

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

**Tuesday, April 8, 2008**

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

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

**PRESENT:** Mayor Thalhofer, Councilor Kight, Councilor Ripma, Councilor Thomas, Councilor Canfield, Councilor Kyle, and Councilor Daoust.

**ABSENT:** None.

**STAFF:** John Anderson, City Administrator; Jim Galloway, Public Works Director; Debbie Stickney, City Recorder; David Ross, City Attorney; and Clyde Keebaugh, Parks and Facilities Superintendent; Sergeant Wendland; Sergeant Newton; Detective Vining; Officer Fujii, Officer Kear; Officer Potter; and Officer Kotsovos.

**GUESTS:** Jeff Hepler, Oregon Department of Forestry; Diane McKeel, Executive Director West Columbia River Gorge Chamber of Commerce; Max Maydew, Steve Vanier and Pat Smith.

**2. OATH OF OFFICE: Officer Matt Jordan.**

Mayor Thalhofer administered the Oath of Office for Officer Matt Jordan.

**3. CONSENT AGENDA:**

**3.1 ACCEPT MINUTES:** March 18, 2008 Work Session and March 25, 2008 Regular Meeting.

**3.2 RESOLUTION:** A resolution approving the Third Amended Personal Service Contract and continuing the appointment of Raymond Young as the Troutdale Municipal Court Judge.

**MOTION:** Councilor Daoust moved to approve the consent agenda. Seconded by Councilor Kight. Motion passed unanimously.

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

None.

**5. PRESENTATION:** Tree City USA.

Clyde Keebaugh, Parks and Facilities Superintendent, stated this is the eighth year that the City will be receiving the Tree City USA award. I appreciate the support from the City's administration, council, and the citizens in this endeavor. It is because of this support that it is possible for us to receive this award and it shows our commitment to achieve a livable urban environment.

Jeff Hepler, Oregon Department of Forestry, stated I am here to congratulate the City of Troutdale on being recognized as a Tree City USA recipient for 2007. Only 48 other communities in Oregon receive this award and only 3,500 in the Country, so you are one of the select few. It really symbolizes the commitment that your city has put forward towards livability and recognizing the important contribution that trees make to our quality of life. Oregon forests play a big part in Oregon, all the way from timber production to the livability and tourism that you are so familiar with here in the gorge. On behalf of the National Arbor Day Foundation and the State Forester, Marvin Brown, we are pleased to present the City of Troutdale with the Tree City USA award for the eighth straight year.

**6. PRESENTATION:** A presentation of the West Columbia Gorge Chamber of Commerce Annual Report.

Max Maydew stated last year the West Columbia Gorge Chamber of Commerce (WCGCC) was required to present to you a comprehensive report which needed to be approved by the City's Finance Director. Last year I prepared and presented that report to you. Things have changed over this last year and the WCGCC now has a real treasurer. Also during the last year a new finance director was hired for the City. In late February Steve Vanier (WCGCC Treasurer) and I met with Paul Hughes and we reviewed the methodology that we were proposing to use for the comprehensive financial report, and Paul Hughes agreed with it. Essentially, we prepared a report that was almost identical to the report we presented last year. I have reviewed the financial statements that Mr. Vanier prepared; I like them and I believe they are correct.

Steve Vanier, Treasurer for West Columbia Gorge Chamber of Commerce, stated I am not a CPA by trade but I do work for a local bank and I have had extensive opportunities to look over financial statements from all kinds of individuals, companies, non-profits and governmental institutions over the years. Our outside CPA has continued oversight of our books for the WCGCC. The methodology we used separates the WCGCC activities into Troutdale specific activities as they relate to the hotel/motel room tax, which as you know needs to be used for Troutdale activities, tourism and visitor information for the City. That methodology is the same that we used last year. Mr. Vanier reviewed the financial report contained in the packet.

Councilor Daoust stated the expenses listed under personnel are roughly 40% of your total expenses.

Steve Vanier replied that is correct.

Councilor Daoust stated and the office and visitor expenses are roughly on about 1/3 of your total expenses.

Steve Vanier replied that is correct.

Councilor Daoust asked is the advertising and promotion also 1/3 of your total cost?

Steve Vanier replied yes.

Councilor Kight stated by virtue of your name change from the Troutdale Chamber of Commerce to the West Columbia Gorge Chamber of Commerce you have incorporated the other two cities, Wood Village and Fairview. Troutdale provides the bulk of the revenue. The other two cities also have motels, has there been any push on the part of the WCGCC to have them also dedicate a portion of their hotel/motel tax to the WCGCC?

Diane McKeel, Executive Director of West Columbia Gorge Chamber of Commerce, replied yes, we continually push for that. We do receive money from Cascade Locks, which is another city within our area.

Councilor Kight asked can you give us a broad overview of what you do regarding advertising and promotion that is specific to Troutdale?

Diane McKeel replied our partnerships are critical to us getting the most efficiency with our dollars. We still maintain our partnerships with Travel Oregon, The Oregon Association of Convention and Visitor Bureau, The Oregon State Chamber of Commerce, The Rivers Confluence Project, East Metro Economic Alliance (EMEA), Columbia-Cascade River District, Columbia River Gorge Visitors Association, and The Mt. Hood Scenic Byways. Partnering on numerous publications such as Travel Oregon, Travel Portland, The Infinity Loop, Columbia Gorge Magazine and the Gorge Guide provides us with thousands of mentions of Troutdale. At the Governor's conference on tourism we learned that Travel Oregon is going to re-print the Scenic Byways Brochure, which is highly utilized. That is big for us because we have two scenic byways, The Historic Columbia River Highway and the Mt. Hood Scenic Byway. That brochure really brings a lot of folks to this area. The WCGCC has several board members that sit on the board for EMEA. We participate on their Land-use Committee, Transportation, East County Business Income Tax Committee as well as the Columbia-Cascade River District. We have written letters of support with the Port of Portland for two federally funded grants for improvements to Exit 17 and we continue to work with ODOT for long-term solutions to accommodate the traffic flow down in that area. We also wrote a letter of support for the successful grant for the Port of Portland to begin paving to complete for 40-Mile Loop and bring that into downtown Troutdale past the urban renewal area. We are always mindful that the hotel/motel tax dollars are contributed by our lodging properties so we continue to look for opportunities that will increase room nights. We continue to distribute the Infinity Loop, which is the regional piece that we partner with Oregon Travel for our region and it

identifies Troutdale as a lodging hub. We are very excited about the success of the Mt. Hood Aquatic Center in attracting national caliber swim meets and we have partnered with them. These meets will take place year round and that will help our lodging properties in the slower seasons. We continue to maintain our visitors Kiosk at Gorge Winds Aviation at the Troutdale Airport. We are thrilled with the success of the Gorge Wheels and Wings last year and we are on our way to a second successful year with that event. We are still committed to increasing the general aviation traffic into the airport. We had a great half day in Troutdale in September with the Oregon Business Magazine when they came for their birthday tour, which was part of the celebration of Troutdale's 100<sup>th</sup> birthday. We welcomed business leaders to our area to showcase our opportunities. We have exciting news on the Rivers Confluence Project on the Sandy River Delta. The dedication on the sight will be held on August 23<sup>rd</sup> at 4pm. It is my understanding that the Bird Blind will go in shortly after that dedication. Our newest and most exciting opportunity is Travel Channel Europe. Through our visitor development fund we were able to partner with Travel Channel Europe, which is filming episodes in Oregon and we are the lead for the episode in our area and in the gorge. Downtown Troutdale, McMenamins Edgefield and the Historical Society's museums will be featured. The show will begin in January 2009 and is projected to reach 48 million Europeans over a period of three years. The shows will air twice a week in seven different European countries. With direct flights between Portland and Europe this is a huge marketing opportunity for Troutdale. On April 29<sup>th</sup> the Governors Transportation and Tourism Task Force will be hosting a regional town hall meeting to gather information for a strategic plan for rest areas in Oregon. It will be held from 4-6pm in the City Conference Building. We have a Multnomah County Library coming to Troutdale which is very exciting. I want to thank all of you and our dedicated group of volunteers that support the WCGCC. Membership in the WCGCC is strong and it continues to grow. It is my privilege to lead the WCGCC which represents the most beautiful area of Oregon.

Councilor Kight asked can you explain what you do on the Internet to promote Troutdale?

Diane McKeel replied our website has all of our maps, a listing of our businesses, and information about all of our events.

Councilor Kight asked do you track the number of folks that come into the WCGCC office?

Diane McKeel replied yes, we have a visitor's log that folks sign when they come in to track the number of folks coming into the office, where they are coming from, how they found us and what they are going to go see while in this area.

Councilor Ripma stated I think you provide a wonderful service for Troutdale. The Historical Society appreciates all of the work you do for Troutdale to bring folks to this area.

Mayor Thalhofer stated I think you are doing a great job. I hope that Fairview and Wood Village see fit to make an appropriate contribution because they are part of the WCGCC area. The WCGCC does so much for our area putting us on the map. How many visitors come through your office in a year?

Diane McKeel replied we usually host approximately 10,000 people.

Councilor Canfield stated I noticed that the date that the profit and loss statement was prepared was April 1<sup>st</sup>. The Ordinance says that this is supposed to be presented to the City Council before March 1<sup>st</sup>. Is there a particular reason for the delay?

Steve Vanier replied there is no particular reason.

Max Maydew stated this is mostly my fault. I didn't contact the City until almost the end of February, and after that there was a scheduling problem.

Steve Vanier stated the numbers would be the same whether we presented them in March or in April.

Councilor Canfield stated I understand, except that words mean things to me and the ordinance says March 1<sup>st</sup>. It is not a problem, but words do mean things. How many permanent staff do you have right now?

Diane McKeel replied I have three full-time staff including myself.

Councilor Canfield asked are you still receiving the grant from Metro?

Diane McKeel replied yes.

Councilor Canfield asked and that funds the Transportation Management Association?

Diane McKeel replied correct.

Councilor Canfield stated I noticed on one of the forms on-line a couple years ago that you received reimbursement from the individual who embezzled some money. Have you received anything since from that individual?

Diane McKeel replied that has been paid in full.

Councilor Canfield stated that is all of the questions I have. Great job Diane.

Councilor Kyle stated Steve Vanier does a good job. I attend the Board of Directors meetings and he is mean with the numbers and he is exactly who we needed to take care of this.

Councilor Daoust stated you need to add the Wheels and Wings event to the report next year.

## **7. STAFF COMMUNICATIONS**

John Anderson reminded the Council that on October 2, 2009 we will be holding our second Employee Recognition event from 3-4pm.

Council asked that they be given a reminder closer to the date of the event.

## **8. COUNCIL COMMUNICATIONS**

Councilor Kight asked what is the status of the grocery cart retrieval ordinance?

David Ross, City Attorney, replied this is now being taken up by Metro. Metro has decided that since this is a regional problem that it might be best served with a regional solution rather than having twenty-three jurisdictions adopt different ordinances. I believe that they plan to go out for an RFP for a cart retrieval system sometime in the next month.

Councilor Kight asked have any other cities already adopted an ordinance?

David Ross replied the only one that I am aware of is Beaverton.

Councilor Kight asked so there is nothing stopping Troutdale from having our own ordinance?

David Ross replied I don't know if there is anything legally that would stop us from having our own ordinance. I am not sure that it would make the most sense if we are looking for a regional solution for a regional problem.

Councilor Kight stated we just received a letter from the City of Fairview regarding having Metro, as a regional government, be in charge of our six bridges that the County currently has. I don't know if the rest of the Council has had a chance to review this but it seems to have some merit. I don't know if Metro wants to take this on, but it sort of makes sense as opposed to forming another layer of government like a regional bridge authority. The last item I want to touch on is the spray paint cans. Again, this is another regional problem.

Councilor Thomas stated the Chief is working on the spray paint can issue.

Councilor Ripma stated for eight and a half years I have served on the Energy Facility Siting Council. I was originally appointed by Governor Kitzhaber. We are holding our next meeting on April 18 here at Troutdale City Hall starting at 9:30am and anyone can attend the meeting. I have been the Chair for the last year and a half and my term is coming to an end. This is a volunteer position and I recommend it to folks as an interesting way to volunteer.

Councilor Thomas stated we just received the new Statement of Economic Interest. Most of it makes a lot of sense and is very valuable. My biggest concern is that they have added a couple of things this year where they want you to list all of your relatives and their spouses, which is an invasion of personal privacy. I would like the Council to consider passing a resolution saying that we don't agree with this and encourage the legislature to fix some of these things in 2009.

Councilor Thomas stated many of you may have already been contacted by Verizon representatives regarding the cable franchise negotiations. Verizon wants the City to give up its rights to enforce customer service standards. The goal of the Mt. Hood Cable Regulatory Commission is to put together the best franchise that we can and bring it forward. We are

trying hard to get a franchise with Verizon so they can offer us video services, however, our goal is to not give them a franchise that allows them to offer less than our current franchisee, which is Comcast. If you have any questions please feel free to give me a call.

Mayor Thalhoffer informed the Council that there is a movement to determine whether or not we should form a regional transportation infrastructure funding mechanism in which the whole region would participate in funding the maintenance and repair of the bridges. I am on the committee and we have held two meetings.

Mayor Thalhoffer stated Reynolds School District is sounding out to their voters about the upcoming bond measure in November. I think the Reynolds School District is really well run. All of the employees work really hard and do an excellent job. I know that this bond measure is a rather large one but when you think of all of the kids that they are trying to educate in this vast school district, which includes five different cities, you can understand why it is as large as it is. They need to build more schools and they need to hire more staff. I want the people in Troutdale to know that this is a bond measure that is really worth supporting.

Councilor Canfield stated Troutdale's Budget Committee meetings begin next week. You can call the City or go onto our website to find the date and time of those meetings. We would appreciate any input you have on how we spend our money.

Councilor Kyle stated I think most of us received a letter from PGE inviting any one interested to attend a sustainability tour on Friday, April 18<sup>th</sup>. I have talked to our City Attorney about how this fits into the new ethics law and he is recommending that I request that the Council sanction this meeting so that I may attend.

Councilor Ripma asked so anytime we want to attend something like this we need Council approval?

David Ross stated the opinion from the Director of the Ethics Commission indicates that a public official can participate in this and receive transportation and food if it is a fact-finding mission that is officially sanctioned by the Council.

Councilor Canfield stated wasn't there something in the opinion that said a local official could self-authorize this without Council approval?

David Ross replied she can authorize the expenditure because she is a local official, but the Council can also designate it as an officially sanctioned fact-finding mission.

Councilor Canfield stated I am wondering if council approval is necessary since she could self-authorize this.

Councilor Thomas stated I don't understand this self-authorization, it seems a little strange.

Councilor Ripma stated we could all go, we were all invited. For this time I am okay doing this, but the idea that we can all vote as a council to authorize us all to go on a fact-finding

trip for something that the city really doesn't have anything to do with, which is power plants...

Councilor Thomas stated well we do authorize the franchise.

David Ross stated I think they are also going to look at the dump in Arlington where we send our solid waste.

**MOTION:** Councilor Kight moved that the City Council authorize Councilor Kyle's attendance on this fact-finding mission and that we officially sanction this fact-finding mission. Seconded by Councilor Thomas.

**VOTE:** Councilor Daoust – Yes; Councilor Kight – Yes; Councilor Ripma – Yes; Councilor Thomas – Yes; Mayor Thalhofer – Yes; Councilor Canfield – Yes; Councilor Kyle – Yes.

**Motion Passed 7 – 0.**

**9. ADJOURNMENT:**

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

Meeting adjourned at 8:00pm.

**Paul Thalhofer, Mayor**

**Approved May 13, 2008**

**ATTEST:**

**Debbie Stickney, City Recorder**