from the public. Our citizens can go to those meetings. What are we getting for our money where you think there's value added?

Ed Trompke replied FEMA doesn't really write the regulations, the City ultimately has to do that. Metro will also write some regulations. FEMA comes out with what they say are more or less the facts as they see them. Then the impetus shifts to the local government to actually regulate what happens in those zones to protect the public and protect the waters of the United States. Professor Huber will look at the evaluation of how the different flood zones are delineated as to whether or not they're properly delineated, which is the more modeling part of it. It falls to the local governments to write the regulations. He says he won't write those regulations because that's not what he does, that would be don't by the floodplain manager, Steve Winstead, and the Land Conservation and Development Commission has a FEMA Manager that makes sure the City's regulations comply with what the State wants to see to protect the waters of the United States and the public from flooding. What he does do is look at whether or not the evaluation of what is likely to be flooded and what's not likely to be flooded and whether that's proper, correct, and reasonable.

Mayor Daoust stated this is larger than the Sandy River and larger than the Columbia River.

Ed Trompke replied FEMA is under congressional mandate to become profitable because they've had such huge loses in the floods in Florida, Hurricane Andrew, and Hurricane Katrina in New Orleans. They are revising all of their floodplains to be as broad as is reasonable within their own eyes to capture as much money through the flood insurance program to help pay for everything. FEMA came out about a year ago with proposed new flood insurance rates and congress went ballistic because their voters went ballistic and scaled it back to about 20% of what their proposal was. FEMA said when they did it, congress was telling them they couldn't raise their rates to what we need them to be to pay for everything. We're doing it but congress has to subsidize them with taxes. There's a push and pull going on right now and flood zones are going to become very expensive for people to have houses in if they want to have a mortgage because they're going to need flood insurance. That's literally what the backroom dynamic is behind this.

Mayor Daoust stated my point is that this mapping and modeling is done nationwide. Is that a correct statement?

Ed Trompke replied this is one of the first places that the new regulations are being implemented. Also in January the President signed an Executive Order which said that FEMA has to take into account the rising flood levels from the ocean which may be interpreted to back up the Columbia River here so the dikes may need to be taller. All of that has to be taken into account in these new regulations. That's part of the reason why things have been delayed. There are many layers of new demands being put on FEMA to raise the flood levels, in many cases.

Mayor Daoust asked when you say we're first in line, do you mean the Columbia River basin?

Ed Trompke replied I'm not sure that they're doing the whole Columbia River basin. They're doing the Sandy River basin and some other areas in Oregon. I don't know what the whole scope of their analysis is right now. This particular piece is one of the first batches that's coming out and I don't know what the science is behind it.

Councilor Allen stated what I know about this issue is what I've heard on OPB and what I've read. I've picked up enough to know that there's subjectivity to this and it's valuable to me to keep FEMA honest and seek independent expert opinion. Especially when I'm taking a look at this map and I'm seeing our industrial area, our urban renewal area, and the town center overlay. These are valuable pieces of property which provide us with quite a bit of tax money. It's a small pittance to pay compared to the value of the land that we're talking about.

Councilor Morgan stated I don't question that at all Councilor Allen as it being important to challenge it. Based on the scope of work, it doesn't even challenge it. It just gathers

further information as to why their models might potentially be flawed. I know that we've seen the maps and the projections that they have are about 70-80% of our area that's affected is actually going to be reduced and not increased. There are a few areas that might have a subsequent increase but as a whole it's going to go down. If we know what the scope of work is going to generate and it's going to yield results then that's one thing but if we have a hard time tackling Visionary Park then it's difficult to think about taking on Congress, Obama, and FEMA all at the same time.

Councilor Ripma stated you mentioned Steve Winstead, is he a Troutdale employee?

Ed Trompke replied he's been appointed as the floodplain manager for the City. He's a contractor for the City.

Councilor Ripma stated you said he worked in another City that dealt with this. Did they have any success in arguing the methodology and getting changes?

Ed Trompke replied I don't think that they did challenge it. I think they accepted at least most of it and worked with FEMA to implement it.

Councilor Ripma stated we don't know that there's going to be any changes to the map. When the map is published then we'll have 30 days. The idea of it being rolled out and us having 30 days to ask questions, my only experience with that is through the US Patent Office. I'm a patent lawyer and if you're going to challenge something then you have to be ready. You can't just go to a meeting of the public and expect to make a realistic challenge if you think something is alarming and wrong. If FEMA's under the gun to raise more money then I'm worried that the floodplain maps may change and exert the subjective element in favor of expanding it. You've got to challenge it with some expertise. They're going to have all the expertise and public asking questions isn't going to cut it. What worries me about this contract is what we'd really like to do is hire him when this comes out and have him pour over it during the time that's available then. What he wants to do is start brushing up on the analysis. I'd be willing to approve going forward at the time that it comes out when frankly we'll know if we have to object.

Mayor Daoust stated that might be an idea. How do we know if the City of Portland, the City of Vancouver, the City of Camas, and the City of St. Helen's aren't going to hire an expert also.

Councilor Ripma stated for local conditions, their expert might not help us except to challenge the overall analysis being done by FEMA and might not cut it. FEMA is an expert agency regardless of how they perform in some situations. We'd need a real basis to challenge it and we won't know.

Councilor White stated the maps aren't that broad. The portion that we're concerned with is only in Troutdale. I wouldn't expect to get help regionally. We talked about spending 6 figures at the last meeting on the Sandy Drainage Improvement District to do an analysis of the levee. Something that could really add to the cost of that is if we don't get this

floodplain right. It's $11 million a mile to raise the levees by 1 foot. The maps are out, I've seen them, Councilor Morgan has seen them, and Craig Ward has a copy in his office.

Ed Trompke replied they're not the final maps they're preliminary.

Councilor Morgan stated it affects your property.

Councilor White replied I'm not talking about me specifically. The fact that someone could own property for 30 to 40 years that they did their homework on and they ensure that their property isn't in the floodplain then all of a sudden it's being added to the floodplain. If you get tagged that you are all of a sudden in a floodplain then how can you sell your real estate after that happens, who would make a decision to spend that kind of investment when it's a bouncing ball.

Councilor Ripma asked did the map show properties moving into the floodplain?

Councilor Morgan replied yes it does.

Councilor White stated the costs go as high as $1,000 per month and it's mandatory if you have a mortgage.

Ed Trompke stated the maps you're referring to came out a year ago in March long before any of this new direction was given to FEMA. I don't think they're going to be representative at all of what we see as a final product.

Councilor White stated we realized that we couldn't afford to do our own hydrology report but the beauty is that ODOT did one of the most expensive hydrology reports ever done on the Sandy River and it contradicts FEMA's report. We're also finding out that FEMA is being influenced by other agencies to come up with these changes. The public was told the floodplain isn't going to increase, it's like going from Fahrenheit to Celsius, it's going to be exactly the same but that's not what we're seeing.

Councilor Ripma asked are you saying part of what he wants to study in preparation for getting ready for the release is this ODOT finding that FEMA's analysis might have flaws?

Ed Trompke replied that's what he's looking for, any available information.

Councilor Allen asked if you were buying a house, normally you would have an independent inspection of that house because you're talking about a large dollar value and it's worth it for surety that things are going to be ok. I see this very similarly in the sense that millions to hundreds of millions of dollars are going to be put into our development area and for me that assurance to know that what FEMA comes up with was properly done. That's why I seek expert advice because I don't really know whether it's right or wrong because I haven't studied it. I need someone qualified to take a look at it. It's a small percentage of the overall value that we're talking about.

Councilor Morgan replied I understand that aspect. What I was saying is that if I thought that doing this up until January when the report came out would put us in a better standing then I'd be all for it. Based on the preliminary maps, that will change, the impact it's going to have is not going to be as substantial as it had been reported. If the report comes out and it's dire and horrible then I think that's a good point to move forward.

Councilor Allen stated my concern is that 30 days is not sufficient time to respond.

Councilor Morgan replied but that assumes that we need a response.

Councilor Allen stated it does assume that we need a response. But if we do need a response, 30 days isn't enough time. If other jurisdiction need to hire experts then the experts could be hard to find.

Councilor Wilson stated I don't think that right now there are any results that he could gather from not having the reports. The other thing that I'm concerned with is that our own floodplain manager has said that he goes by whatever FEMA has said latest even if it hasn't been approved he's enforcing some of those rules. So I'm not even sure if our own floodplain manager would be supportive of making any changes.

Councilor Morgan stated they're even factoring climate change which is going to be in the eye of the beholder.

Ed Trompke replied I have no idea how an expert would begin to take that into account but I'm not an expert.

Councilor White stated that defies FEMA's own rule that you have to go with what's currently happening, you can't use a crystal ball and predict weather.

Mayor Daoust stated I think he's going to charge by the hour so there may be some wasted time this fall for him to be studying things that he doesn't have to study and he's going to charge us by the hour to do it. I'm wondering if we can wait a little bit and then hire him later in the fall and give him more than 30 days, maybe an additional 30 days. Information will leak out before we have that 30 day comment period. I will agree that 30 days is not long enough to do an analysis of another analysis. We'll probably learn more about what other Cities are going to do to tackle the same job we're talking about tackling. The City of Portland will analyze the same model, the same assumptions, and the same everything. The Sandy River is not different as far as the modeling goes. They may throw in the I-84 Bridge pillars.

Ed Trompke replied the drainage basin is different and it's all based on size of drainage basin. The Sandy River drainage basin being all on Mt. Hood, the Willamette River basin being the coast range all the way down to Roseburg.

Mayor Daoust replied ok I'll buy that so there may be site specific modeling for the Sandy River drainage.

Ed Trompke stated but there's no question that there will be common issues. But factually they may be different.

Councilor Morgan asked did McMenamins win their challenge to FEMA?

Ed Trompke replied on some of their wetlands. I'm not sure they did that through FEMA, I think they did that through the State or the Corps.

Councilor White stated that was a very expensive process and some property owners have already gone through that process on the current FIRM panel map. To have to do that expense a second time is pretty difficult. One of the factors that's caused FEMA's opinion to raise the floodplain is the debris from Marmot Dam sediment which is transient, it'll eventually be gone. It's really bad timing. Marmot was the largest dam to be removed so they studied it quite extensively. That's where they're getting some of this increase in floodplain. I want to point out that Wayne is retired and he travels. He was kind of reluctant for us to get him. I think the only reason he's considering this is that we got to him so early in this process. There is going to be a demand for people like Wayne and it would be smart to secure him.

Councilor Ripma stated I wonder if we could retain him for a couple of days' worth of work with the final amount on some sort of promise that we'll use his services if the final flood map alarms us.

Ed Trompke stated there are 4 broad activities in this scope of work and activity 1 is 2 to 3 days which would be 2 to 3 days of 8 hours at $150 per hour. You might want to give direction to the City Manager to manage the contract so that only a certain amount is spent prior to release of the final maps in January of February. To keep a reign on how much we spend prior to that so it doesn't get out of hand.

Councilor Morgan asked is there any way we can direct staff either when Craig returns or direct Ed to get the entire Council the same information, for example the map that Craig has? So the Council might know what we're talking about and so they're aware of the projected implications.

Ed Trompke replied I think the only issue is that the maps cost about $30 each to print.

Councilor Ripma stated we could all come in and take a look at it. I've seen the current map but it sounds like that doesn't really answer what is going to be the defining map, particularly for property owners that end up in the floodplain.

Mayor Daoust stated we could limit his upfront time by limiting it to Activity 1 which is 2 to 3 days work and no more than that. That would limit the number of hours that he'd do his pre-work in. In order to do Activity 2 and 3 he has to wait until January or February to even address what he's going to look at.

Councilor Ripma replied I think that's reasonable. I think we can direct staff to give him that direction as part of the approval.

Councilor Allen stated I worked under a PE for nearly a decade and I know enough to know that it's a complex model and it's not as simple as it may seem up front. I'm concerned that we wouldn't be getting Dr. Huber time to do an adequate job and I'm not sure if FEMA's even going to put the time in to do an adequate job. That's something that we'll find out I suppose but hopefully not too late.

MOTION: Councilor Ripma moved to approve the consulting proposal in Exhibit A and as part of the approval we direct staff to work with Dr. Huber to limit his work prior to the release of the FEMA report to 2 to 3 days. Seconded by Councilor White.

VOTE: Councilor Wilson – Yes; Councilor Ripma – Yes; Councilor Morgan - No; Mayor Daoust – Yes; Councilor White – Yes; and Councilor Allen - Yes.

Motion Passed 5 – 1.

9. STAFF COMMUNICATIONS

Steve Gaschler stated I got myself into a little bit of trouble and I'll need your help to get me out of trouble. I made a promise to Claude Cruz and the Chamber that they could serve alcohol at their Fall Festival of the Arts that's coming up. I made that decision based on the Municipal Code which gave me the discretion to allow that for a Community Event. I was informed a couple of weeks ago that there's a resolution on the books, Resolution #1975, that the Council passed in 2008 that set the Sam Cox Building aside and said no alcohol was allowed in that building. Here it is a month away from the event and I found out that I do not have the authority to allow alcohol in the building. They can have it outside in the park but that won't work. I'm here to ask you to help me get out of this little pickle.

Ed Trompke stated because Resolution #1975 indicated that there were concerns on the Council that there may have been problems with alcohol in the Sam Cox Building. But the Parks Advisory Committee and the public testimony went the other way and recommended that Council allow the discretion to staff to permit alcohol use in the premises, it probably makes sense to adopt a resolution, if the Council would consider that, at the next meeting to do an experiment to see whether or not any problems arise. Since the Chief is here, he can monitor that and report back if there are any problems. Then bring it up in the next year or two to decide whether to continue the program with allowing alcohol use in the Sam Cox Building by repealing that Resolution or going back to leaving it the way that it is and saying no it didn't work out.

Councilor Wilson stated I thought we had discussed this and we were going to allow alcohol there except that it had to be served by someone that owned a bar that already had an OLCC permit and they would be the ones to monitor what was distributed.

Councilor Ripma replied I think that didn't work. The problem always came down to how to exercise or grant some kind of discretion to the City because we had an ordinance for awhile that allowed alcohol but they had to have a police officer there and that didn't work. What I'd propose is can't we just make a 1 time exception for this and put it on the consent agenda?

Ed Trompke stated in effect that's what I was proposing is to do it by resolution to look at it and decide.

Councilor Ripma asked case by case or just this 1 time?

Ed Trompke replied just this 1 time for now and see how it works.

Mayor Daoust replied we've had alcohol in Glenn Otto Park before, even during SummerFest.

Ed Trompke stated it's allowed in the park, it's just not allowed in the building.

The Council was ok with bringing back a resolution at the September 22nd meeting on the consent agenda.

10. COUNCIL COMMUNICATIONS

Councilor Wilson stated I know we've decided to stop the meetings at 9:30pm and I appreciate what you did today in trying to move things along. As I've gone to meetings at other cities, Metro, and the County, they've had timelines for how things run. I understand that if we say somethings going to start at 8:00pm and we finish the section before at 7:30pm then there'd be a delay. Maybe there's some way we could work around that so we can keep moving forward. I don't know that this Council would have any lag time in between subjects. I think it would keep us more on task and more on time if we put a timeline on our agenda. Take it under consideration, I don't have to have an answer at this moment.

Councilor Ripma stated my concern would be that we have a very poor track record of identifying how long an item is going to take. If you say it's going to come up at 9:00pm and if for some reason everything else gets dropped off the agenda then we can't really start the item early. People will count on that and not come until 9:00pm expecting it to come up there.

Councilor Wilson replied other Councils and other Governments have been able to work with that. It may help all of us to stay on some kind of timeline so we can respect the audience here, respect the speakers that are here. I think we need to look at another way of tweaking our agendas.

Mayor Daoust stated I've been in both kinds of meetings. This Council struggles with 1 time limit. I don't know how we would struggle with 6 time limits. Let me think about that.

Councilor Allen stated I've come across things that other jurisdictions decide on and I wonder how they came up with a decision and I sure hope it wasn't because they ran out of time. It's important that we do a good job and service to our citizens and not necessarily that we did it fast.

Councilor Morgan stated I have 2 thoughts. My first thought is I know that at one point we had purchased a communications system. If someone would like to speak then they would sign up before hand, the Clerk calls the roll, and you speak during public comment and there's a timer with a green light, at about 1 ½ minutes there a yellow light, and then at 3 minutes your cut off with a red light. Fairview bought a communications system where you push a button when you want to speak and the Mayor will look at that and call on you. That in itself moves the process along. The second topic I had was that we've been talking about how we're going to do things at the City with our website and communications. I know we have 65 or 66 work session topics. We've talked about having a communications package that's equitable and fair and not political. If there's an interest of the majority of the Council to have Ed craft some language and look at some things that might be good recommendations for us to look at and then give our City Manager direction after that. That might be a way to overcome some frustration and skepticism about that process. Then it could be referred back to us.

Mayor Daoust asked what would you call that?

Councilor Morgan replied a communication framework. During the Police Contract there was some frustration and I think some ill feelings after the fact. Just something that is structured well and looks at all the concerns that we have.

Mayor Daoust asked that would be assigned to Ed to come up with that framework?

Councilor Morgan replied yes and working in consultation with Craig when he comes back.

Ed Trompke replied I would want to work with Craig on that. I can take a try at it.

Councilor Ripma asked will it be like a set of rules?

Ed Trompke replied I'm not sure that a set of rules is the best way to describe it but maybe some guidance on how to put things to make them less objectionable.

Mayor Daoust stated you brought up 2 things, the communications system with the speaker timer and the other is the framework.

Councilor Morgan replied yes. I know that Craig had been reaching out to Portland State University about an intern about social media, our website, and things of that nature. I

think he might be able to compile some stuff and work in consultation with Ed. Then the Council can give further direction back to staff on next steps.

Mayor Daoust replied ok well I'm good with that.

Councilor Allen stated I don't know about hiring a student just yet but I would like to take that step to see what Ed can come up with.

The Council was ok with Councilor Morgan's recommendations.

Mayor Daoust asked are you recommending we purchase the communications system?

Councilor Morgan replied I was under the understanding that we had one.

Sarah Skroch stated we have a countdown timer that you could set for a specific time but it doesn't have the red, green or yellow lights.

Mayor Daoust stated maybe we could have staff look into how much it would cost to do the full blown switch in front of everybody and also the audience timer with lights.

Councilor Wilson stated something to add onto that is for people that want to come up to talk to us to comment fill out a form. I've seen that help speed things up too. I know our Planning Department does that.

Councilor Morgan replied I mentioned that the signs ups would be collected a few minutes before and then the Clerk would call their names.

Mayor Daoust stated I had an informal meeting with Junki Yoshida to try and get things back on track with our Urban Renewal area and to answer any question that he may have had. This was an unplanned meeting, he was sitting in a coffee shop that I went to and we ended up talking for an hour. It was a very productive meeting in that we're back on track. They have made arrangement to take out the $600,000 loan to clean up the sheep pit which at one time was in question whether they were going to do it or not. Also figuring out how to straighten out the difference in the 2 appraisals, we've agreed to the 3rd appraisal which was in the terms sheet to break the gridlock between the 2 appraisals. We talked about what's on the City's shoulders of proceeding with the Simon property road through the middle of the Outlet Mall and proceeding with the second letter as soon as possible so that Simon knows we're considering condemnation and we want to put a road through to our urban renewal area. Both sides are moving forward and that was our whole intent and to review the disposition and development agreement which I understood that they already had but they were not reviewing it, but now they are. It was a tremendously positive meeting with getting things off center and moving again which has been my goal all along. He called Matt Wand while I was sitting there and told him what to do. I said that I'd bring up the Trauma Intervention Program (TIP) invitation that the City gets every year. TIP is asking us to sponsor a table for 10 for $800. As I understand it now, it was requested of Craig but he had politely replied not this year. I'm

bringing it up because TIP does a lot of work in Troutdale and they don't bill us for that. Part of the agreement is that Troutdale would host 2 tables. I've been to their banquet and auction before and it's a very worthwhile event. I'm wondering if the Council wants to sponsor a table or two?

Scott Anderson stated I just wanted to say that every year it's been in the police budget. If you look at the Reynolds High School shooting incident, they gave hundreds and thousands of hours of volunteer time to help kids, families, school staff, and police staff. It's incredible what they do for us. We don't have that in the current budget because of the consolidation.

Mayor Daoust asked but we've done it before as part of our agreement?

Scott Anderson replied yes.

Councilor White stated I would suggest that we continue our tradition of sponsoring 2 tables. My personal experience with TIP had to do with prior to the lifeguard program at Glenn Otto, I was involved with several drownings that occurred close to my home. It was such a comfort and I was surprised to see that they had somebody there immediately to comfort the family for those losses and I hope I never need their services but I'm really glad that they're out there. It probably stops an additional tragedy from happening. It's a great program and Troutdale is heavily involved in it. Our own Greg Vining's wife, June, is the Chair. Every time I go there is a long list of Troutdale representatives supporting this program.

Councilor Wilson stated I think we should approve it.

Councilor Ripma stated it sounds like we've done it through the police budget in the past.

Mayor Daoust replied yes we have.

Councilor Ripma stated it's just that we can't do it that way this time and from now on. I'm ok with it.

Mayor Daoust replied I will contact June and let her know we'll sponsor 2 tables for $1,600. The event is on September 26th. That is the Saturday that we'll be at the League of Oregon Cities Conference. The Conference gets over at noon and the auction and dinner is in the evening. We can sponsor the tables but we don't have to sit at them, right?

Scott Anderson replied that's right.

Mayor Daoust stated I have one more thing, the Gateway to the Gorge half marathon is coming up on September 12th beginning around 7:00am. If you drive through downtown Troutdale there will be a whole bunch of stuff set up for this marathon.

Councilor White stated I have a personal item, this past Sunday my daughter got married and we were allowed to christen the new Harvest Church built here in Troutdale. I wanted to thank our Public Works Department and Steve Gaschler. It was a race to get the door open on the building. I want to thank Gresham Fire, Multnomah County, and Steve Gaschler for the extra time to get that going. Especially Pastor Mike Halstead and his crew. It was amazing watching it come together. The Building is incredible, it looks like Cabela's or Timberline Lodge. It's a great asset for Troutdale.

11. ADJOURNMENT

MOTION: Councilor Allen moved to adjourn. Seconded by Councilor White. Motion passed unanimously.

Meeting adjourned at 10:06pm.

DRAFT

Doug Daoust, Mayor

Dated: _____

ATTEST:

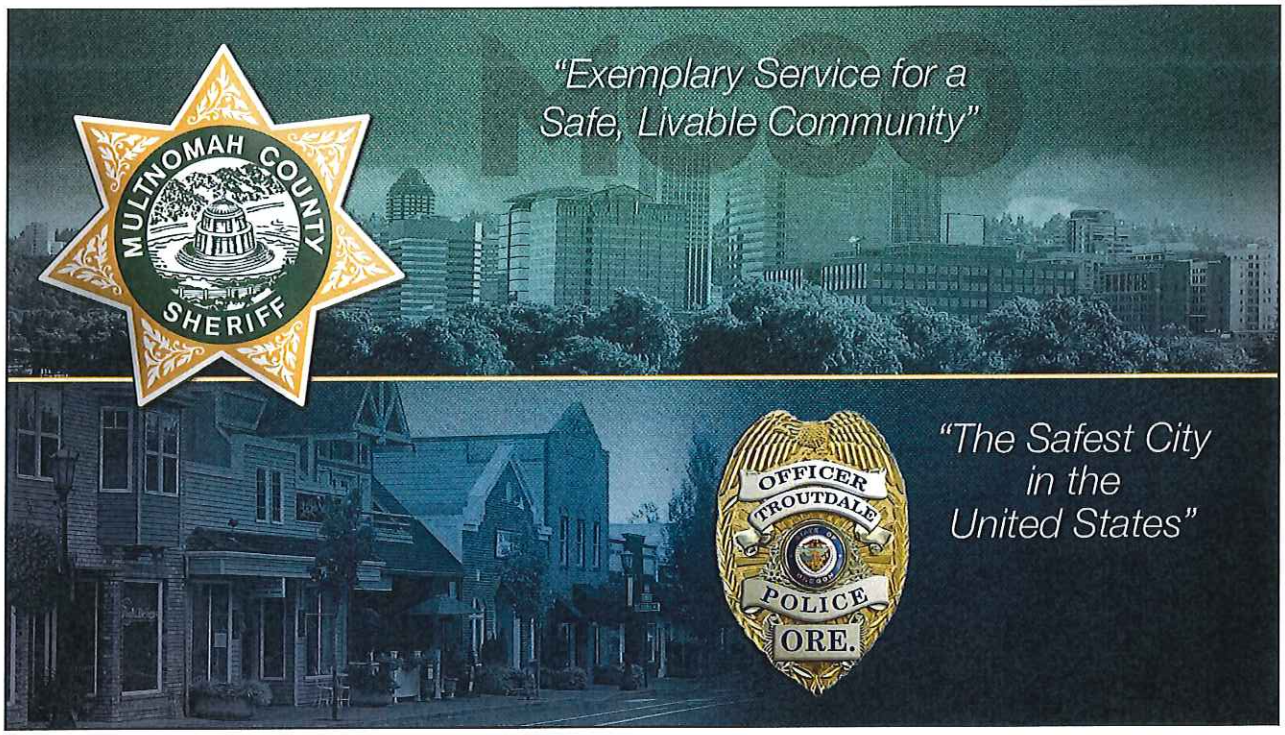
DRAFT

Sarah Skroch, City Recorder

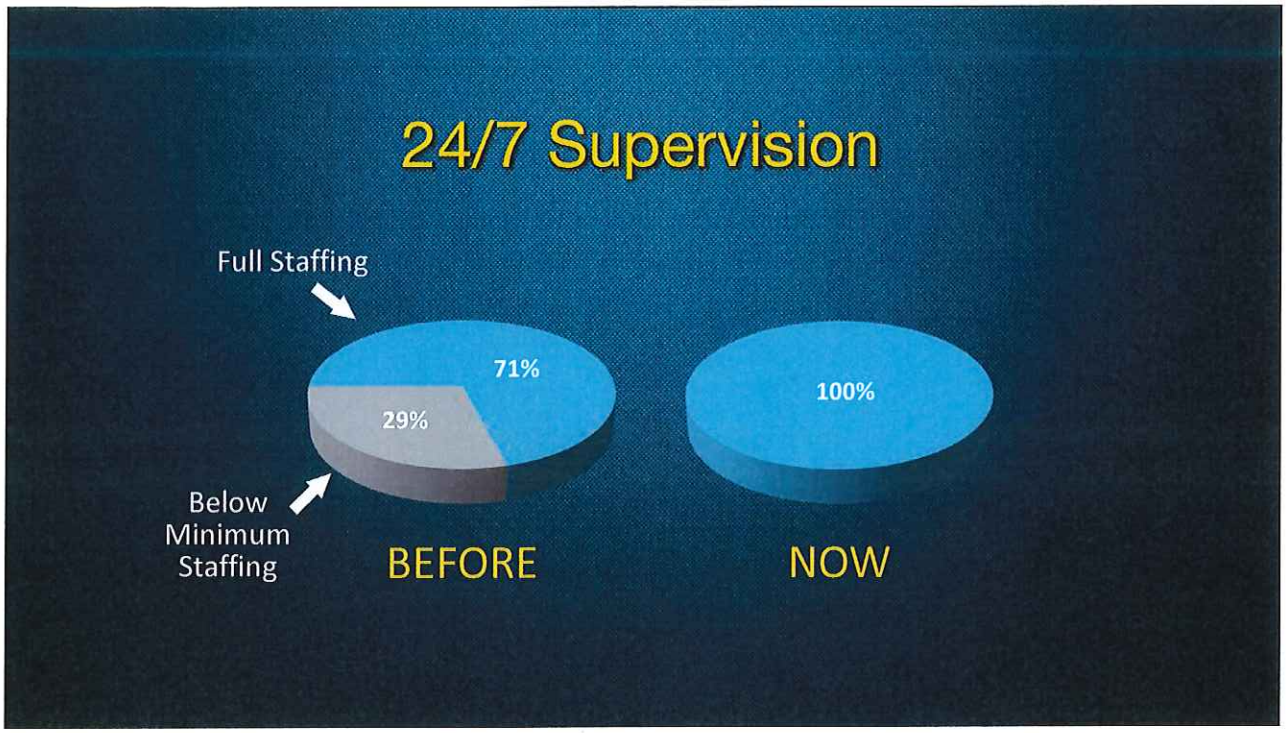
CITY OF TROUTDALE
CITY COUNCIL – Regular Meeting
Tuesday, September 8, 2015

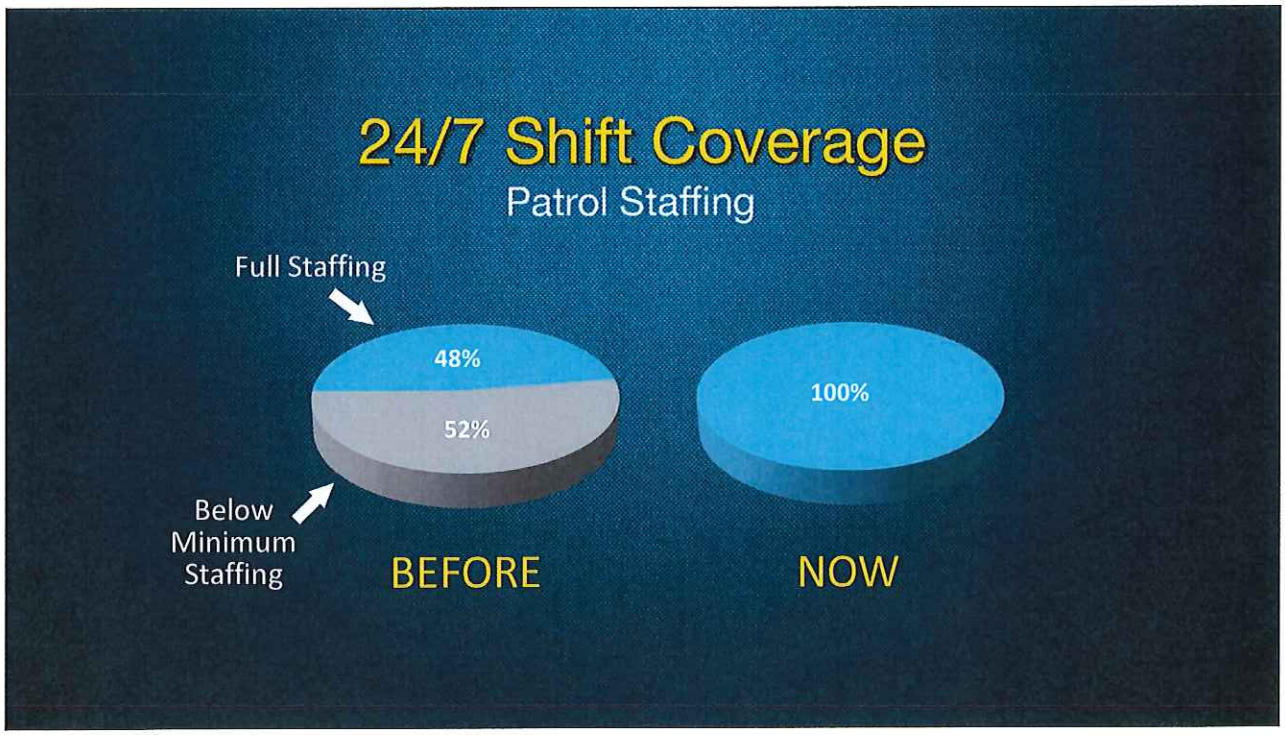
PLEASE SIGN IN

Name – Please Print	Address	Phone #
Shirley Hudson	Metro Council	
Charles Ogden	WCGCC	
PAUL WILCOX	TROUTDALE	
DAVID Becker	Troutdale	


"Exemplary Service for a Safe, Livable Community"
MULTNOMAH COUNTY SHERIFF
OFFICER TROUTDALE POLICE ORE.
"The Safest City in the United States"

24/7 Customer Service
Records Staffing
Full Staffing
27%
73%
Below Minimum Staffing
BEFORE
100%
NOW


24/7 Supervision
Full Staffing
71%
29%
100%
Below Minimum Staffing
BEFORE
NOW


24/7 Shift Coverage
Patrol Staffing
Full Staffing
48%
52%
100%
Below Minimum Staffing
BEFORE
NOW

School Resource Officers

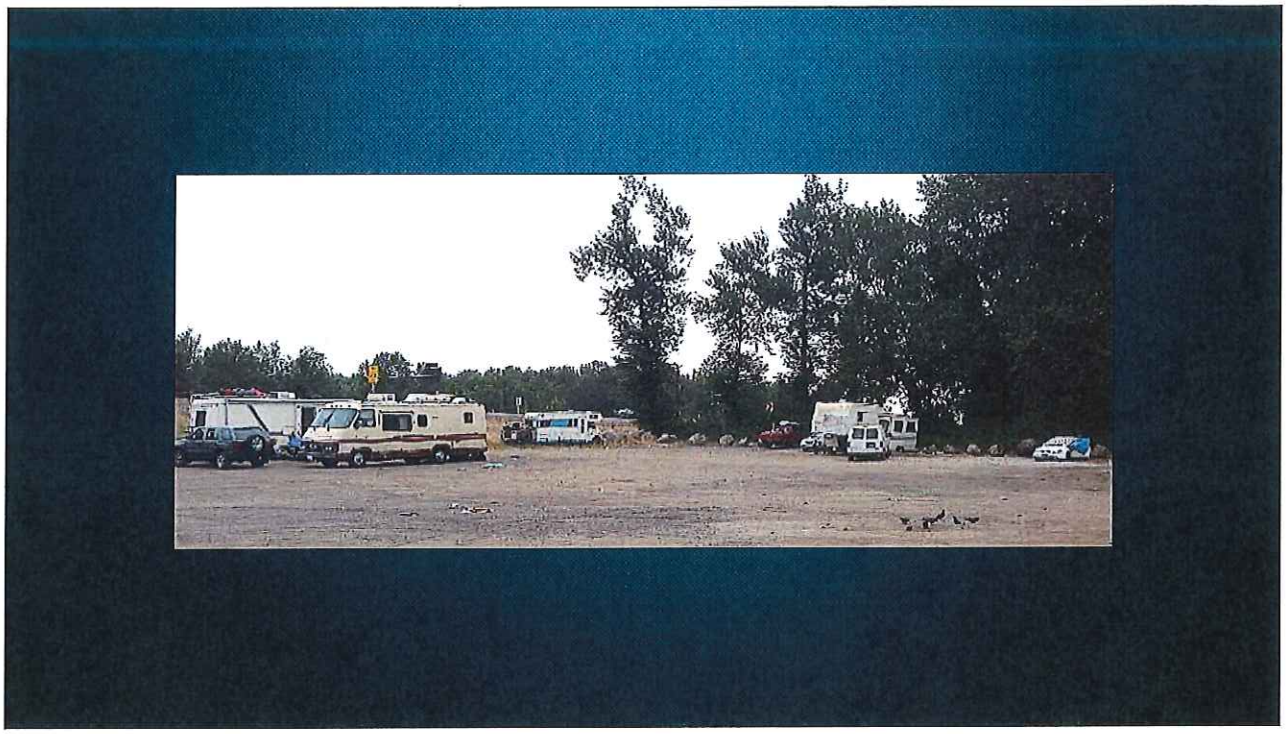
Prior to July 1, 2015

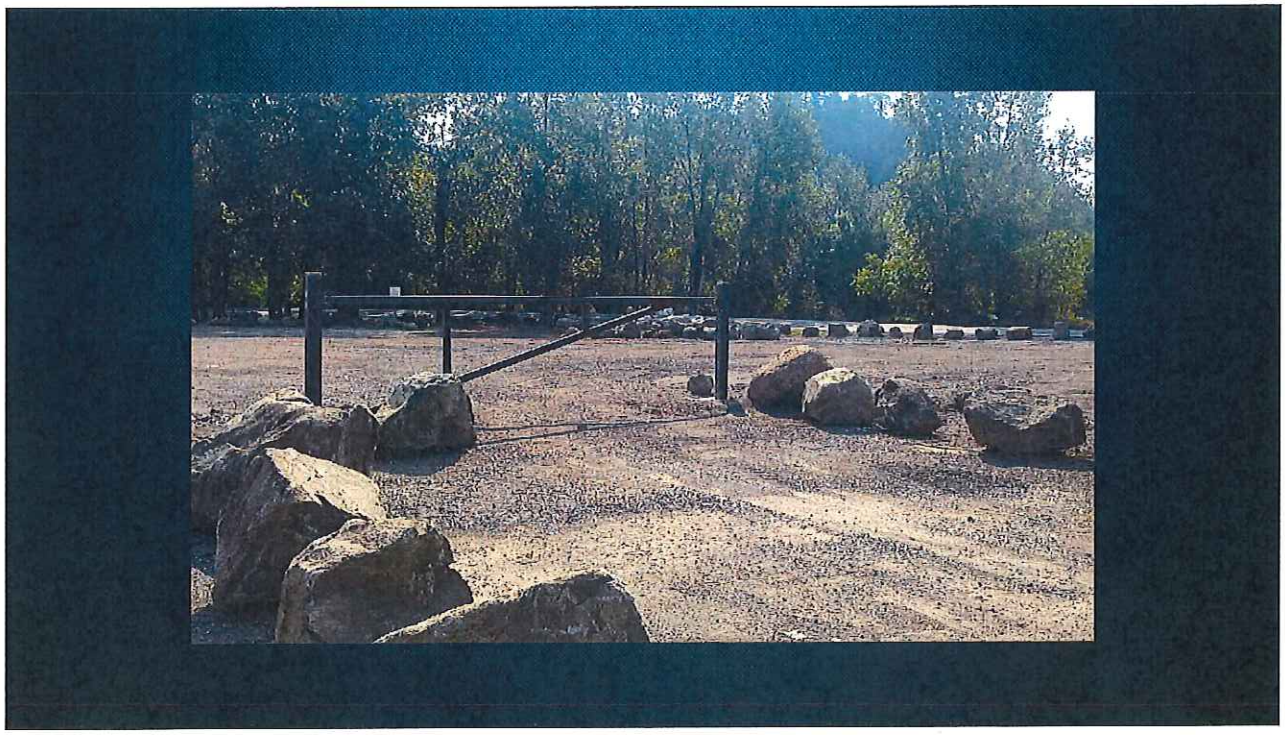
Reynolds High School → 2 Officers

Today

Reynolds High School → 2 Officers

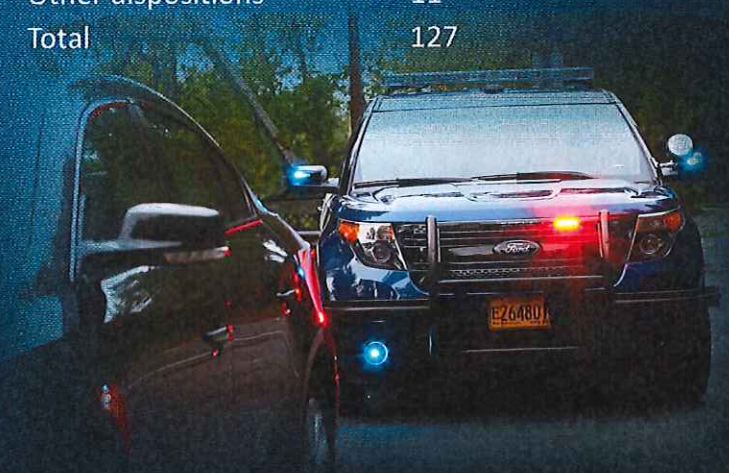
Walt Morey Middle School → 1 Officer





Troutdale - July 2015 Traffic Statistics

Warnings Issued	86
Citations Issued	30
Other dispositions	11
Total	127



Troutdale - July 2015 Calls for Service

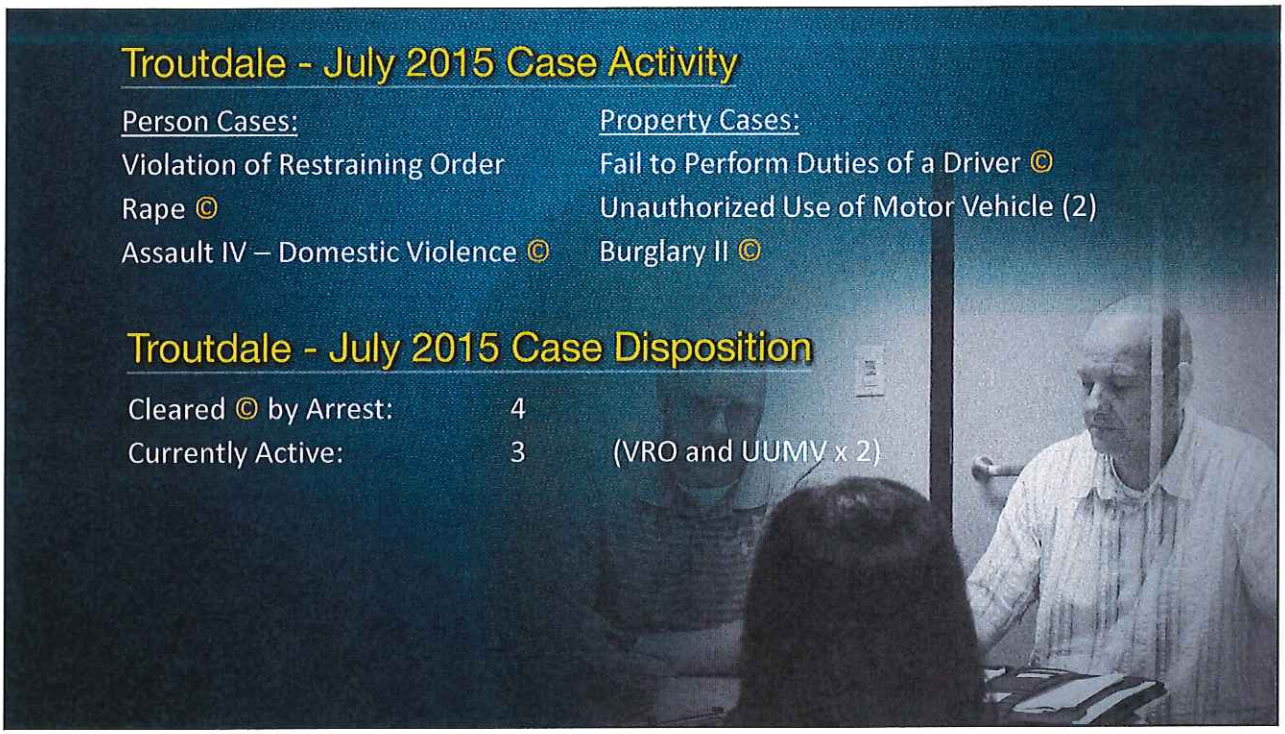
Total calls for service:		1,033	471:45 hours
Dispatched calls:		561	29:07 minutes
Average time on each call:			
Self-initiated calls:		472	
Emergency (Priority 1 and 2) response time			
Traffic stops –	July 2014:	4:33	127
Subject stops –	July 2015:	4:31	45
Non-Emergency (Priority 3-7) response time			
Jan – July 2014:		8:14	
Jan – July 2015:		7:18	

Troutdale - July 2015 Case Activity

Person Cases:	Property Cases:
Violation of Restraining Order	Fail to Perform Duties of a Driver ©
Rape ©	Unauthorized Use of Motor Vehicle (2)
Assault IV – Domestic Violence ©	Burglary II ©

Troutdale - July 2015 Case Disposition

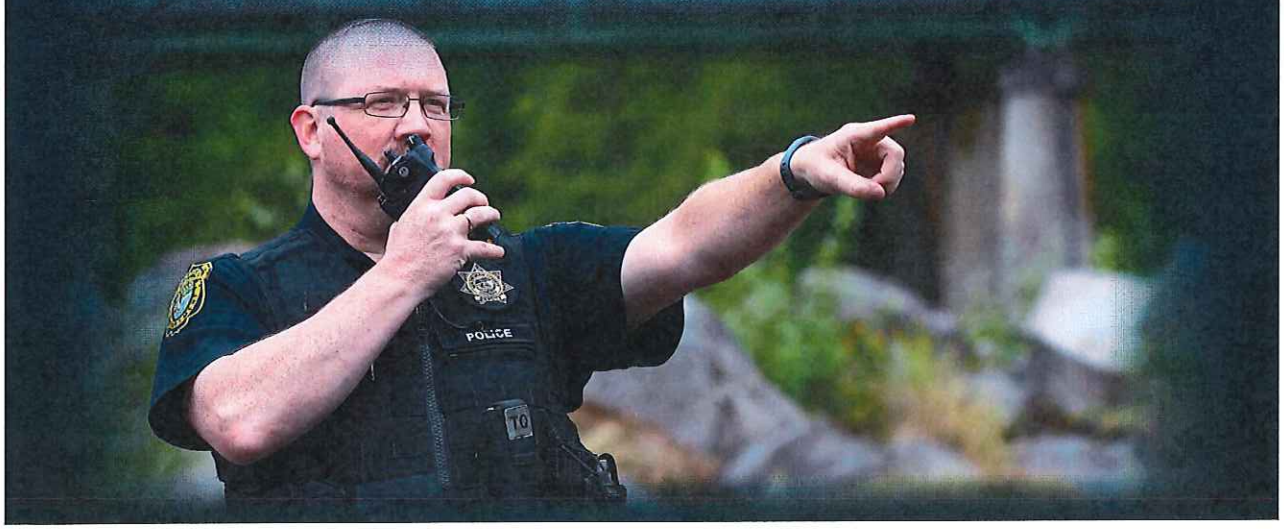
Cleared © by Arrest:	4	
Currently Active:	3	(VRO and UUMV x 2)



Troutdale - Sandy River Beach Patrol

2015 Summer Season: 1050 Hours + *

* *These hours do not include proactive patrol or traffic stops in the area.*



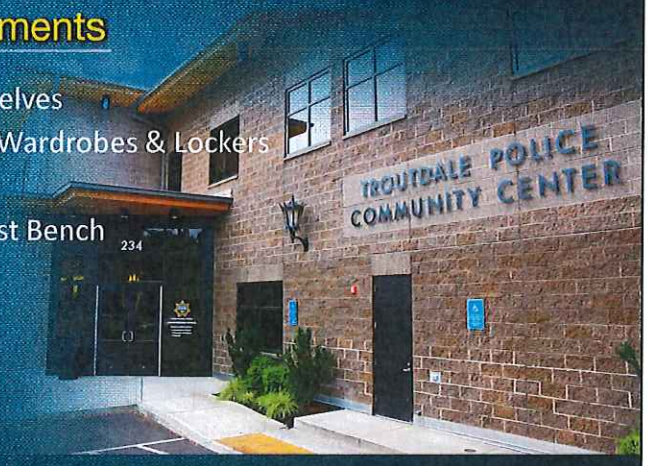
Value Added Services

FY 2016

Troutdale Police Facility Improvements

$ 37,952	Space Saver Rolling Storage Shelves
$ 24,231	New Furniture, Work Stations Wardrobes & Lockers
$ 1,400	New Evidence Storage Racks
$ 1,216	New Intoxilizer Cabinet & Arrest Bench

$ 64,799



Mobile Command Post Upgrade

$ 32,000 Data/Cellular Antenna System

- *provide wifi access in remote areas or when emergency system lines are overused*

$ 20,000 Command Post Supplies/Outfitting Upgrade
Roof Mount RV Satellite Antenna

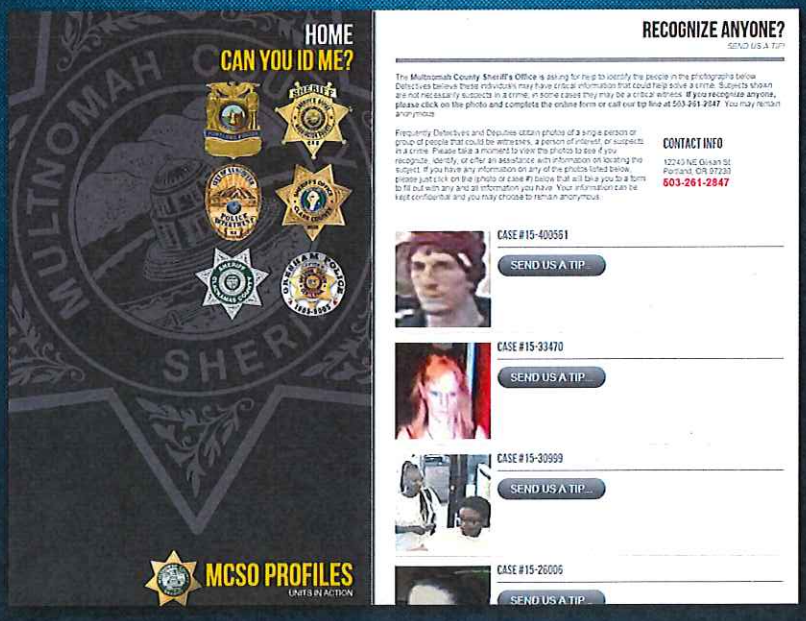
Patrol Vehicle Additions / Enhancements

Purchased 4 Additional Police Vehicles from Troutdale
Upgraded Trauma/First Aid Kits in All Vehicles
Purchased 33 Additional License Readers

- *Faster and more efficient vehicle stops*
- *Increased safety for both deputies and citizens*

Various Operations Enhancements

$ 7,000	Mobile Surveillance Camera for East County Graffiti Abatement Project
$ 75,000	Reconstruction System for the Crash Team
	Software Upgrade for Existing Crash Recon System
$ 15,000	Equipment Upgrade for the River Patrol Dive Team



MULTNOMAH COUNTY
SHERIFF

MAKING A GREAT PLACE

Metro

Metro update

Troutdale City Council

Councilor Shirley Craddick
September 8th, 2015

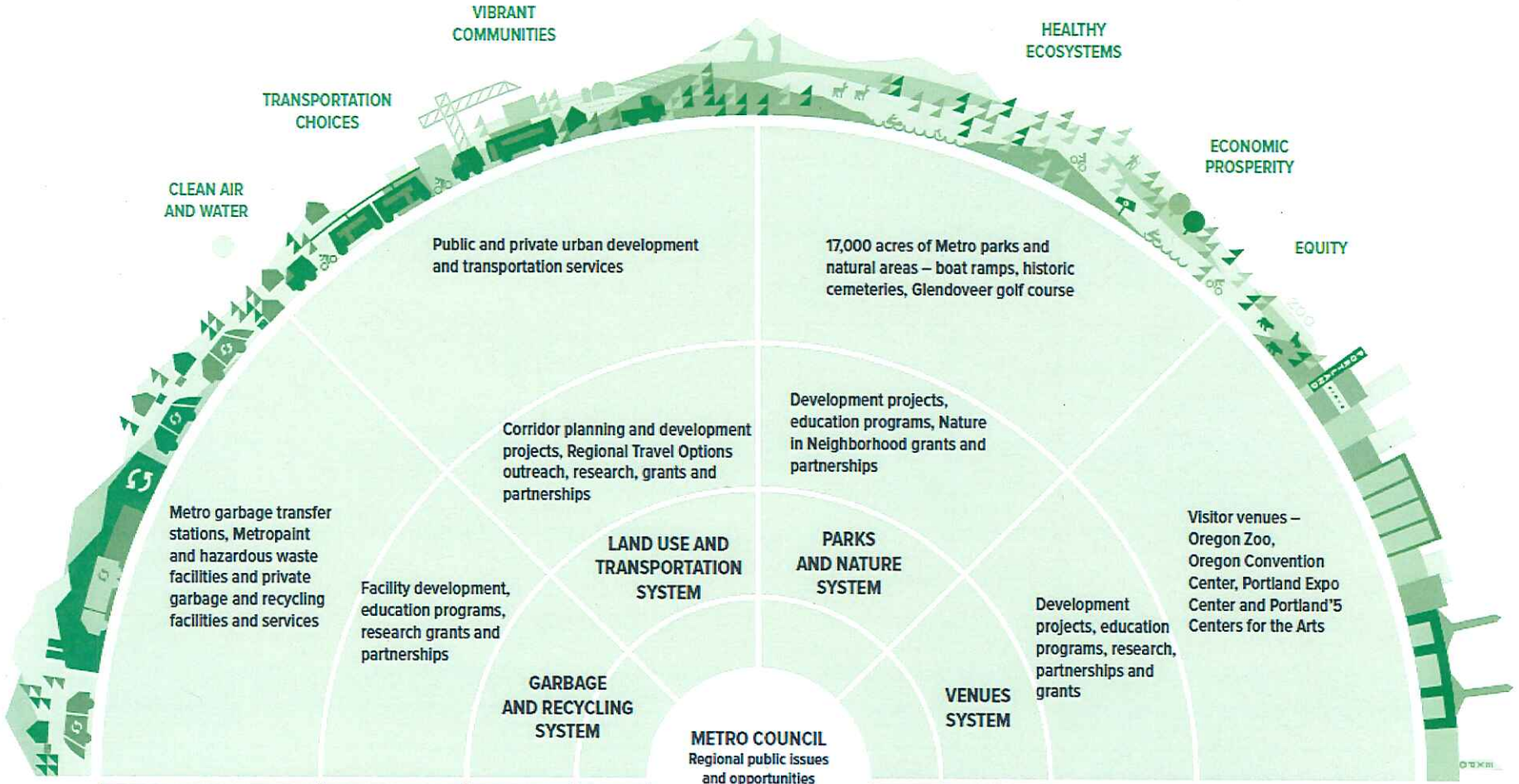
Exhibit B
September 8, 2015 City Council Minutes

Updates to share

- Transportation planning and projects
- Solid waste roadmap
- Parks and natural areas activities
- Status of growth management decision
- What's new at the Oregon Zoo, the Expo Center and Portland'5 Centers for the Arts

How Metro works

Making a great place



QUALITY OF LIFE VALUES

Residents of the region value clean air and water, access to nature, safe and reliable transportation, healthy neighborhoods, job and business opportunity.

Metropolitan region systems and services:

- Require coordination across city and county boundaries
- Provide equitable distribution of public benefit and cost
- Demonstrate cost efficiency or economy of scale
- Fill a gap or seed innovation
- Help shape the future of the region

Powell-Division Transit and Development Project

Decisions made:

- Bus rapid transit
- Tilikum Crossing to Powell Blvd transitioning to Division St to Mt Hood Community College

Portland route options:

- Downtown Portland
- 50th/52nd Ave
- 82nd Ave

Gresham route options:

- Main Ave/223rd Ave
- Cleveland Ave
- Hogan Rd

Regional Transportation Planning

- 2018 Regional Transportation Plan update getting underway
- Regional Transit System Plan
- Regional Flexible Fund Allocation policy update and implementation

2015 Growth Mgmt Decision

- COO recommendation released in August
- Focus on the investments we need for today's communities
- Revisit our decision in 2018

Solid Waste Roadmap

- How best to manage garbage and other materials in future
- How to position the region to achieve better use of discarded materials
- How the region's solid waste system can best meet the needs of the public

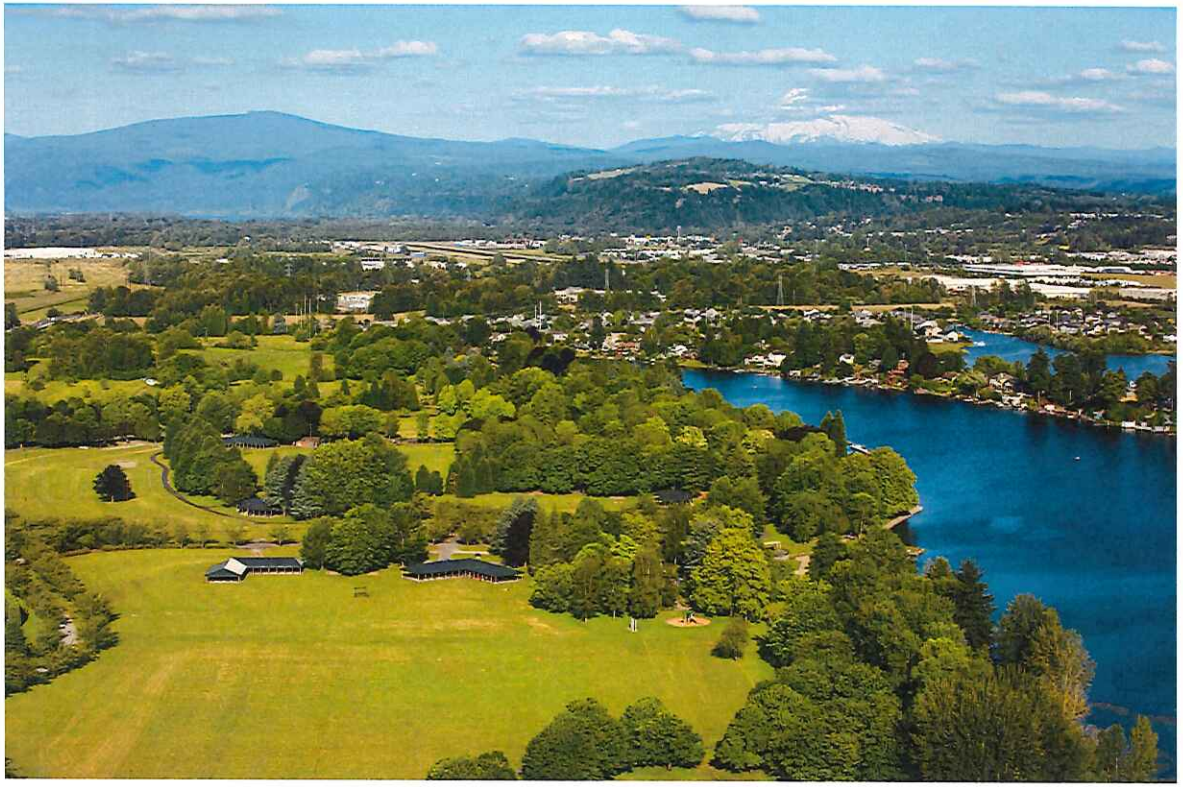
Improving Regional Equity

- Ensuring a healthy, strong region for all of our residents
- Focusing on a strategic approach to improving outcomes

Parks and Natural Areas

- Parks and Natural areas system plan
- Capital grants and Conservation Education grants awarded this summer
- Grant opportunity for regional trails. Deadline for applications is November 3rd, 2015 (http://www.oregonmetro.gov/tools-partners/grants-and-resources/trails-grants)

Blue Lake Regional Park

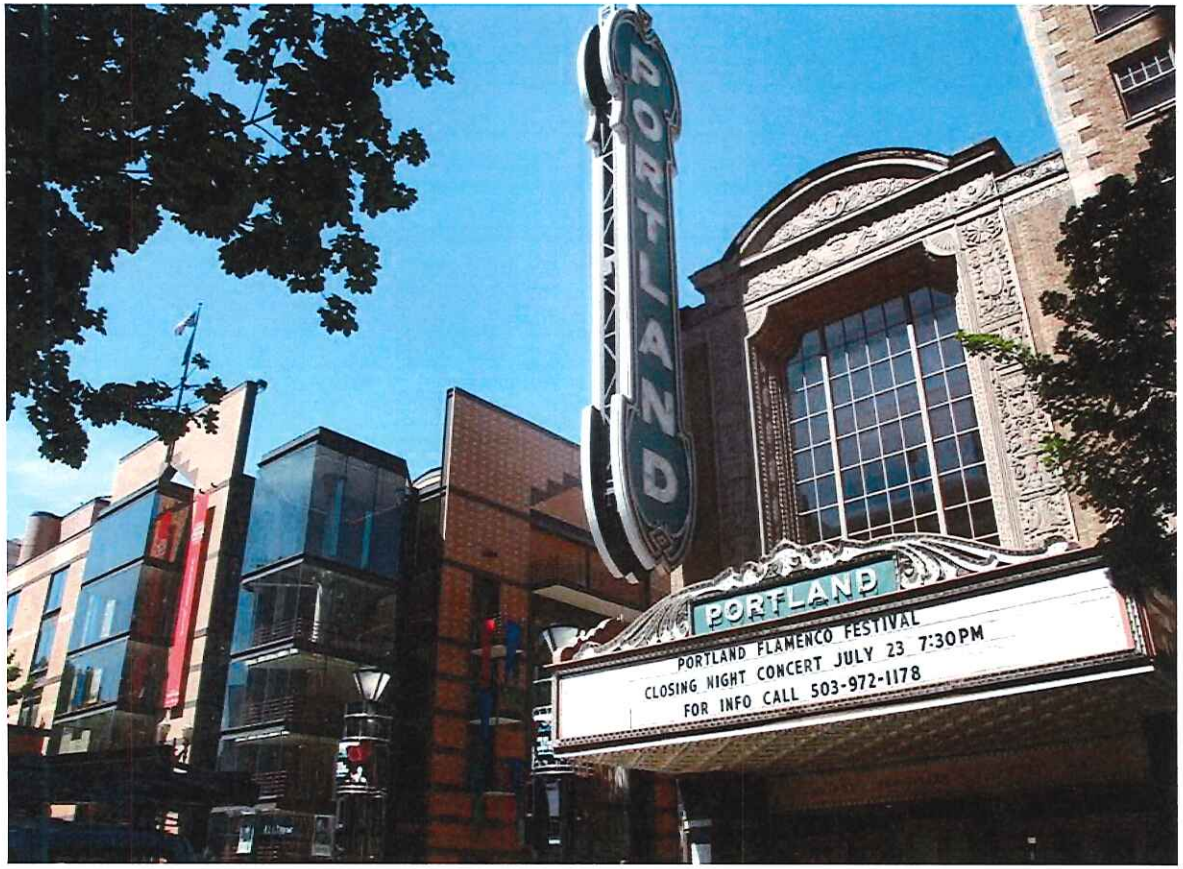


- Working on our master plan for the park
- Learn more and voice your opinion: oregonmetro.gov/bluelakeplan

Oregon Zoo

- Ground broken Sept. 1 for new conservation education center
- A hub for the thousands of children who participate in zoo camps and classes each year

Portland'5 Centers for Arts



- Buena Vista Social Club on Oct. 4 at Arlene Schnitzer C.H.
- Tchaikovsky's Symphony No. 5 at the Schnitz Oct. 24-26
- Jeff Foxworthy & Larry the Cable Guy on Nov. 20

Expo Center

- Portland Fall Home & Garden Show Oct. 1-4
- America's Largest Antique & Collectible Show, Oct. 23-25
- RV & Van show Nov. 12-15

Your questions…

Shirley Craddick
Metro Councilor, District 1
503-797-1547
shirley.craddick@oregonmetro.gov

optin
PORTLAND-VANCOUVER AREA ONLINE PANEL

www.oregonmetro.gov/connect

WCGCC Update to Troutdale City Council

Claude A. Cruz (Executive Director) on Behalf of the WCGCC Board

September 8, 2015

Exhibit C
September 8, 2015 City Council Minutes

Agenda

- **SummerFest wrap-up**
- **Troutdale Gorge Hub Update (including Depot Museum thoughts)**
- **Fall Festival of the Arts**

SummerFest Summary- 2015

- **Attendee comments suggest 43rd SummerFest was a success**
  - **No attendance numbers- lighter than '14**
  - **Very hot day didn't help**
- **Tall challenges this year:**
  - **Switched Parade Chair in mid-stream- late enrollments**
  - **Weak engagement by Sponsorship Chair- hurt financials**
- **Financial break-even:**
  - **$13,184 income, C$12,766 expense, <u>$418 net</u>**

Rethink and redesign event for 2016

Gorge Hubs Update

- **Gorge Hubs: a network of cycling/pedestrian support structures in 6 Gorge Cities**
  - **Local Hubs in Troutdale, WV, Cascade Locks**
  - **Supported by Travel Oregon, ODOT (tourism)**
  - **Underway for over 2 yrs (several Council presentations)**
- **Good progress:**
  - **$50k RTO & $10k KAB grants, multi-City support**
  - **Troutdale location: Depot Park**
  - **In detailed design, implementation to follow**
  - **WV also in design for their Hub (Robertson Park)**

Related Topic: VC Location

- **Need to clarify this discussion:**
  - **THS had idea that VC/Chamber would do well in Railway Museum**
  - **This is NOT a proposal, just exploration; both THS and Chamber know Museum is a City resource**
  - **THS faces staffing challenge w/Barn & RR Museum**
  - **Chamber bldg is for sale, risk of rent increase**
  - **RR museum gets many visitors- synergy with VC**
- **Status of exploration:**
  - **Chamber Board has toured Museum**
  - **List of pros & cons identified- needs evaluation**
  - **Next steps: draft analysis & proposal, engage City**

Fall Festival of the Arts (10/2-4)

- **Chamber event: was Fall Foliage Artist Tour**
  - **Patterned on Jackson Hole (Wyo) Fall Festival**
  - **Joint work of Chamber & local artists' group**
  - **Promote multi-night hotel stays; also fund-raiser**
- **May be biggest event Chamber has fielded**
  - **~ 40 juried artists confirmed**
  - **"Quick-Draw", exhibits, silent & live auction**
  - **Includes pumpkin-carving & Fall-themed events**
- **Status:**
  - **$25k VDF grant secured (broad-area PR, ads)**
  - **City granted use of Sam Cox Bldg, Park (*THX!*)**
  - **Sponsorships very weak- out of cycle w/donors**
  - **Need to build booth walls- *seeking help!***

AGENDA ITEM # 2.2

CITY OF TROUTDALE

STAFF REPORT

SUBJECT / ISSUE: A Resolution Providing for Current Fiscal Year 2015-2016 Budget Transfers and Appropriation Changes.

MEETING TYPE: City Council Regular Mtg.	**MEETING DATE:** October 27, 2015 **STAFF MEMBER:** Erich Mueller **DEPARTMENT:** Finance
ACTION REQUIRED Consent Agenda/Resolution **PUBLIC HEARING** No	**ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:** Not Applicable **Comments:**

STAFF RECOMMENDATION: Adopt the Budget Transfers resolution as proposed.

[Only revision to the previous, October 13, 2015 Staff Report and Resolution, is to add the $7,000 budget transfer for the National League of Cities attendance.]

EXHIBITS: none

Subject / Issue Relates To:

☐ Council Goals ☐ Legislative ☒ Other (describe)

Issue / Council Decision & Discussion Points:

- Funding will occur by transfer of budgeted contingency appropriations
- No appropriation increases are proposed, just transfers and reallocations
- Maintains budget law compliance and avoids repeat audit findings

BACKGROUND:

In the six months since the Budget Committee developed the budget changes have occurred in plans, decisions, events, and circumstances requiring budget transfers for necessary expenditures which were unknown at the time of budget adoption.

Reviewed and Approved by City Manager:

Some of the transfers result from City Council direction on several topics/projects since the budget adoption, and from recent Council adoption of labor collective bargaining agreements.

The resolution provides for transfers of Contingency for the current Fiscal Year 2015-2016, and the total appropriation level is not increased. Appropriation authority is available from budgeted Contingency, as authorized by ORS 294.463(2), which provides for the transfer of Contingency appropriation within a fund when authorized by Council resolution.

GENERAL FUND

Transfers from Contingencies are proposed in this case for several projects and issues:

1. Budget transfers from Contingency of $43,200 to **the General Government Department**:
   - Professional real estate appraisal services of $3,500 for NE Harlow Road Riverside Lots, $2,500 for 484-646 EHCRH lots, and $15,000 for the condemnation appraisal for the road through the Outlet Mall,
   - $15,000 for professional consulting services for review of proposed flood plain map revisions,
   - $4,000 for a recommended legal settlement, and
   - $3,200 for voting membership in the Regional Disaster Preparedness Organization (RDPO).

2. Budget transfer to the **Parks Department** of $60,000 to provide for the unanticipated necessary additional expenses associated with the recent Council action creating Visionary Park and the site preparation for public artwork.

3. Budget transfers totaling $67,915 to provide for the additional necessary expenses resulting from the Council adopted labor collective bargaining agreements (CBA) with the AFSCME, including a City-wide employee the cost of living increase, position reclassifications, and non-competitive job family promotions, and benefits costs, transferring from Contingency; $4,804 to **Judicial**, $118 to **Legal**, $9,596 to **Administration**, $1,322 to **Community Services**, $2,289 to **Information Services**, $7,432 to **Finance**, $140 to **Police Operations**, $249 to **Solid Waste/Recycling**, $17,583 to **Planning**, $13,620 to **Parks**, and $13,762 to **Facilities**.

4. A budget transfer loaning $250,000 to the **Urban Renewal Agency** (URA) to cover expenditures associated with the ongoing brownfield testing and analysis and professional consulting services, as a LOAN, not an expenditure, grant or gift. The General Fund will be REPAID from the URA collection of tax increment in coming fiscal years.

The City has repeatedly loaned funds to URA which have been repaid over time from the collection of the URA tax increment revenue. Further the URA may not collect the tax increment revenue without outstanding debt. While there is some grant money for the ongoing brownfield work, the URA must pay the costs up front, in addition to local match requirements, and then request reimbursement for cost incurred. Funds are necessary to pay costs in advance of reimbursements.

*[5. Budget transfer to the **Legislative Department** of $7,000 to provide for the unanticipated necessary additional expenses associated with the recent Council action providing for every other year elected officials' attendance of a National League of Cities conference and associated travel expenses. It is important to note this resolution only provides the budget appropriation, and it does not establish the Council procedure for attendee selection, nor does it amend the TMC 2.08.240 regarding Council expenses.]*

CODE SPECIALITIES FUND

Budget transfers to provide for the additional necessary expenses resulting from the Council adopted CBA with the AFSCME, including a City-wide employee the cost of living increase, position reclassifications, and non-competitive job family promotions, and benefits costs, transferring from Contingency; $2,412 to **Building Inspections**, $1,159 to **Electrical Inspections**, $1,822 to **Plumbing Inspections**, totaling $5,393.

WATER, SEWER, STREET, & STORM SEWER FUNDS

Budget transfers to provide for the additional necessary expenses resulting from the Council adopted CBA with the AFSCME, including a City-wide employee the cost of living increase, position reclassifications, and non-competitive job family promotions, and benefits costs, from each respective fund's Contingency to **Personnel Services**; for the **WATER FUND** $11,856, **SEWER FUND** $10,092, **STREET FUND** $4,359, and for the **STORM SEWER FUND** $3,068.

INTERNAL SERVICES FUND

Budget transfers to provide for the additional necessary expenses resulting from the Council adopted CBA with the AFSCME, including a City-wide employee the cost of living increase, position reclassifications, and non-competitive job family promotions, and benefits costs, transferring from Contingency; $6,638 to **Equipment Maintenance**, $6,704 to **Management.**

Additionally a $5,000 budget transfer from Contingency to **Management** provide for unanticipated and necessary additional expenses associated with the Council direction for an engineering study of a potential 649 EHCRH parking lot.

SUMMARY:

The resolution for approval these transfers from budgeted Contingency from across the detailed funds total $ 486,225. The LOAN to the URA of $250,000, the wages and benefits increases of $121,025, the Visionary Park preparation of $60,000, and the various consultant, appraisal and project costs of $55,200.

PROS & CONS:

A. Approval of the proposed Budget Transfers will provide funding from Contingency for unanticipated necessary additional expenses associated with recent Council actions, and will maintain compliance with the Local Budget Law requirements.

B. Not approving the proposed Budget Transfers resolution could create non-compliance with the Local Budget Law, and the Public Employees Collective Bargaining Act, and potentially expose the City to an Unfair Labor Practice charge and penalties.

Current Year Budget Impacts ☒ Yes *(describe)* ☐ N/A
First Year: Makes use of a portion of budgeted Contingency. The budget transfers do ***not*** increase total appropriations for FY 2015-16.

Future Fiscal Impacts: ☐ Yes *(describe)* ☒ N/A
Future Years: This resolution relates to current year appropriations and has no impact on future year appropriations.

Community Involvement Process: ☐ Yes *(describe)* ☒ N/A

RESOLUTION NO.

A RESOLUTION PROVIDING FOR CURRENT FY 2015-2016 BUDGET TRANSFERS AND APPROPRIATION CHANGES.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The budget for FY 2015-2016 was adopted by the City Council on June 9, 2015 by Resolution No. 2292.

2. Budget transfer to provide for unanticipated and necessary additional expenses for an engineering study of a potential 649 EHCRH parking lot.

3. Budget transfer to provide for unanticipated and necessary additional expenses associated with the voting membership in the Regional Disaster Preparedness Organization (RDPO).

4. Budget transfer to provide for unanticipated and necessary additional expenses professional appraisal services for the NE Harlow Road riverside lots

5. Budget transfer to provide for unanticipated and necessary additional expenses professional appraisal services for the 484-646 EHCRH lots.

6. Budget transfer to provide for unanticipated and necessary additional expenses professional appraisal services for the condemnation appraisal for the road through the Outlet Mall.

7. Budget transfer to provide for unanticipated and necessary additional expenses associated with the Flood Plain Consulting Services.

8. Budget transfer to provide for unanticipated and necessary additional expenses associated with the Visionary Park site preparation.

9. A budget appropriation transfer is necessary to provide for the additional necessary expenses resulting from the adopted labor collective bargaining agreements (CBA) with the AFSCME, including a City-wide employee the cost of living increase, position reclassifications, and non-competitive job family promotions.

10. Budget transfer to provide for unanticipated and necessary additional expenses for legal settlement recommended by the City Attorney.

11. A budget appropriation transfer is necessary to provide for elected officials' attendance of the National League of Cities conferences and associated travel expenses.

12. A budget appropriation transfer is necessary to provide a loan to the Urban Renewal Agency for the additional necessary expenses associated with the ongoing brown field testing and analysis and professional consulting services.

13. Appropriation authority is available from budgeted Contingency and that ORS 294.463(2) provides for the transfer of Contingency appropriation and that such transfers may be made within a fund when authorized by official resolution of the governing body.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE:

Section 1. The following appropriation adjustments to the Fiscal Year 2015-2016 Budget are required to provide for unexpected needs or to expend certain funds not anticipated at the time the budget was adopted, and are hereby authorized in accordance with ORS 294.463(1) & (2).

Section 2. The 2015-2016 Budget is adjusted within the General Fund by transfer of existing Contingency appropriation totaling $428,115 which is allocated to departments as follows: $7,000 Legislative, $4,804 Judicial, $118 Legal, $43,200 General Government, $9,596 Administration, $1,322 Community Services, $2,289 Information Services, $7,432 Finance, $140 Police Operations, $249 Solid Waste/Recycling, $17,583 Planning, $73,620 Parks & Greenways, $13,762 Facilities, and $250,000 Transfers to Other Funds.

GENERAL FUND	CURRENT BUDGET	INCEASE / (DECREASE)	REVISED BUDGET
Legislative	27,300	7,000	34,300
Judicial	112,518	4,804	117,322
Legal	197,788	118	197,906
General Government	445,359	43,200	488,559
Administration	643,093	6,596	649,689
Community Services	127,547	1,322	128,869
Information Services	290,213	2,289	292,502
Finance	557,062	7,432	564,494
Police Operations	3,859,655	140	3,859,795
Solid Waste/Recycling	26,936	249	27,185
Planning	241,445	17,583	259,028
Parks & Greenways	575,346	73,620	648,966
Facilities	394,869	13,762	408,631
Transfers to Other Funds	520,000	250,000	770,000
Contingency	750,000	(428,115)	321,885
All other appropriations	1,928,135	-	1,928,135
Total General Fund Appropriations	10,697,266	-	10,697,266

Section 3. The 2015-2016 Budget is adjusted within the Code Specialties Fund by transfer of existing Contingency appropriation totaling $5,393 which is allocated to departments as follows: $2,412 Building Inspections, $1,159 Electrical Inspections, and $1,822 Plumbing Inspections.

CODE SPECIALITIES FUND	CURRENT BUDGET	INCEASE / (DECREASE)	REVISED BUDGET
BUILDING INSPECTIONS	206,524	2,412	208,936
ELECTRICAL INSPECTIONS	44,659	1,159	45,818
PLUMBING INSPECTIONS	49,484	1,822	51,306
CONTINGENCY	10,273	(5,393)	4,880
All other appropriations	-	-	-
Total Fund Appropriations	310,940	-	310,940

Section 4. The 2015-2016 Budget is adjusted within the Water Fund by transfer of existing Contingency appropriation totaling $11,856 which is allocated to Personnel Services budget category.

WATER FUND	CURRENT BUDGET	INCEASE / (DECREASE)	REVISED BUDGET
PERSONNEL SERVICES	402,688	11,856	414,544
CONTINGENCY	150,000	(11,856)	138,144
All other appropriations	1,856,684	-	1,856,684
Total Fund Appropriations	2,409,372	-	2,409,372

Section 5. The 2015-2016 Budget is adjusted within the Sewer Fund by transfer of existing Contingency appropriation totaling $10,092 which is allocated to Personnel Services budget category.

SEWER FUND	CURRENT BUDGET	INCEASE / (DECREASE)	REVISED BUDGET
PERSONNEL SERVICES	552,483	10,092	562,575
CONTINGENCY	232,500	(10,092)	222,408
All other appropriations	3,734,078	-	3,734,078
Total Fund Appropriations	4,519,061	-	4,519,061

Section 6. The 2015-2016 Budget is adjusted within the Street Fund by transfer of existing Contingency appropriation totaling $4,359 which is allocated to Personnel Services budget category.

STREET FUND	CURRENT BUDGET	INCEASE / (DECREASE)	REVISED BUDGET
PERSONNEL SERVICES	154,243	4,359	158,602
CONTINGENCY	250,000	(4,359)	245,641
All other appropriations	1,770,331	-	1,770,331
Total Fund Appropriations	2,174,574	-	2,174,574

Section 7. The 2015-2016 Budget is adjusted within the Internal Services Fund by transfer of existing Contingency appropriation totaling $23,342 which is allocated to departments as follows: $6,638 Equipment Maintenance, and $16,704 Public Works Management.

INTERNAL SERVICES FUND	CURRENT BUDGET	INCEASE / (DECREASE)	REVISED BUDGET
EQUIPMENT MAINTENANCE	834,376	6,638	841,014
MANAGEMENT	205,525	16,704	222,229
CONTINGENCY	46,034	(23,342)	22,692
All other appropriations	290,599	-	290,599
Total Fund Appropriations	1,376,534	-	1,376,534

Section 8. The 2015-2016 Budget is adjusted within the Storm Sewer Fund by transfer of existing Contingency appropriation totaling $3,068 which is allocated to Personnel Services budget category.

STORM SEWER UTILITY FUND	CURRENT BUDGET	INCEASE / (DECREASE)	REVISED BUDGET
PERSONNEL SERVICES	176,290	3,068	179,358
CONTINGENCY	27,744	(3,068)	24,676
All other appropriations	441,778	-	441,778
Total Fund Appropriations	645,812	-	645,812

Section 9. These 2015-2016 Budget transfers shall cause the appropriation by department within the fund to be increased and appropriated. The net effect of such appropriation transfers are zero.

Section 10. The Finance Director is authorized and directed to implement all such actions necessary to ensure budgetary compliance.

Section 11. Upon adoption, this Resolution shall be effective as of July 1, 2015.

YEAS:
NAYS:
ABSTAINED:

Doug Daoust, Mayor

Date

Sarah Skroch, City Recorder
Adopted:

PROCLAMATION

RED RIBBON WEEK

October 23-31, 2015

WHEREAS, communities across America have been plagued by the numberous problems associated with illicit drug use and those that traffic in them; and

WHEREAS, there is hope in winning the war on drugs, and that hope lies in education and drug demand reduction, coupled with the hard work and determination of organizations such as the Lewis & Clark Young Marines of the Marine Corps League to foster a healthy, drug-free lifestyle; and

WHEREAS, governments and community leaders know that citizen support is one of the most effective tools in the effort to reduce the use of illicit drugs in our communities; and

WHEREAS, the Red Ribbon has been chosen as a symbol commemorating the work of Enrique "Kiki" Camarena, a Drug Enforcement Administration Special Agent who was murdered in the line of duty, and represents the belief that one person can make a difference; and

WHEREAS, the Red Ribbon Campaign was established by Congress in 1988 to encourage a drug-free lifestyle and involvement in drug prevention and reduction efforts; and

WHEREAS, October 23rd to October 31st has been designated National Red Ribbon Week, which encourages Americans to wear a Red Ribbon to show their support for a drug-free environment.

NOW THEREFORE, the City of Troutdale, Oregon, does hereby proclaim October 23 – 31, 2015 as **RED RIBBON WEEK** and encourages its citizens to join in making a visible statement of our commitment to a drug-free City.

_____

Doug Daoust, Mayor
Dated this 27th Day of October, 2015

AGENDA ITEM #5

CITY OF TROUTDALE

STAFF REPORT

SUBJECT / ISSUE: A Resolution Approving the City of Troutdale Adopt-A-Park Program

MEETING TYPE: City Council Regular Mtg.	**MEETING DATE:** October 27, 2015 **STAFF MEMBER:** Tim Seery Parks and Facilities Superintendent **DEPARTMENT:** Public Works
ACTION REQUIRED Resolution **PUBLIC HEARING** No	**ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:** Approval **Comments:** Parks Advisory Committee unanimously approved
STAFF RECOMMENDATION: Approve	

EXHIBITS:
A. See attached Adopt-A-Park program

Subject / Issue Relates To:

☒ Council Goals ☐ Legislative ☐ Other (describe)

Goal 2 Improve the Livability of Troutdale
Goal 3 Fiscal Prioritization and Budget Accountability:

Issue / Council Decision & Discussion Points:

- Should the City implement a formal process to engage citizens to assist with park improvements and maintenance?

Reviewed and Approved by City Manager:

BACKGROUND: The Parks Advisory Committee over the past six months developed an Adopt-A-Park program for the citizens of Troutdale. The program is based on the Adopt a Road Program that has a long history of success on many State and County Roads and other City Adopt-A-Park programs. Several Oregon Cities currently operate Adopt-A-Park programs and report positive experience with their programs. We hope the program will enhance the livability of the community and promote our Public Parks. If the program is approved by the Council it will provide the City a tool for when citizens request a way to improve the City's parks and trails.

PROS & CONS:

Pros:

- Will help with having extra hands in keeping up with the many tasks performed in keeping our parks clean. Provides an option for implementing work plans for beautification projects in our parks, and to enhance civic pride.

Cons

- Will require additional staff time to manage the program and volunteers

Current Year Budget Impacts N/A

Future Fiscal Impacts: N/A

City Attorney Approved: N/A

Community Involvement Process: ☒ Yes *(describe)* Parks Advisory Committee

CITY OF TROUTDALE
ADOPT-A-PARK PROGRAM

Purpose
The purpose of the City of Troutdale's Adopt-A-Park Program is to provide volunteers with an opportunity to maintain, preserve, develop, and improve parks and trails in the City of Troutdale.

Title
The provisions adopted by this Resolution shall be known as the "Adopt-A-Park Rules."

Scope
Any volunteer group, identified as "Adopter" by these rules, may adopt a park or trail or a portion of a park or trail for the purpose of maintaining, preserving, developing, and improving parks and trails in the City of Troutdale, and other work activities agreed to by the Adopter and the City.

Definitions
As used in this these rules, the following definitions will apply:

1. "Adopter" means the individual or individuals, corporation, company, firm, business, partnership, or public agency that corporately applies to adopt a park or portion of a park, and with whom the Agreement is made. Each "Adopter" will treated as a single entity for purposes of this agreement and will sign it's own adoption agreement. Multiple Adopters may, with the approval of the Parks & Facilities Superintendent, Adopt a particular park or section of a park. See "General Requirements". Each Adopter entity will herein afterwards be referred to as "Adopter".

2. "Agreement" means a fully executed agreement between the City and the Adopter that incorporates the requirements of these rules allowing Adopter and its Participants to perform activities listed in a Work Plan. An Agreement includes all attached provisions and exhibits. An Agreement does not convey any property right or interest.

3. "Parks Superintendent" means the City of Troutdale Parks Superintendent or designee.

4. "City" means the City of Troutdale.

5. "Park" means the properties dedicated to public use and identified as parks in the City's Parks Master Plan.

6. "Participant" means the individual actually performing work in a park pursuant to an Agreement.

7. "Work Plan" means a series of work tasks agreed to by the Adopter and the City. A copy of the Work Plan shall be attached to the Agreement.

8. "Work Site" means the area where the work is to be conducted.

General Requirements
1. The Adopter must apply in writing to adopt a park on a form provided by the City.
2. The Adopter may indicate a preference for a particular park or section of park in the application; however, applications will be processed on a first-come, first-served basis. If the particular park or section of park

requested by the Adopter has already been adopted, the Parks Superintendent, in his or her sole discretion, may allow multiple adopters to adopt the same location, or may suggest an alternate location for adoption.

3. Once the location to be adopted has been determined, the Adopter and the Parks Superintendent will meet to create a Work Plan. The Work Plan will consist of a series of work tasks, agreed to by both the Adopter and the Parks Superintendent, to be completed by the Adopter during the term of the Agreement. The Work Plan may include dates or time lines for completion of the work tasks. A copy of the Work Plan will be attached to the Agreement.
4. An Agreement will be executed by the Adopter and the Parks Superintendent. The Agreement will list the specific requirements and obligations of the Adopter, its Participants, and the City. No work is to be done in the park until the Agreement is approved. The Adopter should bring a copy of the Agreement to the work site when work is being performed.
5. The term of the Agreement will be for a period of one, two, or three years.
6. Subcontracting or assigning work to any party other than a Participant, or hiring or paying a wage or salary for work done pursuant to the Work Plan is prohibited and will result in termination of the Agreement.
7. The Parks Superintendent may terminate an Agreement for any reason including, but not limited to safety considerations, failure of the Adopter to perform the work described in the Work Plan, or failure of the Adopter to comply with provisions of the Agreement. Termination may be issued orally, but must be documented in writing.
8. The Adopter may terminate the Agreement upon 30 days written notice to the Parks Superintendent.
9. An Adopter has the option of renewing the Agreement for subsequent terms subject to the approval of the Parks Superintendent. A request for renewal of the Agreement must be submitted in writing, signed by the Adopter and submitted to the Parks Superintendent at least 30 days prior to the expiration date of the Agreement.
10. Not less than 30 days after any renewal of the Agreement, or at the time of any proposed modification of the Agreement, the City and the Adopter will meet to review and make any changes to the Work Plan. If at any time the Work Plan is amended, the updated version of the Work Plan will be attached to the Agreement.
11. The Adopter shall not use the adopted park to display advertising signs or display or sell merchandise of any kind.

Specific Requirements

1. Adopter and Participant Responsibilities:

a) The Adopter will be responsible and liable for the care, control, supervision and assurance of safety of all Participants. The Adopter will obtain signed copies of the waiver form provided by the City from each Participant before the Participant performs any work tasks pursuant to the Agreement. The Adopter must submit the original signed waiver form to the Parks Superintendent within five (5) business days of receipt of the form. The Adopter may wish to keep copies of the forms for its records.

b) The Adopter and each Participant must comply with and abide by all laws, rules, and regulations relating to safety and use of the park, and such other terms and conditions as may be required in the Agreement. At the discretion of the Parks Superintendent, the Adopter or individual Participants may be excluded from participation in the program and/or the Agreement may be terminated for violation of the terms of the Agreement or these rules.

c) The Adopter will provide adult supervision at the work site by at least one Participant over 18 years of age.

d) The Adopter is required to report to the Parks Superintendent any injury suffered by an individual within 24 hours of the incident while 1) performing work pursuant to the Work Plan; or 2) present at the work site

while work is performed pursuant to the Work Plan. Upon report of an injury by the Adopter, the Parks Superintendent will provide the Adopter with an incident analysis report form which must be filled out and returned to the Parks Department within 48 hours of the incident.

e) In addition to any other tasks provided in the Work Plan, the Adopter is to pick up litter at least monthly and may conduct service projects at least two times a year, if agreed to in a work plan modification. The Parks Superintendent may modify the minimum clean-up and service requirements included in the Work Plan if, in the opinion of the Parks Superintendent, such modifications are warranted based on the condition and appearance of the adopted park.

f) The Adopter must agree to indemnify, defend, and hold harmless the City of Troutdale and its officers, employees, agents and volunteers from and against any claim or demand for loss, liability, or damage, including claims for property damage and personal injury arising out of any activity undertaken by the Adopter or the Adopter's employees, officials, agents or volunteers on the premises of the Adopted Park and in performance of the Work Plan.

g) Supplies, materials, and work area signs furnished by the Parks Superintendent on behalf of the City will be obtained from and returned to the Parks Superintendent during regular business hours. The Adopter may furnish its own additional supplies for its exclusive use, at no cost to the City.

h) The Adopter will be responsible for appointing or selecting a spokesperson to act as the representative of the Adopter in matters relating to the Agreement. The Adopter may change the spokesperson at any time by providing written notice of the change and contact information for the new spokesperson to the Parks Superintendent.

i) The Adopter will be responsible for placing litter and noxious weeds in trash bags furnished by the City and for conducting other work activities as described in the Work Plan.

2. <u>City Responsibilities:</u>

a) The City will remove and dispose of all waste collected and bagged by the Adopter.

b) The City will furnish trash bags, and may furnish other tools and/or materials as deemed appropriate by the City and as provided in the Work Plan.

c) The City will provide Adopter with a participant timesheet. A copy of the timesheet must be provided to the Parks Superintendent at the end of each month.

d) The City will provide an orientation to the Adopter. The orientation must be scheduled in advance with the Parks Superintendent.

e) The City will design, furnish and erect a sign on the adopted park premises with the Adopter's name or acronym displayed. The sign will remain the property of the City and will be removed by the City upon expiration or termination of this agreement. The acknowledgement sign is not intended as advertising or as a memorial; items such as an internet address, website, or telephone number will not be allowed. The Adopter's name may be verified with the Secretary of State's business name registry or other information available to the City.

f) The City will use the Champion Newsletter or Social Media to recognize park Adopters and their accomplishments.

Agreement

This agreement is between _____ (Adopter) and the City of Troutdale (City). In consideration of the terms and conditions of this agreement, the parties agree as follows:

Name of Park: _____ *The terms, conditions and requirements of Resolution are hereby fully incorporated into this Agreement.*

The term of this agreement will begin on _____ 20_____, and expire on_____ 20_____, unless earlier terminated pursuant to this agreement.
The Adopter may terminate this agreement with 30 days written notice to the City of Troutdale Parks Superintendent.

The City of Troutdale may terminate this agreement at any time and for any reason, including but not limited to safety considerations, failure of the Adopter to perform designated work tasks, and/or failure of the Adopter or its participants to comply with this agreement. The notice of termination may be issued either orally or in writing.

Written notices required or permitted by this Agreement may be personally delivered or mailed to the following addresses. Either party may change its notice address under this section at any time by written notice to the other party. Notices will be deemed delivered three calendar days after mailing.

City:
Tim Seery
Parks Superintendent
City of Troutdale
219 E. HCRH
Troutdale, Oregon 97060

Adopter: _____
_____
_____
_____

The Adopter will make all necessary arrangements, including recruitment of participants, to carry out the work plan that has been agreed upon by the City and the Adopter and which is attached as Exhibit A to this agreement. If at any time the work plan is amended, the updated version of the work plan will be attached to this Agreement. The Adopter will be responsible and liable for the care, control, supervision, and assurance of safety of all participants.

The Adopter will comply with and abide by all applicable laws, rules and regulations as well as the terms of this Agreement while performing activities authorized or required by this Agreement. The Adopter will ensure that all participants comply with and abide by all applicable laws, rules and regulations as well as the terms of this Agreement while performing activities authorized or required by this Agreement. The Adopter or individual participants may be excluded from participation in activities authorized or required by this agreement at the discretion of the Parks Superintendent for violation of applicable laws or the terms of this Agreement.

The Parks Superintendent may modify the minimum clean-up and service requirements included in this agreement if, in the opinion of the Parks Superintendent, such modifications are warranted based on the condition and appearance of the Adopted Park.

The Adopter will obtain signed copies of the waiver form provided by the City from each participant before the participant performs any work tasks pursuant to this agreement. The Adopter must submit the original signed waiver form to the Parks Superintendent within five (5) business days of receipt of the form. The Adopter may wish to keep copies of the forms for its records.

The Adopter is required to report any injury suffered by an individual: 1) while performing work pursuant to this agreement; or 2) on the Adopted Park premises while work is being performed pursuant to this Agreement; to the Parks Superintendent within 24 hours of the incident. The Parks Superintendent will provide an incident analysis report form which must be filled out and returned to the Parks Department within 48 hours of the incident.

The City will provide Adopter with a participant timesheet. A copy of the timesheet must be provided to the Parks Superintendent at the end of each month.

The Adopter agrees to indemnify, defend, and hold harmless the City of Troutdale and its officers, employees, agents and volunteers from and against any claim or demand for loss, liability, or damage, including claims for property damage and personal injury arising out of any activity undertaken by the Adopter or the Adopter's employees, officials, agents or volunteers on the premises of the Adopted Park and in performance of the work plan attached as Exhibit A to this agreement.

This agreement is entered into for the sole benefit of City and the Adopter, and nothing contained herein is intended for the benefit of any other person or entity.

Adopter may not transfer or assign any of its rights, responsibilities or interests under this agreement without the City's prior written consent, which may be withheld in the City's sole discretion.

No modification of this agreement will be valid unless it is in writing and signed by both parties.

The waiver by either the City or the Adopter of a breach of any provision of this agreement will not operate or be construed as a waiver of any other provision of this agreement or of any subsequent breach of the same provision of this agreement.

If any provision of this agreement is held by any court of competent jurisdiction to be invalid, such invalidity will not affect any other provisions of this agreement, and this agreement will be construed as if the invalid provision had never been included in this agreement.

This agreement embodies the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein. This agreement supersedes all prior communications, representations or agreements, either oral or written, between the parties.

Unless otherwise agreed in writing, any mediation or suit arising out of this agreement may be conducted or filed only in Multnomah County, Oregon, and this agreement will be construed in accordance with and governed by the laws of the State of Oregon.

Each person executing this agreement on behalf of a party to this agreement hereby affirms that he or she is duly authorized by that party to bind that party to this agreement.

ADOPTER	CITY OF TROUTDALE
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

RESOLUTION NO.

A RESOLUTION APPROVING THE CITY OF TROUTDALE ADOPT-A-PARK PROGRAM

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The City Council desires to implement a formal program that allows citizens an organized process to become engaged and involved in the care and maintenance of the City's Parks.

2. Several groups have requested this type of program to promote civic pride and engage the community.

3. The financial impact will be minimal only Parks Superintendent, and Parks employees time to set up work plans and to monitor work plans.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE

Section 1. The City of Troutdale accepts the Adopt-A-Park program as presented.

Section 2. The City Manager or his designee is authorized to sign the agreements on On behalf of the City of Troutdale

YEAS:
NAYS:
ABSTAINED:

_____
Doug Daoust, Mayor

_____
Date

_____
Sarah Skroch, City Recorder
Adopted:

AGENDA ITEM #6

CITY OF TROUTDALE

STAFF REPORT

SUBJECT / ISSUE: Implementation of the previous Council decision on NLC Travel

MEETING TYPE: City Council Regular Mtg.	**MEETING DATE:** October 27, 2015 **STAFF MEMBER:** Craig Ward, City Manager **DEPARTMENT:** Executive
ACTION REQUIRED Motion **PUBLIC HEARING** No	**ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:** Approval **Comments:** N/A
STAFF RECOMMENDATION: Approve	

EXHIBITS:
A. N/A

Subject / Issue Relates To:
☐ Council Goals ☒ Legislative ☐ Other (describe)

Issue / Council Decision & Discussion Points:

- How should travel for the Mayor and Council to events sponsored by the National League of Cities be implemented?

BACKGROUND: The National League of Cities (NLC) sponsors a variety of annual events, typically in a conference format, designed specifically for elected officials of cities. Participation at these national events requires travel to domestic destinations, event registration, and may extend beyond the defined conference dates to engage in NLC lobbying activities, specialized training, and/or NLC membership functions. Whether to authorize travel to NLC events was deliberated on October 13, 2015, and the terms below reflected the will of the majority as expressed then.

Due to the varying nature of event locations, timeframes, and potential activities, the cost of participation by the Mayor and councilors is difficult to predict. Therefore, this action provides for

Reviewed and Approved by City Manager:

periodic attendance at events with a $2,000 cap on the allowed maximum reimbursable expenses per event, and a maximum of one NLC event for any one elected Troutdale official in non-consecutive fiscal years.

TMC 2.08.240 - Council Expenses notes that "*The following expenses shall be reimbursed for the mayor and councilors: 1) registration, lodging, meals, parking and mileage for attending the League of Oregon Cities Annual Conference; 2) the mayor shall be reimbursed for registration, lodging, meals, parking and mileage for attending the Oregon Mayor's Association (OMA) Annual Conference; **3) No other expenses shall be reimbursed unless pre-approved by the city council.** The mayor and council shall follow the procedures for reimbursement of incurred expenses applicable to city employees. Expenses will only be reimbursed upon the approval of the finance director.*"

This motion, if approved, will authorize travel expenses of each elected Troutdale official pursuant to article 3 of TMC 2.08.240, subject to authorization within the City budget. Staff is directed to process reimbursement requests consistent with adopted City travel policies and with appropriate receipts on a first come-first serve annual basis for one event per elected, with each elected officials reimbursable costs limited to up to $2,000/event, provided that no individual elected official is to be reimbursed for attending NLC events in consecutive fiscal years. All costs inconsistent with travel policies including but not limited to expenses without valid receipts, and/or reimbursable costs exceeding the limits stated herein, shall be the personal responsibility of the elected official, unless pre-approved by Council action pursuant to TMC 2.08.240.

Preparation of a statutory amendment to TMC 2.08.240 for Council consideration may be necessary, but authorization of travel expenses in the current fiscal year for no more than four elected Troutdale officials is hereby authorized under article 3 of TMC 2.08.240.

PROS & CONS:

Pros:

- Participating in city legislative and policymaking at a national level will enhance the knowledge and effectiveness of the Mayor and councilors.

Cons:

- Will average up to $7,000/year, or up to $14,000 collectively for the Mayor and Council over each two-year span.

Current Year Budget Impacts: up to $8,000

Future Fiscal Impacts: up to $14,000 over a two-year span

City Attorney Approved: N/A

Community Involvement Process: None