

MINUTES
Troutdale City Council – Regular Meeting
Troutdale City Conference Building
223 Buxton Avenue
Troutdale, OR 97060-2099

Tuesday, January 24, 2012

1. ROLL CALL, AGENDA UPDATE

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

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

ABSENT: None.

STAFF: Craig Ward, City Manager; Sarah Skroch, Deputy City Recorder; David Ross, City Attorney; Erich Mueller, Finance Director; and Dick Bohlmann, Building Official.

GUESTS: See Attached

2. CONSENT AGENDA:

2.1 MOTION: A motion adopting a policy and procedures for recognizing committee volunteers.

2.2 RESOLUTION: A resolution repealing Section 1.m of Resolution No. 1954, City of Troutdale Fees and Charges Schedule.

MOTION: Councilor Anderson moved to adopt the consent agenda. Seconded by Councilor Allen. Motion Passed Unanimously.

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

John Wilson, resident, stated a couple of weeks ago Councilor Daoust mentioned that he thought it might be a good idea to have each councilor write a biography or article for the Champion Newsletter. I think that is a great idea so that everyone can get to know the rest of the council. However, during election time, probably June to November, anyone running for re-election should abstain from writing an article about themselves so that it won't be construed as a political message.

4. MOTION: Motions implementing the City of Troutdale Selection Committee's Recommendations.

4-A A motion accepting the Selection Committee's recommendation for appointments to the Parks Advisory Committee, Citizens Advisory Committee, Budget Committee, Planning Commission, Public Safety Advisory Committee and Historic Landmarks Commission.

MOTION: Councilor Thomas moved to appoint the following volunteers to the Parks Advisory Committee: Position #1 – Richard Caldwell; Position #4 – June Mohler; Position #6 – Lynette Nelson; Position #7 – Marilee Thompson; Position #8 – Jerry Hughes; Position #9 – Donna Kurilo; Alternate #1 – Pat Smith. Seconded by Councilor Ripma. Motion Passed Unanimously.

MOTION: Councilor Thomas moved to appoint the following volunteers to the Citizens Advisory Committee: Position #5 – Jon Lowell; Position #6 – Stayce Blume; Position #7 – Carl Tebbens; Position #8 – Joseph King; Alternate – Brian Harris. Seconded by Councilor Ripma. Motion Passed Unanimously.

MOTION: Councilor Thomas moved to appoint the following volunteers to the Budget Committee: Position #1 – Jon Lowell; Position #6 – Stayce Blume; Alternate – Joseph King. Seconded by Councilor Ripma. Motion Passed Unanimously.

MOTION: Councilor Thomas moved to appoint the following volunteers to the Planning Commission: Position #5 – Kevin Coulton; Position #6 – Tanney Staffenson; Position #7 – Sandy Glantz; and no alternate. Seconded by Councilor Ripma. Motion Passed Unanimously.

MOTION: Councilor Thomas moved to appoint the following volunteers to the Public Safety Advisory Committee: Position #1 – Mike Goss; Position #2 – Justin McCauley; Position #4 – Jorgan Shaw; Position #5 – Melanie Snider; Alternate #1 – Jon Brown; Alternate #2 – Harold Cassity; Alternate #3 – Carol Hasler. Seconded by Councilor Ripma. Motion Passed Unanimously.

MOTION: Councilor Thomas moved to appoint the following volunteers to the Historic Landmarks Commission: Position #1 – Audrey Lowell; Position #2 – Erin Janssens; Position #4 – Bob Taylor; Position #5 – Brian Harris. Seconded by Councilor Ripma. Motion Passed Unanimously.

4-B A motion directing staff to prepare an ordinance to amend Chapter 2.20 of the Troutdale Municipal Code to make changes to the Historic Landmarks Commission and Public Safety Advisory Committee membership.

MOTION: Councilor Thomas moved to direct staff to prepare an ordinance to amend Chapter 2.20 of the Troutdale Municipal Code to make changes to the Historic Landmarks Commission and Public Safety Advisory Committee membership.

FRIENDLY AMENDMENT: Councilor Allen asked for a friendly amendment to also allow business owners to be members of the Public Safety Advisory Committee.

Councilor Thomas accepted the Friendly Amendment.

Motion was seconded by Councilor Anderson.

Motion Passed Unanimously.

5. PRESENTATION: CROPS briefing

Diane McKeel, Multnomah County Commissioner, stated with me is Dan Bravin our Food Program Coordinator. We are happy to be joining you this evening to discuss the CROPS program. I want to thank all of you for your partnership to our program and for your donation of water to our site. Dan will discuss the specific projects involved in the program. We feel that this is an innovative solution to meet a community need through utilizing surplus county land, partnerships between local jurisdictions, mostly donated material and citizen volunteers. SnowCap is an organization that does food drives for East County residents. My office alone, with other departments at the County, and probably many of you just participated in the Fill-A-Bag project that brought in over 250,000 pounds of food for SnowCap. CROPS offers fresh produce to people involved with SnowCap, and does so in a cost effective manner. It complements the food pantry services, and meets a critical need for struggling families in East County. This program could not happen without your support, so I would like to thank you for your involvement in the CROPS program.

Dan Bravin briefed the Council on the following three programs going on at Multnomah County regarding food and farming: Community Reaps Our Produce and Shares (CROPS), Beginning Urban Farmer Apprenticeship (BUFA), and Restitution Garden. The information that Mr. Braven shared with the Council is outlined in his handout, attached as Exhibit A.

Councilor Thomas stated you mentioned that you have two acres in production. What is the possibility of expanding the program because there is more land available at that site?

Dan Bravien replied expansion is a possibility, and it is a question that I am asked a lot. Right now we manage those 2 acres without any tractors; it is mostly done by hand and with a hand operated tiller. Ramping up the program would require a lot more resources – equipment and infrastructure. We do a lot with very little right now.

Councilor Thomas stated I would like to see it expanded. I recently volunteered at the Oregon Food Bank and I was amazed at the amount of food they process. So there is definitely a need. With your BUFA project, since Troutdale is starting a community garden this year, can the folks who are going to participate in our community garden get assistance from you to find out how to better utilize their plot?

Dan Bravin replied yes. They can contact me directly and they can come down and see what we do at the CROPS site. Any assistance that I can provide to them to give them advice or lead them towards resources, I see that as part of my job as the County's Food Program Coordinator.

Councilor Anderson stated through the hard work of our Citizens Advisory Committee and this Council, we have a community garden here in Troutdale. I was wondering if there were any synergies that could be incorporated. I am not looking for an answer now, but we are going to have one and you have this great program going on, and you, Commissioner McKeel and the County should be commended for supporting it. It is a great program and we are happy to have it in Troutdale, and if there are any synergies that we could do with our community garden here I would encourage you to look into it.

Dan Bravin stated I would love to continue that discussion and maybe one of our farming students would be interested in being a consultant and give some good farming/gardening advice.

Councilor Ripma asked is the BUFA on the same land as the CROPS?

Dan Bravin replied yes. We have a group of students and they are one of the groups that help maintain CROPS. I have a lot of community volunteers, but one day a week the BUFA students come and do a lot more detailed, in-depth work that sometimes volunteers are not skilled enough to do well.

Councilor Ripma asked is the Restitution Garden also within the 2 acres at CROPS?

Dan Bravin replied that is actually separate. It is ¼ acre and is adjacent to the CROPS.

Councilor Ripma asked does Oregon State University Extension Service help with all of these?

Dan Bravin replied no, they are just involved in the Beginning Urban Farmer Apprenticeship.

Councilor Ripma asked the community service groups, are they volunteers?

Dan Bravin replied no, they are community service workers. They are not prisoners, but they are folks who have been ordered to do community service.

Councilor White stated I was thinking along the same lines as Councilor Thomas about expanding the program and to someday maybe include an actual farmers market. Are there any thoughts about that?

Dan Bravin replied that hasn't been discussed specifically, but nothing is out of the question. It probably depends on the will and the resources. I am open to discussions.

Councilor White asked if someone wanted to volunteer their time or equipment, should they contact you?

Dan Bravin replied yes. We are always looking for someone with a tractor to help out at the beginning of the season.

Councilor White stated I was excited to hear about the Restitution Garden. I think that is a wonderful program because so many people are out of touch with where their food comes from, and they can get a good appreciation on how hard it is to actually grow your own food. I find that time spent in the garden is therapy. Keep up the good work.

Councilor Allen stated I happen to own a John Deer tractor. Last week I was at a business dinner and one of the visitors from out-of-state was complimentary of the programs that you are talking about. The programs are getting noticed outside of our local area. Kudos.

Councilor Daoust asked do you get any grant money from the Department of Agriculture for the BUFA program?

Dan Bravin replied no. We haven't received any grants for that program. I am searching for grants now to help support that program.

Councilor Daoust asked is the classroom training all supplied by Oregon State University?

Dan Bravin replied the classroom is actually in the Boardroom at the Multnomah Building. A lot of it is also done outside at one of our two sites.

Councilor Daoust stated I think you have three great programs. I am going to add a fourth one, because I think we all want to expand this. I am on the Oregon Invasive Species Council and your fourth program is getting rid of invasive species. This

Governor's program gives awards every year. I think it would be a great story if Multnomah County got an award for converting an invasive species field into a garden.

Dan Bravin asked could you share more information with me about this program?

Councilor Daoust replied yes.

Mayor Kight stated I am hopeful, and I am sure the rest of the Councilors share this, that we can expand the program. There is about 46 net acres in the Edgefield North area. What I would like to see happen is to grow enough produce that you are then supplying enough revenue stream so that you can keep expanding the program and buy the necessary materials. As the word spreads there are plenty of folks with equipment that would come forward knowing that the need for food for folks who cannot provide for themselves keeps growing, particularly in this economy. I think it is the only fresh food program. Most folks only get packaged goods when they go to a food bank. As we know they don't have the nutrients that fresh produce provides. Our hope is that you could double or triple that program. Keep up the good work. We really appreciate it, and of course Troutdale will continue to support it.

Dan Brevin left some flyers for the Restitution Garden and the Beginning Urban Farmers Apprenticeship (copy included in the packet).

6. STAFF COMMUNICATIONS

Craig Ward stated there is a lot of curiosity about where we are moving City Hall operations. We are busy looking at alternative spaces and will tour some of those sites tomorrow. My highest priority is to stay downtown. In order for all of the functions that are currently located in City Hall to stay downtown we would need to lease three spaces. It would be less efficient than we would have hoped to have our city hall staff spread throughout three different locations. There is also some concern about the continued use of this building (CCB) for both court and council meetings. There is really no space aside from the CCB downtown that is currently available for these functions.

Another space that has come up is the ODOT Building at the Airport, which is owned by the Port of Portland. It could potentially serve not only all city hall staff, but with some refinements we might be able to have the court room and council chambers there as well. However, that runs counter to my goal of being downtown. Is there any particular direction from the Council as to whether or not it is critical for us to remain downtown? At this point, in order to save money, my plan is to use the Parks Building for the Building Department if the other city hall functions stay downtown. Rather than renting three spaces we would rent two. It means that there will be a little more inefficiency, and degraded customer service because those folks who now come to the Building Department for permits also frequently speak to staff in the Community Development Department and they pay permit fees at the cashier window. So there would be a little bit more running around for them, but it will save us about \$15,000 a year to not rent that additional space downtown. I sincerely believe that it is prudent to do that. One of the two spaces downtown would be in an upper floor, and I have narrowed that down

from two locations to one mainly because of its proximity to the other space that we may be able to rent for our customer service functions (receptionist, cashier, and community development department). I think we can concentrate most of our customer service functions downtown with the exception of the Building Department, which would be at the Parks Building.

We need to finalize our decisions and negotiate contracts with those property owners. We have contracts to finalize for moving services (one quote we received was for \$16,000 which is probably higher than we need). We have the expense of moving some utilities, in particular phone and computer lines.

Any direction that you can give me tonight to narrow down our choices would be welcome.

Mayor Kight asked so you are looking for direction on whether the Council would like to keep City Hall in the downtown area, or in another part of the city moving it out of the downtown area.

Craig Ward stated the other part of the city that is immediately available is the space out by the airport.

Mayor Kight asked but it is not at the same cost per square foot as the other locations?

Craig Ward replied I believe it is the same cost. We would have to relook at the square footage that they are offering. If we were to negotiate a lease for that space it would be exactly the same amount or less than it would cost us for space downtown.

Mayor Kight stated the differential would be that we would no longer be located in downtown, and we would be disconnected from our downtown.

Craig Ward stated I have to point out that there are customer service implications. While most of our staff would be in one location, everybody would be driving all the way out to the airport every time they needed to do city business – including staff that is not located in City Hall, citizens who do business in City Hall, and we have meetings in City Hall. So it is just not a one to one comparison.

Councilor Thomas stated I think it is imperative that we keep the city hall functions in the downtown area. The other thing I look at is you talked about the Parks Building being mostly empty. What I am finding in talking to the citizens is that we should utilize the space that we have first. I think it is important that we utilize our existing spaces. The secondary thing is that when we are looking at renting space, I really don't think we should define any place for elected officials as office space as part of this process. If I need to schedule something, or if someone else needs to schedule a conference, working in an office complex I have found that conference rooms are usually more important to have than offices on an ongoing basis. From a dollar cost savings, it doesn't make sense to spend that extra money for office space for elected officials.

Craig Ward stated I appreciate the clarification on that. The space that we are looking at downtown does not provide adequate rooms for a dedicated room for councilors. Any room that we would have for private meetings would have to be reserved on a case-by-case basis.

Councilor Anderson stated I agree with Councilor Thomas. I think it is imperative that we keep City Hall in downtown.

Councilor Ripma stated I agree also; keep it downtown.

Councilor White asked do you think a work session is in order to discuss this?

Craig Ward stated we need to move ahead with this. If you feel that it is helpful, I would certainly be happy to organize tours. We have two organized for staff tomorrow and the Council is welcome to attend those, and if that doesn't work for you I could schedule separate tours for you before we finalize and begin negotiations. I don't feel that it is necessary to have a work session, but if you do I am happy to accommodate that.

Councilor White asked did you get any price estimates on portable buildings.

Craig Ward replied no. That is largely driven by the timeframe that we are working with. We really need to move in, and the prices we are getting with all of the choices that we are looking at are remarkably low at \$1.00/square foot.

Councilor Allen stated I would like to echo what Councilor Thomas said. I like the idea of utilizing city owned property first. I like the idea of staying located in the downtown area. Parking is an issue downtown. Is it still possible to turn the old police facility site, after it is demolished, into a parking lot to add more parking spaces?

Craig Ward replied it is. However, most of the spaces that I am looking at now, one of the reasons that I am weighing those in as higher priorities is that they are on the east end of downtown. One of them is more in the middle and the other is at the east end and the advantage of that is that I would expect to require city staff to use the existing city hall parking lot so that we don't add to the parking congestion downtown. That is more complicated to do if we move further west in downtown. When we demolish the police facility we could use that. There are complexities to that and we will need a work session on this at some point. The money in the bond measure is primarily to demolish the building and to make some simple site improvements. There is not adequate money to turn it into a fully functioning parking lot.

Councilor Daoust stated I agree with the rest of the Council that we should use the Parks Building and maybe two spaces downtown. I also agree with Councilor Thomas that the elected officials do not need to pay for square footage of an office. In recognition of that, there is going to have to be a private office that you may need for human resource needs, or private meetings. The use of that room will need to be

scheduled. So there could be a vacant office where the Mayor could schedule meetings, or councilors could schedule meetings and have a private space to work out of. It shouldn't look like someone's private office, but an open space for everyone to use will accommodate our needs.

Craig Ward informed the Council of the following:

- The Oregon Department of Energy is holding a public informational meeting this Thursday night at 6:30 at Mt. Hood Community College on the Troutdale Energy Facility. Notices have gone out to primarily adjacent property owners, which is the Port and the City.
- In the Volunteer Recognition Policy that you adopted tonight we noted that we would have an annual event to recognize the outgoing committee volunteers. There is a National Volunteer Week the third week in April. I don't know when you would like to have the event.

Council agreed to hold the event in April.

- We had a goal setting session and we need to schedule a follow-up session to go over the ideas that were generated at that meeting. We could proceed with scheduling that for a work session following the February 14th Regular meeting, unless that agenda becomes too full. I would like to hear your preference on when to hold the goal setting session.

Councilor Anderson stated this needs to be held on its own night, so I would suggest February 7th.

Councilor Thomas stated I agree with Councilor Anderson. As one of our goals I would like to add that we need to build a better project cost estimation system so we don't run into situations like we did with the parking lot at Sunrise Park. The project estimates need to be more accurate than they have been in the past.

- I had a meeting a week ago with Martha Bennett, Executive Director of Metro, and we talked about the decision that they made on Title 13. If there is any common ground for us to settle the issue the time is right for us to have that discussion before they schedule the public hearing that they have notified us of. We have a short window to discuss this. We are going to have a conversation between Martha, myself and our staff to find out what common ground might exist. I think it makes sense to have this conversation, but I also think it makes sense to bring whatever product might come of that discussion to a subcommittee of the Council. If you are inclined to identify councilors who might serve in that capacity, we can proceed with trying to schedule a follow-up meeting.

Mayor Kight stated if you are interested you should contact me and let me know. Councilor Thomas has already done that.

Councilor Anderson stated one thing that I haven't see in their response is the actual language where we are not in compliance; our code specifically word by word that they would like to see changed. I didn't see an example of that. I saw threats, state shared revenues, December 31st. It is each Councilor's decision if they want to do this, but I would like to see Councilor Thomas and Councilor Daoust have a seat at the table.

Councilor Daoust stated I think it is critical to have the staff meeting on the common ground first, because this could turn into a lot of discussion. If we could narrow that down somewhat with a staff meeting with Metro that would help, and then have the Council step in later and take it from there or help iron things out with Metro. I would be glad to be part of that group. Councilor White seems to be involved in Title 13 and knows what he is talking about.

Councilor Thomas stated it could be turned over to the Economic Development Subcommittee.

Mayor Kight stated lets see what comes out of the meeting between our staff and Metro. Once they communicate that back to us we can determine what our next step will be.

Councilor Daoust stated that sounds good.

Councilor Allen stated it sounded like Metro, from what I have read so far, doesn't understand what our concerns our and in their reply there is not enough clarity to understand what their concerns are. A meeting to figure out what the differences are is the first step.

7. COUNCIL COMMUNICATIONS

Councilor Anderson stated I want to commend Craig and the staff with the City Hall issue. It came upon us fast and my concern has been that we will continue to get staff out of the building expeditiously and fiscally prudently. I think Craig has done that and then some.

Councilor Thomas stated I think it would be nice if the Council or the City could put a group together and volunteer at the Oregon Food Bank. They always need volunteers.

Mayor Kight stated Brewligans, a new business in downtown, will be opening on January 26th. Our storefronts are quickly filling up in the downtown area.

Councilor White thanked all of the citizens who applied to serve on our volunteer committees and our returning committee members. It was a real impressive field of candidates; we have a real strong community of volunteers. If you didn't get selected to serve on the committee of your choice, keep trying and stay involved. Don't be discouraged by the fact that we had more folks trying to get on committees than we had positions for.

Councilor Allen stated this last year I have been trying to get businesses interested in our industrial property. It has been frustrating because we can get cooperation at all of the various local levels, but the federal corporate tax structure is something I have not been able to get past. I have not been able to get interest from corporations that do business world-wide. I sure hope they fix that.

Councilor Daoust stated on my trip to Santa Fe, New Mexico last week I was rather impressed with the development that city has incorporated into their building standards. Basically the whole city is adobe buildings. It is quite incredible to see construction and architectural standards applied to everything. Not only are the downtown buildings adobe in the southwest style, but the residential areas are all adobe houses. It is incredible to see almost an entire city with an architectural code that is the same, even down to the residential areas. If you took all of the art galleries in the United States I think Santa Fe would have more art galleries than every other city combined. It opened my eyes as to what else is out there.

I had an opportunity to go with Karen Scaaf to talk about how we would brand the Mt. Hood/Columbia River Gorge area when it comes to tourism and products to encourage people to go out and do more and stay longer in the Mt. Hood/Gorge area. The meeting was with Wieden and Kennedy, the advertising firm that takes on such clients as Nike. It was just another eye opener to sit in a room with such professional advertising folks and to see their thought process and how they come up with ideas on how to brand this area. A brand is a tourism theme that you put on every publication and every article about the area, in terms of how it looks and the wording and phrases that are used. They are all the same all the way from the West Columbia Gorge Chamber to the City of The Dalles Chamber, to Clackamas County Chamber. If everyone used the same branding then people would start to recognize the portion of the State of Oregon that has a particular look and feel and appearance. That is what the meeting was about and it was interesting to talk about.

Councilor Ripma stated Craig mentioned the public meeting that is being held on the power plant that is proposed for the industrial area in Troutdale. I use to be on the Energy Facility Siting Council and this meeting that is scheduled for Thursday the 26th at Mt. Hood Community College is an informational meeting. It isn't a hearing. It is at this point that people have an opportunity to object to essentially what is called the notice of intent to build; an application hasn't been put in yet. The deadline for a request for public comment, or opposition of the notice of intent, is February 3rd. If someone is interested in this issue you should attend this informational meeting on the 26th of January. They will be informing the public exactly what they are going to do. You still have a week to put together a comment if you wish. The actual formal process where you need to attend hearings if you want to influence, or oppose, a project doesn't happen until an application comes in, which is expected to happen in April.

8. ADJOURNMENT:

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

Meeting adjourned at 8:11pm.

Mayor Jim Kight

Approved April 10, 2012

ATTEST:

Debbie Stickney, City Recorder

Exhibit A is available to view in the January 24, 2012 Council Meeting Packet (attached to the minutes), or in the Microfilmed Minutes