CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

AMENDED 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, April 8, 2014 – 7:00PM

Mayor
Doug Daoust

City Council
Norm Thomas
Glenn White
David Ripma
Rich Allen
Eric Anderson
John L. Wilson

City Manager
Craig Ward

City Attorney
David J. Ross

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

2. **PROCLAMATION:** Proclaiming April as Autism Awareness Month in Troutdale.

3. **PROCLAMATION:** Proclaiming April 26th as Arbor Day in the City of Troutdale.

4. **CONSENT AGENDA:**
   - **4.1 ACCEPT MINUTES:** February 25, 2014, City Council Regular Meeting; March 11, 2014, City Council Regular Meeting; and March 18, 2014 City Council Work Session.
   - **4.2 RESOLUTION:** A resolution approving a transparent process plan for evaluating the needs and options for a potential new City Hall.
   - **4.3 MOTION:** A motion approving Scott Leonard to serve as the contract City Prosecutor effective February 10, 2014

5. **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.*

6.1 REQUEST: Kiwanis Club of Troutdale's 11th Annual Troutdale Cruise-In – potential City financial partnering. ***John Leamy, Kiwanis Club***

6.2 REQUEST: A presentation regarding Bicycle Tourism in Troutdale, the Gorge Hub Project, and Travel Oregon's Bike Friendly Business Program.
Claude Cruz, President of the West Columbia Gorge Chamber of Commerce

7. **PUBLIC HEARING / ORDINANCE (Introduced 3/11/2014):** An ordinance adopting the Troutdale Transportation System Plan and amending

8. **PUBLIC HEARING / ORDINANCE (Introduction):** An ordinance of the City Council of the City of Troutdale, Oregon, relating to medical marijuana facilities; establishing new code of ordinances Chapter 5.12 and declaring an emergency.

Joel Wendland, Lieutenant

9. STAFF COMMUNICATIONS

10. COUNCIL COMMUNICATIONS

11. ADJOURNMENT

Doug Daoust

Doug Daoust, Mayor

Dated: 4/4/14

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, Deputy 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, Deputy City Recorder 503-674-7258.

CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

PROCLAMATION

AUTISM AWARENESS MONTH
APRIL 2014

WHEREAS, autism is a pervasive developmental disorder affecting the social, communication and behavioral skills of those affected by it, and,

WHEREAS, as more health professionals become proficient in diagnosing autism, more children are being diagnosed on the autism spectrum, resulting in rates as high as 1 in 88 children nationally and 1 in 55 in the State of Oregon, and,

WHEREAS, while there is no cure for autism, it is well-documented that if individuals with autism receive treatment early in their lives, it often is possible for those individuals to lead significantly improved lives, and,

WHEREAS, individuals with autism often require a lifetime of specialized and community support services to ensure their health and safety and to support families' resilience as they manage the psychological and financial burdens autism presents, and,

WHEREAS, more support is needed for children, adults, families and Teachers, and,

WHEREAS, throughout the world "Autism Speaks" is spearheading an awareness effort in order to educate parents, professionals and the general public about autism and its effects.

NOW, THEREFORE BE IT RESOLVED that I, **Doug Daoust** do hereby proclaim **APRIL 2014** as **NATIONAL AUTISM AWARENESS MONTH** in the **City of Troutdale,** and urge all employees and residents to become more knowledgeable about the subject of autism spectrum disorders.

Doug Daoust
Mayor of Troutdale

Dated this day, April 8, 2014

219 E. Hist. Columbia River Hwy. • Troutdale, Oregon 97060-2078 • (503) 665-5175
Fax (503) 667-6403 • TDD/TEX Telephone Only (503) 666-7470

ARBOR DAY IN THE CITY OF TROUTDALE PROCLAMATION

Whereas, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, This special day, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, 2014 marks the 142nd anniversary of recognizing Arbor Day, which is now observed throughout the nation and the world, and

Whereas, National Arbor Day is the last Friday in April, this year being April 25th, 2014, and

Whereas, The State of Oregon observes Arbor Week for the entire first full week of April, this year being April 6th through 12th, and

Whereas, The City of Troutdale will lead tree planting events supported by City staff and many volunteers on April 26th, 2014

Whereas, Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautifying our community, and

Whereas, Trees, wherever they are planted, are a source of joy and spiritual renewal, and

Whereas, As a designated 12 year member of Tree City USA, Troutdale values trees and all the benefits they provide.

Now, Therefore, I, Doug Daoust, Mayor of the City of Troutdale, do hereby proclaim April 26th, 2014, as Arbor Day in the City of Troutdale, and I urge all citizens to celebrate Oregon Arbor Week, National Arbor Day and Troutdale Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

So proclaimed this day, April 8th, 2014.

Mayor Signature _____

DRAFT

MINUTES
Troutdale City Council – Regular Meeting
Troutdale City Hall – Council Chambers
219 E. Historic Columbia River Hwy.
Troutdale, OR 97060-2078

Tuesday, February 25, 2014

1. ROLL CALL, AGENDA UPDATE

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

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

ABSENT: None.

STAFF: Craig Ward, City Manager; Debbie Stickney, City Recorder; David Ross, City Attorney; Erich Mueller, Finance Director; Travis Hultin, Chief Engineer; Amy Pepper, Civil Engineer and Steve Winstead, Building Official.

GUESTS: See Attached.

Mayor Daoust asked are there any agenda updates?

Craig Ward replied Item #6, a resolution modifying the rate for parks and recreation system development charges requires a public hearing.

Mayor Daoust called for a moment of silence for our former Mayor Paul Thalhofer who passed away recently. Paul was a beloved mayor of this city for 16 years and he was a long-time city councilor prior to that.

Mayor Daoust stated it looks like we are planning a civic ceremony for Paul on March 8th. There will be a 10am church service at St. Henry Catholic Church in Gresham and at 2pm there will be a civic celebration in the Sam Cox Building at Glenn Otto Park.

2. CONSENT AGENDA:

2.1 ACCEPT MINUTES: January 21, 2014 City Council Work Session and January 28, 2014 City Council Regular meeting.

MOTION: Councilor Anderson moved to approve the consent agenda. Seconded by Councilor Wilson. Motion Passed Unanimously.

3. PUBLIC COMMENT: Please restrict comments to non-agenda items at this time.

None.

4. PUBLIC HEARING/ORDINANCE (Introduction): An ordinance amending the Troutdale Development Code (Text Amendment No. 48) pertaining to requirements of the Oregon Transportation Planning Rule and Metro's Regional Transportation Functional Plan in fulfillment of Task 4 of the City's Periodic Review Work Program.

Mayor Daoust read the ordinance title.

Craig Ward, City Manager, stated this is a product of our Periodic Review; a requirement to make our codes consistent with both Metro and State requirements for transportation. We reviewed our development codes and identified some areas that were not in compliance with the Transportation Planning Rule (TPR) and Metro's Regional Transportation Functional Plan (RTFP). We then brought those forward to the Planning Commission (PC). The PC has endorsed the proposed Text Amendment and recommends adoption by the Council.

On October 8, 2013 the Council held a work session. The Council, following comments by the PC, was concerned about a proposed requirement that would have reduced the maximum parking standard for multi-family developments and directed that I submit a request for an exception to Metro to allow our standards to continue rather than be reduced. I submitted that request to Metro and on January 22nd of this year Metro approved that exception to the standard. This proposed ordinance does not change that standard. All of the other standards that were in there are continued as recommended by the PC to be endorsed.

Darci Rudzinski of Angelo Planning Group is here to answer any questions you may have. She was the consultant reviewing our Development Code for compliance with these requirements. There are really five areas that I saw as being most substantive, those are: 1) new standards for parking lots that apply only to lots three acres or larger; 2) building setbacks on transit streets are reduced to 20' from 50' within 500' of a major transit stop; 3) off-street parking spaces may be reduced by one parking space for every adjacent on-street parallel parking space; 4) bicycle parking requirements are amended to differentiate between short and long-term bicycle parking requirements; and 5) exceptions and adjustments to loading area requirements.

Mayor Daoust asked Ms. Rudzinski, do you have anything to add?

Darci Rudzinski, Angelo Planning Group, replied no. The amendments are fairly surgical at this point. The PC did take quite a bit of time to amend what was originally proposed so that it would fit better with Troutdale. The Council had some concerns about parking when you met in October that have hopefully been addressed.

Mayor Daoust stated we were very pleased that Metro approved our request.

Councilor White stated regarding the bike parking, I was wondering if we could take more of a civic approach to that rather than having the newcomers bear that on their own. If we, on our own, had designated bike parking areas established, would that suffice?

Darci Rudzinski replied one of the first things you would want to do is a survey of the available bike parking you have, particularly in the Central Business District (CBD) and then see what the usage and need is. This is a way to ensure that going forward you will have some long-term parking for bikes keeping in mind the commuter and employee.

Councilor White asked do you have any idea of the cost for that type of structure?

Darci Rudzinski replied no. I recall talking to you in October, and possibly with the PC as well, that the requirement is scaled to the size of development. Smaller developments are not going to have a large amount of bicycle parking required. The long-term covered and secured parking is a little bit different and can be accommodated in a number of ways. The code doesn't dictate how you accommodate it. It can be indoors, in a bike locker, or it can be covered underneath the second story of a building. I think there is quite a bit of flexibility with how one would satisfy that development code requirement. I don't have costs associated with any of those particular methods.

Councilor Allen stated I think as a whole we want to be a bike friendly town. When I was reading this I had to try to imagine its implementation and what some of the pitfalls might be. Would you be willing to give an overview of what this is going to require?

Mayor Daoust asked for bicycle parking?

Councilor Allen replied yes.

Darci Rudzinski replied on page 9 of the amendments, Section 9.130 speaks to the requirements. You already have a requirement to provide for short-term bicycle parking. It is a percentage of the total automobile parking space requirement. The long-term is to differentiate that in addition to the short-term you need to have at least one space that is covered and secured. It is dependent on the size of the development and how much car parking is required. There will be a percentage of that car parking required for bike parking.

Councilor Allen stated hypothetically, for one of the businesses on the street here, if they just moved in what would this requirement do to them?

Darci Rudzinski replied this is oriented towards new development.

Craig Ward stated downtown is an awkward example because we don't have minimum parking requirements downtown, so there would be no required bicycle parking downtown. That is all the more reason for us to have a civic approach to providing some bicycle parking for the convenience of the folks who ride up and down the Historic Columbia River Hwy. This would apply to new development outside of the downtown.

Councilor Allen asked so in a similar circumstance outside of the downtown area what would happen?

Craig Ward replied it depends. Maybe Travis can give an example of the number of vehicle parking spaces that would normally be required for a large development.

Travis Hultin, Chief Engineer, replied the PC was also concerned with this particularly for small developments and some of the funny things that can happen with small numbers. If you look at Section 9.130(2), which talks about long-term bicycle parking spaces, it is 3% of the total number of vehicle parking spaces provided for the use, and fractions are rounded down. That means all fractions, so anything less than 1 is rounded down to zero. Affectively what that means is any place that has less than 33 parking spaces wouldn't be required to have long-term bicycle parking. On the short-term parking there is a minimum requirement of one space regardless of how many parking spaces you have. The PC expressed a particular concern with the long-term bicycle parking because that is a little trickier to accommodate especially for small businesses/developments, whereas the short-term parking is a little easier to accommodate. After some discussion we came up with what we thought was a fairly elegant solution, which was to sort of craft the algorithm that you use to calculate those long-term spaces such that once you are below that 33 parking space threshold you are not required to have any long-term parking.

Councilor Allen asked and if you were to modify an existing business by greater than 30% or more, does that throw you into the new construction rules?

Travis Hultin replied if you go to the applicability section of the Chapter 9 standards, they generally apply to redevelopment, and any kind of significant expansion of a development that meets these standards would be applied, but the totals would still remain the same. If you currently have 20 parking spaces and you expand your development so that you now have 35 parking spaces, then yes at that point you would need to provide at least one long-term bicycle space. If you expanded so that your grand total, existing and added, was only 32 parking spaces you still wouldn't have to provide that long-term bike parking space.

Councilor Allen asked what about sidewalks? That is part of this discussion also, right?

Travis Hultin replied I don't know that this code really addresses public sidewalks, it does address some on-site sidewalk requirements but I don't recall if there were any changes to that.

Darci Rudzinski stated the only changes that are related to pedestrians really has to do with large parking lots and creating safe and visibly different pathways.

Councilor Allen stated so that is why they say to use a different material so that it is obvious that it is the sidewalk and no longer the driveway.

Travis Hultin replied right. It is the visual queue to separate pedestrians from vehicles.

Councilor Allen asked what is the purpose of raising the sidewalk? Is that going to become a tripping hazard for us?

Mayor Daoust asked are you referring to specific language in the amendments?

Councilor Allen replied yes.

Craig Ward replied it is Section 8.052(C)(3) – In parking lots three acres and larger intended for use by the general public, the walkway shall be raised or separated from parking, parking aisles, etc. If a raised walkway is used, curb ramps shall be provided in accordance with ADA guidelines. Is that what you are referring to?

Councilor Allen replied yes.

Travis Hultin stated there are a couple of ways to comply with that. You can raise it like you would see on a street, like a raised curb. Or just have a physical separator like a curb or a landscaping strip between the walking aisle and where the vehicles are parking and traveling.

Councilor Allen stated and the way we address any ADA concerns would be that there has to be a pathway to that.

Travis Hultin replied correct, an ADA accessible pathway.

Councilor Allen asked is there a standard on how far away that has to be, or spacing?

Travis Hultin replied yes, there are ADA standards that are fairly detailed about those type of requirements.

Darci Rudzinski stated that requirement is meant to make the pedestrian comfortable in areas like large parking lots, and not to be overly prescriptive in your code on how you distinguish that space but to give some examples of how one could do that and what would be acceptable in a larger development.

Travis Hultin stated a similar example is located just outside our back door. When this parking lot was constructed we required that the walking space along the closest edge of the parking lot be concrete even though it is at the same level. That was to differentiate the material and provide a visual distinction between where vehicles are supposed to be and where pedestrians are supposed to be.

Councilor Allen asked so this would also include pathways that are within the parking lot itself.

Travis Hultin replied that is what this addresses specifically.

Councilor White referred to page 2 of 3 of the staff report. I would like a better explanation on the building setback on transit streets being reduced to 20'.

Darci Rudzinski stated that speaks to the orientation towards transit and the proximity of developments to a transit stop to encourage that mode and make it more comfortable for people to access where you get on and off of a bus. This is a reduction in what the setbacks are if you had a major transit stop of which we have defined what that is.

Craig Ward stated it is in Section 8.058.B.1 – Buildings shall be setback no more than 50 feet from a transit street, except that when a building is adjacent to a transit street that has a major transit stop within 500 feet of the building entrance, the building shall be setback no more than 20 feet from the transit street.

Councilor Allen asked we are not going to do anything crazy like if someone remodels a building they have to move the building 30 feet closer to the street are we?

Craig Ward replied I am sure we are not.

Darci Rudzinski stated right now it is a fairly minimum application geographically because your only major transit stop is at the intersection of Stark Street and Sundial Road. We are not talking about a very large area where this would apply. In the future if you have more transit and you have more major transit stops then it would, but now it is fairly limited just based on your transit availability.

Mayor Daoust opened the Public Hearing at 7:25pm and asked is there was anyone here that would like to speak to this item?

No testimony received.

Mayor Daoust closed the Public Hearing at 7:25pm and stated the second hearing will be held on March 11th.

5. RESOLUTION: A resolution establishing solid waste collection fees and repealing Resolution No. 2080.

Mayor Daoust stated last week was National Engineers Week. Mayor Daoust read the following: National Engineers Week is the third full week of February. It is observed by more than 70 engineering, education, and cultural societies, and more than 50 corporations and government agencies. The event calls attention to the contributions to society that engineers make, and the importance of math, science, and technical skills. The celebration was started in 1951 by the National Society of Professional Engineers in conjunction with President George Washington's birthday. President Washington is considered as the nation's first engineer, notably for his survey work. The City of Troutdale is blessed with three excellent engineers, Travis Hultin Chief Engineer, Amy Pepper and John Bushard Civil Engineers. As a team they work hard to deliver high level services to our community by helping build and maintain the City's infrastructure we all rely on every

day. Please recognize them for their commitment and contribution to making our lives better.

Amy Pepper, Civil Engineer, stated after Waste Management reported an operating margin for 2012 of 7.5% of Franchise Gross Revenues the City hired Bell and Associates to conduct a rate review study as outlined in the franchise agreement between the City and Waste Management utilizing the methodology previously approved by Council. As presented at the January 21, 2014 work session, the rate analysis projects the operating margin for 2013 to be 6.57%. A 3.4% rate increase is required to provide an Operating Margin of 10% of the Franchise Gross Revenues. The proposed rate increase has been applied evenly across all classes of service (residential, commercial container and drop box) as shown in Exhibit A of your staff report. The average residential customer would see an increase of $0.95 per month. The rate increase is proposed to take effect on April 1st. Based on some comments from Councilor White at the work session, there is some discussion in my staff report about how residents could reduce their monthly rate, as well as what the city could do to impact rates.

Council had no questions.

MOTION: Councilor Ripma moved to adopt a resolution establishing solid waste collection fees and repealing Resolution No. 2080. Seconded by Councilor Wilson.

VOTE: Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - No; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - No; Councilor Allen - No.

Motion Passed 4-3.

6. RESOLUTION: A resolution modifying the rate for parks and recreation system development charges.

Travis Hultin, Chief Engineer, stated this resolution would modify the parks and recreation system development charge (SDC) reducing it from its current rate of $7,586 per residential dwelling unit to $5,000 per residential dwelling unit. The Council began discussions of the Parks Capital Improvement Plan (CIP), Master Plan and SDC back around the beginning of 2013. Work sessions were held on January 15, March 19 and May 21. At the May 21st meeting we went through an analysis and exercise where we looked at the effect of removing projects from the CIP list to see what affect that would have on the SDC rate. There was no action taken at that time. Shortly thereafter, I think in June, because this matter was still under discussion the Council asked for a resolution suspending the automatic increase that was built into that rate. We then held another work session in October to further discuss the matter where ultimately the Council directed staff to come back with a resolution that would reduce the parks SDC rate to $5,000 per residential dwelling unit. That is the resolution that you have before you. The resolution would also suspend the automatic increase element of the rate resolution indefinitely.

Councilor Wilson stated you may not have this with you but it is the parks improvement fund projections. I am trying to understand how the math works. Under the expenses for 2012-13 we have a $105,000 expense. Under that we have an interfund loan repayment as an expense of $26,000, and a loan repayment from the Sam Cox Building Fund of another $15,000. If we are paying that back to the SDC fund shouldn't those be an income and not an expense?

Travis Hultin replied I would defer that question to our Finance Director.

Erich Mueller, Finance Director, stated I am not sure what report you are looking at to be able to respond.

Councilor Wilson stated it was in with all of our CIP stuff.

Erich Mueller looked at the document that Councilor Wilson had and stated I think I would suggest that maybe there had been a compilation error in the preparation of this. As I mentioned in the email inquiry that I answered this weekend, there are two outstanding loans from the Parks Improvement Fund, the SDC fund. One to the General Fund and one to the Sam Cox Building Fund. These dollar amounts here represent the annual repayments from those funds back into this fund. The $26,000 and the $15,000 are resources coming back into the Parks Improvement Fund.

Councilor Wilson stated on that some document, under the 2013-14 budget we are showing a projection of $200,000 in expenses from the SDC funds. Do we actually have anything planned? I didn't think we had anything that we used any funds for.

Erich Mueller replied there is something in the budget. I don't have my budget with me. On the capital outlay page of the budget there would have been projects listed that were a potential for that fund and the appropriations were made, they won't necessarily get spent unless the project is completed. I am assuming that is where that came from.

Councilor Wilson stated I just thought there wasn't anything put on the books for 2013-14.

Travis Hultin stated there were a couple of appropriations. I don't remember what all went into that $200,000. I recall there was an appropriation of $100,000 for improvements in Sunrise Park which has been deferred and will not happen this year. I would have to look at the budget for the rest of that.

Councilor Wilson stated maybe that is what I remember, it was deferred. If we have the funds in there I guess I am having a hard time understanding why we are collecting money from new housing projects and we are putting it into a fund that we're not using. The dog park would be an example of that, or whatever improvements you were going to make to Sunrise Park. Maybe the dog park was going to be $180,000. I guess I have a hard time

with collecting money from people and not giving them what we are collecting the money for and we are just bankrolling it.

Travis Hultin stated the purpose of an SDC is to collect money over the long-term for future projects and in some cases near term projects. We do have a fairly healthy balance in that fund right now. The maximum rate determined by the methodology takes into account projects that are going to be done ten and fifteen years down the road so that you are collecting an equitable share all along the way so that when it comes time to build that project the money is there. As far as projects being built or not built in the near term, we did just complete the College Nature Park project, which used a significant portion of SDC funds.

Councilor Wilson asked wasn't that refunded from Metro?

Travis Hultin replied partially, but SDC funds also paid part of the tab on that project. We would love to execute more parks improvement projects. Really the only thing limiting that is desire of the Council and Parks Advisory Committee (PAC) to see those projects forward, and the limitation we have in terms of the number of project managers to oversee the projects.

Councilor Wilson stated I just see that some of this stuff could be done, especially the smaller projects like picnic tables, trash cans, etc. We are collecting money but we are not spending the money even on the small things that could enhance the parks but wouldn't take a lot of funds or burden the SDC's. Erich, when the Arch and the Sam Cox Building is paid back are we at $1.2 to $1.3 million in the SDC funds?

Erich Mueller replied yes if you take into account those loans receivable, we are at $1,375,000 in resources.

Councilor Wilson asked when the parks facility building was built was that taken out of the SDCs?

Erich Mueller replied no.

Councilor Anderson asked Erich, the resolution in front of us says that per a work session we have debated about the $5,000 number. If we decided tonight to keep it at $7,586, or take it down even farther, does that start the 90 day clock running again in terms of notice?

Councilor Thomas stated that is really a question for the attorney.

Erich Mueller stated I have discussed this with Mr. Ross and I will let him address this.

David Ross, City Attorney, replied the statute doesn't contemplate just randomly selecting numbers. The statute contemplates a methodology, and the methodology drives the number and that is what is in the 90-day notice. The two options you just mentioned, the first being leaving it where it is would not require another 90-day notice. That would just

require the motion being defeated tonight. The second option of lowering it even further from $5,000 probably would not require another 90-day notice either.

Councilor Anderson stated I seem to recall a line item in the CIP for an administration fee that goes back to the general fund out of the SDC fee for whatever work is done. Is that an accurate description?

Travis Hultin replied it doesn't go to the general fund, it goes into the improvement fund. That is an administrative fee and the statute allows us to charge that fee. Most agencies typically do charge that.

Councilor Anderson asked so this is commonplace in most municipalities Craig?

Craig Ward replied I will rely on Travis to answer that.

Councilor Anderson asked did SeaTac have it?

Craig Ward replied that is in Washington and that doesn't count.

Councilor Anderson asked so as far as you know most cities in Oregon have this administration fee?

Travis Hultin replied I haven't done an extensive study to say what "most" is, but many do.

Councilor Anderson asked would it be fair to characterize that administration fee of taking money out of the SDCs for work that is done by people who are paid out of other funds?

Erich Mueller replied I think we are getting confused. This administration fee is part of the calculation of how much the applicant ultimately pays. It is money that goes from the applicant/developer into the SDC fund.

Councilor Anderson stated in my line of work I look at it as a management fee. If I take on another project I am going to take a percentage off of the top for a "management fee".

Erich Mueller replied this isn't going to any other fund. It is a fee that is part of the overall SDC fee in terms of how it is calculated; it is part of what comes into the fund.

Councilor Allen stated for the benefit of our public, this is probably a good time to explain what the SDC fund for parks can be used for in general.

Travis Hultin replied like any SDC it can be used for capacity enhancing improvements to serve growth. The basic concept is that as the city grows the new residents and businesses that come into a city create more demand on certain systems that the city provides and that requires expansions and upgrades of those systems. The people or

developers that are creating the growth pay for the cost of those needed expansions of the systems. In parks and recreation it can be used for improvements to the parks system.

Councilor Allen asked as in capacity enhancing?

Travis Hultin replied correct.

Craig Ward stated you can't use it for maintenance, or replacing picnic tables. You could add new picnic tables if you added more parkland but it can't be used for replacement or ongoing maintenance.

Councilor Wilson stated in the CIP there is a half-court basketball court at Glenn Otto Park. There is already one there and we have it listed as SDC eligible. Would that be something that was put in here that wouldn't necessarily fit that at this point?

Travis Hultin replied if it was a replacement of the existing one than it would not be eligible for SDC funding. As I previously expressed to the Council, it is my opinion that the parks CIP should be reevaluated and checked for some of those projects that may not be SDC eligible. The parks CIP was developed several years ago and I think it is time that we have it relooked at.

Councilor Wilson stated so you would agree that some of the things in here aren't eligible which is thereby making the amount that we are charging higher than it needs to be.

Travis Hultin replied possibly. In the case of Glenn Otto Park if you look at the methodology report it has a lot of projects listed. When you get into the actual calculation it only counts about half of the costs of those projects/improvements listed for Glenn Otto Park. That is why I think it needs to be evaluated in more detail so that those numbers can be nailed down more precisely. Right now in the summary report all it says is that half of the costs were eligible for SDCs, but it doesn't say specifically which ones. That is why I think it would be better to go through the CIP on a project by project basis and clarify which ones are actually counted in the SDC calculation.

Councilor Wilson stated so the $4 million for the Strebin property for parks SDCs, and $2 million of that has been allocated…

Travis Hultin interrupted and stated that is the Strebin property, I was referring to Glenn Otto Park.

Councilor Wilson stated I am expanding from there. That $2 million, there is nothing that really justifies that number.

Travis Hultin stated if the total estimated cost is $4 million, than up to $4 million could have been factored into the calculation because that would be new land acquisition, assuming it meets the growth test which is why it may have been reduced. I only have the summary report so it is hard for me to tell exactly how they achieved some of those

splits. What they may have done is looked at that and based on the calculations at the time said $4 million is all improvements because you are expanding your parks system, but only 50% of it is related to growth, and that is the second test. It has to be an expansion of capacity and it has to be to serve new growth. If you go in and build $4 million worth of new park but half of that is really to serve your existing users than you can only charge half of it to an SDC.

Mayor Daoust stated the $2 million, the way I read the CIP list, was for the Strebin Trust Park improvements, not necessarily purchasing the land.

Councilor Wilson replied I understood that.

Travis Hultin stated it would be applicable whether you are talking about improvements or land acquisitions.

Councilor Wilson stated I knew it was for improvements since the property is being trusted to us.

Councilor Anderson asked when we talk about growth, what percentage are we going to grow in the next 20 years?

Travis Hultin replied if you base it on population it would be somewhere around 15% from today. These calculations would be based on the original inception of the parks CIP and parks SDC so we would have to go back to whatever the numbers were at that time.

Councilor Anderson stated but it is safe to assume that we are not going to grow as fast projected out from today forward than we were when this document was crafted in 2006. Would that be a safe assumption?

Travis Hultin replied if you are talking about the ultimate buildout population, yes those numbers would come down.

Councilor Anderson asked is College Nature Park part of our inventory?

Travis Hultin replied it depends on what purpose you are inventorying it for.

Councilor Anderson replied for city parkland.

Travis Hultin stated if you are talking about the determination of our level of service, the parks SDC methodology predates that park so it did not include that.

Councilor Anderson asked can it be included if we re-do the CIP for level of service?

Travis Hultin replied I don't see why not.

Councilor Ripma asked Craig you mentioned that we need to have a public hearing tonight on this. Is it okay to go forward with this when it wasn't noticed as a public hearing? Did it need to be published as a public hearing?

Craig Ward replied I will let David respond.

David Ross replied probably not; the agenda was published that it was going to be discussed tonight.

Mayor Daoust stated there are a couple of things going on here, it is not just the SDC rate that we talk about. We talk about the methodology also. We turned that over to the Parks Advisory Committee (PAC) and asked them if they wanted to go with just a straight listing of projects and have the methodology based on that, or would they like to maintain the current existing hybrid methodology where we use the level of service and all of that. The PAC came back and said that they would prefer that it be left the way it is as far as the methodology. They also preferred that we didn't lower the SDC rate. It is my assumption that the Council does not wish to talk about the methodology and we are okay with the existing methodology.

Councilor Thomas asked wouldn't the methodology require us to go back and look at the Master Plan? That is not a simple process.

Craig Ward stated there are various ways of approaching the methodology. Our current way is based on the capital improvement program that we have. As Travis has mentioned, some of the master plans for parks are dated, but their projects are still incorporated within the CIP. One approach that we discussed at our work sessions was actually going in and revising the methodology to take projects out therefore reducing the total capital requirements that we have for which SDCs can pay up to a particular amount. We have not done that. These are difficult decisions particularly since we haven't updated the underlying master plans. Without updating the underlying master plans we are simply striping projects out that don't now appear logical but we have no basis on which to determine that they really are no longer needed. If we did it right we would actually go back and revise those master plans, have a full conversation about what the master plans for all of the parks should be, generate a capital improvement program for each park and roll those into a master capital improvement program and that would then be the basis for a new overall SDC methodology. That would take a while.

Mayor Daoust stated that is the method we used to come up with the current SDC rate. Then we played with that and got it down to close to $5,000 for the SDC rate, but that was dependent on a couple of things like half of the projects at Glenn Otto Park getting slashed in order to get it down close to $5,000.

Travis Hultin stated the bulk of that reduction actually came from removing all of the land acquisitions, which was one of the first instructions the Council gave when we were reviewing that analysis.

Mayor Daoust stated I realize tonight that we just have a resolution in front of us where we are just talking about the SDC rate. Can we go ahead with this resolution tonight and decide what kind of rate we want to talk about and then go back and re-adjust the CIP however we want to adjust it? Whether it matches the rate we agree upon is a big question. My assumption is it does not have to match the rate that we come up with, but if there are projects we definitely do not want on that CIP list we can do that later?

Travis Hultin replied the Council can modify the CIP really at any time it chooses to. If there were things removed from the CIP then that would necessitate, based on the methodology provided, that the maximum rate be recalculated. If you take projects out that maximum is going to come down. There are notice requirements for that.

Mayor Daoust asked can we spend SDC dollars on any project even if we zero it out on the CIP list?

Travis Hultin replied it has to be in the CIP in order to spend SDC funds on it.

Mayor Daoust asked with a dollar amount attached to it?

Travis Hultin replied you need to include an estimated cost in the CIP so that you have a basis for calculating the maximum rate. You are talking about master plan level estimates; rarely do projects end up costing exactly what they are estimated at in the master plan.

Councilor Allen stated Mayor, you asked if we were okay with the CIP. The only thing I have a thought on is the concrete sidewalk in Glenn Otto Park. I have concerns about that because it costs as much as all of the other improvements put together. But that is not the real driver for reducing rates. The driver for reducing rates is simply that we seem to have stalled construction by having our rates higher than what builders seem to be willing to pay.

Mayor Daoust stated I think that is why our resolution is just about modifying the rate.

Councilor Wilson stated I look back to what we did with the Open for Business program and how much money we spent on that. It helped improve our retail environment downtown and other areas of Troutdale. With that program we had to take money out of the general fund to pay the fees that we waived for the retailers. By reducing the SDCs we are not having to refund that anywhere and we could get more growth. How many homes were built last year?

Travis Hultin replied very few.

Councilor Wilson stated in a recent Oregonian article it showed us as one of the lowest growth areas in East County. I can't help but think that our SDCs are high because I know that some of these builders spend $40,000 before they drive the first nail into the ground. I really think that we need to lower the SDC rate greater to give them more opportunity to build and maybe make more improvements on those homes that they are building and

possibly sell the homes at a lower price. West Linn charges $8,000 for their parks SDC but that is for $500,000 homes. Our homes are around $250,000 to $280,000. I really think that we need to reconsider the $5,000 to be even lower.

Mayor Daoust opened the Public Hearing at 8:03pm and asked, is there anyone here who would like to testify on this issue?

Mayor Daoust stated we received a letter today from Jay Ellis (copy attached as Exhibit A) in support of lowering the SDC rate.

No additional testimony received.

Mayor Daoust closed the Public Hearing at 8:04pm.

MOTION: Councilor Thomas moved to adopt the resolution modifying the rate for parks and recreation system development charges, amending Section 1 of the resolution to reduce it from $5,000 to $3,800 per residential dwelling unit. Seconded by Councilor Ripma.

Councilor Thomas stated I have always thought that the $7,500 was too high. By going to $3,800 that cuts it in half roughly. When we came up with the $5,000 a few months ago it was easy to justify it. I have had a chance to work with the spreadsheet a few times and I worked with Mayor Daoust and we ran through it. We came up with the $3,800 which seemed to give us a little bit of room to do things that would help capacity enhancing in the future without curtailing our abilities too much, and it also seemed to be fair. One of the disadvantages of not having an SDC fee is that at some point if you want to do any kind of parks update you have to go out and get a levy and at that point you would be asking every citizen to pay for improvements to our parks. That was my reasoning for coming up with the $3,800. It gives us some room to do some of the improvements now. I know we have a balance in this fund. What I hear at the budget committee meetings is why we aren't building a balance. You get here and it is why aren't we spending it. Part of the reason we don't spend it is because we want to build it up so we can do the large projects. The other part of it is I think we need to spend some of it in order to do some improvements to meet the capacity needs that we need to meet today. This gives us the flexibility to move forward.

Mayor Daoust stated according to the resolution there is no sunset on that amount. If we set it at that rate it would be in effect until we change it and adopt another resolution. Is it your desire to make it that way, or is it your desire to have a 1 or 2 year temporary rate?

Councilor Thomas replied a fixed rate.

Mayor Daoust asked so no sunset on it?

Councilor Thomas replied no.

Councilor Ripma stated let's see how it works.

Councilor White asked Councilor Thomas, would you consider a friendly amendment to lower that rate even further?

Councilor Thomas replied no.

Councilor White stated I think that rate is still too high. When you look at our surrounding competition that puts us double what Fairview's rate is. It is higher than Gresham's rate as well. Wood Village has one park and they no longer have a system development charge. At some point we have to realize that we have arrived and we have done a good job. We are surrounded by parks that we are not counting as parks as well. I think it is still too high.

Councilor Allen stated I like parks, I would like to see them be more useful to the people of our town who want to use them but not at the cost of stopping development. I want to point out that not only is a levy an option for putting money into our parks, but we can also spend money from other sources such as the general fund. You don't necessarily have to rely strictly on SDC money or a levy.

Councilor Thomas stated that is true. A lot of the projects don't qualify for SDCs.

Councilor Anderson stated one of the biggest issues I have with this is that some real dollars were paid over the past five or six years for a skate park that isn't going to happen. I agree with Councilor White. We have been stratospherically high with our parks SDCs for too long. Councilor Wilson made the point that they are not aligning with median home values, and they are not. We need to do something about it. I am not sure that $3,800 is enough at this point.

Mayor Daoust stated I think $3,800 is a good number. That is basically cutting it in half from what the current CIP plan said we should be collecting. Even if we went through the exercise and dropped all of the land acquisition, which is what the Council wanted to do, and we dropped half of the park improvements that we were planning on doing at Glenn Otto Park, that would get us down to the $5,000 rate. Now we are talking about taking it down to $3,800. Things are going to have to get dropped off of the CIP list. To go any lower, I question whether that is going to put us where we want to be with making improvements to our park system. This city is known for its park system and we need to keep it that way. At our last meeting I mentioned that I went to a session at the League of Oregon Cities Conference specifically on SDCs and infrastructure maintenance. The question that was posed to the panel was, do SDC rates have a major impact on whether development occurs or not and all three of the panel members said no they don't. These were experts in the development field, planners with cities. You can argue that. We have heard arguments from some of our own developers that yes they do have an impact

and they would like them to be lower. I struggle with what is the right answer because I am hearing both sides. I am okay with reducing the SDC to see how it works. If it spurs more development that is great. We will have to see if that is true or not. I am a little more uncomfortable with going below $3,800 because I think we are chopping off too much and we may be putting our parks in too much jeopardy. It will be difficult in the future to raise the rate if we need to.

Councilor Ripma stated I seconded the motion, even though I didn't know it was coming to further reduce the rate from the $5,000, because I am willing to give it a try and see what happens. I personally don't think it will make a difference except that it will ultimately burden the citizens who live here now because the new development is going to cause a need for more parks that will have to be paid for somehow, someday, sometime. SDCs are popular with our citizens. We all live here and we have all contributed to the parks. We didn't necessarily pay SDCs. Some of the parks were built before SDCs and they were paid for with the general fund money. All of us who live here have contributed to the parks. The idea of SDCs is to ask the additional growth that is going to contribute to the need for more parks to also contribute. Whether our parks CIP is correct, I have heard all of the arguments, and I agree we do need to revisit it. I agree in principle with the reduction of the SDCs. Cutting it in half is a worthwhile test of whether it is going to work. I think we owe it to our constituents, the citizens/voters, to not reduce it any further. I think that is enough. We will see if it helps. If it does help, I don't think it will, but if it helps spur development...we have argued this out at all the previous work sessions. I just encourage you all to think in terms of this being a reasonable compromise.

Councilor Allen stated I would like to see our parks be more useful. If you are concerned about funding some of the projects that are on there, I would personally let go of the $500,000 for the sidewalk. I personally go to a park to get away from the concrete not to have more of it. I would concentrate on making the parks more useful for people. My only concern here is that we are dead last in development. Lets get ourselves out of this economic situation and get some development going. At least keep up with the other cities around us. I think the fact that we are dead last is testimony in itself that the rates do affect development, unless you have some other idea of why we are dead last.

Councilor Thomas stated you are really talking about the market. Whether or not we have SDCs really doesn't affect the market. When I walk and drive around what I see being built in Portland and other areas is massive apartment complexes. That is not something I want to see in Troutdale.

Councilor White stated we are not zoned that way.

Councilor Thomas stated we have a fair amount. There are regulations that require a certain percent of multi-family dwellings. I think it is more market driven than anything else. Dropping the fee to $3,800 makes us more competitive.

VOTE: Councilor Wilson - No; Councilor Ripma - Yes; Councilor Anderson - No; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - No; Councilor Allen - No.

Motion Failed 3-4.

MOTION: Councilor Wilson moved to reduce the SDC parks fees to $2,500 and have it sunset in 3 years.

Councilor White asked Councilor Wilson, would you accept a friendly amendment. I think we need to come up with an amount. We need to review the master plan to reflect the current amount and ask the PAC to come up with a priority list of what they want to do first and start spending this $1.4 million that we already have. I don't think we need to put anything else in the ordinance other than that and just keep it as simple as it is written.

Councilor Wilson asked so you want me to remove the sunset?

Councilor White replied yes.

Councilor Wilson stated and then direct the staff to start using the money.

Councilor White replied and review the Parks Master Plan to reflect the current rate.

Councilor Wilson stated I will agree to that.

Councilor Anderson Seconded the Motion.

David Ross stated this is a rate resolution basically.

Councilor White stated we can simplify it. Just read Section 1 and 2 with the $2,500 rate.

Mayor Daoust stated so we are sticking with just the $2,500 rate. Are you withdrawing your friendly amendment than?

Councilor Wilson stated I am agreeing to it.

Councilor White withdrew his friendly amendment.

Councilor Anderson withdrew his second to the friendly amendment.

Mayor Daoust stated all we are voting on then is the $2,500 rate.

Councilor Wilson replied correct.

Councilor Thomas asked did you remove the sunset?

Councilor Wilson replied I will remove the sunset, yes.

Mayor Daoust asked Councilor Wilson to restate the motion.

MOTION WITHDRAWN: Councilor Wilson withdrew his motion and restated it as follows:

MOTION: Councilor Wilson moved that we reduce the SDC park rate to $2,500. Seconded by Councilor Anderson.

VOTE: Councilor Wilson - Yes; Councilor Ripma - No; Councilor Anderson - Yes; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - Yes; Councilor Allen - Yes.

Motion Passed 6-1.

Mayor Daoust called for a break at 8:22pm and reconvened at 8:35pm.

7. RESOLUTIONS: Resolutions approving City Financial Statements and receiving Annual Audit Report.

7.1 A resolution approving the City's financial statements and Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2013.

7.2 A resolution accepting the Report of Independent Certified Public Accountants on the audited financial statements of the City for the Fiscal Year ended June 30, 2013, the Auditor's Communication to the Governing Body (SAS No. 114), and the OAR 162.10.000 required communication.

Erich Mueller, Finance Director, stated it is management's responsibility to prepare the financial statements and ensure their accuracy. It is the auditor's role to examine them, test them, evaluate them and form an opinion that they offer on those financial statements.

The City Council is responsible for monitoring, accountability and oversight of the City's fiscal affairs. Reviewing and approving the staff prepared financial statements this evening fulfills an important part of these monitoring and oversight responsibilities.

There are two resolutions tonight. The first resolution is to approve the financial statements as prepared, which then become the official financial statements so that the auditor's report is relevant. The Comprehensive Annual Finance Report (CAFR) was included in your packet for your review and approval tonight. In general the CAFR has three major sections: 1) it provides general information in the introductory section on the government and its structures; 2) a financial section which provides the information on each of the individual funds; and 3) a section that has the financial and demographic statistics that provides a picture of the economic conditions and factors in the city. The minimum Generally Accepted Accounting Principles (GAAP) for compliant financial

reporting for state and local governments requires a complete set of basic financial statements including the accompanying note disclosures and supplementary information that is included.

As was started long before my tenure at the City, the City has chosen to exceed the minimum GAAP requirement and have the broader and more extensive CAFR prepared. This City has been successful in obtaining the Certificate of Achievement from the Government Finance Officers Association for 22 consecutive years. This CAFR has been submitted and I am assuming it will be successful as well. There are about 38,000 municipal governments in the US and Troutdale is one of about 3,500 which achieves that certificate.

The official financial statements need to be approved by the Council in order to keep us in compliance with the municipal audit law.

MOTION: Councilor Anderson moved that we adopt a resolution approving the City's financial statements and Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2013. Seconded by Councilor Thomas.

VOTE: Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - Yes; Councilor Allen - Yes.

Motion Passed 7-0.

Erich Mueller stated the auditors were in twice, once during the fiscal year and again after the close of the fiscal year doing extensive testing. Included in the CAFR are two pages that belong to the auditors. Page 1 is the Independent Auditors' Report, which outlines the steps that they went through and what their roles and responsibilities are, which are to express an opinion on the financial statements. Their opinion (top of page 2) in summary says that the financial statements present fairly, in all material respects, the financial position of the City of Troutdale as of June 30, 2013 in accordance with accounting principles generally accepted in the United States. Essentially that is their opinion and is generally what is referred to as a "clean" opinion.

The role of the City Council is ultimately the responsibility for the monitoring, accountability and oversight of the City's fiscal affairs. Reviewing, discussing and receiving the Audit opinion letter, official "Auditor's Communications to the Governing Body" letter and the OAR 162.10.000 required communications, this evening fulfills an important part of these monitoring and oversight responsibilities.

When we get to adopting this resolution it is crafted for you to receive the report of the auditors along with the remaining communications, not to approve them because they are their professional opinions and they are not subject to approval or disapproval by the client.

Exhibit A in your packet is the Statement of Auditing Standards (SAS) No. 114 Letter – The Auditor's Communications to the Governing Body. It restates some of the same information that is in the CAFR regarding the purpose of the audit, their responsibilities as the auditor under the standards, the scope and timing, etc. At the top of page 2 it talks about the results of their audit.

Item 1 reads: Audit opinion letter - an unmodified opinion on the financial statements has been issued. This means we have given a "clean" opinion with no reservations.

Item 2 reads: State minimum standards - We found no exceptions or issues requiring comment.

Item 3 reads: Management letter – no management letter was issued.

Typically there are two of the SAS letters. This year I only have one to give you because they did not issue the second one. The SAS No. 114 requires that the auditors communicate openly, candidly and specifically with those charged with corporate governance, that means the Council. Under the Significant Audit Finding section they reported no issues with a list of areas, including: qualitative aspects of accounting practices; difficulties encountered in performing the audit; corrected and uncorrected misstatements; disagreements with management; management representations; management consultations with other independent accountants; other audit findings or issues; supplementary information within documents containing audited financial statements; and other information in documents containing audited financial statements. They had no issues with any of those areas.

For the SAS No. 115 - Communicating Internal Control Related Matters letter, they are required to issue that and communicate that when they have items that are either material weaknesses or significant deficiencies. Those are the two higher level, more serious control deficiency issues. There is a third category, which is referred to as not significant deficiencies, which in the auditors language means "suggestions". This year they only had items in this lowest category, the not-significant deficiencies, which is why they didn't issue the management letter. It is encouraging that we had no items in the intermediate, or the more serious category. We have had two or three of those items the last several years. I am encouraged that we have made progress in eliminating those. However, I don't want to lull you into the sense that everything is perfect and we won't see a SAS No. 115 letter in the future. Much of that depends on the audit testing cycle that they have. They don't test 100% of the transactions that we have in a year. They don't test 100% of all of the operations. If that were the case the audit would go on for months and would cost millions. This is a reflection that we have made improvements, which I am encouraged by, and because the auditors perform follow-up testing on previously noted items. In the particular testing and scope that they conducted for the past year they did not observe anything that required comment on. That would be desirous to achieve in the future but I am not confident that it will always be the case.

Page 101 of the CAFR is their report related to the additional standards that they are required to address based on the State of Oregon requirements; it is the auditors' report

required by Oregon State regulations. They performed procedures to address the following:

- Deposit of public funds with financial institutions (ORS Chapter 295)
- Indebtedness limitations, restrictions and repayment.
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Highway revenues used for public highways, roads, and streets.
- Authorized investment of surplus funds (ORS Chapter 294).
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).
- Schedule of Accountability of Elected Officials

They don't issue an opinion letter on that, so instead they state, "In connection with our testing nothing came to our attention that caused us to believe that the City of Troutdale was not in substantial compliance with certain provisions of the law." That is as good as you get on that grading curve.

Mayor Daoust stated our appreciation level is certainly there. The fact that we are getting a clean opinion with no reservations is a good thing. If we did not get a clean opinion it would entail a lot of work on the part of the city to change a lot of things in order to get a clean opinion.

MOTION: Councilor Anderson moved to adopt a resolution accepting the Report of Independent Certified Public Accountants on the audited financial statements of the City for the Fiscal Year ended June 30, 2013, the Auditor's Communication to the Governing Body (SAS No. 114), and the OAR 162.10.000 required communication. Seconded by Councilor Wilson.

VOTE: Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - Yes; Councilor Allen - Yes.

Motion Passed 7-0.

8. RESOLUTION: A resolution approving an amended Operating Plan for Building and Specialty Code Enforcement Program and filing with the Oregon Building Codes Division and amending Section 4 of the Fees and Charges Schedule adopted by Resolution 1954 and as subsequently amended.

Erich Mueller, Finance Director, introduced Steve Winstead, City's new Building Official.

Erich Mueller stated the operating plan is an obligation that we are required to file with the State Building Codes Division on a periodic basis in order to be able to operate under the delegated authority. There were some changes in the last legislation session that

made part of the operating plan no longer valid. There were other items in the plan that were a bit dated, so we are trying to clean up those items as well as address the required changes to stay in compliance with the legislative changes that went into effect on January 1st.

The International Existing Building Code is something that the State has provided for under their OAR rules/process as a method that we may use as well. That is part of what is addressed in this cleanup. The final piece of this is fixing the Investigation Fee stated in our Fees and Charges Schedule. That is one of the items that was required to be addressed by the change in the legislation. The methodology that had previously been used was referred to as a double permit fee. That was explicitly removed by the legislation the last cycle. Exhibit A to the staff report is the amended Operating Plan, in substantial form, that we will file with the State.

Councilor White asked when does this go into affect?

Councilor Anderson replied January 1st.

Councilor White asked if there was a violation prior to that would that fall under this current rule or would it fall under the old rule, the double permit?

Erich Mueller replied it would be covered by the new program that is in place. Once a current, pending or future violation(s) was addressed and attempted to be brought into compliance, the existing rules when that occurred would go into effect.

Councilor White asked how was the $80/hour fee defined, or how did you come up with that?

Erich Mueller replied in error. It actually should be $105.

Steve Winstead, Building Official, stated I am also the Building Official for Wood Village and Fairview and when I began to cut and paste from their plans they have $80 per hour as their fee. When I drafted this I was quickly informed that Troutdale's fee is $105. That did not get changed in the material before you. Whether you choose to amend it and change the fee to $105 is your choice.

Councilor White stated that is a substantial difference over the old double fine.

Steve Winstead stated the State Legislature thought it was unfair to penalize developers by doubling the fee, especially for the projects that have a large valuation, and they felt it should be based on the actual hours that are spent reviewing the case and making a decision rather than doubling the permit fee.

Erich Mueller stated the $105 is an existing fee we have in the current Fees and Charges Schedule for the building inspection area to cover any activities or duties other than inspections and plan reviews. It is a vague general catchall. Both the Operating Plan,

along with the legislation, focus in specifically on a fee related to investigations for code violations. That is why we want to make it more specifically listed. The $105 would be more consistent with a fee that we already have in place.

Mayor Daoust asked is Wood Village and Fairview going to change their fee to $105?

Steve Winstead replied no, they are staying at $80 per hour. It has always been $80/hour for them.

Mayor Daoust stated we can keep it at $80/hour.

Steve Winstead replied you can.

Councilor White stated I understand the way you answered my question relating to a big project. Can you give me an example for someone who builds a deck without a permit? A deck permit is around $250.

Steve Winstead stated the last thing I want to do is red tag a project. We had a situation in Wood Village yesterday where someone had done work and a neighbor called it in and we went out and looked at it. Yes, work was done without a permit. His permit price would have probably been $250, or $500 if we doubled it. I spent about 2 hours in my investigation on this, which is $160 (with the $80/hour fee). Instead of costing him $500 it cost him significantly less. I can't guarantee that it will always happen that way. If we have something that is truly life-threatening or unsafe, that could take a lot of effort and it may not work out to the benefit of the person who has violated the code. For typical small projects I personally believe it will end up costing our citizens less, but we are still getting reimbursed for our time.

Councilor White stated I am concerned that it is kind of a blank check because you don't know how much time you might spend on an investigation.

Mayor Daoust stated I had the privilege of reading the old operating plan that was out of date, so a couple of things caught my eye. Is the phased permitting new in this plan?

Steve Winstead replied phased permitting has always been in the Building Code. Whether it has been in the Operating Plan or not it has always been an option. The question is how do we adjust the valuation? At what point do we allocate an amount for each phase? There has always been a question of where do we draw the line. If we have a developer come in with a huge project and they want to phase it, how do we break it down? Our Building Code allows that to happen. I think what we are doing is we are helping establish that within this Plan. This probably could have been very helpful for FedEx.

Mayor Daoust stated I talked to Tom Hughes about how Hillsboro has pre-development and pre-construction meetings and he couldn't speak high enough about those meetings and getting together early with folks. Do people take advantage of that very often here?

Steve Winstead stated I am also an architect and it is the most rewarding thing to do because once you are with somebody as a development team you are able discover all of the issues right up front and you can talk it out. You are able to be part of their development team rather than be adversarial. Having pre-application and pre-construction meetings and being able to sit down with them and say what our expectations are, I am truly an advocate for that.

Mayor Daoust stated this plan says that currently the inspection staff provides inspection services between 8am and 1pm each Tuesday and Thursday. That is two days a week. Then in the next section is says that the department has an automated telephone line that they can call 7 days a week and inspections requested before 7am are normally conducted on the same day. Does that mean any day of the week?

Steve Winstead replied the intent is Tuesdays and Thursdays if you call in before 7am. If an inspection comes in and I am around and able to do it I will.

Mayor Daoust stated one of the complaints I have heard is that we are only doing inspections on Tuesdays and Thursdays.

Councilor Allen stated I am willing to give this a try and see how it goes. In speaking with people, I am hearing good things so I am at ease about that. I look forward to a good program. Naturally we are trying to improve development in Troutdale and not inhibit it, so those are the things that I am going to be looking for. I should point out that we want the code followed, that is not an option.

Steve Winstead stated if you read through this you'll notice that we are looking at adopting the International Existing Building Code. The reason why we are adopting that is it gives a lot of latitude for development of existing buildings. You have to work with people to increase economic development and the Existing Building Code allows for some latitude from the Building Officials side to work side-by-side with a developer to make a project happen. So it is just another avenue, and everywhere we can find an avenue that makes sense and stands within the boundaries of what I am charged to do I am going to do it.

Mayor Daoust stated my main concern is that the inspection schedule is kind of rigid. It says 8am to 1pm. If you get a call and you are around at 4pm what are you going to do?

Steve Winstead replied I am going to respond. I am here in the area quite a bit and each of the permit technicians know that. We have to remember who our customer is. In the winter season anything that has to do with mechanical, heat or getting service to a building I am going to stop what I am doing and do it.

MOTION: Councilor Thomas moved to adopt a resolution approving an amended Operating Plan for Building and Specialty Code Enforcement Program and filing with the Oregon Building Codes Division and amending Section 4 of the Fees and Charges Schedule

adopted by Resolution 1954 and as subsequently amended. Seconded by Councilor Anderson.

Craig Ward stated I will remind you that the resolution is drafted with the $80 fee and we are recommending that the fee be $105 for inspections under particular circumstances consistent with our existing fee structure.

Mayor Daoust stated that was brought to our attention but we didn't discuss that.

Councilor Ripma asked do we charge $105 per hour for other services?

Erich Mueller replied there are fees outlined for specific activities related to the building inspection department function, and then there is a fee of $105 for other time spent, other activities that aren't inspections or plan reviews. It is intended to cover other times where the city has to spend staff time and money. The reason we were trying to outline this more specifically is because of the legislation. The previous structure said it was double the permit fee as it related to code violations. That had to be eliminated in order to comply with the legislation. We could say in general it isn't any of the other things and we will roll it into this existing $105 fee, however the legislation talks specifically about the investigation fee related to code violations. That is why we are trying to spell it out. It was an error on our part; we should have brought this to you with the fee at $105, not $80.

Councilor Ripma asked would the fact that we have $80 for investigations be a low figure for those when we charge $105 for other work that is uncategorized?

Craig Ward replied I think it would. These investigations take place typically when activity has occurred without a permit. So if we reduce this, or if we establish it at $80 an hour we are giving a discounted fee to people who have constructed without a permit. That is not something I would encourage.

Councilor White asked do we know why Wood Village and Fairview kept it at $80?

Steve Winstead replied they have been at that $80 per hour. They didn't want to raise any fees whatsoever.

Councilor White stated you saw what happened here tonight.

Steve Winstead replied yes. Yet you have to consider we are not in the business of losing money. If I am out doing something I am at a much higher rate. If you start building in all of the real costs of business you are going to find that $105 isn't too far off, and in fact if you look at Gresham, Portland and others you will find a much higher rate than Wood Village and Fairview.

Erich Mueller stated from the standpoint of the topic that you talked about earlier regarding availability of inspections, it goes back to is there enough revenue being

generated into the Code Specialties Fund to support expanded hours of staff. It has to be funded and it comes from fees. You can't have more inspection time if you don't have greater revenue. Not that I am suggesting that you want to have a lot of code violations so that we can generate revenue, but just in terms of the general direction.

MOTION TO AMEND: **Councilor Anderson moved to amend the motion to increase the investigation fee from $80 to $105 per hour plus any other actual costs. Seconded by Councilor Ripma.**

VOTE ON MOTION TO AMEND:
Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - No; Councilor Allen - No.

Motion Passed 5-2.

VOTE ON THE MOTION AS AMENDED – To adopt a resolution approving an amended Operating Plan for Building and Specialty Code Enforcement Program and filing with the Oregon Building Codes Division and amending Section 4 of the Fees and Charges Schedule adopted by Resolution 1954, with a change to increase the investigation fee from $80 to $105 per hour plus any other actual costs, and as subsequently amended:

Councilor Wilson - Yes; Councilor Ripma - Yes; Councilor Anderson - Yes; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - No; Councilor Allen - No.

Motion Passed 5-2.

9. STAFF COMMUNICATIONS

Craig Ward stated there are no staff communications tonight.

10. COUNCIL COMMUNICATIONS

Councilor Wilson stated on the 16th I had a conversation with Jon Brown at the intersection of Harlow and Columbia River Hwy. and in 1 hour there were 7 vehicles that made a U-turn. I think this is a real problem; even a lot of merchants will make a U-turn to park. I would like to have this put on an agenda and have the Chief come and discuss this with us.

In memory of Mayor Paul, I would like to rename Columbia Park to Paul Thalhofer Park because he was such a big part of this city.

The issue of the Champion was brought up at the last meeting but since Councilor Ripma was absent we tabled it. I would like to see that each issue of the Champion feature one of our volunteers so that our residents can see what our volunteers are doing and who they are. I would also like to see the Mayor or a Councilor be able to write articles for the Champion with the exception that in the year that they are running for office they would not be able to submit an article. The Mayor should have an article in every issue and the Councilors can rotate.

Councilor Thomas stated I agree with renaming the park to Paul Thalhofer Park. I would like to have the Parks Advisory Committee (PAC) review that.

Mayor Daoust replied I think it would be appropriate to have the PAC chime in on that. Paul has a baseball field named after him at Columbia Park.

Councilor Anderson stated I talked to Mayor Daoust about this the day after Mayor Paul passed away. I think it is incumbent upon Mayor Daoust to take the ball and run with this. I think we all want the same thing; we want some recognition for Paul. I don't think it is unreasonable at all.

Mayor Daoust stated I think we can have the PAC take this issue up. The other point you brought up was the Champion and writing articles. As Mayor I would like to be able to communicate with our citizens in the newsletter. Every mayor that I talk to has that opportunity. I simply request that I be allowed to do the same. I think the people voted for me to communicate with them. I will not abuse that, believe me. Former Mayor Thalhofer was a strong proponent for the Mayor's Corner in the Champion regardless of who the mayor is. I tend to agree with that and I would like that opportunity.

Councilor Ripma stated Paul was against Jim Kight having the Mayor's Corner. He liked it when he was mayor, as you will like it now that you are mayor. It is not right. This is a taxpayer funded publication. It has never been right and I have never agreed with it. I am not questioning your intention to not abuse it, but your best intentions will cause friction. I urge you to reconsider. We have discussed this every few months. The Champion is well-read and loved and if we want to get our opinions and feelings about Troutdale out to the people we shouldn't do that at the taxpayer's expense. I couldn't feel more strongly about it.

Mayor Daoust stated I talked with Paul when we were going through this discussion with the former Mayor Kight and Paul told me, even during those times, that he thought the mayor should have a Mayor's Corner.

Councilor Ripma stated he told me the opposite. I know when he was mayor he wanted it. It's not decided on based on what Paul wanted to do, otherwise we wouldn't have cut the SDC's.

Councilor Thomas stated based on what I've heard from other Councilors I think it is a foregone conclusion that the Mayor's Corner is coming back.

Councilor Ripma stated why? What makes you say that? We have voted it down consistently and that is a wise policy. Mayor Daoust hasn't lobbied me on this...

Councilor Wilson interrupted and stated Mayor Daoust hasn't lobbied anybody.

Councilor Ripma stated honestly Councilor Thomas, don't conclude that please. What is going to happen is that you will weigh in on something that is coming up before us and we won't have an opportunity to respond; I urge you not to do it. It is really very short-sided.

Mayor Daoust stated I think it would be short-sided if I did comment on an agenda item coming up before the Council.

Councilor Ripma stated we will publish the State of the City Message and that is okay.

Councilor Allen stated I have to respect the concern that Councilor Ripma brings forward, and I would respect that concern if it were any councilor. I would be interested in knowing what your thoughts are regarding the volunteer articles, but that is a separate issue.

Councilor White stated I have supported this but mainly because I know and trust Mayor Daoust. But Councilor Ripma brings up a good point, what if our next mayor isn't Mayor Daoust, are we going to keep flip flopping this decision? Maybe as a compromise we can have whatever is going to be published be sent out to the entire Council via email before it is published so we can chime in.

Councilor Anderson stated the first time this was brought up I was against it. The second time it was brought up I reconsidered it. The third time Councilor Ripma wasn't here so we didn't discuss it. It is now the fourth time. The volunteer article is a great idea. We are a small town, and if you look at small town city newspapers there is the mayor and councilors. I think previous individuals that wrote were at the root of my decision. I don't think we will have that problem with Mayor Daoust. I am for it.

Mayor Daoust stated if the Council prefers I could send you my articles beforehand

Councilor Wilson stated I have complete faith in you.

Councilor Thomas stated that is essentially a form of a serial meeting, so I wouldn't agree with that.

Councilor Ripma stated it is not going to cover anything that we are going to be discussing at future council meetings.

MOTION: Councilor Wilson moved that the Mayor write an article in each issue of the Champion, and that the Councilors, on a rotating basis, write an

article for the Champion with the exception of the year they are running for office they cannot write an article.

Mayor Daoust stated if we have time; we don't have to write an article.

Councilor Ripma stated I, on principle, object. I would not write an article. On principle I think it is a mistake and a bad idea. It is unfair to other politicians who are out there thinking of running for office.

Councilor Thomas stated I think it is too restrictive saying you have to write an article.

Councilor Wilson stated he has the ability to write an article.

Mayor Daoust stated if you don't want to write an article you don't have to write an article.

Motion Seconded by Councilor Anderson.

Councilor Ripma asked I am unclear, what is the motion?

MOTION WITHDRAWN: Councilor Wilson withdrew the motion to restate it.

MOTION: Councilor Wilson moved that the Mayor be able to write an article in each issue of the Champion, and that Councilors on a volunteer basis and a rotating basis, can write an article in the Champion with the exception of the year they are running for office. Seconded by Councilor Anderson.

VOTE ON MOTION:
Councilor Wilson - Yes; Councilor Ripma - No; Councilor Anderson - Yes; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - Yes; Councilor Allen - No.

Motion Passed 5-2.

Councilor Wilson stated do we need to discuss the U-turns downtown or are we going to work that into a different meeting.

Councilor Ripma asked did any of the 7 cars that made the U-turn cause an accident, or hazard to a pedestrian?

Councilor Wilson replied they were hazardous to the other cars that were going straight down the street. I saw that some of them had to make a quick stop because they were making a U-turn. It is illegal in downtown Troutdale to make a U-turn.

Councilor Ripma asked then why do we need to discuss it?

Councilor Wilson replied because the Police Chief feels that past Councils have tied their hands on being able to take care of the issues downtown.

Councilor Ripma stated the Chief should come forward and request this then.

Mayor Daoust stated so your request is to bring the Chief in to briefly talk about this.

Councilor Thomas stated why don't we just defer this to the City Manager since the Chief works for him.

Councilor Allen stated I don't feel comfortable telling the Chief not to enforce the laws.

Councilor Ripma stated we have never done that. If it is illegal downtown I didn't know that. I am sure I have made U-turns.

Mayor Daoust asked does the Chief feel that he needs consensus from the Council?

Councilor Wilson stated he feels that past City Councils have had a stance on .....

Craig Ward interrupted and stated I have spoken to the Chief about this many times. It is not illegal to do a U-turn in every intersection downtown. It has to do with sight distance. There are some intersections where it is clearly a problem and in other intersections it is just a safety problem. It is probably never a good move. I have the opportunity of sitting and looking out the window occasionally and I can assure you that many of those who regularly conduct what I would call illegal U-turns are local business people; not all of them, some are visitors. If we begin actively enforcing illegal U-turns downtown you can expect to hear from the public about their frustration of wanting to come downtown to do business and how we are impacting those businesses. I certainly have not encouraged the Chief to aggressively enforce illegal U-turns downtown. If you want to have a work session on this I can have the Chief come and talk to you.

Councilor Allen stated I don't take a measuring tape to the different intersections to even know myself which ones are legal and which are not. How is a driver to know?

Craig Ward replied I believe the statute defines the sight distance that is restricted. I agree with your point; most people would not know that. I didn't know it. I will admit to being educated by the Chief myself.

Mayor Daoust asked Craig Ward to talk to the Chief and see what he would like from the Council.

Councilor Thomas stated we need to discuss the volunteer article. It is a good idea, but who is going to write the articles because staff doesn't have time.

Councilor Wilson stated then it isn't that good of an idea.

Craig Ward stated we discussed this at the staff level. We have been running articles on volunteers. There is one for the volunteer recognition ceremony. We do articles regularly on volunteer projects at our parks. We are happy to continue to showcase volunteers and their efforts and contributions they make; that is a good thing. I do not recommend that you impose a policy on us requiring us to drop other copy. That is what it means if we have to run this volunteer article and we don't have space for the other articles that need to be done then something has to be sacrificed in order to accommodate that. We would prefer to have the flexibility to put articles in when space allows. We understand the desire and we agree it is good to showcase volunteers and their efforts. We fully intend to continue to do that regardless of direction from the Council.

Mayor Daoust stated that is a good summary.

Councilor Wilson stated I agree with that.

Councilor Anderson stated this Friday the Leukemia Lymphoma Society is hosting a fundraiser at Skyland Pub for the Scott Stairclimb. It is their biggest fundraiser in the Pacific Northwest where firefighters in full gear run up the stairs of Seattle's tallest building. This year they are running for my daughter Jordan. I would like to invite all of you to come down to Skyland Pub from 5pm to 10pm this Friday.

Councilor White stated they are going to allow smelt dipping in the Sandy River every Saturday in March from 6am to 12pm. Check with ODFW for any changes; they may be adding or shortening the hours. No license is required and there is a 10lb limit and you have to dip from the bank. I think there might be smelt net rentals available at Marks Snack and Tackle.

Councilor Allen stated during your State of the City Address I appreciated you embracing our artist community. I think it would be good to hear from our local artists what their vision is and what they would like to see. I hope that you would be willing to talk with them and see if they would present ideas to the Council.

The Mayor and I met with Tim Clark from Wood Village and engineers from Metro and Multnomah County regarding 238th to express some ideas. I would like to share those ideas:

- I have favored 4 lanes, but I am not going to have much success with trying to get 4 lanes. My reason for 4 lanes was capacity due to the Vista property and the former Greyhound Park. Whenever a developer wishes to develop they have to do a traffic study and that study will determine what they can do or what improvements have to be made and they have to foot that bill. Part of my concern there was on the Vista property. When I asked earlier whether the road could handle the capacity I was told yes, but I was not told that the development on the Vista property was reduced for what could be developed there. Capacity is one of those things that tends to follow the road and not vice-versa.

- If we go with 3 lanes we have a 15' lane currently designed to go downhill, a 12' lane coming up in the center and a 14' lane on the far end. My concern is primarily that there is no physical separation between the downhill and uphill lanes and that center lane being 12' could fill a little squeezed between trucks on the outer lanes. The concern was for emergency vehicles. Having one lane on the downhill does impede emergency vehicles; there is no place for people to pull over to the side because there is no side.
- We asked for a plan for how accidents will be handled to quickly respond so that we are not sending drivers around the accident head-on into traffic. That may be as simple as putting out a storage facility with cones for the police to use in response to an accident.
- As we bring two lanes into one and you are headed down the hill, what that does is it cues traffic, leaves less space between vehicles and may make it more difficult for vehicles to transfer to that lane coming into and out of the daycare facility and the condominiums. I was asking for support for making a second route to that area; basically a second route in and out of that area for emergency vehicles and for people to use during peak times.
- There is still concern over the waterway. There is water over the road that is still happening. Our last fix on that road did not completely eliminate that. That needs to be addressed

Councilor White asked is there any thought that by keeping that road 3 lanes that it might increase the traffic on 257th?

Councilor Allen replied it would increase traffic on 257th. When you do a traffic study the way it is looked at is not only your closest exit to a freeway, but also the exit on both sides. The one thing I missed is there are trails that are currently being used by people to go up and down that hill straight down from Safeway going towards the park and the development down there. Wood Village would like to improve those trails and wondered if on the trails that go into our area if we would be willing to assist on making a connection.

Councilor White asked did you get an answer as to why 4 lanes are not being considered?

Councilor Allen replied it was due to opposition by a few people within Wood Village.

Mayor Daoust stated we discussed that quite a bit. It would entail additional property purchase to make the four lanes. The retaining wall structure would have to be quite a bit different so the cost would be quite a bit higher. A point that some of the engineers made was they questioned whether it would be safer or not.

Councilor Allen stated currently the design is two 10' multi-modal sidewalks on both sides of the road; so 20' of sidewalk. It is a non-conforming road as it is and it might be better to create more scenic pathways down the existing trails that people can utilize and not necessarily try to run it down that hill and be able to have more space for the lanes and improve safety for the commuters.

Councilor Thomas asked how much of this road is actually in Troutdale?

Councilor Allen replied that is just it. The whole idea was we go with either the 238th design or we complete the right-of-way that is in Troutdale. The part that is Troutdale is where the traffic is merging and just as it turns the corner to go down the hill. However, it is a regional County road that is meant to move traffic from the various cities and it impacts Wood Village and Troutdale.

Councilor Thomas stated the East Metro Connections Plan recommended that it stay at 3 lanes.

Councilor Allen stated it wasn't real clear. It was discussed by a smaller committee and brought to a vote without much discussion. It wasn't too clear as to what the plan was.

Mayor Daoust stated we had a good discussion with the Metro and Multnomah County engineers.

Councilor Allen stated they seemed to understand the points and I am just waiting for a response from them.

Mayor Daoust updated the Council on the following:

- Tomorrow night is the Police Awards Ceremony at 6:30pm at the Sam Cox Building. We have a card and a gift card from the Council to give to the Officer of the Year.
- Our Team Building session has been moved to March 4th from 7-10pm in the Police Community Room.
- Thursday night, February 27th, there is an informational meeting about the Nature Health and Prosperity Initiative that is being talked about in E. County. It has some components of a parks and recreation district, but it also addresses how to keep kids engaged and busy so they don't get into trouble. It will entail: Open spaces, trails, parks and outdoor experiences supporting health, mental health and wellness.
- There will be a couple of services honoring Paul Thalhofer. On Saturday, March 8th there will be a service at St. Henry Catholic Church in Gresham at 10am, and at 2pm there will be a civic service at Glenn Otto Park in the Sam Cox Building. I would like to request that the City Council waive the fee for the use of the Sam Cox Building. This event is worthy of this Council considering waiving the fees for renting the Great Room, Annex Room and the kitchen.

MOTION: Councilor Thomas moved to waive the fees (for the use of the Sam Cox Building) for Mayor Paul Thalhofer's service. Seconded by Councilor White. Motion Passed Unanimously.

Mayor Daoust showed the Council a copy of an ad that was put in the Gresham Outlook last year (copy not submitted into the record). The Gresham Outlook puts a special section in their paper on drug free community. This is one area that I have a lot of personal

interest in to reach out to children and talk to them as best we can about being drug free. Last year the city paid for an ad; it was $215 for the ad which is published in the Gresham Outlook, Sandy Post and Estacada News. This ad helps to support this message and get exposure. The ad puts Troutdale upfront as supporting drug, alcohol and crime prevention efforts. My request is that we do the same thing this year.

MOTION: Councilor Anderson moved that we authorize the expenditure of $215 to place an ad in the special Drug Free Community Section of the Sandy Post, Estacada News and Gresham Outlook. Seconded by Councilor Wilson. Motion Passed Unanimously.

Mayor Daoust stated in my State of the City Message I talked about having neighborhood forums to get input from the neighborhoods. A couple of councilors could be invited, the police could be involved to talk about community policing and neighborhood watch groups. My intent is to focus on a neighborhood. This may entail mailing out a notice to the residents in the neighborhood to inform them of the meeting. There would be a cost for the postage and for putting together a postcard. I would like to be able to work with staff to mail the notice out to the neighborhoods.

Councilor Thomas stated I think it is great. It really falls in-line with the idea of the neighborhood associations.

Councilor Ripma stated I don't mind the postage, but this would involve staff time. I feel strongly that Troutdale is a community as a city and having individual neighborhoods get together just doesn't appeal to me as a way of improving the city. I am sure in Portland there are neighborhoods that are as big as Troutdale, but I think we are a unified city. If there was a problem neighborhood somewhere that is asking for this of course respond. I don't know that this is a good use of staff time. Could you flush this out more at a future work session?

Mayor Daoust stated I could. There wouldn't be much staff time at all.

Councilor Ripma stated you mentioned the police.

Mayor Daoust stated that was the Chief's idea to participate in these community forums to engage the neighborhoods in neighborhood policing.

Councilor Ripma stated there could be some justification that I hear.

Mayor Daoust stated staff time would be minimal. I would design the mailer. The number of neighborhoods could be minimized. I think with any kind of grass roots effort you engage people better if you are talking to their group/neighborhood. People that live in Sandee Palisades would be more apt to show up to a Sandee Palisades meeting than they would a citywide meeting. That is my take on what I have heard and read about trying to get more grassroots community input into the city. I want to start working on this soon. My take on community involvement is that it is not where it needs to be, which is

why I am doing this. I am sensing that I can start working with staff and take one at a time. Is that okay with the Council?

Councilor Ripma asked where are you going to hold these?

Mayor Daoust replied for the Sandee Palisades neighborhood I would have it at The Chapel. Pastor Brown has already said that is okay. There is no cost to use the building. The only cost is for mailing out the notice.

Council agreed to the Mayor's request for planning a neighborhood forum and reporting back to the Council on how it went.

11. ADJOURNMENT:

MOTION: Councilor Anderson moved to adjourn. Seconded by Councilor Wilson. Motion passed unanimously.

Meeting adjourned at 10:00pm.

DRAFT

Doug Daoust, Mayor

Dated:_____

ATTEST:

Debbie Stickney, City Recorder

CITY OF TROUTDALE
CITY COUNCIL – Regular Meeting
Tuesday, February 25, 2014

PLEASE SIGN IN

Name – Please Print	Address	Phone #
Cari Hachmann	Gresham Outlook	(503) 492-5115
Darci Rudzinski	Angelo Planning Group	503 227 3669
STEVE WINSTEAD	6950 SW HAMPTON STREET 330 TIGARD OR 97223	503 969-8333
Stayce Bleuner	Troutdale / Corbett	
[illegible]	Troutdale OR	503-348-1100
Alex Mauk	Troutdale	503-492-2500
[illegible]	Troutdale	
Ryan A. McNaughton	301 SW Cherry Pkwy RD.	503-481-4129

Exhibit A
February 25, 2014 Council Mtg. Minutes

February 25, 2014

Re: City of Troutdale City Council Meeting on February 25, 2014

Dear City Council Members:

I hoped to attend the meeting, however, other matters presented.

I am sure everyone can agree that balancing budgets and making choices is difficult. It is typical, you usually have to give to get.

By temporarily relaxing on an extensive park SDC fee many parties could benefit. City/community with a larger tax base and more rate payers, local businesses with more potential customers and future residents could have more affordable and nicer homes.

If this temporary and creative approach doesn't spur development in the marketplace, then it is as if a tree falls in a lonely forest. No harm no foul.

However, if it does promote development, and we can all agree, activity breathes activity, it could be just the catalyst the community needs to provide the city with a buzz of energy. As mentioned, this energy could benefit many. I fully support and appreciate this creative approach to a difficult matter that the Mayor and City Council are exploring.

Thanks,
Jay Ellis

(503) 819-9100

DRAFT

MINUTES
Troutdale City Council – Regular Meeting
Troutdale City Hall – Council Chambers
219 E. Historic Columbia River Hwy.
Troutdale, OR 97060-2078

Tuesday, March 11, 2014

1. ROLL CALL, AGENDA UPDATE

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

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

ABSENT: Councilor Anderson (excused).

STAFF: Craig Ward, City Manager; Debbie Stickney, City Recorder; Erich Mueller, Finance Director; Chief Anderson and Travis Hultin, Chief Engineer.

GUESTS: See Attached.

2. OATH OF OFFICE: Benjamin Eide, Reserve Police Officer

Mayor Daoust administered the Oath of Office for Benjamin Eide.

Chief Anderson stated I am really proud of Benjamin. The Troutdale Police Department just got better. Chief Anderson gave a brief background of Benjamin's education.

Chief Anderson stated Benjamin is described by his friends and co-workers as dependable, assertive, honest, ethical, fair, tolerant and a self-initiator. That sounds like a good police officer to me. I would like to welcome Benjamin Eide to the Troutdale Police Department.

3. AWARD: Oregon Military Department Award.

Chief Anderson introduced Sgt. Major Kalberg, Retired Lt. Col. Billups and Retired Master Sergeant Dawn Taylor.

Sgt. Major Kalberg stated we are with the Oregon Employer Support for the Guard and Reserve Committee. Our singular purpose is to make sure that our veterans and those currently serving receive the benefits, entitlements, protection, etc. that they have earned and are entitled to. This is very much a partnership. Troutdale is a partner that respects and values the service of military personnel currently serving and our veterans. Officer Kyle Harris recommended Chief Anderson for our Patriot Award. The Patriot Award is awarded to someone who has stepped forward, understands what it takes to serve and

creates an environment in the workplace that makes that all happen. Chief Anderson impressed Officer Harris with his willingness to make things happen for him so that he could serve productively. Officer Harris appreciated that and wanted to make sure that Chief Anderson was recognized.

Chief Anderson was presented with the Patriot Award from the Office of the Secretary of Defense and National Guard, which read, "For Contributing To National Security And Protecting Liberty And Freedom By Supporting Employee Participation In America's National Guard And Reserve Force".

Chief Anderson stated accepted the award and thanked Officer Harris, and all service personnel.

Sgt. Major Kalberg stated to solemnize this partnership we have two Statements of Support that we would like to have the Mayor sign that can be put on display in the City offices.

Mayor Daoust signed the Statements of Support.

4. CONSENT AGENDA:

4.1 ACCEPT MINUTES: January 21, 2014 Joint City Council/Planning Commission Work Session and February 11, 2014 City Council Regular Meeting.

MOTION: Councilor Ripma moved to adopt the consent agenda. Seconded by Councilor Thomas. Motion Passed Unanimously.

5. PUBLIC COMMENT: Please restrict comments to non-agenda items at this time.

Jim Davis, resident, voiced concerns about the City's proposed new crosswalks for the west end of Sunrise Park on Hensley. Mr. Davis submitted into the record 2 photos and an email correspondence (copies included in the packet).

Jim Davis stated prior to the parking lot being put in at Sunrise Park there was a single crosswalk from the west side of Hensley over to the park area. When the parking lot was installed there couldn't be a crosswalk through the parking lot entrance any longer so the City engineers decided to put in two crosswalks – one north of the driveway and one west of the driveway. I think the crosswalks as they are now are unsafe. The last couple of years I have been watching and talking to people about where they cross. They are crossing where the old crosswalk was because they can see cars approaching them from the west and from the north, and the cars can see them. Where the crosswalks are located now that can't happen. I understand that the City is in the process of relocating the crosswalk further away, maybe 80', from the entrance to Sunrise Park. As far as I am concerned that is still unsafe. I propose that the crosswalk be put back where it was. I realize you can't put the crosswalk in the driveway, but maybe 10' to the north of what is shown in the photo. I think that is a lot safer than moving them further away.

Rip Caswell stated I think we have a great opportunity with the 100 Year Celebration of the Scenic Highway coming up. I know that you moved the undergrounding of the power lines on Historic Columbia River Hwy. up in the ranking, and you have also supported the Troutdale Historical Society's exhibit for this celebration so you realize the importance of this 100 Year Celebration. I see this highway as a very important historical scenic asset that we have. We are the gateway to it. We have the Arch and we say we are the gateway. I think we should start this tour up the highway with aesthetics. This highway was not built for functionality, it was built for beauty. The visionary of Samuel C. Lancaster and Sam Hill saw something in this region and they invested in it to make it beautiful. I see this highway as Troutdale's future. It is important that we realize the asset that we have and that we invest in it. I would like to see the undergrounding accomplished by the time the museum exhibit opens, which is in one year. I would like to see if there is a way that this project can be moved to the top of the list.

Len Otto, Troutdale Historical Society, stated right now when you come into town it is very attractive and beautiful, but when you go around the corner by the Depot Museum you see the utility lines. As Rip stated we have an opportunity. The highway is turning 100 years old in 2016 and our exhibit will open approximately one year ahead of that to capitalize on the people coming through. I encourage you to move this project up further on the priority list to get those power lines out of sight.

Mayor Daoust stated I briefed the Council on your proposal for your bronze sculpture of Samuel C. Lancaster and Sam Hill. Could you fill us in on what you would like to do with that?

Rip Caswell stated the more I have learned about this highway the more I have become enamored with the visionary of these men and what they saw in this area. Throughout the Gorge they looked for opportunities to make it beautiful and make the experience aesthetically pleasing. That really resonates a cord with me as an artist. Also the stonework that they did. Lancaster was a real fan of stonework and throughout the highway you can see this art form that is significant and 100 years later it is still there. It inspires me when I look at how these craftsmen built this beautiful road. I would like to pay tribute to these men. I feel that by educating the public and using this 100 Year Celebration we have an opportunity to really make this a landmark place that tourists can come to and learn about this highway, and that our city can be the place that we celebrate these visionaries of history and what they did for us. They left a legacy for us, and we can leave a legacy for our next generation and maintain that vision of creating things for beauty and aesthetics. It is needed. We thrive in a place where aesthetics is important. I would like to do this project and sculpt their portraits with part of a Model-T Ford because they built the highway for the people to be able to tour. That was a significant part of history. The location I am looking at is the corner at Jackson Park Road which is currently owned by the County. I have some property right there that I would like to build a sculpture garden on, and I am also working on an artists' village there. As you come off of the bridge you look straight at it, and as you come out of town headed towards the Sandy River it is this point in the road and it would make a perfect location to place that sculpture. I would offer to even increase the amount of property there if we needed more parking; I would donate that. I would be willing to donate a lot of the profits of doing this project to the City

just to see it done. I do have hard costs that I need to be compensated for in casting a monument of this scale. I believe in this project so much, and believe in this town, and the opportunity that we have to pay tribute to these visionaries and what they accomplished for us.

6. REPORT: Annual Financial Report from the West Columbia Gorge Chamber of Commerce.

Claude Cruz, President West Columbia Gorge Chamber of Commerce (WCGCC), stated tonight we will focus on the financials as is required, but in our report (attached as Exhibit A) I have also included information regarding all facets of what has been going on with the WCGCC. We have spent a lot of time re-categorizing and establishing a sensible set of buckets that let us keep the aspects of the Chamber operation that are chamber related and driven by membership dollars separate from those that are funded by the Transient Lodging Tax (TLT). This report is motivated and necessitated by the fact that we receive TLT monies from the City. In our report you will be able to see where the TLT money is being spent. You will see that we are in the black for both the year-to-date and in our projection for the full operating year through the end of June for both the TLT funded portion of our operations and the Chamber funded portion. What that says is that the Chamber is in a good position to keep doing what we are doing and accelerate the pace. The fact that we are in the black in both of those categories doesn't mean we have surplus monies that we can go off and party with. It is really about building reserves to apply in directions such as extending the Visitors Center hours because right now we can't staff it on the weekends. We want to fix that, and takes money. In addition, we have become more invested in the area of tourism promotion, which is a big deal for this community. We are reallocating and liberating some capital that we can apply to projects.

Penny Cruz reviewed the financial reports, starting with the Financial Narrative and Assumptions page of the report (page 6 of Exhibit A).

Claude Cruz stated we are working on delivering SummerFest differently this year. We are moving to more of a volunteer basis. We expect that we will not incur the level of expense that we have had in the past. This report (page 11 of the report) shows what it was like in the past; my expectation is that we will be able to run much more efficiently going forward and still have plenty of latitude in terms of the type of events that we will be able to have. Business as usual was digging a deep hole for us, almost $9,000 last year.

Penny Cruz stated we are doing a lot of work on tourism. Both the City Council and the hoteliers are looking for that tourism marketing piece. Penny reviewed Slide 18 – Tourism Promotion.

Claude Cruz stated I want to ensure that we can stay the course; that what we are doing now is sustainable going forward. We are doing things internally to help with succession planning. We are listening to the feedback from you. We still have some work to do in terms of internal documentation of procedures for the sake of continuity. In my book, for the mission that we have, we are certainly not overly funded. Right now I am the Acting Executive Director. Most Chambers of any size have a real executive director who is typically paid $70,000 to $100,000 a year because of the time and the expertise required.

I am doing the best that I can, but ultimately I think the Chamber is working in the direction of wanting to hire somebody when that becomes affordable. We have some things to do in the area of collaboration with other partners in the Gorge. Now that we know what we have to work with money wise we have to set what our goals are for the next year. In our report (page 26) I have provided my first draft of what some of those major goals should be, but they still need to go to the Board. I will give you a report on that the next time I come before you.

Councilor Allen stated what I am looking at here is the best financial reporting I have seen come from the Chamber and I appreciate that. Volunteers are a huge part of the backbone of the activities that go on around here. How are we doing with volunteers? Are we getting good volunteers from within the city and outside the city?

Claude Cruz replied the SummerFest Committee has come together pretty well. We now have all of the subcommittees populated with strong people taking the lead. We have suggested that the subcommittees hold off on recruiting volunteers because it is a little early for that. For the Chamber, we definitely could use more dedicated people who share our vision and are willing to do some hard work.

Councilor Allen suggested approaching companies earlier for donations when they are setting their budgets in the fall.

Councilor Thomas thanked the Chamber for a good report; it's the best I've seen. I appreciate the accrual-based reporting. I also understand that you don't have to share the financials for the Chamber operations, but it was very helpful to see how the two mix together.

Councilor Wilson thanked the Chamber. This is probably the best report that I have seen from the Chamber showing where the money is at and how it is being spent. From the previous presentations you have come a long way.

Mayor Daoust stated this was a good report. I like the categories and I like the fact that you may have some extra money to refocus. The financial report was good. Hopefully we can do more in tourism promotion, membership growth and SummerFest volunteers, which sounds like exactly what you are going to work on.

Claude Cruz stated at some point I think we should look at the old MOU which has many obsolete things in it and really think about what makes sense.

7. PUBLIC HEARING / ORDINANCE (Introduced 2/25/2014): An ordinance amending the Troutdale Development Code (Text Amendment No. 48) pertaining to requirements of the Oregon Transportation Planning Rule and Metro's Regional Transportation Functional Plan in fulfillment of Task 4 of the City's Periodic Review Work Program.

Mayor Daoust read the ordinance title.

Craig Ward, City Manager, stated many of the edits in this ordinance are housekeeping and are meant to codify existing procedures for things like traffic impact analysis. In the required evaluation of our code we found we were deficient in a few areas. Those are highlighted for your attention in my report. We believe that adoption of this ordinance will bring our code into conformance with the Regional Transportation Functional Plan and therefore it is recommended by both the Planning Commission (PC) and staff for adoption.

Councilor Allen stated when I read this I tried to think about what the implications would be when it is put into place. I am having a little difficulty envisioning it. I would actually prefer to have a work session.

Mayor Daoust stated this is the second public hearing on this. If you have questions of staff...

Councilor Allen interrupted and stated I brought it up at the first hearing also. I don't understand the concept of moving buildings up to within 20' of the street. Why would we want to do that?

Darci Rudzinski, Angelo Planning Group, asked are you referring to the requirement to move buildings closer to planned or existing transit?

Councilor Allen replied yes. It is on page 6 of the ordinance, the last paragraph, it states, "...the building shall be setback no more than 20 feet from the transit street..."

Darci Rudzinski stated this is one of the provisions that is meant to break down barriers for people accessing transit to make that a more viable option. This really only applies to major transit stops so it is very limited in its definition of where this would apply. Apparently the only major transit stop you have is at the intersection of Stark Street and Sundial Road.

Councilor Allen stated you know that we are on a hill here and moving a building within 20' of a transit street, should we have a transit stop occur on one of our streets on a hill, would be quite an undertaking.

Darci Rudzinski replied this is just for new construction. We wouldn't be relocating or physically moving anything that is already built. But if a developer came in with development plans then one would want to see that building oriented towards the transit stop.

Councilor Allen stated we do have property that hasn't been developed yet that is on a hill and that could potentially be on a transit street. You need some distance to climb stairs or something. I am not sure how difficult that would be for a variance in that situation. Would this come into play when someone does more than 30% of a change to their design? Are we going to ask them to move the building?

Darci Rudzinski replied for redevelopment?

Councilor Allen replied yes. Case in point – we have had this stuff happen before where we tell people that they have to move their buildings because they are doing more than 30% change.

Craig Ward stated I think the answer is yes. Keep in mind that the burden is on not moving the building, but constructing the portion of the building in the setback closer to the transit stop. A fairly simply solution to that would be to put a façade, a treatment to move the façade out closer to the sidewalk. It doesn't mean that the entire building has to be relocated. It means that on the portion of the building that is immediately adjacent to the major transit stop they would have to provide a design treatment to accommodate this or request a variance. If they had a steep slope that made that impossible to accomplish I think they would be on strong ground to request a variance.

Councilor Wilson stated at Stark and Sundial don't we have two car dealerships there. They are saying that is our only major stop. I don't see those two businesses expanding their building because they just built them.

Craig Ward stated keep in mind this is an exception to an existing standard that now requires the building to be no more than 50' from the transit street. So in the case of a redevelopment of 30% or more, instead of being setback 50' now they have to be no more than 20'.

Councilor Allen stated I still question why we would want that. Because it saves someone 30' of walking.

Craig Ward stated the general notion on transit friendly development is that you construct buildings closer to the edge of the street which makes it a more pedestrian friendly environment. Gresham Honda is an excellent example of a development that is not pedestrian friendly; the buildings are set way back from the street. The general approach on transit friendly development is to bring those buildings out closer to the edge of the street. Our downtown is a great example of a pedestrian friendly environment and that is particularly important where you have major transit stops.

Mayor Daoust stated Walgreens on Stark is a perfect example; they are within 20' of the street and that is a location where a lot of people get on and off of the bus.

Councilor Allen stated hypothetically, if the dealership decides they want a larger showroom and they expand it more than the 30%, are they going to be told that they are going to have to move their building…

Craig Ward interrupted and stated yes. The current standards would require those buildings to be setback no more than 50'; this standard would require that building to be no more than 20' because they are located on a major transit stop.

Mayor Daoust stated or they could ask for a variance.

Councilor Allen asked and our committees want this? This went through the committee right?

Craig Ward replied yes, it was recommended by the Planning Commission (PC). This is a standard of the Regional Transportation Functional Plan (RTFP) and other regional standards that we are required to comply with.

Councilor Allen stated the other issue I brought up last time was the sidewalks being raised, and those sidewalks would be through parking lots. Is that not a tripping hazard?

Craig Ward stated that provision is in Section 8.052C3 which reads, "In parking lots three acres and larger intended for use by the general public, the walkway shall be raised or separated from parking, parking aisles and travel lanes by a raised curb, concrete bumpers, bollards, landscaping or other physical barrier. If a raised walkway is used, curb ramps shall be provided..." It is true that if you were to either create a raised sidewalk or have a sidewalk separated from the parking aisles and travel lanes by a raised curb that one could view that as a trip hazard. One could also view that as a way of protecting the public using those aisles in a large parking lot to enhance the safety of pedestrians and the handicapped individuals who would be likely to use it.

Councilor Allen stated so the key point there would be "separated from parking aisles and travel lanes".

Craig Ward replied yes. The intent is to make it really clear to vehicles that it isn't the drive lane.

Councilor Allen stated normally we would do this in a work session. What about bioswales in large parking lots?

Craig Ward stated anytime you construct a large impervious surface you are going to have to comply with the Portland Stormwater Manual for stormwater management.

Councilor White stated regarding sidewalks on parking lots three acres or larger. In an ice or snow storm are they going to have to clear all of the sidewalks within their parking lot? I know in our code homeowners have to keep their sidewalks clear of snow or risk being sued.

Craig Ward stated I presume that they do, but I can't give you an answer. Travis Hultin, do you have an answer?

Travis Hultin, Chief Engineer, stated that is not something that the City would regulate.

Councilor White stated we are trying to attract business and yet we are making it more difficult. I think some consideration needs to be given to the fact that we are an edge city. I think any of us would love to see a development that needs a three acre parking lot, unfortunately they are not beating down our doors. I think this is counter-productive to the direction that we should be going. The PC felt like their hands were tied. Maybe this is a

role that the Council could take on and look at this code a little more in depth; I think we would need a work session rather than trying to handle it tonight when we have quite a few agenda items left to cover.

Councilor Thomas stated in regards to the parking lot, having an opportunity lately to utilize the handicapped accessibility, I appreciate this. I have had to roll a wheelchair across parking lots in the drive lanes and it is scary and dangerous because people just don't see you. The curbed off areas or safety areas help me get to where I need to go and then I only have to worry about one intersection where you cross over the main driving area to get to the building. My mother-in-law needed to use a cart and had to unload it and move it around. I don't believe that it is wise of us to disavow the need for the disabled and the handicap access. I have seen people with wheelchairs and they are unloading them from their cars themselves and they get out and they immediately go to these safety areas where they can get into the buildings. I think it is very important that you have that.

Councilor White stated we are only talking about less than 5% of the buildable lands that are left in Troutdale. That might have been a great plan had we started out with it. That isn't the case and very few parking lots have those amenities. There doesn't seem to be a high incident of problem either.

Councilor Ripma stated it is just the sort of thing that they have at Safeway for example, and I think Albertsons also has a similar structure. They built them not because of the regulation, but any quality development is going to have something like that. It is very limited. It would practically not ever come into applicability building a parking lot that big for a public place. The way it is worded it doesn't apply to big employer areas. I just think it is about as benign as it can be the way it is worded. To the extent that quality development would come into Troutdale it is not even going to be an issue. I think the PC did discuss this and they are as friendly as anybody in town to attracting new development and they didn't see a problem with it.

Councilor Wilson stated when Home Depot came they put in a safety sidewalk in their parking lot. I think any of the businesses that are opening up see that they need to take care of the aging group and people need extra safety. I think it is in their plans, not that we forced any of them, they just automatically did it. At Safeway the cars go through right where there aren't sidewalks and drive right through the parking spaces.

Councilor White stated it has been my experience that most pedestrians are walking down the same aisle that the cars drive down. When they are pushing a cart very few people use that sidewalk.

Councilor Thomas stated usually the handicap areas are on those types of sidewalks.

Councilor White stated on pre-apps it says that we invite ODOT to these meetings (Section 2.010-C). There are a lot of pre-apps that occur that never go anywhere. I just don't know if that is a wise use of their time and resources.

Craig Ward replied that might be why they don't always attend. This is a current practice. It is a benefit to the developer. The purpose of the pre-app is to get all of the information on the table so that the developer understands the requirements when they make an application. If ODOT doesn't feel that it is worthy of their time they are free to not attend.

Councilor White stated my final question has to do with the long-term bicycle parking; the covered parking. I am wondering if we can treat this more as an incentive? I have kind of a two-part approach. One, since we would only be relying on new businesses that is not going to give us very many of these spaces. Maybe on a future agenda we could look at a civic approach to bicycle parking; something that is a little more comprehensive. The Chamber is looking into this for tourism. There are some great biking opportunities occurring. For the businesses that do have to build covered, secured, long-term parking, I assume that is for employees, but maybe as an incentive they get a reduction in the transportation system development charges to offset those costs.

Mayor Daoust stated I think the civic approach is a good idea. We can discuss that. We have bicycle tourism grant money that we share with Gresham. Hopefully they will work with us to design how many and where these bicycle racks should go in Troutdale.

Councilor Allen stated I would definitely support friendlier bicycle racks. I would like a civic approach to that.

Mayor Daoust opened the Public Hearing at 8:33pm and asked, is there anyone here that would like to speak to us on this issue?

Alex Mauck, property owner in Troutdale, stated I own one of the last developable pieces of property. The property at 1360 SW 257th has been in my family since 1948. We are currently looking into things that we can do on that property; we have engineers on staff right now drawing up plans. Is there anything in these proposed changes that might change what we already have planned?

Mayor Daoust replied that is an open-ended question because we don't know what you have planned. Can you be more specific?

Alex Mauck stated we are using what your current codes are. If there is going to be new requirements for bicycles, sidewalks, parking lots, etc. that isn't in the current code, than that is going to make a big difference.

Mayor Daoust stated the pre-app meeting would come in real handy for you because you could sit down with our staff, if you haven't already done that.

Alex Mauck replied we did that a long time ago when we were going to do residential housing and then Reynolds High School backed out.

Mayor Daoust stated I think a pre-app meeting would be excellent.

Alex Mauck stated instead of making a decision tonight what we are asking is for you to wait until that opportunity can happen.

Brian McMahon, Civil Engineer for Alex Mauck, stated we have been working with Firwood Design Group on a conceptual plan for a care facility campus for part of the property with some multi-family on the front portion of the lot off of 257th. There are access concerns, which is something we need to work with ODOT on. It would just be nice to know before this got approved that nothing is going to affect our development, and if so how we can work together to come to a solution that works for everyone.

Craig Ward stated I am not familiar with your project. I will point out to the Council that we are well behind the requirements for us to complete this. That doesn't mean that if you want to take more time that we can't do that. It is also worth noting that there are some provisions which actually lower the requirements, for example off-street parking. It can cut both ways depending on the nature of your project.

Brian McMahon stated I do agree that could help with the apartments located at the front of the property. But on the back portion we are going to have to connect Wright Street through. There is going to probably be a decent sized parking lot for the care facility campus, so that portion will affect it. He is going to need know what that is going to mean for this development.

Craig Ward replied understood. It can cut both ways, it just depends on the nature of your project.

Mayor Daoust closed the Public Hearing at 8:40pm.

MOTION: Councilor Thomas moved to adopt an ordinance amending the Troutdale Development Code (Text Amendment No. 48) pertaining to requirements of the Oregon Transportation Planning Rule and Metro's Regional Transportation Functional Plan in fulfillment of Task 4 of the City's Periodic Review Work Program. Seconded by Councilor Ripma.

Councilor White stated I understand that within these amendments there is a new way to get your entrances approved.

Craig Ward stated I believe you are speaking of the Transportation System Plan, which is the next item on the agenda.

Councilor Ripma stated the PC considered this and adopted these changes in May of last year. Absent an argument that there is a provision in here that is alarming, I think we need to get this done. I really don't think it will change things; it is pretty minimal. I favor this.

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

Motion Passed 4-2.

Mayor Daoust called for a 10-minute break at 8:42pm and reconvened at 8:55pm.

8. PUBLIC HEARING / ORDINANCE (Introduction): An ordinance adopting the Troutdale Transportation System Plan and amending the Comprehensive Land Use Plan Goal 12 in partial fulfillment of Periodic Review Task 4.

Mayor Daoust read the ordinance title.

Craig Ward stated this is part of our obligation to the State for fulfilling Periodic Review Task 4, Transportation. We are obligated to evaluate our existing Transportation System Plan (TSP) for compliance and to update the Comprehensive Plan. The amendment to the Comprehensive Plan is quite simple; it is the adoption of the TSP as an attachment to the Comprehensive Plan. We tried to simplify the Comprehensive Plan component by actually striping out most of what we have now and simply referring to the TSP as the implementing document.

Craig Ward introduced Matt Hughart & Matt Bell of Kittelson & Associates.

Matt Hughart, Project Manager with Kittelson & Associates, stated we were hired by the City using grant funds that the City received to provide what I would call a targeted update to your TSP. The previous TSP was fairly recent and the majority of the document was in good standing. It didn't need to be recreated from scratch. What was recognized within the City, Metro and ODOT is that there had been a handful of other more recent regional and local planning projects that were not included in the TSP. They had been adopted as amendments to the TSP, but they had not been fully incorporated and encapsulated in the document itself. I think that was the major impetus behind moving forward with a TSP update.

Metro is constantly updating the Regional Transportation Plan (RTP). In the State of Oregon we are required to make sure that the local planning efforts are as consistent as they can possibly be with the partnering jurisdictions in the regional governments. It is important to make sure that the TSP and the policies that are in it, from Troutdale's perspective, are consistent with Metro, ODOT, Gresham and the other jurisdictions that have jurisdiction over those roadways. That is why we go through this process of making sure that this TSP update is reflective of overriding and overarching regional transportation policies and projects. More specifically there was an Interchange Area Management Plan (IAMP) on I-84 that was put forth between the City and ODOT a couple of years ago. That project was adopted, but it was adopted by reference. Not all of the projects in that Plan have been completed yet, but a good majority of them have. In doing this TSP update one of the things we tried to do was make sure that projects that hadn't been completed yet were carried forward into the update and those that have been completed are just recognized as existing, ongoing infrastructure.

More recently, Metro, Wood Village, Fairview, Gresham and others, participated in a regional planning effort known as the East Metro Connections Plan. The impetus of that plan was really to look at accessibility between the I-84 corridor and the parallel east/west

facilities, not so much through Troutdale but south into the City of Gresham making sure that we have a plan in place to accommodate long-term regional north/south travel between those two corridors. That regional planning effort was not in the TSP, but the projects that came out of it needed to be included. We went through a process of working with staff to make sure that all of the things that have happened or that were overlooked in the last TSP were incorporated.

I want to briefly review the major facilities and major modes that we looked at when it came to incorporating and updating the TSP. One of those is the pedestrian system. We did a street inventory and a street view inventory of all the roadways and all the local and neighborhood streets to make sure that existing sidewalks were captured correctly and that the maps were updated to reflect which streets had sidewalks, which streets did not have sidewalks, and which streets had sidewalks only on one side. We incorporated the pedestrian improvement projects that came out of those regional and ongoing planning efforts. We also encapsulated, to the best extent we could, a lot of the projects that came out of the Safe Routes to Schools efforts for various schools in the city. We also added projects that talked about pedestrian crossings. While identified on the map for purposes of potential future study and implementation, it is just recognizing that we need pedestrian crossing improvements in certain corridors and recognizing generally where they need to go and identified the benefits of those crossings. That is a pretty significant portion of what we did from an updating standpoint. We also looked at where sidewalk connections need to be either as a result of a gap in the sidewalk network that might be completed as a result of a development project, or a sidewalk project that might be needed to bring a facility up to current standards because that sidewalk was constructed before standards existed or because the facility was just inadequate for whatever reason. Local and regional paths and trails were included in the update.

A lot of the same goes for the bicycle system. We inventoried the bicycle lanes and off-street trails and pathways making sure that the bike projects from those other planning efforts were encapsulated and incorporated and we made corrections. We looked at where we needed to improve for the purpose of creating new bike lanes on roadways that don't have bike lanes. We identified where streets have the proper balance of speed and traffic volumes such that they don't necessarily need bike lanes but could be planned as shared roadways through signing and striping. Making sure that those are recognized and adequately analyzed was a focus of ours.

The transit system reflects transit changes that have been made either through TriMet or through infrastructure projects. Making sure that the regional transportation and the RTFP requirements are properly captured in this TSP. It is really just a lot of inventory. As you know TriMet is the transit provider for the City of Troutdale and incorporates, and in many ways decides where transit service is going to go and what routes it is going to take. This transit update is just to reflect the ongoing character and desires that TriMet has for the region and how those changes could impact the City of Troutdale moving forward.

One of the things we did not do as part of this project was full scale reboot of the roadway intersection and capacity based analysis to assure that your roadway system is adequately meeting the current local and regional standards. But we did do a re-vetting

of the projects that were on that list as we sat down and looked at your existing TSP and worked with city staff, regional staff, and Multnomah County staff just to make sure that those projects going forward still made sense. In other words, if an intersection was identified for signalization in the current TSP, does that intersection still need signalization going forward over the next 20 years. In most all cases the same situations were found and all projects regarding roadways and intersections were moved forward, they were just re-vetted to make sure there wasn't anything that needed to be cleaned up. We did add a couple of projects. Again those projects were added as a result of conversations with city staff in making sure that changes and development patterns were reflected. We also removed a couple of projects, the 242nd connector, which came out of the East Metro Connections Plan. Again this is just part of that effort to make sure we are maintaining consistency between the local planning efforts and the regional planning efforts. The East Metro Connections Plan was that regional planning effort that ultimately decided on how to deal with the 242nd corridor. It won't be entirely consistent unless we move forward with this adoption.

Councilor White stated gaining access for properties that are on the county and state roads, I understand that has changed to some type of a variance process. Can you explain that?

Matt Hughart replied I can say that what we have put forth in this TSP update generally is not a 180° turn from where the previous TSP was leading you. There are elements within this plan that have been relooked at. For instance there is a Local Street Connectivity Plan that is included in this TSP update, that is just a refreshed look at the previous Local Street Connectivity Plan. Really what it is basically coming down to is there are certain properties within the City that based on where they front certain roadways there are regulations in place either through the County, ODOT or in the City's code that would say where and how many points of access you can have to a particular property. If it is a property that fronts 257th Avenue and it adjoins 257th on a curve there are certain safety and engineering regulations that would restrict access on that curve just because you might not be able to achieve certain levels of sight distance or adequate sight distance. There are also requirements that say that we probably don't want a property to access directly off of an arterial if there is an adequate and reasonable way to obtain access to that property from a lower standard street such as a collector or a local street. There are elements in this TSP that are backed up by the Code that was just adopted that will help City staff, developers and property owners dictate how and where access would be achieved for a particular development.

Councilor Ripma stated the Plan includes the widening of Start Street between 257th and Troutdale Road to five lanes. Is it required that it go to five lanes? Is there something driving the widening of that section of Stark Street to five lanes? Stark between 257th and 242nd is just about as ugly a street that you can get. It is functional. That area is next to the college and a historic cemetery, and it has views of Mt. Hood, etc. I just wonder why the plan has to include Stark Street being five lanes in that one section.

Mayor Daoust stated that has been in there a long time. It has actually been a priority for the City.

Councilor Ripma asked so that was in the plan before?

Mayor Daoust replied yes.

Matt Hughart stated a lot of the roadway sizing has to do with the sophisticated and overly complicated transportation modeling that helps the planners figure out where development is occurring, where it is going to occur in the future, and how much traffic there is going to be.

Councilor Ripma stated you have answered my question. Whenever they get around to doing it we can consider it at that time. There is one thing in the ordinance that we are considering that affects Ryan McNaughton who lives along Cherry Park Road (see letter from Mr. McNaughton, Exhibit C of the staff report). It shows a connection of Spence through to Cherry Park and connects up with Kendall Court. Was that connection added to this Plan, or was it in the Plan before?

Matt Bell, Kittelson & Associates, stated that arrow that shows up on the Local Street Connectivity Map wasn't in the previous TSP, although we viewed that as being an omission from the previous TSP primarily because if you go out to that roadway extension there is a sign that says "this roadway will be extended in the future". There are several of those located throughout the community. That one in particular we picked up on and we added the arrow to the map. It only recently came up as being an issue and is something that we haven't really had much of a chance to discuss.

Councilor Ripma asked is it possible for us to take that arrow out of this Plan, or would that violate something? I ask because I think Mr. McNaughton made a compelling case against that extension. I do remember that when we had stub streets that ended at a field we use to have people come in and say that they had no idea that a street would go through, so we had those signs put up saying that this road may go through some day. I would like to remove this one from the Plan. Is that doable?

Craig Ward replied the simple answer is yes.

Mayor Daoust asked Travis, did you want to add anything to what you have heard?

Travis Hultin, Chief Engineer, stated I just wanted to clarify on the connectivity map, if you want to prevent that connection from going through I think just removing the arrow from the map is not going to get you there. The map is a reference for the engineers and planners who are working on a project and it helps prevent us from missing a connection. There are standards in the Development Code that talk about spacing of streets and where streets are supposed to go through and ultimately be aligned based on distances and other standards. In this case when an adjacent developer started looking at the property, it wasn't the connectivity map that really drove us to say that there needed to be a connection, it was looking at the connectivity standards in the Development Code that say streets should be spaced this far and they should be aligned certain ways, and when we look at the way that street stubs out and you apply those standards you end up

with that conclusion. If you want to make a statement that you don't want that connection to be required, I probably wouldn't just remove the arrow from the map, I would probably adopt a finding or some other straight forward statement. Even without the arrow on the map there are development code standards that would indicate that connection would need to happen.

Mayor Daoust stated I don't think that we want to make a change to the Development Code to have a widespread sweeping change with street connectivity, but we can deal with one particular road.

Travis Hultin stated yes, and the Council has done that in the past in a couple of cases. I just wanted to identify that just taking the arrow off of the map doesn't necessarily change standards that are in the actual text of the Development Code.

Councilor Ripma stated that could be a finding in the ordinance.

Travis Hultin replied it could be. With that said, I think we should consider that carefully. Connectivity is an important element of the transportation system and you don't want to remove them lightly. There are certain cases as the Council has identified in the past where they didn't feel it was appropriate; there can be those cases. There are other things that could come into play with development of that property like fire department access standards and things like that which can also drive what has to be done with the street. Be wary of unintended consequences.

Councilor Thomas stated it seems like the last time that was brought up some things came out about the potential loss of transportation dollars for not providing connectivity.

Travis Hultin replied in this case I am not aware of any risks of that nature. I don't see that if we were to eliminate one specific connection that it would put us out of compliance necessarily. The professional transportation planners probably know Metro's line on that sort of thing better than I do.

Councilor Allen stated I don't see the trails in this Plan that Wood Village was considering. Did our cities not talk to each other?

Travis Hultin replied our plan would not cover Wood Village's trails, but it does cover the one trail that would connect with their trail.

Councilor Allen stated I am not talking about building their trails, I am talking about where their trails and our trails interconnect across the cities.

Mayor Daoust asked are you talking about the trails that go down from Safeway through the woods to Halsey?

Councilor Allen replied yes, down to the park.

Travis Hultin stated there is a trail that runs along the upper part of that bluff below the Cherry Ridge Subdivision that runs east and west.

Councilor Allen stated you are referring to the one that is near SW Sturges Lane.

Travis Hultin replied I believe so.

Councilor Allen stated that is actually within Troutdale, it doesn't actually interconnect with Wood Village trails.

Mayor Daoust stated the one that you are talking about is the trail that goes down the hill off of 238th down to the Wood Village Park.

Councilor Allen replied right. They made mention of wanting to have trails through there. I don't know if they dropped that idea or if we didn't talk to them. I would be concerned since this plan is so far reaching into the future that we at least give them a call.

Travis Hultin replied I see that the segment to the west is not reflected on this map (Figures 1-1 and 4-1) and it should be. We have spoken to Wood Village about that. We do plan for that trail to continue on to the west. Essentially it already does. There are some improvements needed. That is something that we could update for the second hearing.

Councilor White stated I am curious about funding for these improvements. Is Troutdale bearing the burden on this or is the County going to chip in on their roads?

Travis Hultin replied you will notice that the way the tables are laid out (see an example on page 1-17 – Table 1-5 Motor Vehicle Action Plan) the projects that are shaded are projects that are under the jurisdiction of other agencies. The costs are shown only if there is an anticipated contribution by the City to the project. There are certain County projects where we chip in. In most of the cases these are already reflected in our Capital Improvement Plan (CIP) and reflect previous arrangements or agreements that prior councils or public works directors have come to with the County on these projects. Where you see no dollar figure, at least as of right now we don't anticipate that the City would be contributing to that project.

Councilor Allen asked do we have any estimates of the impacts to 257th that we can expect based on this Plan? Are we going to see a big increase in traffic on that road?

Travis Hultin replied this is an update to our Plan so any new projects or changes around 257th were things that were brought in from the East Metro Connections Plan or other regional plans. To the extent that there are impacts or effects on our main thoroughfares, we would have to look to those plans to really get the detailed information on what the impacts are going to be. That has already been analyzed through the East Metro Connections Plan so it wasn't re-analyzed here.

Councilor Allen stated I would like to ask Metro Councilor Shirley Craddick a question. Essentially this Plan doesn't have our right-of-way in it. I was wondering if you have heard anything about, or talked to the engineers about whether they have made the lanes on 238th 15' lanes with some physical separation between the opposing traffic?

Shirley Craddick, Metro Councilor, replied I know what the East Metro Connections Plan was, which was to build it out to three lanes to accommodate freight and make the lanes wide enough to allow freight to go up and down the road. But I don't know the specific details of the width.

Councilor Allen stated the plan that I last heard was 15' going down, 12' going up, and the outer lane coming up would be 14'. With freight being on that road I would feel more comfortable safety wise if we had at least 15' lanes and some physical separation between the up and down. I haven't received an update from the engineers. I don't know if you could have them give me an update.

Mayor Daoust stated Councilor Allen and I met with your engineers and the Multnomah County engineers. This sounds like follow-up that we should be doing. They promised us some follow-up in particular to that question.

Shirley Craddick replied I would be happy to have our engineers get back to you to answer those questions.

Councilor Allen stated I am reluctant to let go of the right-of-way if I don't have some kind of feeling of safety for people that travel that road.

Councilor White asked can we get that answer prior to voting on this ordinance?

Craig Ward replied I am sure you will. We will reach out to the engineers and try to get the information on the specifics of the lane layout for 238th.

Mayor Daoust stated we know what the lane layout is because they covered that with us in detail. I think Councilor Allen's question is could all of the lanes be 15' wide. Is that your question?

Councilor Allen replied right, all three lanes at 15'.

Craig Ward stated we will try to get a direct answer to that. I suspect that we will not be successful getting a direct answer to that. I am sure that the simple answer is if we want to spend more money on it to put in more retaining walls and buy more land to widen it than I think it is quite possible.

Councilor Allen stated there is no need to buy more land.

Craig Ward stated I am saying that I suspect it is not the current design and so they will tell us that they could, it just isn't the current plan. We will reach out and try to get you an answer before the next meeting.

Councilor Allen stated I just wouldn't want anybody being in that 12' lane with trucks on both sides and no physical separation between opposing traffic. It just doesn't sound like a good idea to me.

Mayor Daoust opened the Public Hearing at 9:39pm and asked is there anyone here that would like to speak to us?

Ryan McNaughton, resident, stated I am concerned about the SW Spence connection. I just wanted to be clear that they said the old plan did not show this connection. When I was talking to staff they sent me back to the TSP because it is a connectivity issue. Travis Hultin was talking about it being a land development issue. My understanding is that they are changing the Development Code so that it is going to all be part of the TSP and connectivity if this passes. Is that correct?

Craig Ward replied no, I don't understand that interpretation. The Troutdale Development Code is a standalone document and it is not intended to be incorporated within this document if that is what you are asking.

Ryan McNaughton asked but there is going to be an amendment that amends the Development Code for connectivity and street issues.

Craig Ward stated it is my understanding that the existing Development Code already speaks to connectivity.

Travis Hultin stated the Council did just adopt some code amendments but those code amendments weren't applicable to this particular issue. The connectivity standards that are applicable to roadways that we have been talking about are already in the Development Code; those are existing codes.

Ryan McNaughton stated my understanding is that it wasn't included in the last TSP. I guess you have to be careful saying that it was always the plan, in 2006 they didn't see it and now all of a sudden it needs to be connected. I just feel that it should remain a dead end. There are no traffic studies, no fire studies, nothing showing that this road should connect through those properties. The property adjacent to me being developed could be developed in a much more tasteful way for our neighborhood and Troutdale. If this is adopted they are going to have to build half of a roadway just to sit there until our property gets developed. Then when that gets developed maybe the roadway will connect. It just doesn't make sense to me. The way I see it is that it should just be made a dead end the way that it has been for the last 70 years. I would object to the Plan if it goes forward showing that connection.

Mayor Daoust stated we have received and read your letter. Your property is undeveloped at this time and it has a lot of trees on it. Is it the property next to yours that is currently having houses built on it?

Ryan McNaughton replied they are trying to develop it.

Mayor Daoust stated and there is one house there currently.

Ryan McNaughton replied yes.

Mayor Daoust asked if we remove this street connection from Spence to Cherry Park, how would that affect the property that is currently being developed with that one house? Is it going to change what they are doing?

Travis Hultin replied basically they would be able to go back to what they originally proposed, which was to have a private shared access drive as opposed to having the street go through.

Mayor Daoust asked that is still doable?

Travis Hultin replied yes. The original plan in the pre-application conference had a private shared driveway which is allowed for up to six lots I think, and they had five lots. They would basically go back to that plan, or something similar to that.

Ryan McNaughton stated that would also protect those trees on my property. If they develop and put five homes in there the developers that I have talked to said the back yards would butt up to my property and they would be able to save most of those trees along the property line instead of having to put in a roadway on my property line. If that road goes in I would be concerned about what that would do to all of the trees that are left on my property. I would venture to say that they are some of the oldest trees in Troutdale.

Mayor Daoust stated you do have a point. If you look at the map and your property, it is a pretty unique property that putting a road through, in my opinion, doesn't service very much.

Ryan McNaughton stated most of my neighbors that I have talked to on SW Spence also enjoy having the road be a dead end. I don't know how to go about making it a permanent dead end, but that is what I would like to see.

Mayor Daoust stated when we have the second hearing we can add findings in the ordinance that specifically mentions the Spence Street connectivity.

Councilor Thomas asked can we have that added for the next hearing.

Councilor Ripma stated I think we should.

Councilor Thomas asked Craig Ward, could you add those findings to the ordinance before the next hearing.

Craig Ward replied sure, and amend the map to remove the arrow in that location.

Ryan McNaughton stated I have one additional concern which is the proposal for a light at the bottom of Buxton. I am concerned about how that would affect another property that we own at the corner of Buxton and Historic Columbia River Highway. I have some concerns with the light being there and how that would be set up for future development of that property.

Craig Ward stated I don't think we are prepared to interpret how that might affect your property. Travis Hultin could speak to the need for the light and rationale for that improvement.

Travis Hultin replied that has been in the City's CIP and previous TSP's going back as long as I have been here. It has always been part of the plan and an assumption that eventually there would need to be a signal there. As far as how it would affect your property, I don't recall if there is a call for any additional turn pockets or anything like that. If that were the case the only way that the additional right-of-way could be obtained would be through development or something like that. Probably the main affect would be that there would be signal poles and that might impinge a little on some right-of-way that right now you may be using as part of the landscaping or something. It is hard to say without a detailed design.

Ryan McNaughton asked will I be updated on any type of occurrences that happen with the road up there?

Mayor Daoust replied the second hearing will be on April 8th and you can attend that meeting to make sure that we have that language added.

Mayor Daoust closed the Public Hearing at 9:50pm and stated that we would like to have the following changes made prior to the April 8th hearing:

- Add the trail connection to the west (from the trail that heads down the hill off of 238th from Safeway down to Halsey) to Figures 1-1 and 4-1.
- Answer to the question of the 15' lanes coming up 238th
- Add findings to the ordinance to remove the Spence Street connection.

9. PUBLIC HEARING / RESOLUTION: A resolution approving a recruitment and selection plan for a new city attorney.

Erich Mueller, Finance Director, stated this was put together based on the comments and concerns expressed by the Council about addressing the vacancy in the city attorney position. It was prepared based on a couple of assumptions. The assumptions being that the Council did indeed want to recruit for a permanent replacement, and secondly that the Council wanted to move as quickly as possible. In the past the Council has taken the approach of looking for an outside consultant or recruiter to develop the recruitment plan and come back and have multiple work sessions with the Council before they go forward with starting the recruitment process. The last time the position was vacant was in Sept. of 2006 and Mr. Ross was hired in August of 2007. The Council didn't get started with the recruitment process until March of that year. The assumption in the material that I prepared was that you did in deed want to fill the position, and that you wanted to move forward. I reviewed all of the material from the prior recruitment and saw what was

involved. I believe that the human resources capabilities are a bit different than they were back at that time and I don't know that an internal recruitment was quite as feasible. What I have proposed this time is that we would take care of the recruitment rather than spending the time to go out and find an outside recruiter or consultant. Additionally, based on the assumption that the Council would prefer to have executive sessions to conduct the interviews and consider the selection for hiring a public officer, there are requirements in the public meetings law that must first be met. The public body must have advertised the vacancy, adopted regular hiring procedures, and provide the public an opportunity to comment on the hiring of the position. I put together this material after having researched the recruitments of a number of other jurisdictions.

Mr. Mueller reviewed Exhibits A-E attached to the staff report, which includes: regular hiring procedures, recruitment timeline, position advertising flyer, position profile, and recruitment advertisement plan. The resolution directs staff to move forward with this recruitment as outlined.

Councilor Thomas stated we need to figure out whether or not we want to actually hire somebody or contract for services. I don't know that the Council has figured that out yet. Secondly, if we are going to do the recruitment process my preference would be to have an agency do it for us. The reason being is because the last time we had numerous applications and it took a long time to go through those; it was several meetings and a lot of expense to get through the whole process and bring people in for interviews from all over the place.

Mayor Daoust stated so some of these documents are written as if we are going to hire a staff person. If we decide we want to contract for a city attorney we can say that tonight, if there is agreement among the Council.

Councilor Ripma stated that isn't what we were planning to consider. I wouldn't want to decide that tonight.

Councilor Allen stated whether we contract or hire doesn't seem to make as much difference to myself as it is who we are getting. I am a little more leery of contracting with an entire firm when I don't know who I am going to get from time to time as opposed to contracting with an individual, or a couple of individuals. Who the attorney is is very important to me and I want to know who it is. I don't want to leave it up to whoever is available.

Mayor Daoust stated the decision to either contract or hire is an upfront decision we need to make. Whether we make that decision tonight or later, we do need to decide that upfront.

Councilor Ripma stated what I was thinking was we are recruiting for an employee and in the meantime we are going to appoint an interim. We could see what kind of candidates we get and decide then what we want to do. I appreciate Councilor Thomas' comment about using a recruiter, I hadn't thought about that. We have done it both ways. We had Tim Sercombe as our attorney for years but he was with a firm. On the other hand we

have done well hiring attorneys as employees. I am open about that but I didn't want to make that decision tonight.

Mayor Daoust asked do we have the latitude of proceeding with going out and looking for candidates to later decide if we contract with them or hire them?

Erich Mueller replied the resolution and documents before you are intended to comply with what is required for you to do interviews in terms of selecting an employee. The paperwork is explicit about the fact that you are not obligated to hire somebody. You could go through the process and in the end if you don't find the right fit there is no obligation that you actually hire someone. But what we would be recruiting for, based on this material, is an employee. This material does not say we are out recruiting for services from a firm by issuing an RFP.

Mayor Daoust stated that is a huge assumption.

Councilor Thomas stated that is a tremendous potential waste of time.

Erich Mueller stated again, it was under the assumption that the Council wanted to fill the existing vacancy that was an employee position. If you don't want to do that there is no obligation to approve what I have put in the packet.

Mayor Daoust stated we cannot go out with an advertisement for a job and say that we may contract with you or hire you as an employee. We can't do that.

Councilor Allen stated what I was thinking is we can recruit and if they say they are willing to be an employee, hire them. If they want to be contract, fine. As long as they are the best person for the job.

Mayor Daoust stated it doesn't work that way.

Councilor Thomas stated the reason we brought legal counsel in-house was because the cost at the time was cheaper than it was to continue to pay the firm that we were using at the time.

Councilor Allen stated I guess I am a little more sensitive about attorneys.

Mayor Daoust stated in the recruiting process if we are going to hire a contract attorney, we will get to the point where we will make the decision of who it is going to be.

Councilor Allen stated I could go along for recruiting for someone to hire and if we find someone great and if we don't then we can look at contracting.

Councilor Ripma replied yes.

Mayor Daoust stated I don't know how the Council feels about whether we want to contract with a firm or whether we want to hire a city employee.

Councilor Ripma stated my preference would be to hire somebody if we can find someone good. I think we need to maintain the option of not hiring if we don't see anybody that is good. We are going to have an interim firm for now and maybe that will work out for us and we won't proceed with hiring anyone. My preference would be to hire someone in-house.

Councilor Thomas stated the recruitment doesn't need to start tomorrow.

Councilor White stated I think this Council needs to take a very active role in hiring and not hand it off to anybody. I want someone with an annual contract. It is much easier to change a vendor than it is to replace a staff person. I think you get an attorney that is more apt to work for the Council when they are on an annual contract. I would like to break the work up where we have a lower, less expensive attorney handling court. I don't want court to be a distraction for an attorney that is working on our work. I think we could do a cost savings that way and try not to make it an expensive process. It definitely gives us a lot more flexibility and that attorney is more apt to work for the Council. I think that is where a lot of city attorneys get into trouble; when they are an employee I think it creates a conflict of interest.

Councilor Thomas stated I have been through both recruiting processes; using a recruiting firm or we have interviewed them all. Twice we went through a process where we interviewed a lot of folks and that was tough. If you bring in someone who specializes in that you have someone who knows the field more than we do. The advantage I saw when we hired for the city manager this last time was they brought us the top candidates and then we chose from there and it saved a lot of time and effort. I am not sure how much it cost us for the recruitment firm, but it was a lot easier.

Mayor Daoust stated you have to tell them upfront whether they are going to be a city employee or a contract employee because you will get a different set of applications.

Councilor Allen stated I totally agree with you with the process just mentioned if we were going out and recruiting.

Mayor Daoust stated we are recruiting.

Councilor Allen stated I don't know if anybody here has ideas of attorneys, or recommendations for attorneys right now. If someone comes up with a good idea I would be willing to consider it. You don't necessarily have to recruit.

Mayor Daoust stated you mean just pick someone?

Councilor Allen replied yes, if you know somebody who is good. In section two of the resolution it talks about, the city attorney shall be appointed by the council upon the recommendation of the mayor. I am actually think upon recommendation of anybody; another councilor, a headhunter. I would take recommendations from anybody.

Erich Mueller stated that language is out of the Municipal Code; it specifies the process under which the city attorney is appointed.

Councilor White stated it is my assessment that there is a short list of qualified people in the area and I would like to use somebody local that is familiar with this region. Maybe we see how far we get going down that avenue. I would first like to exhaust this Council's expertise. I think we can do it on our own. If you decide to use a recruiter after that process, that would be fine with me as long as we are able to bring in our list of who we feel is qualified to do the work.

Councilor Thomas stated it depends on where you want to spend the staff time. It takes a lot of staff time. When you put out a posting the applicants can come from anywhere; you can't restrict it to hiring somebody that is local. It is great if they are local, but we have to post it.

Councilor Ripma stated if we are not going to go through a recruiter than we can adopt this resolution.

Mayor Daoust stated we could do that, but it is worded as if it were a city employee.

Erich Mueller stated you would be deciding to recruit for that. You don't ultimately have to hire anyone.

Mayor Daoust stated I happen to agree with Councilor White, that we need the flexibility with a contract attorney. We had huge success with Tim Sercombe who was a contract attorney. He was there every time; he was a good attorney.

Councilor White stated some of the better attorneys will only work under a contract.

Mayor Daoust stated if we put this out as a contract we will get the same three firms we had this time, plus probably others. If we put this out as a city employee position I don't know who we would get.

Councilor Allen stated you have convinced me.

Councilor Ripma asked is that what you are saying Councilor White? You would rather not hire as an employee.

Councilor White replied yes. It is a better option and it gives us a lot more flexibility. I am looking at dividing the workload. I think we can save money with court. The court cases that we get are not very intense. I think sometimes court is a distraction for the issues that the Council has at hand.

Mayor Daoust stated it gives us the flexibility to deal with the Municipal Court issue.

Councilor White stated we are also looking at reviewing the court.

Mayor Daoust asked can we adopt this resolution and just change the language from an employee to a contractor?

Erich Mueller replied I would feel more comfortable with instructions to bring you a new packet. There are pieces in the Municipal Code that I would like to check into as it relates to changing gears. I would want to revise some aspects of this.

MOTION: Councilor Thomas moved to direct staff to prepare a new packet for recruiting a contracted city attorney. Seconded by Councilor Ripma.

VOTE: Councilor Ripma - Yes; Councilor Thomas - Yes; Mayor Daoust – Yes; Councilor White - Yes; Councilor Allen – Yes; Councilor Wilson - Yes.

Motion Passed 6-0.
Note: No public hearing was held as this resolution was not adopted and staff was directed to bring back a revised packet to recruit for a contracted city attorney.

10. MOTION: A motion determining the selection process for interim city attorney coverage services.

Mayor Daoust stated we are probably going to have to allow the interim city attorney to be in place until we select a permanent city attorney, rather than have the ending date be the end of the fiscal year because it may go longer.

Erich Mueller, Finance Director, stated we had set a date initially, but the personal services agreements that we use has the ability to have extensions applied to them. I am certain that any of the firms that you chose to engage as the interim would be happy to continue to do business with us if we need to extend it.

This item addresses the vacancy in the city attorney position on an interim basis. Included is material from the two firms that I solicited, as well as elsewhere. I had begun the process for selecting the interim city attorney prior to the Council expressing a desire to have involvement in the selection. It was never my intention to usurp the Council by attempting to select the city attorney; my only goal was to attempt to provide coverage for some of the duties. In your packet is a copy of the solicitation that I used when I requested the letters of interest from the firms, and their responses to the items I included in that request. It also includes the scope of work for the interim attorney services, which would become an exhibit in the contract we would have with the selected firm and outlines what their duties would be. You have a couple of options outlined in the staff report. Option A - you could have staff go forward and make the selection; Option B - you can select from the firms in the packet. You can also chose to set aside this process and go a different direction, or you can chose not to fill the interim position.

Councilor Wilson stated after looking at our charter I am not sure we can chose Option A. Our Charter (2.06.10, Appointment) reads, "The city attorney shall be appointed by the council upon the recommendation of the mayor. The city attorney shall serve at the direction and pleasure of the council." I think we need to go with Option B.

MOTION: **Councilor Thomas moved to select Jordan Ramis PC Law Firm to provide Interim City Attorney coverage services, and direct city staff to establish a short-term contract. Seconded by Councilor White.**

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

Motion Passed 6-0.

11. STAFF COMMUNICATIONS

Craig Ward stated the fire contract we have with Gresham requires a 1-year notification and that 1-year deadline for when the existing contract terminates is coming up. I don't know what direction you would have, but I do need some direction as to whether you are comfortable with notifying Gresham that we expect to actively bargain our fire contract with them. If that is the case we will prepare a letter jointly with the other two cities, who I expect will also take a similar action. We also need to appoint a bargaining representative. I am prepared to serve in that capacity, or I would be fine if the Council would prefer to appoint the Mayor or anyone else to serve in that capacity.

Councilor Thomas asked do we have to do this tonight?

Craig Ward replied no. There is enough time for me to bring back a staff report and make it more official. We need to notify them in the next two months.

Council agreed to take this up at the next meeting.

Craig Ward asked on March 18, 2014 we will be having an Urban Renewal Agency meeting and a Council work session. The default start time for work sessions is 6:30. I want to confirm with the Council whether you want that meeting to begin at 6:30pm.

Council agreed to a 6:30pm start time.

Craig Ward stated there is no meeting scheduled for March 25th. There is a work session scheduled for April 1st and the next regular Council meeting will be held on April 8th. The Energy Facility Siting Council is holding a pre-hearing meeting on the Troutdale Energy Center tomorrow at 1pm at the Fairview library. I will be attending this meeting and will report to you in my weekly update.

12. COUNCIL COMMUNICATIONS

Councilor Ripma stated I think it would be good for us to, at some point, take up the question raised about the crosswalk on Hensley. I certainly don't have a specific proposal. When would that sort of thing normally get taken up?

Travis Hultin replied normally it is not something that the Council would take up. There are improvements and changes to that intersection under design right now. There is a

project in the works to fill some pedestrian gaps along the east/west leg of Hensley and complete the pedestrian connection through the park - 21st and on down to Troutdale Road and actually widen 21st to some extent. Since we are doing that we are also going to address that pedestrian crossing at the same time. Mr. Davis has his own ideas about how it should be designed and we discussed those with him in the past. That intersection has been analyzed over and over again by multiple engineers, not just in-house but several consulting engineers and we believe that the proposed design that we have for that project is the best solution available. It is not a good situation; there isn't a perfect solution at that corner. If the Council wants to review that design, we would be happy to do that.

Councilor Ripma stated I take it that the design that staff is considering is not the one that Mr. Davis was talking about at the corner.

Travis Hultin stated he has proposed that to us previously; I have discussed it with him before.

Councilor Allen stated I would be curious if there is a reason why we shouldn't put one there.

Travis Hultin stated to Mr. Davis' point, people are free to cross at the corner if they wish to. We were just not able to put pedestrian ramps at that corner.

Mayor Daoust stated from what I understand you were going to space the pedestrian crossing farther out so that the visibility is better.

Travis Hultin replied yes. On the northwest leg the plan is to move that crosswalk further to the north so that it is a further distance from the corner for that crossing.

Mayor Daoust stated that would accomplish the same thing as his intent, which is to make it safer.

Councilor Allen stated you are buying time for a car coming around the corner to be able to stop.

Travis Hultin stated the cross walk on the east/west leg has already been relocated further away from the intersection. It was originally designed to be closer to the intersection when the parking lot improvements were done. When we looked at the situation we decided that was too close even though it met all of the sight distant requirements and engineering criteria, we weren't comfortable with it so we moved it. The crosswalk on the north/south leg could not be moved any further north at the time because there were no sidewalks further north. Today it meets all of the criteria, but we are not comfortable with it being that close so it is our intent to move it.

Councilor Thomas stated to me it is a safety concern for pedestrians.

Travis Hultin stated absolutely; that is always our concern Councilor Thomas.

Councilor Thomas stated I would appreciate it if you would take a look at that and see what we could do to make it safer.

Travis Hultin stated that is exactly what we are doing.

Councilor Ripma stated I know we just prioritized the undergrounding plan. How much trouble is it to revisit that to address what Rip Caswell brought up?

Councilor Thomas stated it is in the top two right now.

Travis Hultin stated the Council selected Troutdale Road as number one, with East Historic Columbia River Hwy. as number two, with a desire to proceed if there was enough money remaining. In other words do them back-to-back or together if there was enough money remaining after Troutdale Road was done.

Council discussed and agreed to revisit their prior decision on the prioritization of the undergrounding projects.

Councilor Thomas stated I have brought up the chronic nuisance neighborhood ordinance in the past. I would like to see that put in place before summer.

Craig Ward stated we have examples. This would be an important assignment for the interim city attorney. In the past the responsibility rested with the city attorney and we didn't make much headway on it, but there were a lot of other priorities. I will be happy to make it a priority for the new interim city attorney. We will schedule a work session with a proposed code as soon as possible.

Mayor Daoust stated I was going to attend a forum on increasing youth employment in East County. It is at 1pm tomorrow at the Springdale Job Center if anyone is interested in attending, but since the Troutdale Energy Center meeting is at this same time I may be attending that meeting instead. Tomorrow at 8am I am meeting with Rip Caswell and Diane McKeel to discuss the Sam Hill/Sam Lancaster statute because he is proposing to locate it on County right-of-way.

Craig Ward stated the Mayor and I spoke yesterday about the marijuana dispensary issue. A bill passed in the Legislature last week which gives cities the ability to regulate marijuana dispensaries only in accordance with time, place and manner. I don't know what manner means for marijuana dispensaries. Our code right now doesn't address any of those things so we would need a code amendment. However, the bill also gives us until May 1st to impose a moratorium which can be in place for up to 1 year. If you so choose our normal process would be a two reading ordinance to impose a moratorium. There are some conditions under which we may be able to do that sooner. Debbie, could you explain this.

Debbie Stickney stated our ordinances can be adopted with an emergency clause which would make the ordinance effective immediately upon adoption, and would eliminate the

30-day waiting period. We would be able to hold the two hearings, you have to include findings supporting the emergency, and it must be adopted by all members of the council present at the meeting. In doing that the ordinance could be in place by May 1st.

Council directed staff to bring forward an ordinance at the April council meetings to impose a 1-year moratorium on marijuana dispensaries with the emergency clause.

Councilor White stated there is no smelt yet. Rip Caswell asked me to bring something up. He really has his eye on our town between the Arch and the Troutdale Bridge. His concern is that SOLV is in the process of doing a lot of planting on city-owned property on the west side of Beaver Creek. He is concerned that they are carpet-bombing it with trees and there really isn't a landscape architect involved and he is worried that it will block the view of the bluff for folks driving along the Historic Highway. It reminded me of that consultant that came to our town and told us not to plant trees in certain areas; Sunrise Park was one area. I don't know if the City can look into that.

Councilor Allen asked is that because he is talking about doing the statue pointing to the bluff?

Mayor Daoust stated the trees wouldn't affect that location.

Councilor White stated SOLV does a lot of good work but I think what Rip is concerned about is in an urban setting you want to be able to see the creek and the wildlife and not block something as impressive as Broughton Bluff from ground level.

Mayor Daoust asked is there a specific SOLV event that we are talking about?

Councilor White stated they were down there with a large crew this weekend. There are hundreds of trees already planted.

Craig Ward stated we will be happy to talk to SOLV and see what their response is to that and how tall the trees that they are planting might be.

Councilor Allen stated Councilor White is talking about the view, but when we are planning trees do we consider the temperature of the water?

Craig Ward replied we will ask SOLV. I think the simple answer is that the trees are intended to shade the water and cool it. I know that they consider the ecological requirements of the plants. I don't know to the extent that they model the water temperature as a factor.

Travis Hultin replied one of the benefits of doing tree planting in riparian areas along stream banks is certainly to help keep the stream temperatures down. The Sandy River and Beaver Creek are both warmer than they should be for fish population. There are other habitat benefits from planting trees in riparian areas. I don't think that there is a model that they are running that says if you plant 5 trees it reduces the temperature by a

specific degree. It is more of a best management practice. The more shading along a stream bank the better it is for the fish.

Councilor Allen stated the area that Councilor White is talking about is just not that big of a stream.

Mayor Daoust stated it depends on what the objectives of SOLV are. Why are they planting trees in that area? Is it bank stabilization, stream shading, or is it habitat. That would be nice to know. If they are just doing busy work to put trees in the ground…

Travis Hultin interrupted and stated I can assure you Mr. Mayor that it is not just busy work. All of the above is the answer to your question. SOLV has been a terrific partner to the City in helping with Beaver Creek. We don't have staff to do the kind of care that is needed along that greenway and along the creek. For several years now they have consistently done a lot of invasive plant removal and native plantings and things like that.

Councilor White stated I didn't want to come across as being insulting towards SOLV because I do see the value in their work. I just respect Rip's vision as an artist and it makes sense to showcase that bluff and the creek in our town. With the amount of trees that have been planted you won't even know in 20 years that the creek is there.

Craig Ward stated we will talk to SOLV and we will convey their habitat restoration plan to you and ask about the mature height of the trees they have planted.

Councilor Allen stated I had mentioned before that during the recession we had ratcheted back services and I had suggested that we talk about how we restore those services in a similar manner. I may be alone here, but I am concerned with our limited budgets and the services we want to be able to provide and the cost of everything. At that time I was wanting to put a hiring freeze on until we had a chance to talk about how we wanted services to be provided. The reason I bring this is up is you have a requisition out there. It was my understanding that we were going to talk about it first through the budget meeting, but there is already a requisition for the planning director.

Craig Ward replied I do. It is a budgeted position. From my perspective it is certainly needed. If you feel that the Council needs to have a stronger voice and impose a hiring freeze you are free to do that. I certainly do not recommend that. I would be happy to discuss that separately if you prefer.

Councilor Allen stated I don't think I am allowed to talk about that sort of thing outside of this meeting.

Mayor Daoust stated we are not; it is not our purview.

Councilor Ripma stated I am not even sure we can talk about in this meeting.

Councilor Allen stated it is in our charter.

Councilor Thomas stated you better read it again.

Councilor Allen stated I had a lawyer read it.

Councilor Thomas stated the city manager is the one who hires and fires staff.

Councilor Ripma stated we might be able to impose a hiring freeze.

Councilor Thomas stated I don't see a point in it.

Councilor Allen stated I have more general questions. Do we really need our community planning director to be the only department head with one or no employees?

Councilor Ripma stated that is definitely not something for us.

Craig Ward stated let me speak to that. I prefer we have these conversations privately. We did downgrade the position from a community development director to a planning director. It is a position that has slightly lighter qualifications and pays less. The position use to manage parks and the building department. Those responsibilities are no longer part of this position so I have downgraded the position. I think it is important that we have a qualified person who can handle the complicated tasks of a planning department. I will also clarify for you that we are not hiring an interim planning director. I am going to contract with an individual to assist with the remaining periodic review work but I will continue to serve as the Acting Planning Director.

Councilor Allen asked how does this relate to our committees and getting our committees to start meeting again?

Craig Ward stated the Citizens Advisory Committee (CAC) will be meeting soon. The Historic Landmarks Commission has been meeting; they don't meet monthly. I have been staffing that commission along with Ms. McCallum. The Planning Commission continues to meet monthly. It is really the CAC that hasn't been meeting.

Councilor Allen asked and parks?

Craig Ward replied they are under public works, and they have been meeting. The reason that the CAC hasn't been meeting has been less staff driven and more work plan driven. Their particular assignment is periodic review and comp plan amendments. They were created in order to provide additional public involvement for comprehensive planning work. They have done that on the periodic review work that you have now. Beyond the remaining periodic review work there isn't a clear scope of work that they need to be working on.

Councilor Allen stated I thought they had ideas that they wanted to discuss.

Craig Ward stated I have been speaking to the Chair and if they have ideas he is free to convene a meeting. I have discouraged that because I end up having to staff it and I am spread pretty thin right now.

Councilor Allen asked if we want feedback from our citizens does it necessarily have to be staffed by you?

Craig Ward replied they have to be staffed. It doesn't have to be me. The CAC's primary function has to do with land use issues. If it isn't staffed by me then it will be Ms. McCallum and for that we pay overtime.

Councilor Allen stated I was on CAC and it wasn't just land use.

13. ADJOURNMENT:

MOTION: Councilor Wilson moved to adjourn. Seconded by Councilor Ripma. Motion passed unanimously.

Meeting adjourned at 11:10pm.

Doug Daoust, Mayor

Dated:

DRAFT

ATTEST:

Debbie Stickney, City Recorder

CITY OF TROUTDALE
CITY COUNCIL – Regular Meeting
Tuesday, March 11, 2014

PLEASE SIGN IN

Name – Please Print	Address	Phone #
JIM DAVIS	2026 SW HENSLEY	503)667-4568
Ryan McNaughton	301 SW Cherry Park	503-481-4129
Len Otto	37160 SE Lusted Rd. Boring	503 663 0794
Matt Bell	610 SW Alder St PDX	503-228-5230
Darci Rudzinski	Angelo Planning Group Pdx	503 027 3669
JUSTIN STEIN	TROUTDALE	
STEVE MEANS	TROUTDALE	503 665 7969
Rip Caswell	Troutdale	–
Clarke & Penny Cuz	"	503 799 9667
Karen Schaf	32201 EHCRH	503-705-6912
Marcia Chiandano	107 EHCRH	503-669-7478
RICHARD C BROWN	3660 SE EVANS	503-516-6240
Dennis Ogan	3421 SW 28th Ct 97080	503-577-5303
Brian McNahan		(503)314-9620
Alex Mauck	1360 SW 257	503-492-2500
TANNEY STAFFENSON	1820 Hist Col Run Hwy	503 319-7732

Exhibit A of the March 11, 2014 Council Minutes has not been included in the packet to save on paper.

If you would like a copy of the exhibit, please contact Sarah Skroch, Deputy City Recorder, at 503-674-7258 or e-mail at sarah.skroch@troutdaleoregon.gov

DRAFT

MINUTES
Troutdale City Council – Work Session
Troutdale City Hall – Council Chambers
219 E. Historic Columbia River Hwy.
Troutdale, OR 97060-2078

Tuesday, March 18, 2014

1. Roll Call

Mayor Daoust called the meeting to order at 6:30pm.

PRESENT: Mayor Daoust, Councilor Ripma, Councilor Anderson (left at 9:53pm), Councilor Thomas, Councilor White, Councilor Allen and Councilor Wilson.

ABSENT: None.

STAFF: Craig Ward, City Manager; Ed Trompke, Interim City Attorney; Debbie Stickney, City Recorder; Steve Gaschler, Public Works Director; Erich Mueller, Finance Director; Travis Hultin, Chief Engineer; Amy Pepper, Civil Engineer; and John Bushard, Civil Engineer.

GUESTS: None.

2. Discussion: Storm Water Financial Report

Amy Pepper, Civil Engineer, stated we are here tonight to talk about our storm sewer rate and system development charge (SDC) analysis that the FCS Group performed for the City. The North Troutdale Storm Sewer Master Plan was completed in 2007 and the South Troutdale Storm Sewer Master Plan was completed in 2012. While these plans generated a list of recommended projects that we adopted in our Capital Improvement Plan (CIP), funding for these projects were not specifically analyzed. The projects are supposed to be paid for from the same funds, the Storm Sewer Utility Fund and the Storm Sewer Improvement Fund. We hired FCS Group to perform the needed integrated financial analysis for the storm sewer program, which is now complete.

Amy Pepper reviewed slides 1-7 of the PowerPoint Presentation (see Exhibit A) which provides background information on our storm water program.

John Ghilarducci, FCS Group, stated we were hired by the City to analyze and update the storm water rates and your storm water SDC rate. Mr. Ghilarducci reviewed slides 8-9 (see Exhibit A).

John Ghilarducci stated the interesting thing about Troutdale's storm water rate structure is that there is a cap on the amount that can be charged to your non-residential customers of $25.27 regardless of what their impervious surface area is on their property. Essentially

what that means is that a big-box development is paying the same as a Plaid Pantry or some other smaller customer.

Mayor Daoust stated I don't remember when we implemented that cap.

Amy Pepper replied it was adopted in 1994 when the rate was first adopted.

John Ghilarducci continued with his presentation reviewing the key assumptions used for their analysis (slide 10). In our rate scenarios we are recommending that the City begin to set aside money every year for system reinvestment or replacement of facilities as they deteriorate. The capital plans that are reflected in the numbers total almost $7 million.

John Ghilarducci reviewed the financial forecast using our existing rates (slide 11). The utility generates revenue from the rates of about $250,000 a year. The initial jump in operating expenses from the current fiscal year to fiscal year 2015-16 is a result in large part due to the restructuring of how costs are accounted for between the waste water utility and the storm water utility. There are a number of storm water expenses that are in the waste water budget so that jump is a correction of that accounting, and it will result in a similar impact on the waste water expenses the other way. You can see even after that correction, with cost escalation, the revenues are not keeping pace with the expenses.

John Ghilarducci reviewed the key findings (slide 12), and the impact of the rate cap (slides 13-14).

John Ghilarducci explained the four different rate scenarios – Baseline, Phased-In Reinvestment, Phased-Out Rate Cap and Double Phasing (slides 15-19).

Mayor Daoust stated I don't understand why the baseline is more. It starts out at $11.44 per equivalent residential unit (ERU).

John Ghilarducci stated the baseline is fully funding the system reinvestment. In that first fiscal year, 2015-16, the third row under expenses – rate-funded system reinvestment (see slide 16) is at $244,421 per year. In the phased-in reinvestment scenario that number is reduced quite a bit because we are phasing in the system reinvestment funding so the resulting utility rate is lower.

Councilor Anderson asked if we go with the baseline we are going to take a 180% rate increase in 2015?

John Ghilarducci replied that is right, and you would be leaving the rate structure the same as it is now with the cap. One of the issues is the rate cap. With the cap in place as costs go up you are having to charge those customers who aren't contributing significantly to the problems within the system.

Councilor Wilson asked so a business like Home Depot, under the double phasing scenario, would be paying $125 per month?

John Ghilarducci replied that is correct, for the first year. Mr. Ghilarducci referred to slide #21 which shows sample non-residential bills for different sized businesses under each of the four scenarios, noting that under the baseline scenario they made an assumption that the rate for the cap would increase by the same amount as the rate increase (current cap is at $25.27 and with the rate increase it increases the cap to $70.50 under the baseline scenario).

Councilor Ripma asked under the double phasing scenario for a large business with 1,945,364 square feet of impervious surface their current monthly storm water utility bill is capped at $25.27 and it would go up to $5,499.00 a month?

John Ghilarducci replied that is correct. National companies like FedEx are accustomed to paying rates like this for storm water service. Storm water utilities are commonplace and you don't see rate caps like this anymore; they are very rare.

Mayor Daoust asked can you explain why the double phasing scenario is less than the phased-out rate cap scenario?

John Ghilarducci replied in the phased-out rate cap we are still assuming that you fully fund system reinvestment from the first year, so that was about $240,000 and it increases every year. In the double phasing scenario we are phasing up to that amount in system reinvestment funding. It starts out at a much lower level and it creeps up to the higher expenditure. That keeps the rate lower for a longer period of time and by the time it is fully implemented the rate cap is gone.

Mayor Daoust asked could you explain what rate funded system reinvestment is?

John Ghilarducci replied the utility has barely been funding its operations. It hasn't been setting aside money on a regular on-going basis for capital needs and capital replacement. The measure that we typically use to determine how much you should be setting aside for capital replacement is depreciation. We looked at the cost of the storm water assets that the City has right now and estimated the depreciation on those at about $240,000 in the first year. That is a good measure for how much you should be spending on capital reinvestment/replacement on an on-going basis. It just so happens if you do that, that money comes in and it basically goes right back out on capital projects that are in the adopted plans and by the end of the period you have less than $1 million in that capital fund because of the money you brought in, and we are just spreading it out more evenly over the 10-year period by doing it every year, you will accumulate a little bit in the fund and then when a capital project is scheduled you will spend it. It limits the amount of debt you have to issue.

Mayor Daoust asked what is the best way to go?

John Ghilarducci replied I think the staff recommendation is the double phasing.

Amy Pepper, Civil Engineer, stated tonight we just wanted to start the conversation. We want to continue this conversation and get more direction from the Council in the future. The system reinvestment is a new concept that we haven't been looking at with our other utility funds but we will be doing so. One of the Council's goals was to start looking at fund stability and this is one way to accomplish that.

John Ghilarducci stated from my perspective phasing out the rate cap is important.

Councilor Wilson stated the phased-out rate cap and the double phasing builds up the reserves faster than the other two options. The baseline and phased-in reinvestment are more limited in what capital projects you can do within the year.

John Ghilarducci replied the difference between the first two (baseline and phased-in reinvestment) and the second two (phased-out rate cap and double phasing) is all about the rate cap. The first two leave the rate cap in place and the second two phase-out the rate cap so everyone will pay proportionately according to their impervious surface area. The difference between the phased-out rate cap and the double phasing, that is what you were talking about in how aggressively you try to achieve that system reinvestment funding. In the double phasing you do that over time and you accumulate less cash for capital. In the phased-out rate cap you get rid of the rate cap but you fully fund the system reinvestment in the first year but it has a big rate impact.

Councilor Anderson stated I look at a large business that has over 250 times the impervious surface than my house has yet they are paying only four times more than I am for storm water. That is an irregularity and is something we need to address. In this utility fund is one-hundred percent of the money for products and labor directly equated to storm water?

Amy Pepper replied right now the personnel expenditures was a transfer from the waste water utility. That transfer has only been about $30,000 to $35,000 a year. As the storm water regulations have ramped up and we have put more pressure on the waste water utility services for storm water cleaning, it is actually 2.2 FTE that actually do work for the storm water system. We have proposed in this coming budget to change that and the transfer will go up or we will start allocating actual staff time.

Councilor Anderson asked I saw that in the staff report but the question I am after is, is there an administrative cost recovery going out of this fund when we do work out of it?

Amy Pepper replied there are different transfers. There are transfers to the general fund, there are transfers to public works management which pays for my time for overseeing the permit compliance portion of the work.

Councilor Anderson asked so you get paid a portion of your salary out of this fund when you do work that is related to storm sewer?

Amy Pepper replied yes.

Councilor Allen stated generally I like to see rates be proportional to usage and that sounds like what we are trying to get to here. I do have a concern. I don't want to be in a position where I am driving businesses away from here. Are we at risk of that with any of three scenarios we choose?

John Ghilarducci replied we included the comparable rates from other jurisdictions (slide 22).

Councilor Allen stated I saw that. I was thinking more of the overall bill. I don't know if any of those jurisdictions have caps.

John Ghilarducci replied none of them do. As far as driving businesses away, I haven't seen that. One of the reasons I haven't see that is because storm water fees are so commonplace now. Businesses look at the combined impact of water, sewer, tax structure, etc. in making a development decision.

Councilor Thomas stated you mentioned shifting the funds from the waste water fund. Would that potentially reduce the sewer rates or do we know?

Amy Pepper replied the preliminary analysis showed that for the next four years we would need an approximate 5% rate increase. The financial analysis does not show that, however it did not include a system reinvestment component to it. That is one piece of our financial model that we need to complete.

Councilor Thomas stated you just took 2.2 FTEs out of that fund there should be some reduction somewhere.

Amy Pepper replied it is not quite as easy as that. There are some capital projects coming up next year. The way capital funding works is it does have impacts to the budget. Some years you have a lot more projects budgeted and you expend a lot more money and then the next year you don't have so many.

Councilor Thomas stated I'm not sure you answered my question. It will be very difficult to explain to the voters. They are going to look at this and they aren't going to be happy especially if they don't see some reduction somewhere else.

Mayor Daoust stated so the rates go into the utility fund and the SDC's go into another fund.

John Ghilarducci replied that is correct. Mr. Ghilarducci reviewed slide 22, comparable storm sewer rates of other jurisdictions for single-family residents, and slides 23-27 regarding SDC's. As a result of this analysis the maximum storm water SDC rate that can be charged is $620, which is a reduction from your current charge of $920.

Mayor Daoust stated I am not sure what action you want the Council to take tonight but here is my take on this. Back in 1994 I don't think we were thinking about reinvesting in the system because we knew in the next twenty years we would have huge growth in the City, which we did. There was a lot of development and a lot of SDCs were captured since 1994; we more than doubled our size. I can see the SDCs going down now, but I can also see that the system reinvestment, 20-years later, now we need to catch up on some stuff that we may not have thought about 20 years ago when we capped this rate. The cap makes absolutely no sense to me. Do you want a recommendation from the Council? The double phasing scenario seems to be the most pliable for everyone involved; it has the least impact for everyone. Getting rid of the rate cap is obvious to me.

Councilor Ripma stated if we are getting rid of the rate cap it has the lower cost for everyone.

Councilor Thomas stated the double phasing has the least impact on the residential customer.

Councilor Anderson stated when I look at a large business under the double phasing scenario we go from our current rate of $25.27 to $125.00 in FY 2014-15 up to $5,499.00 in FY 2017-18. That is a lot of money flowing into this utility. I tend to agree with Mayor Daoust and Councilor Ripma that the rate cap, while it was a good idea at the time, it is not a good idea now and there is an anomaly here. I think if we capture this revenue we can spare the residents; we wouldn't have to implement the residential increase at the level being proposed.

Mayor Daoust stated the current residential rate is $4.10 and under the double phasing scenario it would go to $6.94. Is that due to the reinvestment?

John Ghilarducci replied it is in part the system reinvestment which is being phased at that point. But it is also the increase in expenses for the storm water due in part to the storm water expenses going up, but also that reconfiguration between waste water and storm water and bringing those costs in increases the storm water operating budget.

Mayor Daoust stated I don't know what affect that would have because we have a lot more residents than we do businesses. It seems like we get more utility fees from residents. Is that correct?

John Ghilarducci replied yes.

Mayor Daoust stated if we are going to deal with some of this system reinvestment do we need to increase the rate for residents?

John Ghilarducci replied you do. Slide 19 shows it best. The $6.94 is the residential rate that is needed with the phasing out of the rate cap in order to generate the money you need. We start with the costs then we start to eliminate the rate cap, so we are already bringing in that additional money from the non-residential customers. That is the lowest

residential rate, but we can't get it down to the current rate of $4.10 without costs being changed dramatically.

Councilor Anderson replied I understand it but I can see the headline, Troutdale Council votes to increase storm water 69% because that is what we are doing here. I just can't. I can phase it in, but I cannot take a 70% increase.

John Ghilarducci stated you could start the system reinvestment funding later; one or two years later and get that rate as low as it can go to cover the storm water expenses. I don't know how low that would get the rate, but it would be lower than the $6.94.

Councilor Wilson stated after the sewer treatment plant bond is paid off, do you see any of the rates going down?

Amy Pepper replied our financial analysis has not shown that the rates would go down. The preliminary analysis that we had done with the Master Plan showed that after the bond was paid off there would be a few years without rate increase. Again, that analysis needs to be re-ran and brought back to you.

Councilor White asked by phasing out the rate cap for businesses you showed on the slide that would be paying 39% more of that revenue, so wouldn't that make the rate for the residential customer go down 39%?

John Ghilarducci replied it does. I am not sure if it is 39%. In the baseline scenario, fully funding system reinvestment and leaving the rate cap in place the rate is $11.44. If you compare that to the phased-out rate cap you can see the impact of phasing out the rate cap. We are fully funding the system reinvestment and the monthly rate per ERU is $9.53. That is about a $2.00 difference when you start to phase out the rate cap. That is not the full 39%. When the rate cap is completely phased-out the rate is $9.58 compared to $13.20 for the baseline.

Councilor Thomas stated when you go to the double phasing that changes.

John Ghilarducci replied that is because we are taking time to phase-in the system reinvestment. I don't want to over emphasize the comparable rates because everyone's system needs are different, but at $6.94 you are still on the low end of the comparable utilities.

Amy Pepper stated it sounds like maybe you would like some additional scenarios ran that would have less of an impact on the residential customer. We can bring that back to you.

Councilor Ripma stated if we eliminated the rate cap, kept the residential rates the same with maybe the escalations in price that you identified in one of your slides as an option, some extra money would come in that could go toward reinvestment. I think you should run that projection. I realize it wouldn't be as much. Getting rid of the rate cap should bring

in quite a bit of money that could go towards that reinvestment. It wouldn't meet what you are asking for, but it would meet what I am thinking of.

Mayor Daoust stated under the double phasing they are starting with the reinvestment at a low level.

Councilor Ripma stated I am saying start it at a lower level.

John Ghilarducci stated even if we started it at $0, I am not sure we can get the rate to $4.10.

Councilor Ripma stated it is at $4.10 now.

John Ghilarducci replied but your expenses are higher.

Councilor Ripma stated so we are losing money.

John Ghilarducci stated in a sense the storm water utility is being subsidized by the waste water utility right now and that is what we are trying to correct. With that correction it is going to take a rate closer to the $6.94. If we get rid of the system reinvestment funding in year one we can bring that $6.94 down. Removing the rate cap in year 1 would help also. I think that is what you were saying Councilor Ripma, and I am happy to bring you that information.

Mayor Daoust asked just 1 year of no system reinvestment would make a difference?

John Ghilarducci replied we would remove that $60,000 expenditure in the first year. You would still see a gradual escalation over time, but the initial rate would be lower.

Mayor Daoust asked is that just putting it off a year?

John Ghilarducci replied yes.

Councilor Anderson asked what is the new debt service that you are talking about?

John Ghilarducci replied we project fund balance, incumbents on the fund with the system reinvestment, and the planned capital expenditures. Once we get out into year seven there are so many variables.

Councilor Anderson stated we are putting a fixed cost on something that is a variable.

John Ghilarducci replied that is my caveat. In order to make the analysis work you have to bring in some external funding to get the capital projects built. In reality you might delay projects at that point instead of issuing debt.

Councilor Thomas stated I don't like the rate increase but we are essentially shifting the costs to where they are being incurred and trying to build up a fund to handle future infrastructure.

Councilor Allen asked how much of this revenue is needed to just sustain what we have today verses improvements to meet new regulations, versus improvements that we want to see happen?

Amy Pepper replied a good portion is just sustaining our program today. Some of the projects in the Capital Improvement Plan include some projects to add treatment to our system where there isn't treatment now. It is going to be a likely component of our next NPDES permit.

Mayor Daoust stated the Council always has to be fiscally responsible. The fact that we are subsidizing one fund with another fund, I don't like that. If it takes a $2 per month rate increase, sometimes we just have to bite the bullet to be more fiscally responsible with our obligations to take care of our infrastructure, which we are charged to do. Do you need any more information?

Amy Pepper replied no.

3. Discussion: Fuel tax discussion and direction for staff.

Councilor Anderson stated I may need to leave during your presentation. I read the staff report and the minutes from our last discussion. My thoughts are the same today as they were back on February 19, 2013. As the Mayor just stated we are charged with taking care of our infrastructure and streets are part of our infrastructure. Street maintenance is part of what the public expects their general fund tax dollars to go to along with public safety, fire, life and safety. We need to address this problem. A year ago we discussed doing the gas tax and we figured that would be the path of least resistance; at least that was the phrase I used. Come to find out now in order to do that we will have to take it to the voters. I am in favor of advancing this to the voters if 100% of the collected revenue goes directly to the product and the labor to improve the streets. If it doesn't then we can rescind the gas tax. I think that should be part of the language. I also think that we need to make street maintenance a budget priority and, as Wood Village has done, use some of the general fund. I think we need to look at that as well.

Steve Gaschler, Public Works Director, stated this is probably the most challenging issue in our department. I didn't want to come to you after only being here for 7 months and start saying we need more money. That is really not what we are trying to do. I want to have some time to look at the whole picture, expenses and revenue, and balance that out so we can see what is best for the City. I don't want to come to you saying we need this much here and 6 months later say we need this much here. I would like some time to get all the studies and analysis done over the period of a year to 18 months, whatever it takes, and be able to show you what the whole picture looks like and then we can figure out the best way to start eating this elephant.

My goal for tonight is to show you a brief presentation on our Street Preservation Program which is fundamental to this discussion. Then I will provide you with some information on gas tax. I will answer your questions and then get some direction from you on where we go from here.

Travis Hultin, Chief Engineer and John Bushard, Civil Engineer showed the Council a PowerPoint Presentation on our Street Preservation Program (attached as Exhibit B).

Councilor Thomas stated the last time we looked at the gas tax it was purely a legislative action. What changed between 2009 and now that requires this to go before the voters.

Steve Gaschler replied as I was putting together information for my staff report I stumbled upon ORS 319 and in the very last paragraph of that statute it says that when they begin allowing cities to implement a gas tax in 2014 if the city has a tax already and they want to increase that tax it has to be voted on, and if a city doesn't have a gas tax and they want to implement one that also has to be voted on. I don't think that was information that you were aware of at the time you made the decision to have us come back to you with a gas tax proposal. If we are going to go forward with a gas tax that would necessitate a robust public outreach and education program if you want to have any chance of it passing.

If we do pass a gas tax the City has the option of using ODOT or the State to collect the tax on our behalf, or we can collect it ourselves. Most cities opt to have the State collect it since they are already collecting it. You would have to pay the State a fee to collect it for you, but it is the actual cost and for a city our size it would be around $1,000 to $2,000 a year. The State fuel tax was $0.24 back in 1993. It was raised to $0.30 in 2011. Some people wonder why we have got so far behind the curve with this. In that 18 years construction costs and materials went up 70%. That dollar in 1993 is only worth $0.58 or less today. We haven't kept pace with the cost of inflation at all. State gas tax sharing – we get a share of that $0.30 State gas tax. 60% the State keeps for the highway department. 24% goes to all of the counties. The counties are paid based on vehicle registrations. All the cities share the remaining 16% and that is based on the population of the city. Multnomah County's fuel tax is currently $0.03 per gallon.

Councilor Allen stated I was initially against the gas tax and then the State went ahead and raised it $0.06. I was trying to maintain our competitiveness and that went out the window. My feeling is that the roads are important and we need to keep them above the 70 PCI rating, so I currently favor implementing a gas tax.

Councilor Wilson stated in the staff report you mention that to do a study on the need for a gas tax it would cost us $25,000. As I went through the League of Oregon Cites information, Astoria and Warrenton paid $3,000 for a study.

Mayor Daoust stated that was 7 years ago.

Steve Gaschler replied I am not sure if we are comparing apples to apples. I don't know what their study was. You just saw an analysis that FCS did, that is who I would like to have look at this. This is a big issue and I want to have some really solid financial numbers to look at. $25,000 is the high end; we can probably have it done for less.

Councilor Wilson asked do you believe that it would help us to sell it?

Steve Gaschler replied if we are going to go out to the public with this we better have some good numbers to show.

Councilor Wilson replied I agree with that.

Mayor Daoust stated when we discussed this a year ago I think we were only looking at a $0.01 or $0.02 per gallon tax. I don't know what range you would have analyzed. Do you have a feel for that?

Steve Gaschler replied I really wouldn't approach it from this is the answer that I want to get to. I think we have to look at our total expenses and what we are trying to do to preserve our streets and maintain our road system as well as what revenue we are going to have coming in to do that with, and what additional revenue we will need. That will show us what that number looks like. I don't know what it is going to be. Other cities that have a gas tax vary from $0.01 to $0.05, the majority are at $0.02 to $0.03. What that brings in for Troutdale is a wild guess because every city is different. You don't know what people are going to do. Are they going to go buy their gas someplace else? Will the people passing through quit buying their gas here? It is hard to say what revenue it will bring in. I would guess that a $0.01 gas tax would bring us at least $100,000 and maybe up to $200,000, but that is a wild guess. A lot of it depends on location and what highways are going through town; there are a lot of different factors. That would be part of the analysis. Until we implement it I don't think we will really know.

Councilor Ripma asked would we go to the voters in November?

Steve Gaschler replied I think that would be challenging. I would like to take our time and go through this.

(Councilor Anderson left at 9:53pm.)

Councilor Ripma asked are you talking about November 2015?

Steve Gaschler replied that would be more doable, but we are here to serve at your direction.

Councilor Ripma asked is there any requirement for a percentage of voters or anything like that?

Steve Gaschler replied I didn't see anything in the statute so I assume it is just a simple majority.

Councilor Ripma stated that is something we will need to determine. So you are not talking about this November and at the earliest it would be May 2015.

Steve Gaschler stated that would give us time to look at all of the rest of the utility funds. I think that would be better if you had an idea of the whole picture of everything and how you want to roll that out.

Councilor Ripma stated we will have a big enough hurdle getting a gas tax voted in. Are you proposing that we package it with a couple of other rate increases? That doesn't seem like a good idea.

Steve Gaschler replied I don't know that we go out and have a vote on the rate increases because that is not a requirement. We will have to go out for a vote on the gas tax. I don't want to piecemeal this in and lead you down this path where you think you have solved all of your problems by doing this, then find out you haven't because we have these other items. I want to show you all of the problems in its entirety so that you know what we are dealing with and we can figure out a strategy in how to deal with the whole thing and not just one piece at a time.

Mayor Daoust asked how are you defining the whole thing?

Steve Gaschler replied all of your utilities. The gas tax and the street piece is one of the items. You have storm water that you just looked at. We have waste water that we need to go back and relook at. We have the studies done but we need to do some in-house analysis on that to see what affect the changes we are making to the storm water has on the waste water. We haven't done anything with the water utility yet and I think we have some issues there.

Mayor Daoust asked so you want to hire one consultant to tackle the whole thing?

Steve Gaschler replied FCS has already done the waste water and the storm water. I would like to talk to them about doing the gas tax, and we should start looking at the water utility as well. We have money in the budget to do the transportation piece of this and we probably have enough money in the water contracted fees to do that study as well.

Mayor Daoust stated I was all for a gas tax a year ago. I think we should look at that. We are at a distinct advantage here in Troutdale for a gas tax in that most of our gas stations are down on Frontage Road where it is mostly pass-through traffic and they are not residents of Troutdale.

Councilor White asked do we know if the State is planning on raising the gas tax?

Steve Gaschler replied I don't know. I haven't heard any talk. They just had the $0.06 increase but that hasn't cured all of their problems. They have a lot of highways to maintain and they are kind of fighting the same battle as the costs keep increasing. I wouldn't be surprised if they came forward in a few years with a small increase.

Mayor Daoust stated the federal grant money is kind of drying up for road projects.

Councilor White stated for me I came to the conclusion that it was the fairest way if we need to create revenue because it charges the users the fee. It is not a real strong statement to say that there are 20 other cities that are doing this. That leaves 325 that aren't doing it. I am curious how they are managing. We have such new streets in our town.

Steve Gaschler replied a lot of cities do this a lot of different ways. The city I just came from didn't have a gas tax or a user fee, but all of their franchise fees went to streets. They also put half of their hotel occupancy tax towards their streets. With gas tax and these other funds they had a street budget of about $1.2 to $1.3 million and they had a robust pavement maintenance program.

Councilor Allen asked do we think there is a chance that the State will take away our opportunity for the gas tax?

Ed Trompke, Interim City Attorney, stated there was a lot of pushback from the association for the gas fuelers and it was caused by Tigard and a couple of other cities. I think Tigard was the last to pass the tax and then several other cities were talking about it. That caused the gas fuelers to go to the legislature. I don't think there is any talk about them doing that again because the cities have pushed back a little and got the voter approval piece in place.

Councilor Wilson stated Oregon City implemented a fee on the utilities of $7.50. There may only be a handful of cities with a gas tax, but there are others who have a utility fee.

Councilor White stated I have noticed a big reduction in customers on Frontage Road. I don't know why; maybe it was the $0.06 gas tax increase. Troutdale has always been known for cheap gas.

Mayor Daoust asked do you have the direction you need?

Steve Gaschler replied I think so. What I heard is to start working on a gas tax.

Mayor Daoust stated I think we should have ODOT collect the fees.

4. Discussion: A draft resolution approving a plan framework and timeline for development of a replacement City Hall solution.

Councilor Ripma stated after looking this over I would suggest that we ask staff to redo it. This is not the free and open discussion that we talked about; it is a timeline to build a

new city hall. It doesn't consider or even mention the fact that old city hall can be refurbished. We had a proposal to refurbish it for a reasonable price and that needs to be in the mix to be considered. I am happy to have staff go through the timeline, but I actually think it is wrong from the start and needs to include the repair or replacement of the old city hall. I would think the public would want us to consider both.

Mayor Daoust stated I don't know that it excludes it.

Councilor Ripma stated it does. It needs some work and it is late. On the resolution, section 3, authorizing the city officials to determine in their best interest any kind of contracts which shall be conclusive – I don't like the resolution at all. We have never even discussed how we want to go forward and now we are being presented with what I think is a very detailed plan to build a new city hall. We haven't even had the first discussion about whether we want to do that. I would suggest that we direct staff to come back with maybe the first side of the timeline – a town hall meeting, space needs analysis, rough cost estimates but include the use of our old city hall building which now we know can be repaired. We have an estimate of $1.3 to $1.6 million plus about $100,000 in other costs. It deserves to be in this mix. Rather than discuss this plan I would recommend we have staff come back with something more like that.

Mayor Daoust stated I hear what you are saying, but I want to discuss this plan. This plan doesn't preclude what you are talking about. There is a lot of time between each step where we can interject the option of going back to the old city hall.

Councilor Ripma stated the resolution doesn't mention refurbishing or repairing old city hall at all.

Mayor Daoust stated lets go through the discussion and get to that point where you want to get to. I don't think your option is precluded in this. If we want to redo stuff that is what we are here to talk about.

Erich Mueller stated clearly I did not stress enough what this was and was not. My intent here was to provide a process and it was not intended to preclude any direction that the Council may choose to go including going back to old city hall. My intent here was to try and create a process that was open and transparent so that there was plenty of opportunity for stakeholders, the public and others that are interested to see what process the Council will use to gather information, to consider building a new city hall as one of the options. My goal is simply to provide a process and not to determine that there is any particular outcome that you are committing yourself to, other than a process of gathering information for which you will then consider, discuss and decide what to do with. If the process is something that you don't like, you are free to make changes.

Erich Mueller reviewed his staff report (copy included in the packet).

Erich Mueller stated my goal was to establish something that was open and transparent so you could walk your way through a logical process. You could stop it at any stage

along the way and decide not to pursue it further, or decide to go in a different direction, or you could pursue this process and a process of evaluating refurbishing old city hall in parallel. I am confident that sooner or later you are going to have grapple with which direction you want to go and you will need objective information on both options. It is not intended to preclude that. The reason the timeline goes all the way out to occupancy is because I received questions about when the sewer bond will be paid off, and how that would fit in with the timeline, and how long will it take to build something and where we are at with our current leases. I simply tried to illustrate what the timeline was. There are a lot of steps in this process before you can get to any kind of complete conclusion. Section 3 of the resolution is only intended to be related to what is necessary to implement the timeline in terms of gathering the information. We are not in any position to select the site or make those kinds of policy decisions. I have no problems with making whatever revisions to language that you might like to have made.

Mayor Daoust stated this is the same approach that we took with the police facility. We went through all of these steps with the police facility. If we get public input and the Council decides we want to build a new building we will go through the same process we did with the police facility. To me this very clearly allows for site options in the later part of this year. The old city hall option would come in within this timeline when we talk about where we want to locate city hall. We have to discuss that; we haven't even talked about that yet. I like the idea of public input during certain phases and being transparent.

Erich Mueller stated that timing you are talking about would work well in terms of looking at old city hall as an option. The first phase is the needs analysis stage – how much floor space do we need for the functions that you want to have. That is something you need to know whether you are going to put it in an existing building or into a new building.

Councilor Wilson stated we can put the old city hall in our needs analysis and at that point if the space doesn't work then we will know it.

Councilor Ripma stated I am okay with that.

Councilor Wilson stated the figure you mentioned about rehabbing old city hall is a number I haven't heard of, or it hasn't been brought to us.

Mayor Daoust stated we have not seen that.

Councilor Ripma stated the guy who remodeled Wood Village City Hall sent it to Craig.

Councilor Thomas stated what I am interested in is the needs analysis which will tell us whether or not the building fits and what we need. The site option study would include looking at the old city hall structure or that property. Once we see that information than we can make an educated decision.

Councilor Allen stated the need analysis stage is just figuring out how much space the city needs to do its functions. Does that include giving the parks department back their building?

Mayor Daoust replied that is part of what needs to be analyzed.

Councilor Allen asked do we talk about the different functions at City Hall and how much space each function needs?

Councilor Thomas stated that is what the needs analysis will bring back to us.

Erich Mueller stated the intent would be that at the Mayor's Town Hall meeting you could gather public input on what type of services the citizens expect to find when they go to city hall. Another piece of information is what services the Council expects to have at city hall. And another set of input is from staff. The architects and space planners will take that information and come back with information on what functions will be at city hall and how much space is needed to accommodate that. That will take you to the next stage which is the site comparisons. You can take the amount of square footage that the professionals determined were needed and overlay that against the old city hall to see if it will fit. That is part of the discussion the Council can have during your site selection part of the process.

Councilor Allen stated that sounds logical.

Mayor Daoust stated the only thing we might want to do is go through the resolution and see if there is any restrictive language that would prohibit us from looking at the old city hall.

Councilor Ripma stated I have a few suggestions.

Councilor White stated on the police station the first thing we did was form a citizen committee. I know we established a committee for city hall but it hasn't got started.

Councilor Ripma stated we can have the needs analysis done and then determine whether that is an option; it should be discussed.

Councilor White stated when we narrow down the site options, I think that needs to be done in executive sessions.

Erich Mueller stated there are certain limitations about what stage you can be at in terms of a real estate transaction. Maybe later in the process, but the initial consideration of a number of sites based on characteristics is not something that qualifies for an executive session.

Councilor White stated I agree with Councilor Ripma that the old city hall will have to be looked at. It is an historic building. The cost estimate will be far less than building anything else so we really have to look at that first.

Mayor Daoust stated I walked through the old city hall when those two guys came and looked at it and I don't think we have an accurate cost estimate for that. They were talking about the functionality of the building, not just the fact of repairing the foundation and the roof. It was going to be a lot more than just that. Cost wise we don't what that would be.

Councilor Ripma stated the interior would have to be redone.

Councilor Wilson asked under phase one can we add the wording "consideration given to old city hall" on the timeline after needs analysis.

Mayor Daoust stated I don't know that we need to identify one of the options in particular.

Councilor Ripma stated I think it is okay the way it is. I went through the resolution and I have a few suggested changes (suggested changes are in ***bold, italicized and underlined***).

- Finding #5 – A longer term location solution is necessary for a City Hall replacement ***or repair***.
- New Finding after #6, a ***new #7*** – ***Proposals have been offered for potential repair and refurbishment of the old City Hall.***
- Finding ~~#7~~***8*** – The public has expressed considerable interest, opinions, and questions regarding a potential replacement City Hall***, or repair of old City Hall***.
- Finding ~~#8~~***9*** – Determining the functions and services to be provided at City Hall, and the resulting required size and location for a replacement ***or refurbished*** facility in a systematic, professional and transparent manner, is in the best interest of the City.
- Section 1 – Approves the plan timeline for the potential new ***or refurbished*** City Hall in substantial conformity with Exhibit A of the Staff Report.

Councilor Ripma stated with those changes I could support the resolution.

Councilor Allen stated I would think that the timeline would change quite a bit based on what our decisions are. Is the timeline flexible? I would be fine if we decided what to do sooner but not implement it until later.

Mayor Daoust stated we can do that.

Erich Mueller stated the timeline was simply intended to illustrate all of the various steps in an approximate sequence. I specifically did not put hard dates on any of it because they will move depending on the number of iterations you decide to go through, or how much public comment you get, or what other options you may pursue.

Mayor Daoust stated so it looks like we are buying off on this with the proposed changes to the resolution, and it looks like we are saying go ahead with phase 1.

Councilor White asked what about the committee?

Mayor Daoust stated my Town Hall meeting will raise some questions and that might be one that gets raised up front. This being a transparent and open process to include the public more throughout the whole process, maybe rather than having a committee we would have public input throughout the process.

Councilor Ripma asked when is the Town Hall meeting scheduled?

Mayor Daoust replied I don't have a set date yet.

Councilor Ripma stated it is not inconsistent with also having a citizens committee.

Councilor Thomas stated unless you have the needs analysis done it doesn't make sense to have a citizens committee because we don't have anything to present to them.

5. Adjourn:

Meeting adjourned at 10:39pm.

DRAFT

Doug Daoust, Mayor

Dated:_____

ATTEST:

Debbie Stickney, City Recorder

Exhibits A & B of the March 18, 2014 Council Work Session Minutes have not been included in the packet to save on paper.

If you would like a copy of the exhibits, please contact Sarah Skroch, Deputy City Recorder, at 503-674-7258 or e-mail at sarah.skroch@troutdaleoregon.gov

AGENDA ITEM # 4.2

CITY OF TROUTDALE

STAFF REPORT

SUBJECT / ISSUE: A Draft Resolution Approving a Transparent Process Plan For Evaluating The Needs And Options For a Potential New City Hall.

MEETING TYPE: City Council Regular Mtg.	**MEETING DATE:** April 8, 2014 **STAFF MEMBER:** Erich Mueller **DEPARTMENT:** Finance
ACTION REQUIRED Consent Agenda Item **PUBLIC HEARING** No	**ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:** Not Applicable **Comments:**

STAFF RECOMMENDATION: Approve the resolution as presented.

EXHIBITS: A: Proposed New City Hall Plan Timeline
B: Letter from Ankrom Moisan regarding renovation of old City Hall

Subject / Issue Relates To:

☒ Council Goals ☐ Legislative ☒ Other (describe)

Issue / Council Decision & Discussion Points:

- Council Goal: "DEVELOP A LONG TERM PLAN TO REPAIR OR REPLACE CITY HALL"
- A "Process" for considering a New City Hall that is open and transparent
- Determining the functions and services to be provided at City Hall, and the resulting required size and location, for a replacement facility in a systematic, professional and transparent manner to provide cost effective delivery of City services
- The resolution has been updated to reflect renovation of old City Hall as an option

Reviewed and Approved by City Manager:

BACKGROUND:

The continued use of the original 1923 City Hall was determined to be unfeasible due to concerns relating to the structural integrity of the aging building, and that it is in the best interests of both staff and the public, operations were relocated in May 2012.

Over the past two years there has been considerable interest from the public, development community, staff and press in the expected replacement solution for City Hall. The City has also received five unsolicited proposals to build a new City Hall, each using a different set of assumptions and costs. The City Council has expressed their commitment to a deliberate and open process, rather than responding to separate proposals as they come in.

Subsequent to the March 18, 2013 Council meeting discussing this topic an additional proposal to renovate old City Hall was received. A copy is attached as Exhibit B.

The various stakeholders have offered many and widely varying opinions and preferences for the potential new facility. However, to date there has not been a cohesive strategy, beginning with a clear definition and agreement on what is required "in" a new City Hall facility.

APPROACH OVERVIEW:

Council Role:

- Commitment to "explore" a potential new building for City Hall
- No up-front commitment to any particular outcome
- Commitment to an open process, to gather info and evaluate at each stage
- Receive any *"public comment"* at each stage of the process
- Approve process plan and timeline

Staff Role:

- Implement the process plan and timeline
- Contract professional space planners designers and architects
- Collect and present professional reports and estimates for Council review and public consideration

The proposed plan is **not** the building solution, but rather a "process" to enable us to work, over time, toward a potential solution. Approval of the process plan is therefore **not** a decision to build a new building, but rather to gather the info necessary to "consider" that as an option.

The Council may choose to purse building a new building, to renovate old City Hall, or choose to take no action. The intent of this proposed plan is gather information and provide public input along the way.

The proposed process timeline will allow the public and other interested parties to understand the steps, and provide multiple opportunities for the public to participate in an open, transparent and successful process. The process timeline borrows the administration program used to successful implement the Police Facility Project.

In an attempt to illustrate the lengthy process ahead, proposed timeline assumes some steps for the possibility of a bond to fund the project, as well as time to actually construct the facility. The Council and the public will receive information along the way as the various steps are completed. Of course the Council may choose to pause the progress at the conclusion of any stage, before the next phase begins.

The process seeks to address the basic questions of:

- WHAT functions and services does the public expect to be "in" their City Hall...?
- HOW much space is needed for those functions...?
- WHERE should it be located...?
- WHAT is the "estimated" cost...?

The process seeks to address the proper sizes required for various activities through the expertise of professional space planners, designers and architects, to gather objective and typical size requirements, rather than through personal opinions, estimates or guesswork.

PROCESS PHASES/STAGES:

Phase 1- Needs Analysis
Phase 2- Site Options Study
Phase 3- Schematic Design
Phase 4- Design Development

Phase 1- Needs Analysis

The gathering of public input for a new facility. Addressing in particular the mix of functions and services the public expect at City Hall. The architects would process the input from the Mayor's Town Hall as well as reviewing the existing operations and interviewing department heads and staff.

Architectural Programming takes the result of all the various stakeholder input and develops objective and typical size requirements for functions identified. Developing an itemized breakdown of spaces and required areas for those spaces, adjacency analysis information to insure that the layout is the most efficient. Also identifying the typical or any special criteria for structural, mechanical electrical, plumbing, accessibility, parking, and furnishings, fixtures and equipment.

This provides the necessary square footage accumulation to determine an overall building footprint needed for phase 2, evaluation of site options. Estimated professional fees of $17,000, but will depend on volume of stakeholder input, provides space planning, block diagrams and presentation at a Council work session.

Phase 2- Site Options Study

Based upon the requirements for building footprint and parking capacity determined in Phase 1, a site requirements matrix is established. Various sites under consideration would be scored based upon the matrix factors order of the priorities for evaluation: for example- adequate square footage of the site, physical site lot layout, configuration and topography, parking capacity, possible expansion, land acquisition costs, zoning, etc..

Estimated professional fees of $18,000 to $24,000 depending on the number of sites to be evaluated. The work product provides a decision matrix, civil engineer infrastructure analysis, architectural analysis, block plan layout on site, first level construction cost estimate and presentation at a Council work session.

Phase 3 - Schematic Design

Based upon the site selected in Phase 2, schematic design includes sketches for floor plans, sections, elevations, and perspectives are developed. The process is iterative and continues until a plan emerges that resolves all or as many of the design parameters as possible. Preliminary finishes and furniture ideas are also developed during this phase. Following a couple of Council work sessions and approval of the preliminary design then another round of cost estimates is developed. Professional fee estimate is in the range of $28,000 to $34,000 depending on the site selected in Phase 2.

Phase 4- Design Development

During design development, the designer develops plans, elevations, sections, and other related details to a high level of finish; refines colors and finishes; selects any purchased furniture, fixtures, and equipment; and prepares a cost estimate and budget for construction and FF&E items. Again the process is iterative, and following a couple of Council work sessions and approval of the design, then another round of cost estimates is developed. Professional fee estimate is in the range of $56,000 to $67,000 depending on the design choices of Phase 3.

COSTS: "Construction" vs. *"Project"*

Before numbers begin to be debated and expectations develop, an important distinction is that "construction" costs are only part of the total "project" cost.

Construction cost, or cost to build the building, or what is paid to General Contractor, are all ways of referring to the largest component of the total project cost, which is generally 75% to 80%. But overall project costs include many additional items such as:

STUDIES- items such as:
Phase 1 & 2 feasibility studies, environmental assessment, hazmat abatement study, ALTA survey, traffic study, basic geotechnical survey and title report.

DEVELOPMENT COSTS- items such as:
Actual construction cost plus, land and rights acquisition, right-of-way, partitions, lot line adjustments, demolition, site work, off site infrastructure improvements, appraisal and structural construction testing.

PRECONSTRUCTION COSTS- items such as:
Consulting, design and professional fees for Architectural services, interior designs, furniture systems design, civil, structural and mechanical engineering, data/communication and security design consultants, landscape design, cost estimating services and planning and zoning coordination.

CITY/COUNTY/STATE FEES/PERMITS- items such as:
System development changes for transportation, sewer, stormwater and water, site and design review type III, conditional use type III, pre-application conference fees, building, electrical, plumbing and mechanical permit fees, fire/life and safety review, and DEQ & EPA permits.

ADMINISTRATION COSTS- items such as:
Professional project manager costs, furnishings, fixtures and equipment (FF&E) for phone/data, security, generator, UPS, and multi-media, plus furniture and systems-furniture, relocation expenses and bond measure expenses.

All the above potential cost items need to be estimated to more fully inform the Council as you consider the possible cost and funding requirements, before making any "building" commitment.

SUMMARY:

The resolution begins the process, but does **not** commit to "build" anything, only to gather more information for future decisions, and authorizes the City Manager or Finance Director to begin implementation of the process plan.

PROS & CONS:

A. Approve the proposed resolution to provide the public and other interested parties to clarity as to the intended process.

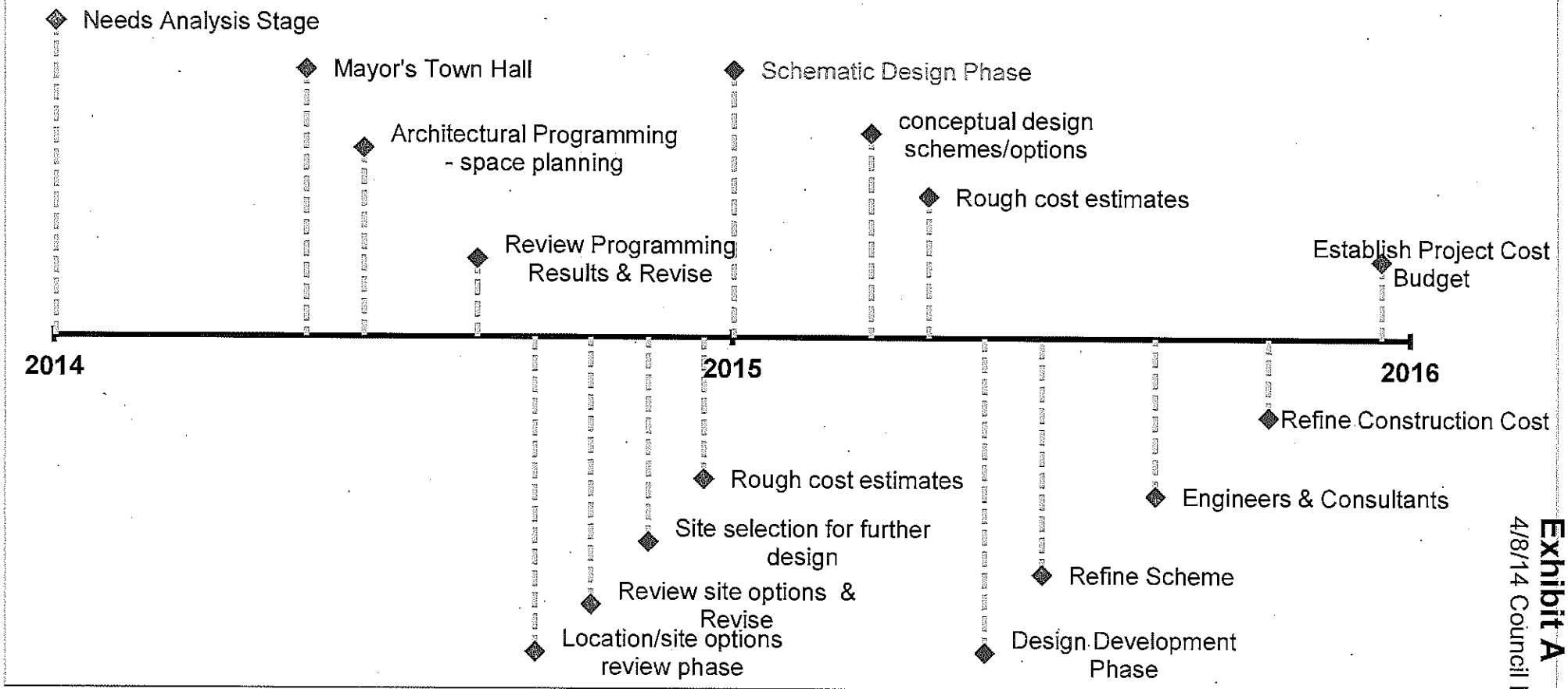
B. Not approve the proposed resolution, develop a new plan or chose not to explore a new facility.

Current Year Budget Impacts ☒ Yes *(describe)* ☐ N/A
First Year: unknown, dependent upon input volume

Future Fiscal Impacts: ☒ Yes *(describe)* ☐ N/A
Future Years: unknown, dependent upon number of site options and cycles in iterative process

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

New City Hall Plan Timeline (pt. 1)

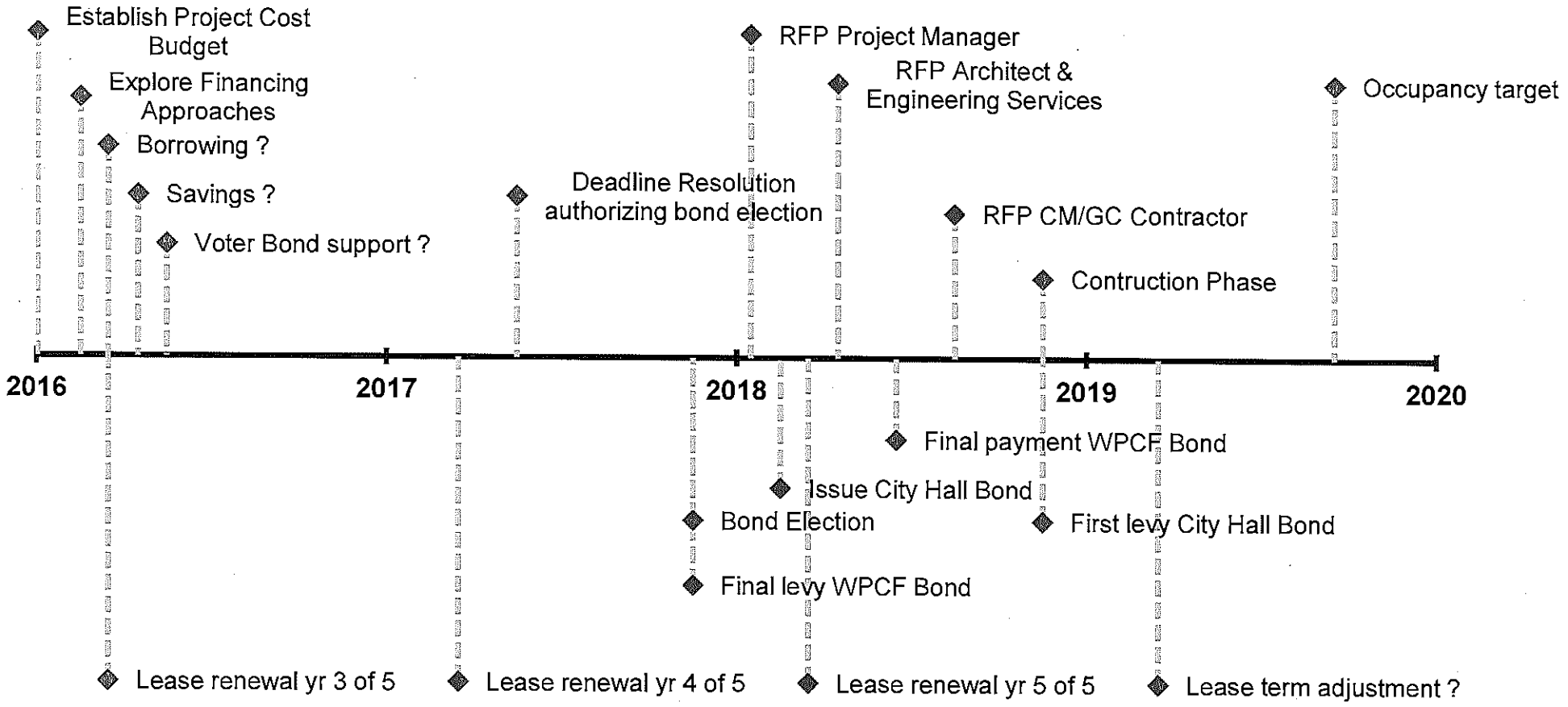


Y:\City HALL Replacment issues options\New City Hall Plan__\Framework Timeline v_6

3/11/2014, 11:19 PM

Exhibit A
4/8/14 Council Mtg. – Item 4.2

New City Hall Plan Timeline (pt. 2)



Ankrom Moisan

March 11, 2014

Mr. Craig Ward
City Manager
219 E. Historic Columbia River Highway
Troutdale, Oregon, 97060

Re: Preliminary Design/Construction Cost Analysis

Dear Mr. Ward:

Thank you for allowing Ankrom Moisan Architects to provide this cost analysis for the renovation the Old City Hall Building on SE Kibling Avenue, in Troutdale, Oregon.

Our Understanding of Your Project
The existing facility built in 1923 and later remodeled in the late 1970's is currently vacated due to certain structural deficiencies reported in the Structural Repairs Recommendations letter of December 19, 2011. While the City of Troutdale is currently operating their activities away from this building, they seek to consider the option of re-using the existing facility to either move back to it or to repurpose the building.

Both Ankrom Moisan Architects and Mr. Joe Vondrak with Pacific Crest Construction understand that if this facility is to be re-occupied it will have to undergo structural repairs and modifications to meet current codes as well as other accessibility and life and safety improvements. We assume that for efficiency purposes a City-Contractor-Consulting team that would include our firm, Pacific Crest Construction and the consulting firms and Tim Froehlich Structural Engineering will form the team.

Since at this point we do not have a formal interior program to relocate City Hall to this location we assume that some programming will have to be created first to establish a scope that may include interior improvements as well a structural solution. For this type of projects and conditions we have seen construction costs ranging from $175 to $215 per square foot, these costs vary depending on program needs and further analysis of the building conditions, given the present unknowns, we can offer the following general assumptions that will likely be adjusted if the City chooses to go this path and so therefore we offer the following analysis and possible construction cost impact:

Construction Assumptions

- Approximate Interior building areas: 7,531 S.F. (To be confirmed)
- Range of construction costs based on the 7,531 area at $175 to $215 per square foot = $1,317,925 to $1,589,041.

Architectural Scope Analysis

- Conduct an existing conditions survey and as-built architectural conditions plan.
- Meet with Client to develop an interior spaces plan and program.
- Due diligence to obtain applicable data for issues such as building codes, zoning, exiting, parking, fire and life safety, utilities availability etc.

- Develop Preliminary Design conceptual sketches of the preferred interior floor plan to be used as a basis for planning and preliminary construction cost estimates departing from the original base interior program.
- PD-5% of fee (Preliminary Design).
- SD-10% of fee (Schematic Design) Create CADD scaled plans, conceptual alternatives, Concept reviews with client, Team Meetings (3 @ 2 hrs each) with the Contractor Team and you to insure timely input.
- DD-25% of fee (Design Development) Refine construction documents ready for preliminary City Review.
- CD-45% of fee (Construction Documents) Finalize construction documents that include, plans, elevations, sections, details, reflected ceiling, emergency, and lighting plans and schedules.
- CA-15% of fee (Construction Administration) meetings (6 @ 2hrs each), clarifications, contractor submittal review.
- For the Architectural Scope of Work we envision a base fee of not to exceed $62,500 plus reimbursable expenses such as travel, prints etc. estimated at $4,000

Structural Scope Analysis

- Assumes: a) No seismic upgrades, b) (1) Kick-off meeting with the City, c) The scope is for the Design/Built contract with Pacific Crest Construction and Ankrom Moisan Architects only.
- Evaluate and prepare Design for: a) Trusses, b) Glulam beams, c) Fire-damaged and broken rafters, e) foundations (pin piles and gradebeams assumed), f) Design framing for new elevator, g) minor interior remodel work.
- For the Structural Scope of Work, we envision a base fee of not to exceed $20,000 plus reimbursable expenses estimated at $8,200.

Regulatory Agency Review and Other Soft Costs

Other soft costs that will impact this project may add about 10% of construction costs and that include building permit and reviews, SDC and TIF charges, etc. We will evaluate together with you, how much of these services are needed to maintain design efficiency and to avoid duplication of services.

Mr. Ward thanks again for the opportunity to provide you with this analysis and I hope the above fee preliminary projections meet your approval. Please let me know if you have questions or require further clarification. In the event that you agree to work with us, I will prepare a fee contract for your consideration.

Sincerely,
ANKROM MOISAN ASSOCIATED ARCHITECTS

Mario Espinosa
Senior Associate

Joe Vondrak
Pacific Crest Construction

RESOLUTION NO.

A RESOLUTION APPROVING A TRANSPARENT PROCESS PLAN FOR EVALUATING THE NEEDS AND OPTIONS FOR A POTENTIAL NEW CITY HALL.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The City Hall Building, located at 104 SE Kibling Avenue, was constructed in 1923.

2. The continued use of the City Hall building was determined to be unfeasible due to concerns relating to the structural integrity of the aging building.

3. To ensure the safety of both the public and city staff, City operations were relocated and are now delivered from several physical locations.

4. The delivery of services from several current sites is a short term configuration with inherent inefficiencies.

5. A longer term location solution is necessary for a City Hall replacement or repair.

6. Proposals have been offered from several developers for a variety of potential sizes and locations.

7. Proposals have been offered for the potential repair and refurbishment of old City Hall.

8. The public has expressed considerable interest, opinions, and questions regarding a potential replacement City Hall, or repair of old City Hall.

9. Determining the functions and services to be provided at City Hall, and the resulting required size and location for a replacement or refurbished facility, in a systematic, professional and transparent manner, is in the best interest of the City.

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

Section 1. Approves the plan timeline for the potential new or refurbished City Hall in substantial conformity with Exhibit A of the Staff Report.

Section 2. Designates the City Manager or Finance Director (each a "City Official") or a designee of the City Official, to act on behalf of the City, and without further action by the City Council, the City Official is hereby authorized, empowered and directed to implement the necessary purchases, contracts, agreements, studies, proposals and any and all other required and necessary documents to implement this resolution and the adopted materials of Section 1.

Section 3. Further, consistent with intent of the resolution, and in the best interest of the City, the City Officials are authorized to determine and execute any subsequent addendums, extensions, revisions, modifications, or successor documents, and the execution thereof by any such City Official shall be conclusive as to such determination.

Section 4. The Finance Director is authorized to disburse funds, subject to annual appropriations, as necessary to fulfill the necessary plan obligations, and is further directed to implement all such actions necessary to ensure budgetary compliance.

Section 5. This Resolution shall take effect upon adoption.

YEAS:
NAYS:
ABSTAINED:

Doug Daoust, Mayor

Date

Sarah Skroch, Deputy City Recorder
Adopted:

AGENDA ITEM # 4.3

CITY OF TROUTDALE

STAFF REPORT

SUBJECT / ISSUE: A Motion approving Scott Leonard to serve as the contract City Prosecutor effective February 10, 2014.

MEETING TYPE: City Council Regular Mtg.	**MEETING DATE:** April 8, 2014 **STAFF MEMBER:** Erich Mueller **DEPARTMENT:** Finance
ACTION REQUIRED Consent Agenda/Motion **PUBLIC HEARING** No	**ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:** Not Applicable **Comments:**

STAFF RECOMMENDATION: Approve the motion as published on the agenda.

EXHIBITS: none

Subject / Issue Relates To:

☐ Council Goals ☐ Legislative ☒ Other (describe)

Issue / Council Decision & Discussion Points:

- Provide coverage for a portion of the vacant City Attorney position duties

BACKGROUND:

A vacancy has recently occurred in the City Attorney position. To avoid a lapse in representation for the existing and ongoing municipal court docket, the Council was informed in the January 24, 2014 weekly update, that staff intended to establish a short term contract for City Prosecutor services. This short term services agreement was not to select "THE" City Attorney, but just "coverage" for *some* of the duties.

Reviewed and Approved by City Manager:

Providing the necessary coverage solution for all the City Attorney duties has been an evolving process for the Council. Out of an abundance of caution and to eliminate any question as to the Councils approval to provide temporary coverage of the municipal court docket, the following motion has been placed on tonight's consent agenda, which will provide a completed process on the record.

"A Motion approving Scott Leonard to serve as contract City Prosecutor effective February 10, 2014."

SUMMARY:

The motion ratifies the staff action to provide prosecutor coverage for the current and ongoing municipal court docket.

PROS & CONS:

A. Approve the motion ratifying the contract city prosecutor eliminating the gap in the record.

B. Not approve the motion ratifying the contract city prosecutor, leaving the record incomplete and creating potential uncertainty for the municipal court docket.

Current Year Budget Impacts ☒ Yes *(describe)* ☐ N/A
First Year: unknown, dependent length of service and hours

Future Fiscal Impacts: ☒ Yes *(describe)* ☐ N/A
Future Years: unknown, dependent length of service and hours

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

Kiwanis
Troutdale

Agenda Item #6.1
4/8/14 Council Meeting

PO Box 152, Troutdale, Oregon 97060 www.troutdalekiwanis.org

Dear City Manager, Finance Director, Mayor and City Councilors,

I would like to take this opportunity to invite you to Participate in the 11th Annual Troutdale Cruise-In on Sunday August 3rd.

For the past two years, the Kiwanis Club of Troutdale has, with the help of the City of Troutdale and other sponsors, put on a very successful event benefiting our city and the local businesses.

We have also been able to donate proceeds from this event to scholarships for needy youth from our area to attend summer camp at Mt. Hood Kiwanis Camp, the annual Bike Rodeo, Easter Egg Hunt and Christmas Party at Troutdale Terrace plus The Terrific Kids Program at Troutdale Grade School and Key Club at Reynolds High School.

This year we will be supporting the same Troutdale area programs, but have chosen to donate at least half of our proceeds to the Doernbecher Children's Cancer Treatment Program to help local cancer patients instead of the Kiwanis Camp Scholarships.

Also this year, we have chosen not to hold our pancake breakfast in conjunction with the Cruise-In in order to support the local businesses who serve breakfast.

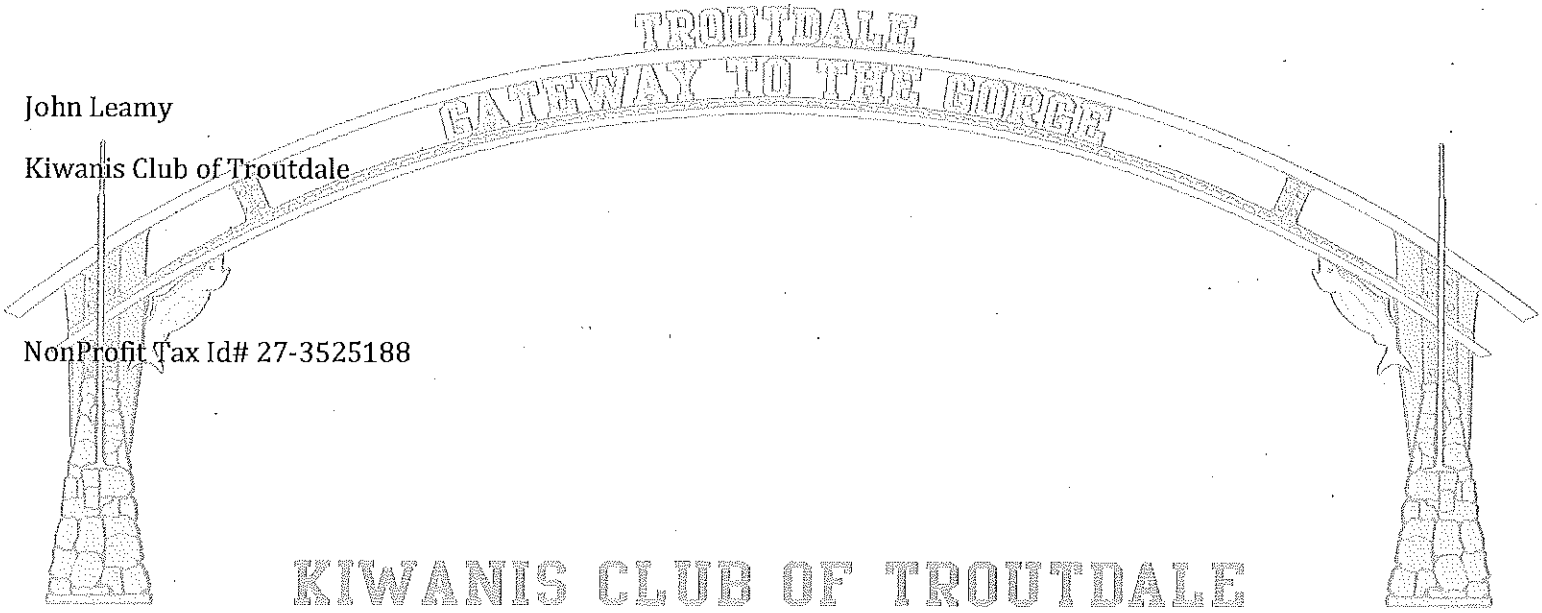
Due to the positive impact on Troutdale restaurants, businesses and lodging, and understanding that the city provides manpower for this event, I would like to ask that the city partner with the Kiwanis Club of Troutdale in the Presenting Sponsor roll at $1500 this year.

Thank you for your consideration,

John Leamy

Kiwanis Club of Troutdale

NonProfit Tax Id# 27-3525188



Kiwanis is a global organization of volunteers dedicated to changing the world one child and one community at a time.

SERVING THE CHILDREN OF THE WORLD

Agenda Item #6.2

4/8/14 Council Meeting

Historic
Columbia
River Highway
State Trail

WHAT IS A HUB?

- Community operated "rest stops" for hikers, bicyclists, recreationalists, and community members.
- Hubs can act as a local welcome station.
- Hubs attract different user groups by including different amenities such as:
  - Information kiosk – maps & community calendar
  - Water fountain
  - Restrooms
  - Electrical outlet for charging phones, etc.
  - Bicycle parking
  - Benches / picnic areas
  - Lockers / storage
  - Bicycle repair station
  - Loaner locks

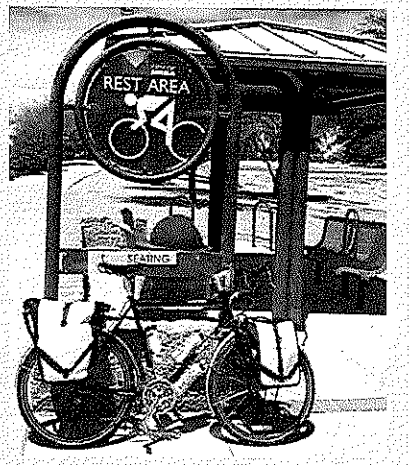
HUB AMMENITIES

- ART

- BIKE REPAIR

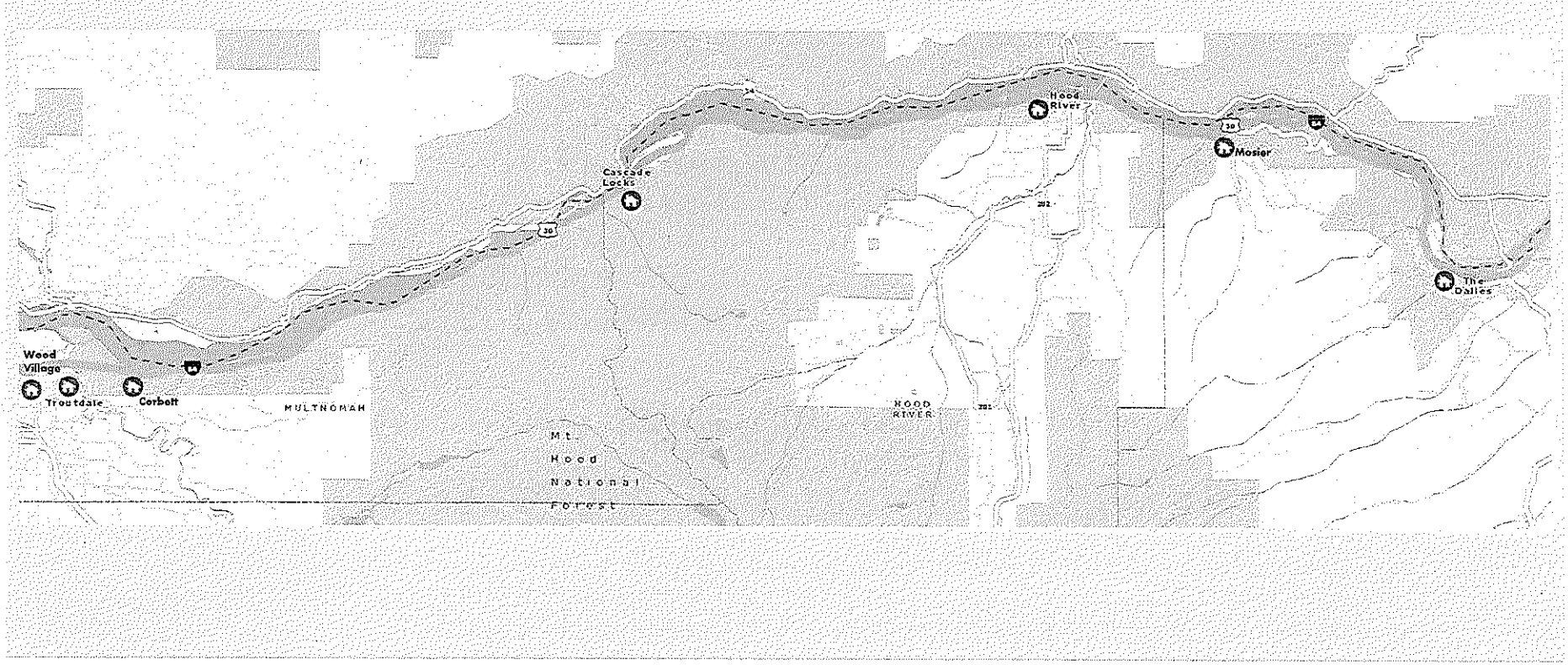
WHY DO WE NEED A HUB?

- To encourage Gorge recreationists to stay in the local communities and contribute to the local economy.
- Bridge the gap between the State Trail and our main streets and downtown services.
- Support and promote bicycle tourism along the State Trail.
- Creates a brand identity for each community.
- Provides visitors with a seamless & welcoming experience.



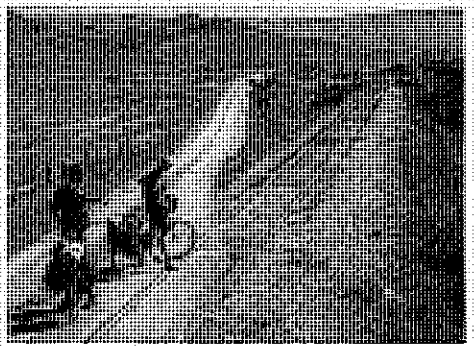
WHO IS PART OF THE COALITION?

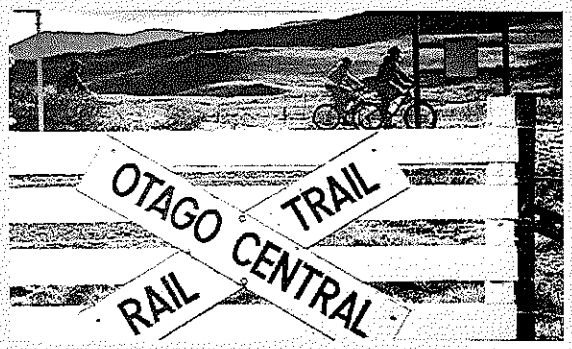
- Troutdale
- Corbett
- Cascade Locks
- Hood River
- Mosier
- The Dalles
- Wood Village



WHAT ARE THE BENEFITS OF THE COALITION?

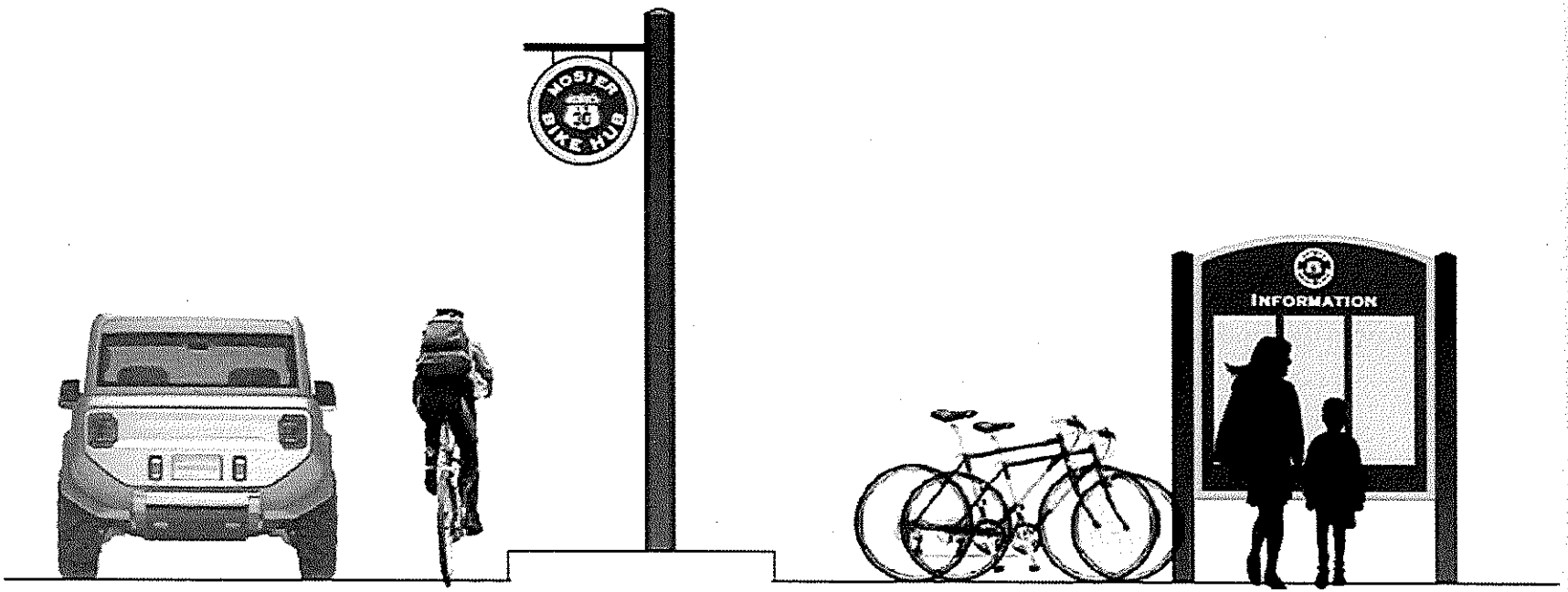
- Economies of scale (i.e. cost of signage, mapping)
- Coordinated tourism efforts - uniform branding
- Consistent mapping and signage – users find it easy to identify and confirm that they are on the right route
- Seamless experience for the user
- 'Bucket list' appeal
- Grant opportunities – stronger application as a partnership
- Creates a world destination like the Otago Trail (93 miles) in New Zealand.



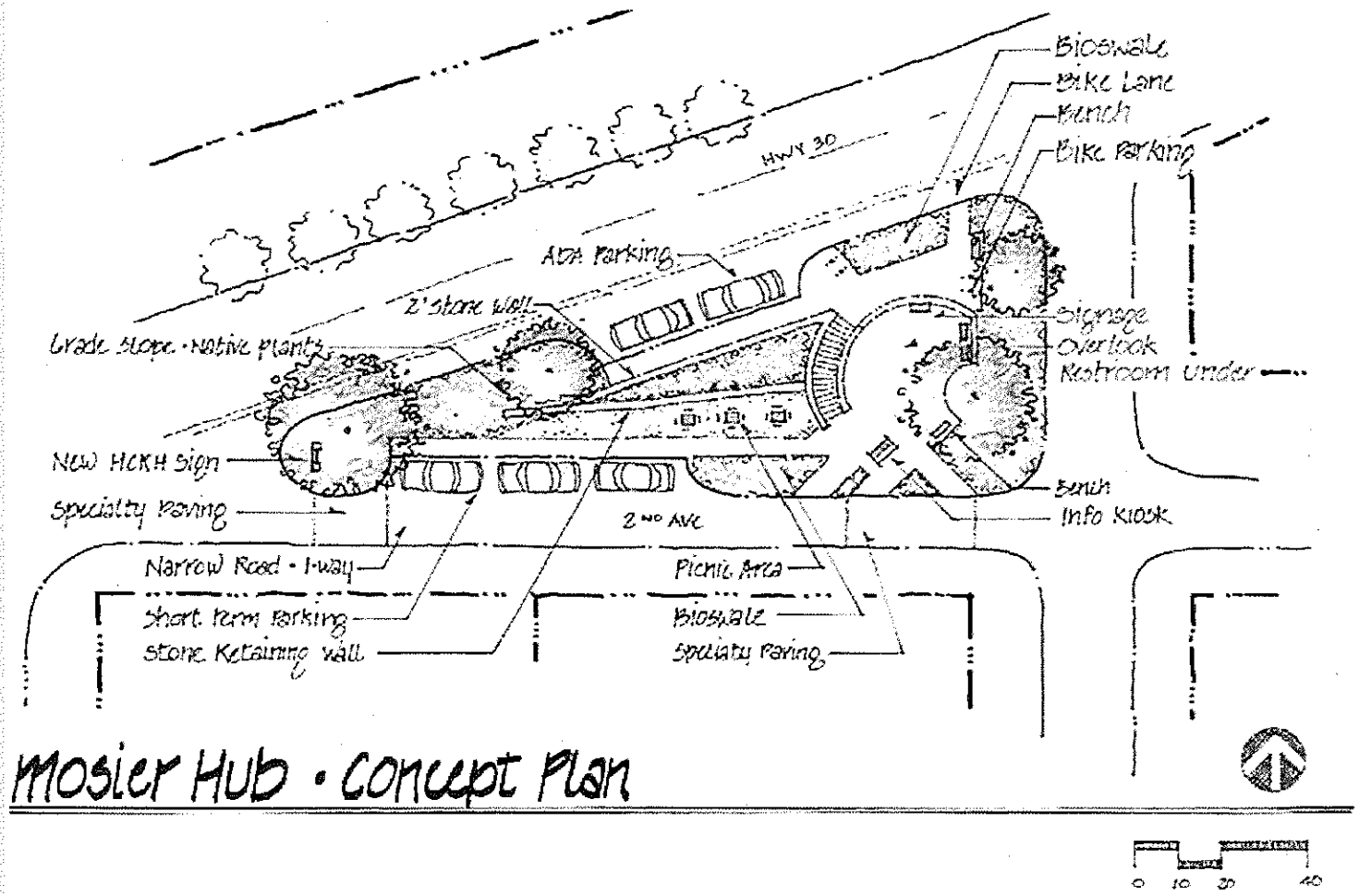


HCRH STATE TRAIL WAYFINDING PLAN

Bike Hub Concept



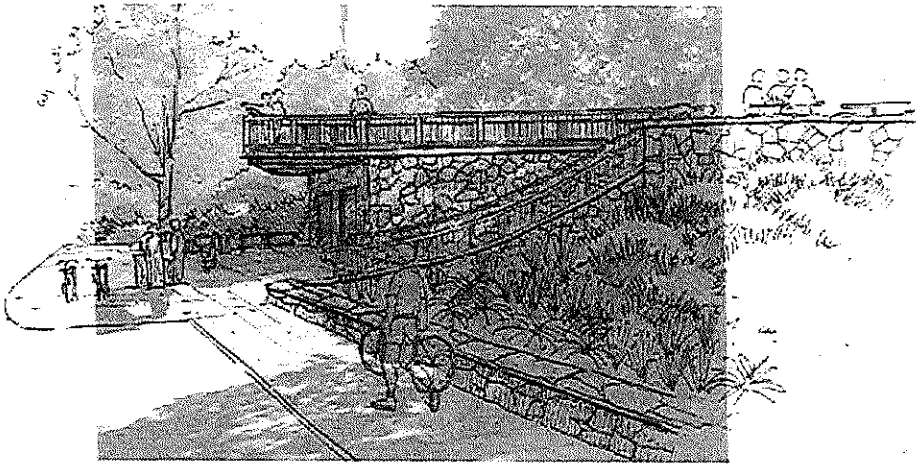
MOSIER HUB DESIGN



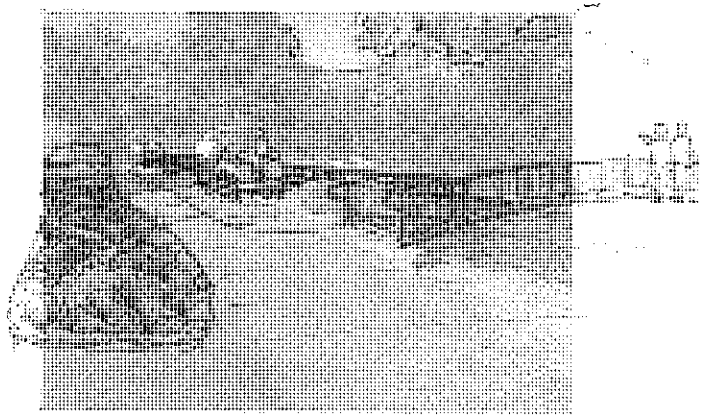
Mosier Hub - Concept Plan

MOSIER HUB DESIGN

View from downtown core



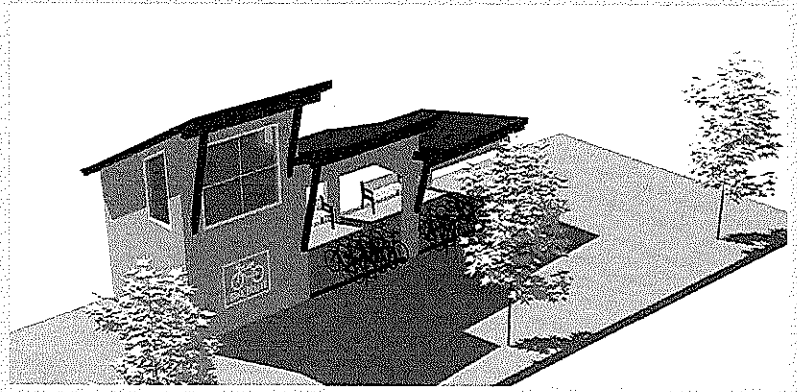
View from the Historic Columbia River Highway

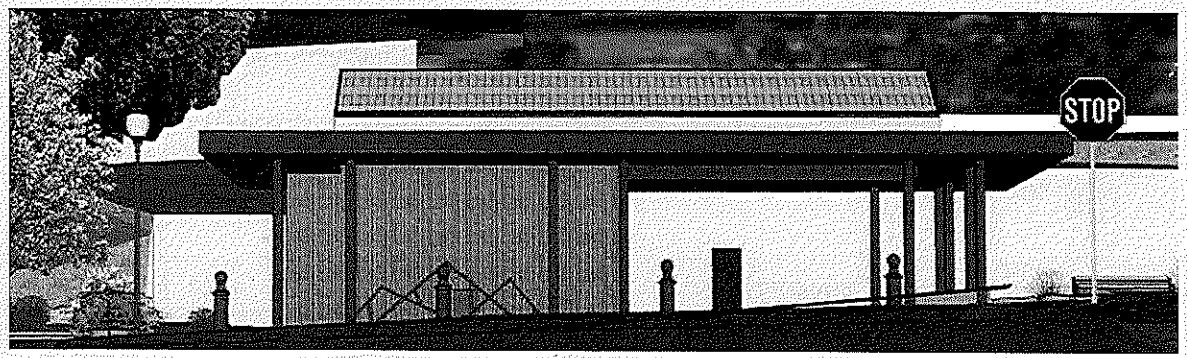


View from 2nd Street – Upper level

The Mosier "Hub"
Helping Mosier act on its vision as a sustainable, pedestrian and bicycle community

HOOD RIVER HUB





HOW CAN YOU GET INVOLVED?

QUESTIONS?

A Coordinated System of Gorge Hubs along the Historic Columbia River Highway State Trail and Gorge Communities

March 2014

Background

The history of the Historic Columbia River Highway is a tale of visionaries, astonishing engineering feats, strong leadership, and extraordinary beauty. Samuel Lancaster designed this King of Roads for the sole purpose of giving the public, or "men of all climes", access to the stunning vistas and natural wonders of the Columbia River Gorge.

Completed in 1922, the Historic Columbia River Highway stretched from Portland to The Dalles. Also known as Highway 30, the route traveled through 73 miles of spectacular waterfalls, temperate rainforests, steep volcanic cliffs, dry oak savannahs, and endemic springtime wildflowers. From every carefully planned outlook the traveler enjoyed sweeping views of the rugged basalt walls of the Gorge rising up from the Columbia River. As the first planned scenic roadway in the United States, it was considered a destination unto itself.

But the construction of Interstate 84 in 1956 severed the original Historic Highway route in a number of locations. The Historic Highway was the main artery that flowed through and linked the downtown corridors of the Historic Highway communities. When this connection was broken, these small, rural communities that once served the travelers along the Historic Highway lost the ability to keep many local services viable.

In 1986, directed by both the Columbia River Gorge National Scenic Area Act and the Oregon Legislature, the Oregon Department of Transportation (ODOT) began efforts to preserve and restore the continuity and historic integrity of the remaining segments of the Historic Columbia River Highway for public use as a State Trail. These remaining sections, are rebuilt and reconnected as a multi-use path, for cyclists and hikers to provide access to beautiful State Parks and communities in the Gorge. Once a State Trail section is complete, it is given to the Oregon Parks and Recreation Department to manage. Much work has now been accomplished and the goal to complete the reconnection of this national treasure, as the Historic Highway and State Trail, from Troutdale to The Dalles.

The Economic Development Story

The recently rebuilt and reconnected sections of the Historic Highway State Trail are designated for bikers and hikers only and are already attracting growing numbers of local, national, and international visitors. The Historic Highway and State Trail system offers a large cross-section of the public the opportunity to experience the breath-taking natural beauty of the Columbia Gorge while hiking or biking. The paths are paved and

can be easily traveled and enjoyed by families, beginning cyclists and casual walkers, or experienced road cyclists and hikers.

According to the 2013 Oregon Bicycle Travel Survey (Travel Oregon), recreational bicycle travel accounts for $400 million of Oregon's annual $9 billion tourism industry. The study showed that the impact is especially big in the Columbia Gorge area, where cycling accounts for 15 percent of all recreational travel.

A white paper produced by PARC Resources for the City of Mosier demonstrates conclusively that Mosier, one of the communities along the Historic Highway, is a town whose economic future is tied to visitors primarily interested in exploring the Historic Columbia River Highway and State Trail and that the area is seeing a significant increase in tourism traffic, especially bicyclists and people traveling along the Historic Highway.

The communities along the Historic Highway are situated perfectly to offer their local services at every stage of the journey. Depending on whether they choose to ride or hike for 6 miles or for the entire 73 miles, travelers can plan to eat their meals at local restaurants and rest at local hotels.

These communities, once prey to the boom and bust cycles of extractive industries, began to embrace the wave of recreational tourism created after the Columbia Gorge was designated a National Scenic Area in 1986. These recreational opportunities bring visitors and new energy to small town commercial centers and create a quality of life that attracts industries offering high-paying jobs.

The fact that visitors to the Columbia Gorge and to the Historic Columbia River Highway are already arriving in large numbers creates an urgency and opportunity to offer these multi-modal users a sense of continuity, comfort, and welcome as they initiate, experience, and complete their journeys along the Historic Columbia River Highway and State Trail.

So, what is a Gorge Hub?

The Recreational Hub, as a general concept, acts as a welcome center, an information center, a trailhead, and a rest area for travelers (especially hikers and bikers). It is designed to meet the needs of visitors as well as of the local community.

The Historic Highway communities of Troutdale, Springdale, Corbett, Cascade Locks, Hood River, Mosier, and The Dalles are all currently in various stages of developing Recreational Hubs within their urban centers. Each Hub may feature many different amenities such as drinking water, wayfinding information, interpretive panels, rest rooms, shade, picnic tables, seating, bike parking, lockers, solar charging stations, and U-Fix-It Bike Stations. The Hub may also include public art and can display a community's own unique characteristics and style.

Why Create a System of Hubs?

The communities along the Historic Highway recognize that a coordinated effort to develop a complete system of Recreational Hubs will not only enhance the users' experience but will create the kind of collective impact necessary to achieve world-class status similar to other famous town-to-town trail systems like Hadrian's Wall National Trail in Great Britain or the Central Otago Rail Trail in New Zealand. Since the Otago Rail Trail opened in 2000, it has already breathed economic life back to the urban centers of the many struggling rural communities that it passes through.

A completed Historic Columbia River Highway with a coordinated system of Hubs will create a world renowned hiker/biker trail system that stretches 73 miles through a wonderland of natural beauty and will offer visitors a fascinating variety of small towns and unique downtown areas in which to eat, drink, sleep, play, and explore. The Hub system will ensure that these visitors are welcomed into every community, that these visitors know where and what local services are available, that they can easily locate local attractions, and that they have the comforts they need to stay awhile in that downtown center. The Hub system will create a Historic Columbia River Highway adventure that families on day trips and seasoned cyclists on multi-day journeys can all enjoy.

The Historic Columbia River Highway will once again become a destination unto itself. The potential for the Historic Highway communities to experience significant economic benefits should not be underestimated.

Does signing the Partnership Proclamation commit the signee to provide funding?

No, as stated in the Partnership Proclamation, a *"separate Intergovernmental or Cooperative Improvement Agreements may be required between affected participating parties. Said agreement(s) must be executed prior to the construction of Project elements, or financial contributions made toward such a Project."*

What is the approach to Hub development?

At this time, we are not quite ready to go out and construct the full network. We need to step back and figure out our end goal and develop a tool kit or a plan. There is interest by the coalition to one day create a world class destination hub trail system.

1) A Declaration of Support will be signed by each community. An official representative list with an identified official community liaison will be submitted to the Recreational Trail Hub steering committee.
2) Funding will be secured from various private and public funders using a cash match donated by each community (within their resource limits) in order to move to the next steps. (Ford Family Foundation, Oregon Investment Board, and Oregon State Agencies are some of the sources that have grant funding for this type of work.)

3) The Gorge Hub working group will continue to meet to discuss progress and next steps.
4) A partnership of ODOT, MCEDD and Travel Oregon will create the Design Toolkit and Implementation Plan from graphic design to layout to printing. Grant funds will be used to pay for some of these costs.
5) The Design Toolkit and Implementation Plan will become a powerful tool for the steering committee to then seek federal, state, and private funding for a phased approach to the plan, depending on the level of readiness of each community. Applications for funding for a project like the Historic Highway Communities' Recreational Hub System are certain to be successful, given the strong collaboration over a broad range of participants, the clear economic development benefits, and the developed Design Toolkit and Implementation Plan.
6) A coordinated Historic Highway Hub System will be implemented in strategic stages as resources become available.

Gorge Hubs

Meeting Summary

Date: Wednesday – March 5, 2014
Time: 1:00 p.m. to 3:00 p.m.
Location: Marine Park Pavilion in Cascade Locks

Purpose:

- Discuss Approach to Hub Planning
- Determine next steps?
- What can the communities bring to the table?

Attending:
Sara Morrissey, ODOT, sara.morrissey@odot.state.or.us
Kristen Stallman, ODOT, Kristen.stallman@odot.state.or.us
Sandra Koike, ODOT, Sandra.y.koike@odot.state.or.us
Claude Cruz, WCGCC, claude@marcopolodesigns.com
Jon Chavers, City of The Dalles, jchavers@ci.the-dalles.or.us
Holly Howell, Port of Cascade Locks, hhowell@portofcascadelocks.org
Stan Hinatsu, USFS, shinatsu@fs.fed.us
Scott Turnoy, MCEDD, scott@mcedd.org
Arthur Babitz, Mayor Hood River, Arthur.babitz@cityofhoodriver.com
Kathy Fitzpatricki, City of Mosier, kfitzz77@gmail.com
Greg Dirks, City of Wood Village, GregD@ci.wood-village.or.us
Rebecca Sergeant, City of Cascade Locks, rsergeant@cascade-locks.or.us

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Introduction & Updates:

- Kathy Fitzpatrick welcomed the group and explained the purpose of the meeting.
- Introductions were made.
- Arthur Babitz shared with the group that the City of Hood River's progress. The hub is going to integrate art into the downtown hub. The city is finding sponsors to purchase public art to install around the city and one of the locations will be the hub.
- Rebecca Sergeant shard that the City of Cascade Locks had received $5,000 from Cycle Oregon to install wayfinding signage identified in the Connect Cascade Locks Plan. Hope to install signage before summer 2014.
- WCGCC and Wood Village – moving forward on the plan that the Gresham Chamber of Commerce recently completed on the bicycle tourism partnership.
- Claude Cruz said that the City of Troutdale was also discussing adding public art in their downtown area and was also working on implementing elements from the Gresham CC bicycle tourism plan.
- MCEDD is aware of the hub project and is figuring out ways in which it can support the development of the hubs.

Gorge Hubs

Meeting Summary

- City of The Dalles is hosting Cycle Oregon – September 2014.
    - Opportunity to present the Gorge Hub concept to the cycling community at Cycle Oregon.

Approach to Hub Development

- Not quite ready to go out and construct the full network.
- Need to step back and figure out end goal and develop a tool kit or plan.
- World class destination hub trail system.

Funding Opportunities

- TGM planning grant - http://www.oregon.gov/LCD/TGM/pages/grants.aspx
    - Large grant +$100K pre-app is due next week – may not be ready for this

- ODOT Public Transit Planning Grant – application is due in April. http://www.oregon.gov/ODOT/PT/Pages/programs/planning.aspx

- DLCD - Community Engagement Grant - $20K – could fund design toolbox development - http://www.oregon.gov/LCD/pages/grants.aspx

- Travel Oregon has a cycle starting soon? http://industry.traveloregon.com/industry-resources/matching-grants-program/

- Ford Family Foundation - http://www.tfff.org/Grants/GeneralInformation/tabid/81/Default.aspx

- OPRD Local government grant – due in March, local jurisdictions must apply separately - http://www.oregon.gov/oprd/grants/Pages/local.aspx

- MCEDD – OIB Grant – could potential function as a match- http://www.mcedd.org/oib.htm

Need a financial agent to receive the money and distribute it accordingly.

- Could project be housed at Mid-Columbia Council of Governments (MCCOG)?
- MCCOG does not include Cascade Locks / Troutdale / etc. – could work be done in these communities if they are outside of the MCCOG boundaries?
- Housing the project in a COG could be seen as favorable for grants – demonstrate government partnership
- Kathy to follow up to see if MCCOG would have interest in being the financial agent.

Planning Considerations

- Consider a phased approach

Gorge Hubs

Meeting Summary

    - Phase 1 – Design toolkit
        - Based on the San Francisco 'parklet' booklet
    - Phase 2 could include a marketing component
        - Form a tourism coalition to promote the Gorge as a cohesive 'brand' – similar to Hardian's Wall
        - Phase 2 could be pursued closer to the completion of the HCRH State Trail
- Design Toolkit
    - Hold workshops to gather information / input
        - Design workshop – develop design components / elements
        - Bike tourism users – gather information about bike touring and needs from this community
        - Community workshop – gather information on unique elements for each hub in each community hub Do not provide services in the hubs which could be provided by the local businesses
    - Site locations for Hubs in each community – almost each community has identified a location.
    - Design considerations and elements
        - Unique community identity but cohesive appearance as a network
        - Provide examples and fabrication details in toolkit
    - Consider long term maintenance
- Start small – design toolkit would be a small project that can be expanded upon in the future.
- Summarize our work to date in the design toolkit – do no recreate the wheel.
- Ask for cooperation from local governments and elected officials
    - Keep them in the loop about the Hub planning effort
    - Potential for match support w/ grants
    - Develop a shorter and concise 'Proclamation of Partnership' to accompany the PowerPoint presentation.
    - Develop a background and questions and answers sheet to provide to Hub committee members in case people have questions about Hub project.
- Friends of the Gorge is developing a 'Recreation Coalition' in the Gorge
    - Find out what this means and get additional details about this effort.
- New name for project – Gorge Hubs
- Unifying elements – signage and mapping
- Develop concept for passport / stamp

Next Steps:

- Edit Declaration of cooperation to a 'Proclamation of Partnership' – Sara / Kristen

Gorge Hubs

Meeting Summary

- Send the Hub PPT, Partnership Proclamation, HCRH Wayfinding plan and Q&A material to Hub group - Sandra
- Research to see if the MCCOG could function as the financial agent - Kathy
- Research funding opportunities – Kathy
- All – present Hub concept to city council, elected officials, etc. and have them sign the 'proclamation of partnership'
    - Share dates of meetings when the concept will be presented with Hub committee
- Reconvene in mid-April
- Continue working with OPRD on the Hub process and their Gorge comprehensive plan process.
- Touch base with Friends of the Gorge to learn more about the 'recreation coalition' - Sara

Gorge Hubs

Bridging the Gap Between the Historic Highway State Trail and Gorge Communities

Partnership Proclamation

A proclamation of partners for the development of Gorge Hubs

The Gorge Hubs as a general concept will act as welcome centers, information centers, trailheads, and a rest areas for travelers (especially hikers and bikers) along the Historic Highway. Building upon the work of the Historic Columbia River Highway State Trail and community partnerships within the Gorge we have gathered to participate in the development of a network of Gorge Hubs.

We, the undersigned, agree to participate in the implementation of the Historic Columbia River Highway and State Trail Gorge Hub Project. We agree to identify opportunities and solutions whenever possible, to contribute assistance and support within resource limits, and to communicate and collaborate with other team members in promoting a coordinated Historic Highway Recreational Gorge Hub System.

We, the undersigned, also agree that separate Intergovernmental or Cooperative Improvement Agreements may be required between affected participating parties. Said agreement(s) must be executed prior to the construction of Project elements, or financial contributions made toward such a Project.

As evidenced by our signatures below, we agree to come together to celebrate this partnership and dedicate ourselves to contributing to the creation of a plan and design tool kit for the sustainable development of the Gorge Hubs.

_____

Signature

_____ _____

Title, Organization *Date*

AGENDA ITEM #7

CITY OF TROUTDALE

STAFF REPORT

SUBJECT / ISSUE: An Ordinance Adopting the Troutdale Transportation System Plan and Amending the Comprehensive Land Use Plan Goal 12 in Partial Fulfillment of Periodic Review Task 4

MEETING TYPE: City Council Regular Mtg.	**MEETING DATE:** April 8, 2014 **STAFF MEMBER:** Craig Ward **DEPARTMENT:** Community Development
ACTION REQUIRED Ordinance - Adoption **PUBLIC HEARING** Yes	**ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:** CAC and Planning Commission Approval
STAFF RECOMMENDATION: Adoption	

EXHIBITS:

Subject / Issue Relates To:

☐ Council Goals ☒ Legislative ☐ Other (describe)

Troutdale Development Code
Troutdale Comprehensive Land Use Plan - Transportation

Issue / Council Decision & Discussion Points:

- Both the Citizens Advisory Committee and Planning Commission recommended adoption of the text amendments and a revised Transportation System Plan.

Reviewed and Approved by City Manager:

BACKGROUND:

The Council met on March 11, 2014 in this matter. The following issues were raised at that first reading:

- Street connectivity concerns were raised by Mr. Ryan McNaughton: those have been addressed through revisions of the maps to remove future connectivity of the southerly stub end of SW Spence Road to SW Cherry Park Road. Mr. McNaughton's letter is referenced in the Council's findings in the Ordinance.

- Pedestrian trail connectivity between 257th Avenue and Robertson Park in Wood Village along the ridge north of the Cherry Park Safeway shopping center: those have been addressed through revisions of the maps to be adopted in the TSP and the revised maps include both proposed and existing pedestrian routes.

OPTIONS:

A. Adopt the ordinance as written or with changes.

B. Reject the ordinance so that the comprehensive plan remains non-compliant, subjecting the City to sanctions.

RECOMMENDATION:

Adoption

Current Year Budget Impacts ☐ Yes *(describe)* ☒ N/A

Future Fiscal Impacts: ☐ Yes *(describe)* ☒ N/A

City Attorney Approved Ordinance ☐ Yes ☐ N/A

Community Involvement Process: ☒ Yes *(describe)* ☐ N/A
Citizens Advisory Committee meetings and Planning Commission public hearing.

ORDINANCE NO.

AN ORDINANCE ADOPTING THE TROUTDALE TRANSPORTATION SYSTEM PLAN AND AMENDING THE COMPREHENSIVE LAND USE PLAN GOAL 12 IN PARTIAL FULFILLMENT OF PERIODIC REVIEW TASK 4.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The Troutdale City Council held public hearings on March 11 and April 8, 2014 to take public testimony on the amendments recommended by the Planning Commission to fulfill part of Periodic Review Task 4 for compliance with State and regional transportation planning requirements.

2. The Troutdale Planning Commission held public hearings on May 29, 2013 and February 19, 2014, to take public testimony and to make a recommendation to the City Council concerning adoption of proposed amendments to the Comprehensive Land Use Plan and the new Transportation System Plan related to the City's periodic review work program. The Planning Commission recommends adoption of the Transportation System Plan with editorial / formatting changes noted in the March 11, 2014 staff report to the Council. The Planning Commission recommended the amendment to Goal 12 Transportation with no changes.

3. The City has been in periodic review since the initial notification from the Oregon Department of Land Conservation and Development (DLCD) on May 20, 2008. The tasks that the City must complete as part of periodic review are governed by its approved periodic review work program. DLCD approved the City's work program on April 15, 2010.

4. The City's approved work program includes tasks related to statewide planning Goal 12, Transportation. Specifically identified as Task 4 of the work program, the City is required to update its current Transportation System Plan, adopted in 2005, in accordance with Statewide Land Use Planning Goal 12 and the Transportation Planning Rule (Oregon Administrative Rule 660-012).

5. The City hired a consultant to update the current Transportation System Plan based on the following transportation planning requirements: 1) Compliance with the Transportation Planning Rule as amended; 2) Compliance with Metro's 2035 Regional Transportation Plan (RTP); 3) Incorporating the conclusions and recommendations of the I-84 Troutdale Interchange Area Management Plan (IAMP); and, 4) Incorporating the conclusions and recommendation of the East Metro Connections Plan (EMCP).

6. A technical advisory committee comprised of representatives from state, regional, county and local agencies with vested interest in the TSP provided technical review and comment on the Plan as it was being developed. The Citizens Advisory Committee reviewed and discussed the major elements of this Plan in October 2012 and February 2013. The CAC supported the Plan and has referred it to the Planning Commission for approval.

7. Amendments to the text of Comprehensive Land Use Plan Goal 12 satisfy the criteria of Troutdale Development Code 15.050 A for text amendments to the Comprehensive Land Use Plan:

   a. The Goal 12 text amendment and adoption of the new TSP are compliant with the Statewide Land Use Goals and related administrative rules and are a required task of the City's periodic review work program. The TSP will be adopted as the transportation element of Goal 12 and it will be the City's primary policy document in guiding decisions relating to its overall transportation system, including streets, sidewalks, pedestrian and bicycle trials, and transit service. Because the TSP presents detailed information about existing and future transportation needs and contains goals and policies to guide the City in providing an efficient and effective transportation system it serves as the City's policy document for addressing statewide planning Goal 12. For this reason the text amendment to Goal 12 need only reference the TSP.

   b. The documents have been prepared in accordance with Statewide Land Use Planning Goal 12 and its related administrative rule; therefore, it logically and necessarily complies with Statewide Land Use Goals.

   c. The public need is best satisfied by the recommended changes to Goal 12 and adoption of a new TSP, including various action plans that identify and prioritize capital improvement projects and investment decisions for each mode of transportation over the next twenty years.

   d. Adoption of the TSP provides further guidance for the City to accommodate future growth and will not adversely affect the health, safety and welfare of the community. The TSP addresses current conditions and future needs in order to foster positive benefits for the community.

8. Notice of the public hearing has been provided in accordance with applicable law.

9. Written comments from the public included a letter from Mr. Ryan McNaughton dated February 20, 2014, concerning street connectivity policies and standards. Based upon his comment, Council determined it was in the interest of the City to not require street connectivity between the southerly terminus of SW Spence Road and SW Cherry Park Road and directed staff to have that connection removed from the TSP.

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

Section 1 The text of Troutdale Comprehensive Land Use Plan Goal 12 Transportation is hereby amended as shown in Attachment A.

Section 2. A new Transportation System Plan is hereby adopted as shown in Attachment B.

YEAS:
NAYS:
ABSTAINED:

_____
Doug Daoust, Mayor

Date_____

_____
Debbie Stickney, City Recorder

Adopted:

CITY OF TROUTDALE COMPREHENSIVE LAND USE PLAN

GOAL 12 -- TRANSPORTATION

TRANSPORTATION SYSTEM PLAN

The City of Troutdale has prepared and adopted a Transportation System Plan (TSP) as the transportation planning element of the Comprehensive Plan. The TSP contains policies related to the provision of transportation facilities and services, as well as information about current and needed future transportation facilities, costs and funding. The TSP should be referenced for policies and other specific information about transportation facilities in Troutdale.

Transportation System Plan

Troutdale Transportation System Plan

Troutdale, Oregon

Public Hearing Draft

As recommended to the Troutdale City Council by the
Troutdale Planning Commission on February 19, 2014

March 2014

Transportation System Plan

Troutdale Transportation System Plan

Troutdale, Oregon

Prepared For:
City of Troutdale
219 E Historic Columbia River Highway
Troutdale, Oregon 97060
(503) 665-5175

Prepared By:
Kittelson & Associates, Inc.
610 SW Alder, Suite 700
Portland, OR 97205
(503) 228-5230

Project Manager: Matt Hughart, AICP
Project Principal: Mark Vandehey, P.E.

Project No. 12560.0

March 2014

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Chapter 1 Executive Summary

CHAPTER 1. EXECUTIVE SUMMARY

INTRODUCTION

In July, 1995 the City of Troutdale adopted the first Transportation System Plan (TSP) in the Portland Metropolitan area. Since that time there have been significant changes in regional planning efforts and requirements as well as significant changes in growth and planned growth in the Troutdale area. The TSP was last updated in August 2005, making it relatively current. Therefore, analysis of the entire transportation system and modeling of the roadway network was not necessary as part of this update. In addition, extensive modeling of many streets and intersections in the Troutdale area was recently performed as part of two long-range planning studies; the I-84 Troutdale Interchange Area Management Plan (IAMP) and the East Metro Connections Plan (EMCP). As indicated below, the conclusions and recommendations of these studies were used to help guide the development of this update.

There are four areas that this update is focused on:

- Compliance with Transportation Planning Rule (TPR – OAR Chapter 660-012), including revisions adopted since the current TSP was adopted in 2005. Compliance deficiencies identified in the Troutdale Development Code were also addressed along with this update.
- Compliance with the 2035 Regional Transportation Plan (RTP) adopted by Metro in June 2010.
- Incorporating the conclusions and recommendations of the I-84 Troutdale Interchange Area Management Plan (IAMP). This IAMP was completed in early 2011 and was adopted in July 2011 by the Oregon Highway Commission as part of the Oregon Highway Plan.
- Incorporating the conclusions and recommendation of the East Metro Connections Plan (EMCP). This regional planning effort was completed in June 2012.

This update also includes an evaluation of the existing multi-modal transportation system within Troutdale, including the pedestrian, bicycle, transit, and local street systems. The plans associated with each of these systems were updated to reflect any new developments that have occurred since 2005 as well as to ensure compliance with the policy and regulatory requirements of the TPR and the RTP. A brief description of the information updated precedes each section of the TSP.

This update is aimed at fulfilling TPR requirements for comprehensive transportation planning in Oregon and presents the investments and priorities for the pedestrian, bicycle, transit, and motor vehicle systems along with new transportation programs to correct existing shortfalls and enhance critical services. For each travel mode, a Master Plan project map and list are identified to support the City's transportation goals and policies. Projects that are reasonably expected to be funded over the next 20 years were also identified and are referred to as Action Plans.

The TSP is intended to guide future transportation investment in the City and determine how land use and transportation decisions can be brought together beneficially for the City and is based on needs required to meet transportation demand in the future. This executive summary provides the goals and policies, modal plans and financing summaries. For a more detailed analysis, Chapters 2, 3, 4 and 5 provide more in-depth information.

Plan Process and Committees

This update was developed in close coordination with Troutdale City staff as well as key representatives from the surrounding community. Two formal committees were formed to participate in the plan development:

- Technical Advisory Committee (TAC) – Agency staff from Metro, Oregon Department of Transportation, Multnomah County, the City of Troutdale, the City of Gresham, the City of Wood Village, and the City of Fairview participated in reviewing the technical information used to develop the TSP update. The focus of this group was on consistency with the plans and past decisions in adjoining jurisdictions, and consensus on new recommendations.
- Citizens Advisory Committee (CAC) – The Troutdale Citizens Advisory Committee served as the representatives for citizens and community members. A series of meetings were held with the CAC to report interim study findings and any outstanding policy issues that required their direction. The meetings were open to participation by the general public.

TAC members were provided the opportunity to review and comment on interim work products throughout the TSP update process. The CAC met on several occasions to assist in developing and ranking transportation solutions and to refine master plan elements to ensure consistency with community goals.

The following sections summarize the findings of this update. The most recent Metro RTP was complied with for every mode and existing deficiencies were addressed.

Goals and Policies

The goals and policies of this TSP are presented in Chapter 2. Goals are defined as brief guiding statements that describe a desired result. Policies associated with each of the individual goals describe the actions needed to move the community in the direction of completing each goal. These goals and policies were used in the development of this update to develop strategies and implementing measures for each travel mode.

- Goal 1. Transportation facilities shall be designed and constructed in a manner which enhances the livability of Troutdale.
- Goal 2. Provide a transportation system in Troutdale which is safe, reduces length of travel and limits congestion.

- Goal 3. Provide a balanced, multi-modal transportation system and reduce the number of trips by single occupant vehicles.
- Goal 4. Provide for efficient movement of goods.
- Goal 5. Develop transportation facilities which are accessible to all members of the community.
- Goal 6. Develop a transportation system that is consistent with the City's adopted comprehensive land use plan, and with the adopted plans of state, local and regional jurisdictions.
- Goal 7. Establish a clear and objective set of transportation design and development regulations that addresses all elements of the city transportation system and promote access to and utilization of a multi-modal transportation system.
- Goal 8: Protect the function of the I-84 Troutdale interchange and support the recommendations of the I-84 Troutdale Interchange Area Management Plan (IAMP).

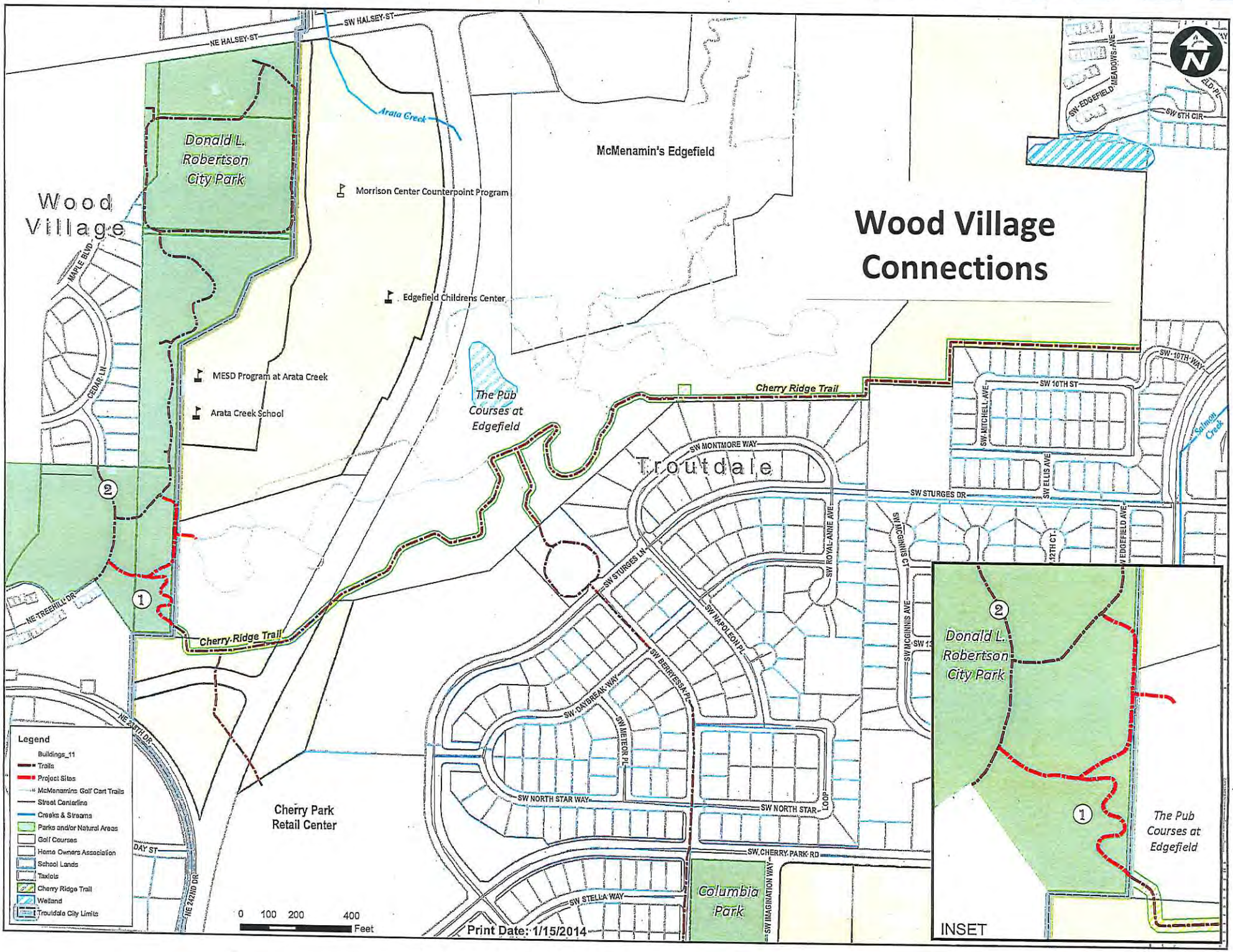
Transportation Plans

As indicated previously, the pedestrian, bicycle, and transit system plans have been updated along with sections of the motor vehicle system plan to reflect all of the policy changes, regulatory requirements, and developments that have occurred since the adoption of the City's existing TSP in 2005. A Master Plan (long term project goals that meet planning requirements) and an Action Plan (projects that are reasonably expected to be funded over the next 20 years) were compiled for each transportation mode. These plans are designed to comply with Metro's RTP as well as relevant State and adjoining jurisdictions' planning documents. The following sections summarize the Master Plan and Action Plan for each mode.

Pedestrian System

The existing conditions analysis presented in Chapter 3 identifies the pedestrian system needs within Troutdale and reflects all of the pedestrian system improvements that have occurred since 2005. An inventory of the existing pedestrian system was conducted to identify locations where new or in-fill facilities would be required. The inventory identified a variety of locations in need of new sidewalks connections, new pedestrian crossings, and new multi-use paths and trails.

Metro's RTP includes designations within Troutdale for pedestrian districts, transit/mixed use corridors, and regional trails. The Pedestrian Master Plan identifies a number of potential projects that would improve pedestrian connectivity within the RTP designated areas. The City of Troutdale Development Code identifies the area near downtown as a Town Center, which generally corresponds to the area designated as a pedestrian district in the RTP, and requires new development in these areas to comply with the RTP designations. Figure 1-1 illustrates the Pedestrian Master Plan.


Wood Village Connections
Wood Village
Troutdale
McMenamin's Edgefield
Donald L. Robertson City Park
Morrison Center Counterpoint Program
Edgefield Childrens Center
MESD Program at Arata Creek
Arata Creek School
The Pub Courses at Edgefield
Cherry Ridge Trail
Arata Creek
Salmon Creek
Cherry Park Retail Center
Columbia Park
NE HALSEY ST
SW HALSEY ST
SW 10TH ST
SW STURGES DR
SW MONTMORE WAY
SW STURGES LN
SW ROYAL ANNE AVE
SW MCGINNIS CT
SW MCGINNIS AVE
SW NAPOLEON PL
SW BERRIESSA PL
SW DAYBREAK WAY
SW METEOR PL
SW NORTH STAR WAY
SW NORTH STAR LOOP
SW CHERRY PARK RD
SW IMAGINATION WAY
SW STELLA WAY
SW MITCHELL AVE
SW ELLIS AVE
SW EDGEFIELD AVE
SW 10TH WAY
SW 5TH CIR
SW EDGEFIELD MEADOWS AVE
NE TREEHILL DR
NE 238TH DR
NE 242ND DR
DAY ST
MAPLE BLVD
CEDAR LN
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Buildings_11
Trails
Project Sites
McMenamins Golf Cart Trails
Street Centerline
Creeks & Streams
Parks and/or Natural Areas
Golf Courses
Home Owners Association
School Lands
Taxlots
Cherry Ridge Trail
Wetland
Troutdale City Limits
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Feet
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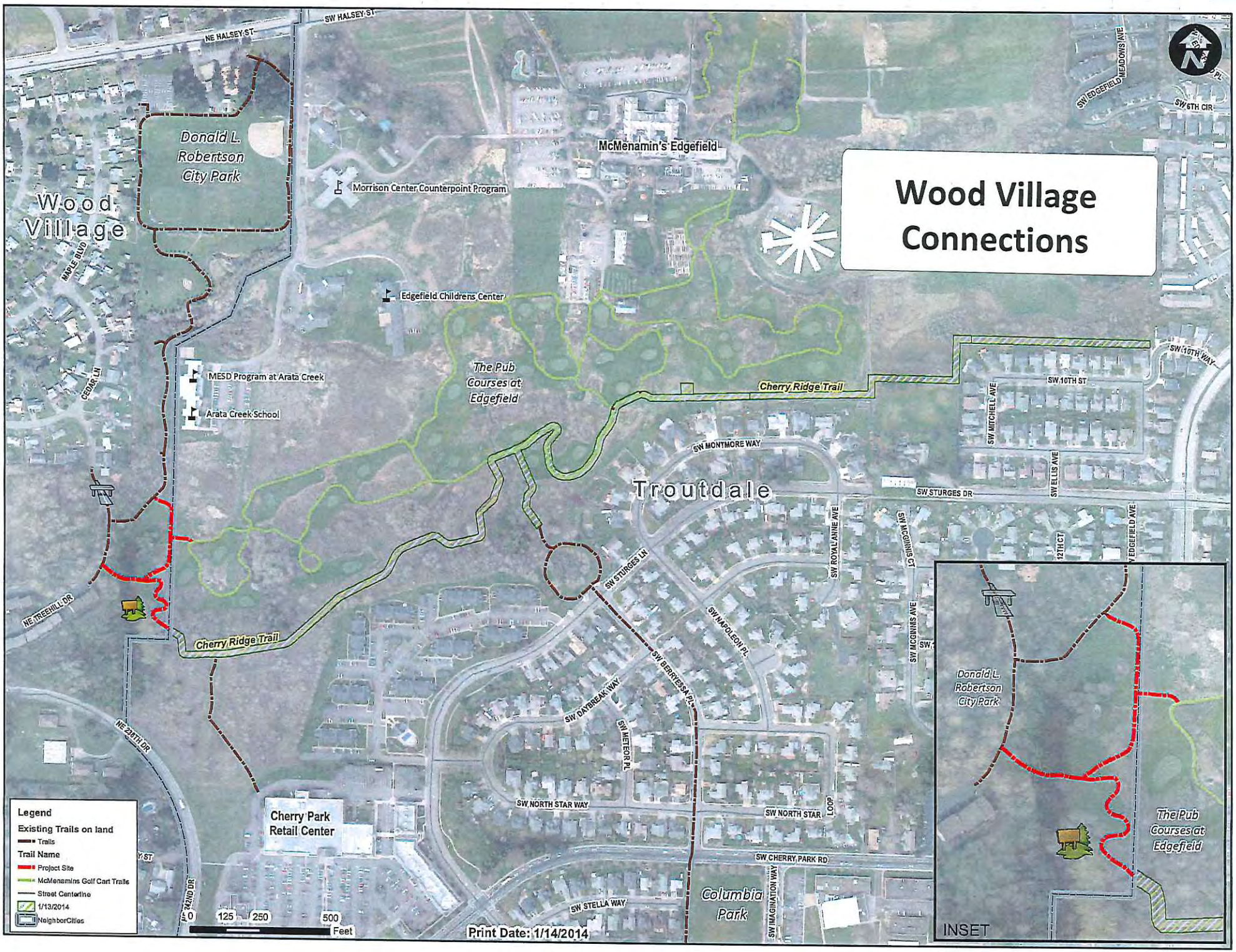
INSET
Donald L. Robertson City Park
The Pub Courses at Edgefield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Project Site
McMenamins Golf Cart Trails
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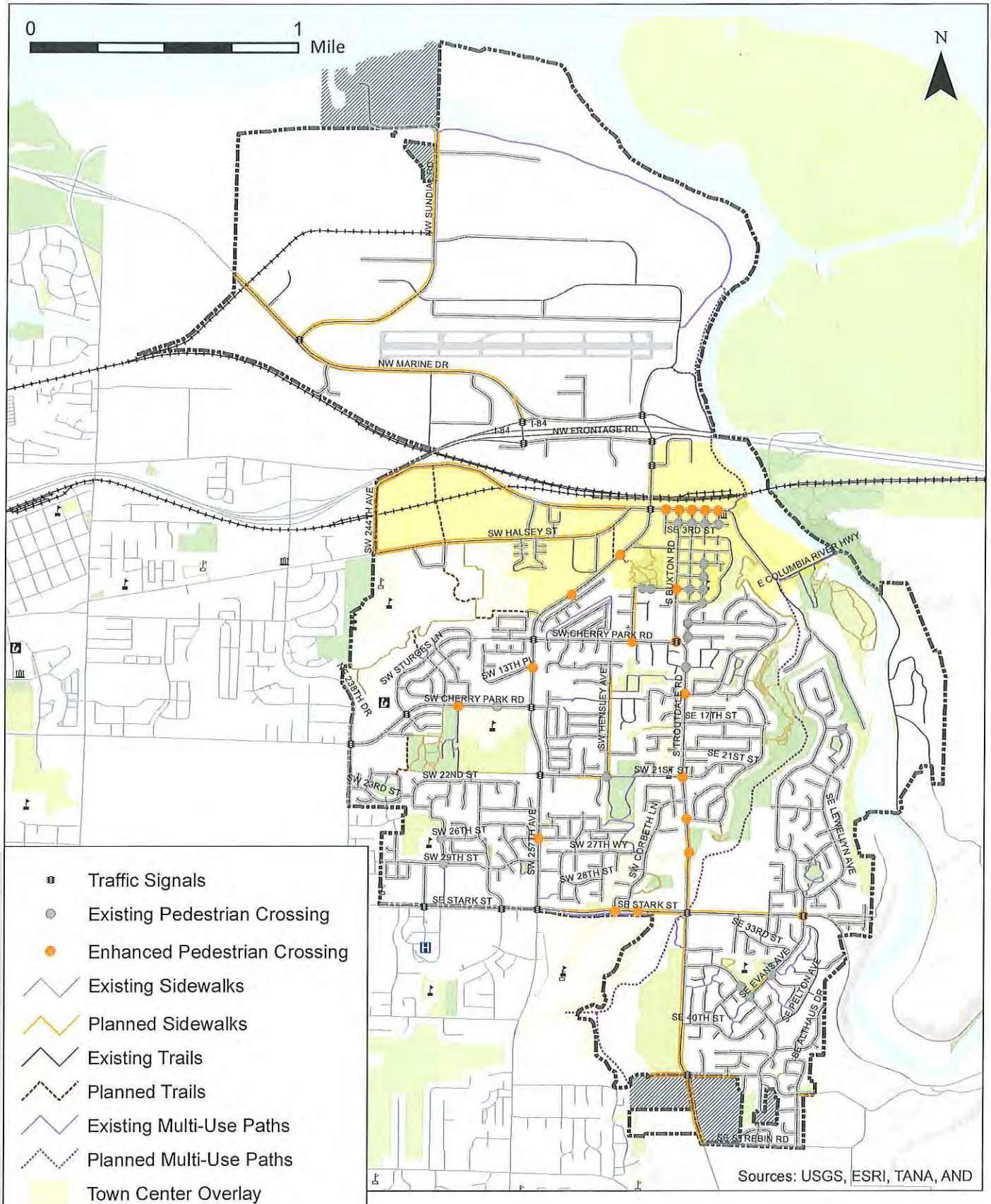


Pedestrian Master Plan

Figure **1-1**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

H:\projfile\12560 - Troutdale TSP Update & Facilities Plan\gis\Draft TSP\Figure 1-1_Pedestrian.mxd - mbell - 9:55 AM 4/4/2014

Several strategies were developed to help guide the selection and prioritization of the projects included in the Pedestrian Action Plan. The strategies were used to rank the projects identified in the Pedestrian Master Plan from highest to lowest in terms of priority. The highest ranking City projects were combined with projects from other agencies identified in previous planning studies to create the project list shown in Table 1-1, which are organized by location and type.

Table 1-1: Pedestrian Action Plan

Project ID	Location	Type	Project Description	Cost ($1,000)
P1	Troutdale Road	Complete Sidewalks	Install sidewalks on both sides of Troutdale Road from Beaver Creek Lane to Stark Street	-
P2	Troutdale Road	Complete Sidewalks	Install sidewalks on both sides of Troutdale Road from Stark Street to the south city limits	-
P3	Stark Street	Complete Sidewalks	Install sidewalks on both sides of Stark Street from 257th Avenue to Troutdale Road	-*
P5	Halsey Street	Complete Sidewalks	Install sidewalks on both sides of Halsey Street from the west city limits to Historic Columbia River Highway	-
P7	Hensley Road	Complete Sidewalks	Install sidewalks on the south side of Hensley Road (E/W) from 150-feet west of Laurel Court to Hensley Road (N/S)	$45
P8	Hensley Road	Complete Sidewalks	Install sidewalks on the east side of Hensley Road (N/S) from Hensley Road (E/W) to Cherry Park Road consistent with the Troutdale Elementary SRTS Plan. Includes minor pavement widening and drainage.	$350
P17	257th Avenue at 26th Street	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on 257th Avenue at 26th Street	-
P22	Troutdale Road at Planned Regional Trail	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Troutdale Road at the planned Regional Trail	-
P26	Stark Street at Planned Regional Trail	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Stark Street at the planned Regional Trail	-
P29	40 Mile Regional Trail	Multi-Use Path	Install a multi-use path from Columbia/Sandy River Levy Trail to downtown Troutdale	-
P30	Columbia Park Trail	Trail	Improve existing trail from 18th Way to 22nd Street	$75
P31	Sturges Trail	Trail	Install a trail from Sturges Lane to 257th Avenue	$230
P36	Sandy River and Springwater Area Connections Trail	Trail	Install a trail from Mt. Hood Community College to Historic Columbia River Highway	-
P37	Historic Columbia River Highway	Curb Extension	Install curb extensions along Historic Columbia River Highway at Kendall Avenue, Buxton Avenue, Dora Street, Harlow Avenue, and Kibling Avenue	$240
P38	Sandy River and Springwater Area Connections Trail Master Plan	Trail	Develop a master plan for the Sandy River and Springwater Area Connections Trail to determine the alignment/recommended design treatments	-
P39	Hewitt Neighborhood Trail	Multi-Use Path	Complete the multi-use path that connects the Hewitt neighborhood to Stark Street to the south and 257th to the west.	$25
			Total	**$965**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.
* The City of Troutdale's contributions to these project costs are included in the Motor Vehicle Action Plan.

Bicycle System

The existing conditions analysis presented in Chapter 3 identifies the bicycle system needs within Troutdale and reflects all of the bicycle system improvements that have occurred since 2005. The analysis indicates that although a majority of the collector and arterial streets in Troutdale currently provide on-street bike lanes or shoulder bikeways, there are a few locations where new on-street bike lanes or other bicycle treatments, such as shared roadway pavement markings, could improve the overall bicycle system.

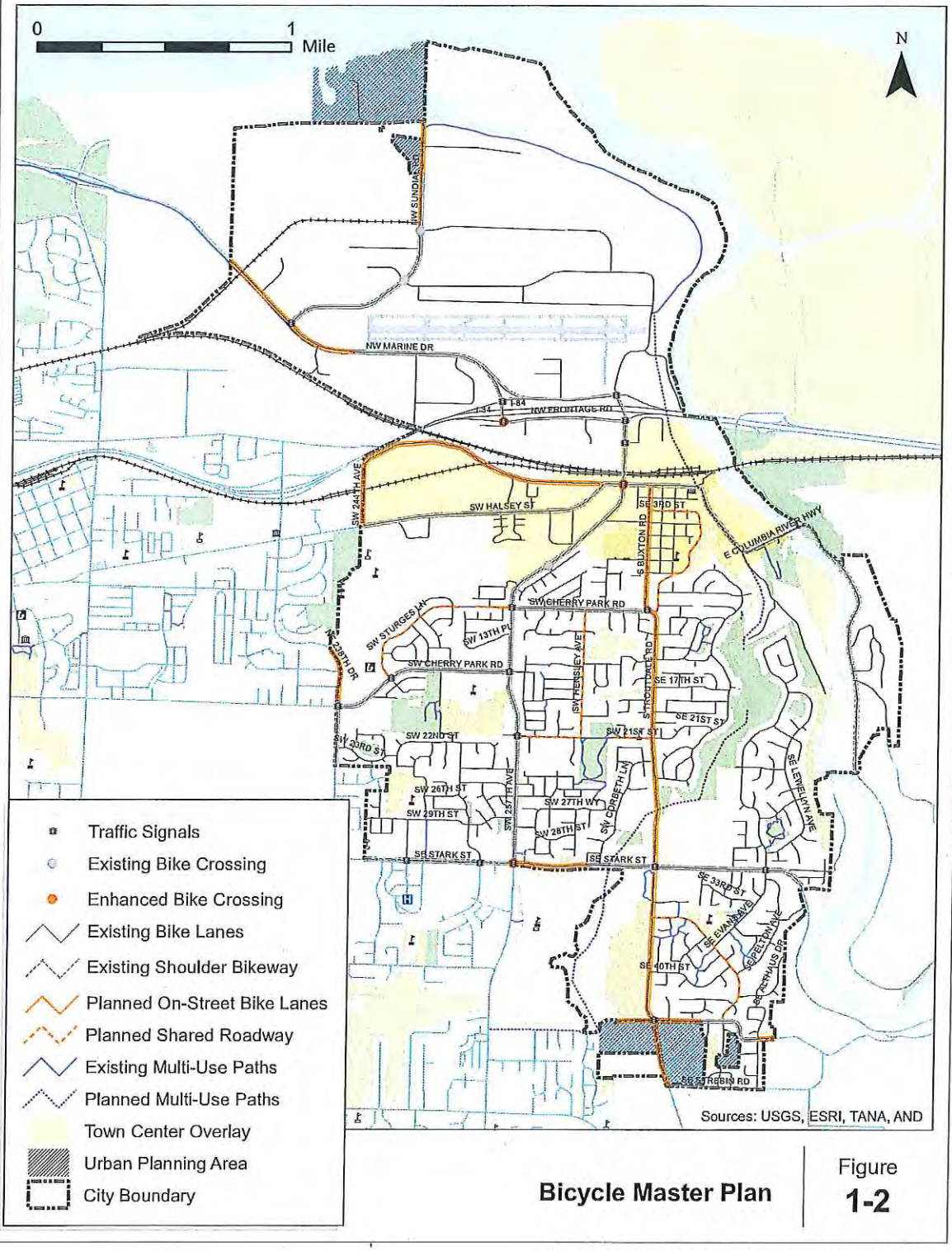
The RTP includes designations within Troutdale for Regional Bikeways, Community Bikeways, and Regional Trails. The Bicycle Master Plan identifies a number of potential projects that would improve bicycle connectivity along the RTP designated roadways. By complying with the RTP designations and completing the arterial/collector bicycle system, the Bicycle Master Plan is consistent with plans developed by Metro, Multnomah County, and the State. Figure 1-2 illustrates the Bicycle Master Plan.

Several strategies were developed to help guide the selection and prioritization of the projects included in the Bicycle Action Plan. The strategies were used to rank the projects identified in the Bicycle Master Plan from highest to lowest in terms of priority. The highest ranking City projects were combined with projects from other agencies identified in previous planning studies to create the project list shown in Table 1-2, which are organized by location and type.

Table 1-2: Bicycle Action Plan

Project ID	Location	Type	Project Description	Cost ($1,000)
B1	Stark Street	Bike Lane	Install on-street bike lanes from 257th Avenue to Troutdale Road.	-*
B4	Troutdale Road	Bike Lane	Install on-street bike lanes from Cherry Park Road to Stark Street	-
B5	Troutdale Road	Bike Lane	Install on-street bike lanes from Stark Street to the south City limits	-
B10	238th Avenue	Bike Lane	Install on-street bike lanes from Cherry Park Road to the west City limits	-
B11	Hensley Road (EW/NS)	Shared Roadways	Install shared roadway pavement markings and signs on Hensley Road (EW/NS) consistent with MUTCD standards	$15
B12	21st Avenue	Shared Roadway	Install shared roadway pavement markings and signs on 21st Avenue consistent with MUTCD standards	$5
B13	Sturges Lane	Shared Roadways	Install shared roadway pavement markings and signs on Sturges Lane consistent with MUTCD standards	$15
B14	Sweetbriar Lane	Shared Roadways	Install shared roadway pavement markings and signs on Sweetbriar lane consistent with MUTCD standards	$15
B15	3rd Street/Sandy Avenue	Shared Roadways	Install shared roadway pavement markings and signs on 3rd Street and Sandy Avenue consistent with MUTCD standards	$15
B18	Troutdale Town Center	Bicycle Parking	Install covered bicycle parking in the Troutdale Town Center	$30
			Total	**$95**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.
* The City of Troutdale's contributions to these project costs are included in the Motor Vehicle Action Plan.



Bicycle Master Plan

Figure **1-2**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Transit System

TriMet is the primary regional transit service provider for the Portland metropolitan area and operates fixed-route and dial-a-ride service in Troutdale, which is located in the northeast corner of TriMet's service area. Due to its location, Troutdale is an end point for the regional service system. Troutdale is not served by high capacity transit or frequent service routes.

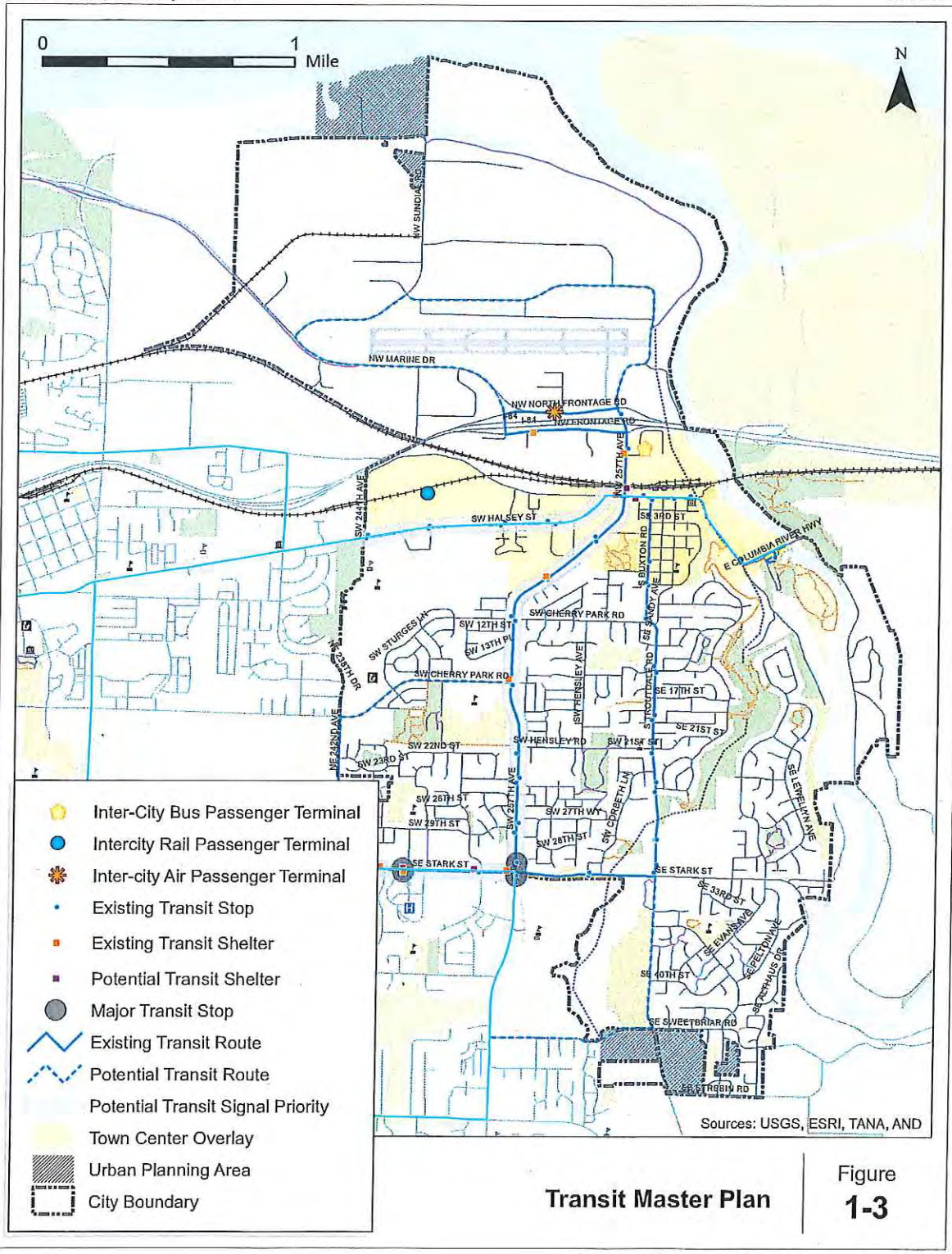
The 2035 High Capacity Transit System Plan identifies 257th Avenue as a Developing Regional Priority Corridor, which is a corridor where projected 2035 land use and commensurate ridership potential are not supportive of HCT implementation, but which have long-term potential due to political aspirations. Metro's RTP transit route designations in Troutdale include Regional Bus. The existing transit routes in Troutdale are consistent with the Metro designations. Additional needs were identified for the quality of service in Troutdale, including transit route coverage, transit route frequency, reliability, and user amenities. Based on these needs, a Transit Master Plan was created that is shown in Figure 1-3.

Several strategies were developed to help guide the selection and prioritization of the projects included in the Transit Action Plan. The strategies were used to rank the projects identified in the Transit Master Plan from highest to lowest in terms of priority. The highest ranking City projects were combined with projects identified in previous planning studies to create the project list shown in Table 1-3, which are organized by location and type.

Table 1-3: Transit Action Plan

Project ID	Location	Description	Cost ($1,000)
T1	Halsey/Graham Road	Coordinate with TriMet to provide a new route connecting the Outlet Mall to Rockwood MAX Station.	-
T2	Cherry Park Road	Coordinate with TriMet to provide a new route between 242nd and 257th Avenue.	-
T3	Bus Stop Enhancements	Coordinate with TriMet to provide bus shelters at the following stops: • Stop 8747: Historic Columbia River Highway & SW Kendall Road • Stop 9792: Stark Street & SW Sundial Avenue • Stop 5398: Stark Street & McGinnis Avenue • Stop 13532: 257th Avenue & Historic Columbia River Highway	-
T5	Transit Signal Priority	Coordinate with TriMet and Multnomah County to implement transit signal priority on Halsey Street, 257th Avenue, and Stark Street.	-
T6	Marine/Sundial/Graham	Coordinate with TriMet to provide a new route serving the north industrial area.	-
T7	Troutdale Road/17th Street/Cochran Road	Coordinate with TriMet to provide a new route serving the southeast Troutdale area.	-
T9	Existing Transit Routes	Coordinate with TriMet to reduce transit route headways.	-
T10	Transit Corridors	Direct growth to increase the density of development along transit routes in the City of Troutdale in an effort to support regional transit service goals	-
		Total	**$0**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.



Transit Master Plan

Figure **1-3**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Motor Vehicle System

Future traffic conditions were analyzed as part of the 2005 TSP as well as the IAMP and the EMCP in an effort to identify motor vehicle system needs in Troutdale. Based on the analyses, it was determined that without a significant investment in Transportation System Management (TSM), Travel Demand Management (TDM), and other roadway improvements, several key facilities in the City would fail (or continue to fail) in the future. The following sections summarize the elements of the motor vehicle system plan, which meet the demands of future growth and comply with local and regional planning requirements.

Transportation System Management (TSM)

Transportation System Management (TSM) focuses on low cost strategies to enhance operational performance of the transportation system by seeking solutions to immediate transportation problems, finding ways to better manage transportation, maximizing urban mobility, and treating all modes of travel as a coordinated system. TSM measures focus primarily on region wide improvements, however there are a number of TSM measures that are recommended for use in Troutdale, which include:

- Intelligent Transportation Systems (ITS): ITS focuses on increasing the efficiency of existing transportation infrastructure, which enhances the overall system performance and reduces the need to add capacity (e.g. travel lanes). Efficiency is achieved by providing services and information to travelers so they can (and will) make better travel decisions and to transportation system operators so they can better manage the system and improve system reliability. Figure 4-7 in Chapter 4 illustrates the Traffic Control Master Plan, which includes ITS devices and communications in the Troutdale area.

Neighborhood Traffic Management (NTM): The City of Troutdale has a Speed Hump Program that establishes a process to guide speed hump installation through neighborhood involvement. This program includes considerations of street classification and emergency response needs, but it does not provide the opportunity for application of other NTM devices. The Speed Hump Program could be updated to consider other traffic calming measures, such as those identified in Table 4-14, and work with the community to find the traffic calming solution that best meets their needs and maintains roadway function. Additional NTM measure descriptions that include diagrams, benefits, and costs are included in the technical appendix. Any NTM project should include coordination with emergency agency staff to assure public safety.

Access Management: Access Management is a broad set of techniques that balance the need to provide efficient, safe and timely travel with the ability to allow access to the individual destination. Proper implementation of Access Management techniques should reduce congestion, reduce accident rates, lessen the need for highway widening, conserve energy, and reduce air pollution.

New development and roadway projects should meet the requirements summarized in Table 1-4. The minimum spacing of roadways and driveways listed in this table is consistent with Multnomah County's access spacing standards.

Table 1-4: Access Management Standards

Street Facility	Maximum spacing of roadways	Minimum spacing of roadways and driveways
Arterials	1,000 Feet	530 Feet
Collector	530 Feet	150 Feet
Neighborhood/Local	530 Feet	-
All Roads	Require an access report for new access points stating that the driveway/roadway is safe as designed meeting adequate stacking, sight distance and deceleration requirements as set by ODOT, Multnomah County and AASHTO.	

Local Street Connectivity: Much of the local street network in Troutdale is built out and, in many cases, fairly well connected. In other words, multiple access opportunities exist for entering or exiting neighborhoods. However, there are still a number of locations where the majority of neighborhood traffic is funneled onto one single street. This results in out-of-direction travel for motorists and an imbalance of traffic volumes that impacts residential frontage.

A Local Street Connectivity Plan was developed for Troutdale, which is shown in Figure 1-4. In most cases, the connector alignments are not specific and are aimed at reducing potential neighborhood traffic impacts by better balancing traffic flows on neighborhood routes. To protect existing neighborhoods from potential traffic impacts of extending stub end streets, connector roadways should incorporate NTM into their design and construction. All stub streets should have signs indicating the potential for future connectivity. Additionally, any new development that involves the construction of a new street or street extension is required by the current development code to meet the following connectivity standards:

- Provides full street connections with spacing of no more than 530 feet between connections except where prevented by barriers
- Provides bike and pedestrian access ways in lieu of streets with spacing of no more than 330 feet except where prevented by barriers
- Limits use of cul-de-sacs and other closed-end street systems to situations where barriers prevent full street connections
- Includes no close-end street longer than 200 feet or serving more than 25 dwelling units
- Includes street cross-sections demonstrating dimensions of ROW improvements, with streets designed for posted or expected speed limits

Functional Classification: A street's functional classification defines its role in the transportation system and reflects desired operational and design characteristics such as right-of-way requirements, pavement widths, pedestrian and bicycle features, and driveway (access) spacing standards. Figure 1-5 illustrates the functional classification plan for Troutdale, which has been updated to ensure consistency with surrounding jurisdictions.

Local Street Connectivity Plan

Figure **1-4**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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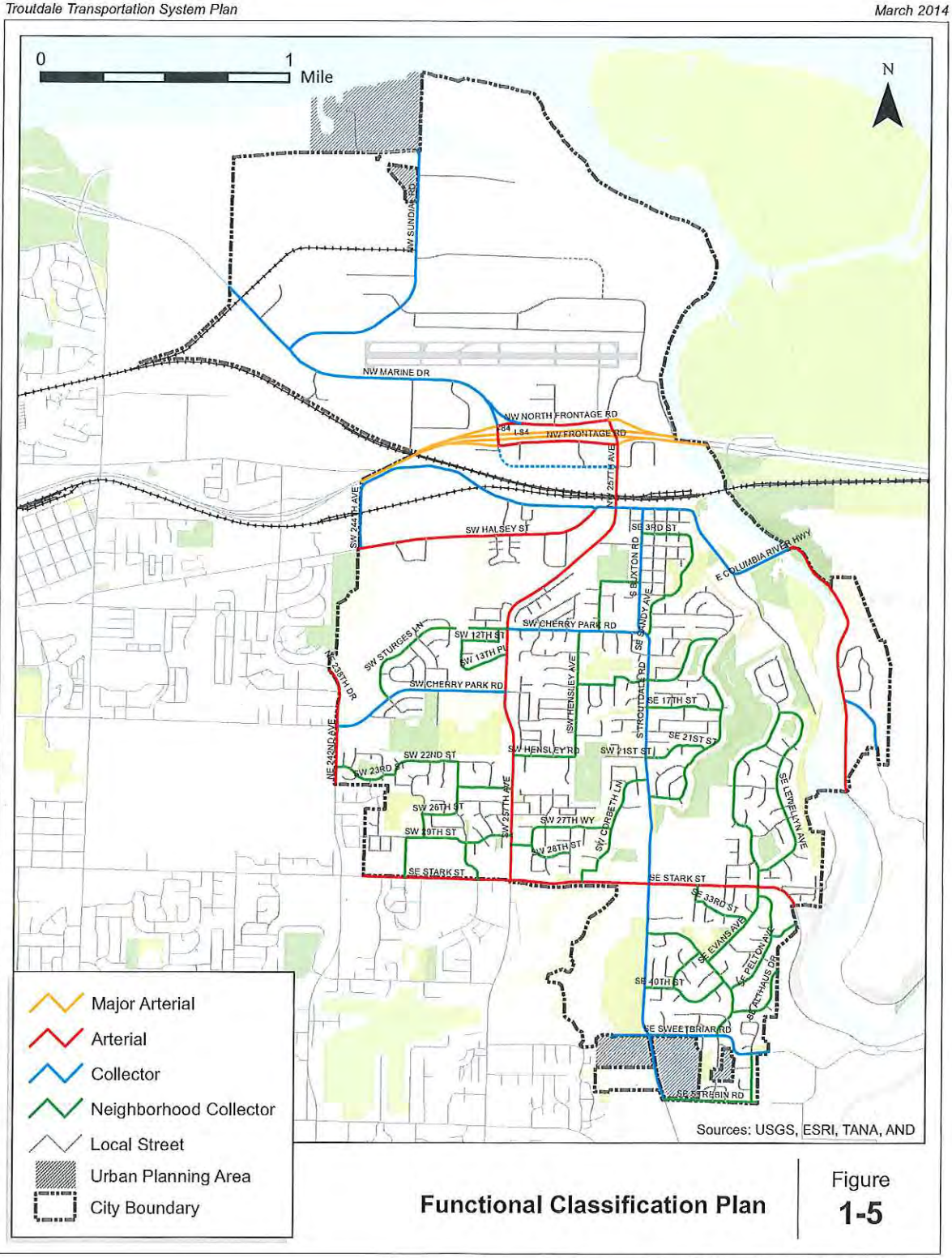

Functional Classification Plan

Figure **1-5**

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Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

Street Standards: The City of Troutdale has adopted standards for street cross sections that apply citywide to local streets (32' curb-to-curb), neighborhood streets (36' curb-to-curb), and commercial/industrial streets (36' curb-to-curb). In addition, there is a special local street cross section for the Town Center area that allows narrower widths (28' curb-to-curb). These cross sections are detailed in the *City of Troutdale Construction Standards for Public Works Facilities*. Refer to ODOT and Multnomah County standards for additional information related to all collector and arterial cross sections.

Parking Requirements: The City of Troutdale has off-street parking ratios (minimum and maximum) in Chapter 9 of the Development Code, which were adopted in 1998. These ratios are consistent with the TPR and RTP parking ratio requirements.

Transportation Demand Management (TDM)

Transportation Demand Management (TDM) is the general term used to describe any action that removes single occupant vehicle trips from the roadway network during peak travel demand periods. As growth in the Troutdale area occurs, the number of vehicle trips and travel demand in the area will also increase. The ability to change a user's travel behavior and provide alternative mode choices will help accommodate this growth.

Generally, TDM focuses on reducing vehicle miles traveled and promoting alternative modes of travel for large employers of an area. This is due in part to the Employee Commute Options (ECO) rules that were passed by the Oregon Legislature in 1993 to help protect the health of Portland area residents from air pollution and to ensure that the area complied with the Federal Clean Air Act.

The City of Troutdale should coordinate with Multnomah County and TriMet to implement strategies to assure that the TDM assumptions in the RTP are implemented. The TDM action plan includes:

- Support continued efforts by TriMet, Metro, ODOT, and Multnomah County to develop productive TDM measures that reduce commuter vehicle miles and peak hour trips.
- Encourage developments that effectively mix land uses to reduce vehicle trip generation. These plans may include development linkages (particularly non-auto) that support greater use of alternative modes.
- Continued implementation of motor vehicle minimum and maximum parking ratios for new development.
- Continued implementation of street connectivity requirements.
- Require new development to install bicycle racks.
- Implementation of bicycle, pedestrian, motor vehicle and transit system action plan.
- Monitor and manage the parking needs in the Troutdale Town Center, which could include long-term strategies such as parking pricing.

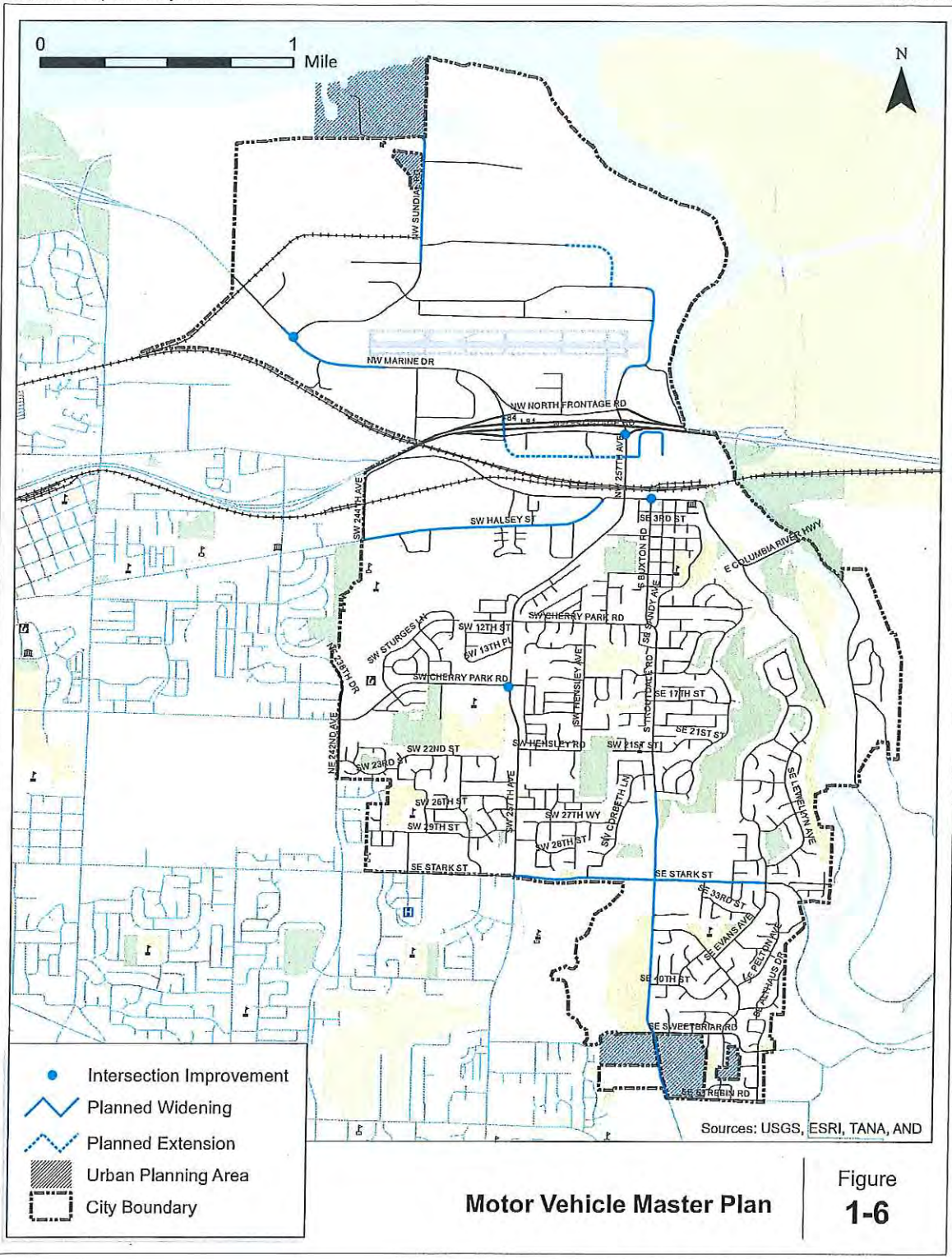
Roadway Improvements

Based on an evaluation of intersection capacity, some roadways in Troutdale are not expected to meet future demands without capacity improvements. Key issues to address include:

- Lack of north-south capacity. The only north-south arterial route to I-84 in Troutdale is via 257th Avenue. Although 242nd/238th Drive does provide an alternative route to I-84, the lack of parallel routes for travel to or from the freeway system is a constraint for the existing transportation system.
- Frontage Road Congestion. The existing configuration of the Troutdale interchange and the adjoining access provisions for fronting commercial properties is far below the capacity required to support peak period demands today and in the future. The interaction between truck traffic and motor vehicles significantly reduces the frontage road capacities.
- Lack of direct access to the north-industrial area. Access to the north-industrial area is provided through the congested I-84/257th Avenue interchange, which in some cases includes travel via under-improved Graham Road. An alternative access is the I-84/207th Avenue interchange, to Sandy Boulevard, to 223rd Avenue, to Marine Drive. However, this alternative includes significant out of direction travel.
- Lack of east-west capacity. The Stark Street corridor is expected to be significantly congested in the future. The Halsey Street/Historic Columbia River Highway corridor is the only other route passing east-west through Troutdale. The lack of alternative east-west connections between neighborhoods in Troutdale increases delay on the arterial roadways and increases neighborhood cut-through traffic.

The transportation improvement projects identified in the 2005 TSP were update to reflect the conclusions and recommendations from the IAMP and the EMCP. While many of the projects from the 2005 TSP update are included in the Motor Vehicle Master Plan, a few notable projects have been removed, including the 242nd Street extension, the 238th Street extension, the 2nd Street extension, and the 257th Avenue/Cherry Park Road (south) intersection improvements; the details of which are provided in Chapter 4. Figure 1-6 illustrates the Motor Vehicle Master Plan.

Several strategies were developed to help guide the selection and prioritization of the projects included in the Motor Vehicle Action Plan. The strategies were used to rank the projects identified in the Motor Vehicle Master Plan from highest to lowest in terms of priority. The highest ranking City projects were combined with projects from other agencies identified in previous planning studies to create the project list shown in Table 1-5, which are organized by location and type.



Motor Vehicle Master Plan

Figure **1-6**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Table 1-5: Motor Vehicle Action Plan

Project ID	Location	Project Description	Cost ($1,000)
M2	Troutdale Road	Widen to 3 lanes from Stark Street to the south City limits. Includes sidewalks and bike lanes.	--
M4	Stark Street Widening (West)	Widen to 5 lanes between 257th Avenue and Troutdale Road. Includes sidewalks and bike lanes.	$300
M6	Halsey Street Widening	Widen to 3 lanes from 238th Avenue to Historic Columbia River Highway. Includes sidewalks and bike lanes.	-
M7	Marine Drive	Widen Marine Drive to a two-way five-lane cross-section under I-84.	-
M8	Graham Road	Reconstruct Graham Road.	$550
M9	Marine Drive	Construct the Marine Drive Extension.	$980
M10	Marine Drive/Sundial Road	Improve intersection of Marine Drive/Sundial Road. Includes widening Marine Drive from approximately 500 feet west of intersection to existing five-lane section.	-
M11	Historic Columbia River Highway/Buxton Road	Signalize in coordination with 257th Avenue/Historic Columbia River Highway.	$200
M12	257th Way	Extend 257th Way to the urban renewal area.	-
M13	Parking Study	Conduct a parking study within the Troutdale Town Center	$50
M14	Dunbar Avenue	Reconstruct Dunbar Avenue.	$450
		Total	**$2,530**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.

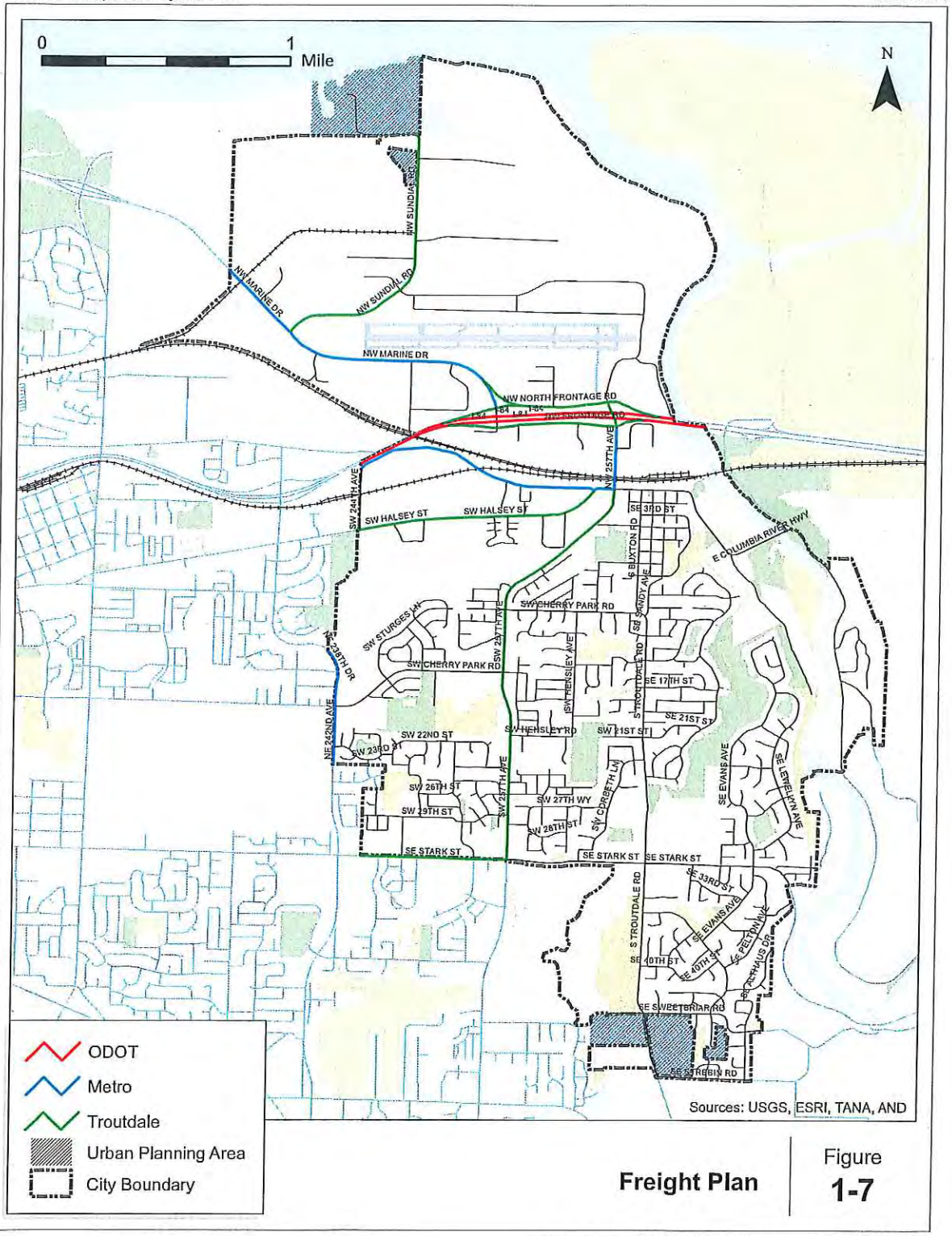
Other Modes

While pedestrian, bicycle, transit, and motor vehicle transportation modes have a more significant effect on the quality of life in Troutdale, other modes of transportation must be considered. Future needs for freight, air and pipeline infrastructure are identified by their providers and are summarized below.

Freight

Efficient truck movement plays a vital role in the economical movement of raw materials and finished products. The establishment of through truck routes provides for this efficient movement while at the same time maintaining neighborhood livability, public safety, and minimizing maintenance costs of the roadway system. The freight plan is shown in Figure 1-7. The objective of this plan is to allow these streets to focus on design criteria that are "truck friendly"; i.e. 12-foot travel lanes, longer access spacing, 35-foot (or larger) curb returns, and pavement design that accommodates a larger share of trucks. The designated truck routes shown in Figure 1-7 are consistent with recent changes to the Regional Freight Plan as identified in the EMCP.

There are two rail freight lines, the Graham (2A) and the Kenton (2AE) that currently traverse the City of Troutdale, combining to transport over 53 million gross tons of freight in 2002. There are no passenger trains currently running through Troutdale. The volume, length and schedule of the freight trains are not expected to change significantly over the 20 year planning horizon.



Freight Plan

Figure **1-7**

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Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

Gas Pipelines

Two high-pressure natural gas pipelines serve Troutdale. The future service of gas pipelines are not expected to change significantly over the 20 year planning horizon.

Air

The Troutdale Airport is located north of I-84 and is classified as a Category 2 – Business or High Activity General Aviation Airport. The Troutdale Airport Master Plan predicts a modest 2 percent growth in both the number of operations and number of aircraft based in Troutdale over the next 10 years, concluding that current infrastructure is adequate to meet demand.

Financing

Transportation funding is commonly viewed as a user fee system where the users of the system pay for infrastructure improvements through motor vehicle fees such as state and local gas taxes and vehicle registrations. However, virtually all of motor vehicle user fees go to road maintenance, operation, and preservation of the system rather than construction of new facilities. Much of what the public views as new construction is commonly funded (partially or fully) through property tax levies, traffic impact fees (Transportation System Development Charges) and transportation improvements required of private developers. The City of Troutdale utilizes a number of mechanisms to fund construction of its transportation infrastructure, including:

- State and Local Fuel Tax and Vehicle License Fees,
- System Development Charges, and
- Exactions (Developer Required Improvements).

The City of Troutdale currently collects approximately $890,000 in motor fuel taxes and license fees for street construction and repair each year. Annual System Development Charge revenue is highly variable, depending on the pace of development activity, and rates are adjusted in conjunction with updates to the City's Capital Improvement Plan to concur with projected costs of transportation improvement projects.

The costs outlined in the Transportation System Plan to implement the Action Plans for Motor Vehicles, Bicycles, Pedestrians, and Transit total $3.7 million, while the costs of ongoing transportation operations and maintenance programs and services total $27.7 million. The total cost of funding the transportation system over the next 20 years is then $31.4 as shown in Table 1-6. Note that additional projects are listed in the Action Plans that are expected to be funded by Multnomah County or ODOT, with contributions from the City in some cases (i.e. Stark Street, Graham Road, Marine Drive, and Dunbar Avenue). The City's expected contributions to these projects are included in the estimates in Table 1-6 and should be considered in development of the City's Capital Improvement Plan and associated SDC rates.

Table 1-6: Troutdale Transportation Action Plans Costs Over 20 Years

Transportation Element	Approximate Cost ($1,000)
System Improvement Projects (Action Plans projects to be funded by City)	
Motor Vehicle	$2,530
Bicycle	$95
Transit	$0
Pedestrian	$965
Total Capital Projects	$3,590
Operations and Maintenance Programs and Services (2013 Dollars)	
Road Operation and Maintenance ($1,075,000 per year, increasing annually)	$21,500
Additional Pavement Preservation Need (300,000 per year)[1]	$6,000
Neighborhood Traffic Management ($10,000/year)	$200
Total Operations and Maintenance Programs	$27,700
20 Year Total	**$31,290**

[1]Based on further evaluation of the Operations and Maintenance Programs and Services, there is currently a need for an additional 6.6 million over the next ten years to fully fund the pavement preservation program in addition to the existing costs/expenditures for operation, maintenance and preservation.

The estimated $27.7 million for operations and maintenance exceeds the expected 20-year revenue estimate of $20.9 million (See Chapter 5) by approximately $6.8 million. Alternative solutions to address this funding deficit as well as provide funding for the Action Plan projects were analyzed, including General Fund Revenues, Street Utility Fee Revenues, Expanded Transportation SDC, and Debt Financing. A transportation utility fee or local gas tax could be enacted that would generate the roughly $300,000 per year of additional revenue needed, or $6.0 million over the next 20 years as shown in Table 1-7 below. These additional funds along with appropriately set and adjusted SDC rates would be sufficient to fully capitalize the Action Plan projects and maintenance programs.

Table 1-7: Potential Funding Sources for Troutdale Transportation

Transportation Funding Source	Estimated Additional Annual Revenues ($1,000)
Transportation Utility Fee or Local Gas Tax	$300
Annual New Revenues	**$300**
20 Year Total	**$6,000**

Chapter 2 Goals & Policies

CHAPTER 2. GOALS AND POLICIES

OVERVIEW

The transportation-related goals and policies established by the 2005 TSP were adopted to guide transportation system development in Troutdale. Since 2005, there have been several changes to state and regional transportation plan policies and regulations. The following goals and policies include those that have been carried over from the 2005 TSP as well as new and modified ones to address changes to state and regional plan policies and regulations.

GOALS AND POLICIES

Goal 1. Transportation facilities shall be designed and constructed in a manner which enhances the livability of Troutdale.

Policy a. Minimize the "barrier" effect of large arterial streets (for example 257th Avenue).

Action: The City shall develop and maintain pedestrian crossing spacing, traffic signal spacing and landscape standards for large arterial streets in Troutdale, in coordination with Multnomah County and Metro.

Policy b. Make streets as "unobtrusive" to the community as possible.

Action: The City shall maintain design standards for local streets which address landscaping, cross section width, and provision of alternative modes for each functional classification.

Policy c. Build neighborhood streets to minimize speeding.

Action: The City shall allow for neighborhood traffic management in new development as well as existing neighborhoods for City streets. Measures to be developed may include narrower streets, humps, traffic circles, curb/sidewalk bulbs, curving streets, diverters and/or other measures.

Policy d. Encourage pedestrian and bicycle accessibility by providing safe, secure and desirable walkway routes, with a preferred spacing of no more than 330 feet, between elements of the pedestrian network.

Action: The City shall develop and maintain a "pedestrian grid" in Troutdale, outlining pedestrian routes. Sidewalk standards shall be developed to define various widths, as necessary, for City street types.

Policy e. In residential areas, discourage extended use of on-street parking.

Action: The City shall maintain code provisions addressing extended on-street parking and on-street parking of vehicles used for commercial use or non-residential-type purposes (i.e. semi trucks or home businesses with extensive use of on-street parking).

Goal 2. Provide a transportation system in Troutdale which is safe, reduces length of travel and limits congestion.

Policy a. Design of streets should relate to their intended use.

Action: The City shall maintain a functional classification system that meets the City's needs and respects needs of other agencies (Multnomah County, ODOT, Metro, City of Gresham, City of Wood Village). Appropriate design standards for these roadways shall be developed by the appropriate jurisdictions.

Action: A primary emergency response route system shall be developed for roadways within Troutdale in coordination with the Gresham Fire Department and the County's Office of Emergency Management. Appropriate traffic calming guidelines for these routes shall be developed in coordination with the Gresham Fire Department and other agencies (City of Troutdale, Multnomah County, ODOT).

Policy b. Local streets shall be designed to encourage a reduction in trip length by providing connectivity and limiting out-of-direction travel. Provide connectivity to activity centers and designations with a priority for pedestrian connections. Wherever necessary, new streets built to provide connectivity shall incorporate traffic management design elements, particularly those which inhibit speeding. New or improved local streets should comply with adopted street spacing standards.

Action: The purpose of this policy is to provide accessibility to various designations within Troutdale without creating a grid-type network with long, straight streets which encourage speeding or through traffic.

Policy c. No City of Troutdale street (excluding County and State roads) shall exceed one travel lane in each direction, with turn lanes allowed to accommodate demand.

Action: To avoid impacts of land use on roadway capacity, land uses in the comprehensive plan should be followed. Unless designated and built as part of a transit oriented development (TOD), large retail land uses (greater than 20,000 SF) in areas not zoned commercial should be avoided (allowing for some commercial for adjacent uses) due to the significantly larger vehicle traffic generation. Retail developments would be responsible for improvements required to accommodate their associated traffic.

Policy d. Safe and secure pedestrian and bicycle ways shall be designed between parks and other activity centers in Troutdale.

Policy e. Monitor and participate in regional planning efforts, including the development of the Regional Transportation Plan (RTP), to secure funding for safety and capacity improvements to the City of Troutdale's arterial and collector street system that are necessary to maintain acceptable levels of service for local and through traffic.

Policy f. Meet regional mobility targets within the designated Town Center and along roadways identified as Corridors through system management techniques and strategic capacity improvements, consistent with the adopted TSP.

Goal 3. Provide a balanced, multi-modal transportation system and reduce the number of trips by single occupant vehicles.

Policy a. Commercial, community service and high employment industrial uses shall be developed and sited to be supportive and convenient to pedestrians, bicyclists and transit riders. Pedestrians and bicycle amenities, transit facilities, ride-share programs or similar commute trip reduction measures shall be incorporated in commercial and industrial development to the maximum extent possible.

Action: The City will maintain standards for development adjacent to transit streets. Consistency with site design requirements will be required for such development. Pedestrian accessways, without vehicle conflicts, will need to be identified for every site for access to public right-of-way and the pedestrian system.

Policy b. Recreational trails, including the 40-Mile Loop, shall link to Troutdale's bicycle and pedestrian plans.

Action: The City shall develop and maintain standards for pedestrian connectivity to activity centers, residential areas, and recreational trails.

Policy c. Consistent with the Multnomah County Bicycle Master Plan, bicycle ways should be constructed on all arterials and collectors within Troutdale (with construction or reconstruction projects). All schools, parks, public facilities and retail areas shall have direct access to a bicycle lane or route.

Action: Standards for bicycle facilities within Troutdale shall be developed and maintained including guidelines for placement on sites. Where activity centers are on local streets, connections to bicycle lanes shall be designated.

Policy d. The City shall coordinate with TriMet to improve transit service to Troutdale. Fixed route TriMet transit service shall use arterial and collector streets in Troutdale.

Action: The TriMet service plan shall be the guiding transit plan for Troutdale. Adding elements such as park-and-ride lots near I-84, circulation routes linking retail to residential in Troutdale and direct service to downtown Portland (or Columbia Corridor) are samples of the input to be provided to TriMet.

Action: The City shall adopt and maintain a Transit System Master Plan that designates existing and potential transit routes, as well as transit signal priority corridors in coordination with Multnomah County.

Action: The City shall coordinate with TriMet to provide additional rider amenities (shelters, lighting, trash cans, route information) at transit stops within the City that are consistent with TriMet guidelines.

Policy e. The City shall participate with other agencies in trip reduction strategies developed regionally, including employment, tourist and recreational trip programs.

Policy f. Establish local non-Single Occupant Vehicle (SOV) modal targets, subject to new data and methodology made available to local governments, for all relevant design types identified in the RTP. Targets will meet or exceed the regional modal targets for the 2040 Growth Concept land use design types as illustrated in the following table:

Table 2-1: 2040 Regional Metro Target Non-Single Occupant Vehicles

2040 Design Type	Modal Target
Regional centers, town centers, main streets, station communities, corridors	45 to 55 percent
Industrial areas, employment areas, inner neighborhoods, outer neighborhoods	40 to 45 percent

Policy g. It shall be the shared responsibility of the City, County, State, and developers to provide safe and regular pedestrian and bicycle crossings on arterials and on streets with major transit stops.

Goal 4. Provide for efficient movement of goods.

Policy a. Grade separation or gate control should be considered for all railroad crossings.

Action: Support the upgrade of railroad grade crossings to current design standards.

Policy b. The City shall coordinate and cooperate with the Port of Portland on its plans for the Troutdale Airport.

Policy c. Designated arterial routes and freeway access areas in Troutdale are essential for efficient movement of goods. Design of these facilities and adjacent land uses should reflect the needs of goods movement.

Action: Work with ODOT to improve the Frontage Road area to reduce conflicts between truck maneuvering and through moving residents and tourists.

Policy d. Access control standards shall be preserved on arterial routes to reduce conflicts between vehicles and trucks, as well as conflicts between vehicles and pedestrians.

Goal 5. Develop transportation facilities which are accessible to all members of the community.

Policy a. Construct transportation facilities to meet the requirements of the Americans with Disabilities Act (ADA).

Policy b. Improve ADA accessibility, including increasing the availability of ADA parking in the Town Center.

Goal 6: Develop a transportation system that is consistent with the City's adopted comprehensive land use plan, and with the adopted plans of state, local and regional jurisdictions.

Policy a. The City shall implement the transportation plan based on the functional classification of streets shown in Figure 4-10.

Policy b. The City transportation system plan shall be consistent with the city's adopted land use plan and with transportation plans and policies of other local jurisdictions, especially Multnomah County, City of Wood Village, City of Fairview and the City of Gresham.

Policy c. The City shall coordinate with Metro regarding implementation of the Regional Transportation Plan, the Regional Transportation Functional Plan and related transportation sections of the Urban Growth Management Functional Plan.

Policy d. The City shall work with Metro and other regional transportation partners to identify and implement effective transportation demand management programs, such as rideshare and employer vanpool programs, where appropriate.

Policy e. The City shall work cooperatively with the Port of Portland and local governments in the region to ensure sufficient air and marine passenger access.

Policy f. The City shall work cooperatively with Multnomah County, ODOT, and the Federal Highway Administration (FHWA) to support Intelligent Transportation System (ITS) implementation.

Goal 7: Establish a clear and objective set of transportation design and development regulations that address all elements of the city transportation system and promote access to and utilization of a multi-modal transportation system.

Policy a. The City shall evaluate land development projects to determine possible adverse traffic impacts and to ensure that all new development contributes a fair share toward on-site and off-site transportation system improvements.

Policy b. The City shall require dedication of land for future streets when development is approved. The property developer shall be required to make street improvements for their portion of the street commensurate with the proportional benefit that the improvement provides the development.

Policy c. The City shall require applicable developments to prepare a traffic impact analysis.

Policy d. The City shall adopt a uniform set of design guidelines that provide one or more typical cross sections associated with those functional street classifications under its jurisdiction. For example, the City may allow for a standard roadway cross-section and a boulevard cross-section for arterial and collector streets.

Policy e. The City shall adopt roadway design guidelines and standards that ensure sufficient right-of-way is provided for necessary roadway, bikeway, and pedestrian improvements.

Policy f. The City shall adopt roadway design guidelines and standards that ensure sidewalks be provided on all streets and bikeways be provided on all arterial and collector streets under its jurisdiction for the safe and efficient movement of pedestrians and bicyclists between residential areas, schools, employment, commercial, industrial and recreational areas.

Policy g. The City shall generally favor granting property access from the street with the lowest functional classification, including alleys. Where practicable, single family dwellings shall access from local streets; access to arterials and collectors for single family units shall be prohibited unless no other reasonable access exists.

Policy h. The City shall adopt access control and spacing standards for all arterial and collector streets under its jurisdiction to improve safety and promote efficient through street movement. Access control measures shall be generally consistent with Multnomah County access guidelines to ensure consistency on city and county roads.

Policy i. The City shall adopt parking control regulations for streets as needed. On-street parking shall not be permitted on any street designated as an arterial, unless allowed by special provision within the Town Center area. Parking regulations should allow the formation of a residential permit parking district.

Policy j. The City shall adopt off-street parking regulations, as needed, to provide guidelines for large lots (over 3 acres) to incorporate street-like features such as sidewalks, street lights, etc.

Policy k. Prior to, or in conjunction with the next TSP update, the City shall conduct a parking study for the Town Center. The parking study shall include an inventory and recommendations related to the need for a comprehensive parking management plan and management strategies such as permit parking, structured parking, ADA parking, and priced parking.

Policy l. The City shall adopt design standards that require new retail, office, and institutional buildings on sites at RTP designated major transit stops to meet RTP design requirements.

Policy m. The City supports innovative street design that balances multiple transportation objectives, ensuring that roadway facilities are safe and attractive to pedestrians, bicyclists, transit riders, and motor vehicle users.

Policy n. The City encourages integration of natural stormwater collection and treatment into street designs, provided that the associated design elements can be consistently applied and executed in construction, can be reasonably maintained, and allow emergency access.

Goal 8: Protect the function of the I-84 Troutdale interchange and support the recommendations of the I-84 Troutdale Interchange Area Management Plan (IAMP).

Policy a. It is the policy of the City to work with ODOT to protect the primary function of the I-84 Troutdale interchange as the key facility that provides access to industrial land between I-84 and the Columbia River and facilitates goods movement and access to the Troutdale Town Center.

Policy b. The City will inform ODOT of proposed land use actions, including development applications and legislative amendments such as Comprehensive Plan updates, or transportation improvements that could affect the function of the interchange. The City will ensure that any such amendments are consistent with the function of the interchange, as defined in the IAMP and the TSP, and are consistent with the Access Management Plan in the IAMP.

Policy c. Updates of the City of Troutdale's Transportation System Plan shall be reviewed for consistency with the IAMP.

Policy d. When proposing amendments to the land use designations or permitted uses in the IAMP management area, the applicant will be required to demonstrate that the proposed amendment will be consistent with the planned improvements in the IAMP.

Policy e. Because the Access Management Plan (AMP) in the IAMP is based on property configurations, development application approvals, and ownership existing at the time of the IAMP adoption, land use actions will be reviewed for consistency with the AMP.

PERFORMANCE TARGETS

Overview

The Regional Transportation Plan (RTP) includes performance targets that track the region's progress in developing an integrated, multi-modal, transportation system. Based on the RTP, the targets provide policy direction for developing the investment strategy recommended in the RTP and for updating local TSPs. Table 2-2 summarizes the performance targets considered as part of the Troutdale TSP along with specific performance measures, related system deficiencies, and associated TSP projects that help address the deficiencies.

Table 2-2: Performance Targets

RTP Performance Target	TSP Performance Measure	System Deficiency	TSP Project
Safety - By 2035, reduce the number of pedestrian, bicyclist, and motor vehicle occupant fatalities plus serious injuries each by 50% compared to 2005	Reduce the frequency and severity of crashes for all travel modes Address known deficiencies and high accident areas as high priority projects	Troutdale has four intersections on the most recent Multnomah County SPIS list (2000-2002) The four intersections are: 242nd Avenue/Cherry Park Road, 257th Avenue/Historic Columbia River Highway, 257th Avenue/Stark Street, and Troutdale Road/Stark Street	The pedestrian, bicycle, and motor vehicle master plans identify a variety of projects that are intended to reduce the potential for conflicts between movements Several new pedestrian crossings, sidewalks connections, and on-street bicycle lanes are proposed along roadways throughout Troutdale while new separate left and right turn lanes are proposed at a few intersections
Congestion - By 2035, reduce vehicle hours of delay (VHD) per person by 10 percent compared to 2005	Ensure that all City, County, and State facilities meet their respective mobility standards	The 2005 TSP update identified two intersections that are expected to exceed their respective mobility standards in the future The two intersections are: 257th Avenue/Cherry Park Road (south) and Troutdale Road/Stark Street	The intersection capacity and signal optimization projects included in the motor vehicle master plan are intended to improve traffic flow and minimize congestion along major roadways Similarly, the pedestrian bicycle, and transit improvement projects are intended to help reduce vehicle demand on congested roadways
Freight reliability - By 2035, reduce vehicle hours of delay truck trip by 10 percent compared to 2005	Reduce vehicle delay and improve reliability on identified truck routes	A number of freight routes within the City currently experience delay during peak time periods Travel times are not predictable, and delay can vary from day to day, increasing transportation costs for businesses that rely on shipping	Several of the intersection capacity and signal optimization projects included in the motor vehicle master plan are located along major freight routes. These projects are also intended to improve traffic flow and help reduce delay for heavy vehicles
Climate change - By 2035, reduce transportation-related carbon dioxide emissions by 40 percent below 1990 levels	Strive to reduce VMT per capita by 10 percent compared to 2010	A majority of Troutdale residents commute to areas outside the City limits, which increases VMT per capita.	The TDM/TSM programs and strategies identified in the TSP along with improvements to the pedestrian, bicycle, and transit systems will help decrease per capita VMT and the associated transportation-related emissions to meet this performance measure
Active Transportation - By 2035, triple walking, biking and transit mode share compared to 2005	Implement policies and strategies that work towards achieving non SOV mode share targets as identified in the 2035 RTP Identify projects that support active transportation throughout the City	There are currently a number of gaps in the pedestrian, bicycle, and transit systems within Troutdale	The TDM/TSM programs and strategies identified in the TSP along with improvements to the pedestrian, bicycle, and transit systems will also help provide incentives and increase opportunities for Troutdale residents to choose active transportation

The goals and policies identified above along with the transportation improvement projects identified in Chapter 4 will help Metro work towards achieving the performance targets listed in the RTP by addressing safety concerns, reducing congestion, improving freight reliability, and providing more alternatives for active transportation that help affect mode split and VMT per capita. Combined with other cities in the Portland metropolitan area, actions and projects contained in Troutdale's TSP will help the region reach its 2035 Performance Targets.

Chapter 3 Existing Conditions

CHAPTER 3. EXISTING CONDITIONS

OVERVIEW

This chapter summarizes the existing physical, geometric, and operational characteristics of the pedestrian, bicycle, transit, motor vehicle, freight, water, air, and pipeline systems in Troutdale. An inventory was conducted of these systems in Fall 2012 to establish base year conditions for the TSP. Much of this data provides a benchmark (basis of comparison) for future assessment of transportation performance in Troutdale relative to desired policies.

The study area is shown in Figure 3-1. Eleven intersections within the study area were selected for operational evaluation. Traffic data was gathered at these locations and analyzed in order to evaluate area traffic conditions including volumes and levels of service. In addition, regional transportation system inventories were used to map existing facilities. The following sections describe the existing systems, usage, and performance in the City of Troutdale.

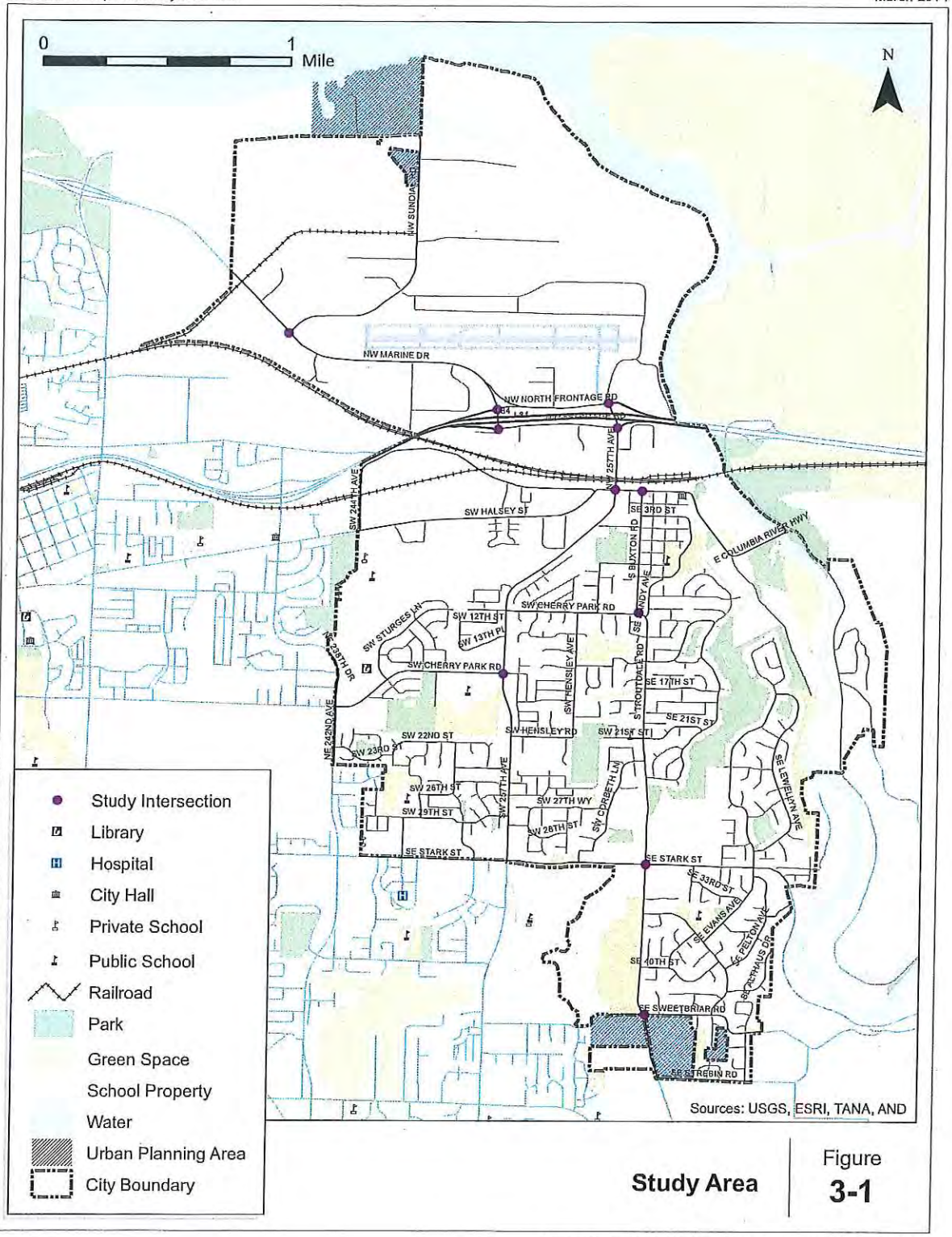
FINDINGS AND CONCLUSIONS

This section highlights specific transportation issues that should be addressed with the TSP. It outlines the deficiencies that are present under existing conditions and identifies areas that should be considered in subsequent steps of this process.

The existing conditions analysis includes an assessment of current transportation facilities in meeting travel demand based on agency standards. The major issues found after analyzing the existing transportation conditions in the Troutdale community fall into three distinct categories: connectivity, capacity and safety.

Connectivity: A well connected transportation system provides three distinct advantages. First, it reduces travel time and miles of driving required as origins and destinations are connected through more direct routes. Secondly, local traffic is able to make trips to in-town destinations using well connected local streets as opposed to clogging up arterials. Thirdly, emergency vehicles have shorter response times to residential neighborhoods. Current connectivity issues that need to be addressed include:

- The southern I-84 frontage road has recurring issues with queuing and heavy traffic congestion. A parallel route should be considered to relieve the congestion and excessive queues along this route.
    - The Troutdale I-84 Interchange Area Management Plan (IAMP) identifies a new route that extends south from the Marine Drive/I-84 Eastbound Off-Ramp/South Frontage Road intersection to 257th Avenue at 257th Way.



Study Area

Figure **3-1**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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- There is a lack of adequate north/south connectivity to I-84 and the north-industrial area.
- Additional multi-use paths and trails connecting parks, retail centers and other trip generators with residential areas, increasing the opportunities for non-motorized trips and reducing single occupant vehicle trips.
    - The East Metro Connection Plan (EMCP) identifies new multi-use path and trail systems within Troutdale, including an extension of the 40-mile loop (RTP ID 99149) and the Beaver Creek Trail (RTP ID 10409).

Capacity: Deficiencies of existing conditions must be addressed so the transportation system can handle the future increase in vehicular volume. The major issue affecting future capacity concerns in the City of Troutdale is:

- Development of the former Alcoa Aluminum property now owned by the Port of Portland, which includes over 300 acres of developable land located north of the Troutdale Airport. Surrounding infrastructure must be improved to provide adequate access to these lands as they are developed.

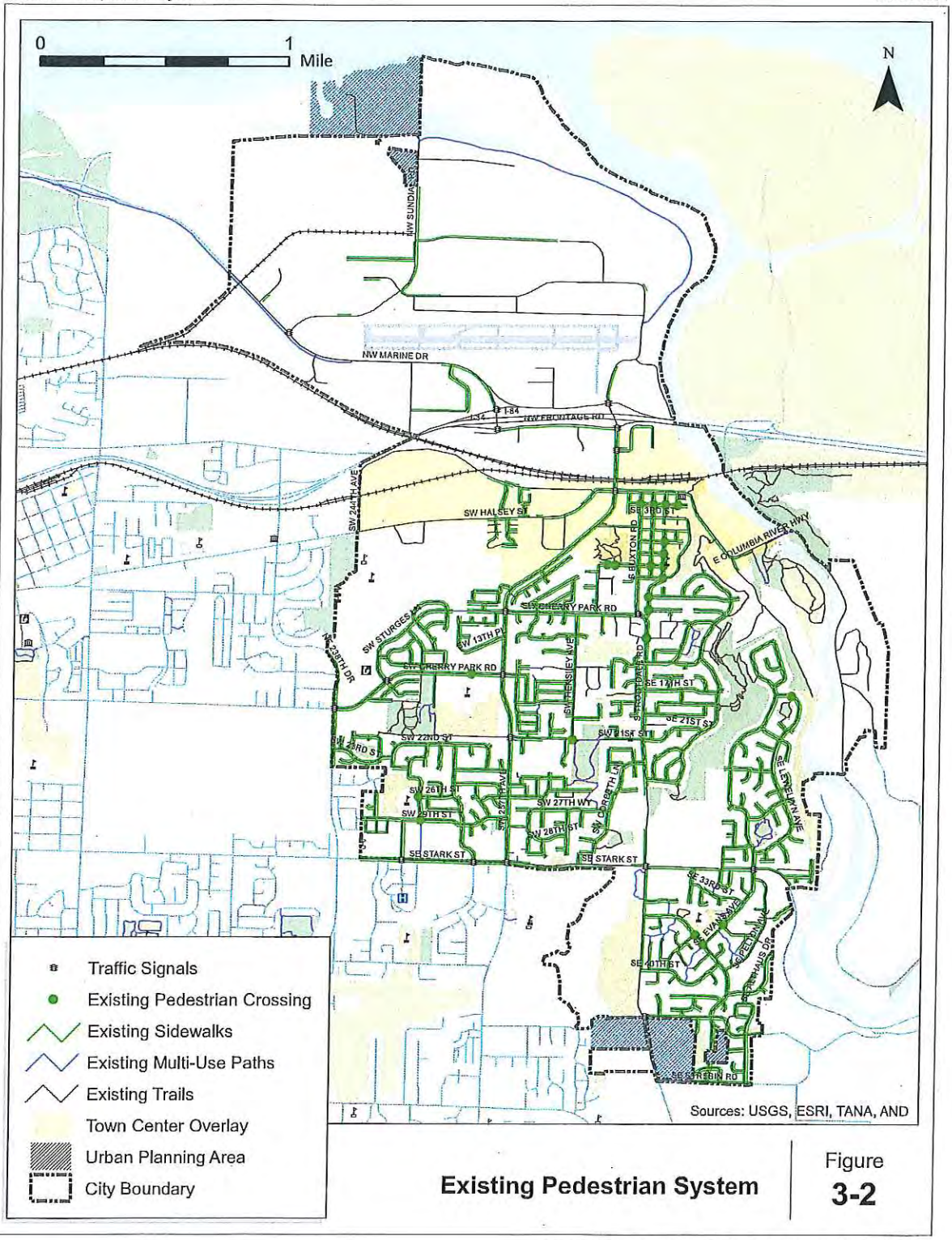
Safety: Transportation infrastructure must be safe and reliable for users of all modes, including pedestrians, bicyclists and motor vehicles. Identified safety issues in the existing conditions analysis include:

- Pedestrian crossings along 257th Avenue, within the town center area, and along all other corridors where pedestrian crossing opportunities are limited.
    - The EMCP identifies new pedestrian crossings improvements along 257th Avenue at intersections and mid-block crossing (RTP ID 10403).
- Four intersections are on the most recent County Safety Priority Index System (SPIS) rankings, meaning that these intersections have more severe safety issues than many other intersections in the County.

The following sections review existing conditions associated with each travel mode including pedestrian, bicycle, transit, motor vehicle and other modes (such as rail, marine and pipeline).

PEDESTRIAN SYSTEM

The pedestrian system within Troutdale consists of sidewalks, multi-use paths and trails as well as marked and unmarked, signalized and unsignalized pedestrian crossings. Figure 3-2 illustrates the existing pedestrian system along with the location of major pedestrian generators and attractors such as schools and parks.



Existing Pedestrian System

Figure **3-2**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Pedestrian Facilities

As shown in Figure 3-2, a majority of the arterial and collector streets in Troutdale currently have continuous sidewalks on at least one side of the street. There are some locations where sidewalks are not connected; however, connectivity and pedestrian linkages are relatively good, particularly to parks and schools. A majority of the residential streets also have sidewalks on at least one side of the street, providing connections to major roadways and other neighborhoods.

A majority of the signalized intersections shown in Figure 3-2 currently have pedestrian push buttons that activate the traffic signals, signal heads that indicate when it is safe to cross, and striped crosswalks on two or more legs of the intersections, while a majority of the enhanced pedestrian crossings have signed and striped crosswalks. There are two regional multi-use paths shown in Figure 3-2; one that travels from Blue Lake Park along the south side of Marine Drive, terminating east of Sundial Road, and one that travels north of the Troutdale Airport along the flood control levee, terminating at Graham Road. Although there are several other multi-use paths and trails located throughout Troutdale, additional multi-use path connections between neighborhoods would help to complete the pedestrian grid system, and therefore should be considered in the TSP.

The area shown in yellow in Figure 3-2 has a Town Center overlay. Base on the Troutdale Development Code, town centers typically function as local activity areas and provide a range of local retail and service opportunities within a close proximately to each other and residents within a few miles of the designated area. Town centers offer special attractions of regional interest, simultaneously requiring and supporting a high-quality public transportation system and strong multi-modal arterial street access to regional centers and other major destinations. Troutdale's town center is characterized by a variety of small specialty retail shops, store front businesses and a historic grid street network. There are two parks and one school within the town center boundary. The majority of streets have sidewalks on both sides. Additional information on the town center is provided in Chapter 4.

Pedestrian Activity

Pedestrian activity was recorded at the 11 study intersections in June 2004. The total number of pedestrians that crossed each intersection during the weekday p.m. peak hour are shown in Table 3-1.

Table 3-1: PM Peak Hour Pedestrian Crossing Volumes at Study Intersections

Intersection	Pedestrian PM Peak Hour Volume	Intersection	Pedestrian PM Peak Hour Volume
Buxton Road/Historic Columbia River Highway	38	I-84 eastbound ramps/Marine Road	0
Marine Drive/Sundial Road	0	I-84 eastbound ramps/Graham Road	0
257th Drive/Cherry Park Road (south)	22	I-84 westbound ramps/Graham Road	2
257th Drive/Historic Columbia River Highway	19	Troutdale Road/Stark Street	44
Cherry Park Road/Buxton Street	2	Troutdale Road/Cochran Road	0
I-84 westbound ramps/Marine Road	2		

The most significant pedestrian movements occur near retail, recreational, educational and town center areas, including Buxton Road, Troutdale Road, Cherry Park Road, and 257th Avenue. Along major roadways, such as Halsey Street and 257th Avenue, and heavy freight routes, such as Marine Drive, pedestrian crossings are limited to locations with traffic signal controls due to high motor vehicle volumes and speeds. The TSP should examine providing additional crossings and connections to the pedestrian system to improve crossing spacing along 257th Avenue and Stark Street.

BICYCLE SYSTEM

The bicycle system within Troutdale consists of on-street bike lanes, shoulder bikeways, and off-street bike facilities, such as parking and wayfinding signs. Figure 3-3 illustrates the existing bicycle system along with the location of major bicycle generators and attractors such as schools and parks.

Bicycle Facilities

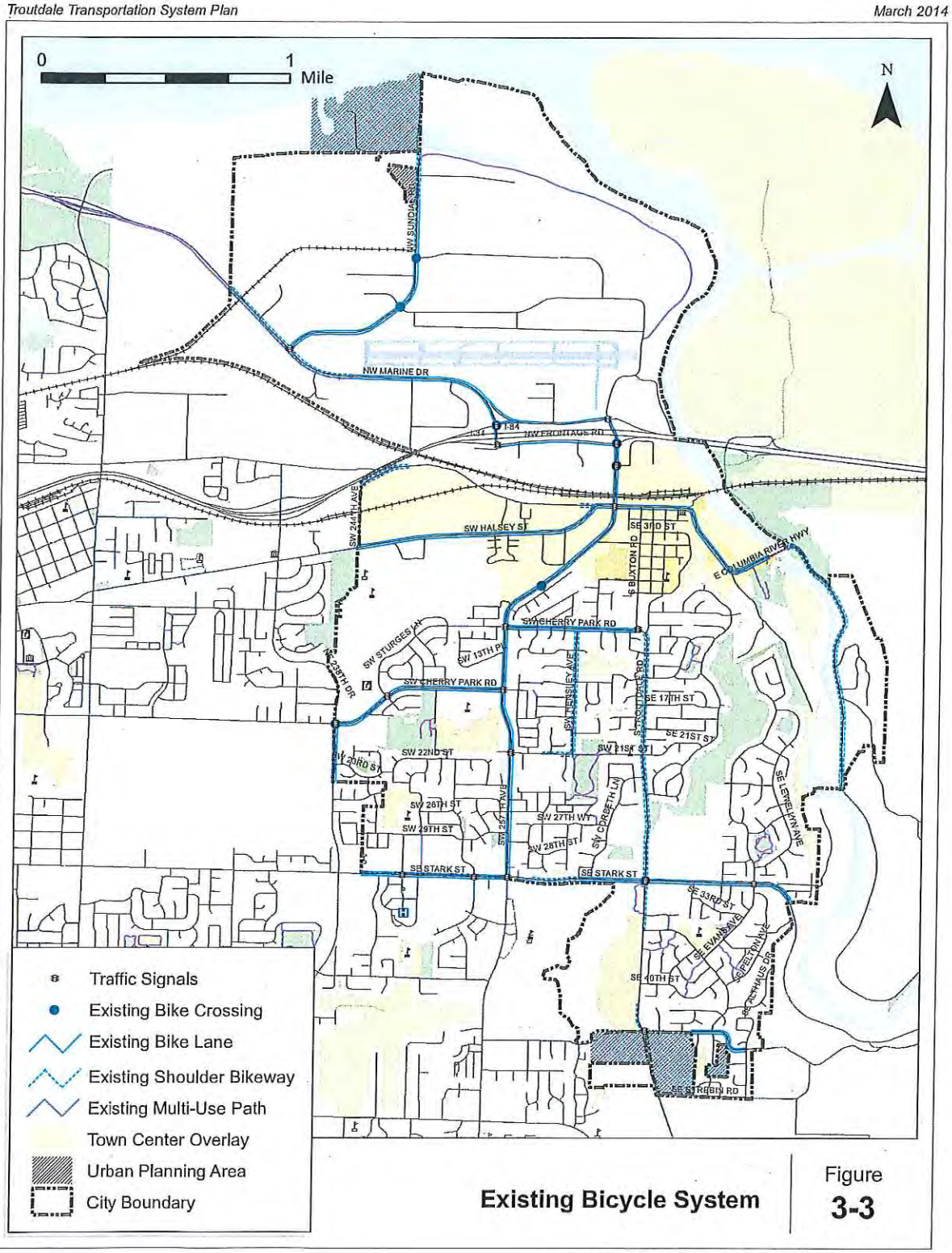
As shown in Figure 3-3, a majority of the collector and arterial streets in Troutdale currently provide on-street bike lanes or shoulder bikeways. Also shown, several major intersections currently provide bicycle crossings; these primarily consist of intersections with separate right-turn lanes where the on-street bike lane continues through the intersection. In general, the existing bicycle system currently provides adequate connections from neighborhoods to schools, parks, retail centers, and transit stops. Cyclists desiring to travel through the City can use the designated routes on the major streets or can share the road with motor vehicles on the lower volume, neighborhood streets to reach destinations. However, there are a few locations where new on-street bicycle lanes or other bicycle treatments, such as shared roadway pavement markings (sharrows) could improve the overall bicycle system.

Bicycle Activity

Bicycle activity was recorded at the study intersections in June 2004. The total number of cyclists that travel through each intersection during the weekday p.m. peak hour is shown in Table 3-2.

Table 3-2: PM Peak Hour Bicycle Crossing Volumes at Study Intersections

Intersection	Bike PM Peak Hour Volume	Intersection	Bike PM Peak Hour Volume
Buxton Road/Historic Columbia River Highway	0	I-84 eastbound ramps/Marine Road	0
Marine Drive/Sundial Road	0	I-84 eastbound ramps/Graham Road	6
257th Drive/Cherry Park Road (south)	0	I-84 westbound ramps/Graham Road	0
257th Drive/Historic Columbia River Highway	0	Troutdale Road/Stark Street	7
Cherry Park Road/Buxton Street	0	Troutdale Road/Cochran Road	2
I-84 westbound ramps/Marine Road	0		



Existing Bicycle System

Figure **3-3**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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TRANSIT SYSTEM

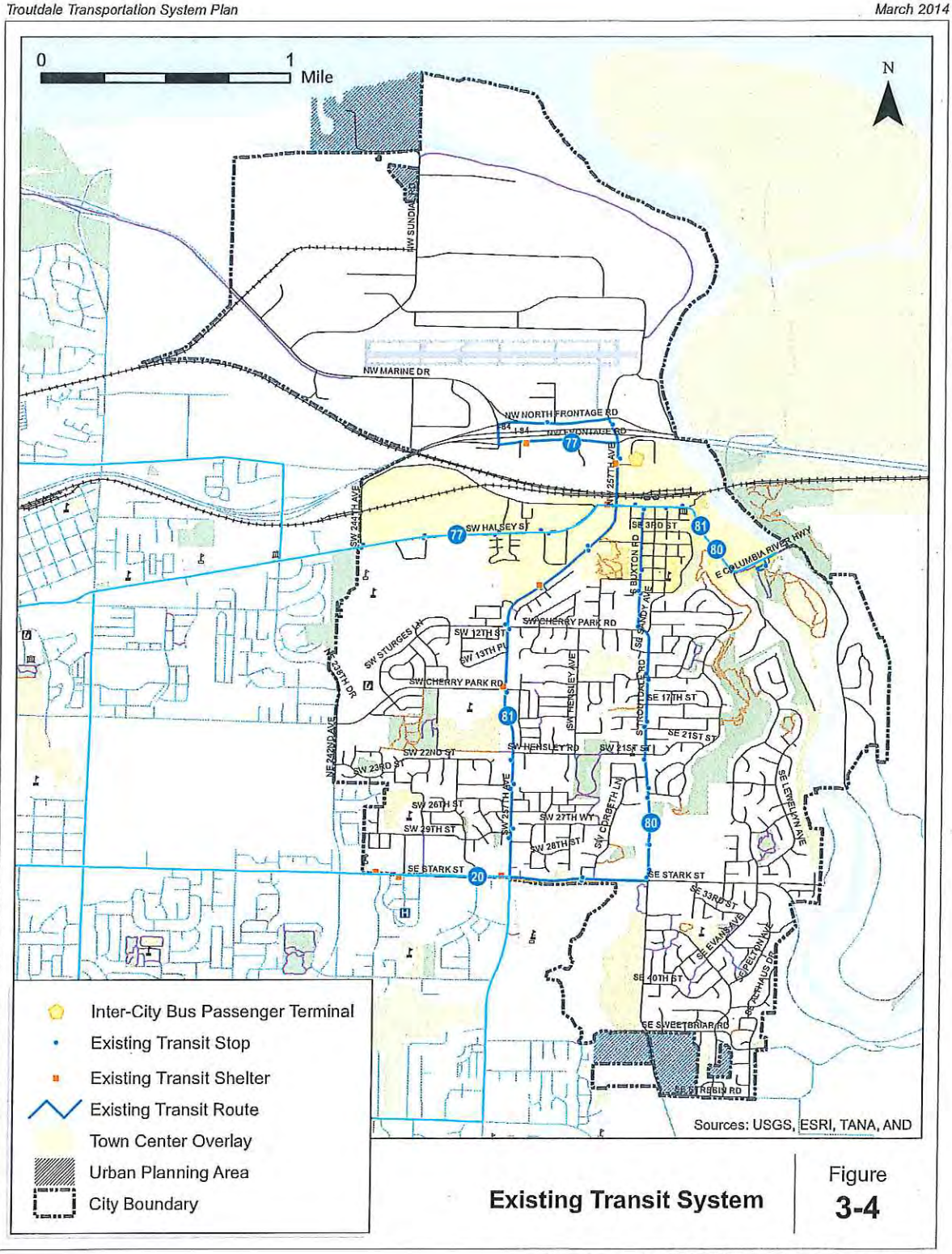
The public transportation system within Troutdale consists of fixed-route and dial-a-ride service. Frequent morning and evening peak hour service provides residents with the ability to use public transportation for daily commuting, while less frequent mid-day, Saturday, and Sunday service provides residents with the ability to use public transportation during non-commute times.

Fixed-Route Service

TriMet is the primary service provider in the Portland metropolitan area and operates four fixed-route bus lines in Troutdale, including Line 77-Broadway/Halsey, Line 80-Kane/Troutdale Road, Line 81-Kane/257th, and to a lesser extent, Line 20-Burnside Stark. A brief description of each route is provide below:

- Line 77 provides service between the northern portion of Troutdale and the Portland City Center via the I-84 Frontage Roads, 257th Avenue, and Halsey Street. Service is provided Monday through Friday from 5:30 a.m. to 11:30 p.m. on approximately 15-minute headways during peak time periods and on 30-minute headways during all other times of the day. Service is also provided on Saturday and Sunday on a more limited basis.
- Line 80 provides service between Glenn Otto Park and the Gresham Transit Center via the Columbia River Highway, Buxton Road-Troutdale Road, and Stark Street. Service is provided Monday through Friday from 5:30 a.m. to 8:30 p.m. on approximately 30-minute headways. Service is also provided on Saturday and Sunday on a more limited basis.
- Line 81 also provides service between Glenn Otto Park and the Gresham Transit Center via the Columbia River Highway and 257th Avenue. Service is provided Monday through Friday from 6:30 a.m. to 6:00 p.m. on approximately 1-hour headways. Line 81 does not operate on Saturday and Sunday.
    - Lines 80 and 81 connect to several other fixed-route bus lines at the Gresham Transit Center as well as TriMet's Max Blue Line and Sandy Area Metro's Sandy to Gresham Bus Line.
- Line 20 provides service between the Beaverton Transit Center and the Gresham Transit Center via Stark Street in Troutdale. Service is provided Monday through Friday from 5:00 a.m. to 3:00 a.m. on approximately 15-minute headways. Service is also provided on Saturday and Sunday on a more limited basis.

Figure 3-4 illustrates the existing transit system, including TriMet's fixed-route bus lines and the location of bus stops and shelters. As shown in Figure 3-4, transit service is currently focused along a few major roadways and transit stops are located adjacent to all of the major intersections along each route with shelters in select locations.



Existing Transit System

Figure **3-4**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Transit Level of Service

The transit level-of-service analysis was performed in accordance with the methodology described in *TCRP Report 100: Transit Capacity and Quality of Service Manual* (TCQSM). Of the six available measures, three were selected for this analysis as being most relevant to a long-range planning effort. Table 3-3 summarizes the TCQSM measures used and the ranges of values used to determine the LOS result for each measure.

Table 3-3: Transit Capacity and Quality of Service Manual - Level of Service (LOS) Measures

	Transit Capacity and Quality of Service Measures		
Level of Service	Service Frequency (minutes)	Hours of Service	Service Coverage
LOS A	<10	19-24	90.0-100.0%
LOS B	10-14	17-18	80.0-89.9%
LOS C	15-20	14-16	70.0-79.9%
LOS D	21-30	12-13	60.0-69.9%
LOS E	31-60	4-11	50.0-59.9%
LOS F	>60	0-3	<50.0%

Service Frequency

From the user's perspective, *service frequency* determines how many times an hour a user has access to transit service, assuming that service is provided within acceptable walking distance and at the times the user wishes to travel. Service frequency also measures the convenience of transit service to choice riders and is one component of overall transit trip time. Table 3-4 summarizes the transit level-of-service analysis results for service frequency.

Table 3-4: Service Frequency Level-of-Service Analysis

Provider	Routes	Service Frequency	LOS
TriMet	77	15-30 minutes	C-D
TriMet	80	30 minutes	D
TriMet	81	60 minutes	E
TriMet	20	15 minutes	C

As shown, existing services currently operate at LOS C-E. At LOS C, service frequencies provide a reasonable choice of travel times, but the wait involved if a bus is missed becomes long. At LOS D, service is only available about twice per hour and requires passengers to adjust their routines to fit the transit service provided. At LOS E, service is provided approximately once per hour and puts passengers in the position of potentially spending long periods of time waiting for service and/or rearranging schedules to be able to take transit.

Hours of Service

Hours of service, also known as "service span," is the number of hours during the day when transit service is provided along a route, a segment of a route, or between two locations. It plays an important a role in determining the availability of transit service to potential users. If transit service is not provided at the time of day a potential passenger needs to take a trip, it does not matter where or how often transit service is provided the rest of the day. Table 3-5 summarizes the transit level-of-service analysis results for hours of service.

Table 3-5: Hours of Service Level-of-Service Analysis

Provider	Routes	Service Frequency	LOS
TriMet	77	18 hours	B
TriMet	80	15 hours	C
TriMet	81	12 hours	D
TriMet	20	22 hours	A

As shown, existing services currently operate at LOS A-D. At LOS A service is available for most or all of the day. Workers who do not work traditional 8-to-5 jobs receive service and all riders are assured that they will not be stranded until the next morning if a late-evening bus is missed. At LOS B service is available late into the evening, which allows a range of trip purposes other than commute trips to be served. At LOS C, service runs only into the early evening, but still provides some flexibility in one's choice of time for the trip home. At LOS D, service meets the needs of commuters who do not have to stay late and still provides service during the middle of the day for others.

Service Coverage

Service Coverage is a measure of the area within walking distance of transit service. Areas must be within 1/4-mile of a bus stop or 1/2 mile of a transit station to be considered an area served by transit. As with the other availability measures, service coverage does not provide a complete picture of transit availability by itself, but when combined with frequency and hours of service, it helps identify the number of opportunities people have to access transit from different locations. Service coverage LOS evaluates the percentage of transit-supportive areas—areas that would typically produce the majority of a system's ridership—that are served by transit.

To qualify as a transit-supportive area (TSA) one of the following thresholds must be met:

- Minimum population density of 3 households/gross acre; or
- Minimum job density of 4 employees/gross acre.

Service coverage is an all-or-nothing issue for transit riders—either service is available for a particular trip or it is not. As a result, there is no direct correlation between service coverage LOS and what a passenger would experience for a given trip. Rather, service coverage LOS reflects the number of potential trip origins and destinations available to potential passengers.

Figure 3-5 displays the transit level-of-service analysis results for service coverage based on population and employment estimates for 2000.. Areas defined as transit supportive that have service are shown in green. Areas defined as transit supportive that are lacking service are shown in red. Areas that have transit service, but do not qualify as a TSA, are shown in orange. A majority of the areas shown in red would require additional transit routes or the development of new pathway connections to existing transit routes in order to be served.

The percentage of TSA's served in Troutdale and the corresponding level of service has been identified using the Transit Level of Service (TLOS) methodology. As shown in Table 3-6, the percent of transit supportive areas served is less than 50 percent in terms of both households and employment areas. The corresponding LOS is F.

Table 3-6: Service Coverage Analysis

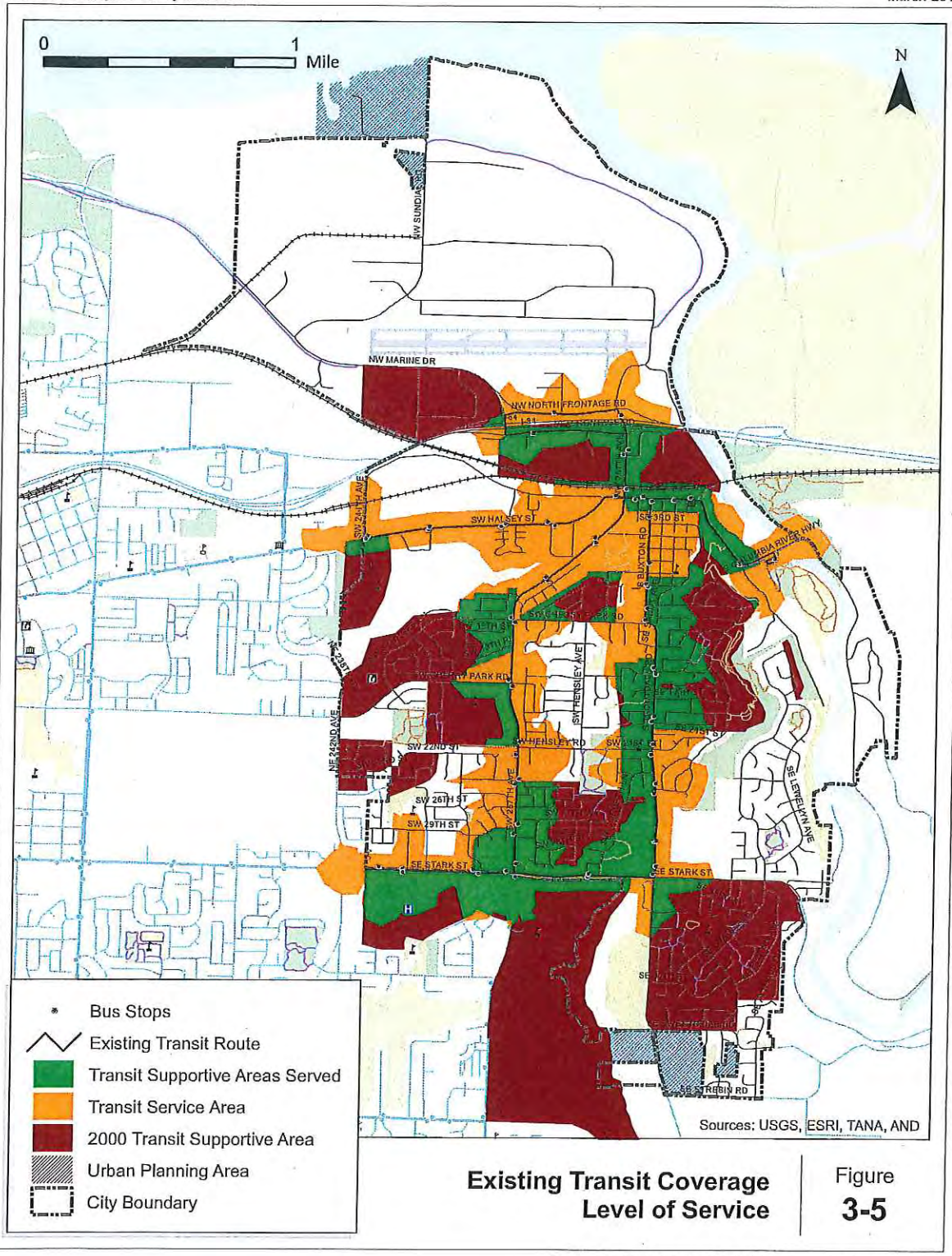
Area Type	Households	Employment
Transit Supportive Areas (TSA)[1]	2,699	5,260
Transit Supportive Areas Served[2]	1,339	2,485
Transit Supportive Areas NOT Served[3]	1,360	2,775
Percent TSA Served by Transit	49.6	47.2
Level of Service	F	F

1. Areas shown in green and red in Figure 3-5.
2. Areas shown in green in Figure 3-5.
3. Areas shown in red in Figure 3-5.

As shown in Table 3-6, 1,360 households and 2,775 jobs are located within areas that do not have transit service. These areas currently have a household and/or employment density that can support transit service and therefore should be included in future efforts to improve service routes and stop locations.

Future Transit Service Coverage

The future transit level-of-service analysis assumes that existing service frequencies, service hours, and service coverage is the same in the future. The only difference is the population and employment growth assumptions included in the 2025 regional traffic model and the resulting transit supportive areas. Figure 3-6 displays the transit level-of-service analysis results for service coverage. As shown, the number of transit supportive areas is expected to increase throughout most of Troutdale. While many of these areas are expected to be served by existing transit services, the remaining areas will require additional service routes or connections to existing routes in order to be served.



Existing Transit Coverage Level of Service

Figure **3-5**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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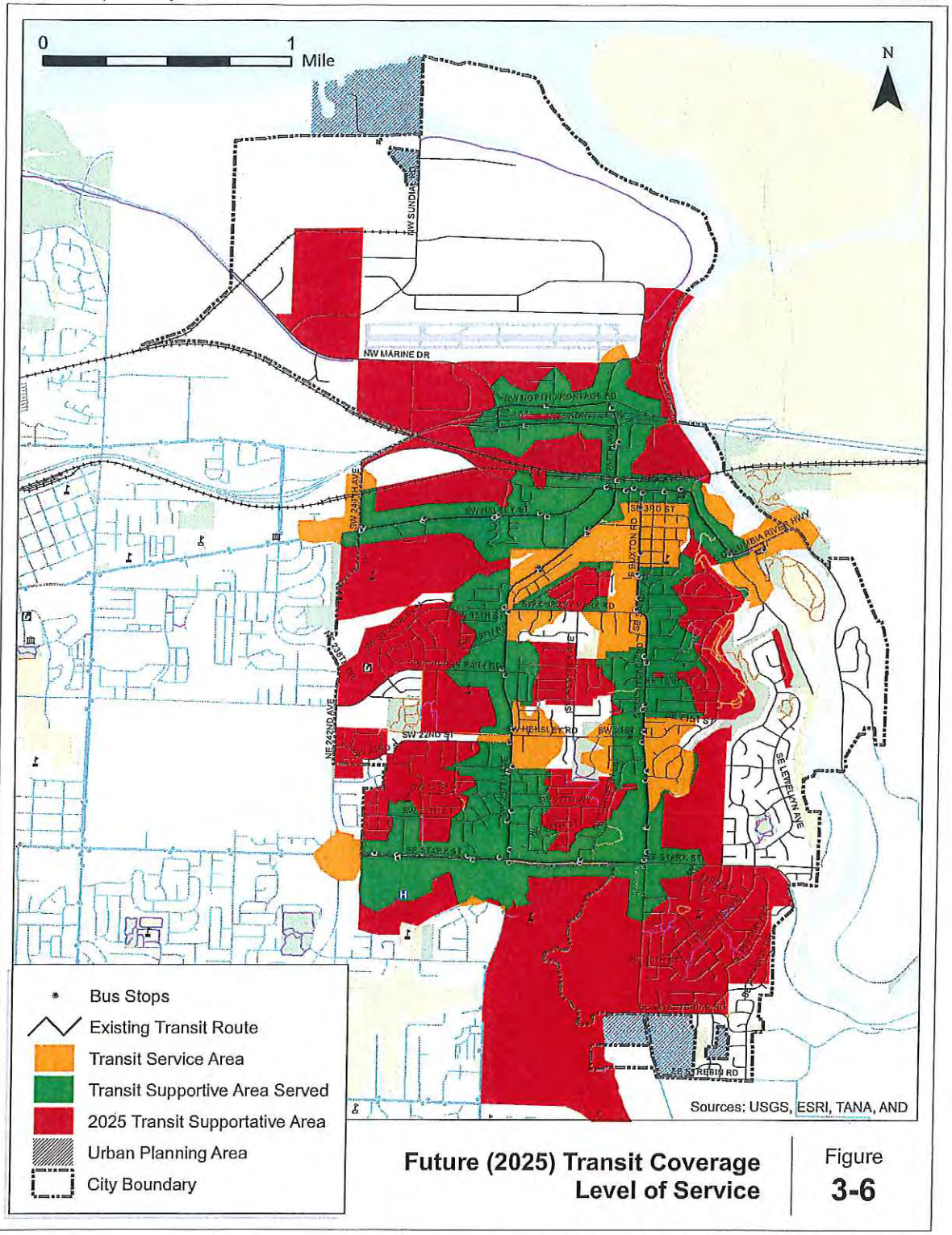

Future (2025) Transit Coverage Level of Service

Figure **3-6**

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Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

Ridership

Average weekday ridership data was obtained from TriMet that reflects the average number of boardings and alightings that occurred at each stop in Troutdale in Spring 2012. TriMet typically considers locating transit shelters at stops with 35 or more boarding's per day. Based on a review of the TriMet ridership data, Troutdale has a few stops that meet this threshold, but do not currently have shelters. These stops include:

- Stop 8747: Historic Columbia River Highway & SW Kendall Road
- Stop 9792: Stark Street & SW Sundial Avenue
- Stop 5398: Stark Street & McGinnis Avenue
- Stop 13532: 257th Avenue & Historic Columbia River Highway

Dial-a-Ride Service

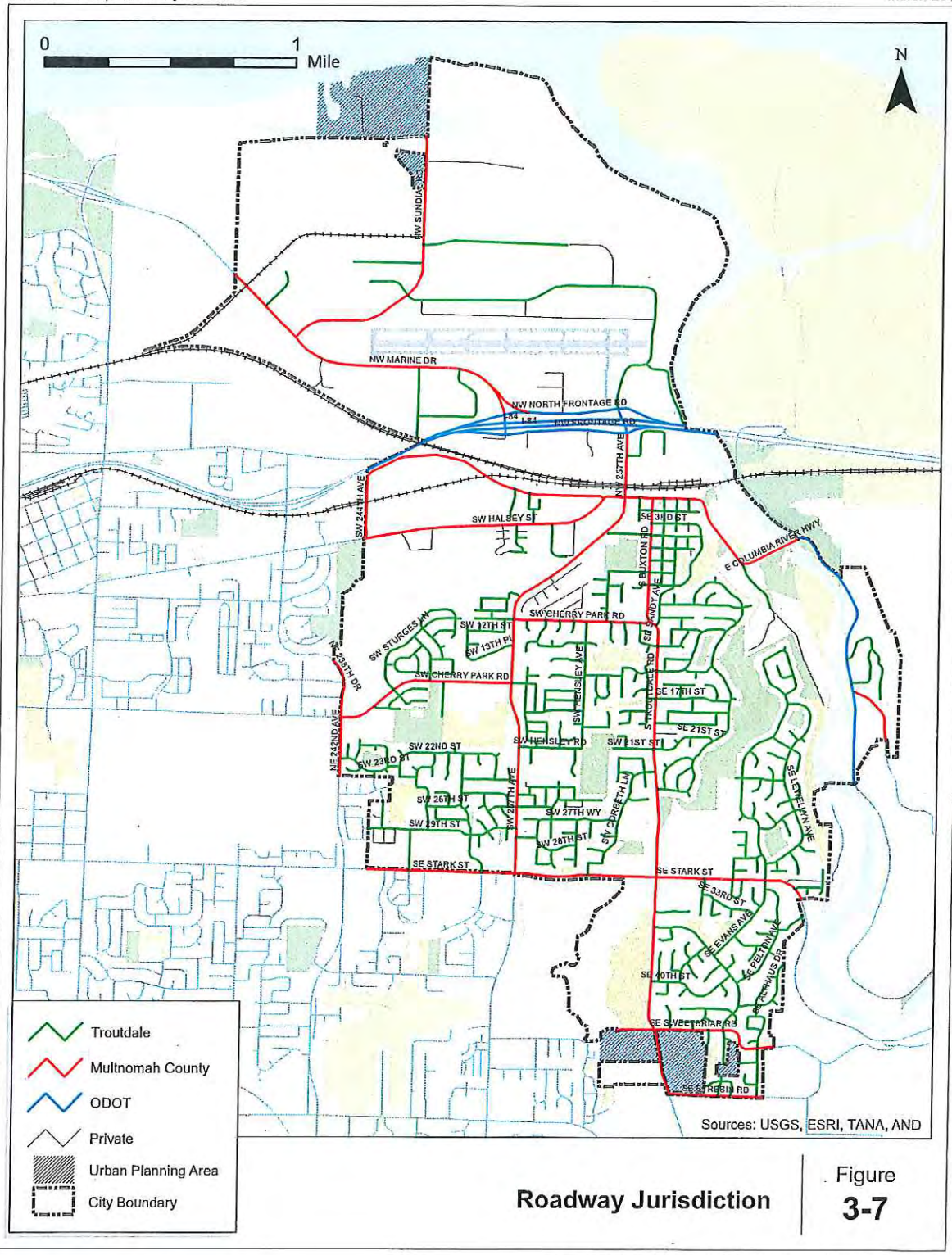
TriMet's LIFT Paratransit Program provides dial-a-ride service to residents who are unable to use regular fixed-route services due to disabilities or disabling health conditions. The service is offered within the service area and hours of service provide by the fixed-route lines.

MOTOR VEHICLES

The street system within Troutdale serves a majority of all trips over multiple modes. In addition to motorists, pedestrians, bicyclists, and public transit riders all use the street system to access areas locally and regionally.

Jurisdiction

Streets within Troutdale are owned and operated by three separate jurisdictions, including Multnomah County, the Oregon Department of Transportation (ODOT), and the City of Troutdale. Each jurisdiction is responsible for determining the street system's functional classifications, defining its major design and multimodal features, and approving construction and access permits. Coordination is required among the three jurisdictions to ensure that the street system is planned, operated, maintained, and improved to safely meet public needs. Figure 3-7 illustrates the jurisdiction of the streets within Troutdale. As described below, all of the arterial and collector streets are owned and operated by either ODOT or Multnomah County, while all the neighborhood and local streets are owned and operated by the City of Troutdale.



Roadway Jurisdiction

Figure **3-7**

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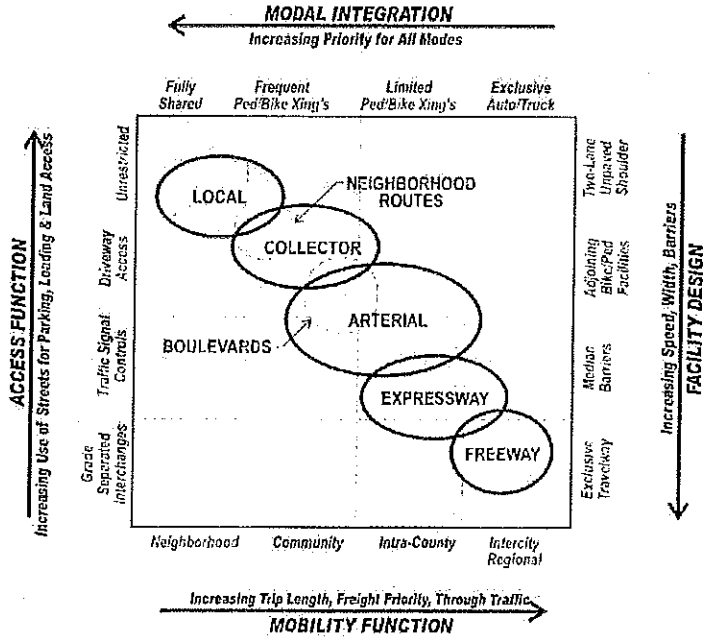
Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

Functional Classification

A street's functional classification reflects its role in the transportation system and defines desired operational and design characteristics such as right-of-way requirements, pavement widths, pedestrian and bicycle features, and driveway (access) spacing standards. The functional classification system within Troutdale is designed to serve transportation needs within the community.

The schematic diagram illustrates the competing functional nature of roadway facilities as it relates to access, mobility, multi-modal transport, and facility design. The diagram is useful to understand how worthwhile objectives can have opposing effects. For example, as mobility is increased (bottom axis), the provision for non-motor vehicle modes (top axis) is decreased accordingly. Similarly, as access increases (left axis), the facility design (right axis) dictates slower speeds, narrower travelways, and non-exclusive facilities. The goal of selecting functional classes for particular roadways is to provide a suitable balance of these four competing objectives. The diagram shows that as street classes progress from local to collector to arterial to freeway (top left corner to bottom right corner) the following occurs:



- Mobility Increases – Longer trips between destinations, greater proportion of freight traffic movement, and a higher proportion of through traffic.
- Integration of Pedestrian and Bicycle Decreases – Provisions for adjoining sidewalks and bike facilities are required up through the arterial class, however, the frequency of intersection or mid-block crossings for non-motorized vehicles steadily decreases with higher functional classes. The expressway and freeway facilities typically do not allow pedestrian and bike facilities adjacent to the roadway and any crossings are grade-separated to enhance mobility and safety.

- Access Decreases– The shared uses for parking, loading, and direct land access is reduced. This occurs through parking regulation, access control and spacing standards (see opposite axis).
- Facility Design Standards Increase – Roadway design standards require increasingly wider, faster facilities leading to exclusive travelways for autos and trucks only. The opposite end of the scale is the most basic two-lane roadway with unpaved shoulders.

Two additional areas are noted on the diagram for Neighborhood Routes and Boulevards that span two conventional street classes.

The existing Troutdale functional class system for roadway facilities is shown in Figure 3-8. As shown, a majority of the streets classified as collector or higher offer continuous connections throughout the city. The only exceptions are in areas where the street network has not yet been completed/connected. This TSP should address the limitations of the existing functional classifications and establish a system that better meets City and regional policy issues. A functional classification system based primarily on connectivity would allow the design flexibility to handle each of the issues identified above.

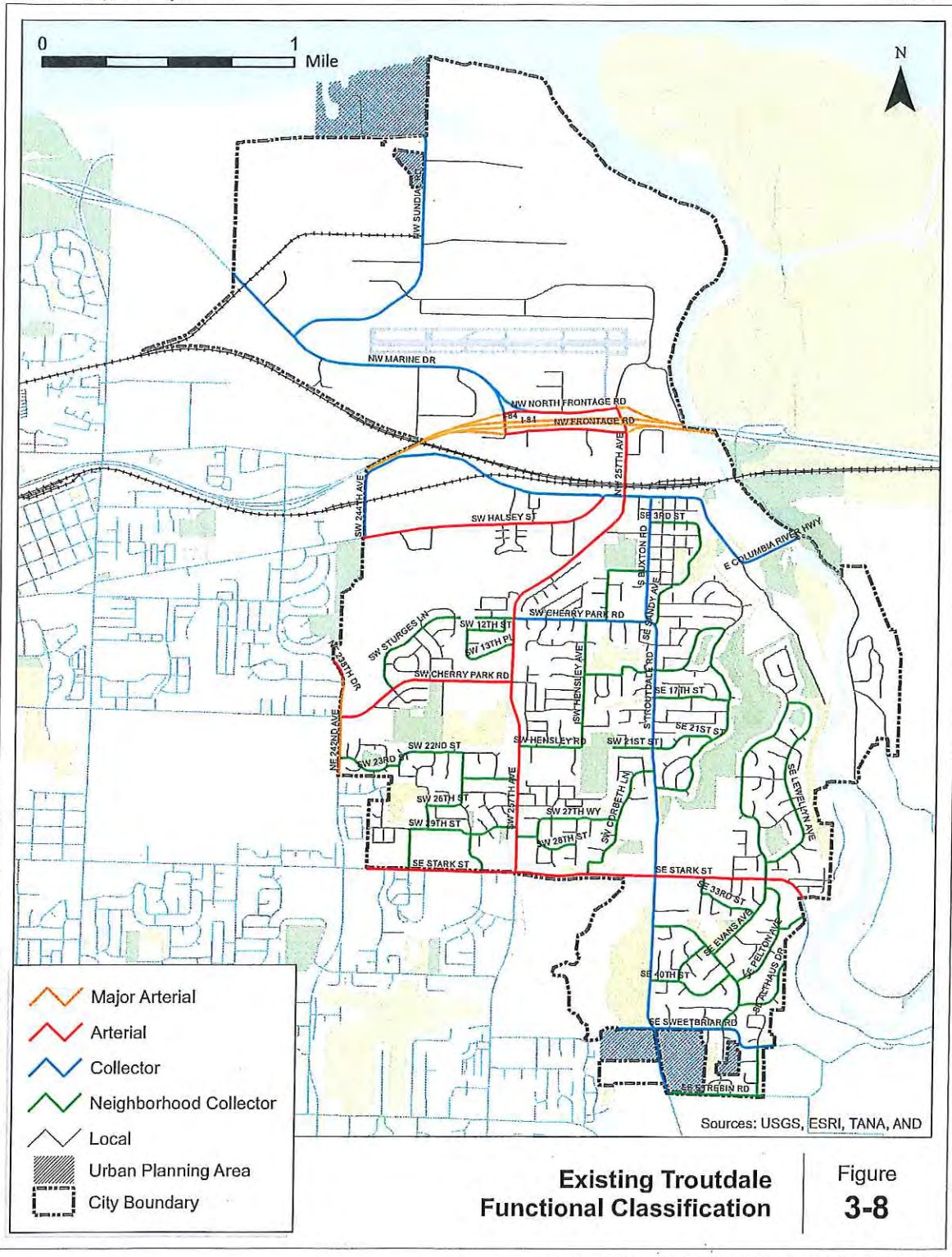
Table 3-7 summarizes the functional classifications of the arterial and collector streets within Troutdale and illustrates the overlapping ownership/maintenance and jurisdictional relationships that exist.

Table 3-7: Functional Classification Comparison of Collector and Higher Streets by Jurisdiction

Roadway	ODOT	Multnomah County	Troutdale	Metro
I-84	**Interstate**	-	Major Arterial	Principal Arterial
Marine Drive	-	**Major Collector**	Collector	-
Frontage Roads	**Minor Arterial**	-	Arterial	-
Sundial Road	-	**Major Collector**	Collector	-
Columbia River Highway (west of the Sandy River)	-	**Major Collector**	Collector	-
Columbia River Highway (east of the Sandy River)	**Minor Arterial**	-	Local Street	Rural Arterial
Halsey Street	-	**Minor Arterial**	Arterial	Minor Arterial
Cherry Park Road (west of 257th Avenue	-	**Major Collector**	Arterial	Minor Arterial
Cherry Park Road (east of 257th Avenue)	-	**Major Collector**	Collector	-
Woodard Road	-	**Neighborhood Collector**	Local Street	-
Stark Street (west of Troutdale Road)	-	**Major Arterial**	Arterial	Major Arterial
Stark Street (east of Troutdale Road)	-	**Minor Arterial**	Arterial	Minor Arterial
Sweetbriar Road	-	**Neighborhood Collector**	Collector	-
257th Avenue	-	**Major Arterial**	Arterial	Major Arterial
Troutdale Road	-	**Major Collector**	Collector	-
Buxton Road	-	**Major Collector**	Collector	-

Note: Roadways shown in bold indicate ownership/maintenance responsibilities. Sources: Oregon Department of Transportation, Multnomah County Functional Classification of Trafficways, 2005 City of Troutdale Transportation System Plan, Metro 2035 Regional Transportation Plan.

As shown in Table 3-7, the following streets currently have conflicting classifications:



Existing Troutdale Functional Classification

Figure **3-8**

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Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

- Historic Columbia River Highway (east of the Sandy River) – This segment of the Historic Columbia River Highway is an ODOT facility and is currently classified as a minor arterial by ODOT, a rural arterial by Metro, and as a local street by the City of Troutdale. For consistency purposes, the TSP update should reclassify this segment of the Historic Columbia River Highway to an arterial.
- Cherry Park Road (west of 257th Avenue) – This segment of Cherry Park Road is a Multnomah County facility and is currently classified as a major collector by Multnomah County, an arterial by the City of Troutdale, and a minor arterial by Metro. For consistency purposes, the TSP update should reclassify this segment of Cherry Park Road as a collector.
- Woodard Road is a Multnomah County facility and is currently classified as a major collector by Multnomah County and as a local street by Troutdale. For consistency purposes, the TSP update should reclassify Woodard Road as a collector.

In addition, given the lack of a continuous east-west connection between Hensley Road and 21st Street, the TSP update should reclassify 21st Street as a local street west of Troutdale.

A general functional classification issue not related to Troutdale specifically involves when developments are proposed within the allowed range of uses in a comprehensive plan, but the estimated added demand exceeds functional class parameters for the fronting county streets. For example, a high intensity use such as a regional shopping center, sports facility, or medical center may require more travel lanes on a collector facility than the three lanes typically allowed.

Street Connectivity

A well-connected transportation network minimizes the need for out-of-direction travel while supporting an efficient distribution of travel demand among multiple parallel roadways. The most common example of an efficient transportation network is the traditional grid system, with north-south and east-west streets spaced at generally equal distances. SW 242nd Avenue, SW 257th Avenue, SW Halsey Street, SW Cherry Park Road – west of SW 257th Avenue, and SE Stark Street are all part of a larger grid system that provides connectivity on a regional level as well as access within Troutdale. There are currently several exceptions to the grid within Troutdale, primarily due to topographical or other natural constraints as well as existing development patterns.

Arterial Street Connectivity

The RTP provides designations for four types of arterials, including principal arterials, major arterials, minor arterials, and rural arterials; each of which are located within Troutdale. As shown in Table 3-7, I-84 is the only principal arterial that travels through Troutdale, SW 257th Avenue and SE Stark Street – west of SW 257th Avenue are the only major arterials, NE Halsey Street, SW Cherry Park Drive – west of SW 257th Avenue, and SE Stark Street – east of SW 257th Avenue are the only minor arterials, and the small portion of the E Columbia River Highway that travels through Troutdale east of the Sandy River is the only rural arterial.

Based on the RTP, arterials are intended to provide general mobility for travel within the region as well as connect major commercial, residential, industrial, and institutional centers. Arterials are usually spaced about 1-mile apart and are designed to accommodate motor vehicle and truck traffic as well as pedestrians, bicyclists, and transit riders. Figure 3-9 illustrates the existing deficiencies in the arterial street system spacing within Troutdale.

As shown in Figure 3-9, many of the arterials located within Troutdale meet the RTP's arterial spacing guidelines. However, there is a need for at least two new arterials within the city, including one located approximately 1-mile east of SW 257th Avenue and one located approximately 1-mile north of SE Stark Street. These potential connections could provide the needed north-south and east west connectivity between areas located within Troutdale and those located throughout the region. However, in addition to significant right-of-way and development costs, other constraints include existing development patterns, topography and the natural environment.

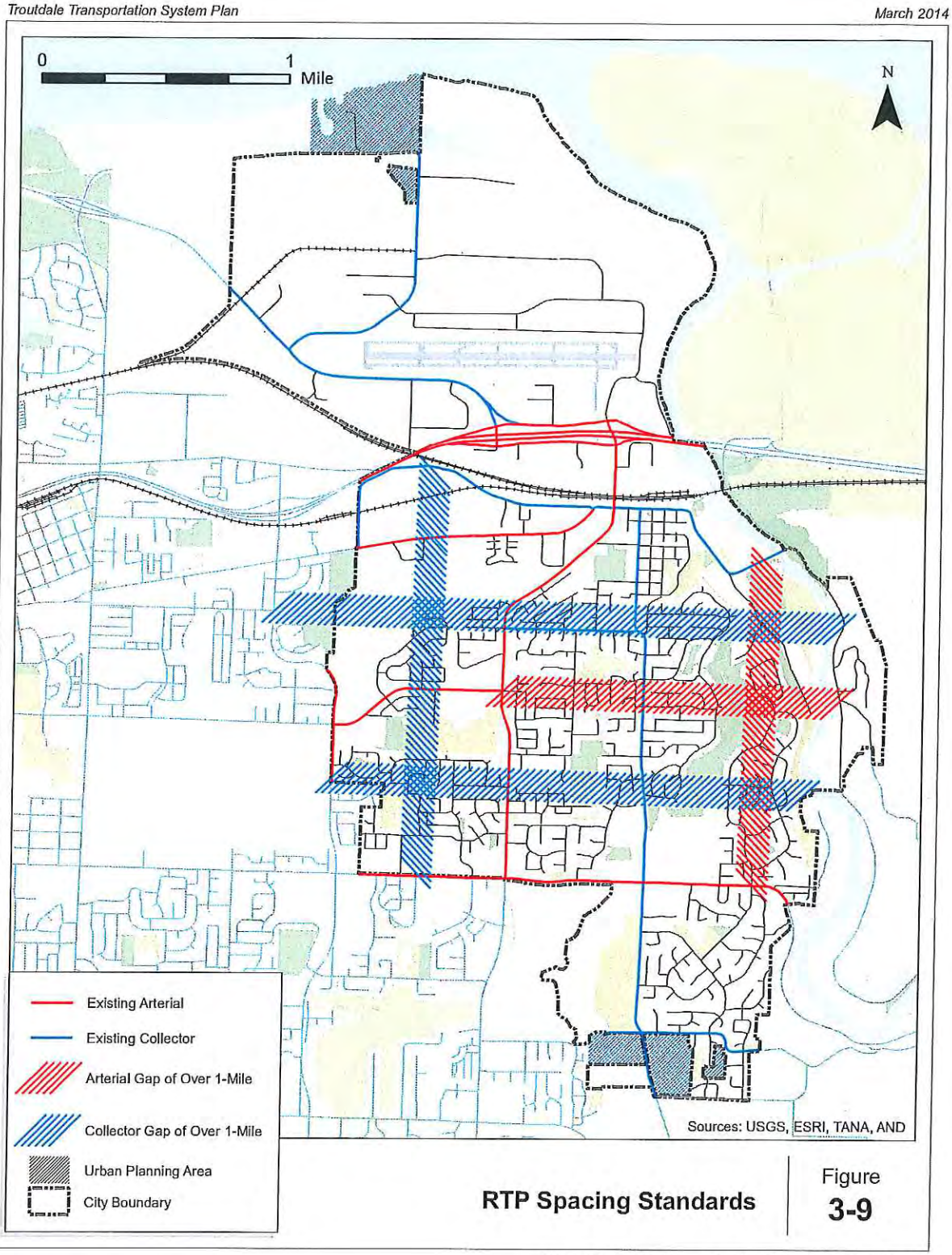
Collector Streets

The RTP identifies collector streets as general access streets for neighborhood circulation and as support streets for the regional transportation network. Connectivity at this level is especially important for pedestrian and bicycle trips. The RTP recommends a maximum spacing of 1/2 mile for collectors in order to encourage local traffic to use them instead of higher order facilities. Figure 3-9 illustrates the existing deficiencies in the collector street system.

As shown in Figure 3-9, there is a need for at least three new collectors within the city, including one located approximately ½ mile north and one located ½ mile south of Cherry Park Road and one located approximately ½ mile west of SW 257th Avenue. Each of these potential connections would enhance the north-south and east-west connectivity within the city and reduce reliance on the arterial street system. However, development of additional collector corridors is difficult due to significant right-of-way and development costs, existing development patterns, topography and the natural environment.

Local Street

Based on the RTP, local streets primarily provide direct access to adjacent land uses and therefore serve an important role for supporting pedestrian and bicycle travel. The RTP recommends a maximum spacing of 1/10 mile for local streets and suggests limiting cul-de-sacs to 200 feet in length. Much of the local street system within Troutdale is characterized by short, indirect streets with numerous cul-de-sacs. Although this type of system can have the effect of limiting traffic speeds and volumes on local streets, it can also result in indirect travel paths and a reliance on arterials for local trips. Based on a review of the local street system, opportunities to improve and expand local street connectivity exist in several areas throughout Troutdale. The Needs, Opportunities, Constraints, and tools report provided in the Appendix provides additional information related to Local Street Connectivity.



RTP Spacing Standards

Figure **3-9**

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Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

Roadway Characteristics

Field inventories were conducted to determine the characteristics of the major roadways in Troutdale. Data collected includes posted speed limit limits, number of travel lanes, and intersection controls. These characteristics define roadway capacity and operating speeds throughout the street system, which affects travel path choices for drivers in Troutdale.

The majority of roadways in Troutdale are posted at 25 miles per hour (mph) as they are local access roads. Arterial roadways such as 257th Avenue, Halsey Street, Cherry Park Road and Stark Street are posted at higher speeds ranging from 40 to 45 mph. Collector roadways such as Troutdale Road, Sweetbriar Road and Historic Columbia River Highway are posted at 35 to 40 mph. The segment of Historic Columbia River Highway between 257th Avenue and the Sandy River, which is the primary street through the central business district, is posted at 25 mph.

Figure 3-10 shows the existing number of travel lanes along each roadway in Troutdale. As shown, the widest roadways are 257th Avenue, Stark Street and Marine Drive, which generally have 5-lane cross sections. A small section of 242nd Drive has a 4-lane cross section and 238th Drive, the I-84 eastbound frontage road, and the section of Cherry Park Road from the west City limits to 257th Drive, each have a 3-lane cross section. The remaining roads in the City of Troutdale have 2-lane cross sections.

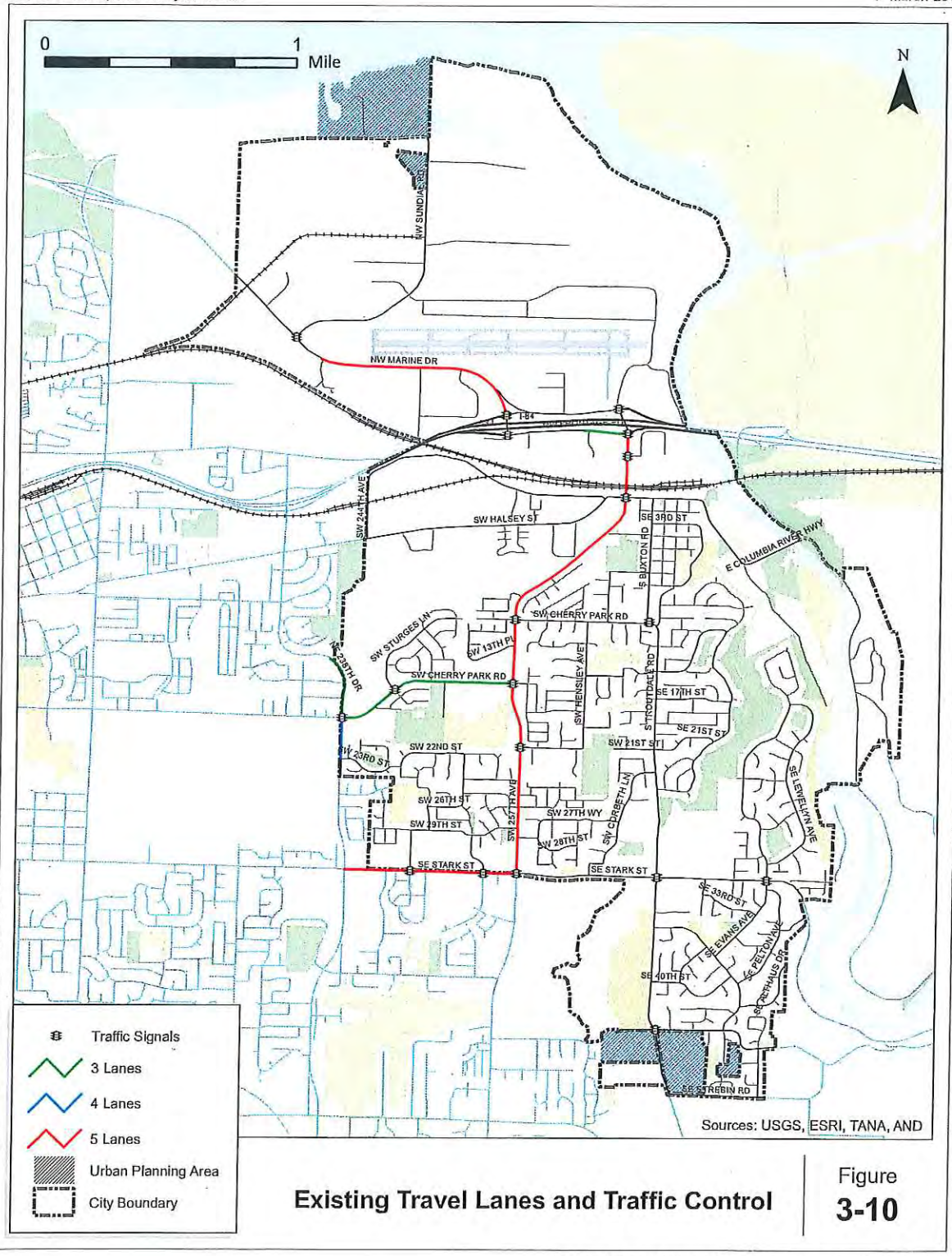
Figure 3-10 also shows the existing intersection controls at the study intersections. As shown, traffic signals exist along all of the major roadways within Troutdale, including Stark Street, 257th Avenue, Cherry Park Road, Troutdale Road, and the north and south Frontage Roads.

Emergency Response Routes

Emergency fire services are provided in Troutdale by Gresham Fire and Emergency Services. GFES's Troutdale fire station is located at the corner of Cherry Park Road and Hensley Road. Response times are a high priority for emergency services, as patient care is time-sensitive. Arterial and collector roadways are utilized by GFES as emergency routes in providing service to Troutdale. Figure 3-11 shows the primary and secondary emergency response routes in Troutdale in conjunction with existing traffic calming devices. Generally, restrictive or deflective traffic calming devices (e.g. speed humps, raised intersections, and diverters) should not be located on primary emergency response routes.

Motor Vehicle Volume

An inventory of peak hour traffic conditions was performed in the spring of 2004 as part of the 2005 TSP update and was augmented by traffic conditions calculated for the Troutdale Industrial Zoning District Traffic Study completed in August 2002. The traffic turn movement counts conducted as part of this inventory provided the basis for analyzing problem areas as well as establishing a base condition for future monitoring. Turn movement counts were conducted at 11 intersections during the weekday evening (4-6 PM) peak period to determine existing operating conditions. In addition, counts were conducted at three intersections during the weekend peak period. Study intersections were chosen in



Existing Travel Lanes and Traffic Control

Figure **3-10**

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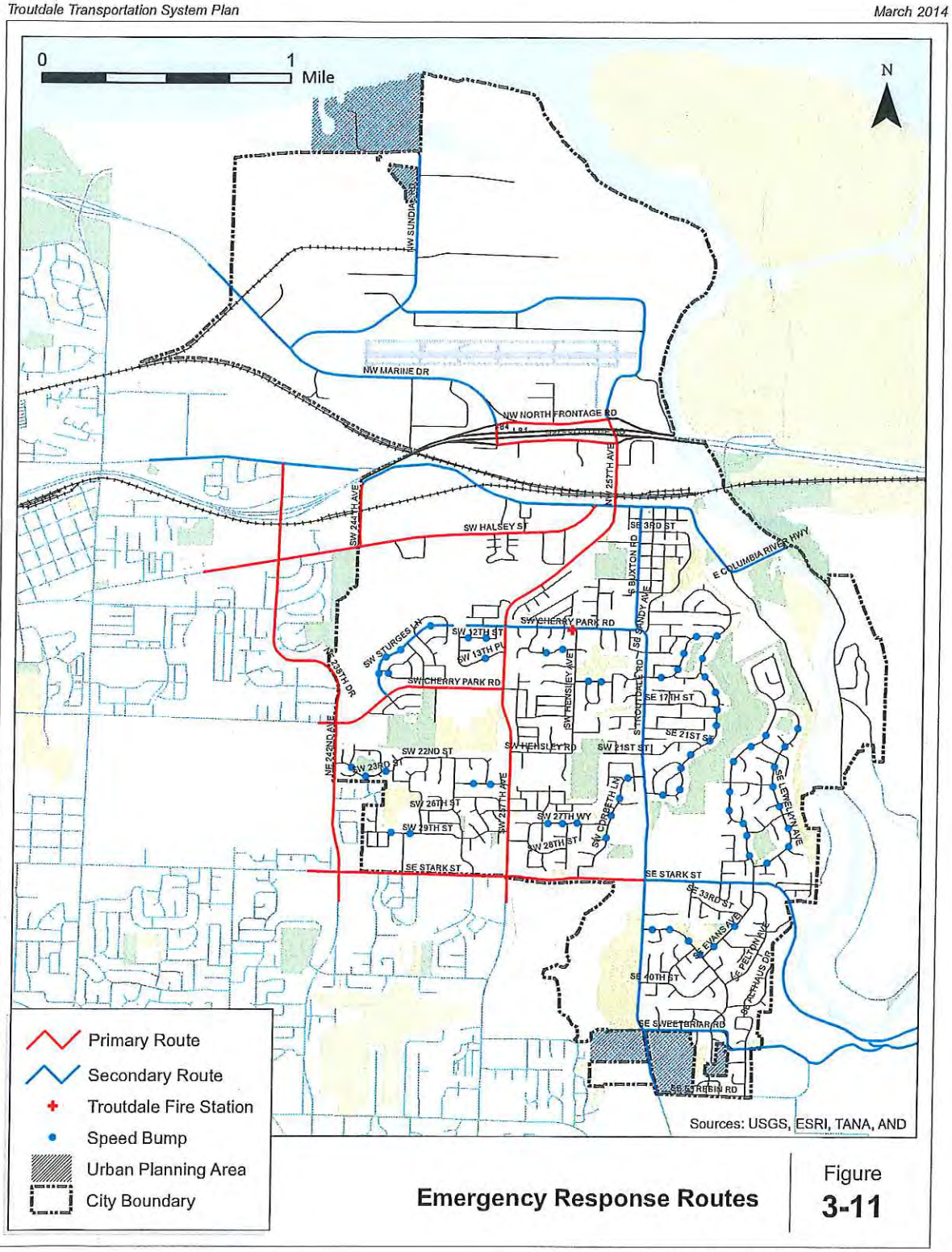
Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center



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Emergency Response Routes

Figure **3-11**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

coordination with the City of Troutdale staff in order to address major roadways and noted areas of concern.

Figure 3-12 shows the 2004 two-way traffic volumes in the Troutdale area. These volumes can vary from day to day and month to month based on weather, surrounding roadway conditions, and holidays. In addition, seasonal recreational traffic can vary the traffic volumes in the City.

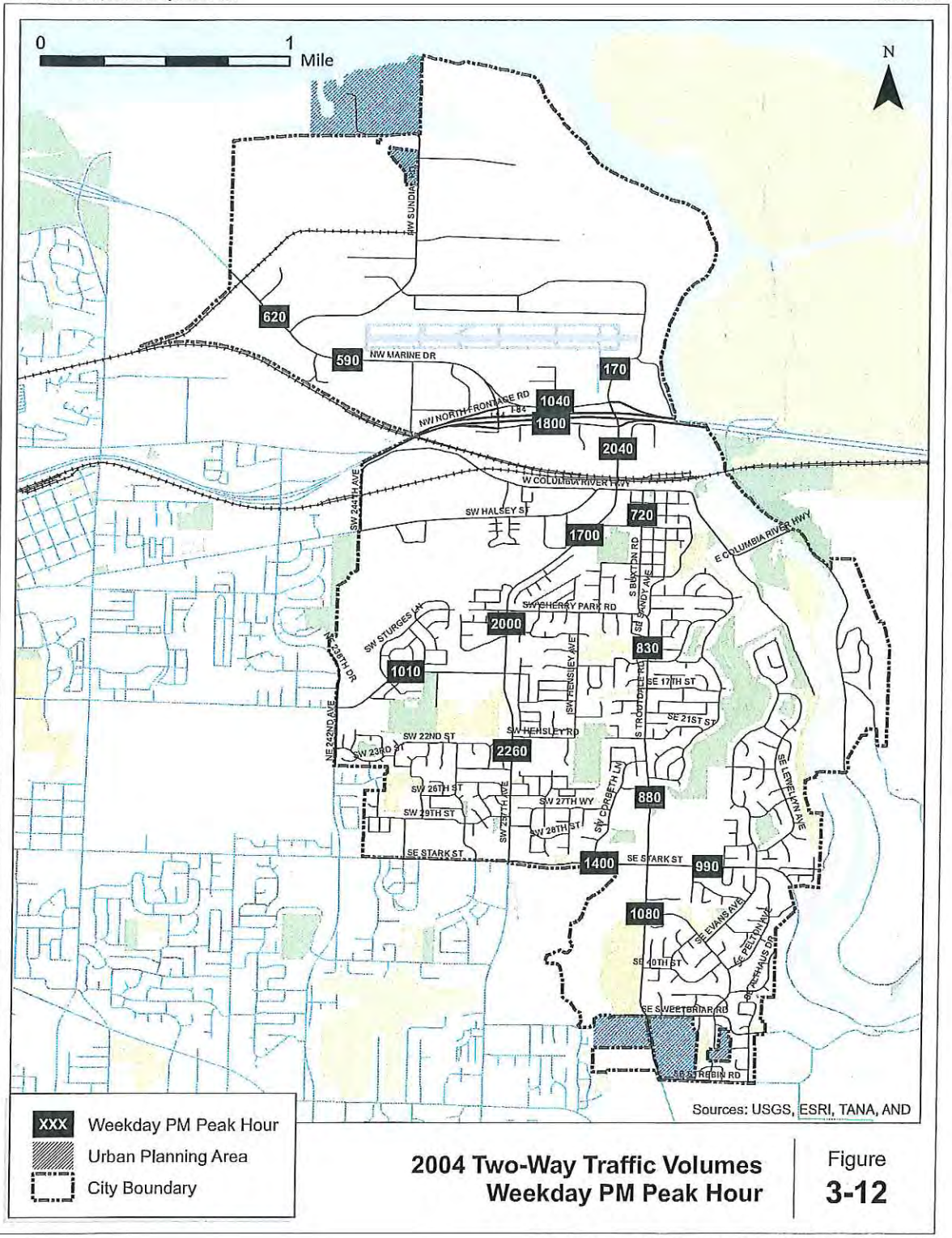
Land use plays a large role in driving transportation choices. Consequently, land use within the City of Troutdale is a key ingredient in understanding current transportation patterns and roadway traffic volumes. Figure 3-13 shows the land use zoning designations in the Troutdale area.

Traffic Levels of Service

Level of Service (LOS) and volume to capacity (v/c) ratios are used as a measure of effectiveness for intersection operation. LOS is similar to a "report card" rating based upon average vehicle delay. Level of Service A, B, and C indicate conditions where traffic moves without significant delays over periods of peak hour travel demand. Level of Service D and E are progressively worse peak hour operating conditions. Level of Service F represents conditions where average vehicle delay exceeds 80 seconds per vehicle entering a signalized intersection and demand has exceeded capacity. This condition is typically evident in long queues and delays. Unsignalized intersections provide levels of service for major and minor street turning movements. For this reason, LOS E and even LOS F can occur for a specific turning movement; however, the majority of traffic may not be delayed (in cases where major street traffic is not required to stop). LOS E or F conditions at unsignalized intersections generally provide a basis to study intersections further to determine availability of acceptable gaps, safety and traffic signal warrants.

A volume to capacity ratio (v/c) is the peak hour traffic volume at an intersection divided by the maximum volume that intersection can handle. For example, when a v/c is 0.80, peak hour traffic is using 80 percent of the intersections capacity. If traffic volumes exceed capacity, queues will form and will lengthen until demand subsides below the available capacity. When v/c is less than, but close to 1.0, intersection operation becomes unstable and small disruptions can cause traffic flow to break down.

The intersection turn movement counts conducted during the evening peak periods were used to determine the 2004 LOS based on the 2000 Highway Capacity Manual methodology for signalized and unsignalized intersections. Table 3-8 lists the 2004 weekday PM peak hour intersection operation at the 11 study intersections. Each of the study intersections operated at a LOS of D or better and had an acceptable v/c ratio. Figure 3-14 provides a visual summary of the study intersection operating conditions.



2004 Two-Way Traffic Volumes
Weekday PM Peak Hour

Figure
3-12

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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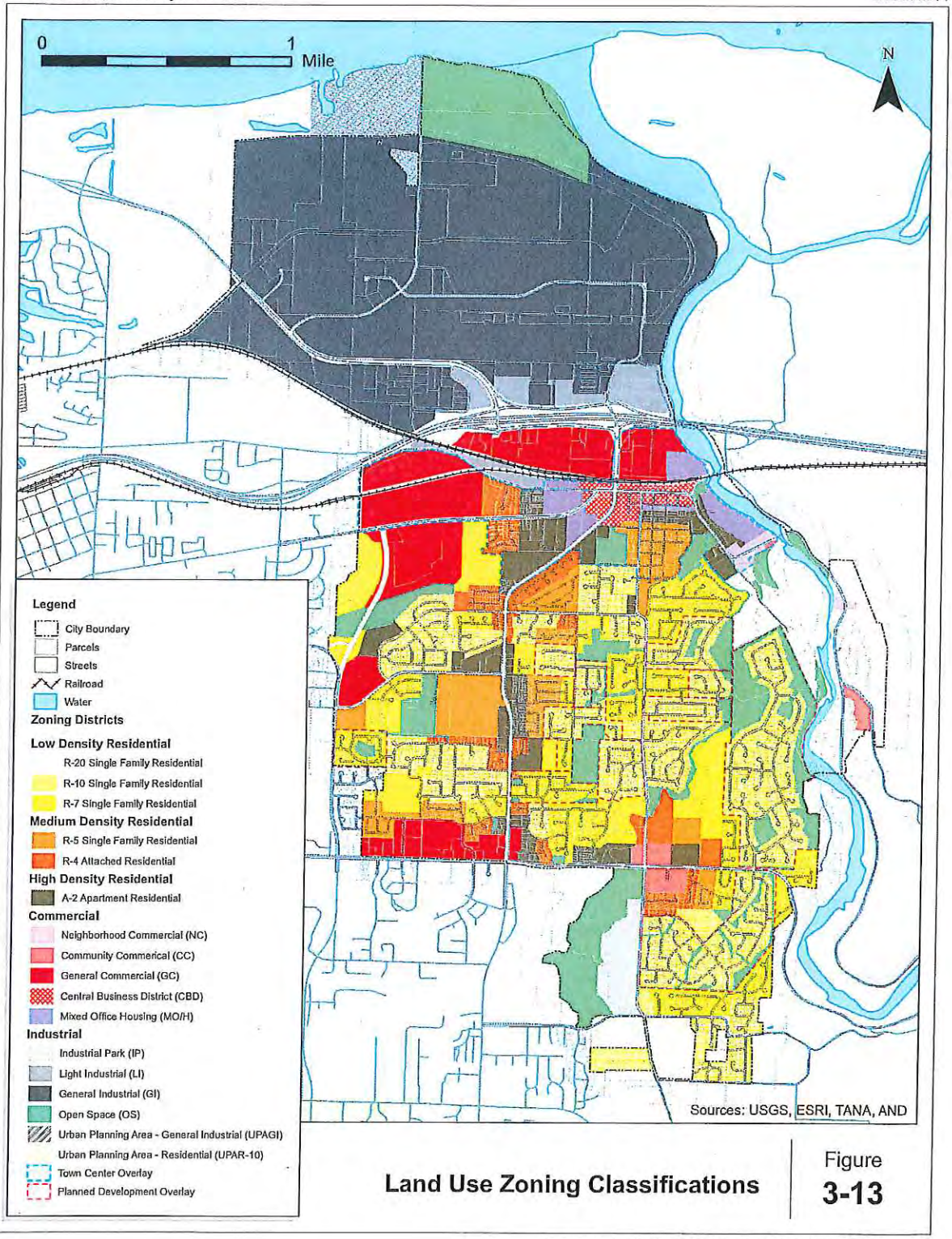

Land Use Zoning Classifications

Figure **3-13**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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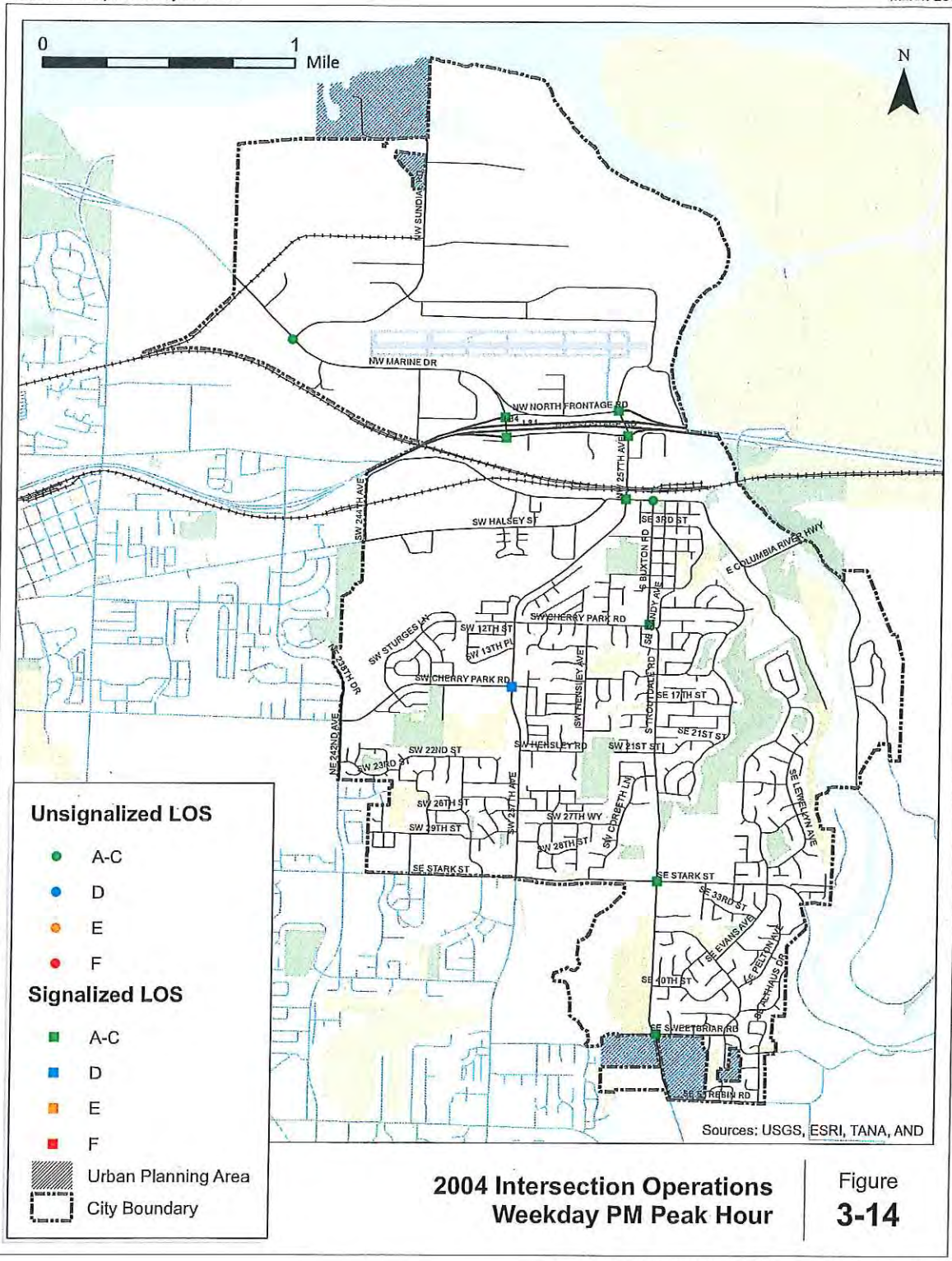

2004 Intersection Operations
Weekday PM Peak Hour

Figure
3-14

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Table 3-8: 2004 Weekday PM Peak Hour Intersection Level of Service

Intersection	Level of Service	Average Delay (Sec.)	Volume/Capacity
Unsignalized Intersection			
Buxton Road/Historic Columbia River Highway	A/C		
Marine Drive/Sundial Road	A/B		
Signalized Intersections			
257th Drive/Cherry Park Road (south)	D	39.4	0.91
257th Drive/Historic Columbia River Highway	C	31.5	0.68
Cherry Park Road/Buxton Street	B	11.8	0.44
I-84 westbound ramps/Marine Road	B	11.0	0.45
I-84 eastbound ramps/Marine Road	B	15.4	0.69
I-84 eastbound ramps/Graham Road	B	18.3	0.88
I-84 westbound ramps/Graham Road	B	12.6	0.45
Troutdale Road/Stark Street	C	31.0	0.76
Troutdale Road/Cochran Road	B	13.8	0.53

Notes: Unsignalized Intersection Level of Service:
A/A=Major Street turn LOS/Minor street turn LOS
Signalized and All-Way Stop Intersections:
Delay = Average vehicle delay in the peak hour for entire intersection in seconds.

Data was also collected for the weekend peak period for I-84 eastbound ramps/Graham Road, I-84 westbound ramps/Graham Road and 257th Drive/Historic Columbia River Highway intersections. Table 3-9 lists the existing weekend PM peak hour intersection operation at the 3 study intersections mentioned above.

Table 3-9: 2004 Weekend PM Peak Hour Intersection Level of Service

Intersection	Level of Service	Average Delay	Volume/Capacity
Signalized Intersections			
I-84 eastbound ramps/Graham Road	B	14.6	0.73
I-84 westbound ramps/Graham Road	B	12.4	0.48
257th Drive/Historic Columbia River Highway	C	29.5	0.58

The analysis conducted for the 2005 TSP update did not include adequate detail or simulation to address the I-84 interchange/frontage road/outlet mall access and queuing issues that commonly occur during midday or weekend periods. This issue was addressed in the I-84 Troutdale Interchange Area Management Plan (IAMP), which was conducted concurrent with the TSP. Findings from the IAMP are included in the future systems plans within this TSP.

Traffic Safety

Collision data was obtained from Multnomah County and used to create a high collision intersection list for intersections within Troutdale. The County ranks intersections in their Safety Priority Index System (SPIS) based on the most current three years of collision data. The SPIS rankings are derived from factors such as the number of collisions, the type of collisions, the collision severity, and traffic volumes.

The collision data only includes those collisions reported to the Oregon Department of Transportation. In addition, the County SPIS list only includes intersections that have at least one county controlled approach. Troutdale has four intersections on the County SPIS list (2000-2002). Table 3-10 lists each intersection.

Table 3-10: SPIS Ranking of Troutdale TSP Study Area Intersections (1999-2001)

Ranking	Street	Cross Street	Number of Collisions	Fatal Collisions	Injury Collisions
24	257th Drive	Historic Columbia River Highway	20	0	7
23	Stark Street	Troutdale Road	21	0	9
19	Stark Street	257th Drive	42	0	19
17	Cherry Park Road	242nd Avenue	31	0	13

OTHER TRAVEL MODES

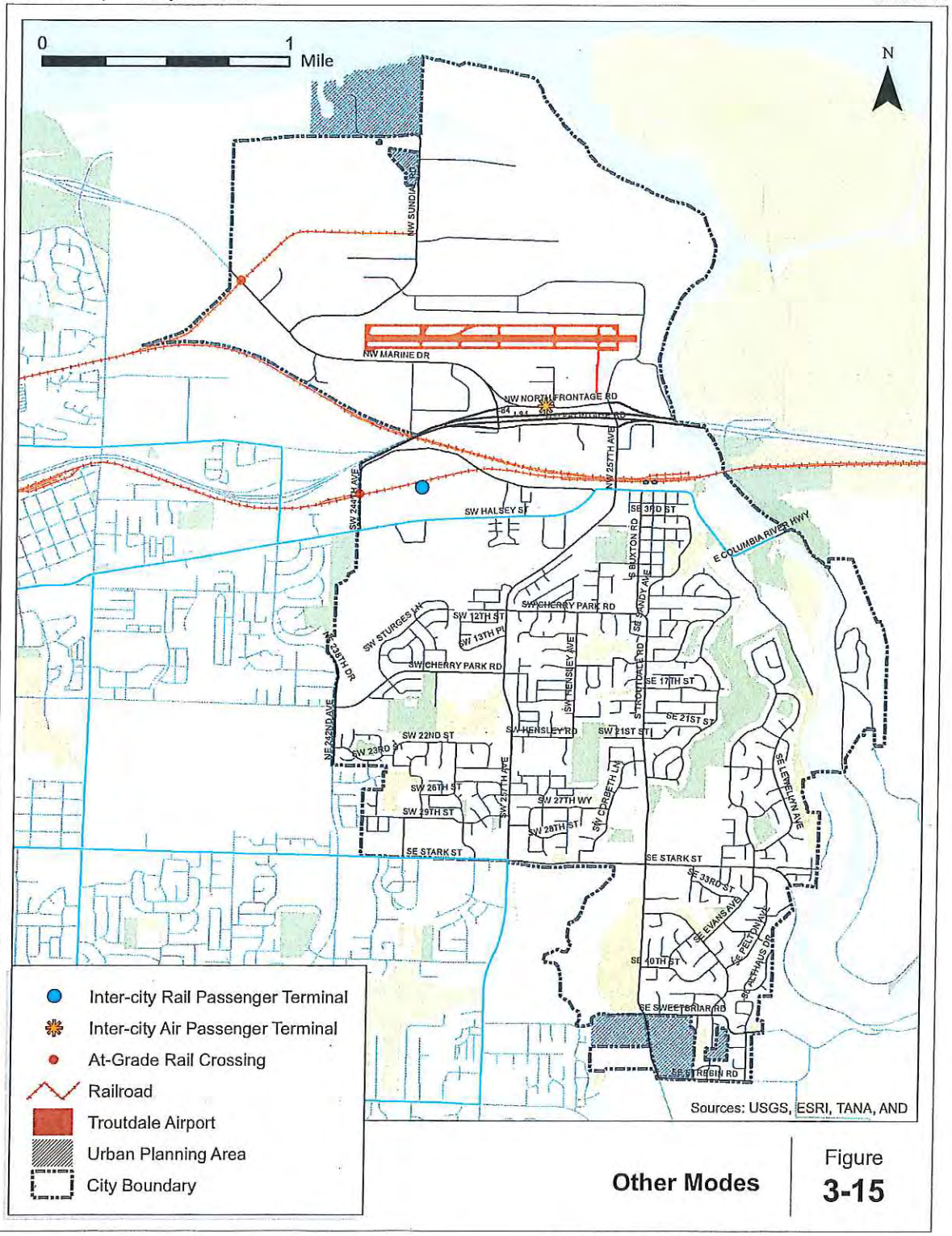
There are four other modes of transportation in Troutdale included in the TSP: freight, pipeline, air, and water. The Columbia River is located immediately north of the Troutdale city limits and serves as a major freight movement waterway. However, there is no port facility located within the Troutdale TSP study area. Figure 3-15 shows the rail, and air facilities in Troutdale.

Freight

Truck

Efficient truck movement plays a vital role in the economical movements of raw materials and finished products. The designation of through truck routes provides for this efficient movement while at the same time maintaining neighborhood livability, public safety, and minimizing maintenance costs of the roadway system. ODOT, Metro and the City of Troutdale all identify I-84 as a freight route. Metro and the City of Troutdale both identify Marine Drive, a small section of 257th Drive and a small section of Historic Columbia River Highway as freight routes. Metro also classifies Historic Columbia River Highway between I-84 and 257th Drive as a freight route. The City of Troutdale identifies through truck routes in Troutdale such as Stark Street, 257th Drive, Sundial Road and Graham Road.

The truck (heavy vehicle) volumes and percentages of the traffic stream were collected as part of the intersection turn movement counts. Figure 3-16 shows the PM peak hour truck volume and percentages at each of the study intersections. Truck volumes exceed 100 vehicles per hour (vph) along Marine Drive and the I-84 interchange intersections.



Other Modes

Figure **3-15**

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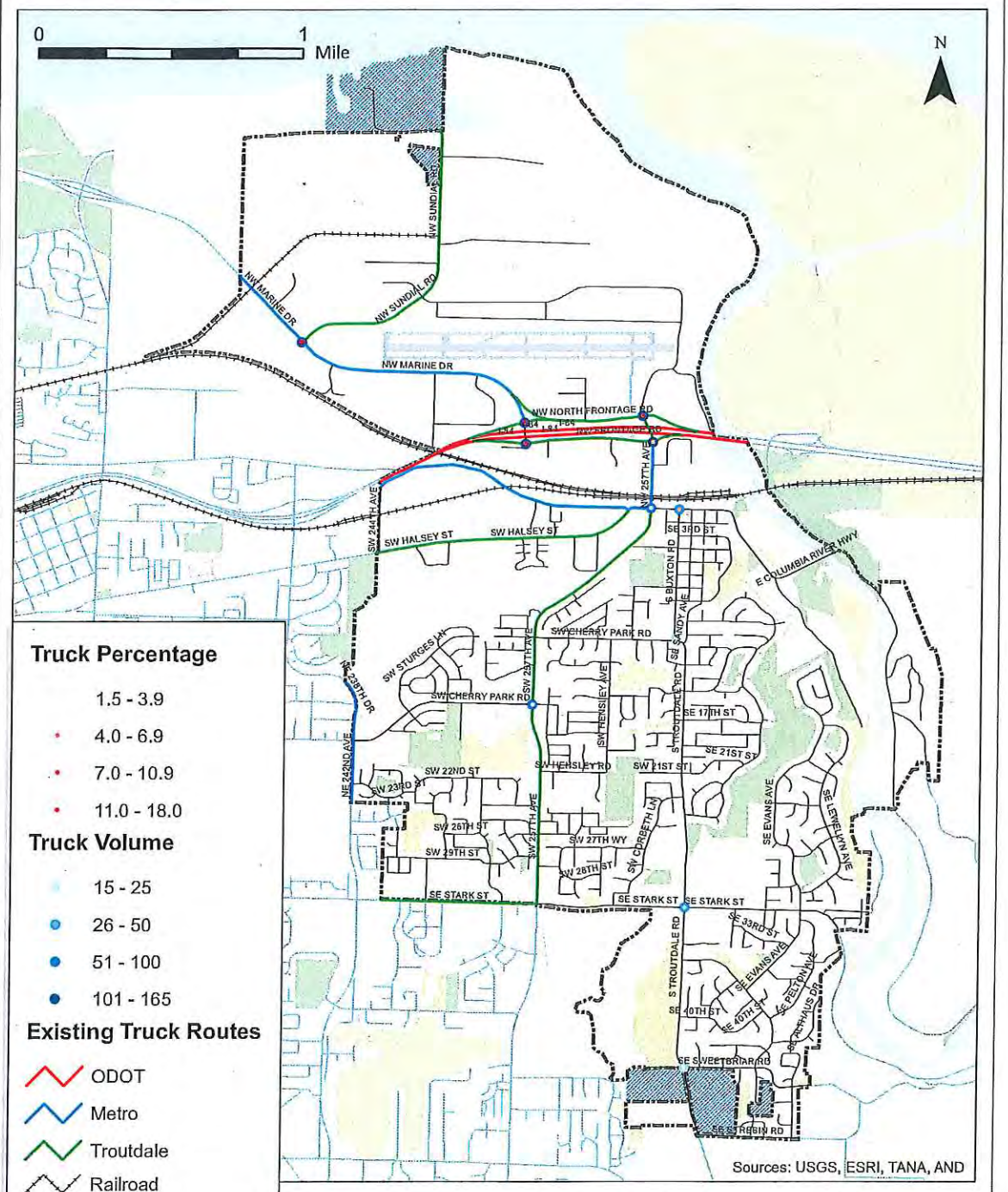

Existing Truck Routes w/ 2004 PM Peak Hour Truck Percentages & Volumes

Figure **3-16**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Rail

There are two rail lines, the Graham (2A) and the Kenton (2AE) that currently traverse the City of Troutdale, combining to transport over 53 million gross tons of freight in 2002. Both lines are owned and operated as a Class 1 Railroad by Union Pacific Rail Road (UPRR). The Graham (2A) line runs 17 trains a day with a maximum authorized speed of 50 mph. It has one at-grade rail crossing in the study area at 244th Avenue. The Kenton (2AE) line runs 30 trains a day at a maximum authorized speed of 50 mph. The Kenton has one at-grade rail crossing in the study area located along a spur track off of the main line that serves the former aluminum plant. There are no passenger trains currently running through Troutdale.

Gas Pipelines

Two high-pressure natural gas pipelines serve Troutdale. One line runs north-south adjacent to 242nd Drive, crossing I-84 and continuing across the Columbia River into Washington. The second line runs east-west along Sandy Boulevard, until turning north at I-84 before terminating at the Kenton (2AE) UPRR rail line.

Airport

The Troutdale Airport is located north of I-84 and is classified as a Category 2 – Business or High Activity General Aviation Airport. The runway is 150 feet wide by 5,400 feet long, and has over 30,000 annual aircraft operations (take offs and landings).

Pavement condition varies over the length of the runway and was found to be deficient in meeting runway pavement strength by the Oregon Aviation Plan. However, reconstruction is not planned for several years. The Troutdale Airport Master Plan predicts a modest 2 percent growth in both the number of operations and number of aircraft based in Troutdale over the next 10 years, concluding that current infrastructure is adequate to meet demand. Consequently, the airport is considering leasing some of the land it does not currently require to be "airport conducive" land uses.

Chapter 4 Future Needs & Improvements

CHAPTER 4. FUTURE NEEDS & IMPROVEMENTS

OVERVIEW

This chapter presents the major elements of the Transportation System Plan (TSP) for the City of Troutdale, which addresses the City's existing transportation system needs and identifies additional facilities that will be needed to serve future growth in travel demand.

As indicated throughout this chapter, the pedestrian, bicycle, and transit system plans have been updated along with sections of the motor vehicle system plan to reflect all of the policy changes, regulatory requirements, and developments that have occurred since the adoption of the City's existing TSP in 2005. The revisions include updated Master Plans and Action Plans that reflect the current and future needs of the City.

TRAVEL DEMAND AND LAND USE

Metro's urban area transportation forecast model was used in the development of the 2005 TSP, and more recently, in the Troutdale Interchange Area Management Plan (IAMP) and the East Metro Connections Plan (EMCP) to determine future traffic volumes in the Troutdale area. Metro's forecast model translates assumed land uses into person travel, selects modes, and assigns motor vehicles to the roadway network. These traffic volume projections form the basis for identifying potential roadway deficiencies and for evaluating alternative circulation improvements. As described throughout this chapter, the transportation improvement projects identified in the 2005 TSP were updated to reflect the conclusions and recommendations of a number of regional and local planning efforts, including the IAMP and the EMCP. The result is updated project lists that reflect the most recent modeling efforts by Metro using the latest population and employment forecasts as well as the most recent needs and perspectives of the City.

Pedestrian System

This section has been revised as part of a targeted effort to update the City's TSP to comply with recent changes to the Oregon Transportation Planning Rule (TPR) and the 2035 Regional Transportation Plan (RTP) as well as to incorporate the conclusions and recommendations of the Troutdale and Sweetbriar elementary Safe Routes to School plans along with a number of other regional and local planning documents. The revisions include an updated Pedestrian Master Plan and Pedestrian Action Plan that reflect the current and future needs of the City.

The existing conditions analysis presented in Chapter 3 identifies the pedestrian system needs within Troutdale, including new sidewalk connections, new pedestrian crossings, and new multi-use paths and trails that augment and support the pedestrian system. The Pedestrian Master Plan presented in this section includes all of the potential pedestrian improvement projects identified within Troutdale while

the Pedestrian Action Plan includes all of the projects that are reasonably expected to be funded over the next 20 years.

Coordination with Regional Plan Designations

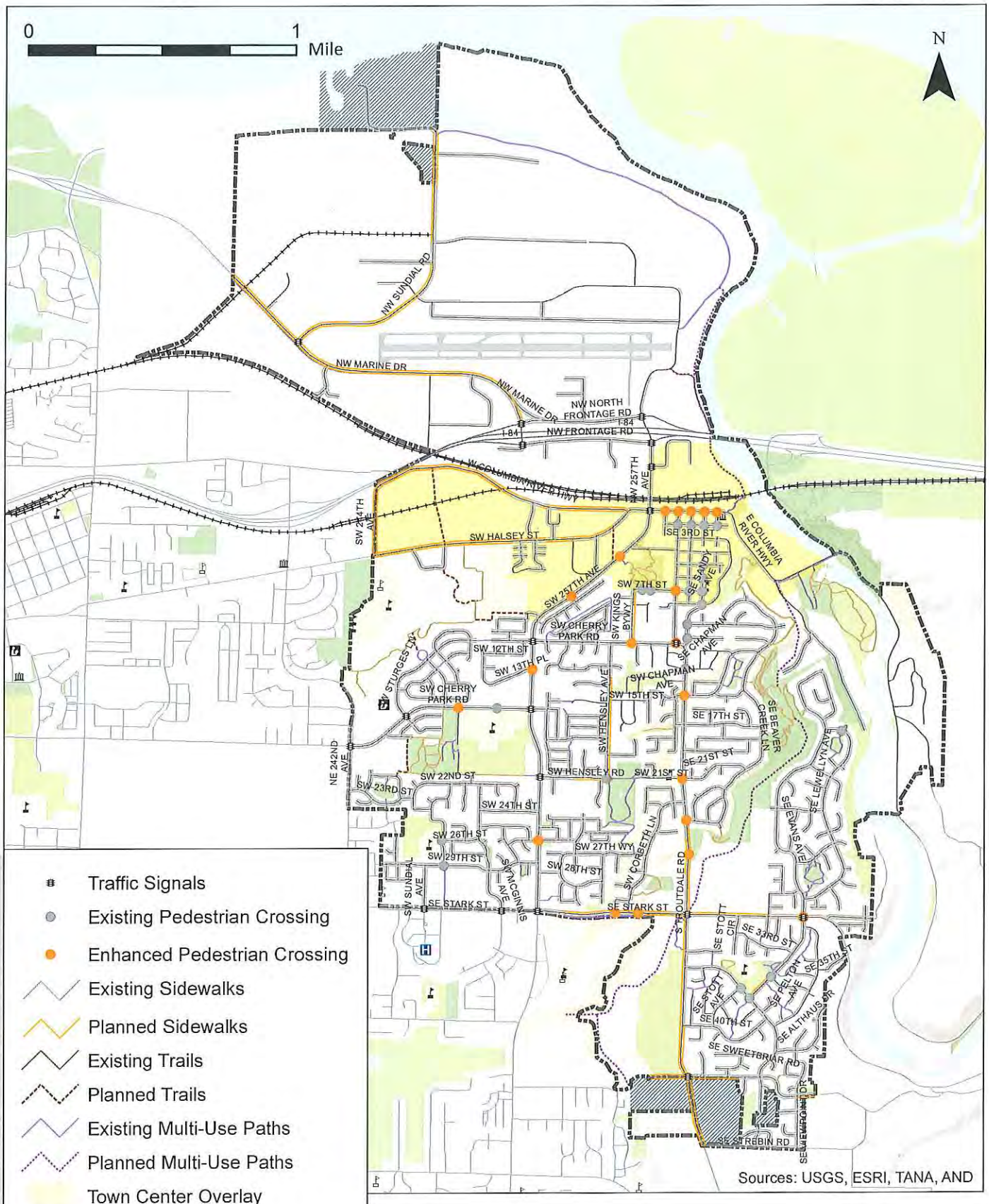
The 2035 RTP includes designations within Troutdale for pedestrian districts, transit/mixed use corridors, and regional trails as defined below:

- Pedestrian districts are areas of high or potentially high pedestrian activity where the region has placed a priority on creating a walkable environment. These areas should be designed to reflect an urban development and design pattern where walking is a safe, convenient, and enjoyable travel mode.
- Transit/mixed-use corridors are priority areas for pedestrian improvements. These corridors generate substantial pedestrian traffic near neighborhood retail developments, schools, parks, and bus stops. These corridors should be designed to promote pedestrian travel with features such as wide sidewalks with buffering from adjacent vehicle traffic, street crossings with special crossing amenities at select locations, special lighting, benches, bus shelters, awnings and street trees. Mid-block pedestrian crossings should also be used along these corridors to provide full access to transit stops.
- Regional trails are paved off-street regional facilities that accommodate pedestrian and bicycle travel and are used by people walking or bicycling to work, school, to access transit or travel to a store or library.

The 2040 Growth Concept Map includes Town Center and Corridor design types that correspond with the pedestrian district and transit/mixed-use corridors identified in the RTP. The City of Troutdale Development Code also includes a Town Center overlay that generally corresponds to the area designated as a pedestrian district in the RTP and requires new development in the area to comply with RTP guidelines. Figure 4-1 illustrates the area with a Town Center overlay in yellow. This area should include continuous sidewalk connections, pedestrian crossings, and other pedestrian amenities to be consistent with the RTP. By complying with the RTP designations and completing the pedestrian system within these areas, the Pedestrian Master Plan is consistent with plans developed by Metro, Multnomah County, and the State.

Pedestrian Master Plan

The Pedestrian Master Plan was developed based on the pedestrian system needs identified in the existing conditions analysis and reflects all of the potential pedestrian improvement projects within Troutdale. The projects shown in Table 4-1 and on Figure 4-1 were evaluated based on the strategies identified below to create the Pedestrian Action Plan. Several of the projects identified in Table 4-1 and on Figure 4-1 are incorporated into the projects shown in the motor vehicle master plan.



Pedestrian Master Plan

Figure 4-1

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Table 4-1: Pedestrian Master Plan

Project ID	Location	Type	Project Description	Cost ($1,000)
P1	Troutdale Road	Complete Sidewalks	Install sidewalks on both sides of Troutdale Road from Beaver Creek Lane to Stark Street	-
P2	Troutdale Road	Complete Sidewalks	Install sidewalks on both sides of Troutdale Road from Stark Street to the south City limits	-
P3	Stark Street	Complete Sidewalks	Install sidewalks on both sides of Stark Street from 257th Avenue to Troutdale Road	-*
P4	Stark Street	Complete Sidewalks	Install sidewalks on the north side of Stark Street from Troutdale Road to Hampton Avenue	-
P5	Halsey Street	Complete Sidewalks	Install sidewalks on both sides of Halsey Street from the west city limits to Historic Columbia River Highway	-
P6	Historic Columbia River Highway/244th	Complete Sidewalks	Install sidewalks on both sides of Historic Columbia River Highway from 244th Avenue to Halsey Street	-
P7	Hensley Road	Complete Sidewalks	Install sidewalks on the south side of Hensley Road (E/W) from 150-feet west of Laurel Court to Hensley Road (N/S)	$45
P8	Hensley Road	Complete Sidewalks	Install sidewalks on the east side of Hensley Road (N/S) from Hensley Road (E/W) to Cherry Park Road consistent with the Troutdale Elementary SRTS Plan	$350
P9	Kings Byway	Complete Sidewalks	Install sidewalks on the east side of Kings Byway from Cherry Park Road to 7th Street consistent with the Troutdale Elementary SRTS Plan	$50
P10	Evans Road	Complete Sidewalks	Install sidewalks on the northwest side of Evans Road from Sweetbriar Lane to 36th Street consistent with the Sweetbriar Elementary SRTS Plan	$45
P11	Sweetbriar Road	Complete Sidewalks	Install sidewalks on the south side of Sweetbriar Road from Troutdale Road to the east City limits	-
P12	Marine Drive	Complete Sidewalks	Install sidewalks on both sides of Marine Drive from the west City limits to North Frontage Road	-
P13	Sundial Road	Complete Sidewalks	Install sidewalks on both sides of Sundial Road from the north City limits to Marine Drive	-
P14	257th Avenue at Hampton Heights Apartments Driveway	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on 257th Avenue at the Hampton Heights Apartments Driveway	-
P15	257th Avenue at Jennings Lane	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on 257th Avenue at Jennings Lane	-
P16	257th Avenue at 13th Place	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on 257th Avenue at 13th Place	-
P17	257th Avenue at 26th Street	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on 257th Avenue at 26th Street	-
P18	Buxton Road at 7th Street	Pedestrian Crossing	Reconfigure existing crossing on Buxton Road at 7th Street consistent with the Troutdale Elementary SRTS Plan	-
P19	Buxton Road at Cherry Park Road	Pedestrian Crossing	Reconfigure existing crossing on Buxton Road at Cherry Park Road consistent with the Troutdale Elementary SRTS Plan	-
P20	Troutdale Road at Chapman Avenue	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Troutdale Road at Chapman Avenue consistent with the Troutdale Elementary SRTS Plan	-
P21	Troutdale Road at Beaver Creek Lane	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Troutdale Road at Beaver Creek Lane	-
P22	Troutdale Road at Planned Regional Trail	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Troutdale Road at the planned Regional Trail	-
P23	Cherry Park Road at Kings Byway	Pedestrian Crossing	Install enhanced pedestrian crossings treatments on Cherry Park Road at Kings Byway consistent with the Troutdale Elementary SRTS Plan	-
P24	Cherry Park Road at Imagination Way	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Cherry Park Road at Imagination Way	-

P25	Stark Street at Corbeth Lane	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Stark Street at Corbeth Way	-
P26	Stark Street at Planned Regional Trail	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Stark Street at the planned Regional Trail	-
P27	Troutdale Road at 21st Street	Pedestrian Crossing	Improve existing crossing on Troutdale Road at 21st Street consistent with the Sweetbriar Elementary SRTS Plan	$60
P28	Evans Avenue at Stark street	Pedestrian Crossing	Improve existing crossing at the Evans Avenue/Stark Street intersection consistent with the Sweetbriar Elementary SRTS Plan	-
P29	40 Mile Regional Trail	Multi-Use Path	Install a multi-use path from Columbia/Sandy River Trail to downtown Troutdale	--
P30	Columbia Park Trail	Trail	Improve existing trail from 18th Way to 22nd Street	$75
P31	Sturges Trail	Trail	Install a trail from Sturges Lane to 257th Avenue	$230
P32	Edgefield Trail (North of Halsey Street)	Trail	Install a trail from Edgefield's east access driveway to Historic Columbia River Highway	-
P33	Edgefield Trail (South of Halsey Street)	Trail	Install a trail from Edgefield's east access driveway to the planned Sturges Trail	-
P34	Halsey Street/Sturges Connector Trail	Trail	Install a trail from Halsey Street to the planned Sturges Trail	-
P35	Halsey/257th Connector Trail	Trail	Install a trail from Halsey Street to 257th Avenue	-
P36	Sandy River and Springwater Area Connections Trail	Trail	Install a trail from Mt. Hood Community College to Historic Columbia River Highway	-
P37	Historic Columbia River Highway	Curb Extension	Install curb extensions along Historic Columbia River Highway at Kendal Avenue, Buxton Avenue, Dora Street, Harlow Avenue, and Kibling Avenue	$240
P38	Sandy River and Springwater Area Connections Trail Master Plan	Trail	Develop a master plan for the Beavercreek Trails to determine the alignment/recommended design treatments	-
P39	Hewitt Neighborhood Trail	Multi-Use Path	Complete the multi-use path that connects the Hewitt neighborhood to Stark Street to the south and 257th to the west.	$25
			Total	**$1,120**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.
* The City of Troutdale's contributions to these project costs are included in the Motor Vehicle Action Plan.

As shown in Table 4-1, the pedestrian improvement projects consist of installing new sidewalk connections, pedestrian crossings, and multi-use paths and trails. While several of the projects can be constructed within existing City right-of-way, others will require additional right-of-way to be developed. In addition, while several of the projects are located along Multnomah County streets, there are a few located along City streets.

It is important to note that several of the pedestrian crossing projects are located along streets with volumes and speeds that could require significant crossing enhancements. Crossings on 257th Avenue and Stark Street, for example, could require flashing beacons or traffic signals, while crossings on Troutdale Road and Buxton Road could require striped crosswalks and crosswalk signs. The Needs, Opportunities, Constraints, and tools report provided in the Appendix provides a brief description of potential crossing treatments at each location.

Strategies

Several strategies have been identified to help guide the selection and prioritization of the pedestrian improvement projects included in the Pedestrian Action Plan. These strategies are intended to focus community investment on those projects that are most effective at meeting critical needs, while deferring other projects of lesser value. The following strategies were used to select and prioritize the pedestrian improvement projects (listed in order of importance):

- Connect key pedestrian corridors to schools, parks, and activity centers
- Pedestrian corridors that connect neighborhoods
- Arterial crossing enhancements
- Pedestrian corridors that connect to major transit Locations
- Fill in gaps in the network where some sidewalks exist
- Reconstruct all sidewalks to City of Troutdale standards
- Pedestrian corridors that connect to major recreational uses
- Pedestrian corridors that commuters might use

Pedestrian Action Plan

The Pedestrian Action Plan identifies the pedestrian system improvement projects that are reasonably expected to be funded over the next 20 years, which meets the requirements of the updated TPR. The strategies identified above were used to rank the pedestrian projects identified in the Pedestrian Master Plan from highest to lowest in terms of priority. The highest ranking City projects that are reasonably expected to be funded were combined with projects from other agencies identified in previous planning studies to create the project list shown in Table 4-2, which are organized by location and type.

Table 4-2: Pedestrian Action Plan

Project ID	Location	Type	Project Description	Cost ($1,000)
P1	Troutdale Road	Complete Sidewalks	Install sidewalks on both sides of Troutdale Road from Beaver Creek Lane to Stark Street	-
P2	Troutdale Road	Complete Sidewalks	Install sidewalks on both sides of Troutdale Road from Stark Street to the south City limits	-
P3	Stark Street	Complete Sidewalks	Install sidewalks on both sides of Stark Street from 257th Avenue to Troutdale Road	-*
P5	Halsey Street	Complete Sidewalks	Install sidewalks on both sides of Halsey Street from the west city limits to Historic Columbia River Highway	
P7	Hensley Road	Complete Sidewalks	Install sidewalks on the south side of Hensley Road (E/W) from 150-feet west of Laurel Court to Hensley Road (N/S)	$45
P8	Hensley Road	Complete Sidewalks	Install sidewalks on the east side of Hensley Road (N/S) from Hensley Road (E/W) to Cherry Park Road consistent with the Troutdale Elementary SRTS Plan. Includes minor pavement widening and drainage.	$350

P17	257th Avenue at 26th Street	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on 257th Avenue at 26th Street	-
P22	Troutdale Road at Planned Regional Trail	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Troutdale Road at the planned Regional Trail	-
P26	Stark Street at Planned Regional Trail	Pedestrian Crossing	Install enhanced pedestrian crossing treatments on Stark Street at the planned Regional Trail	-
P29	40 Mile Regional Trail	Multi-Use Path	Install a multi-use path from Columbia/Sandy River Levy Trail to downtown Troutdale	-
P30	Columbia Park Trail	Trail	Improve existing trail from 18th Way to 22nd Street	$75
P31	Sturges Trail	Trail	Install a trail from Sturges Lane to 257th Avenue	$230
P36	Sandy River and Springwater Area Connections Trail	Trail	Install a trail from Mt. Hood Community College to Historic Columbia River Highway	-
P37	Historic Columbia River Highway	Curb Extension	Install curb extensions along Historic Columbia River Highway at Kendall Avenue, Buxton Avenue, Dora Street, Harlow Avenue, and Kibling Avenue	$240
P38	Sandy River and Springwater Area Connections Trail Master Plan	Trail	Develop a master plan for the Sandy River and Springwater Area Connections Trail to determine the alignment/recommended design treatments	-
P39	Hewitt Neighborhood Trail	Multi-Use Path	Complete the multi-use path that connects the Hewitt neighborhood to Stark Street to the south and 257th to the west.	$25
			Total	**$965**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.
* The City of Troutdale's contributions to these project costs are included in the Motor Vehicle Action Plan.

As development occurs, streets are rebuilt, and other opportunities (such as grant programs) arise, the projects identified in the Pedestrian Master Plan should be completed as well. It should be noted that development of any of the projects identified in the Pedestrian Master Plan or Pedestrian Action Plan will ultimately help the City make progress toward achieving its non-SOV modal targets.

BICYCLE SYSTEM

This section has been revised as part of a targeted effort to update the City's TSP to comply with recent changes to the Oregon TPR and the 2035 RTP as well as to incorporate the conclusions and recommendations of the Troutdale and Sweetbriar elementary Safe Routes to School plans along with a number of other regional and local planning documents. The revisions include an updated Bicycle Master Plan and Bicycle Action Plan that reflect the current and future needs of the City.

The existing conditions analysis presented in Chapter 3 identifies the bicycle system needs within Troutdale, including new on-street bike lanes, new bicycle crossings, and new multi-use paths and trails that augment and support the bicycle system. The Bicycle Master Plan presented in this section identifies all of the potential bicycle improvement projects identified within Troutdale while the Bicycle Action Plan identifies all of the projects that are reasonably expected to be funded over the next 20 years.

Coordination with Regional Plan Designations

The 2035 RTP includes designations within Troutdale for Regional Bikeways, Community Bikeways, and Regional trails as defined below:

- Regional Bikeways provide for travel to and within the central city, regional centers, and town centers. Travel time is an important factor as these bikeways generally have high volumes.
- Community Bikeways provide for travel to and within main streets, corridors, and industrial and employment areas. These routes provide access to regional attractions such as schools and parks, and connect neighborhoods to the rest of the regional bicycle network.
- Regional Trails are paved, off-street facilities serving bicyclists and other non-motorized uses. They typically serve as longer distance routes connecting neighborhoods to 2040 target areas, often providing access to parks, schools, and natural areas.

The 2035 RTP also includes a designation for Regional Bicycle Parkways, although it has not yet been applied to any roadways. However, Regional Bicycle Parkways will likely be comprised of routes currently designated as Regional bikeways, Community Bikeways, and Regional trails. Based on the RTP:

- Regional Bicycle Parkways will form the backbone of the regional bicycle network, providing for direct and efficient travel with minimal delays in different urban environments and to destinations outside the region.

There are several routes in Troutdale with RTP designations. These routes should include on-street bicycle lanes, multi-use paths, and other bicycle amenities to be consistent with the RTP. By complying with the RTP designations and completing the bicycle system along these routes, the Bicycle Master Plan is consistent with plans developed by Metro, Multnomah County, and the State.

Bicycle Master Plan

The Bicycle Master Plan was developed based on the bicycle system needs identified in the existing conditions analysis and reflects all of the potential bicycle improvement projects within Troutdale. The projects shown in Table 4-3 and on Figure 4-2 were evaluated based on the strategies identified below to create the Bicycle Action Plan. Several of the projects identified in Table 4-3 and on Figure 4-2 are incorporated into the projects shown in the motor vehicle master plan.

Table 4-3: Bicycle Master Plan

Project ID	Location	Type	Project Description	Cost ($1,000)
B1	Stark Street	Bike Lane	Install on-street bike lanes from 257th Avenue to Troutdale Road.	-
B2	Buxton Road	Bike Lane	Install on-street bike lanes from Historic Columbia River Highway to Cherry Park Road	-
B3	Historic Columbia River Highway	Bike Lane	Install on-street bike lanes from Halsey Street to 244th Avenue	-

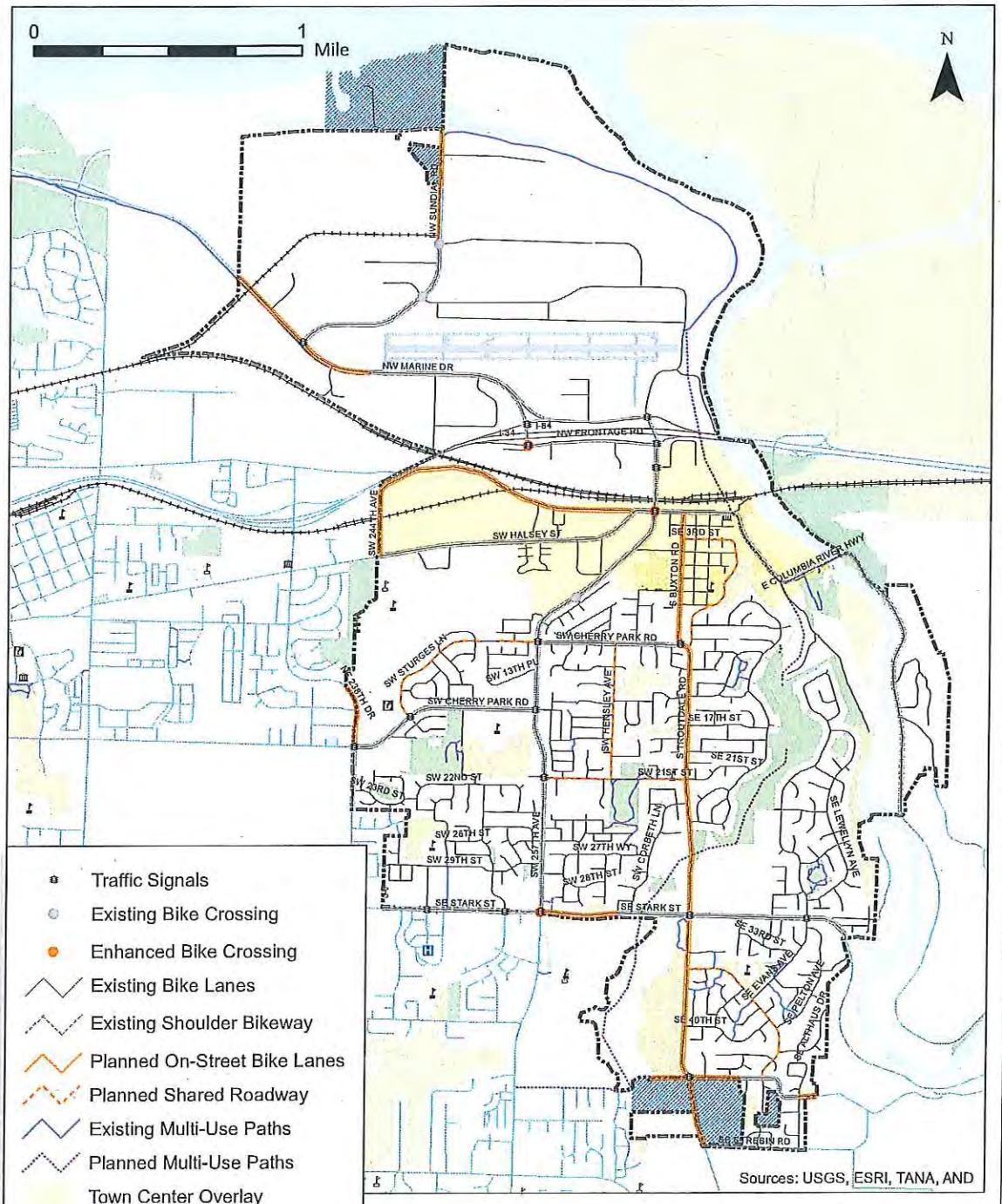
B4	Troutdale Road	Bike Lane	Install on-street bike lanes from Cherry Park Road to Stark Street	-
B5	Troutdale Road	Bike Lane	Install on-street bike lanes from Stark Street to the south City limits	-
B6	Cochran Road	Bike Lane	Install on-street bike lanes from the west City limits to Troutdale Road	-
B7	Sweetbriar Road	Bike Lane	Install on-street bike lanes from Troutdale Road to the east City limits	-
B8	Marine Drive	Bike Lane	Install on-street bike lanes from west City limits to approximately 1,500-feet east of Sundial Road	-
B9	Sundial Road	Bike Lane	Install on-street bike lanes from the north City limits to Swigert Way	-
B10	238th Avenue	Bike Lane	Install on-street bike lanes from Cherry Park Road to the west City limits	-
B11	Hensley Road (EW/NS)	Shared Roadways	Install shared roadway pavement markings and signs on Hensley Road (EW/NS) consistent with MUTCD standards	$15
B12	21st Avenue	Shared Roadway	Install shared roadway pavement markings and signs on 21st Avenue consistent with MUTCD standards	$5
B13	Sturges Lanes	Shared Roadways	Install shared roadway pavement markings and signs on Sturges Lane consistent with MUTCD standards	$15
B14	Sweetbriar Lane	Shared Roadways	Install shared roadway pavement markings and signs on Sweetbriar lane consistent with MUTCD standards	$15
B15	3rd Street/Sandy Avenue	Shared Roadways	Install shared roadway pavement markings and signs on 3rd Street and Sandy Avenue consistent with MUTCD standards	$15
B16	257th Avenue at Historic Columbia River Highway	Bike Crossing	Improve existing crossing conditions with combined bike lane/turn lane pavement markings and signs	$5
B17	257th Avenue at Stark Street	Bike Crossing	Improve existing crossing conditions with continuous bicycle lane striping along the north side of the east leg of the intersection	$5
B18	Troutdale Town Center	Bicycle Parking	Install covered bicycle parking in the Troutdale Town Center	$30
			Total	**$105**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.
* The City of Troutdale's contributions to these project costs are included in the Motor Vehicle Action Plan.

As shown in Table 4-3, the bicycle improvement projects consist of installing on-street bike lanes and shared roadway pavement markings and improving existing bicycle crossings. While several of the bike lane projects can be completed by striping the existing roadway, others will require widening and potentially additional right-of-way to be developed. Each of the shared roadway projects can be completed within the existing right-of-way, but will need to be accompanied by signs located along the roadway shoulders per the MUTCD. In addition, while each of the bike lane projects (and bicycle crossing projects) are located along Multnomah County streets, each of the shared roadway projects are located along City streets.

Strategies

Several strategies have been identified to help guide the selection and prioritization of the bicycle improvement projects included in the Bicycle Action Plan. These strategies are intended to focus community investment on those projects that are most effective at meeting critical needs, while deferring other projects of lesser value. The following strategies were used to select and prioritize the bicycle improvement projects (listed in order of importance):



Bicycle Master Plan

Figure **4-2**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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- Connect key bicycle corridors to schools, parks, and activity centers
- Finish the 40-mile Loop in Troutdale
- Bicycle corridors that connect neighborhoods
- Bicycle corridors that connect to major recreational facilities
- Fill in gaps in the network where some bikeways exist (arterials and collectors)
- Arterial Crossing Enhancements
- Bicycle corridors that commuters might use
- Bicycle corridors that access retail areas
- Upgrade existing bikeways to Multnomah County standards

Bicycle Action Plan

The Bicycle Action Plan identifies the bicycle improvement projects that are reasonably expected to be funded over the next 20 years, which meets the requirements of the updated TPR. The strategies identified above were used to rank the bicycle projects from highest to lowest in terms of priority. The highest ranking City projects that are reasonably expected to be funded were combined with projects from other agencies identified in previous planning studies to create the project list shown in Table **4-4**, which are organized by location and type.

Table 4-4: Bicycle Action Plan

Project ID	Location	Type	Project Description	Cost ($1,000)
B1	Stark Street	Bike Lane	Install on-street bike lanes from 257th Avenue to Troutdale Road.	-*
B4	Troutdale Road	Bike Lane	Install on-street bike lanes from Cherry Park Road to Stark Street	-
B5	Troutdale Road	Bike Lane	Install on-street bike lanes from Stark Street to the south City limits	-
B10	238th Avenue	Bike Lane	Install on-street bike lanes from Cherry Park Road to the west City limits	-
B11	Hensley Road (EW/NS)	Shared Roadways	Install shared roadway pavement markings and signs on Hensley Road (EW/NS) consistent with MUTCD standards	$15
B12	21st Avenue	Shared Roadway	Install shared roadway pavement markings and signs on 21st Avenue consistent with MUTCD standards	$5
B13	Sturges Lane	Shared Roadways	Install shared roadway pavement markings and signs on Sturges Lane consistent with MUTCD standards	$15
B14	Sweetbriar Lane	Shared Roadways	Install shared roadway pavement markings and signs on Sweetbriar lane consistent with MUTCD standards	$15
B15	3rd Street/Sandy Avenue	Shared Roadways	Install shared roadway pavement markings and signs on 3rd Street and Sandy Avenue consistent with MUTCD standards	$15
B18	Troutdale Town Center	Bicycle Parking	Install covered bicycle parking in the Troutdale Town Center	$30
			Total	**$95**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.
* The City of Troutdale's contributions to these project costs are included in the Motor Vehicle Action Plan.

As development occurs, streets are rebuilt, and other opportunities (such as grant programs) arise, the projects identified in the Bicycle Master Plan should be completed as well. It should be noted that development of any of the projects identified in the Bicycle Master Plan or Bicycle Action Plan will ultimately help the City make progress toward achieving its non-SOV modal targets.

TRANSIT SYSTEM

This section has been revised as part of a targeted effort to update the City's TSP to comply with recent changes to the Oregon TPR, the 2035 RTP, and the 2035 High Capacity Transit (HCT) System Plan. The revisions include an updated Transit Master Plan and Transit Action Plan that reflect the current and future needs of the City.

Tri-Met is the primary regional transit service provider for the Portland metropolitan area. TriMet provides both fixed-route and dial-a-ride service in Troutdale, which is located in the northeast corner of their service area. Due to its location, Troutdale is an end point for the regional transit system. TriMet's Transit Investment Plan (TIP) identifies strategies for meeting regional public transportation needs, focusing on investments and improvements to the total transit system, such as improvements on existing lines. Therefore the TIP focuses on targeted, strategic improvements to the system, with priorities in the following order: Maintain the quality of the existing system; Expand the high capacity transit system (MAX Light rail or bus rapid transit); Expand the Frequent Service system; and Improve Local service

Troutdale is not served by high capacity transit or frequent service routes. The 2035 HCT System Plan identifies 257th Avenue as a Developing Regional Priority Corridor, which is a corridor where projected 2035 land use and commensurate ridership potential are not supportive of HCT implementation, but which have long-term potential due to political aspirations. Therefore, the Transit Master Plan includes potential transit improvement projects that focus on the quality of the existing transit service and local service enhancements.

Coordination with Regional Plan Designations

The 2035 RTP includes designations within Troutdale for Frequent Bus Service and Regional Bus Service as defined below:

- Frequent Bus service offers local and regional bus service with stops approximately every 750 to 1,000 feet, providing corridor service rather than nodal service along selected arterial streets. This service typically runs at least every 15 minutes throughout the day and on weekends. Frequency may increase based on demand, and can include transit preferential treatments such as reserved bus lanes and signal preemption and enhanced passenger infrastructure along the corridor and at major bus stops, such as covered bus shelters, curb extensions, special lighting and median stations.

- Regional Bus service operates on arterial streets with typical frequencies of 15 minutes during most of the day, though midday headways may drop to 30 minutes. Regional bus may operate seven days per week, but not necessarily, based on demand or policy. Stops are generally spaced every 750 to 1,000 feet. Transit preferential treatments and passenger infrastructure such as bus shelters, special lighting, transit signal priority and curb extensions are appropriate at some locations such as those with high ridership.

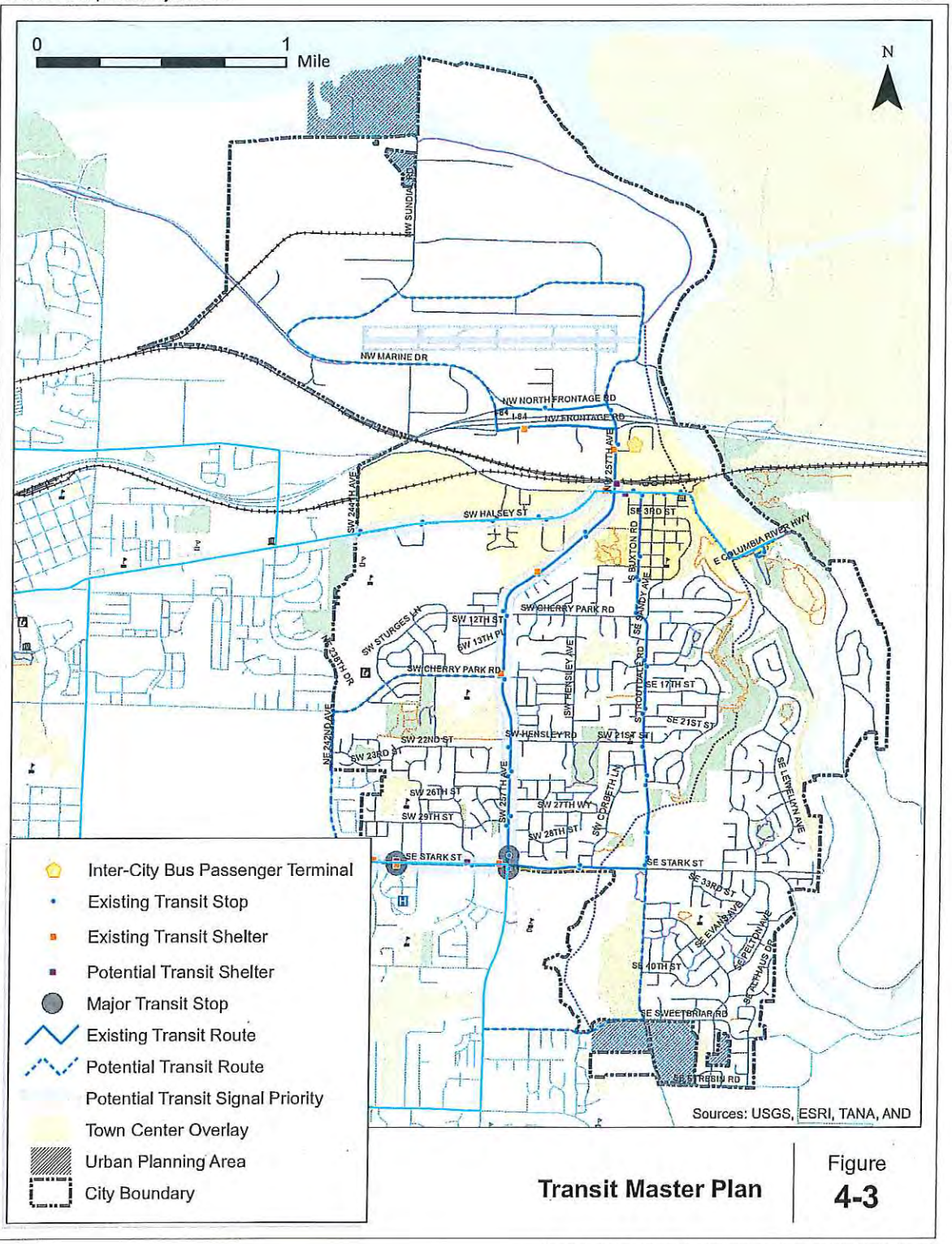
Transit Master Plan

The Transit Master Plan was developed based on the transit system needs identified in the existing conditions analysis and reflects all of the potential transit improvement projects within Troutdale. The projects shown in Table 4-5 and on Figure 4-3 were evaluated based on the strategies identified below to create the Transit Action Plan.

Table 4-5: Transit Master Plan

Project ID	Location	Description	Cost ($1,000's)
T1	Halsey/Graham Road	Coordinate with TriMet to provide a new route connecting the Outlet Mall to Rockwood MAX Station.	-
T2	Cherry Park Road	Coordinate with TriMet to provide a new route between 242nd and 257th Avenue.	-
T3	Bus Stop Enhancements	Coordinate with TriMet to provide bus shelters at the following transit stop: • Stop 8747: Historic Columbia River Highway & SW Kendall Road • Stop 9792: Stark Street & SW Sundial Avenue • Stop 5398: Stark Street & McGinnis Avenue • Stop 13532: 257th Avenue & Historic Columbia River Highway	-
T4	Park-and-Ride Lot	Coordinate with TriMet to study the feasibility of a Park-and-ride lot in the I-84 interchange area that would serve Troutdale and communities to the east. This lot should provide access to the planned 40-Mile Regional Multiuse Trail.	$50
T5	Transit Signal Priority	Coordinate with TriMet and Multnomah County to implement transit signal priority on Halsey Avenue, 257th Avenue and Stark Street.	-
T6	Marine/Sundial/Graham	Coordinate with TriMet to provide a new route serving the north industrial area.	-
T7	Troutdale Road/17th Street/Cochran Road	Coordinate with TriMet to provide a new route serving the southeast Troutdale area.	-
T8	Stark/Sweetbriar/Evans	Study the feasibility of a local shuttle service to serve neighborhoods not covered by TriMet routes (including the Stark/Sweetbriar/Evans area).	$50
T9	Existing Transit Routes	Coordinate with TriMet to reduce transit route headways.	-
T10	Transit Corridors	Direct growth to increase the density of development along transit routes in the City of Troutdale in an effort to support regional transit service goals.	-
		Total	**$100**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.



Transit Master Plan

Figure **4-3**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Strategies

Several strategies have been identified to help guide the selection and prioritization of the transit improvement projects included in the Transit Action Plan. These strategies are intended to focus community investment on those projects that are most effective at meeting critical needs, while deferring other projects of lesser value. The following strategies, which rely on coordination with TriMet, were used to select and prioritize the transit improvement projects (listed in order of importance):

- Provide direct/express access to MAX
- Provide access to employment areas
- Provide park-and-ride lots
- Provide express routes to regional employment centers
- Provide frequent service in peak commute periods
- Provide access to commercial areas
- Provide access to activity and service centers
- Provide bus shelters

Transit system enhancements with the TriMet service area are ultimately decided based on regional transit goals. As such, Troutdale has limited control over dictating the expansion of local service or increasing route frequency. These decisions can be influenced if the proper density is achieved along transit corridors or if roadway infrastructure is built to serve transit routes, a decision over which the City has more control. Another tactic for increasing transit service to the City is through inter-governmental agreements and funding strategies between Troutdale and TriMet in order to leverage transit dollars for local projects, providing better connections to transit facilities and supply transit amenities at transit locations.

Transit Action Plan

The Transit Action Plan identifies the transit improvement projects that are reasonably expected to be funded over the next 20 years, which meets the requirements of the updated TPR. The strategies identified above were used to rank the transit projects from highest to lowest in terms of priority. The highest ranking City projects that are reasonably expected to be funded were combined with projects from other agencies identified in previous planning efforts to create the project list shown in Table 4-6, which are organized by location and type.

Table 4-6: Transit Action Plan

Project ID	Location	Description	Cost ($1,000)
T1	Halsey/Graham Road	Coordinate with TriMet to provide a new route connecting the Outlet Mall to Rockwood MAX Station.	-

T2	Cherry Park Road	Coordinate with TriMet to provide a new route between 242nd and 257th Avenue.	-
T3	Bus Stop Enhancements	Coordinate with TriMet to provide bus shelters at the following stops: • Stop 8747: Historic Columbia River Highway & SW Kendall Road • Stop 9792: Stark Street & SW Sundial Avenue • Stop 5398: Stark Street & McGinnis Avenue • Stop 13532: 257th Avenue & Historic Columbia River Highway	-
T5	Transit Signal Priority	Coordinate with TriMet and Multnomah County to implement transit signal priority on Halsey Street, 257th Avenue, and Stark Street.	-
T6	Marine/Sundial/Graham	Coordinate with TriMet to provide a new route serving the north industrial area.	-
T7	Troutdale Road/17th Street/Cochran Road	Coordinate with TriMet to provide a new route serving the southeast Troutdale area.	-
T9	Existing Transit Routes	Coordinate with TriMet to reduce transit route headways.	-
T10	Transit Corridors	Direct growth to increase the density of development along transit routes in the City of Troutdale in an effort to support regional transit service goals	-
		Total	$0

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.

Motor Vehicles

This section has been revised as part of a targeted effort to update to the City's TSP to comply with recent changes to the Oregon TPR and the 2035 RTP as well as to incorporate the conclusions and recommendations from the Troutdale IAMP and the EMCP. The revisions include an updated Motor Vehicle Master Plan and Motor Vehicle Action Plan that reflect the current and future needs of the City.

The existing conditions analysis presented in Chapter 3 identifies several corridors within Troutdale that do not meet performance standards, including 238th/242nd, 257th/Kane, Troutdale/Buxton, Stark, and the Troutdale Interchange. To meet performance standards and serve future growth, the future transportation system needs significant multi-modal improvements and strategies to manage the forecasted travel demand.

The following sections outline the type of improvements that would be necessary as part of a long-range master plan. Phasing of implementation will be necessary since all of the improvements cannot be done at once. This will require prioritization of projects and periodic updating to reflect current needs. Most importantly, it should be understood that the improvements outlined in the following sections are a guide to managing growth in Troutdale.

Transportation System Management (TSM)

Transportation System Management (TSM) focuses on low cost strategies to enhance operational performance of the transportation system by seeking solutions to immediate transportation problems, finding ways to better manage transportation, maximizing urban mobility, and treating all modes of travel as a coordinated system. These types of measures include such things as signal improvements, ramp metering, traffic calming, access management, local street connectivity, intelligent transportation systems (ITS) and programs that enhance and smooth transit operations. Typically, the most significant measures that can provide tangible benefits to the traveling public are traffic signal coordination and

systems. Measures that are more difficult to measure but provide system reliability to maintain transportation flows include transit signal priority and incident management.

TSM measures focus primarily on region wide improvements, however there are a number of TSM measures that could be used in a smaller scale environment such as the Troutdale area. The following sections discuss TSM measures that could be appropriate for the Troutdale area.

Intelligent Transportation Systems (ITS)

ITS involves the application of advanced technologies and proven management techniques to relieve congestion, enhance safety, provide services to travelers, and assist transportation system operators in implementing suitable traffic management strategies. ITS focuses on increasing the efficiency of existing transportation infrastructure, which enhances the overall system performance and reduces the need to add capacity (e.g. travel lanes). Efficiency is achieved by providing services and information to travelers so they can (and will) make better travel decisions and to transportation system operators so they can better manage the system and improve system reliability. Multnomah County has developed an ITS deployment plan that includes projects in the Troutdale area, such as:

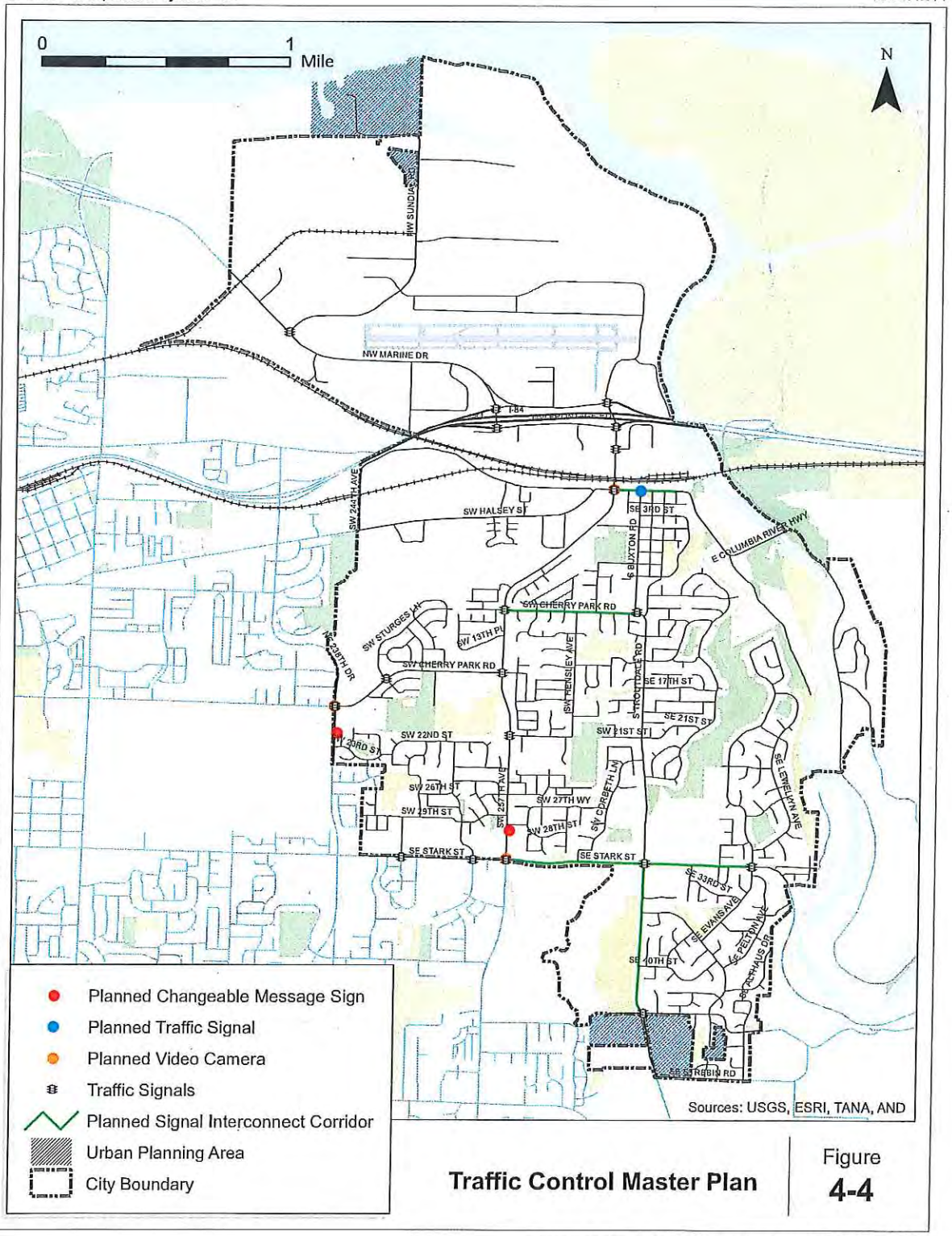
- Traffic monitoring and Surveillance
- Signal coordination and optimization
- Signal priority
- Information availability
- Incident management

The devices and communications planned to implement these projects are shown in the Traffic Control Master Plan on Figure 4-4. Signal priority corridors are shown in the Transit Master Plan (Figure 4-3).

Neighborhood Traffic Management (NTM)

The City of Troutdale has a Speed Hump Program that establishes a process to guide speed hump installation through neighborhood involvement. This program includes considerations of street classification and emergency response needs, but it does not provide the opportunity for application of other NTM devices.

The Speed Hump Program could be updated to consider other traffic calming measures and work with the community to find the traffic calming solution that best meets their needs and maintains roadway function. Table 4-7 lists common NTM applications and suggests which devices might be supported by Gresham Fire and Emergency Services. Additional NTM measure descriptions that include diagrams, benefits, and costs are included in the technical appendix. Any NTM project should include coordination with emergency agency staff to assure public safety.



Traffic Control Master Plan

Figure **4-4**

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Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

Table 4-7: Traffic Calming Measures by Roadway Functional Classification[1]

Traffic Calming Measure	Roadway Classification		
	Arterial	Collector	Neighborhood/Local Street
Curb Extensions			Calming measures are okay on Lesser response routes that have connectivity (more than two accesses) and are accepted and field tested by Gresham Fire and Emergency Services.
Medians			
Pavement Texture			
Speed Hump	Not Supported	Not Supported	
Roundabout			
Raised Crosswalk	Not Supported	Not Supported	
Speed Cushion (provides emergency pass-through with no vertical deflection)	Not Supported		
Choker[2]	Not Supported	Not Supported	
On-Street Parking			
Traffic Circle	Not Supported	Not Supported	
Diverter (with emergency vehicle pass through)	Not Supported	Not Supported	

[1]It is desired to have all traffic calming measures meet Gresham Fire Department guidelines including minimum street width, emergency vehicle turning radius, and accessibility/connectivity.
[2]Chokers are not supported when they do not shadow parking. If parking is shadowed, see curb extensions.

Access Management

Access Management is a broad set of techniques that balance the need to provide efficient, safe and timely travel with the ability to allow access to the individual destination. ODOT and Multnomah Countyhave clear access management policies and the supporting documentation to ensure that the highway system is managed as wisely as possible for the traveling public. Proper implementation of Access Management techniques should guarantee reduced congestion, reduced accident rates, less need for highway widening, conservation of energy, and reduced air pollution.

Access management involves controlling or limiting of access on arterial and collector facilities to preserve their functional capacity. Numerous driveways erode the capacity of arterial and collector roadways. Preservation of capacity is particularly important on higher volume roadways for maintaining traffic flow and mobility. Whereas local and neighborhood streets function to provide access, collector and arterial streets serve greater traffic volume. Numerous driveways or street intersections increase the number of conflicts and potential for accidents and decrease mobility and traffic flow.

Troutdale, as with every city, needs a balance of streets that provide access with streets that serve mobility. The following access management strategies are identified to improve access and mobility in Troutdale:

- Provide Left turn Lanes where warranted for access onto cross streets
- Work with Land use development applications to consolidate driveways where feasible
- Meet Multnomah County access requirements on arterials and collectors
- Establish City access standards for new developments on collectors and arterials

- New development and roadway projects should meet the requirements summarized in Table 4-8. The minimum spacing of roadways and driveways listed in this table is consistent with Multnomah County's access spacing standards.

Table 4-8: Access Spacing Standards for City Street Facilities

Street Facility	Maximum spacing of roadways and driveways	Minimum spacing of roadways and Driveways
Arterials	1,000 Feet	530 Feet
Collector	530 Feet	150 Feet
Neighborhood/Local	530 Feet	-
All Roads	Require an access report for new access points stating that the driveway/roadway is safe as designed meeting adequate stacking, sight distance and deceleration requirements as set by ODOT, Multnomah County and AASHTO.	

Access management is not easy to implement and requires long institutional memory of the impacts of short access spacing – increased collisions, reduced capacity, poor sight distance and greater pedestrian exposure to vehicle conflicts. The most common opposition response to access control is that "there are driveways all over the place at closer spacing than mine – just look out there". These statements are commonly made without historical reference. Many of the pre-existing driveways that do not meet access spacing requirements were put in when traffic volumes were substantially lower and no access spacing criteria were mandated. With higher and higher traffic volume in the future, the need for access control on all arterial roadways is critical – the outcome of not managing access properly is additional wider roadways which have much greater impact than access control.

Local Street Connectivity

Much of the local street network in Troutdale is built out and, in many cases, fairly well connected. In other words, multiple access opportunities exist for entering or exiting neighborhoods. However, there are still a number of locations where the majority of neighborhood traffic is funneled onto one single street. This results in out-of-direction travel for motorists and an imbalance of traffic volumes that impacts residential frontage. The outcome can result in the need for wider roads, traffic signals and turn lanes (all of which negatively impact traffic flow and degrade safety). By providing connectivity between neighborhoods, out-of-direction travel and vehicle miles traveled (VMT) can be reduced, accessibility between various modes can be enhanced and traffic levels can be balanced out between various streets. Additionally, public safety response time is reduced.

In Troutdale, some of these local connections can contribute with other street improvements to mitigate capacity deficiencies by better dispersing traffic. Several roadway connections will be needed within neighborhood areas to reduce out of direction travel for vehicles, pedestrians and bicyclists. This is most important in the areas where a significant amount of new development is possible.

Figure 4-5 shows the Local Street Connectivity Plan for Troutdale. In most cases, the connector alignments are not specific and are aimed at reducing potential neighborhood traffic impacts by better

balancing traffic flows on neighborhood routes. The arrows shown in the figures represent potential connections and the general direction for the placement of the connection. In each case, the specific alignments and design will be better determined upon development review. The criteria used for providing connections are as follows:

- Every 300 feet, a grid for pedestrians and bicycles
- Every 530 feet, a grid for automobiles

To protect existing neighborhoods from potential traffic impacts of extending stub end streets, connector roadways should incorporate NTM into their design and construction. All stub streets should have signs indicating the potential for future connectivity. Additionally, any new development that involves the construction of a new street or street extension is required by the current development code to meet the following connectivity standards:

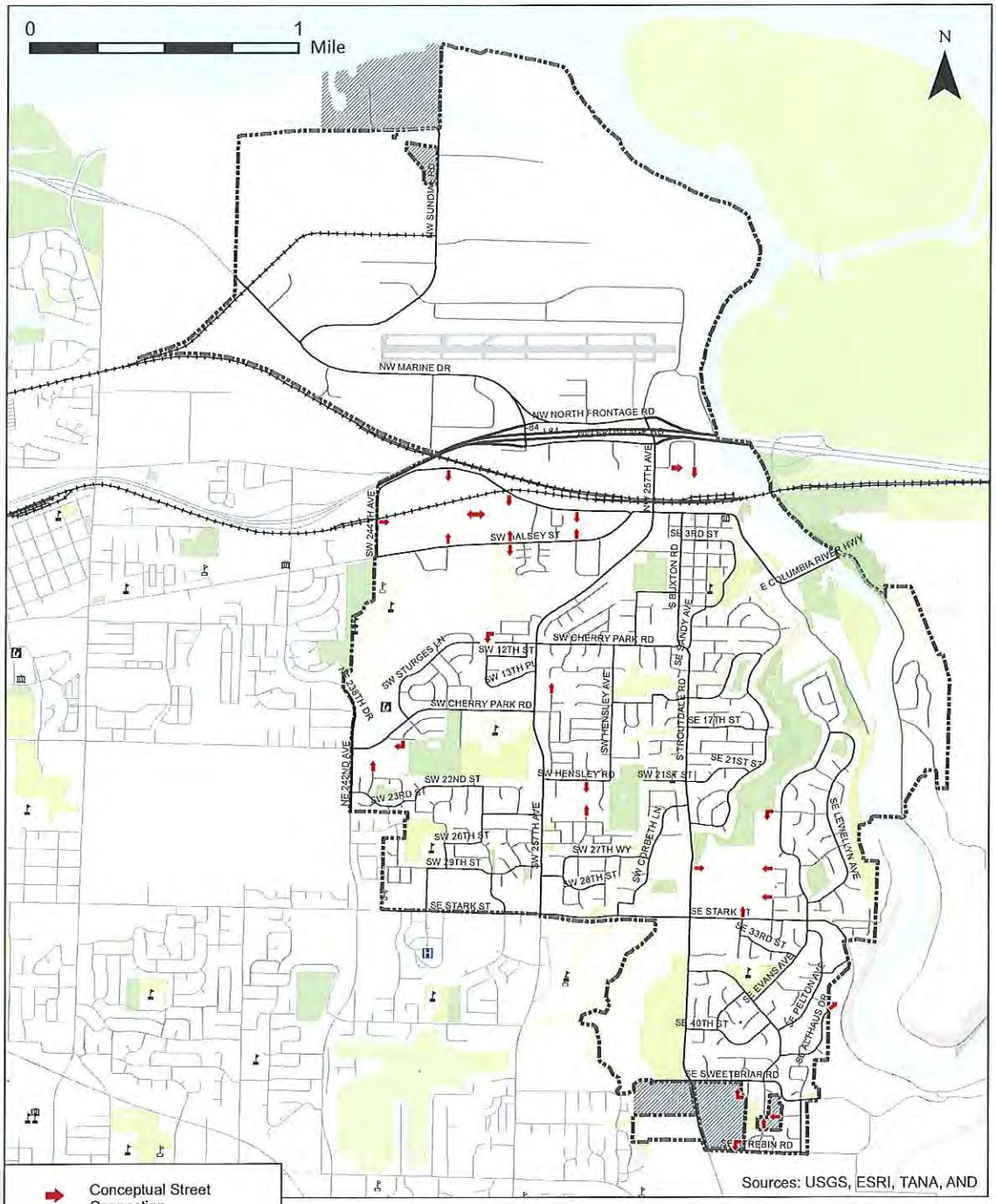
- Provides full street connections with spacing of no more than 530 feet between connections except where prevented by barriers
- Provides bike and pedestrian access ways in lieu of streets with spacing of no more than 330 feet except where prevented by barriers
- Limits use of cul-de-sacs and other closed-end street systems to situations where barriers prevent full street connections
- Includes no close-end street longer than 200 feet or having no more than 25 dwelling units
- Includes street cross-sections demonstrating dimensions of ROW improvements, with streets designed for posted or expected speed Limits

The arrows shown on Figure 4-5 indicate priority connections only. Topography, railroads and environmental conditions limit the level of connectivity in some areas of Troutdale. Other stub end streets in the City's road network may become cul-de-sacs, extended cul-de-sacs or provide local connections. Pedestrian connections from the end of any stub end street that results in a cul-de-sac should be considered mandatory as future development occurs. The goal would continue to be improved city connectivity for all modes of transportation.

Functional Classification

A street's functional classification defines its role in the transportation system and reflects desired operational and design characteristics such as right-of-way requirements, pavement widths, pedestrian and bicycle features, and driveway (access) spacing standards. Figure 4-6 illustrates the functional classification plan for Troutdale, which includes the following designations:

- Major Arterials Streets carry high volumes of traffic between cities as part of the regional transportation system. Priority may be given to transit- and pedestrian-oriented land uses by way of regional boulevard design treatments. Design and management of major arterial streets emphasizes preservation of the ability to move auto and transit traffic



Local Street Connectivity Plan

Figure **4-5**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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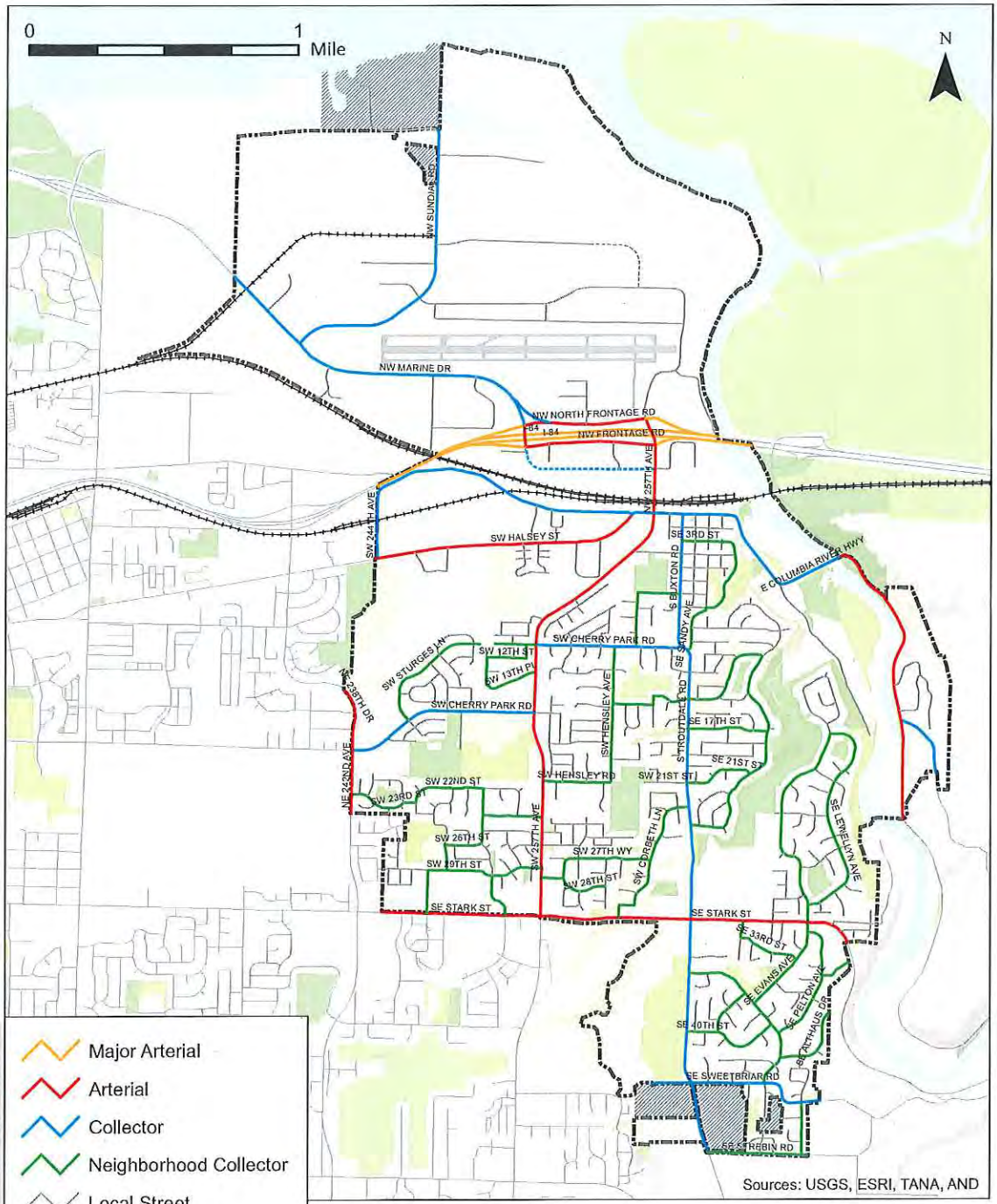

Functional Classification Plan

Figure **4-6**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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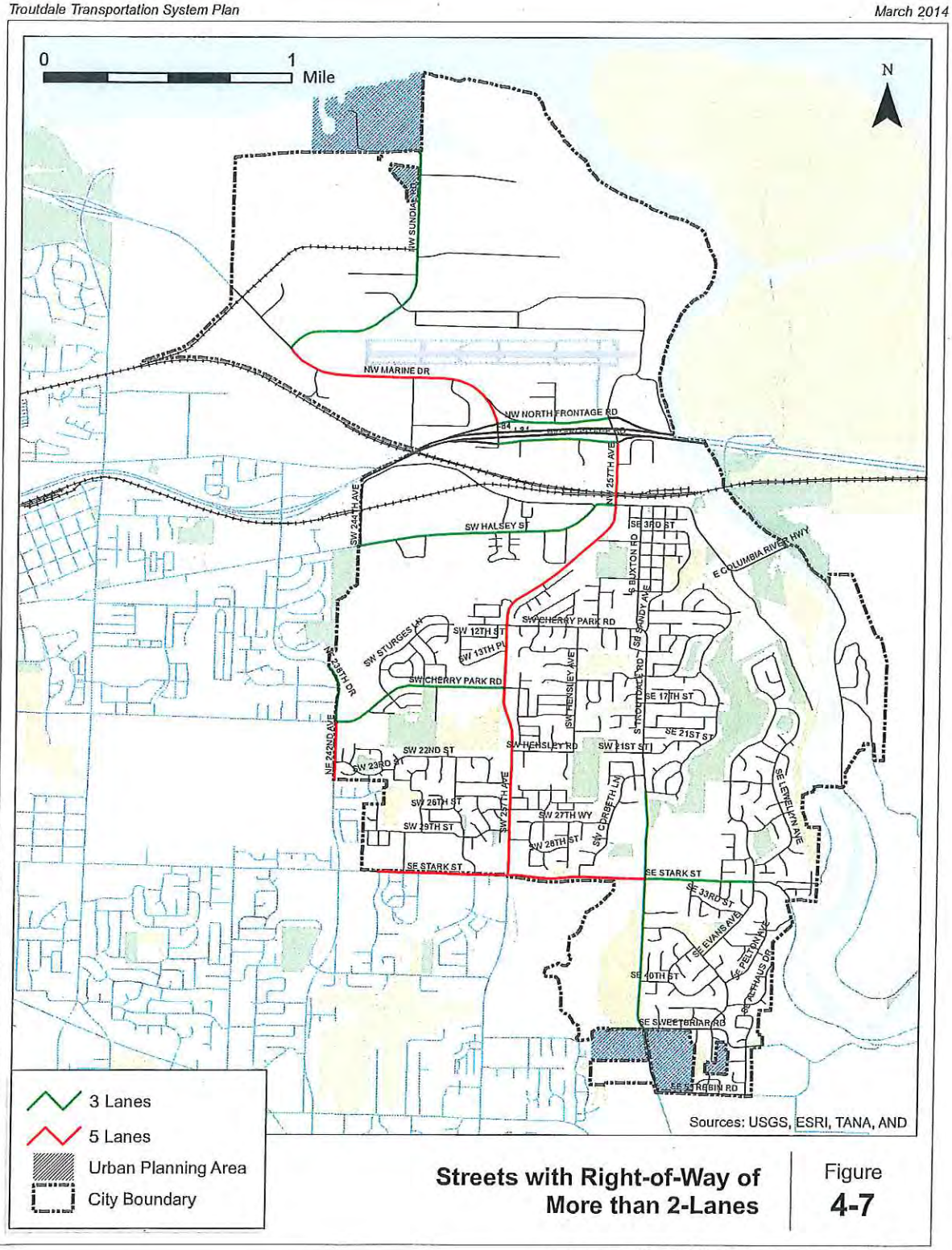
- Arterial streets typically carry less traffic volume then major arterials, but have a higher degree of connectivity between communities. Access management may be implemented to preserve traffic capacity. Land uses along the corridor are a mixture of community and regional activities. Arterial streets provide major links in the regional road and bikeway networks; provide for truck mobility and transit corridors; and are significant links in the local pedestrian system.
- Collector streets serve several purposes including linking neighborhoods to the regional system of bicycle and automobile streets, and basic transit services. They typically provide direct access between residential and commercial developments, schools and parks and carry higher volumes of traffic then neighborhood streets. Collector streets are also utilized to access industrial and employment areas and other locations with large truck and over-sized load volumes.
- Neighborhood collector streets provide access primarily to residential land uses and link neighborhoods to higher order roads. They generally have higher traffic volumes than local streets.
- Local streets provide access to abutting land uses on low traffic volume and low speed facilities. Their primary purpose is to serve local pedestrian, bicycle and automobile trips and limited public transportation use in urban areas; and auto and farm vehicle circulation with local pedestrian, bicycle and equestrian use in rural areas.

The City of Troutdale has adopted standards for street cross sections that apply citywide to local streets (32' curb-to-curb), neighborhood collector streets (36' curb-to-curb), and commercial/industrial streets (36' curb-to-curb). In addition, there is a special local street cross section for the town center area that allows narrower widths (28' curb-to-curb). These cross sections are detailed in the *City of Troutdale Construction Standards for Public Works Facilities*. Refer to ODOT and Multnomah County standards for additional information related to all collector and arterial cross sections.

Street Right-of-Way Needs

Wherever arterial or collectors cross each other, planning for additional right-of-way to accommodate turn lanes should be considered within 500 feet of the intersection. Figure 4-7 summarizes the Troutdale streets that are anticipated within the Transportation System Plan horizon to require right-of-way for more than two lanes. Planning level right-of-way needs can be determined utilizing street cross-sections and the lane geometry outlined later in this chapter. Specific right-of-way needs will need to be monitored continuously through the development review process to reflect current needs and conditions. This will be necessary since more specific detail may become evident in development review which requires improvements other than these outlined in this 20 year general planning assessment of street needs.



Streets with Right-of-Way of More than 2-Lanes

Figure **4-7**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

H:\projfile\12560 - Troutdale TSP Update & Facilities Plan\gis\Draft TSP\Figure 4-7_Street Width.mxd - mbell - 11:03 AM 3/4/2014

Parking Requirements

The City of Troutdale has off-street parking ratios (minimum and maximum) in Chapter 9 of the Development Code. These ratios are consistent with the TPR and RTP parking ratio requirements.

Transportation Demand Management (TDM)

Transportation Demand Management (TDM) is the general term used to describe any action that removes single occupant vehicle trips from the roadway network during peak travel demand periods. As growth in the Troutdale area occurs, the number of vehicle trips and travel demand in the area will also increase. The ability to change a user's travel behavior and provide alternative mode choices will help accommodate this growth.

Generally, TDM focuses on reducing vehicle miles traveled and promoting alternative modes of travel for large employers of an area. This is due in part to the Employee Commute Options (ECO) rules that were passed by the Oregon Legislature in 1993 to help protect the health of Portland area residents from air pollution and to ensure that the area complied with the Federal Clean Air Act.

Research has shown that a comprehensive set of complementary policies implemented over a large geographic area can have an effect on the number of vehicle miles traveled to/from that area. However, the same research indicates that in order for TDM measures to be effective, they should go beyond the low-cost, uncontroversial measures commonly used such as carpooling, transportation coordinators/associations, priority parking spaces, etc.

The more effective TDM measures include elements related to parking and congestion pricing, improved services for alternative modes of travel, and other market-based measures. However, TDM includes a wide variety of actions that are specifically tailored to the individual needs of an area. Table 4-9 provides a list of several strategies outlined in the ECO program that could be applicable to the Troutdale area.

Table 4-9: Transportation Demand Management Strategies

Strategy	Description	Potential Trip Reduction
Telecommuting	Employees perform regular work duties at home or at a work center closer to home, rather than commuting from home to work. This can be full time or on selected workdays. This can require computer equipment to be most effective.	82-91% (Full Time) 14-36% (1-2 day/week)
Compressed Work Week	Schedule where employees work their regular scheduled number of hours in fewer days per week.	7-9% (9 day/80 hour) 16-18% (4 day/40 hour) 32-36% (3 day/36 hour)
Transit Pass Subsidy	For employees who take transit to work on a regular basis, the employer pays for all or part of the cost of a monthly transit pass.	19-32% (full subsidy, high transit service) 2-3% (half subsidy, medium transit service)
Cash Out Employee Parking	A n employer that has been subsidizing parking (free parking) discontinues the subsidy and charges all employees for parking. An amount equivalent to the previous subsidy is then provided to each employee, who then can decide which mode of travel to use.	Reduction / Transit 8-20% / High 5-9% / Medium 2-4% / Low
Reduced Parking Cost for HOVs	Parking costs charged to employees are reduced for high occupancy vehicles (HOV) such as carpools and vanpools.	1-3%

Alternative Mode Subsidy	For employees that commute to work by modes other than driving alone, the employer provides a monetary bonus to the employee.	21-34% (full subsidy of cost, high alternative modes) 2-4% (half subsidy of cost, medium alternative modes)
Bicycle Program	Provides support services to those employees that bicycle to work. Examples include: safe/secure bicycle storage, shower facilities and subsidy of commute bicycle purchase.	0-10%
On-site Rideshare Matching for HOVs	Employees who are interested in carpooling or vanpooling provide information to a transportation coordinator regarding their work hours, availability of a vehicle and place of residence. The coordinator then matches employees who can reasonably rideshare together.	1-2% (without support strategies 6-8% (with support strategies)
Provide Vanpools	Employees that live near each other are organized into a vanpool for their trip to work. The employer may subsidize the cost of operation and maintaining the van.	15-25% (company provided van with fee) 30-40% (company subsidized van)
Gift/Awards for Alternative Mode Use	Employees are offered the opportunity to receive a gift or an award for using modes other than driving alone.	0-3%
Walking Program	Provide support services for those who walk to work. This could include buying walking shoes or providing lockers and showers.	0-3%
Company Cars for Business Travel	Employees are allowed to use company cars for business-related travel during the day	0-1%
Guaranteed Ride Home Program	A company owned or leased vehicle or taxi fare is provided in the case of an emergency for employees that use alternative modes.	1-3%
Time off with Pay for Alternative Mode Use	Employees are offered time off with pay as an incentive to use alternative modes.	1-2%

Source: Guidance for Estimating Trip Reductions from Commute Options, Oregon Department of Environmental Quality, August 1996.

Employment development north of I-84 will allow for TDM friendly development. Setting TDM goals and policies for new development will be necessary to help implement TDM measures in the future. With many regional trips destined to, or traveling through, the Troutdale area, region wide TDM measures should help to reduce congestion. Metro has established non-SOV (Single Occupancy Vehicle) mode share targets to be achieved by 2040. The 2040 non-SOV model target for town centers and main streets (downtown Troutdale) is 45-55%.[1]

Metro's Regional Demand Model provides an analysis tool for monitoring non-SOV trip percentages between the various RTP funding scenarios. The forecasted non-SOV trip percentages take into account all RTP improvement projects (including transit, pedestrian, and bicycle system improvements), as well as the TAZ performance factors (which includes an increase in parking pricing and a decrease in transit pass fees paid by individual riders). Parking factors are based on a ratio of parking costs in comparison to a South/North Draft Environmental Impact Study (DEIS) parking survey. Transit Pass factors represent the amount of full transit fare that a transit rider is expected to pay (considering ECO rule and discount downtown fares). The RTP projects included in the 2025 financially constrained and priority models are shown in Table 4-10 and Table 4-11, respectively.

[1] *Based an the 2000 Metro Regional Transportation Plan*, Ordinance No. 00-869A (August 10, 2000), page 1-62.

Table 4-10: TDM Improvements included in the 2025 RTP Financially Constrained System

RTP#	Location	Improvement	Jurisdiction	Time-Line	Cost ($1,000s)
-	Troutdale Town Center	Implement Parking Pricing	Troutdale	-	-
2120	Sandy Boulevard Bicycle and Pedestrian Improvements	Retrofit bike lanes and sidewalks on existing street between 162nd to Troutdale Road.	Multnomah Co.	2016-25	$8,316
2124	Halsey Street Improvements -Troutdale	Improve Halsey Street to 3 lanes and complete boulevard design improvements	Multnomah Co.	2010-15	$3,742
2125	Troutdale TC Pedestrian Improvements	Improve sidewalks, lighting, crossings, bus shelters and benches	Multnomah Co./Troutdale	2016-25	$116
2126	257th Avenue Pedestrian Improvements	Improve sidewalks, lighting, crossings, bus shelters and benches	Troutdale	2004-09	$1,155
8028	Region-wide	Vehicle purchases to provide for expanded service – 1.5% per year	TriMet	2004-25	$169,785
8032	Region-wide	Bus operating facilities	TriMet	2004-25	$75,000
8043	Region-wide	Bus stop improvements	TriMet	2004-25	$7,939
8046	Region-wide	Transit Signal Priority	TriMet	2004-25	$19,892
8049	Region-wide	Construct improvements that enhance pedestrian access to transit – sidewalks, crosswalks, ADA improvements	TriMet	2004-25	$20,000
8050	Region-wide	Regional employer outreach, transit marketing, vanpool and carpool, station cars and car sharing program	TriMet	2004-25	$1,500
8052	Region-wide	Regional Travel Options TDM Program	TriMet	2004-25	$16,978
				Total	**$324,423**

Note: These improvements are assumed in Metro's 2025 RTP Financially Constrained System and do not necessarily correspond with the action plan of this TSP.

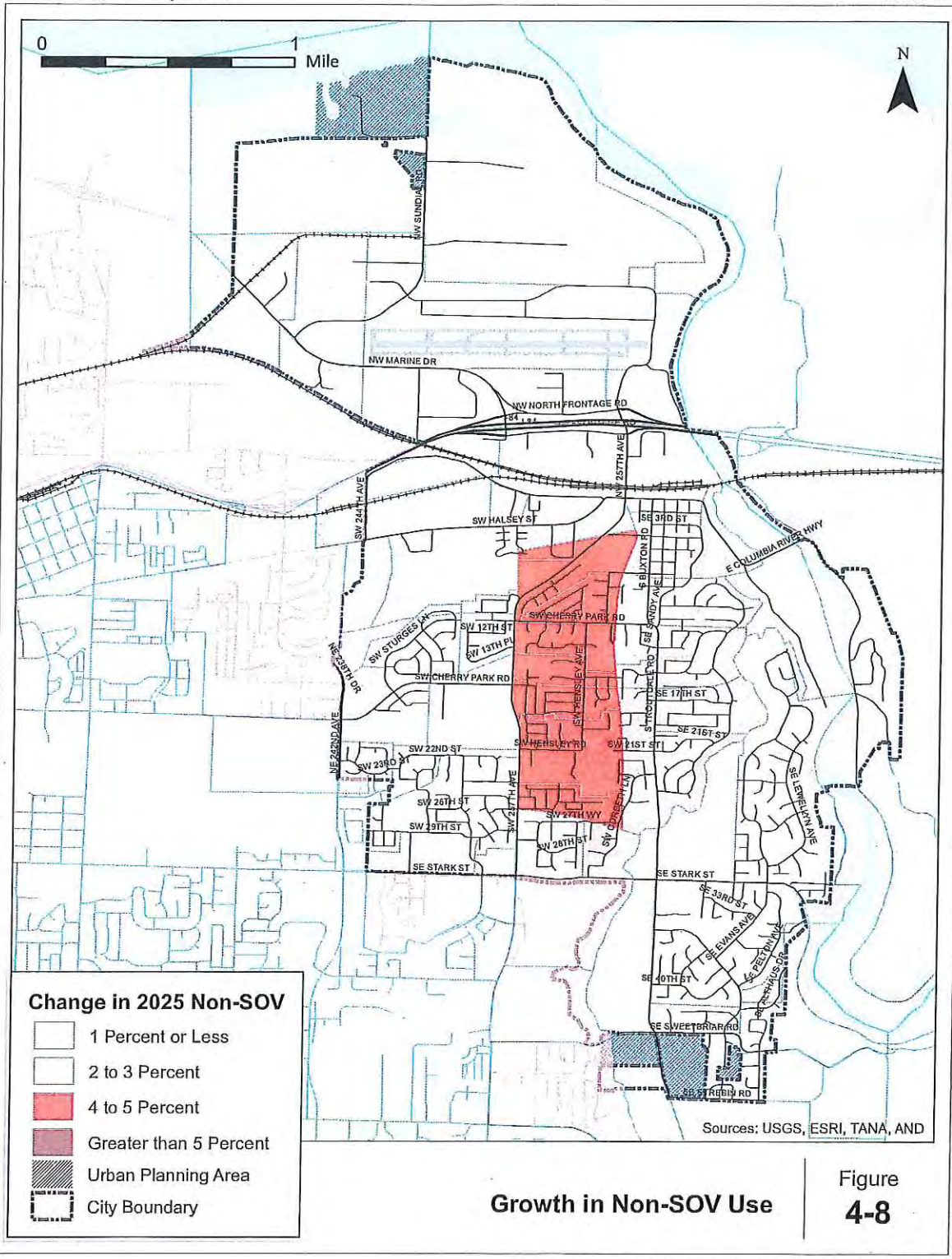
Table 4-11: Additional TDM Improvements included in the 2025 RTP Priority System

RTP#	Location	Improvement	Jurisdiction	Time-Line	Cost ($1,000s)
-	Troutdale	50% increase of parking costs in the Town Center	Troutdale	2004-25	-
-	Troutdale	Increase in street connectivity (from >8 per mile to >10 per mile)	Troutdale	2004-25	-
8030	Region-wide	Vehicle purchases to provide for expanded service – 3.8% per year	TriMet	2004-25	$546,000
8033	Region-wide	Bus operating facilities	TriMet	2004-25	$152,062
8045	Region-wide	Bus stop improvements	TriMet	2004-25	$13,212
8048	Region-wide	Transit Signal Priority	TriMet	2004-25	$83,746
8051	Region-wide	Regional Travel Options TDM Program	TriMet	2004-25	$47,124
				Total	**$842,114**

Note: These improvements are assumed in Metro's 2025 RTP Priority System and do not necessarily correspond with the action plan of this TSP.

The overall Troutdale study area forecasted non-SOV percentage with the RTP financially constrained improvements is 37.6%. Additional improvements in the RTP priority scenario increase the overall non-SOV percentage to 39.4%, which corresponds to an increase of approximately 2%.

Figure 4-8 shows the non-SOV percentage increase at the TAZ level, which shows the areas with the greatest growth toward meeting the 2040 targets.



Growth in Non-SOV Use

Figure **4-8**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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These forecasted non-SOV percentages can only be achieved with significant improvements to the transportation system and implementation of trip reduction strategies. The City of Troutdale should coordinate with Multnomah County and TriMet to implement strategies to assure that the TDM assumptions in the RTP are implemented. The TDM action plan includes:

- Support continued efforts by TriMet, Metro, ODOT, and Multnomah County to develop productive TDM measures that reduce commuter vehicle miles and peak hour trips.
- Encourage the expansion of high speed communication in all part of the city (fiber optic, digital cable, DSL, etc.). The objective would be to allow employers and residents the maximum opportunity to rely upon other systems for conducting business and activities than the transportation system during peak periods.
- Encourage developments that effectively mix land uses to reduce vehicle trip generation. These plans may include development linkages (particularly non-auto) that support greater use of alternative modes.
- Continued implementation of motor vehicle minimum and maximum parking ratios for new development.
- Continued implementation of building orientation and transit planning requirements for new development.
- Continued implementation of street connectivity requirements.
- Require new employment development to install bicycle racks.
- Implementation of bicycle, pedestrian, motor vehicle and transit system action plan.
- Monitor and manage the parking needs in the Troutdale Town Center, which could include long-term strategies such as parking pricing.

Motor Vehicle Master Plan

The transportation improvement projects identified in the 2005 TSP were updated to reflect the conclusions and recommendations of a number of regional and local planning efforts, including the IAMP and the EMCP. The result is an updated project list that reflects the most recent modeling efforts by Metro as well as the most recent needs and perspectives of the City. As a result, a few notable projects from the 2005 TSP have been removed from this latest TSP update, including:

- 242nd Street Extension - This extension was removed from the Motor Vehicle Master Plan as part of the EMCP planning effort.
- 238th Street Extension - This extension was removed from the Motor Vehicle Master Plan as it is no longer consistent with other local and regional planning efforts.
- 2nd Street Extension – This extension was removed from the Motor Vehicle Master Plan due access management concerns along 257th Avenue.

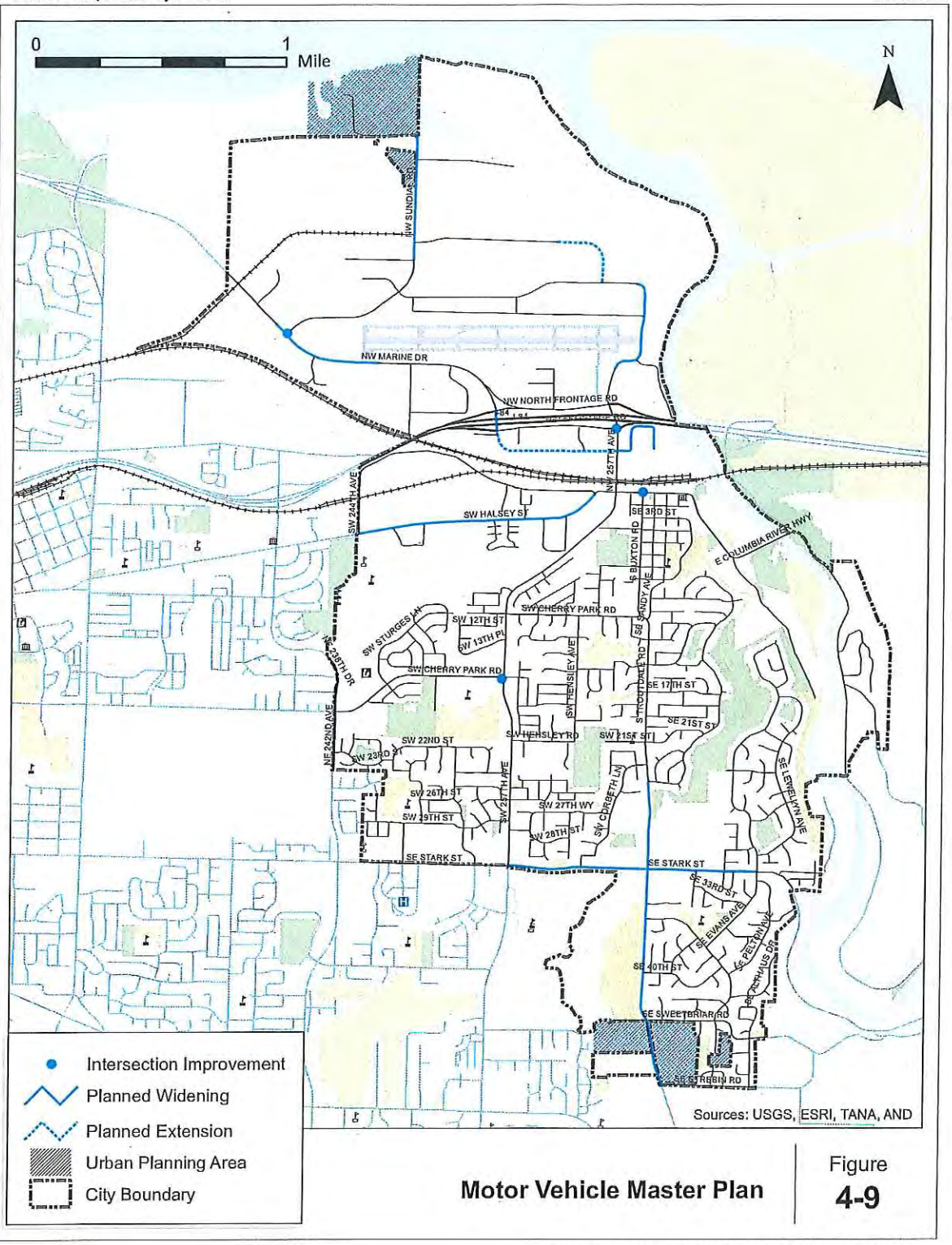
- 257th Avenue/Cherry Park Road (south) – the addition of dual left turn lanes was removed from the Motor Vehicle Master Plan due to right of way constraints and long-term need.

The Motor Vehicle Master plan was developed based on the motor vehicle system needs identified in the existing conditions analysis, the I-84 IAMP, and the EMCP and reflects all of the potential motor vehicle improvement projects within Troutdale. The projects shown in Table 4-12 and on Figure 4-9 were evaluated based on the strategies identified below to create the Motor Vehicle Action Plan. Several of the projects identified in Table 4-12 and on Figure 4-9 incorporate improvements shown in other mode master plans, including the pedestrian and bicycle master plans. The cost estimates shown in the table were taken from prior plan documents, or are estimated using standard assumptions for new facilities. Further refinements should be made of these estimates prior to capital budgeting.

Table 4-12: Motor Vehicle Master Plan

No.	Location	Description	Cost ($1,000)
M1	Troutdale Road	Widen to 3 lanes from Beavercreek Road to Stark Street. Includes sidewalks and bike lanes.	-
M2	Troutdale Road	Widen to 3 lanes from Stark Street to the south City limits. Includes sidewalks and bike lanes.	-
M3	Sundial Road Widening	Widen to 3 lanes from Rogers Circle to the North City limits. Includes sidewalks and bike lanes.	-
M4	Stark Street Widening (West)	Widen to 5 lanes between 257th Avenue and Troutdale Road. Includes sidewalks and bike lanes.	$300
M5	Stark Street Widening (East)	Widen to 3 lanes between Troutdale Road and Evans Avenue. Includes sidewalks and bike lanes.	-
M6	Halsey Street Widening	Widen to 3 lanes from 238th Avenue to Historic Columbia River Highway. Includes sidewalks and bike lanes.	-
M7	Marine Drive	Widen Marine Drive to a two-way five-lane cross-section under I-84.	-
M8	Graham Road	Reconstruct Graham Road.	$550
M9	Marine Drive	Construct the Marine Drive Extension.	$980
M10	Marine Drive/Sundial Road	Improvement intersection of Marine Drive/Sundial Road. Includes widening Marine Drive from approximately 500 feet west of intersection to existing five-lane section.	-
M11	Historic Columbia River Highway/Buxton Avenue	Signalize in coordination with 257th Avenue/Historic Columbia River Highway	$200
M12	257th Way	Extend 257th Way to the urban renewal area.	-
M13	Parking Study	Conduct a parking study within the Troutdale Town Center	$50
M14	Dunbar Avenue	Reconstruct Dunbar Avenue.	$450
M15	Swigert Way Extension	Extend Swigert Way to the Graham Road	-
		Total	**$2,530**

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.



Motor Vehicle Master Plan

Figure **4-9**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Strategies

Several strategies have been identified to help guide the selection and prioritization of the motor vehicle improvement projects included in the Motor Vehicle Action Plan. These strategies are intended to focus community investment on those projects that are most effective at meeting critical needs, while deferring other projects of lesser value. The following strategies were used to select and prioritize the motor vehicle improvement projects (listed in order of importance):

- Provision of Left turning Lanes on collectors
- Regional Circulation
- Adopt TSM measures to improve system efficiency (including ITS, NTM, access management, Local street connectivity, and functional classification)
- Circulation Enhancements
- Mitigate all Intersections to Level of Service D in the PM Peak Hour
- Intersection Modifications
- Additional Signals on Arterial/Collector Intersections
- Improve Circulation of Residential Areas
- Develop TDM Programs to Reduce Peak Traffic for Employers in Troutdale
- Neighborhood Traffic Management

Motor Vehicle Action Plan

The Motor Vehicle Action Plan identifies the motor vehicle improvement projects that are reasonably expected to be funded over the next 20 years, which meets the requirements of the updated Transportation Planning Rule. The strategies identified above were used to rank the motor vehicle projects from highest to lowest in terms of priority. The highest ranking City projects that are reasonably expected to be funded were combined with projects from other agencies identified in previous planning studies to create the project list shown in Table 4-13, which are organized by location and type.

Table 4-13: Motor Vehicle Action Plan

No.	Location	Description	Cost ($1,000)
M2	Troutdale Road	Widen to 3 lanes from Stark Street to the south City limits. Includes sidewalks and bike lanes.	-
M4	Stark Street Widening (West)	Widen to 5 lanes between 257th Avenue and Troutdale Road. Includes sidewalks and bike lanes.	$300
M6	Halsey Street Widening	Widen to 3 lanes from 238th Avenue to Historic Columbia River Highway. Includes sidewalks and bike lanes.	-
M7	Marine Drive	Widen Marine Drive to a two-way five-lane cross-section under I-84.	-
M8	Graham Road	Reconstruct Graham Road.	$550
M9	Marine Drive	Construct the Marine Drive Extension.	$980

No.	Location	Description	Cost ($1,000)
M10	Marine Drive/Sundial Road	Improve intersection of Marine Drive/Sundial Road. Includes widening Marine Drive from approximately 500 feet west of intersection to existing five-lane section.	-
M11	Historic Columbia River Highway/Buxton Road	Signalize in coordination with 257th Avenue/Historic Columbia River Highway	$200
M12	257th Way	Extend 257th Way to the urban renewal area.	-
M13	Parking Study	Conduct a parking study within the Troutdale Town Center	$50
M14	Dunbar Avenue	Reconstruct Dunbar Avenue.	$450
		Total	$2,530

Note: Cost estimates indicate the estimated funding to be provided by the City of Troutdale. The projects shown in grey are under the jurisdiction of other agencies. Cost estimates are provided for these outside agency projects only where it is anticipated that the City will contribute funding to the project, and the cost figures shown represent only the City's estimated contribution. Projects shown in white are under the jurisdiction of the City.

OTHER MODES

While pedestrian, bicycle, transit, and motor vehicle transportation modes have a more significant effect on the quality of life in Troutdale, other modes of transportation must be considered. Future needs for freight, air and pipeline infrastructure are identified by their providers and are summarized below.

Freight

This update incorporates the conclusions and recommendations of the 2012 East Metro Connections Plan. The projects identified in this planning effort have been incorporated into the updated Master Plans as well as the designation of 257th Avenue as a road connection on the regional freight network. This change was in part, due to the cancellation of the 242nd Avenue extension as previously identified in the RTP. Given the existing characterizes of 257th Avenue as a de-facto freight route, this change will have little impact on the TSP.

Trucks

Efficient truck movement plays a vital role in the economical movement of raw materials and finished products. The establishment of through truck routes provides for this efficient movement while at the same time maintaining neighborhood livability, public safety, and minimizing maintenance costs of the roadway system. The freight plan is shown in Figure 4-10. The objective of this plan is to allow these streets to focus on design criteria that are "truck friendly"; i.e. 12-foot travel lanes, longer access spacing, 35-foot (or larger) curb returns, and pavement design that accommodates a larger share of trucks. The designated truck routes shown in Figure 4-10 are consistent with recent changes to the Regional Freight Plan as identified in the East Metro Connections Plan.

Rail

There are two rail lines, the Graham (2A) and the Kenton (2AE) that currently traverse the City of Troutdale, combining to transport over 53 million gross tons of freight in 2002. Both lines are owned

and operated as a Class 1 Railroad by Union Pacific Rail Road (UPRR). The Graham (2A) line runs 17 trains a day with a maximum authorized speed of 50 mph. It has one at-grade rail crossing in the study area at 244th Avenue. The Kenton (2AE) line runs 30 trains a day at a maximum authorized speed of 50 mph. The Kenton has one at-grade rail crossing in the study area located along a spur track off of the main line that serves the former aluminum plant. There are no passenger trains currently running through Troutdale. The volume, length and schedule of the freight trains are not expected to change significantly over the 20 year planning horizon.

Gas Pipelines

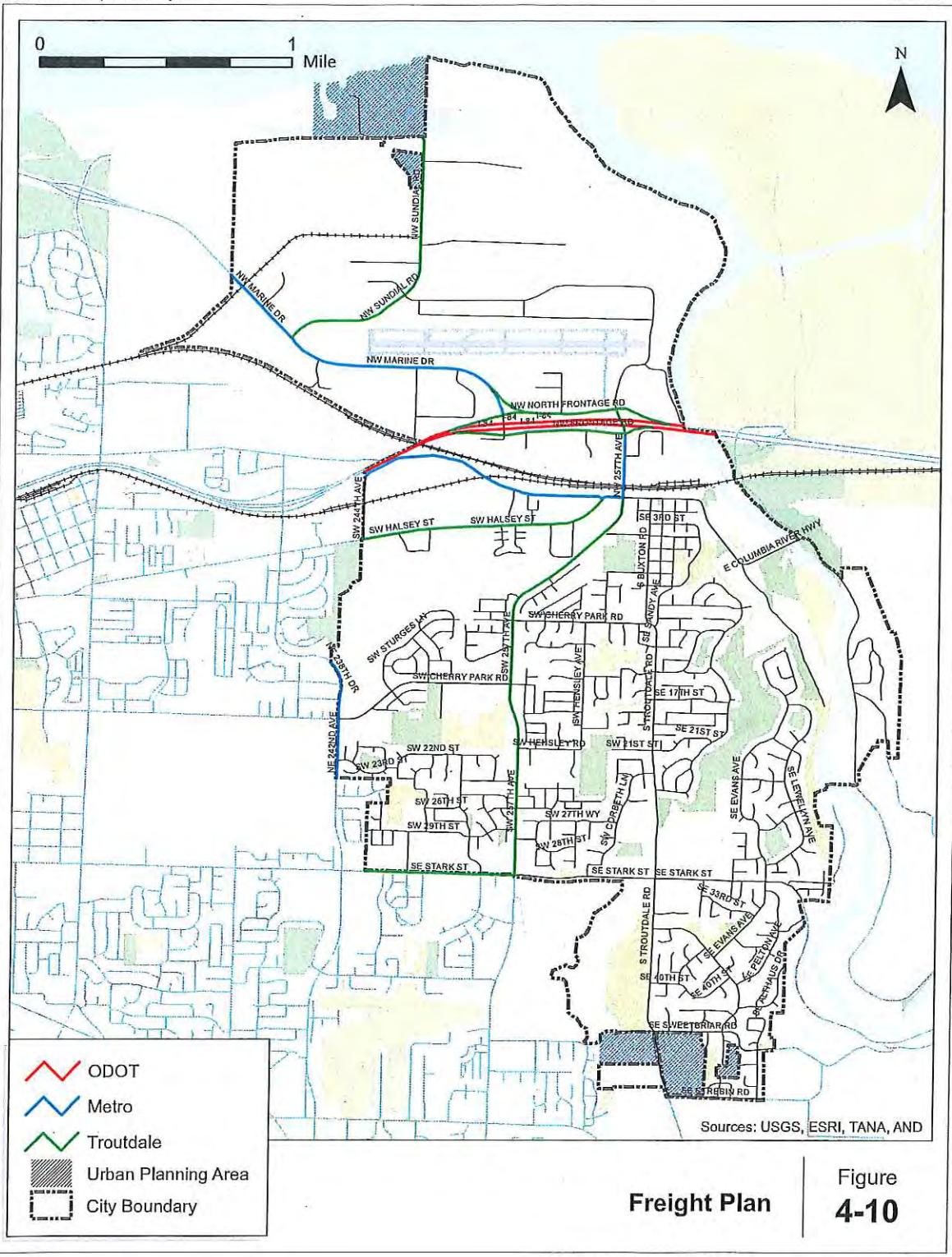
Two high-pressure natural gas pipelines serve Troutdale. One line runs north-south adjacent to 242nd Drive, crossing I-84, then turning eastward and northeasterly through the Troutdale Reynolds Industrial Park to the NE corner of the City, and continuing across the Columbia River into Washington. The second line runs east-west along Sandy Boulevard, until turning north at I-84 before terminating at the Kenton (2AE) UPRR rail line. The future service of gas pipelines are not expected to change significantly over the 20 year planning horizon.

Air

The Troutdale Airport is located north of Interstate 84 and is classified as a Category 2 – Business or High Activity General Aviation Airport. The runway is 150 feet wide by 5,400 feet long, and has over 30,000 annual aircraft operations (take offs and landings). Pavement condition varies over the length of the runway and was found to be deficient in meeting runway pavement strength by the Oregon Aviation Plan. However, reconstruction is not planned for several years. The Troutdale Airport Master Plan predicts a modest 2 percent growth in both the number of operations and number of aircraft based in Troutdale over the next 10 years, concluding that current infrastructure is adequate to meet demand. Consequently, the airport is considering leasing some of the land it does not currently require for their operations. The RTP designates the Troutdale airport as an Inter-city air passenger terminal.

ENVIRONMENTAL JUSTICE

Socioeconomic conditions within the City of Troutdale were considered in the development of the TSP update to ensure that the future transportation system meets the needs of the entire population. The transportation improvement projects identified in the pedestrian, bicycle, transit, and motor vehicle plans were selected to ensure that the transportation system meets the needs while not creating adverse conditions for select segments of the population. These projects will ensure that the transportation disadvantaged will have equal access to public facilities and services located throughout Troutdale as well as in neighboring communities.



Freight Plan

Figure **4-10**

Coordinate System: NAD 1983 HARN StatePlane Oregon North FIPS 3601 Feet Intl
Data Source: City of Troutdale and Metro Data Resource Center

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Chapter 5 Financing & Implementation

CHAPTER 5. FINANCING & IMPLEMENTATION

This chapter outlines the City's current funding strategies and presents several potential new funding sources and opportunities that can be used to meet the needs of the transportation system. The costs associated with each element of the transportation system plan are compared to potential revenue sources. Options are discussed regarding how costs of the plan and revenues can be balanced.

CURRENT FUNDING STRATEGIES

Transportation funding is commonly viewed as a user fee system where the users of the system pay for infrastructure improvements through motor vehicle fees such as state and local gas taxes and vehicle registrations. However, virtually all of motor vehicle user fees go to road maintenance, operation, and preservation of the system rather than construction of new facilities. Much of what the public views as new construction is commonly funded (partially or fully) through property tax levies, traffic impact fees (Transportation System Development Charges) and transportation improvements required of private developers.

The City of Troutdale utilizes a number of mechanisms to fund construction of its transportation infrastructure as described below. The first two sources collect revenue each year that is used to repair street facilities or construct new streets, with some restrictions on the type and location of projects. The last program is different in that it does not generate on-going revenue, but is a means to acquire needed property (Exaction) as development occurs.

Fuel Tax and Vehicle License Fee

The State of Oregon Highway Trust Fund collects various taxes and fees on fuel, vehicle licenses, and permits. A portion is paid to cities annually on a per capita basis. By statute, the money may be used for any road-related purpose. Troutdale uses it for street operating needs.

Oregon gas taxes are collected as a fixed amount per gallon of gasoline served. The Oregon gas tax is currently 30 cents per gallon. There is an additional tax of 3 cents per gallon within Multnomah County. Gas taxes do not vary with changes in gasoline prices and there is no adjustment for inflation, so the net revenue collected has gradually eroded over time as the cost to construct and repair transport systems increase. Fuel efficiency in new vehicles has further reduced the total dollars collected through this system.

Oregon vehicle registration fees are collected as a fixed amount at the time a vehicle is registered with the Department of Motor Vehicles. Vehicle registration fees in Oregon have recently increased to $43 per vehicle per year for passenger cars, with similar increases for other vehicle types. There is an additional fee for vehicles registered in Multnomah County or $19 per vehicle per year. There is no adjustment for inflation tied to vehicle registration fees.

In fiscal year 2012/2013, Troutdale will receive approximately $890,000 in gas tax and vehicle license fee revenue for streets, bikeways and sidewalks. Essentially all of these funds will be spent on operation and pavement preservation of local streets.

System Development Charge

The System Development Charge (SDC) fee for streets is used as a funding source for all capacity adding projects for the transportation system. The funds can be used to construct or improve portions of the 42 miles of local streets within the city, or be used as a partial match on county street projects within the city limits. The SDC fee is collected from developers based on the PM peak hour vehicle trips that are expected from a proposed development. The current SDC rate is $723 per trip, which is among the lowest transportation SDC rates in the State of Oregon. By comparison, the City of Gresham charges $2,822.95 per 1.01 trip end for their transportation SDC, which is about average for the Portland-Vancouver Metropolitan area.

For fiscal year 2012/2013, the estimated income from the Street SDC is $27,000. However, the estimated growth in vehicle trips in the horizon of the TSP is 2,872[1] within the City of Troutdale based on land use forecasts for build-out (assuming annexation of land within the Troutdale Urban Planning Boundary). Applying the SDC fee rate of $723 to that amount of growth would generate $2.1 million over 20 years, or about $105,000 each year for the next 20 years. This is slightly higher than the current year's estimate, but it accounts for substantial available land development, particularly north of I-84. The higher rate was used to estimate future revenues since it reflects average expected land development over the next 20 years, and not just the rate of development over the current year, which is the basis used for the current fiscal year estimate.

Exactions

These are improvements that are obtained when development is permitted. Developers are required to improve their frontage and, in some cases, provide off-site improvements depending upon their level of traffic generation and the impact to the transportation system.

Summary

Under the above funding programs, the City of Troutdale will collect approximately $890,000 for street construction and repair each year, with the previously noted restrictions. Total revenues collected over 20 years would be $19.9 million with the current sources. Table 5-1 summarizes the current funding sources available to fund the transportation system. As shown, it is reasonable to expect that adding

[1] This estimate was generated during the 2005 TSP update. An update of this estimate was not within the scope of the TSP update, but should be updated based on current Metro projects prior to calculating an updated SDC rate.

more capital or maintenance responsibilities to the city will require new or expanded revenue sources since there is already a funding deficit for these services.

Table 5-1: Summary of Current Revenues for Transportation

Funding Category	Annual Amount ($1,000)
State and Local Fuel Apportionment & Vehicle License Fee	$890
System Development Charge (Streets) **	$105
County Road	$15
Other (Interest, etc.)	$35
Total Revenues	**$1,045**
20 Year Total	
Estimated 20 Year Revenues	**$20,900**

PROJECTS AND PROGRAMS

This section presents the recommended projects and programs developed for the City of Troutdale to serve local travel for the next 20 years. The Pedestrian, Bicycle, Transit, and Motor Vehicle projects were identified in the Action Plan for each mode, and represent those projects that have the highest short-term need for implementation to satisfy performance standards, or other policies established for the Troutdale Transportation System Plan. Other projects on the Master Plan list require additional funding, and they are expected to be built beyond the 20 year horizon.

Project Cost Estimates

Cost estimates (general, order of magnitude) were developed for the projects identified in the pedestrian, bicycle, transit, and motor vehicle plans. Cost estimates from the City's Capital Improvement Plan were used in this study, if available. Other projects were estimated using general unit costs for transportation improvements, but do not reflect the unique project elements that can significantly add to project costs.[2] Development of more detailed project costs can be prepared in the future with more refined financial analysis. Since many of the projects overlap elements of various modes, the costs were developed at a project level incorporating all modes, as appropriate. It may be desirable to break project mode elements out separately, however, in most cases, there are greater cost efficiencies of undertaking a combined, overall project. Each of these project costs will need further refinement to detail right-of-way requirements and costs associated with special design details as projects are pursued.

[2] General plan level cost estimates do not reflect specific project construction costs, but represent an average estimate. Further preliminary engineering evaluation is required to determine impacts to right-of-way, environmental mitigation and/or utilities. Experience has shown that individual projects costs can increase by 25 to 75 percent as a result of the above factors.

Other Transportation Programs and Services

In addition to the physical system improvements identified in the previous section, the transportation facilities will require on-going operation and maintenance improvements across a variety of areas. These other transportation programs are recommended to respond to the specific policies and needs in maintaining roadway pavement quality, allocations for implementing neighborhood traffic management, and on-going update and support of related planning documents.

Roadway Maintenance

The annual cost of operations and maintenance programs and services for the 42 miles of streets within Troutdale was estimated at $1,075,000 with an additional need of 300,000 for pavement preservation, the bulk of which is paid for by gas tax revenues. This does not include road maintenance responsibilities on the arterial streets that are serviced by Multnomah County. Over 20 years, the City's road maintenance responsibility accounts for $21.5 million, which is the highest cost component of the transportation plan. The actual maintenance costs could vary from this estimate.

Neighborhood Traffic Management (NTM)

Specific NTM projects are not defined. These projects will be subject to neighborhood consensus based upon City placement and design criteria. A City-wide NTM program, if desired, should be developed with criteria and policies adopted by the City Council. Speed humps can cost $2,000 to $4,000 each and traffic circles can cost $3,000 to $8,000 each. A speed trailer can cost about $10,000. It is important, where appropriate, that any new development incorporate elements of NTM as part of its on-site mitigation of traffic impacts. Annual allocation of $10,000 is identified for the program development, and implementation of NTM projects.

Troutdale Costs for TSP Action Plans

The costs outlined in the Transportation System Plan to implement the Action Plans for Streets, Transit, Bicycles, and Pedestrians total $3.7 million, and several other recommended transportation operations and maintenance programs would add $27.7 million for a total cost over 20 years of $31.4 million. Refer to Chapter 4 for details on the individual projects by travel mode. Note that additional projects are listed in the Action Plans that are expected to be funded by Multnomah County, or ODOT. These non-City costs have not been included in the estimates in Table 5-2, but are identified in Chapter 4.

Table 5-2: Troutdale Transportation Action Plans Costs Over 20 Years

Transportation Element	Approximate Cost ($1,000)
System Improvement Projects (Action Plans projects to be funded by City)	
Motor Vehicle	$2,530
Bicycle	$95
Transit	$0
Pedestrian	$965
Total Capital Projects	**$3,590**
Operations and Maintenance Programs and Services (2013 Dollars)	
Road Operation and Maintenance ($1,075,000 per year, increasing annually)	$21,500
Additional Pavement Preservation Need (300,000 per year)[1]	$6,000
Neighborhood Traffic Management ($10,000/year)	$200
Total Operations and Maintenance Programs	$27,700
20 Year Total	**$31,290**

The estimated $27.7 million for operations and maintenance exceeds the expected 20-year revenue estimate of $20.9 million (see Table 5-1) by approximately $6.8 million. Alternative solutions to address this funding deficit as well as provide funding for the Action Plan projects are discussed in the next section.

NEW FUNDING SOURCES AND OPPORTUNITIES

The recommended transportation improvement projects and programs included in the TSP update will require funding beyond the levels currently collected by the City. There are, however, several potential funding sources for transportation improvements, many of which have been used in the past by agencies in Oregon. In most cases, these funding sources, when used collectively, are sufficient to fund transportation improvements for local communities. Due to the complexity of today's transportation projects, it is necessary to seek several avenues of funding projects. Unique or hybrid funding of projects generally will include these funding sources combined in a new package.

Within the Portland region, funding for major transportation projects often is brought to a vote of the public for approval. This is usually for a large project or list of projects. Examples of this public funding include the Major Streets Transportation Improvement Program (MSTIP) in Washington County or the Westside Light Rail Project. Because of the need to gain public approval for transportation funding, it is important to develop a consensus in the community that supports needed transportation improvements. That is the value of the Transportation System Plan. In most communities where time is taken to build a consensus regarding a transportation plan, funding sources can be developed to meet the needs of the community.

Transportation program funding options range from local taxes, assessments, and charges to state and federal appropriations, grants, and loans. All of these resources can be constrained based on a variety of factors, including the willingness of local leadership and the electorate to burden citizens and

businesses; the availability of local funds to be dedicated or diverted to transportation issues from other competing City programs; and the availability and competitiveness of state and federal funds. Nonetheless, it is important for the City to consider all of its options and understand where its power may exist to provide and enhance funding for its Transportation programs.

The following funding sources have been used by cities to fund the capital and maintenance aspects of their transportation programs. There may be means to begin to or further utilize these sources, as described below, to address new needs identified in the Transportation System Plan.

General Fund Revenues

At the discretion of the City Council, the City can allocate General Fund revenues to pay for its Transportation program. (General Fund revenues primarily include property taxes, use taxes, and any other miscellaneous taxes and fees imposed by the City.) This allocation is completed as a part of the City's annual budget process, but the funding potential of this approach is constrained by competing community priorities set by the City Council. General Fund resources can fund any aspect of the program, from capital improvements to operations, maintenance, and administration. Additional revenues available from this source to fund new aspects of the Transportation program are only available to the extent that either General Fund revenues are increased or City Council directs and diverts funding from other City programs.

Voter-Approved Local Gas Tax

Communities such as Sandy, Woodburn, and Tillamook have adopted local gas taxes by public vote. In Sandy, the tax is 1 cent per gallon, paid to the city monthly by distributors of fuel. The process for presenting such a tax to voters will need to be consistent with Oregon State law as well as the laws of the City of Troutdale. Currently, state law prohibits adoption of any new local gas tax until 2014.

Street Utility Fee or Local Gas Tax Revenue

A number of Oregon cities supplement their street funds with street utility fees and/or local gas taxes. Local cities with adopted street utility fees include Lake Oswego, Wilsonville and Tualatin. Establishing user fees to fund applicable transportation activities and/or capital construction ensures that those who create the demand for service pay for it proportionate to their use. The street utility fees are recurring monthly or bi-monthly charges that are paid by all residential, commercial, industrial, and institutional users. The fees are typically charged proportionate with the amount of traffic generated, so a retail commercial user pays a higher rate than a residential user.

From a system health perspective, forming a utility also helps to support the ongoing viability of the program by establishing a source of reliable, dedicated funding for that specific function. Fee revenues can be used to secure revenue bond debt used to finance capital construction. A street utility can be formed by Council action and does not require a public vote.

A transportation utility fee or local gas tax could be enacted that would generate the roughly $300,000 per year of additional revenue needed, or $6,000,000 over the next 20 years. A specific fee study would be required to establish a fee program for the City of Troutdale to determine specific allocations to its residents and businesses.

Expanded SDC Rate for Transportation

As noted previously, the City's transportation SDC rate is among the lowest in the State of Oregon. At the current rate of $723 per trip, the SDC program would not provide adequate funding for the Action Plans. It is suggested that the SDC program and rate be re-examined to adjust for the additional TSP recommended Action Plans and changes in population and employment growth projections.

Other Funding Sources

Urban Renewal District

An Urban Renewal District (URD) is a tax-funded district within the City. An URD is funded with the incremental increases in property taxes that result from construction of applicable improvements. This type of tax increment financing has been used in Oregon since 1960. Uses of the funding include, but are not limited to, transportation. It is tax-increment funded rather than fee funded and the URD could provide for renewal that includes, but is not limited to, transportation projects. In 2006 Troutdale created an URD encompassing properties between 257th Avenue and the Sandy River and between the Troutdale Town Center and I-84. Although tax increment funds can be used for transportation improvements within the district, the funds have been earmarked for other public improvements to benefit this specific redevelopment area.

Local Improvement District Assessment Revenue

The City may set up Local Improvement Districts (LIDs) to fund specific capital improvement projects within defined geographic areas, or zones of benefit. LIDs impose assessments on properties within its boundaries. LIDs may not fund ongoing maintenance costs. They require separate accounting, and the assessments collected may only be spent on capital projects within the geographic area. Citizens representing 33% of the assessment can terminate a LID and overturn the planned projects so projects and costs of a LID must meet with broad approval of those within the boundaries of the LID.

Direct Appropriations

The City can seek direct appropriations from the State Legislature and / or U.S. Congress for transportation capital improvements. There may be projects identified in the Motor Vehicle Action Plan for which the City may want to pursue these special, one-time appropriations.

Special Assessments

A variety of special assessments are available in Oregon to defray costs of sidewalks, curbs, gutters, street lighting, parking and CBD or commercial zone transportation improvements. These assessments would likely fall within the Measure 50 limitations. A regional example would be the Westside LRT where the local share of funding was voter approved as an addition to property tax.

Employment Taxes

TriMet collects a tax for transit operations in the Portland region through payroll and self employment taxes. Approximately $145 million are collected annually in the Portland region for transit.

Debt Financing

Also, while not direct funding sources, debt financing can be used to mitigate the immediate impacts of significant capital improvement projects and spread costs over the useful life of a project. Though interest costs are incurred, the use of debt financing can serve not only as a practical means of funding major improvements, but is also viewed as an equitable funding strategy, spreading the burden of repayment over existing and future customers who will benefit from the projects. The obvious caution in relying on debt service is that a funding source must still be identified to fulfill annual repayment obligations.

- **Voter-Approved General Obligation Bond Proceeds:** Subject to voter approval, the City can issue General Obligation (G.O.) bonds to debt finance capital improvement projects. G.O. bonds are backed by the increased taxing authority of the City, and the annual principal and interest repayment is funded through a new, voter-approved assessment on property City-wide (a property tax increase). Depending on the critical nature of any projects identified in the Transportation Plan, and the willingness of the electorate to accept increased taxation for transportation improvements, voter-approved G.O. bonds may be a feasible funding option for specific projects. Proceeds may not be used for ongoing maintenance.
- **Revenue Bonds:** Revenue bonds are debt instruments secured by rate revenue. In order for the City to issue revenue bonds for transportation projects, it would need to identify a stable source of ongoing rate funding. Interest costs for revenue bonds are slightly higher than for general obligation bonds, due to the perceived stability offered by the "full faith and credit" of a jurisdiction.

Recommendations for New Transportation Funds

It is recommended that the City consider establishing a transportation, or street, utility as the backbone of its operations and maintenance funding approach. Street utility fees can provide a stable source of dedicated revenue useable for transportation system operations and maintenance and / or capital construction. Rate revenues can also secure revenue bond debt if used to finance capital

improvements. Street utilities can be formed by Council action, and billed through the City utility billing system.

It is also recommended that the City consider updating its transportation SDC to cover the new City funded non-auto capital projects identified in the TSP. This would help to ensure that local growth pays its fair share of new transportation facilities that are required to serve this planned development.

In addition, the City should actively pursue grant and other special program funding in order to mitigate the costs to its citizens of transportation capital construction.

A transportation utility fee could generate roughly 300,000 per year, or $6.0 million over the next 20 years, as shown in Table 5-3. These additional funds along with appropriately set and adjusted SDC rates would be expected to generate sufficient revenues to fully capitalize the Action Plan projects and maintenance programs.

Table 5-3: Recommended New Funding Sources for Troutdale Transportation

Transportation Funding Source	Estimated Additional Annual Revenues ($1,000)
Transportation Utility Fee or Local Gas Tax	$300
Annual New Revenues	**$300**
20 Year Total	**$6,000**

AGENDA ITEM #8

CITY OF TROUTDALE

STAFF REPORT

SUBJECT / ISSUE: An Ordinance declaring a moratorium on medical marijuana facilities in Troutdale and declaring an emergency.

MEETING TYPE: City Council Regular Mtg.	**MEETING DATE:** April 8, 2014 **STAFF MEMBER:** Chief Anderson **DEPARTMENT:** Police
ACTION REQUIRED Ordinance - Introduction **PUBLIC HEARING** Yes	**ADVISORY COMMITTEE/COMMISSION RECOMMENDATION:** Not Applicable **Comments:**

STAFF RECOMMENDATION: Adopt Ordinance

EXHIBITS:

- **A.** January 23, 2014 City Attorney's Office Memorandum
- **B.** Oregon House Bill 3460 (2013)
- **C.** Oregon Senate Bill 1531 (2014)

Subject / Issue Relates To:

☒ Council Goals ☒ Legislative ☐ Other (describe)

Issue / Council Decision & Discussion Points:

- Is it in the best interest of Troutdale citizens to enact an ordinance prohibiting the operation of medical marijuana facilities within the jurisdictional boundaries of Troutdale until May 1, 2015?
- Relying solely on our current Business License Ordinance may not prevent a medical marijuana facility from operating in Troutdale.
- An emergency exists because Senate Bill 1531 requires the moratorium ordinance to be enacted by May 1, 2014. Additionally, we must notify the Oregon Health Authority by May 1, 2014.

Reviewed and Approved by City Manager:

BACKGROUND:

In March 2014, the Oregon Legislature passed Senate Bill 1531, which restricts local government regulation of medical marijuana facilities to the "reasonable regulations" provided in statute: the hours of operation for medical marijuana facilities, where the facilities may locate within the zones allowed by law, and the manner in which a facility may dispense medical marijuana. Additionally, the bill allows a city or county to enact an ordinance declaring a moratorium if the city notifies the Oregon Health Authority of such moratorium by May 1, 2014. Senate Bill 1531 limits the duration of the moratorium until May 1, 2015.

This Ordinance is predicated on the understanding that the moratorium represents an exercise of the city of Troutdale's home rule authority and police powers to prohibit certain activities within our city limits. The moratorium has the additional effect of removing the immunity provisions of the Oregon Medical Marijuana Act for anyone operating a medical marijuana facility in an area of a moratorium, notwithstanding that they may be a medical marijuana card holder previously registered with the Oregon Health Authority under ORS 475.314.

One option the City has to prevent medical marijuana facilities from opening is reliance on the requirements of the Business License Ordinance, **Troutdale Municipal Code 5.04.060, License – Criteria for approval.** By requiring that any potential business licensee comply with local, state and federal laws, cities may deny licenses to marijuana facilities, which would operate in violation of federal law. Because Troutdale Municipal Code already requires that a business comply with local, state and federal law in order to receive a business license, this option requires no action on the City's part. Two concerns in this approach are: (1) It requires that the City actually monitor whether or not potential business licensees comply with state and federal law; and (2) it results in a municipality denying a license to an individual whose business has been approved by a State agency.

The Oregon Legislative Counsel's Office has taken the position that "while a municipality may not be required to violate federal law to comply with a conflicting state law, a municipality may not act contrary to state law merely because the municipality believes that the action will better carry out the purposes and objectives of federal law." In other words, the Oregon Legislative Counsel's Office believes that cities are preempted from restricting or prohibiting the operation of a state-registered medical marijuana facility.

Conversely, the League of Oregon Cities advises that because the State did not expressly retain exclusive control over facility regulation, municipalities are free to take more restrictive measures as they choose. A number of cities have recently amended their business license ordinances to include language that would prohibit issuing a license to a business that did not comply with local, state or federal law.

Upon adopting this ordinance, the City of Troutdale must notify the Oregon Health Authority. The Oregon Health Authority is currently developing a process by which local jurisdictions may provide such notice.

Although not relevant to this Ordinance, zoning restrictions under HB 3460 include locating a facility in an area zoned for commercial, industrial, mixed use, or agricultural land. Also, a facility cannot be located less than 1000 feet from a school or another medical marijuana facility. Some cities are considering additional restrictions, such as prohibiting a facility within 1000 feet of parks and public

trails. This would drastically reduce the area in which potential medical marijuana facilities could locate.

PROS & CONS:

Pros:

- Medical Marijuana facilities would be prohibited from operating within the jurisdictional boundaries of Troutdale until May 1, 2015, allowing adequate time in which to draft and enact the ordinance subsequent to the moratorium expiration.

Cons

- None

Current Year Budget Impacts ☒ No *(describe)*

Future Fiscal Impacts: ☒ N/A

City Attorney Approved N/A ☐ Yes

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

EXHIBIT A-

City Attorney's Office
Memorandum

Date: January 23, 2014

To: Mayor and City Council

From: David Ross

Subject: HB 3460/Marijuana Dispensaries

Item number 4 on Tuesday night's City Council Meeting Agenda is listed as a Presentation on Medical Marijuana Facilities and HB 3460. The purpose of this memorandum is to provide some background information in advance of the meeting, as this is not a staff driven agenda item.

Oregon legalized medical marijuana in 1998. Under the Oregon Medical Marijuana Program, registered cardholders may legally consume marijuana. The law allows cardholders to grow their own marijuana or obtain it from registered growers. Eventually, dispensaries began to open in which cardholders could purchase registered growers' products in a retail environment. The legal status of these dispensaries, as neither cardholders nor registered growers, was vague until August, 2013 when the Oregon Legislature passed Oregon House Bill 3460. The governor signed the bill and its substantive provisions go into effect on March 1, 2014. HB 3460 sets forth a licensing procedure for dispensaries that meet a set of requirements and register with the Oregon Health Authority.

HB 3460 sets out several requirements for medical marijuana dispensaries:
- registration with the Oregon Health Authority;
- pesticide/mold testing;
- security measures (including video surveillance, alarms and a safe);
- criminal background checks for operators;
- location in an area zoned for commercial, industrial or mixed uses or as agricultural land;
- location at least 1000 feet from schools;
- location 1000 feet from any other registered dispensary.

Several Oregon cities have reacted negatively to the idea of state-sanctioned dispensaries. Concerns over the possibility of increased crime rates around dispensaries or non-cardholders being exposed to or having access to marijuana have led some of these cities to take preemptive measures. These measures have come in the form of primarily either business licensing or zoning restrictions Each method has its strengths and weaknesses, some of which are discussed below. All approaches to limiting or preventing marijuana dispensaries should be undertaken knowing (1) the Oregon legislature has decided medical marijuana dispensaries are legal providing they meet certain requirements; and (2) any steps taken to prevent dispensaries from opening may be mooted should Oregonians vote to legalize marijuana later in 2014, or thereafter. Keeping this in mind, what

follows is a brief discussion of the above-enumerated options the City of Troutdale has for limiting or preventing medical marijuana dispensaries within the City.

The first option the City has to prevent medical marijuana dispensaries from opening is reliance on the requirements of the business license ordinance. By requiring that any potential business licensee comply with local, state, and federal laws, cities may deny licenses to marijuana dispensaries, which would operate in violation of federal law. Because Troutdale Municipal Code already requires that a business comply with local, state, and federal law in order to receive a business license,[1] this option requires no action on the City's part. Some of the concerns surrounding this approach are:

a) It requires that the City actually monitor whether or not potential business licensees comply with state and federal law; and
b) It results in a municipality denying a license to an individual whose business has been approved by a State agency.

Additionally, the Oregon Legislative Counsel's office has taken the position that "while a municipality may not be required to violate federal law to comply with a conflicting state law, a municipality may not act contrary to state law merely because the municipality believes that the action will better carry out the purposes and objectives of federal law." In other words, Legislative Counsel's office believes that cities are preempted from restricting or prohibiting the operation of a state-registered medical marijuana facility.

Conversely, the League of Oregon Cities believes that because the State did not expressly retain exclusive control over dispensary regulation, municipalities are free to take more restrictive measures as they choose.[2] A number of cities, most notably Medford (Gresham has a similar ordinance), have recently amended their business license ordinance to include language that would prohibit issuing a license to a business that did not comply with local, state or federal law.

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[1] Troutdale Municipal Code 5.04.060 **License—Criteria for approval.**
A. The chief of police shall either approve, approve with conditions or deny an application. Action on an application shall be based upon the consideration of all available information, including, but not limited to, a computerized criminal history record. An application may be denied on any of the following grounds:
1. Failure to provide requested information or any false, misleading or incomplete material statement made on the application form; however, if the statement is the result of excusable neglect, the applicant may resubmit an application with appropriate corrections;
2. The applicant, a principal or the business activity fails to meet the requirements of this code or is doing business in violation of this code or applicable state or federal law, including the building, health, mechanical, electrical, plumbing, development and fire codes of the city;
3. The applicant, a principal or the business activity would violate, or has violated, any ordinance or the charter of the city, any state or federal criminal statute, or any other law, as shown on a computerized criminal history record, unless the applicant proves that the violation has no bearing on the applicant's fitness or the ability of the business to undertake the licensed activity without endangering persons or property or the public health, safety or welfare. The chief of police may consider a violation that did not result in a conviction;
4. The business activity would endanger, or has endangered, persons or property, such that the business activity is a menace to the health, safety and general welfare of the city.

[2] A pre-filed Senate Bill for the 2014 Session, SB 1531, would allow cities and counties to "regulate or restrict operation of medical marijuana facility, prohibit registration of medical marijuana facility, or regulate, restrict or prohibit storing or dispensing of marijuana by facility legally authorized to store or dispense marijuana."

Another option to limit establishment of medical marijuana dispensaries in the City is by use of zoning restrictions. HB 3460 already comes with its own set of zoning restrictions, requiring that a dispensary be located in an area zoned for commercial, industrial, mixed used, or agricultural land. Additionally, a dispensary cannot be located less than 1000 feet from a school or another dispensary. It is unclear whether the legislature planned for these restrictions to be an exhaustive list but other cities are considering using more stringent zoning to regulate marijuana dispensaries. For example, in addition to the restrictions contained in HB 3460, Fairview is considering also prohibiting dispensaries within 1000 feet of parks, thereby allowing dispensaries only in the light industrial zone. If Troutdale, hypothetically, were to prohibit dispensaries within 1000 feet of parks and public trails (and schools), it would drastically reduce the area in which potential marijuana dispensaries could locate, as shown on the attached exhibit. Of course, amending the Development Code would take between three to four months to accomplish.

Lastly, several cities are considering a temporary prohibition on siting of medical marijuana dispensaries while they consider amendments to their zoning codes.

Again, this memorandum is intended to give you some background information about the anticipated topic. This meeting is NOT a work session on options to restrict, prohibit, or allow medical marijuana dispensaries in Troutdale. As always, should you have any questions, please contact me.

EXHIBIT B-

House Bill 3460

Sponsored by Representative BUCKLEY, Senator PROZANSKI; Representative FREDERICK, Senator DINGFELDER

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure as introduced.

Directs Oregon Health Authority to establish registration system for medical marijuana facilities for transferring usable marijuana from registry identification cardholders, designated primary caregivers of registry identification cardholders or marijuana grow sites to medical marijuana facilities and from medical marijuana facilities to registry identification cardholders or designated primary caregivers of registry identification cardholders.

Declares emergency, effective on passage.

A BILL FOR AN ACT

Relating to medical marijuana; creating new provisions; amending ORS 475.302, 475.304, 475.309, 475.320, 475.323 and 475.331; and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

SECTION 1. Section 2 of this 2013 Act is added to and made a part of ORS 475.300 to 475.346.

SECTION 2. (1) The Oregon Health Authority shall establish by rule a medical marijuana facility registration system to authorize the transfer of usable marijuana, subject to subsection (6) of this section, from:

(a) A registry identification cardholder, the designated primary caregiver of a registry identification cardholder, or a person responsible for a marijuana grow site to the medical marijuana facility; or

(b) A medical marijuana facility to a registry identification cardholder or the designated primary caregiver of a registry identification cardholder.

(2) The registration system established under subsection (1) of this section must require a medical marijuana facility to submit an application to the authority that includes:

(a) The name of the person responsible for the medical marijuana facility;

(b) The address of the medical marijuana facility;

(c) Documentation, as required by the authority by rule, that demonstrates the medical marijuana facility meets the qualifications for a medical marijuana facility as described in subsection (3) of this section; and

(d) Any other information that the authority considers necessary.

(3) To qualify for registration under this section, a medical marijuana facility:

(A) Must be located in an area that is zoned for commercial or industrial use or as agricultural land;

(B) Must be a facility that is open to registry identification cardholders and designated primary caregivers as a business;

(C) Must not be located within 1,000 feet of the real property comprising a public or pri-

NOTE: Matter in boldfaced type in an amended section is new; matter [*italic and bracketed*] is existing law to be omitted. New sections are in boldfaced type.

vate elementary, secondary or career school attended primarily by minors;

(D) Must not be located within 1,000 feet of another medical marijuana facility; and

(E) Must comport with rules adopted by the authority related to:

(i) Installing a minimum security system, including a video surveillance system, alarm system and safe; and

(ii) Testing for pesticides, mold and mildew.

(4)(a) The authority shall conduct a criminal records check under ORS 181.534 of a person whose name is submitted as the person responsible for a medical marijuana facility under subsection (2) of this section.

(b) A person convicted of a Class A or Class B felony under ORS 475.752 to 475.920 for the manufacture or delivery of a controlled substance in Schedule I or Schedule II may not be the person responsible for a medical marijuana facility for five years from the date the person completes the sentence for the crime for which the person has been convicted under this paragraph.

(c) A person convicted more than once of a Class A or Class B felony under ORS 475.752 to 475.920 for the manufacture or delivery of a controlled substance in Schedule I or Schedule II may not be the person responsible for a medical marijuana facility.

(5) If a person submits the application required under subsection (2) of this section, the medical marijuana facility identified in the application meets the criteria described in subsection (3) of this section and the person responsible for the medical marijuana facility passes the criminal records check required under subsection (4) of this section, the authority shall register the medical marijuana facility and issue the person responsible for the medical marijuana facility proof of registration. The person responsible for the medical marijuana facility shall display the proof of registration on the premises of the medical marijuana facility at all times when usable marijuana is being transferred as described in subsection (1) of this section.

(6) Registration under this section is invalid if a medical marijuana facility does not:

(a) Obtain authorization from a registry identification cardholder to:

(A) Receive from a marijuana grow site usable marijuana that belongs to the registry identification cardholder if medical marijuana is to be transferred to the medical marijuana facility from a marijuana grow site; and

(B) Transfer to a registry identification cardholder or the designated primary caregiver of the registry identification cardholder usable marijuana; or

(b) Keep and maintain a list of:

(A) All persons responsible for a marijuana grow site from whom the medical marijuana facility has received usable marijuana; and

(B) All registry identification cardholders and designated primary caregivers to whom the medical marijuana facility transfers usable marijuana under this section and the amount of usable marijuana transferred in each instance.

(7) A medical marijuana facility registered under this section may possess marijuana in excess of the limits imposed on registry identification cardholders and designated primary caregivers under ORS 475.320.

(8) The authority may inspect:

(a) The premises of an applicant for a medical marijuana facility or a registered medical marijuana facility to ensure compliance with subsection (3) of this section; and

(b) The records of a registered medical marijuana facility to ensure compliance with subsection (6)(b) of this section.

(9)(a) A registry identification cardholder or the designated primary caregiver of a registry identification cardholder may reimburse a medical marijuana facility registered under this section for the normal and customary costs of doing business, including costs related to transferring, handling, securing, insuring, testing, packaging and processing usable marijuana and the cost of supplies, utilities and rent or mortgage.

(b) A medical marijuana facility may reimburse a person responsible for a marijuana grow site under this section for the normal and customary costs of doing business, including costs related to transferring, handling, securing, insuring, testing, packaging and processing usable marijuana and the cost of supplies, utilities and rent or mortgage.

(10) The authority may adopt rules imposing a fee in an amount established by the authority for registering a medical marijuana facility under this section.

SECTION 3. ORS 475.302 is amended to read:

475.302. As used in ORS 475.300 to 475.346:

(1) "Attending physician" means a physician licensed under ORS chapter 677 who has primary responsibility for the care and treatment of a person diagnosed with a debilitating medical condition.

(2) "Authority" means the Oregon Health Authority.

(3) "Debilitating medical condition" means:

(a) Cancer, glaucoma, agitation due to Alzheimer's disease, positive status for human immunodeficiency virus or acquired immune deficiency syndrome, or treatment for these conditions;

(b) A medical condition or treatment for a medical condition that produces, for a specific patient, one or more of the following:

(A) Cachexia;

(B) Severe pain;

(C) Severe nausea;

(D) Seizures, including but not limited to seizures caused by epilepsy; or

(E) Persistent muscle spasms, including but not limited to spasms caused by multiple sclerosis; or

(c) Any other medical condition or treatment for a medical condition adopted by the authority by rule or approved by the authority pursuant to a petition submitted pursuant to ORS 475.334.

(4)(a) "Delivery" has the meaning given that term in ORS 475.005.

(b) "Delivery" does not include transfer of:

(A) Marijuana by a registry identification cardholder to another registry identification cardholder if no consideration is paid for the transfer[.];

(B) Usable marijuana from a registry identification cardholder, the designated primary caregiver of a registry identification cardholder or a marijuana grow site to a medical marijuana facility registered under section 2 of this 2013 Act; or

(C) Usable marijuana from a medical marijuana facility registered under section 2 of this 2013 Act to a registry identification cardholder or the designated primary caregiver of a registry identification cardholder.

(5) "Designated primary caregiver" means an individual 18 years of age or older who has significant responsibility for managing the well-being of a person who has been diagnosed with a debilitating medical condition and who is designated as such on that person's application for a registry identification card or in other written notification to the authority. "Designated primary

caregiver" does not include the person's attending physician.

(6) "Marijuana" has the meaning given that term in ORS 475.005.

(7) "Marijuana grow site" means a location where marijuana is produced for use by a registry identification cardholder and that is registered under the provisions of ORS 475.304.

(8) "Medical use of marijuana" means the production, possession, delivery, or administration of marijuana, or paraphernalia used to administer marijuana, as necessary for the exclusive benefit of a person to mitigate the symptoms or effects of the person's debilitating medical condition.

(9) "Production" has the meaning given that term in ORS 475.005.

(10) "Registry identification card" means a document issued by the authority that identifies a person authorized to engage in the medical use of marijuana and the person's designated primary caregiver, if any.

(11) "Usable marijuana" means the dried leaves and flowers of the plant Cannabis family Moraceae, and any mixture or preparation thereof, that are appropriate for medical use as allowed in ORS 475.300 to 475.346. "Usable marijuana" does not include the seeds, stalks and roots of the plant.

(12) "Written documentation" means a statement signed by the attending physician of a person diagnosed with a debilitating medical condition or copies of the person's relevant medical records.

SECTION 4. ORS 475.304 is amended to read:

475.304. (1) The Oregon Health Authority shall establish by rule a marijuana grow site registration system to authorize production of marijuana by a registry identification cardholder, a designated primary caregiver who grows marijuana for the cardholder or a person who is responsible for a marijuana grow site. The marijuana grow site registration system adopted must require a registry identification cardholder to submit an application to the authority that includes:

(a) The name of the person responsible for the marijuana grow site;

(b) The address of the marijuana grow site;

(c) The registry identification card number of the registry cardholder for whom the marijuana is being produced; and

(d) Any other information the authority considers necessary.

(2) The authority shall issue a marijuana grow site registration card to a registry identification cardholder who has met the requirements of subsection (1) of this section.

(3) A person who has been issued a marijuana grow site registration card under this section must display the registration card at the marijuana grow site at all times when marijuana is being produced.

(4) A marijuana grow site registration card must be obtained and posted for each registry identification cardholder for whom marijuana is being produced at a marijuana grow site.

(5) All usable marijuana, plants, seedlings and seeds associated with the production of marijuana for a registry identification cardholder by a person responsible for a marijuana grow site are the property of the registry identification cardholder and must be provided to the registry identification cardholder, **or, if the marijuana is usable marijuana, transferred to a medical marijuana facility registered under section 2 of this 2013 Act,** upon request.

(6)(a) The authority shall conduct a criminal records check under ORS 181.534 of any person whose name is submitted as a person responsible for a marijuana grow site.

(b) A person convicted of a Class A or Class B felony under ORS 475.752 to 475.920 for the manufacture or delivery of a controlled substance in Schedule I or Schedule II may not be issued a marijuana grow site registration card or produce marijuana for a registry identification cardholder

for five years from the date of conviction.

(c) A person convicted more than once of a Class A or Class B felony under ORS 475.752 to 475.920 for the manufacture or delivery of a controlled substance in Schedule I or Schedule II may not be issued a marijuana grow site registration card or produce marijuana for a registry identification cardholder.

(7) A registry identification cardholder or the designated primary caregiver of the cardholder may reimburse the person responsible for a marijuana grow site for the costs of supplies and utilities associated with the production of marijuana for the registry identification cardholder. No other costs associated with the production of marijuana for the registry identification cardholder, including the cost of labor, may be reimbursed.

(8) The authority may adopt rules imposing a fee in an amount established by the authority for registration of a marijuana grow site under this section.

SECTION 5. ORS 475.309 is amended to read:

475.309. (1) Except as provided in ORS 475.316, 475.320 and 475.342, a person engaged in or assisting in the medical use of marijuana is excepted from the criminal laws of the state for possession, delivery or production of marijuana, aiding and abetting another in the possession, delivery or production of marijuana or any other criminal offense in which possession, delivery or production of marijuana is an element if the following conditions have been satisfied:

(a)(A) The person holds a registry identification card issued pursuant to this section, has applied for a registry identification card pursuant to subsection (9) of this section, is the designated primary caregiver of the cardholder or applicant, or is the person responsible for a marijuana grow site that is producing marijuana for the cardholder and is registered under ORS 475.304; and

[*(b)*] (B) The person who has a debilitating medical condition, the person's primary caregiver and the person responsible for a marijuana grow site that is producing marijuana for the cardholder and is registered under ORS 475.304 are collectively in possession of, delivering or producing marijuana for medical use in amounts allowed under ORS 475.320[.]; **or**

(b) The person is responsible for or employed by a medical marijuana facility registered under section 2 of this 2013 Act and does not commit any of the acts described in this subsection anywhere other than at the medical marijuana facility.

(2) The Oregon Health Authority shall establish and maintain a program for the issuance of registry identification cards to persons who meet the requirements of this section. Except as provided in subsection (3) of this section, the authority shall issue a registry identification card to any person who pays a fee in the amount established by the authority and provides the following:

(a) Valid, written documentation from the person's attending physician stating that the person has been diagnosed with a debilitating medical condition and that the medical use of marijuana may mitigate the symptoms or effects of the person's debilitating medical condition;

(b) The name, address and date of birth of the person;

(c) The name, address and telephone number of the person's attending physician;

(d) The name and address of the person's designated primary caregiver, if the person has designated a primary caregiver at the time of application; and

(e) A written statement that indicates whether the marijuana used by the cardholder will be produced at a location where the cardholder or designated primary caregiver is present or at another location.

(3) The authority shall issue a registry identification card to a person who is under 18 years of age if the person submits the materials required under subsection (2) of this section, and the custo-

dial parent or legal guardian with responsibility for health care decisions for the person under 18 years of age signs a written statement that:

(a) The attending physician of the person under 18 years of age has explained to that person and to the custodial parent or legal guardian with responsibility for health care decisions for the person under 18 years of age the possible risks and benefits of the medical use of marijuana;

(b) The custodial parent or legal guardian with responsibility for health care decisions for the person under 18 years of age consents to the use of marijuana by the person under 18 years of age for medical purposes;

(c) The custodial parent or legal guardian with responsibility for health care decisions for the person under 18 years of age agrees to serve as the designated primary caregiver for the person under 18 years of age; and

(d) The custodial parent or legal guardian with responsibility for health care decisions for the person under 18 years of age agrees to control the acquisition of marijuana and the dosage and frequency of use by the person under 18 years of age.

(4) A person applying for a registry identification card pursuant to this section may submit the information required in this section to a county health department for transmittal to the authority. A county health department that receives the information pursuant to this subsection shall transmit the information to the authority within five days of receipt of the information. Information received by a county health department pursuant to this subsection shall be confidential and not subject to disclosure, except as required to transmit the information to the authority.

(5)(a) The authority shall verify the information contained in an application submitted pursuant to this section and shall approve or deny an application within thirty days of receipt of the application.

(b) In addition to the authority granted to the authority under ORS 475.316 to deny an application, the authority may deny an application for the following reasons:

(A) The applicant did not provide the information required pursuant to this section to establish the applicant's debilitating medical condition and to document the applicant's consultation with an attending physician regarding the medical use of marijuana in connection with such condition, as provided in subsections (2) and (3) of this section;

(B) The authority determines that the information provided was falsified; or

(C) The applicant has been prohibited by a court order from obtaining a registry identification card.

(c) Denial of a registry identification card shall be considered a final authority action, subject to judicial review. Only the person whose application has been denied, or, in the case of a person under the age of 18 years of age whose application has been denied, the person's parent or legal guardian, shall have standing to contest the authority's action.

(d) Any person whose application has been denied may not reapply for six months from the date of the denial, unless so authorized by the authority or a court of competent jurisdiction.

(6)(a) If the authority has verified the information submitted pursuant to subsections (2) and (3) of this section and none of the reasons for denial listed in subsection (5)(b) of this section is applicable, the authority shall issue a serially numbered registry identification card within five days of verification of the information. The registry identification card shall state:

(A) The cardholder's name, address and date of birth;

(B) The date of issuance and expiration date of the registry identification card;

(C) The name and address of the person's designated primary caregiver, if any;

(D) Whether the marijuana used by the cardholder will be produced at a location where the cardholder or designated primary caregiver is present or at another location; and

(E) Any other information that the authority may specify by rule.

(b) When the person to whom the authority has issued a registry identification card pursuant to this section has specified a designated primary caregiver, the authority shall issue an identification card to the designated primary caregiver. The primary caregiver's registry identification card shall contain the information provided in paragraph (a) of this subsection.

(7)(a) A person who possesses a registry identification card shall:

(A) Notify the authority of any change in the person's name, address, attending physician or designated primary caregiver.

(B) If applicable, notify the designated primary caregiver of the cardholder, [*and*] the person responsible for the marijuana grow site that produces marijuana for the cardholder **and any person responsible for a medical marijuana facility that transfers usable marijuana to the cardholder under section 2 of this 2013 Act** of any change in status including, but not limited to:

(i) The assignment of another individual as the designated primary caregiver of the cardholder;

(ii) The assignment of another individual as the person responsible for a marijuana grow site producing marijuana for the cardholder; or

(iii) The end of the eligibility of the cardholder to hold a valid registry identification card.

(C) Annually submit to the authority:

(i) Updated written documentation from the cardholder's attending physician of the person's debilitating medical condition and that the medical use of marijuana may mitigate the symptoms or effects of the person's debilitating medical condition; and

(ii) The name of the person's designated primary caregiver if a primary caregiver has been designated for the upcoming year.

(b) If a person who possesses a registry identification card fails to comply with this subsection, the card shall be deemed expired. If a registry identification card expires, the identification card of any designated primary caregiver of the cardholder shall also expire.

(8)(a) A person who possesses a registry identification card pursuant to this section and who has been diagnosed by the person's attending physician as no longer having a debilitating medical condition or whose attending physician has determined that the medical use of marijuana is contraindicated for the person's debilitating medical condition shall return the registry identification card and any other associated Oregon Medical Marijuana Program cards to the authority within 30 calendar days of notification of the diagnosis or notification of the contraindication.

(b) If, due to circumstances beyond the control of the registry identification cardholder, a cardholder is unable to obtain a second medical opinion about the cardholder's continuing eligibility to use medical marijuana before the 30-day period specified in paragraph (a) of this subsection has expired, the authority may grant the cardholder additional time to obtain a second opinion before requiring the cardholder to return the registry identification card and any associated cards.

(9) A person who has applied for a registry identification card pursuant to this section but whose application has not yet been approved or denied, and who is contacted by any law enforcement officer in connection with the person's administration, possession, delivery or production of marijuana for medical use may provide to the law enforcement officer a copy of the written documentation submitted to the authority pursuant to subsection (2) or (3) of this section and proof of the date of mailing or other transmission of the documentation to the authority. This documentation shall have the same legal effect as a registry identification card until such time as the person re-

ceives notification that the application has been approved or denied.

(10)(a) A registry identification cardholder has the primary responsibility of notifying the **designated** primary caregiver *[and]*, **the** person responsible for the marijuana grow site that produces marijuana for the cardholder **and any person responsible for a medical marijuana facility that transfers usable marijuana to the cardholder under section 2 of this 2013 Act** of any change in status of the cardholder.

(b) If the authority is notified by the cardholder that a primary caregiver or person responsible for a marijuana grow site has changed, the authority shall notify the primary caregiver or the person responsible for the marijuana grow site by mail at the address of record confirming the change in status and informing the caregiver or person **responsible for the marijuana grow site** that their card is no longer valid and must be returned to the authority.

(c) If the authority is notified by the cardholder that a medical marijuana facility authorized to transfer usable marijuana to the cardholder has changed, the authority shall notify each person responsible for a medical marijuana facility authorized to transfer usable marijuana to the cardholder by mail at the address of record confirming the change in status and informing the person responsible for the medical marijuana facility that the person is no longer authorized to transfer usable marijuana to the cardholder.

(11) The authority shall revoke the registry identification card of a cardholder if a court has issued an order that prohibits the cardholder from participating in the medical use of marijuana or otherwise participating in the Oregon Medical Marijuana Program under ORS 475.300 to 475.346. The cardholder shall return the registry identification card to the authority within seven calendar days of notification of the revocation. If the cardholder is a patient, the patient shall return the patient's card and all other associated Oregon Medical Marijuana Program cards.

(12) The authority and employees and agents of the authority acting within the course and scope of their employment are immune from any civil liability that might be incurred or imposed for the performance of or failure to perform duties required by this section.

SECTION 6. ORS 475.320 is amended to read:

475.320. (1)(a) A registry identification cardholder or the designated primary caregiver of the cardholder may possess up to six mature marijuana plants and 24 ounces of usable marijuana.

(b) Notwithstanding paragraph (a) of this subsection, if a registry identification cardholder has been convicted of a Class A or Class B felony under ORS 475.752 to 475.920 for the manufacture or delivery of a controlled substance in Schedule I or Schedule II, the registry identification cardholder or the designated primary caregiver of the cardholder may possess one ounce of usable marijuana at any given time for a period of five years from the date of the conviction.

(2) A person authorized under ORS 475.304 to produce marijuana at a marijuana grow site:

(a) May produce marijuana for and provide marijuana:

(A) To a registry identification cardholder or *[that person's]* a **cardholder's** designated primary caregiver as authorized under this section*[.]*; **or**

(B) If the marijuana is usable marijuana and the registry identification cardholder requests that the person responsible for the grow site transfer the usable marijuana to a medical marijuana facility registered under section 2 of this 2013 Act, to the medical marijuana facility.

(b) May possess up to six mature plants and up to 24 ounces of usable marijuana for each cardholder or caregiver for whom marijuana is being produced.

(c) May produce marijuana for no more than four registry identification cardholders or desig-

nated primary caregivers concurrently.

(d) Must obtain and display a marijuana grow site registration card issued under ORS 475.304 for each registry identification cardholder or designated primary caregiver for whom marijuana is being produced.

(e) Must provide all marijuana produced for a registry identification cardholder or designated primary caregiver to the cardholder or caregiver at the time the person responsible for a marijuana grow site ceases producing marijuana for the cardholder or caregiver.

(f) Must return the marijuana grow site registration card to the registry identification cardholder to whom the card was issued when requested to do so by the cardholder or when the person responsible for a marijuana grow site ceases producing marijuana for the cardholder or caregiver.

(3) Except as provided in subsections (1) and (2) of this section, a registry identification cardholder, the designated primary caregiver of the cardholder and the person responsible for a marijuana grow site producing marijuana for the registry identification cardholder may possess a combined total of up to six mature plants and 24 ounces of usable marijuana for that registry identification cardholder.

(4)(a) A registry identification cardholder and the designated primary caregiver of the cardholder may possess a combined total of up to 18 marijuana seedlings or starts as defined by rule of the Oregon Health Authority.

(b) A person responsible for a marijuana grow site may possess up to 18 marijuana seedlings or starts as defined by rule of the authority for each registry identification cardholder for whom the person responsible for the marijuana grow site is producing marijuana.

SECTION 7. ORS 475.323 is amended to read:

475.323. (1) Possession of a registry identification card [*or*], designated primary caregiver identification card pursuant to ORS 475.309 **or proof of registration under section 2 of this 2013 Act** does not alone constitute probable cause to search the person or property of the cardholder or otherwise subject the person or property of the cardholder to inspection by any governmental agency.

(2) Any property interest possessed, owned or used in connection with the medical use of marijuana or acts incidental to the medical use of marijuana that has been seized by state or local law enforcement officers may not be harmed, neglected, injured or destroyed while in the possession of any law enforcement agency. A law enforcement agency has no responsibility to maintain live marijuana plants lawfully seized. No such property interest may be forfeited under any provision of law providing for the forfeiture of property other than as a sentence imposed after conviction of a criminal offense. Usable marijuana and paraphernalia used to administer marijuana that was seized by any law enforcement office shall be returned immediately upon a determination by the district attorney in whose county the property was seized, or the district attorney's designee, that the person from whom the marijuana or paraphernalia used to administer marijuana was seized is entitled to the protections contained in ORS 475.300 to 475.346. The determination may be evidenced, for example, by a decision not to prosecute, the dismissal of charges or acquittal.

SECTION 8. ORS 475.331 is amended to read:

475.331. (1)(a) The Oregon Health Authority shall create and maintain a list of the persons to whom the authority has issued registry identification cards, the names of any designated primary caregivers and the addresses of authorized marijuana grow sites **and medical marijuana facilities registered under section 2 of this 2013 Act**. Except as provided in subsection (2) of this section,

the list shall be confidential and not subject to public disclosure.

(b) The authority shall develop a system by which authorized employees of state and local law enforcement agencies may verify at all times that a person is a lawful possessor of a registry identification card or the designated primary caregiver of a lawful possessor of a registry identification card or that a location is an authorized marijuana grow site **or registered medical marijuana facility.**

(2) Names and other identifying information from the list established pursuant to subsection (1) of this section may be released to:

(a) Authorized employees of the authority as necessary to perform official duties of the authority; and

(b) Authorized employees of state or local law enforcement agencies, only as necessary to verify that a person is a lawful possessor of a registry identification card or the designated primary caregiver of a lawful possessor of a registry identification card or that a location is an authorized marijuana grow site **or registered medical marijuana facility.** Prior to being provided identifying information from the list, authorized employees of state or local law enforcement agencies shall provide to the authority adequate identification, such as a badge number or similar authentication of authority.

(3) Authorized employees of state or local law enforcement agencies that obtain identifying information from the list as authorized under this section may not release or use the information for any purpose other than verification that a person is a lawful possessor of a registry identification card or the designated primary caregiver of a lawful possessor of a registry identification card or that a location is an authorized marijuana grow site **or registered medical marijuana facility.**

SECTION 9. (1) Sections 1 and 2 of this 2013 Act and the amendments to ORS 475.302, 475.304, 475.309, 475.320, 475.323 and 475.331 by sections 3 to 8 of this 2013 Act become operative on January 1, 2014.

(2) The Oregon Health Authority may take any action before the operative date specified in subsection (1) of this section to enable the authority to exercise, on and after the operative date specified in subsection (1) of this section, all of the duties, functions and powers conferred on the authority by sections 1 and 2 of this 2013 Act and the amendments to ORS 475.302, 475.304, 475.309, 475.320, 475.323 and 475.331 by sections 3 to 8 of this 2013 Act.

SECTION 10. This 2013 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2013 Act takes effect on its passage.

EXHIBIT C-

Enrolled
Senate Bill 1531

Sponsored by Senators HANSELL, MONROE, STARR; Senators BAERTSCHIGER JR, BOQUIST, CLOSE, FERRIOLI, GIROD, JOHNSON, KNOPP, KRUSE, MONNES ANDERSON, OLSEN, THOMSEN, WHITSETT, WINTERS, Representatives ESQUIVEL, JENSON, THATCHER, THOMPSON, WHISNANT, WITT (at the request of Association of Oregon Counties and League of Oregon Cities) (Presession filed.)

CHAPTER .....

AN ACT

Relating to marijuana facilities; creating new provisions; amending ORS 475.314; and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

SECTION 1. **Section 2 of this 2014 Act is added to and made a part of ORS 475.300 to 475.346.**

SECTION 2. **Notwithstanding ORS 633.738, the governing body of a city or county may adopt ordinances that impose reasonable regulations on the operation of medical marijuana facilities registered, or applying for registration, under ORS 475.314 that are located in the area subject to the jurisdiction of the city or county. For purposes of this section, "reasonable regulations" includes reasonable limitations on the hours during which a medical marijuana facility may be operated, reasonable limitations on where a medical marijuana facility may be located within a zone described in ORS 475.314 (3)(a) and reasonable conditions on the manner in which a medical marijuana facility may dispense medical marijuana.**

SECTION 3. **(1) Notwithstanding ORS 475.314 and section 2 of this 2014 Act, the governing body of a city or county may adopt an ordinance enacting a moratorium on the operation of registered medical marijuana facilities until May 1, 2015, in the area subject to the jurisdiction of the city or county if the moratorium is enacted no later than May 1, 2014.**

(2) Notwithstanding ORS 475.309 (1)(b), a person who is responsible for or employed by a registered medical marijuana facility located in an area subject to the jurisdiction of a city or county that enacts a moratorium under this section is not excepted from the criminal laws of this state for possession or delivery of marijuana, aiding and abetting another in the possession or delivery of marijuana or any other criminal offense in which possession or delivery of marijuana is an element.

(3) The governing body of a city or county that enacts a moratorium under this section must notify the Oregon Health Authority, in a manner prescribed by the authority, of the moratorium.

(4) A registered medical marijuana facility that is located in an area subject to the jurisdiction of a city or county that enacts a moratorium under this section may choose to surrender the medical marijuana facility's registration. To surrender registration under this subsection, the medical marijuana facility must notify the authority, in a manner prescribed

by the authority, of the surrender. If a medical marijuana facility surrenders registration under this subsection, the authority may refund any fee imposed by the authority pursuant to ORS 475.314 (12).

SECTION 4. Section 3 of this 2014 Act is repealed on January 2, 2016.

SECTION 5. ORS 475.314 is amended to read:

475.314. (1) The Oregon Health Authority shall establish by rule a medical marijuana facility registration system to authorize the transfer of usable marijuana and immature marijuana plants from:

(a) A registry identification cardholder, the designated primary caregiver of a registry identification cardholder, or a person responsible for a marijuana grow site to the medical marijuana facility; or

(b) A medical marijuana facility to a registry identification cardholder or the designated primary caregiver of a registry identification cardholder.

(2) The registration system established under subsection (1) of this section must require a medical marijuana facility to submit an application to the authority that includes:

(a) The name of the person responsible for the medical marijuana facility;

(b) The address of the medical marijuana facility;

(c) Proof that the person responsible for the medical marijuana facility is a resident of Oregon;

(d) Documentation, as required by the authority by rule, that demonstrates the medical marijuana facility meets the qualifications for a medical marijuana facility as described in subsection (3) of this section; and

(e) Any other information that the authority considers necessary.

(3) To qualify for registration under this section, a medical marijuana facility:

(a) Must be located in an area that is zoned for commercial, industrial or mixed use or as agricultural land; [*and may not be located at the same address as a marijuana grow site;*]

(b) May not be located at the same address as a marijuana grow site;

[*(b)*] **(c)** Must be registered as a business or have filed a pending application to register as a business with the Office of the Secretary of State;

[*(c)*] **(d)** Must not be located within 1,000 feet of the real property comprising a public or private elementary, secondary or career school attended primarily by minors;

[*(d)*] **(e)** Must not be located within 1,000 feet of another medical marijuana facility; and

[*(e)*] **(f)** Must comport with rules adopted by the authority related to:

(A) Installing a minimum security system, including a video surveillance system, alarm system and safe; and

(B) Testing for pesticides, mold and mildew and the processes by which usable marijuana and immature marijuana plants that test positive for pesticides, mold or mildew must be returned to the registry identification cardholder, the cardholder's designated primary caregiver or the cardholder's registered grower.

(4)(a) The authority shall conduct a criminal records check under ORS 181.534 of a person whose name is submitted as the person responsible for a medical marijuana facility under subsection (2) of this section.

(b) A person convicted for the manufacture or delivery of a controlled substance in Schedule I or Schedule II may not be the person responsible for a medical marijuana facility for five years from the date the person is convicted.

(c) A person convicted more than once for the manufacture or delivery of a controlled substance in Schedule I or Schedule II may not be the person responsible for a medical marijuana facility.

(5) If a person submits the application required under subsection (2) of this section, the medical marijuana facility identified in the application meets the qualifications for a medical marijuana facility described in subsection (3) of this section and the person responsible for the medical marijuana facility passes the criminal records check required under subsection (4) of this section, the authority shall register the medical marijuana facility and issue the person responsible for the medical marijuana facility proof of registration. The person responsible for the medical marijuana facility

shall display the proof of registration on the premises of the medical marijuana facility at all times when usable marijuana or immature marijuana plants are being transferred as described in subsection (1) of this section.

(6)(a) A registered medical marijuana facility may receive usable marijuana or immature marijuana plants only from a registry identification cardholder, designated primary caregiver or person responsible for a marijuana grow site if the registered medical marijuana facility obtains authorization, on a form prescribed by the authority by rule and signed by a registry identification cardholder, to receive the usable marijuana or immature marijuana plants.

(b) A registered medical marijuana facility shall maintain:

(A) A copy of each authorization form described in paragraph (a) of this subsection; and

(B) Documentation of each transfer of usable marijuana or immature marijuana plants.

(7) A medical marijuana facility registered under this section may possess usable marijuana and immature marijuana plants in excess of the limits imposed on registry identification cardholders and designated primary caregivers under ORS 475.320.

(8)(a) A registered medical marijuana facility may not transfer any tetrahydrocannabinol-infused product that is meant to be swallowed or inhaled, unless the product is packaged in child-resistant safety packaging that meets standards established by the authority by rule.

(b) A registered medical marijuana facility may not transfer any tetrahydrocannabinol-infused product that is manufactured or packaged in a manner that is attractive to minors, as determined by the authority by rule.

[*(8)*] **(9)** The authority may inspect:

(a) The premises of an applicant for a medical marijuana facility or a registered medical marijuana facility to ensure compliance with the qualifications for a medical marijuana facility described in subsection (3) of this section; and

(b) The records of a registered medical marijuana facility to ensure compliance with subsection (6)(b) of this section.

[*(9)(a)*] **(10)(a)** A registry identification cardholder or the designated primary caregiver of a registry identification cardholder may reimburse a medical marijuana facility registered under this section for the normal and customary costs of doing business, including costs related to transferring, handling, securing, insuring, testing, packaging and processing usable marijuana and immature marijuana plants and the cost of supplies, utilities and rent or mortgage.

(b) A medical marijuana facility may reimburse a person responsible for a marijuana grow site under this section for the normal and customary costs of doing business, including costs related to transferring, handling, securing, insuring, testing, packaging and processing usable marijuana and immature marijuana plants and the cost of supplies, utilities and rent or mortgage.

[*(10)*] **(11)** The authority may revoke the registration of a medical marijuana facility registered under this section for failure to comply with ORS 475.300 to 475.346, [*or*] rules adopted under ORS 475.300 to 475.346 **or ordinances adopted pursuant to section 2 of this 2014 Act**. The authority may release to the public a final order revoking a medical marijuana facility registration.

[*(11)*] **(12)** The authority shall adopt rules to implement this section, including rules that:

(a) Require a medical marijuana facility registered under this section to annually renew that registration; and

(b) Establish fees for registering and renewing registration for a medical marijuana facility under this section.

SECTION 6. This 2014 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2014 Act takes effect March 1, 2014.

Passed by Senate February 18, 2014

Repassed by Senate March 7, 2014

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Robert Taylor, Secretary of Senate

.....
Peter Courtney, President of Senate

Passed by House March 5, 2014

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Tina Kotek, Speaker of House

Received by Governor:

.....M.,....., 2014

Approved:

.....M.,....., 2014

.....
John Kitzhaber, Governor

Filed in Office of Secretary of State:

.....M.,....., 2014

.....
Kate Brown, Secretary of State

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TROUTDALE, OREGON, RELATING TO MEDICAL MARIJUANA FACILITIES; ESTABLISHING NEW CODE OF ORDINANCES CHAPTER 5.12 AND DECLARING AN EMERGENCY

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. **WHEREAS**, during the 2013 Special Session, the Oregon Legislature passed HB 3460, which allows for the establishment and licensing of medical marijuana facilities; and

2. **WHEREAS**, the Oregon Health Authority is charged with formulating administrative rules governing the licensing of medical marijuana facilities and will began accepting applications for their operation on March 3, 2014; and

3. **WHEREAS**, during the 2014 Regular Session, the Oregon Legislature passed SB 1531, which limits the ability of cities and counties to regulate medical marijuana facilities to the "reasonable regulations" provided in statute: the hours of operation for medical marijuana facilities, where the facilities may locate within the zones allowed by law, and the manner in which a facility may dispense medical marijuana; and

4. **WHEREAS**, SB 1531 also allows cities and counties to enact a moratorium on the operation of registered medical marijuana facilities until May 1, 2015, provided the moratorium is enacted no later than May 1, 2014; and

5. **WHEREAS**, the City Council believes that the operation of a medical marijuana facility has the potential to endanger the health, safety, and welfare of its citizens without adequate local regulation; and

6. **WHEREAS**, City Council desires time to determine the impacts of the rules adopted by the State of Oregon and pending legislation; gather public input about siting of facilities within the city; understand the potential community impacts; and consider zoning regulations and policy options related to siting medical marijuana facilities in compliance with state and federal law.

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

Section 1. A new Chapter 5.12 is adopted and added to the City of Troutdale Code of Ordinances which will read as follows:

5.12 Medical Marijuana Facilities.

5.12.010. Purpose and Intent. The purpose of this Section is to temporarily prohibit medical marijuana facilities licensed by the State of Oregon from operating within the City of Troutdale to allow the City Council time to consider and adopt proper zoning or other regulations for medical marijuana facilities. The State of Oregon began granting licenses to medical marijuana facilities on March 3, 2014. The City Council finds that it is too soon to provide adequate time to consider the issues related to medical marijuana facilities, seek public input, and adopt proper regulations. Therefore, the City Council is implementing this prohibition to provide time to review the State of Oregon's medical marijuana facilities licensing rules and consider the issues related to the impacts of medical marijuana facilities in the City of Troutdale.

Section 2. A new section 5.12.020 of the City of Troutdale Code of Ordinances which will read as follows is hereby adopted:

5.12.020. Definitions. Except where the context specifically requires otherwise, as used in this Chapter, the following words and phrases mean:

(A) "Building" means any structure having a roof supported by columns or walls, for the housing, shelter or enclosure of persons, animals, chattels, or property of any kind.

(B) "Location" means any parcel of land, whether vacant or occupied by a building, group of buildings, or accessory buildings, and includes the buildings, structures, yards, open spaces, lot width, and lot area.

(C) "Medical marijuana facility" means a medical marijuana facility licensed by the State of Oregon under HB 3460 (2013) and/or ORS 475.300 et seq., including future amendments thereto.

(D) "Structure" means anything which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

Section 3. A new section 5.12.030 of the City of Troutdale Code of Ordinances which will read as follows is hereby adopted:

5.12.030. Prohibited Activities. It is unlawful to establish, operate, use, or to cause or permit the establishment, operation, or use of a medical marijuana facility within the City of Troutdale.

Section 4. A new section 5.12.040 of the City of Troutdale Code of Ordinances which will read as follows is hereby adopted:

5.12.040. City Employees Have No Authority to Permit Medical Marijuana Facilities. The use of any building, structure, location, premises, or land for a medical marijuana facility is not currently enumerated in the City of Troutdale Code of Ordinances or Development Codes as a permitted use in any zoning district. Neither the City Manager nor any city employee is authorized to determine or permit the use of any building, structure, location, premises, or land as a medical marijuana facility in any zoning district.

Section 5. A new section 5.12.050 of the City of Troutdale Code of Ordinances which will read as follows is hereby adopted:

5.12.050. Violations.

(A) A person who violates this section commits a civil infraction and shall be subject to a fine pursuant to section 1.04.095 of the City of Troutdale Code of Ordinances.

(B) Each violation, and each day that a violation continues, constitutes a separate civil infraction.

Section 6. Severability. If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 7. Ordinance Automatically Expires. This ordinance automatically expires and is to be deemed repealed at 11:59:59 p.m. on April 30, 2015, unless sooner repealed or extended by City Council ordinance.

Section 8. Emergency. With the state currently processing applications and the statutory deadline of May 1, 2014 to enact a moratorium, this ordinance is necessary for the immediate protection of the public health, safety and general welfare; therefore, an emergency is declared to exist and this ordinance shall be effective upon the date of its adoption.

YEAS:
NAYS:

ABSTAINED:

_____

Doug Daoust, Mayor

_____

Date

_____

Debbie Stickney, City Recorder

Adopted: