

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

Tuesday, November 27, 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; Debbie Stickney, City Recorder; David Ross, City Attorney; Erich Mueller, Finance Director; and Dick Bohlmann, Building Official.

GUESTS: See Attached.

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

Saul Pompeyo, owner of Ristornate DiPompeyo, expressed concerns regarding the parking plan for the Tree Lighting Ceremony scheduled for Friday, December 7th. Mr. Pompeyo submitted a list of questions to the Council that he would like to have answered (copy included in the meeting packet).

Mayor Kight asked Mr. Ward to comment on Mr. Pompeyo's concerns.

Craig Ward replied I would be happy to get back to Mr. Pompeyo. I will need to talk to the West Columbia Gorge Chamber of Commerce (WCGCC) as they are responsible for managing the Tree Lighting Ceremony. This is the first year that I have been here where I have heard of complaints of parking from the previous year. We debrief after every one of these events and we come up with solutions, so it is good to know that this is a problem.

Councilor Daoust stated we do have additional parking this year in front of the old City Hall, the parking lot by City Hall and the Police Station parking lot.

Mayor Kight stated not having enough parking is a good problem to have, as opposed to not having anyone show up and nobody coming to your restaurant. I think we can

work it out. As Councilor Daoust pointed out there is another parking lot that just opened up but we need to have signage to direct folks there.

3. RESOLUTION: A resolution amending Section 1, General Fees, of the Fees and Charges Schedule adopted by Resolution 1954 and amended by Resolution 1972, 2040, 2091, and 2136, and by Ordinance 815.

Erich Mueller, Finance Director, stated this was discussed briefly as an item that would be coming forward after the two hearings on the ordinance to repeal the amusement device fee. This particular topic has been discussed on a couple of different occasions by the Economic Development Subcommittee. The resolution is bringing forward the requested increase to the business license fee for both the home occupation and the standard business licenses as was approved by a motion of the Economic Development Subcommittee recommending the increase. The text shown on the second page of the staff report is the text that would be revised in the Fees and Charges Schedule.

No questions were asked by the Council.

Mayor Kight asked is there anyone here that would like to speak to this issue?

No testimony received.

Debbie Stickney, City Recorder, stated there was a letter submitted into the record from the Troutdale Business Development Group which you received tonight (copy included in the packet).

MOTION: Councilor Ripma moved to adopt a resolution amending Section 1, General Fees, of the Fees and Charges Schedule adopted by Resolution 1954 and amended by Resolution 1972, 2040, 2091, and 2136, and by Ordinance 815. Seconded by Councilor Thomas.

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

Motion Passed 6 – 1.

Councilor Anderson stated I am not entirely comfortable with joining the amusement device fee and the business license fee increase at the hip. I think that they are two separate entities and I think the business license fee increase will be part of a series of revenue generating matters that this body needs to undertake, starting at our budget meeting on December 4th.

4. RESOLUTION: A resolution authorizing the City Manager to enter into a lease agreement with the Chamber of Commerce to utilize a portion of the City Conference Building.

Craig Ward, City Manager, stated this item was brought before you at your last meeting and was pulled from the agenda and rescheduled for tonight. This agreement would provide space in the City Conference Building (CCB), which is at the moment unused, for the Visitor's Center and offices for the West Columbia Gorge Chamber of Commerce (WCGCC). There are pros and cons to this which I have tried to articulate in my staff report. It would bring in a minor amount of revenue to the City, but it is more than we are making on the space now. It would obligate the use of the space. I would be happy to answer any questions you may have.

Councilor Ripma stated Exhibit A is a diagram of the CCB, but it is not clear to me what space in the CCB is being proposed to be leased to the WCGCC.

Craig Ward stated as you enter the CCB there is a space labeled Visitor Reception Area. That would be the location for the brochures, kiosk, and a counter for the Visitor's Center. The office spaces are those labeled as Executive Director, Tourism & Events and Storage. Those are the spaces that were previously occupied by our Legal Department who moved to the new police building. The Parks and Recreation office is where Mollie King, our Parks and Recreation Manager is now located and she would remain in that space.

Councilor Ripma suggested that it be made clearer in the resolution, or amend Exhibit A by adding cross-hatch marking to the areas we would be leasing to the WCGCC.

Craig Ward stated I would be happy to do that.

Councilor Thomas stated I am assuming that we will still be able to use the classroom space for parks and recreation programs while the Visitor's Center is in operation.

Craig Ward replied that is an absolute requirement. The activities in the space labeled as "Meeting/Classroom Space", which is where the recreation programs are held, still takes priority for this space. In any circumstance in which the activities in that space impact the Visitor's Center operations or the office space, the needs of the recreation programs will dominate. There will be a doorway where the dashed line on Exhibit A stops. There will be no permanent walls installed with this lease.

Mayor Kight asked is a carbon monoxide detector or a smoke detector required in a leased commercial space?

Dick Bohlmann, Building Official, replied in residential it is required. It is a good policy, but it is not required in commercial.

Councilor Allen asked what is the amount of square footage that we would be leasing?

Craig Ward asked Mr. Bohlmann if he knew what the square footage was.

Dick Bohlmann replied if I had to guess maybe 300.

Councilor Ripma stated in the staff report I think it said 800 square feet.

David Eatwell, WCGCC Executive Director, stated I measured it and it was about 800 square feet.

Councilor Allen asked can you clarify for me the space recently vacated by the YMCA? There program is still continuing.

Craig Ward stated as you walk through the large activity room in the CCB, the office on the west wall was occupied by the YMCA. Typically when we were in the building their office door would be closed. That space has been vacated by the YMCA, and they do not run programs in that building. The programs in that building are being run by our recreation program not by the YMCA.

Councilor Ripma stated I am not in favor of obligating this space in this way. I think the WCGCC, in my opinion, is being subsidized if we grant them this lease. I will not be in favor of this.

MOTION: Councilor Thomas moved to adopt a resolution authorizing the City Manager to enter into a lease agreement with the Chamber of Commerce to utilize a portion of the City Conference Building. Seconded by Councilor White.

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

Motion Failed 2 – 5.

5. STAFF COMMUNICATIONS

Craig Ward updated the Council on the following:

- The recount on Position #6 is scheduled for this Friday at 8:30am at Multnomah County Elections. We will be tracking this.
- December 4, 2012 is the Budget Committee Work Session at 7:00pm in the Police Facility Community Room.
- December 7, 2012 is the Tree Lighting Ceremony at Mayors Square. It begins with a Farmers Market at 5pm and entertainment at 5:45pm.
- January 3, 2013 is the Swearing-In Ceremony for the Mayor and Council Positions 2, 4 & 6. The time has not yet been set.
- At your January 8, 2013 meeting we will have a presentation of the Flood Insurance Rate Map update from the state agency responsible for coordinating that.

- Chief Anderson wanted to remind you that they are again coordinating the Toy Drive at Walmart and he is encouraging you come and buy some toys to donate.
- While we do have enough candidates volunteering for the City Hall Study Committee, many of the other committees have an insufficient number of candidates to fill the vacancies. Unless I hear otherwise from you, we are recommending that we extend the deadline for volunteers for committees until December 20th.
- Last year we had discussions about recognizing volunteers at an annual function but by the time we got that all coordinated it was fairly late in the year. This year we are planning on scheduling the volunteer recognition event in February.
- We need to schedule a work session in January to discuss options for permitting alcohol in the Sam Cox Building.
- I had discussed the possibility of having a downtown visioning workshop and proposed the dates of January 29th, 30th and 31st and I still haven't heard back on that.

6. COUNCIL COMMUNICATIONS

Councilor Allen stated I do believe that for the Chamber of Commerce we need to work out a longer term plan and we need to be thinking about that and working on it in future work sessions.

As I look at financial data I see a fundamental shift in the way the US economy is operating. I believe that our budgetary concerns are more long-term rather than short-term. My preference would be to avoid being in a position of needing to make staff cutbacks in the future, and I would prefer that we think about imposing a hiring freeze until we know for sure that we have a stable budget for years to come.

Councilor Daoust stated we had an Economic Development Subcommittee meeting earlier today, but I will let Councilor Thomas and Councilor White speak to that. I would appreciate extending the deadline for volunteers for our committees. When was the cutoff?

Debbie Stickney replied it was November 20th; we are proposing to extend it until December 20th.

Councilor Daoust stated I would appreciate that. How will that be announced?

Debbie Stickney replied we will probably be publishing an ad in the Outlook and on our web page. The next issue of the Champion will not come out until January.

Councilor Daoust stated it looks like we will be busy with work sessions in January. The Economic Development Subcommittee was also asking for some work sessions to be scheduled in January.

Councilor Ripma invited interested folks to visit the Harlow House Museum during the Troutdale Historical Society's Annual Christmas Party on Saturday, December 1st from 11am to 4pm.

Councilor Anderson stated I hope everyone had a wonderful, pleasant and happy Thanksgiving with their friends and family, and hopefully many people enjoyed a nice four-day weekend. I am very impressed with the agenda for our upcoming Budget Committee meeting because there is an end time. Whether we hit that or not we will see, but it is a laudable goal. With all of the work sessions being mentioned tonight, it might be nice to combine a couple of topics and take on two things in one work session if we can do so in a timely and efficient manner.

Councilor Thomas stated I hope everybody had an enjoyable Thanksgiving. One of the reasons the Economic Development Subcommittee was formed was to look at the transient lodging tax (.95%). At our meeting today we completed that review and have asked staff to schedule a Council work session to review this issue. The WCGCC was in attendance at the meeting today and made a nice presentation, and Jatin Patel attended representing the hoteliers. As part of that work session we also need to discuss whether or not we want to keep the Economic Development Subcommittee going, or dissolve it because we have completed the tasks that were assigned.

I would also encourage extending the committee recruitment to December 20th. Don't forget about the Christmas Tree Lighting on December 7th.

Councilor White stated I also agree with extending the deadline for the committee recruitment.

Councilor Allen stated in the past we have shown a desire to be more competitive with development. Part of that is taking a look at the Parks Master Plan. I am sure that the Parks Master Plan has what we want, but we need to review it to see if it is reasonable because the parks system development charge stands out as being maybe high for the current times we are in. We need development to bring in future revenue to the city to maintain the functions of the City. Can we schedule a work session to review the Parks Master Plan?

Councilor Anderson stated we discussed that. I think there was a loose consensus that we wanted to look at it.

Councilor Allen stated I am just concerned about how much time is going by and us not doing that yet.

Councilor Anderson replied perhaps we can combine a couple of things. I would like to take a look at it and we can do it sooner rather than later.

Councilor Thomas stated reviewing the Parks Master Plan is probably a work session by itself.

Craig Ward stated we would be happy to proceed with scheduling a work session to review the Parks Master Plan.

7. ADJOURNMENT:

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

Meeting adjourned at 7:33pm.

Mayor Jim Kight

Approved December 11, 2012

ATTEST:

Debbie Stickney, City Recorder