

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

**Tuesday, January 8, 2013**

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

**1. OATH OF OFFICE: Councilor-Elect John Wilson**

Judge Ray Young administered the Oath of Office to Councilor-Elect John Wilson.

**2. ROLL CALL, AGENDA UPDATE**

**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; and Rich Faith, Community Development Director.

**GUESTS:** See Attached.

Mayor Daoust asked are there any updates to the agenda?

Craig Ward stated staff is recommending that Item #5, a report on FEMA's Risk Map project, be pulled from tonight's agenda.

**3. MOTION: Election of 2013 Council President**

Mayor Daoust asked for nominations.

**NOMINATION: Councilor White nominated Councilor Thomas for Council President. Seconded by Councilor Ripma.**

**No other nominations received.**

**Nomination approved unanimously by the Council.**

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

None.

**5. REPORT:** A report on FEMA's RISK Map project.

This item was pulled from the agenda and will be rescheduled for a later date.

**6. PUBLIC HEARING / ORDINANCE (Introduction):** An ordinance amending the Comprehensive Land Use Plan Map and the Zoning District Map for the Edgefield North Property in completion of Periodic Review Task 2, pertaining to Economic Development.

Rich Faith, Community Development Director, stated this is a proposed map amendment to the Comprehensive Plan Map and to the Zoning District Map pertaining to the Edgefield North properties. The applicant is the City of Troutdale but the property is owned by Multnomah County and ODOT.

Rich Faith showed a PowerPoint Presentation (attached as Exhibit A to the minutes).

Slide 3 - Aerial photo of the site: This aerial view shows the site which is bordered on the south by Halsey, to the west by 244th Avenue, to the north by Historic Columbia River Highway, and to the east by residential property. The ODOT portion is a strip which includes a portion of the old Historic Columbia River Highway.

Slides 4 and 5: This property is currently designated industrial in the Comprehensive Plan Map. The proposal is to amend it to a commercial designation. It is currently zoned as Light Industrial (LI) and the proposal is to amend the zoning to General Commercial (GC).

In addition to the information on Slide 6 Rich Faith stated one of items identified in our Periodic Review Work Program was to take a look at the Edgefield North property to determine the most suitable or appropriate zoning for that property. The LI zoning classification has generally been considered a holding zone until a development proposal is received then we can determine the best zoning to accommodate that proposal. In terms of Periodic Review and trying to be proactive, it was decided that we should take a look at this property and re-zone it in order to attract the type of development that we would like to see occur there.

In addition to the information on Slide 9 Rich Faith stated in the application narrative (attached as Exhibit B to the minutes) each of the Statewide Land Use Planning Goals (Goals 1, 2, 9, 10 and 12) are addressed in detail.

In addition to the information on Slides 17 - 19 Rich Faith stated all of the comments received are attached to my staff report as Exhibit D (copy included in the packet). These slides address specific comments made by Multnomah County and ODOT.

Councilor Ripma stated the LI zoning has been there for years as a holding zone, as you mentioned, and we could amend our zoning in response to a development proposal. Were we unable to continue to do that? Why are we moving on this? We have had some interesting proposals and I always felt that we would accommodate them with a change at the time something came through. I assume that there is no proposal for the land. Was there something?

Rich Faith replied the County has been trying for many years to market this property. They have found it extremely difficult to market an industrial zoned property for industrial uses. They believe that they would be much more successful if they had GC zoning on this property. Many of the inquiries that they have received about this property have in mind commercial or commercial/residential developments. The County has been supportive of this zone change and believes that the change will improve their ability to market and sell the property and that the City will be happier with the outcome of what develops there with a commercial designation in zoning.

Councilor Ripma stated I do agree with that. Was this initiated or requested by the County?

Rich Faith replied I wouldn't say initiated is the right word. Were they there on the sidelines asking us or seeking us to go forward with this, yes. When we started Periodic Review economic development and housing were elements of our plan that we had to look at updating. I felt that the time was right to be pro-active about this piece of property and to zone it in accordance with what we would like to see happen, as opposed to waiting for someone to come and tell us this is what they want. It would then take a year or two to get it changed. It was put in our Periodic Review Work Program, which the Council reviewed and approved before it was sent to the State. The County was onboard with it. We have gone through a systematic process to get this in front of you to position this property for the type of development that we think is more desirable and appropriate.

Councilor Anderson asked is this currently in the Town Center Overlay?

Rich Faith replied yes.

Councilor Anderson stated so we have the Town Center Overlay for a LI zoned piece of property.

Rich Faith replied that is correct.

Councilor Anderson asked how would that work if someone came along and wanted to develop it as industrial?

Rich Faith replied the Town Center Overlay makes no changes in terms of the allowed uses for a LI zoned property. Under the current zoning if someone wanted to develop

this property for a LI use such as a warehouse distribution center, the Town Center Overlay would do nothing to restrict that.

Councilor Anderson asked can we change this to GC without the Town Center Overlay?

Rich Faith replied I think you would have to re-advertise this because that would be a significant change. To get to this point we went through the amendments to the Town Center Overlay to remove warehouse distribution as a conditional use. We had to give notice to not only owners of this property but all other properties in the GC Town Center Overlay under the Measure 56 requirement. We have taken a series of steps and actions up to now that I think we would have to go back and re-evaluate what we have done and whether we would have to undo anything else to do as you have suggested.

Councilor Anderson stated so the answer to my question is yes, if we want to wait until 2018.

Rich Faith stated it would be a major undertaking.

Councilor Anderson asked is the Chamber and Economic Development Consortium onboard with this?

Rich Faith responded by nodding in the affirmative.

Councilor Anderson asked on the Traffic Impact Analysis, am I correct in assuming that it only looked at Exit 17?

Rich Faith replied Exit 17 is really four intersections. It looked at those four, what we call the Troutdale interchanges, and the two at Exit 16 in Wood Village.

Councilor Allen stated I have been following this as it has been developing. I take it that as of the latest changes the County is happy with what we are doing?

Rich Faith replied absolutely.

Councilor Allen stated it might be beneficial to have a reminder of what uses and conditional uses are allowed. Those can be provided to us in our packet for the next meeting.

Councilor Thomas asked is the property across the street and to the west in Wood Village zoned for GC?

Rich Faith replied I am not that familiar with the zoning classifications in Wood Village. I believe that they have a zoning that is commercial/industrial; at least they did at one time. I am not certain if that is what that property is zoned as, but I believe it was in the past.

Councilor Thomas stated one of the things that I seem to recall, and the reason that I like what you put together so far, is the fact that it was requested by the County to change the property to GC with the overlay.

Rich Faith stated by keeping it in the Town Center Overlay that allows for residential uses as well. Even though it is principally a commercial zone, in the Town Center Overlay you are allowed to have residential provided it is located above or behind another allowed commercial use. So it opens the door and makes it possible for us to have a mixed use development on this property.

Councilor Thomas asked does that allow for something like the entertainment complex that was once considered?

Rich Faith replied yes. GC is actually the best fit for any kind of entertainment use.

Mayor Daoust stated I have talked with Diane McKeel and the County is totally supportive of this. ODOT's idea of this trip cap is not included in our ordinance, is that correct?

Rich Faith replied that is correct.

Mayor Daoust asked why does the map show that there is a floodplain right through the middle of this property?

Rich Faith replied because Arata Creek historically ran through this property. It has been modified and diverted, but there are still remnants of old Arata Creek that are still flood prone. There are also a lot of seeps that come from that hillside out onto this piece of property that create a significant amount of water runoff. I believe that it is a combination of those two issues that create the floodplain situation.

Councilor White asked was the size of this piece of property the reason for this whole process? If it was a smaller one acre parcel would it be a simpler process to change the zone?

Rich Faith replied no. The reason we have to do the Comprehensive Plan Map amendment is because the property is designated industrial. In order to go from a LI zone to a GC zone we also need to change the Comp Plan Map to a commercial designation. That is required under state law; our zoning has to be consistent with our Comp Plan.

Councilor Wilson stated regarding the housing density, you indicated how much a shopping center would take up (20%). What is the feeling for residential in that area as far as the percentage?

Rich Faith replied the Traffic Impact Analysis did not even factor in residential. It assumed all of this development would be commercial. Under the shopping center category it tells you if you have so many thousand square feet of shopping center than you can expect this many PM peak hour trips. As a general rule residential developments have fewer trips than commercial uses. It didn't take into account any residential; it assumed all of this would be commercial which would generate more trips than what would likely occur if it had a residential component. We are looking at a situation or scenario with more trips than if you would have factored in some residential.

Councilor Wilson asked so you don't know the density there if residential is built?

Rich Faith replied no. Residential is not permitted outright as a use in this zone. It is only allowed in conjunction with a commercial use. You could have residential above (like apartments) or situated behind a commercial development. So we really don't have a density attached to it.

Councilor Allen stated in the area of the map where it shows the floodplain, I have noticed it is soft in that area but the area is not as wide as it appears to be on this map. Should that be re-evaluated? The map doesn't seem to match what is actually there right at this time.

Rich Faith replied I would have to leave that to the experts. This analysis, in terms of the constraints of the property, was done by a consulting firm. They went on-site to do an analysis of where the wetlands are and looked at all of the different maps that were available. I am really not in a position to second guess what they have done.

Councilor Allen asked was that done recently?

Rich Faith replied it was done as part of the Economic Opportunity Analysis that was done in 2010.

Councilor Allen asked do you know what time of the year it was done? I know that it changes from year to year as to how wet the conditions are. I notice that from my own personal experience.

Rich Faith replied what is important here is that the County has received all of this information and I haven't heard that they disagree with these findings in terms of the constraints of the property. They are well aware that there is a lot of land there that has these development constraints. That has been one of the difficulties that they have faced in marketing the property and finding a suitable developer.

Mayor Daoust opened the public hearing at 7:55pm.

David Eatwell, West Columbia Gorge Chamber of Commerce (WCGCC), stated we heartedly support this opportunity. It is a great piece of property but the terrain doesn't lend itself to industrial development. It isn't flat and the water is a barrier. Some commercial developers would see that the water issues could be converted into a benefit.

Ken Elliott, Multnomah County Attorney, stated I am here specifically on behalf of our Facilities and Property Management Department. We are firmly in support of this plan amendment and zone change. As the staff report expressed in detail we have been constrained by the industrial zoning and plan designation. The County Board of Commissioners declared this property surplus about 10 years ago and has attempted on and off since that time to market it. We have had it listed for sale two times and have had three written offers that ultimately did not close. The most recent one was in 2008 just before all the wheels fell off of everything and we have not had a written offer since then, but we haven't had it listed either. We believe that the GC zoning with the Town Center Overlay offers the most development potential and value for that location, and it is compatible with the development most closely situated. With respect to the traffic concerns expressed by the County Roads Department, as Mr. Faith indicated, the revised mention in the findings is a satisfactory compromise. We understand that any development proposal that would have significant impacts on traffic will be subject to further study and reports. We thank you for helping us with this amendment.

Mayor Daoust asked will the County put this property up for sale soon after these amendments go through?

Ken Elliott replied we may. The Board has not made a decision with respect to marketing it. That is one of the options that they could consider. Another option would be to just entertain offers from developers on a private basis. They will make a decision based in part by interest that is garnered by this amendment.

Councilor Thomas stated it would sure be nice if the County could be a little more proactive rather than just waiting for someone to knock on the door.

Ken Elliott replied we are equally motivated. It has been surplus property for 10 years so the Board and the Department are anxious to make viable use out of it.

Mayor Daoust stated this is one of those great opportunities right at our doorstep.

Councilor White stated there is a real successful gardening program that is occurring on that property. Has there been any thought to relocating that should this property get developed?

Ken Elliott replied one of the studies has the garden continuing on the site in conjunction with future development. As was mentioned the development constraints

with the floodplain and wetland areas would preclude development there so it could continue to be used for the community garden.

Mayor Daoust closed the public hearing at 8:05pm.

Councilor Anderson stated we are being pro-active as opposed to reactive. We are seeing a need for something and we are making the move to generate interest. I agree with Councilor Thomas in that should we pass this ordinance in two weeks I hope that the County will take that ball and run with it. I am glad that the Business Development Group and the WCGCC are behind this change. Industrial obviously wasn't working, so we should move forward with something that does work.

Mayor Daoust called for a break at 8:06pm and reconvened at 8:16pm.

## **7. DISCUSSION: Committee Structure**

Mayor Daoust provided a handout to the Councilors.

Mayor Daoust stated we talk about citizen committees a lot and how effective our committees are and the quality of the citizen input that we receive. I thought this would be a good time to go through what our thoughts are regarding our citizen committees.

Mayor Daoust reviewed his handout on Citizen Committee Structure (attached as Exhibit C to these minutes).

Mayor Daoust stated these are just some questions that I have garnered from personal conversations and we don't need to answer them tonight. We do have committee interviews next week, so we are proceeding with interviews of all the applicants that have applied to serve on our existing committees. This is a discussion that we need to have at a later date.

Councilor White stated on your handout you noted that you are recommending a work session. I think that is an excellent suggestion. With the rest of the Council's approval I would like to see this topic scheduled for a work session discussion.

Councilor Ripma and Councilor Thomas agreed.

Councilor Anderson stated I think it is a great idea. Next week we will be addressing two topics at a work session and given this group I think if we do that well we can start doubling up, or even tripling up on items to move through these topics quickly and deal with them. You have raised some good points Mayor. It will give Craig some time to look into this especially as it relates to staff time. I would be curious as to how much time Rich and Elizabeth spend on the planning commission and citizens advisory committee meetings.



Councilor Ripma stated I would suggest that for the work session we invite a staff report that addresses the amount of time commitment that staff is making regarding the various committees. I think it is important for us to know that, and staff needs a chance to prepare that.

Councilor Thomas stated I would also like to know what it takes to set up ad-hoc committees, what kind of staff effort does that take - from soliciting to doing the entire process.

Councilor Allen stated I appreciate the thought that I see being put into this. The questions are very good and I would support a work session to dig into this deeper.

Mayor Daoust stated it sounds like we would like to have a work session scheduled on this topic. There isn't any urgency.

***Council agreed that there is no urgency in scheduling the work session, but would like to complete it in the first half of the year.***

Councilor Allen suggested that during the committee interviews we could ask the applicants if they are willing to be involved with ad-hoc committees that may come up just to see what their flexibility is.

Mayor Daoust stated we appreciate all of the people that are on our committees. We have a very talented group of citizens in the city and we have some very good people on all of our committees. This is in no way an attempt to take away from that, but it is a discussion that we need to have. It is my goal for us to get better citizen input so that we are not separated from the community so much. The intent is to make the process better.

Mayor Daoust stated part of my role as mayor is to recommend who will serve on what committees and I have put together my recommendations (copy included in the packet).

*Metro Policy Advisory Committee (MPAC):*

Mayor Daoust stated the member position is open right now. Councilor Thomas was serving as the member but he is willing to be the alternate and that is what I am recommending. I have talked to Mayor Weatherby of Fairview and Mayor Smith of Wood Village. Mayor Weatherby will get back to us if they have someone that would like to serve as the representative on MPAC.

Councilor Ripma stated we should support Fairview's recommendation if and when they make one.

Mayor Daoust stated as we go through these can we designate which ones we should vote on. I am assuming that we can go ahead and vote on the MPAC alternate being Councilor Thomas tonight.

Councilor Thomas stated it would be nice to know what Fairview is considering before we take any action.

Mayor Daoust stated so we will hold off on MPAC.

City Hall Ad-Hoc Study Committee:

Mayor Daoust stated we just established this committee and we do have interested citizens that have applied. I am recommending that Councilor Wilson and Councilor White serve on this committee.

Mayor Daoust asked do we need to vote on this appointment?

David Ross stated I think this is an appointment that can be made by the Mayor.

**Mayor Daoust appointed Councilor Wilson and Councilor White to serve on the Ad Hoc City Hall Study Committee.**

Joint Policy Advisory Committee on Transportation (JPACT):

Mayor Daoust stated Shane Bemis, Mayor of Gresham, recommended that he serve as the member and that Lisa Barton-Mullins of Fairview be the alternate. The four cities discussed this already and everybody agrees to this, including Fairview and Wood Village. Even though JPACT has bylaws that state how this process is supposed to happen, what I am recommending tonight is that Troutdale vote for the appointment of Bemis and Barton-Mullins as the JPACT members.

Councilor Anderson asked can we vote on this now?

David Ross, City Attorney, replied I would need to review the bylaws because I believe this committee defines its own election process.

Councilor Anderson asked can we put this on the consent agenda for the next meeting?

Mayor Daoust stated I think Fairview and Wood Village have already voted on this; I don't know what Gresham has done.

Councilor Thomas stated I would prefer that we put it on the agenda for the next meeting.

Mayor Daoust asked on the consent agenda?

Councilor Thomas replied consent agenda or regular agenda is fine with me.

Mt. Hood Cable Regulatory Commission (MHCRC):

Mayor Daoust stated Councilor Thomas is our representative on the MHCRC; his term doesn't expire until May 31, 2014 so no decision needs to be made regarding this commission.

West Columbia Gorge Chamber of Commerce (WCGCC) Board of Directors:

Mayor Daoust stated the Council was recently given a position on their Board. I am recommending that Councilor Anderson be appointed as the member and Councilor Thomas as the alternate.

No objection was voiced by the Council.

**Mayor Daoust appointed Councilor Anderson as the City's representative on the WCGCC Board and Councilor Thomas as the alternate.**

Economic Development Subcommittee:

Mayor Daoust stated Councilor White, Councilor Thomas and I currently serve on this subcommittee. I am recommending that we dissolve this subcommittee. I think there are valid reasons to have all of the discussions that would have gone before this subcommittee brought to the whole Council rather than having the issue just come before three of us and then we bring it to the full Council. This subcommittee has done some good work but it is time to pull in the rest of the Council and have a bigger discussion.

Councilor Thomas stated there are a number of reasons for having the Economic Development Subcommittee. It gave us a chance to talk with people who were interested in doing economic development in a less intrusive environment which worked out really well. We could work out a lot of things without having to work with a lot of folks. I like the idea of keeping the subcommittee but not actually having an active committee; it would be there if we need it versus completely dissolving it. A lot of things were accomplished in the two years that it existed.

Councilor Anderson stated there is no doubt about that. Metro's Title 13 being the center point of that. I would like to see us work together as a unit.

Councilor Thomas stated I am okay with that. There are times when things come up that don't necessarily take the whole Council to look at.

Councilor Anderson stated we can always bring it back.

Councilor Thomas stated it is in our current charter.

Councilor Ripma stated we can always invite a couple of councilors to get together ad-hoc in some way.

David Ross stated this subcommittee is not in the charter or in our code; it was a subcommittee put together by Ron Garzini (former interim city administrator).

Councilor Thomas asked so we didn't add this by ordinance?

Debbie Stickney, City Recorder, replied the subcommittees were created by motions.

Mayor Daoust stated my recommendation is to dissolve this subcommittee.

Councilor Wilson stated I wasn't involved with this subcommittee but I just think that a lot of things got filtered through this committee that didn't need to come to the Council. Were there a lot of things that got filtered out so that it wasn't tying up the Council's time?

Councilor Anderson replied ultimately it got to us. I go back to the urban renewal plan unveiling (Eastwind's project that is being proposed on the Urban Renewal site), that was an economic development subcommittee function. That was the venue of choice at that time because the committee was in existence. I believe the entire Council was there but it was a subcommittee meeting. It would be nice to have those kinds of unveilings with all of us present.

Councilor Thomas stated there were a number of things discussed at our meetings that never really went anywhere. We were working with the hoteliers, the chamber and other things that really didn't need to go anywhere. Anything that was important, or of any relevance, was brought to the Council. We kept the rest of the Council informed of what was going on. Having the entire Council involved is a larger group and it can be harder to get the decisions done with a larger group than it can be with a smaller group.

Councilor White stated I just want to clarify that our agendas came from the Council. We weren't just picking topics and running with them. We would report to the entire Council on what our findings were. If there was a way to access that group when needed, at the will of the Council, I think that would still be available to us. I would like to lesson staff's burden and there is a lot of staff time that goes into preparing for these meetings. It was an effective tool and we accomplished quite a bit. I think we gained the respect and support of this entire Council through this process.

Craig Ward stated we are relying more frequently now on work sessions and that is a perfectly appropriate venue if you want to have open-ended free-flowing discussions with developers and the like. I think it does have the benefit of bringing all of the information to the entire Council. There were occasional points where preliminary decisions were made by the subcommittee based on all of this input that they received and then it was difficult to bring that forward to the entire Council because you couldn't really bring the entire body of information that the subcommittee had. The work session model that we are increasingly using is a good substitute. If you need specific

subcommittees you can always just form an ad-hoc subcommittee. You don't necessarily have to have this committee as the ad-hoc committee, you can look for volunteers and sit down and work through a particular issue without being bound by the structure of this committee if it doesn't work for you.

Councilor Allen stated there is a considerable amount of development that we are wanting to foster and we want to know what the problems are and we want to make it easier for developers. If we can do that at a work session that would be fine just as long as we can meet the need that is out there.

Councilor Thomas stated I think we need to be flexible. If we leave it as an available ad-hoc committee, that is what it really was, then that would be great.

Councilor Ripma stated I endorse Mayor Daoust's idea of dissolving it. It is always an option. I am not sure there is that much difference between dissolving it or keeping it but not having regular meetings. The subcommittees were setup when I wasn't on the Council, I wouldn't have favored the idea in the first place, but that was a different Council. Perhaps there were reasons for establishing the subcommittees that I wasn't aware of, but I have always felt that in the end having people come before three councilors and then having to come back to the full Council is not as good as having a work session with the whole Council. In the end we are the decision makers. I support the Mayor's recommendation.

David Ross stated you need to keep in mind that when you have a committee of three councilors if another councilor attends the meeting it has to be noticed as a city council meeting.

Councilor Anderson stated I agree with the Mayor's recommendation as well.

Councilor Thomas stated I am okay with that.

Mayor Daoust stated I think we have consensus on that. Do we need to vote on that?

David Ross replied yes. That will require a vote because it was established by a motion.

Councilor Thomas stated I think we should ask staff to prepare something for the consent agenda.

*East Multnomah County Transportation Committee (EMCTC):*

Mayor Daoust stated I am recommending that I serve on that committee as the member and that Councilor Allen serve as the alternate. Councilor Allen has expressed interest in being on that committee and has already been attending as the alternate. I noted "needs authority to speak for Council" not as a remark of my own but as a remark that Commissioner Diane McKeel mentioned. If I am not at the meeting as a voting member representing Troutdale than the alternate needs to have the same authority.

Councilor Thomas stated I thought that was implied.

Mayor Daoust stated Diane seemed to think that it may not be implied but maybe she was wrong.

Councilor Ripma stated then lets formally appoint him as alternate and you as the member on the consent agenda at the next meeting.

Mayor Daoust stated so maybe we should include a statement on the consent agenda that would say that the alternate has all the authority of the voting member.

David Ross asked if the voting member is not present?

Mayor Daoust replied yes.

Budget Oversight Subcommittee:

Mayor Daoust stated former Mayor Kight, myself and Councilor White were on this subcommittee. I am recommending that we dissolve this subcommittee. Part of the responsibility, if not the full responsibility, was to deal with the police facility to ensure that it came in on budget. Since the facility is built that is part of the reason for dissolving it. Debbie, what was the second reason it was put together?

Debbie Stickney stated the purpose statement for the subcommittee was to follow-up on items recommended by the Budget Committee or the Council. This subcommittee was created by Interim City Administrator Ron Garzini to provide for further studying of issues that the Budget Committee had concern about.

Mayor Daoust stated the purpose of this subcommittee has dwindled in my mind. I think the budget committee can deal with any issues that come forward.

Councilor White stated I think we had a total of two meetings since that committee was formed. My only concern is that I believe this subcommittee was formed by the budget committee.

Debbie Stickney replied it was created by a council motion.

Councilor White stated these extra meetings are a burden on staff.

Councilor Anderson stated I couldn't agree with you more. I think we are sending a real loud message here that staff time is important. We don't understand, I don't understand how much staff time goes into these meetings. I would love to be educated on that.

Mayor Daoust stated I think we have a consensus to dissolve this subcommittee. That action can be added to the January 22nd consent agenda.

EMEA:

Mayor Daoust stated I am recommending that I serve as the member on this committee and that Councilor Anderson serve as the alternate.

Councilor Thomas stated I think by charter the mayors automatically serve as the member on the EMEA Board.

Oregon Mayors' Association:

Mayor Daoust stated this is an obvious one that I will be the member.

Community Investment Initiative:

Mayor Daoust stated this is new where the mayors have a focus group meeting so I will attend those meetings. Councilor Thomas has volunteered to be the alternate for this group to sit in for me if I am unavailable.

Craig Ward stated I understand that this is primarily a focus group with something like three meetings, one of which has already been held. I think this is a very short-term group.

Historic Landmarks Commission:

Mayor Daoust stated we recently established this committee. I believe we have four applicants interested in serving on this commission which will be interviewed next week. Councilor Ripma has expressed desire to be the council liaison for this commission because of his keen interest in historical properties.

Councilor Thomas stated there is another committee that is not on your list and that is the Fire User Board. I have served as the elected representative for Troutdale and Craig serves as the staff member representative on this board. It involves the three smaller cities and the Gresham Fire Department. This was established under the IGA that we have with the City of Gresham for Fire and Emergency Services.

Mayor Daoust stated Councilor Thomas can just continue representing us on the Fire User Board.

Mayor Daoust stated I have also listed some additional possible committees including: 1) Charter Review Subcommittee to address revisions in our charter; 2) City Street Maintenance Revenue Options Committee (recommended by Charlie Warren); and 3) Fire Study briefings from PSU. This probably won't be a committee, but we will have a number of briefings on this.

Councilor White stated these last three sound like great topics for a work session discussion.

Mayor Daoust stated we can discuss these at the same work session where we discuss committees.

David Ross stated regarding the Historic Landmarks Commission, that is not a subcommittee. That is a committee that was established by ordinance and is referenced in Chapter 2 of the Municipal Code which spells out the member appointment procedure. My assumption is that Councilor Ripma would be welcome to attend any or all of their meetings, but I don't know that we are able at this point to make an official designation as a council liaison member. I would need to review that ordinance.

Councilor Ripma stated I would not be a member. I didn't expect that I would be a member of that commission. I would just be attending as a citizen.

Mayor Daoust stated that is why I put the keyword "liaison". He is not really a member; he would be a council liaison to that commission.

Councilor Anderson stated I would like to suggest that on our agendas under council communications, or as its own agenda item, that we add committee updates. I think attending these meetings is good and is needed, however, I think it is incumbent upon us to update each other on what is going on monthly.

Councilor Thomas stated I think another topic to add to the work session is whether or not we want to assign council liaisons to our standing committees.

Councilor White stated I would prefer to see that added to the list of topics for the work session that we are going to have regarding committees.

Councilor Thomas stated that is what I was recommending.

Councilor Anderson stated is there a consensus on having committee updates from councilors.

Councilor Ripma stated I would like to have further discussion on that topic as well which we could save for a work session. The first time I tried to give the Council a quick update on what was going on at MPAC the Council just exploded with questions. It sounds like a good idea but we need to discuss it.

Mayor Daoust stated communicating to the rest of us about what is going on with the committee you are serving on is a good idea.

Councilor White stated I appreciate receiving the agendas and minutes from all of the committees and I would like for that to continue.



## **8. STAFF COMMUNICATIONS**

Craig Ward stated Debbie reminded me that we had some preference expressed by the previous council about work sessions and scheduling them for 6:30 on the 3rd Tuesday. Do you want to continue to hold work session on the 3rd Tuesday starting at 6:30pm?

***Council agreed with continuing to hold work session on the 3rd Tuesday beginning at 6:30pm.***

Craig Ward updated the council on the following:

- January 21st is a city holiday recognizing Martin Luther King Day.
- We were hoping to have a Downtown Visioning work session in late January. While it is increasingly likely that we will have this work session, it is increasingly unlikely that it will happen in January.
- We already had scheduled a work session for February 5th in which we have two topics to discuss. We are planning on talking about our derelict building code. The second item is residential housing incentives for downtown. This is a council goal. We can brief you on incentive programs that are out there and we could schedule a tour of mixed use developments with residential housing above commercial. I would like clarification on what you would like from staff regarding the discussion on downtown residential housing incentives.

Mayor Daoust stated I think we added it to our goals because we know that having more housing downtown will make the businesses better downtown. I don't know how much of a discussion we need on that topic. When new development is proposed downtown I imagine that we will get into a discussion at that time. I don't know that we need to frontload that discussion.

Councilor White stated I would be interested in knowing what programs are available and what incentives there are. It was my understanding that there wasn't any incentives other than not having to pay taxes until the construction is completed on the home.

Craig Ward stated perhaps we can convert that into a memo to Council. Staff can survey what other jurisdictions do and what options may be available. You can schedule a work session later.

Craig Ward asked would you like us to move the February 5th work session to the 3rd Tuesday in February?

Council agreed to hold the work session on derelict property on February 5th.

## **9. COUNCIL COMMUNICATIONS**

Councilor Ripma welcomed John Wilson to the Council. I want to express my appreciation to Mayor Daoust for running an excellent meeting. I think we have a great future for this Council. I want to wish everyone in Troutdale a happy New Year.

Councilor Anderson stated I agree on all three points that Councilor Ripma made. Welcome John. The energy in this room, you can feel the change and I agree we are in for some good things.

I watched the Damascus City Council meeting today on-line. There is a web site known as Vimeo that the City of Damascus uses to publish their meetings on-line. I would like us to look into that if it is not cost prohibitive. Multnomah Cable access is great, but having it on demand on-line is where the technology is. It goes with the Facebook page that we have.

Councilor Thomas welcomed John to the Council. Mayor, you ran a fantastic meeting. I wanted to thank the city staff for all of the Christmas lights they put up and I welcome the small trees.

Mayor Daoust stated we had the Swearing-In Ceremony last week on January 3rd and Debbie Stickney, Sarah Skroch, Scott Anderson and David Ross did a lot of heavy lifting to pull that off and I think they need to be thanked again. Even though Frontier was there with their big screen television they couldn't get a signal. I also want to thank the Reynolds High School Jr. ROTC members and the 3 members of the Reynolds High School Jazz Band for attending.

Mayor Daoust updated the Council on the following:

- On January 30, 2013 DEQ will be holding an informational meeting at 6:30pm at the Sam Cox Building. The purpose is for DEQ and the Troutdale Energy Center (TEC) to talk to people about their air and water quality permits. I will be attending.
- We need to do performance appraisals for Craig Ward, David Ross and Judge Ray Young this year. I am not proposing a date; I just want the Council to start thinking about when we want to start this process.
- There has been some expression that the Troutdale Champion coming out every other month may not be frequent enough and we may want to reconsider having it published monthly.
- On January 15, 2013 we are having a work session on the Parks Master Plan and SDC rates. We will also be talking about alcohol use in city buildings.
- Committee interviews will be held next Thursday night at 6:00pm.
- On January 22, 2013 I will be giving the State of the City Message.
- On January 31, 2013 there is a 4-Cities Meeting that will be hosted by Fairview at their City Hall. Mayor Weatherby is pushing for this. In the past these meetings were held quarterly and we are trying to reinvigorate them.

- I attended a meeting on what is called the Portland Speedway. There is interest in putting the new Portland Speedway in Troutdale. The plan is to have a 1/2 mile track with a jumbo television screen on one end, a sports bar, a VIP building overlooking the track, racecar parts and memorabilia. The idea is to have a multitude of different kinds of races. They are looking at the property by the airport off of Rogers Circle.
- On February 12 we will have a volunteer recognition event. This will start 1 hour before our Council Meeting (6:00pm).

Councilor White stated on December 16th we completed another successful toy drive done by the Troutdale Police Department and Multnomah County Sheriff's Office. They set a new record of 265 barrels of toys and 40 new bicycles. I want to thank the entire Troutdale Police Department, the Multnomah County Sheriff's Office, members of the Public Safety Advisory Committee especially Jorgan Shaw and Jon Brown. I would also like to thank the Wood Village Wal-Mart for hosting the toy drive and SnoCap for distributing the toys throughout East Multnomah County. There was also support from local churches and soccer teams. It was a job well done by all these folks. We went there on the last day and they had all of the Star Wars characters in the lobby and it just lit up the kids eyes when they walked in. They were using a police swat van to hold the barrels of toys. Councilor Allen came up with an idea that I agree with, that it would be a good idea if they had a banner for the van to help advertise the toy drive. I don't know if we can approve discretionary spending to help support that effort, but I would like to have a discussion about that.

We canceled the FEMA presentation and I would like to ask the Council to support a work session where we invite representatives from ODOT and FEMA in addition to Jed Roberts from DOGAMI. I think we need a more encompassing group to answer the question regarding the final conclusion that we need to get to as to where the base flood elevation is going to end up after the bridge project is completed.

Council agreed to have a work session on the topic.

Councilor White welcomed John Wilson as our newest Councilor.

Councilor Allen stated a pressing issue discussed at EMCTC is that Gresham is applying for a portion of a \$2.2 million Regional Travels Option Grant. My recommendation is that Troutdale support them in the writing of that grant. I will send all of you a link to the web site that has more information regarding the grant. Gresham has supported Troutdale and I just think we should support them as well.

Mayor Daoust asked what do you mean when you say support the grant?

Councilor Allen stated in the writing of the grant that we supply our support of the grant - they would put our name on the grant as supporting what they want to do. I imagine that

there will be some interconnectivity with Troutdale, so we may have a meeting or two ourselves on this.

Councilor Allen stated Kristin Stallman from ODOT gave an excellent video presentation on the ODOT trail that they have been working on through the Gorge. I will send that to all of you.

As we talk about raising revenue to meet the demands and needs of the City, it seems to me that it would be very important to take a look at the efficiency of this city and how efficient it is being ran. I am very proud of Troutdale and I am proud of how well it has ran, but before you ask for more money from the public it is a good idea to take a look to confirm we are being efficient, even if nothing comes out of it and you say yes we are being as efficient as we can be. I would assume that discussion would be an executive session. I would basically be interested in the services that staff provides.

David Ross, City Attorney, replied I don't think that would qualify for an executive session.

Mayor Daoust stated I think what I hear Councilor Allen saying is an executive session to do some organizational planning or setting of goals from the Council to the administration. It would be the kind of thing where we would cover where we are right now with staffing levels in the city and where the Council wants to be two years from now with staffing levels. I think that is what Councilor Allen means by efficiency. It kind of ties in with our budget process, although not directly. This would be more of a goal statement. The reason I think Councilor Allen is asking for an executive session is because we would be talking about staffing levels and departments.

Craig Ward stated I think the problem is that the allowance for having an executive session is very narrowly drawn and I am sure that is where Mr. Ross is coming from. I can appreciate that there is sensitivity in the conversation and it would be ideal to have an open-ended policy discussion with the Council about this issue, unfortunately I don't think it is a legitimate one based on my understanding of the law for public meetings.

Mayor Daoust stated at the last meeting Councilor Allen brought up the idea of a hiring freeze and we didn't comment on it, but that is part of what we are talking about. We can't sit up here and say the Council thinks we should have a hiring freeze. I don't think we can do that without discussing that in an executive session because we are talking about staff.

David Ross stated the executive session statute is very narrow and it specifically excludes program review. I haven't heard anything tonight that gets us to an executive session. I don't know if what I am hearing is yet fully formed, but what I am hearing isn't sufficient to get us to an executive session.

Mayor Daoust stated you can understand how sensitive of a topic this would be in a work session.

Councilor Ripma stated I am a little uncomfortable with us getting into the nuts and bolts of how the city administration runs the staff. Broad policy decisions like do we want to have our own fire department or not, sure. We hire a city manager who reports to us to run the city. If there are areas where you see problems maybe we can discuss things like that.

Councilor Allen stated we have approximately a \$700,000 hole in our budget and we have to be able to make it long-term.

Councilor Ripma stated I am not saying that we shouldn't be as efficient as we can; I am not disagreeing with you. I am a little worried about getting into structuring departments or something like that.

Craig Ward stated perhaps the Mayor and I can speak about this off-line and talk about what options are available to discuss. I would be happy to talk to any of the Council about this subject. I think the proposal as it is structured is going to be problematic as an executive session.

Mayor Daoust stated I understand. It is linked to the budget meetings we have coming up. If we see that the City is just moving along as usual to fill positions, this is just hypothetically speaking.

Craig Ward stated I understand. I have spoken to this, but let me speak on the record again. While I do not have an absolute hiring freeze in place, we are already in the process of not filling vacant positions and trying to take advantage of the accrued salary savings from that. We haven't had many opportunities to take advantage of that but we do have one that is currently before us and we are trying to deal internally with how to reassign the work for that person who is retiring. There are no vacant positions that are likely to occur in the next few months that will casually be filled and I include public safety in that from this point forward. I would be happy to talk to any of you about that but there are some positions, for instance a wastewater treatment plant certification position, which are critical positions that we have to fill. I might very well proceed and have a conversation with Charlie Warren about whether or not this is work that we can contract out with another city, or if there is a way to get the work done without filling the position. But I would be very reluctant to just blanket say that we are not going to fill that position because some things just have to be done. If it is something like that that worries you, I have already been on the record stating that we are very cautiously approaching the filling of any vacant positions and will not do that without very strong cause. I think your discussion here goes well beyond that single example. The best I can do is offer to meet with any of you and talk about what you have in mind and see how we can go about best satisfying that without violating the public meeting laws.

David Ross stated keep in mind however that there are both charter and code provisions that deal specifically with this even if you are in a one-on-one meeting with the manager and if you would like I would be glad to send an email to refresh your recollection of what those code and charter provisions are.

Councilor Allen stated what I would like to do is to see us be sustainable into the future and have a long-term coordinated plan between council's goals and administrative goals and not avoid the problems that other cities around the US have to where they get themselves into serious trouble and have to take drastic measures. I would like to avoid that.

Councilor Anderson stated I have had discussions with Craig on those issues as they relate globally, and just by hearing what he has to say kind of assured me that we are not going to go down that road.

Councilor Allen stated the numbers just aren't adding up on my calculator and I am concerned.

Councilor Thomas stated I think basically what you are saying Councilor Allen is really more about how you sustain a budget over time. Getting into specific departmental issues or the specifics of who is here and who is not here, then you start affecting morale and a lot of other things and I am not real comfortable with that. I am more comfortable with looking at the budget and figuring out how we sustain it over time.

Councilor Allen stated typically what governments do is they get rid of services that mean the most to the people and they don't ever look at their efficiency and that is a problem.

Councilor Thomas stated I think we do really well with efficiencies, not that there probably isn't room to look at some more. But overall from what I see in the efficiency of the staff, it works pretty well.

Councilor Allen stated it would be nice to know that.

Councilor Thomas stated getting into staffing levels and that sort of thing is an area I don't want to get into. If you want to talk about the budget and how we want to go forward, what our goals are and how much money out of reserves we want to use, that makes more sense to me than trying to get into staffing issues, that is why we have a city manager. We set the policy and he implements it.

Mayor Daoust stated I can see the benefit of having organizational planning, but whether we need to get involved in that I am kind of thinking that at this point maybe we should not request a work session or executive session, but instead deal with it in the budget process. I agree with Councilor Thomas.

Councilor White stated I appreciate Councilor Allen's concern. I think an example of what he is talking about is what we did tonight by trimming some of these committees. That is a great example of making things more efficient and more cost effective. I think there is more out there that we might be missing. I am willing to meet with Craig individually and share some ideas. I think there are some things out there and if we all put our minds to it we can come up with some solutions. I am not trying to take away Craig's job, but we see things and the more folks looking at a problem the better.

Mayor Daoust stated I think we need to flush this out a little more. Lets continue the discussion one-on-one after Mr. Ross sends us our reminder so that we are in-line with what we can discuss.

Councilor Wilson thanked everyone for supporting him in the election process. I learned a lot from that and I am going to learn a lot being here over the next four years. There are two things I would like to see happen before we get to our actual budget meetings. The League of Oregon Cities has a training that is available for budget committee members and I would like us to look into getting them out here to train our budget committee once we establish who those citizen members are, to help them better understand what their roles are. The second item I have is that our budget committee meetings always seem to be scheduled for two days and we always need to extend them to three or four meetings. I think with as important as the budget is the process lends itself to more than a two day process. I remember last year the stalemate that went on for probably 30 to 45 minutes before it was decided that we were going to need a third meeting. I would like to recommend and ask that we extend the budget committee from just April 15th and 17th to three days and preferably four if we need it.

Mayor Daoust stated this budget cycle is probably going to be one of the most difficult ones that we go through. I think that it will most likely do that on its own. I don't know that we can get through it in two nights.

Councilor Wilson stated I agree. It just seems like it is a battle because everything is crammed into two days. If we could establish now that it will be three, or possibly four days then we don't have to worry about everyone trying to decide whether it is necessary to do that.

Councilor Thomas stated if my memory serves me correctly at the December work session I think they had scheduled four days as a possibility.

Councilor Wilson stated if I am looking at the calendar correctly it is only scheduled for two days.

Mayor Daoust stated and there were two additional nights recommended that were set aside. I think your request has already been granted.

Councilor Wilson stated I am looking at the calendar and the only dates that are on here for the budget committee are April 15th and 17th.

Mayor Daoust stated at the budget committee work session there were two additional nights.

Debbie Stickney stated Erich Mueller asked for feedback from the committee members regarding the proposed nights as to whether or not you would be available so that he could determine which night the third meeting could be held if it is needed.

Councilor Wilson stated okay. So the only other thing I would ask for is for the League of Oregon Cities to come here and train the budget committee.

Mayor Daoust stated I am not familiar with how that would be pulled off.

Craig Ward stated I would be happy to forward the training opportunities from the LOC to the entire budget committee.

## **10. ADJOURNMENT:**

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

Meeting adjourned at 9:48pm.

**Doug Daoust, Mayor**

**Approved February 12, 2013**

**ATTEST:**

**Debbie Stickney, City Recorder**

Copies of the attached exhibits can be found in the January 8, 2013 Meeting Packet in the microfilm.