

MINUTES
Troutdale City Council – Regular Meeting
Troutdale City Hall – Council Chambers
104 SE Kibling Avenue
Troutdale, OR 97060-2099

Tuesday, March 23, 2010

1. ROLL CALL, AGENDA UPDATE

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

PRESENT: Mayor Kight, Councilor Hartmann, Councilor Wand, Councilor Thomas, Councilor White, Councilor Kyle and Councilor Daoust.

ABSENT: None.

STAFF: Ron Garzini, Interim City Administrator; Debbie Stickney, City Recorder; David Ross, City Attorney; Charlie Warren, Public Works Director; Rich Faith, Community Development Director and Erich Mueller, Finance Director..

GUESTS: See Attached.

2. CONSENT AGENDA:

- 2.1 ACCEPT MINUTES:** February 9, 2010 Regular Meeting and February 23, 2010 Regular Meeting.
- 2.2 RESOLUTION:** A resolution approving an IGA among the Tri-County Metropolitan Transportation District of Oregon, the City of Troutdale, and the City of Portland for Transit Police Service.
- 2.3 RESOLUTION:** A resolution to authorize the Mayor to sign a Memorandum of Understanding between the State of Oregon, the City of Troutdale and the Port of Portland for the I-84 Troutdale Interchange Project.
- 2.4 RESOLUTION:** A resolution adopting the Emergency Operations Plan for the City of Troutdale.

MOTION: Councilor Kyle moved to adopt the Consent Agenda. Seconded by Councilor Daoust. Motion Passed Unanimously.

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

None.

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

This item will be heard after Agenda Item #5.

5. REQUEST: Request a letter of support for bringing the USS Ranger to the Portland Metropolitan area as a permanent museum, military memorial, and emergency preparedness center.

Shannon Chisom, USS Ranger Foundation, stated I am here this evening to give you some background about the project and to ask you for a letter of support for the project. The USS Ranger Museum Foundation is a 501(c)(3) that was organized in 2001 for the purpose of securing, maintaining and operating the decommissioned Aircraft Carrier - Ranger, CV-61.

Ranger has been a name in the Navy forever in the United States. The first Ranger was commissioned in 1777. After that there were a number of other Rangers. The current USS Ranger was commissioned in 1957 and decommissioned on July 10, 1993 after serving in Desert Storm, and is currently located in Bremerton, Washington on donation hold status with the Navy. To get a ship donated the process includes four phases; we have passed through Phase 1. We are now the only agency that will be able to receive the Ranger.

The Foundation is a self-supporting organization that has been operating for 10 years and they have not accumulated any debt. They do not intend to finance this project with taxpayer funds or deficit spending. This is a privately funded project. We have a fundraising plan in place and organizations and individuals that are ready to step up as soon as we secure a location. The challenge is the location. What we are working on now is an appropriate site to permanently moor the ship where it is accessible to large numbers of diverse groups of people with a wide variety of activities, generating regional support for the project, and meeting the Navy requirements. One of the Navy requirements is to have five years of operating funds in escrow before the ship will even be moved. Right now we are looking at a number of sites. Terminal One North is a fantastic site on the Willamette River. We have a private landowner on the Willamette who is very interested. We have some options at Swan Island, and Astoria would love to have the Ranger. We have now identified that the ship can go under the I-5 Bridge, and under the 205 Bridge, so the Columbia is a possibility. The only problem with that is Burlington Northern Railroad Bridge at I-5, and we identified that if the center section were to be picked up and moved out of the way for the day the ship could go through, so that is a possibility.

Phase II will cost about \$2 million and Phase III will probably be a \$30 million project depending on where the ship ends up. We have done a very extensive marketing study and the Portland Metro area is a viable area. Ranger is important from an historic perspective and from a military memorial perspective. Honoring those veterans that have been out there fighting for us is really important. But, as an East County resident what I see is a business opportunity. First of all it is sitting there as a military ship and to get it to a museum is going to be very labor intensive – all of those jobs are going to be local. Once it is up and running there will need to be staff. Almost more important than that right now is emergency preparedness. When the earthquake hits here there is not a significant plan; Ranger could

be standing ready to have a command center on board. She can hold a million gallons of potable water, food supplies, and medical supplies. There are radio/TV stations on board so they could communicate with the area. Helicopters could immediately fly on and off of the flight deck taking supplies to surrounding areas. There are six thousand beds on board and there could be another 6,000 in the hanger deck. Finally, the educational opportunities that the Ranger could offer are numerous.

I would like to ask for the support of the City Council and the residents of Troutdale to bring Ranger locally.

Mayor Kight stated I think the portion of this project that hits a sensitive note on my part is the emergency preparedness piece. I have toured the Midway in San Diego, which is very popular.

Councilor Daoust asked has there been any research done designating any part of the Columbia River that could host the ship?

Shannon Chisom replied no, that question was just asked of me last week. To be perfectly honest what we looked at in the past was that it could get under the I-5 Bridge and then we saw the Burlington Northern Railroad and we said we can't get past that. But on a \$30 to \$50 million project it is not that difficult to lift that piece of the bridge up. That bridge is slated for some construction work soon, so that could be part of that. So it is possible that it could come up the Columbia.

Councilor Daoust asked who determines the location?

Shannon Chisom replied first it depends on who is willing to host the Ranger and then whether or not that particular area has the numbers for visitors. This area does have those numbers.

Councilor Daoust asked when does this decision have to be made?

Shannon Chisom replied we have to make this decision very quickly. We were given Phase II status in September, and it is a 12-month time period. We should have already identified the site and moved into the environmental study.

Councilor Wand asked have you been in contact with the Port or with our Economic Development Director yet?

Shannon Chisom replied yes. I have spoken with Mr. Eatwell and he has identified a couple of other locations on the Columbia that might be of interest.

Councilor Hartmann stated in your materials you state, "We also need your knowledge and funds required for permitting activities and studies."

Shannon Chisom replied if you were to say that you would like to contribute funds, that would be fantastic but we are not going specifically to government agencies and cities and asking for funds. We are trying to do this privately.

Councilor Thomas stated it seems to me that when you look at the area where you want to have the ship located, I would assume that you would want a place with adequate parking so that you could host large events on the ship.

Shannon Chisom replied yes, it would have to have enough surrounding area that there would be parking available.

Councilor Thomas stated I really like the idea. I would like to make sure that it is located in the Portland area; I think that would be the best location.

Councilor Wand stated there is nothing wrong with locating it in Troutdale either.

Councilor Kyle stated when the Missouri came to Astoria it was a nightmare to get there and find parking, but that tells me that there is a huge interest.

Mayor Kight asked what would you like to see from our council at a minimum?

Shannon Chisom replied a letter of support. If you are interested in pursuing this area, let me know and we can have a conversation about how to get that started.

MOTION: Councilor Daoust moved to approve the request for a letter of support for bringing the USS Ranger to the Portland Metropolitan Area as a permanent museum, military memorial and emergency preparedness center. Seconded by Councilor Thomas. Motion Passed Unanimously.

Councilor Hartmann asked do we want to ask staff to schedule a work session to pursue any further interest that we might have?

Councilor Daoust asked do you mean to discuss housing it on the Columbia River by Troutdale?

Councilor Hartmann replied yes.

Councilor Wand suggested to have Mr. Garzini make a phone call to find out what the process is and how involved it is and if it looks promising, then staff can schedule a work session.

Council agreed.

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

Phyllis Thiemann, West Columbia Gorge Chamber of Commerce Board Member, updated the Council on the activities of the Chamber for the last year which includes: Being listed on a National Geographic Map; working with their partners for Art & History through the Mt. Hood Loop; a new publication called Infinity Tour/Loop; showcasing our area through the many spas, massage therapists, acupuncturists, etc. as being sustainable and healthy in the Gorge; regional promotions through the Columbia River Gorge Visitors Association and Travel Oregon; and hiring a new event staff person who is putting together more event promotions and an event committee. In addition Hood River will be hosting a visitor centers training this year so we will be able showcase our region to the visitors centers from around the state. In May we will be participating in the US Bank Show and will be handing out Gorge Guides and regional literature. At the Travel Oregon Governor's Conference on Tourism we are partnering with the Columbia River Gorge Visitor's Association to have a display at the conference. We have provided you with our financial information and visitor counts. If you have any questions Steve Vanier and I would be happy to answer them.

Councilor Thomas asked would the Chamber be willing to endorse bringing the USS Ranger to this area?

Phyllis Thiemann replied yes.

Councilor Kyle stated I didn't receive any information on visitor counts in our packets.

Phyllis Thiemann replied I did not bring that information with me but we can get it to you.

(John Leamy went to the Chamber office and returned with copies of the visitor count information and provided that to the Council, a copy is included in the packet.)

Steve Vanier stated every year we are required by city ordinance to present to you information on how the money that comes from the City of Troutdale's transient lodging tax is spent by the Chamber. It is prepared in a fashion that is approved by the City's Finance Director; it is my understanding that he has approved this report. The preparation of this report was done by Terry Tipsord and reviewed by an outside CPA. The report shows all of the income from the transient lodging tax and we show how those funds were used. The income from the transient lodging tax for this last calendar year was \$55,252. Additional sources of funds include some gifts (donations) and a small amount of money from product sales for a grand total of \$55,654. Mr. Vanier reviewed the expenses shown on the report included in the packet.

Councilor Thomas asked did you attribute all of the costs for the construction of the handicap ramp to the portion that you collect from the hotel/motel tax, or was that split with the rest of your organization?

Steve Vanier replied the ramp itself was not part of our cost; the landlord paid for the ramp. We only paid for the cost of the plans.

Councilor Thomas stated the \$600 for the plans and \$98 for the permit appears to all be charged towards the visitor's center.

Steve Vanier stated I will have to ask Terry Tipsord, but if he is doing the job that I think he is doing he probably split the cost.

Mayor Kight stated I know you are in between Executive Directors. Can you update us on the direction the Chamber is going with staffing the Executive Director position?

Phyllis Thiemann replied we are in the process of looking for the perfect person for that position, but not in a very aggressive way. Right now we are concentrating on making sure that the visitors center is opened and staffed, and well trained. We have a very good board that is meeting monthly to make sure that the day-to-day things are getting done.

Mayor Kight asked what position has the board taken regarding actually hiring an Executive Director?

Phyllis Thiemann replied we are waiting to find out exactly what we need, and what we can offer for that position. We were really in great shape with Diane McKeel for the simple fact that she did a lot of this out of her own pocket. We came to realize what a large set of shoes those are to fill. We are trying to figure out if we are going to be able to get a quality person with the amount of money that we have.

Mayor Kight stated I was asked by one of the hotel/motel operators what value do I receive as a hotel/motel operator by having the hotel/motel tax going to the Visitors Center.

Phyllis Thiemann replied one of the major things he is receiving is the marketing of our region as a region and also locally. We have taken a very aggressive stance in trying to get our word out about the things that we have to offer here in Troutdale. One of the beautiful things that we have is that we are very rich in the variety that we have to offer not only for tourists but also for the visitors coming for Mt. Hood Community College and/or their pool, which actually increases the number of folks staying in local hotels/motels.

Mayor Kight stated one of the things that the city is looking at so that we have a viable healthy downtown is events. You have indicated that you now have a person on staff working on events. We would like to see events happening on a regular basis in order to support our downtown merchants. Do you have anything scheduled in the next 3 to 4 months?

Phyllis Thiemann replied I am not sure; I am not involved with the downtown events. I know that there has been talk about some new events but I am not sure if anyone has taken ownership of that. Undertaking a new event takes a lot of time and volunteers. Those are the things that we are going to be talking about.

Councilor Kyle asked Mr. Vanier, could you clarify the 1/3 splits, the visitor center is 1/3...

Steve Vanier replied not in all categories. In those categories that I guess I would call rent and utilities.

Councilor Kyle stated I think that should expand to just about everything.

Steve Vanier stated for example the Executive Director and the Office Manager clearly are not part of the Economic Development Directors budget because that is from a separate funding source. However, the rent has been apportioned and the electricity and oil heat are split into thirds. However some of the salaries like the Office Manager and the Executive Director salaries are split 50/50, none of that gets charged to the Economic Development Director budget.

Councilor Kyle stated the Chamber was involved in some litigation with an employee last year. Was that also divided?

Steve Vanier replied that was completely covered on the operations side, the visitors center did not pay any of that.

Councilor Wand asked last year when you made your report to us there were two questions and concerns that I had and I would like to double check on those topics. The first item was that last year we were talking about the fact that Troutdale was the only city that levies a hotel/motel tax and I suggested last year that the Chamber/Visitors Center could use a seat on the Board as an enticement to the other cities to levy such a tax, or approach their hoteliers to provide regular support to the Chamber and/or Visitors Center. Did that idea get adopted by the Chamber?

Phyllis Thiemann stated Cascade Locks pays a portion of their hotel/motel tax for membership at the Chamber. There is one of the cities that doesn't have any hotel/motel tax at all because they do not have any hotels or motels. We felt like there would be an advantage or disadvantage if we did it that way. We are happy to have any councilmember that would like to serve on the Board at large, and our meetings are always open to the public.

Councilor Wand stated the second issue that I asked about last year was I made the suggestion that the Chamber could really do a lot to help with tourism and to help build its credibility with the City Council by helping us fundraise for the Centennial Arch. How much was the Chamber able to raise in contributions for the Centennial Arch?

Phyllis Thiemann replied we as the Chamber did not fundraise for the Centennial Arch, but we did do a lot of the promotion as far as encouraging people and a lot of our members did donate to the Historical Society for the Arch.

Steve Vanier stated I think we had good intentions to do that but we were without an Executive Director for a good portion of the year, and we had two successive new Directors and two interim volunteer directors since Diane McKeel left.

Councilor Wand asked how many vacancies do you currently have on the Board?

Steve Vanier replied the board is a flexible board. The bylaws say that we can operate with as little as 7 and as many as 21. We are down to the 7 right now, but we have 5 or 6 folks that we have spoken with and provided applications to.

Councilor Daoust asked the \$55,000 from the hotel/motel tax, do you find that was more or less than the previous year? Did people travel less in 2009, or was it about the same?

Phyllis Thiemann replied I think it is fairly consistent. I think it may have been around \$1,000 less per quarter.

Steve Vanier stated we had \$59,516 for January through December of 2008.

Councilor Daoust asked what are your plans for the salary savings from not having an executive director?

Steve Vanier replied we are glad we are able to save that salary.

Phyllis Thiemann stated so we can offer a better salary or a very good package for the next director.

Councilor Hartmann asked how many volunteers are participating to make your events successful?

Phyllis Thiemann replied it depends on the event. Some of the events are a lot more volunteer intensive. If it is an indoor event it doesn't usually require as many volunteers.

Councilor Hartmann asked how many volunteers would you say are involved in the Chamber?

Phyllis Thiemann replied there is probably a core group of 25 folks who then go out and solicit help from their family and friends when needed.

Councilor Hartmann asked is there any partnership between the downtown merchants and the Chamber? Specifically, they have regular meetings where they talk about doing some new events and there seems to be some growing momentum. Is there participation in that group directly with the Chamber and the downtown merchants?

Phyllis Thiemann replied we have not actually had direct participation in that since our Executive Director left. That is one of the reasons why the event staff person is so vital in this whole group. She actually has quite a group from all of the cities. From the downtown group she has several people on her radar as far as getting their ideas down on paper and figuring out what we can do. I have heard from several of the downtown merchants that they are interested in doing more events this year.

Councilor Hartmann asked how is this new events coordinator position going to be funded?

Phyllis Thiemann replied she is in a program through Work Source Oregon right now. We have her for 15 hours a week through the end of June. Then we will be looking at some grant funding to possibly extend that.

Councilor Thomas stated one of the biggest concerns when you are trying to put together events is the cost of insurance. Maybe one of the things you can work on would be how you can help alleviate that insurance and liability need for those events. I don't know if there is a way to do an umbrella policy. I would just encourage the Chamber to look into that to see if there is a way to help out the merchants that want to sponsor events to give them some assistance to enable them to sponsor events.

Phyllis Thiemann replied we have been very fortunate in that the cities have been very generous in allowing us to get indemnification on their insurance policies. That is a talking point and we need to figure out how to do that; it is one of the things on our radar screen.

Councilor Kyle stated what month did the Chamber move your office?

Steve Vanier replied October of last year.

Councilor Kyle stated I asked because I was looking at the visitor counts that were just provided to us and the visitor count for 2009 was 6,717 on the north side and nothing on the south side.

Mayor Kight called for a break at 8:08pm and reconvened at 8:22pm.

6. RESOLUTION: A resolution amending Section 7 of the Fees and Charges Schedule adopted by Resolution 1954 and amended by Resolution 1973 and establishing a Sam Cox Building Maintenance Fund.

Rich Faith, Community Development Director, introduced the members of the Parks Advisory Committee (PAC) in attendance: Todd Pilcher - Chair, Bruce Stannard - Vice Chair and Donna Kurilo.

Rich Faith stated on February 9th this matter was brought to you as an initiative of the PAC. They were proposing that you consider an increase to the building rental fees primarily for the Sam Cox Building (Great Room and Annex), the City Conference Building (Activity Room and Conference Room), and various picnic shelters that are rented out. The reason behind this proposal is that the PAC started looking at our fee structure for the facilities we rent out and compared those rates to other facilities in East County and realized that our rates are extremely low. In addition, it has been almost six years since we last adjusted our rental fees and the PAC felt that it was time to take a look at doing so. The other reason for this proposal is that the PAC has been looking at the condition of the Sam Cox Building. You can really see the wear and tear on the building and they feel it is time to start looking at putting

some money back into the building. Through this proposed fee increase we may have a mechanism to do that. At the February 9th Council meeting you asked staff to come back with a resolution for the proposed fee increases and you asked us to provide you with some additional information, which I have included as exhibits to my staff report. Because of the significant number of improvements needed and the cost related to those improvements, the PAC is also recommending that all the building rental fees collected be dedicated to the maintenance and upkeep of the Sam Cox Building. The resolution before you this evening, as written, proposes that by specifically calling out a dedicated Sam Cox Building Maintenance Fund. In my staff report I have outlined other options for how the money could be dedicated. If the new fees are adopted we are estimating that we would collect approximately \$33,000 annually in rental fees. None of the fee increases would affect the various non-profit and community organizations that currently receive a reduced rental fee or have the rental fee waived as a result of an earlier resolution adopted by council. However, the PAC would like to come back at a later date with additional recommendations on how we might want to deal with the non-profit groups and organizations receiving reduced or waived rental fees.

Councilor Thomas stated after looking over your staff report and reading the minutes from the PAC meeting, I noticed that the PAC had recommended that the fees be doubled, but I noticed that you didn't give us anything of that scale that I could see.

Rich Faith replied there was a general notion in the discussion about doubling the fees but when they started looking at the specifics it didn't come out exactly double.

Todd Pilcher, PAC Chair, stated we doubled all of the full-day rentals, but because we went from a half day rental to 4 hour increments, the rate doubles based on an hourly basis. We didn't double the 2-3 hour meetings because we felt that was a little excessive for the short/smaller events or meetings.

Councilor Thomas stated on the building maintenance backlog list you have included a lot of buildings that are not directly related to rentals. If we are collecting rental money for a building or facility, I think that all of the funds collected should go back to that facility. What is the view of the PAC on this?

Todd Pilcher replied we wanted the funds to be directed specifically to the Sam Cox Building for improvements. The building maintenance backlog list was provided to show us all of the pending facility projects. Are you asking if the PAC thinks that the rental fees collected for use of the CCB should go back to the CCB for improvements and the rental fees collected for the use of the Sam Cox Building should be used for improvements to the Sam Cox Building?

Councilor Thomas replied yes, if you rent the CCB the funds collected for that should go towards maintaining that building. If anything is rented in Glenn Otto Park, then it should go back to Glenn Otto Park. Since the Sam Cox Building is the most critical need at Glenn Otto Park that makes the most sense to me.

Rich Faith stated what you are suggesting is that we set up multiple dedicated funds so that proceeds from the rental of the Sam Cox Building would go into a dedicated fund for improvements to that building and proceeds from the CCB would go into a dedicated fund for improvements to the CCB, and rental proceeds from the various picnic shelters would go into a dedicated fund...

Councilor Thomas interrupted and stated no. Glenn Otto Park itself would be fully contained.

Rich Faith replied for the Sam Cox Building and the shelters.

Councilor Thomas replied correct.

Rich Faith stated then you would have two dedicated funds. Exhibit E would give you an idea of what the rental fees collect for the CCB could be.

Todd Pilcher stated if you did that you would have approximately 95% of the total rental fees dedicated to the Glenn Otto Park.

Councilor Thomas stated so maybe it is not worth it.

Councilor Daoust stated I think you just made a good point. With most of the funds coming from the Sam Cox Building rentals I can see why you would want to put it back towards the Sam Cox Building. Looking at the backlog of maintenance we have a lot of pending work on a lot of facilities. How will dedicating this rental fee money into the Sam Cox Building affect all of the other maintenance that is pending?

Rich Faith replied we don't turn a blind eye to these other needs. Those things are still going to need to be addressed and they would be addressed as they have been in the past which is through the General Fund as part of both the Parks and Facilities funds. Within those funds there is a line item called building maintenance and we would propose a certain amount of money that would be used towards these maintenance items and through the budget process we discuss whether those funds are needed elsewhere or if there are higher priorities elsewhere as opposed to using them for these maintenance items.

Councilor Daoust asked if we dedicated the rental fees to a Sam Cox Building Fund and the rental fees are only \$18,000, that in no way is meant to be a cap or a limit on what is spent on the Sam Cox Building is it?

Rich Faith replied it wouldn't have to be. We would have to defer to the Finance Director, but in my opinion simply because there is a dedicated fund doesn't mean that the General Fund couldn't continue to be used for high priority maintenance needs.

Councilor Daoust stated I would assume the same.

Mayor Kight asked if we were to raise these fees because of the backlog of maintenance issues on several city buildings, those people who have already entered into a contract to rent the buildings wouldn't have to pay the increased rate would they?

Rich Faith replied that is correct. Anyone who has already paid their application fee to rent a building is locked into the current fee that was in affect at the time they submitted their application and fee.

Mayor Kight stated there are quite a number of things that need to be repaired in the Sam Cox Building. Is this the existing order of priority on Exhibit C?

Rich Faith replied no.

Councilor Hartmann asked since we are going to reserve these dollars to go back to the Sam Cox Building, is there any way to leverage this for repair of other buildings that have a backlog of maintenance? If we were to leverage this, the revenue stream is going to come into these buildings or parks. Des that leveraged money, if we are going to take out a loan to do the repairs, have to go 85% back to the Sam Cox Building?

Rich Faith stated I am not certain I understand the question.

Councilor Hartmann asked can we use these monies to acquire a loan to service the other buildings? If we did, does 85% of that have to go to the Sam Cox Building?

Councilor Wand stated it seems to me that what we are talking about here is creating a dedicated fund on paper to send money to the Sam Cox Building. It is not a guaranteed revenue stream; it is not predictable; you couldn't take it to an underwriter and ask them to loan us money based on what we predict we will get because it is not secure enough. This is money that is either saved or spent that year, or you save it for a couple years and then it gets spent. It seems to me what we are talking about is creating a dedicated fund with limitations that it be spent only on the Sam Cox Building.

Councilor Daoust stated I trust what the PAC tells me, but tell me one more time why we need a dedicated fund. In the budget we will show \$33,000 coming in from rental fees as a resource, and we can show any amount of money that we want to spend on the Sam Cox Building with the argument that \$33,000 should go to the Sam Cox Building and maybe more. Why do we need a dedicated fund to make a decision like that?

Bruce Standard, PAC member, stated as long as I have been here there has always been the big fund and it all disappears into one big pot. Unless we go to the Budget Committee and say we need \$33,000 or \$63,000 to have some repairs done at the Sam Cox Building, that is the only way that we know that it would be asked for. How you want to spend the money, or how the budget folks slice it up, it always goes with the backlog of all the other repairs. This is a highly used facility and this was the only way that we knew how to do this. Some of the repairs are big ticket items with the bathrooms and the kitchens and \$18,000 would go pretty fast, even \$33,000 would go fast.

Donna Kurilo stated we are just looking at securing funds to make sure that the Sam Cox Building will be maintained because it is in such disrepair now. I don't know historically what the financing or funding for it was, but we are just hoping to be able to maintain it in some reasonable stay for the future, and this is the best way that we felt that could be done.

Todd Pilcher stated actually having a dedicated fund puts more emphasis on the need to say now that we have accumulated funds what maintenance can be completed with those funds, instead of adding more to the list of backlogged maintenance. From our standpoint, if you can make improvements to the building it will bring more exposure to the building and that could create more revenue. We have already established that the market bears the fee increases that we are proposing. This is a facility that is available for Troutdale residents to use and by improving it and dedicating funds for improvements, we are actually saying this is what we are doing for you and these funds are not only going to improve it but the people using the building will notice it and appreciate it and it will be worth it for them to spend that money. The dedicated fund would make it more definite that you would spend money on improving the facility.

Councilor Thomas asked on the dedicated funds going to the repair of the Sam Cox Building, right now we allocate funds for maintenance and some of it is probably offset by the fees that we currently charge. What I don't want to see happen is that we collect all of the dedicated funds, and we say that the fees that we collect will pay for the maintenance and never will we ever take another dime from the General Fund. What I don't want to see happen is at budget time the \$33,000 becomes the magic number that is used for the maintenance fund.

Todd Pilcher stated we agree.

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

No testimony received.

Councilor White declared a conflict of interest and stated I will not be voting on this issue tonight.

MOTION: Councilor Wand moved to adopt the resolution amending Section 7 of the Fees and Charges Schedule adopted by Resolution 1954 and amended by Resolution 1973 and establishing a Sam Cox Building Maintenance Fund, with the following added to Section 2, after the word "used" and before the word "for", add, "to supplement". (Section 2 as amended would read, "A Sam Cox Building Maintenance Fund shall be established and all building rental fees shall be deposited in this fund to be used to supplement for maintenance, repair and remodeling of the Sam Cox Building.") Seconded by Councilor Thomas.

VOTE: Councilor Kyle – Yes; Councilor Daoust – Yes; Councilor Hartmann – Yes; Councilor Wand – Yes; Councilor Thomas – Yes; Mayor Kight – Yes; Councilor White – Abstained.

Motion Passed 6 – 0 – 1(abstained).

7. MOTION: A motion to authorize staff to negotiate a contract with an executive recruitment firm.

Councilor Daoust stated in your packet Exhibit A to the staff report is the Request for Proposals (RFP), Exhibit B is the proposal we received from Waldron & Co., Exhibit C is the proposal we received from Prothman and Exhibit D is the draft Letter of Engagement for City Manager Recruitment Services we received from the League of Oregon Cities (LOC). The Mayor and Council directed staff to prepare an RFP to solicit executive search firms to assist the City in the recruitment and selection of a new city administrator. The RFP was sent out with a deadline to submit proposals by March 12th. We received proposals from two firms, Waldron & Company from Lake Oswego and Prothman from Bellevue, Washington. In addition we contacted the LOC and asked them to provide us with information about their recruitment services. There was a Council Subcommittee formed of Mayor Kight, Councilor Kyle and myself. We independently reviewed the proposals and provided feedback to Debbie Stickney. Two out of the three subcommittee members wanted to go with Waldron. Councilor Kyle liked the LOC, but she has agreed to go with the majority. The Subcommittee is recommending that the Council select Waldron & Company for the reasons outlined in the staff report, and would ask that the Council direct staff to negotiate a contract with Waldron and Company.

Councilor White asked what was the price for the LOC services?

Councilor Daoust replied \$8,500 plus expenses. We felt that we would receive a better product from Waldron because they do a much better job of networking, they have a much larger contact list and they pursue people versus just putting ads in the paper and waiting for a response.

Ron Garzini stated I am familiar with Waldron & Company. They are a totally different service than what the LOC provides. The LOC will advertise and provide a little bit of assistance. Waldron and Prothman both recruit very aggressively. They maintain a network of people who do this type of work and they will make phone calls and attempt to recruit candidates on your behalf. I think the LOC is almost obligated to not do that. I can't see the LOC calling someone to recruit them because that could get them into trouble. Whereas these private recruiters work with you to help you determine what you want and then they will go out and try to find you the best person to serve your needs.

MOTION: Councilor Thomas moved to authorize staff to negotiate with Waldron and Company for the recruitment services for the next city administrator. Seconded by Councilor White. Motion Passed Unanimously.

8. MOTION: A motion to establish subcommittees and make appointments.

Councilor Daoust stated tonight we would like to establish five subcommittees. I am going to read the purpose of each of the subcommittees and name the councilors that Mayor Kight and I have selected to serve on each of the subcommittees. The first subcommittee is the Budget Oversight Subcommittee and the councilors on that subcommittee are myself and Mayor Kight.

MOTION: Councilor Daoust moved to establish a Budget Oversight Subcommittee for the purpose of following up and researching issues brought up during the Budget Committee meetings. The subcommittee will bring forward recommendations to the Budget Committee and/or the City Council. This committee will follow all public meeting laws. Seconded by Councilor Thomas. Motion Passed Unanimously.

MOTION: Councilor Daoust moved to establish an Organization Improvement Study Group Subcommittee. The members will be Councilor Wand, Councilor Thomas and Councilor Kyle. The purpose of this committee would be to research cost and benefits of contracting out services currently provided by the city. The subcommittee will bring forward recommendations to the City Council for consideration. This subcommittee will follow all public meeting laws. This subcommittee will cease to exist when they make their recommendation to Council unless the City Council requests further analysis and recommendation. Seconded by Councilor Kyle. Motion Passed Unanimously.

MOTION: Councilor Daoust moved to establish a Fire Service Cost Containment Subcommittee. The members will be Councilor Thomas, Councilor Kyle, Councilor Wand and Councilor Hartmann. The purpose of this subcommittee is to research options to control and accurately forecast costs of the fire service. The subcommittee will bring forward recommendations to the City Council for consideration. This subcommittee will follow all public meeting laws. This subcommittee will cease to exist when they make their recommendation to the Council unless the City Council requests further analysis and recommendation.

Councilor Hartmann asked to withdraw his appointment to this subcommittee and asked to be appointed to the Budget Oversight Subcommittee.

Council agreed to Councilor Hartmann's request.

Mayor Kight stated so the membership on the Fire Service Cost Containment Subcommittee will be Councilor Thomas, Councilor Kyle and Councilor Wand.

Motion was Seconded by Councilor Thomas. Motion Passed Unanimously.

Councilor Daoust stated the next subcommittee is called the Economic Development Subcommittee. The members proposed for this subcommittee are Councilor Thomas, Councilor Daoust and Councilor White. The purpose of this subcommittee would be to develop a work plan for the Troutdale portion of the Consortium's Economic Development Director. The subcommittee will bring forward recommendations to the City Council for consideration. This subcommittee will follow all public meeting laws. This subcommittee will cease to exist when they make their recommendation to Council unless the City Council requests further analysis and recommendation

MOTION: Councilor Daoust moved to establish an Economic Development Subcommittee for the purpose previously stated. Seconded by Councilor Kyle. Motion Passed Unanimously.

Councilor Daoust stated the last subcommittee is called the Subcommittee on Business Income Tax Shared Revenue. The proposed members are Mayor Kight and Councilor Kyle. The purpose of this subcommittee is to research the history of the BIT; and research potential options for increasing Troutdale's share. This subcommittee will bring forward recommendations to the City Council for consideration. This subcommittee will follow all public meeting laws. This subcommittee will cease to exist when they make their recommendation to Council unless the City Council requests further analysis and recommendation.

Councilor Thomas asked would this subcommittee be looking at what would happen if the BIT goes away?

Ron Garzini replied the trend in shared revenues is that they continue to decline. I think we need to seek a way to turn that trend around. The history of the BIT is that the collection of this tax was taken over by the County and the County has pressures and they are continuing to pass less and less of that tax on to the cities. What we need to do is come up with a plan going forward.

Councilor Wand stated I have done a lot of work on this issue already so I would like to serve on this subcommittee.

Council agreed to appoint Councilor Wand to the Business Income Tax Shared Revenue Subcommittee.

MOTION: Councilor Daoust moved to establish a Business Income Tax Shared Revenue Subcommittee for the purpose previously stated. Seconded by Councilor Thomas. Motion Passed Unanimously.

David Ross asked the Council to amend the motion for the Budget Oversight Subcommittee adding Councilor Hartmann.

MOTION TO AMEND: Councilor Daoust moved to amend the motion establishing a Budget Oversight Subcommittee to change the membership to

include Councilor Daoust, Mayor Kight and Councilor Hartmann, for the purpose previously stated. Seconded by Councilor Wand. Motion Passed Unanimously.

9. STAFF COMMUNICATIONS

None.

10. COUNCIL COMMUNICATIONS

Councilor Wand stated I read an article suggesting that there is a bill in the US Senate to remove the municipal bond tax exemption. I was wondering if that was an issue that Mr. Mueller had any information about.

Erich Mueller, Finance Director, asked are you referring to the bill that was introduced by our Senator from Oregon?

Councilor Wand replied yes.

Erich Mueller stated my understanding is there is a portion of a larger financial overhaul bill that he is sponsoring and a subsection of that is to eliminate the tax deductibility subsidy as it is viewed from Washington's perspective on municipal borrowing. I was at a municipal bond conference last week and the political analysis was that this particular bill will not end up going anywhere this session and that particular aspect of it is something that is being pushed by a very senior staff member of the Ways and Means Committee who believes from an economic standpoint that how federal government provides the subsidy is inefficient. Their analysis was that in this particular case our Senator got some bad advice and it is not their sense that he is crusading against municipalities as a particular cause. Based on those folks who are far more knowledgeable about this than I am, I am taking their analysis that it is not something that we need to worry about in the current session.

Councilor Wand asked if you hear any more, or if that changes, could you please let us know.

Councilor Thomas stated I want to thank the staff for all of the work they have done to help with the installation of the Arch. I think we owe thanks to Bremik Construction and Columbia Wire for building the Arch. It is quite spectacular to see.

Mayor Kight stated I approached Paula Goldie who is responsible for putting together the Time Capsule for the Historical Society that will be placed in the south side of the Arch. I asked Paula if the council could participate by putting something in the Time Capsule. What I would like is for each of you to write something to put in the Time Capsule and sign it. I will provide the special paper and pen for you to use and then I will include a black and white photograph of you to go with your written comments.

Mayor Kight reminded everyone that the Arch Dedication will be on Friday, May 7, 2010 at 6:30pm.

11. ADJOURNMENT:

MOTION: Councilor Thomas moved to adjourn. Seconded by Councilor Daoust. Motion Passed Unanimously.

Meeting adjourned at 9:30pm.

Jim Kight, Mayor

Approved May 25, 2010

ATTEST:

Debbie Stickney, City Recorder