



# CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

## AGENDA CITIZENS ADVISORY COMMITTEE

Troutdale City Hall Council Chambers  
219 E. Historic Columbia River Hwy. (lower level, rear entrance)  
Troutdale, Oregon 97060

Wednesday, June 1, 2016  
7:00 p.m.

1. Roll Call/Pledge of Allegiance
2. Approval of Minutes – May 4, 2016
3. Public Comment  
(Citizen comments are welcome.)
4. Discussion Items
  - Land Use Application notifications
  - Discussion on Public Comment Proposal
  - Discussion on suggestions for City Council work sessions
5. Department Report
6. Committee Concerns
7. Adjourn

*This meeting location is accessible to persons with disabilities.  
A request for an interpreter for the hearing impaired or for other accommodations for  
persons with disabilities should be made in writing at least 48 hours  
prior to the meeting to Chris Damgen at 503-674-7228 or  
by email to [chris.damgen@troutdaleoregon.gov](mailto:chris.damgen@troutdaleoregon.gov).*

### Upcoming Citizens Advisory Committee Meetings

July 6<sup>th</sup>, 2016 - Cancelled

August 3<sup>rd</sup>, 2016 - Scheduled

MINUTES  
CITIZENS ADVISORY COMMITTEE  
Council Chamber  
217 E. Historic Columbia River Highway  
Troutdale, OR 97060  
May 4, 2016

Members Present: Sam Barnett  
David Becker  
Jon Brown  
Diane Castillo  
Zach Hudson  
Jon Lowell  
Skye Troy  
Jan White  
Paul Wilcox

Members Absent: Carol Hasler  
Danny Stoddard

Staff: Chris Damgen, Senior Planner  
Rooney Barker, Transcriptionist

Guests: Audrey Lowell, Troutdale resident

1. **Call to Order.** Chair Hudson called the meeting to order at 7:02 p.m.
2. **Approval of Minutes – April 6, 2016.** The following amendments were requested: *Item 3 Community Garden at Sunrise Park:* add that Tim Seery also mentioned vandalism and thievery at the park, add Michael McRae’s name and his contribution as the garden manager; add Diane Castillo’s name as the person who suggested to Tim that he post advertisements of the plots, and give the specifics of where Tim advertised them; rephrase the sentence regarding on-leash dogs at Kiku and Llewelyn parks to delete reference to a ‘dog park’ and to delete ‘and pets’ from that same sentence; *Item 5.g:* delete the sentence stating that there was no vote on what was presented to the subcommittee as Chair Hudson misspoke. *Item j:* correct the name of the Public Safety Advisory Committee by removing ‘Works’ from the name of the committee. **Sam Barnett moved, with a second by Jon Brown, to approve the minutes as amended. The vote was unanimous and the motion passed.**
3. **Public Comment.** None.
4. **Discussion Items:**
  - **Discussion on suggestions for City Council Work Sessions.** Chair Hudson said he was told by a City Council member that technically Work Sessions are no different from regular meetings as far as the State’s Public Meeting Laws are concerned. A Work Session has a slightly different purpose but it doesn’t actually operate under any different law regarding public meetings, according to the State. There is a public understanding that there typically is no public comment accepted at Work Sessions, Sam and Jon Lowell agreed. Sam added that there is nothing that says public comment is welcome at Work Sessions. There was a comment that it is usually at the discretion of the Mayor, and Chair Hudson said he thinks that is generally true of all meetings. Paul asked him to please clarify that, and Chair Hudson said Paul will need to check the Charter and State statute. Diane said public comment is at the discretion of the Mayor at Work Sessions and she explained what she has observed. If people show up and

<p><b>Exhibit A.</b> April 3, 2016, copy of memo to the Troutdale City Council from the CAC regarding Agenda Item for April 12, 2016 Meeting (distributed by Chair Hudson).</p>
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have something to say, they should have that opportunity. There is nothing mandated by the State, Chair Hudson said; they only have to have public comment dealing with public hearings on certain issues that meet certain criteria. Theoretically the Council could decide to not have a public comment period anymore. He asked if Diane was suggesting that they ask the Council to add a public comment period to their Work Session agendas. Diane said not necessarily because as the Council addresses each agenda item questions come up and discussions or questions come up later during the meeting, so she was not advocating for discussion prior to that, but it would be a courtesy to allow public comment and it could be of value to what they're working on; they could allow as much time as they like. So if he understands her correctly, Chair Hudson said, she is not proposing a rule change as much as a recommendation.

Skye commented that for the past few months we have had a committee agenda item about conversations and communications, and every time we attempt to address the two-way communication line by adding a couple of comments on our own agenda to set the example. The thing is, we want communication for our entire community whether or not it is a policy or is on our agenda; in practice we want to see it. She said she thinks this is under the leadership role of the Mayor, it's their discussion and it should be their opportunity to be inclusive of everybody. That is not a solution, she added, but just her comment. Maybe a conversation with the entire Council and the Mayor to say we really believe that our city is desperate for a conversation, and an authentic, genuine opportunity to engage in a dialog about these issues that we face. She likes the fact that we are helping take these steps to help alleviate these issues.

We're in an odd position, Chair Hudson said, in that there was no second City Council meeting (because of the Budget Committee schedule), and our next meeting occurred first. They were going to take up the discussion that we forwarded to them but it hasn't happened yet. It is on their next Council meeting agenda. At this point, we may need to sit back and see what they do with it. Diane suggested this committee's members attend that Council meeting. May 10<sup>th</sup> is the probable date of that Council meeting, but Chris Damgen did not see this item on that agenda, so it may be scheduled on the Council's May 24<sup>th</sup> agenda. There was discussion when Chair Hudson said a Councilor had requested of the Mayor that our item be on the next Council agenda. Chris said he will, as staff and with the committee's permission, formally ask for clarification on this to find out from the City Recorder when the Council will address it, and will relay that response to Chair Hudson.

Chair Hudson asked for consensus on this from the Committee; they agreed.

5. **Department Report.** Staff will give a report, and a presentation if this committee wishes, regarding the preliminary flood maps that FEMA has put together. The current maps were introduced in 2009; as a result of new and better information, the entire country is essentially being remapped and we have a quick turnaround on them. There will be some public meetings, probably in June or July (we'll know soon when exactly). This means, basically, that there are certain portions of the city that are in what we call flood hazard areas or flood zones, and there may be some changes to the map. We have not been fully privy to the scientific information yet; by the time this committee has their June 1<sup>st</sup> meeting we will have a good idea of what's going on with that. His question to them was what sort of information about the preliminary Flood Study and how much information they would like, i.e., a Flood Hazard 101 presentation, focus just on what the preliminary information is and how it may or may not affect the city, or . . .? Dave Becker and Jon Brown opted for the 101 presentation, as the more we know, the better off we are. Skye said she would like the basic, as well, and its relevance to the city and how it will work. Diane agreed with Skye and would also like to inform the public if they're interested when those upcoming meetings will be. Diane had more questions about the Flood Hazard study and the maps; Chris said whenever a community sees preliminary or updated maps, there is usually a Flood Insurance Study that accompanies it. That is basically a very scientific document that measures flood events at certain locations on the map. The

map has reference points on it that correspond back to the Flood Study which describes flow of the water, elevation of the water, potential impacts, if it's in a flood plain situation like we have with the Sandy River, what sort of impacts could be if we have what they call a 100-year rain event, and who would be affected. There may be another study he is unaware of but will ask about that tomorrow when there is a meeting for public officials to get additional information about the process, and at that meeting they will establish public meetings dates for public education. He emphasized that Flood Insurance Rates Maps are not a product of the City of Troutdale, they are not a product of Metro, or of Multnomah County. They are a product of FEMA. It will take about a year-and-a-half to fully implement the suggestions or to fully implement the maps. There is an appeal period and there is public outreach that go hand in hand. After that is concluded, there is another draft and the final draft of the preliminary maps for final review, and then there is the adoption, about a six-month period after that last draft. He will cover that when he presents it to them. It is an important topic. Although we have a lot of properties protected by the levy and not considered in a flood zone, FEMA still maps them as an alternate flood risk. Diane asked if the committee could have a timeline for the implementation, public input, when the maps might be adopted, and information about anyone doing work on property that might currently be in the first map and not in the flood zone; is that what they're using for that development instead of the proposed map that has not been adopted, she asked. Chris said if he received an application tomorrow, the current Flood Map would be used and not the preliminary map. We are bound to use the effective map which is the map we have today. He also clarified that the Flood Insurance Rates Map is used to set insurance rates. Some of the terminology has changed, he added, so the committee will get an education.

The final advisory committee on the Troutdale Airport Master Plan had their final meeting last week and the committee reviewed the final draft that the Port of Portland put forth on the committee's recommendation. A recap of that recommendation: a runway reduction from 5,400 feet to 4,500 feet (Option C). The Port had a preference for a runway reduction to 3,600 feet. The committee was able to talk them back up to 4,500 feet. The Port Commission will take up the issue on adopting the Master Plan and the committee's recommendation on June 8<sup>th</sup>, at 9:30 a.m., at the Port Headquarters at PDX, and it is an open meeting. He encouraged the committee to attend as take public comment is taken. It's been an interesting process and not everyone is happy but it was the best they could do, in his opinion. Diane said there are concerns about the plans they're currently using and how that relates to the insurance if the runway is less than 5,000 feet, and that most planes will not be able to use a runway less than 5,000 feet.

6. **Committee Concerns.** Chair Hudson said we had agreed with Skye's suggestion that the committee agendas should state that our public comment item should simply say, "Public Comments are Welcome" instead of how it reads on tonight's agenda. Chris said he will change that in the future.

Also, regarding the committee's previous discussion about reforming Troutdale's election system, he suggested waiting until after the election to start looking into this, so as to formulate something solid and detailed, those of us who are interested could put together a proposal where we could hammer out the details, and bring back to this committee to see what they thought of it. If we create a subcommittee, it would still need to be a public meeting. Diane said she has researched how other cities do this and at-large elections are different from polling, and explained the difference. As a point of order, she said it might be better to have a full discussion with the entire committee, and then make the decision to set directions. Paul said a better term to use would be 'bloc voting' and Gresham has done both. He was asked to share the presentation he gave the committee on this in November since there are new committee members. Paul has filed the paperwork with the City Recorder to do a citizen initiative for a Charter amendment on this subject, which he'd like to get

done this year. Chair Hudson asked if he'd share that with the committee next month, as well. Paul agreed.

Sam asked about the crosswalk situation he brought up last month. He had been told to take this to the Public Safety Advisory Committee and needs to check with them as it's in their court now. Jon Brown said the May meeting was cancelled and it should be on next month's agenda.

Paul, regarding the Sheldon project and the question that was asked last month, said Chris had said the appeal time on that case file has passed and is now a dead issue. He said that Chris had said new requests could not be made within the next six to twelve months, although he was not sure exactly when, and Paul said he heard that was a blanket time restriction and would that apply only to Sheldon or could someone else come in tomorrow and ask for a rezoning of that property? Chris said he'll check the Code, but his understanding is that it is tied to that property, and he elaborated. The spirit of the restriction is that it is a time-out or cooling off period so that property will not be constantly on the agenda for the same map amendment consideration. To be clear, he said, the property is zoned R5, medium density residential, and if someone brought in a proposal tomorrow that checked out as a permitted use, they could put forth an application to develop that property under that zoning standard. It does not prohibit any type of development or any type of application; the prohibition is on the reclassification of that property. He said he will verify this for Paul, but his belief is that it's tied to the property.

Paul asked Chair Hudson to share his presentation at the last Council meeting. Chair Hudson said he simply passed off what they voted on to send to the Council (see **Exhibit A**) and he distributed a copy of the letter he sent to Mayor Daoust and that was included in their agenda packet. Then all he did was point out the committee recommendations and answered their questions. Other people brought up Gresham's system of having people sign in if they wish to speak at the beginning of the meeting, and those are then sorted into when it would be most appropriate for them to speak. Gresham's process for this was discussed and Paul said public comment is at the very top of their agenda, and everything in that time frame is your only opportunity to speak. If there are ten items on the agenda, that is the only time you can speak. Chair Hudson said he remembers the Gresham solution not being particularly popular to our Council; they like comments to match up to the issues. After more questions and discussion, Chair Hudson said Councilor Allen suggested our item be placed on the next Council agenda. No decision was reached. Paul said he was curious how frequently public comment occurs. He thinks what we originally asked for was opening public comment when one can comment on anything, whether it's on the agenda or not, and then one should be able to publicly comment on each individual agenda item as presented. He looked at what other jurisdictions do and at our last meeting Carol mentioned the Gresham procedure, which she favored, and also Councilor Morgan said he thought every comment on every agenda item should occur first even before the agenda items have been introduced, but then Councilor Ripma said the agenda items should be introduced so everyone knows what they're talking about in the first place. Paul said he's not sure we are clear on where the public comment should be inserted in the entire list of agenda items. Our memo (**Exhibit A**) is what we sent to them and, other than that, we made suggestions but did not make a recommendation so it's in their court. Replying to a question from Diane, Chair Hudson said the Mayor still needs discretion on certain issues regarding public comment. Was the intent of our previous conversation to allow citizens to be able speak on each item whether or not it was called a discussion, presentation, or whatever? Diane asked. Jon Lowell agreed saying he thought we had said people should be able to speak at the time anything was brought up. This memo pretty much says that, was the response. In Gresham people sign up to speak and they can specify which item(s) they wish to speak to, Paul said, which gives the Mayor an advance notice. Diane said she doesn't like that because she has seen where something may never be brought up. She said she thought that from our previous discussion that it would specifically state on the agenda that a person would be called to speak to that item, and that the time

to speak could be limited depending on how many people wanted to speak then. Chair Hudson said she asks that we go beyond just saying they are welcome; she said yes.

Another thing to consider relevant to this, Jon Lowell said, is that a lot of the time the agendas are very general and people don't know they want to speak to an item until they hear what that item is. Paul read from a Gresham agenda which was very specific on how and when citizens were allowed to comment, i.e., *Citizen comments on both agenda and non-agenda items are to be heard at this time*. So someone would have to speak then rather than when the topic comes up, Jan said; Paul agreed. Chris explained that at a public hearing the Council effectively 'holds court' and any comments that are made are on the record as testimony. The committee again discussed the memo given to the Council and Chair Hudson said we did not specifically suggest any rule changes regarding the discretion of the Mayor. Responding to a question, he said he has not received any feedback on it yet. The Council had had in interesting discussion on it, he added, expanded into general notions of increasing public comment, but nothing was decided except to take it under consideration. There were no further comments or concerns expressed.

7. **Adjourn. Sam Barnett moved, with a second by Skye Troy, to adjourn. The vote was unanimous and the meeting adjourned at 9:02 p.m.**

\_\_\_\_\_  
Zach Hudson, Chair

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
Rooney Barker, Transcriptionist