

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

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**Tuesday, April 26, 2005**

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

Mayor Thalhafer called the meeting to order at 7:01pm.

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

**ABSENT:** Councilor Gorsek (excused).

**STAFF:** John Anderson, City Administrator; Rich Faith, Community Development Director; Marnie Allen, City Attorney; Clyde Keebaugh, Parks and Facilities Supervisor; and Debbie Stickney, City Recorder.

**GUESTS:** See Attached List.

**2. CONSENT AGENDA:**

- 2.1 ACCEPT MINUTES:** February 15, 2005 Goal Setting Work Session, March 8, 2005 Work Session and March 22, 2005 Regular Meeting.
- 2.2 RESOLUTION:** A Resolution declaring certain personal property as surplus and authorizing disposal.
- 2.3 RESOLUTION:** A Resolution recognizing the completion of the public improvements associated with the Arthur Academy and accepting them into the City's Fixed Asset System.
- 2.4 RESOLUTION:** A Resolution recognizing the completion of the public improvements associated with the Edgefield Estates residential subdivision and accepting them into the City's Fixed Asset System.

**MOTION:** Councilor Daoust moved to adopt the consent agenda. Seconded by Councilor Kyle. The motion passed unanimously.

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

None.

**4. REQUEST:** A request from Jack Glass to amend the First Amended Construction and Operating Agreement between the City of Troutdale and Jack Glass to allow for the operation (official address) of Jack's Hook-up Guide Service business out of the City's facility located at 1208 E. Columbia River Highway.

Jack Glass, Troutdale Resident, stated I had the opportunity to work closely with the City in renovating the building at Glenn Otto Park known as Jack's Snack-N-Tackle (Jack's) in 1987. I have been operating as a fishing guide for the past 22 years and started using the address of Jack's Snack-N-Tackle as my mailing address. In 1987 and 1988 there were a lot of mail thefts along the Historic Columbia River Highway. Being a resident there I was concerned about loosing our mail so I started using that address for my fishing guide business, not realizing that I was stepping over the boundaries and I should have asked for a clearance to use this address. I have business cards and brochures and I've used that address for 7 years. It was just recently brought to my attention that I need a business license to operate my guide service in the City of Troutdale. I obliged, I didn't know I needed one. So I used the address of Jack's and that brought it to the attention of the City. I come before you to ask if I can continue to use that address for my fishing guide business. It helps the business, it operates easier, I meet people there, and people frequently come by to see if I'm there. I'm open to any suggestions. I would really like to work with the Council. If I must move to another address, I will. It would be nice if I could continue to use this address as I have for the past 7 years.

Councilor Thomas stated you said you were open to options, what would your preference be?

Glass replied my preference would be to continue using the existing address at Jack's if that's possible.

Councilor Thomas asked would that be with the existing fee structure?

Glass replied the existing fee as far as the annual business license fee?

Councilor Thomas stated as far as the rental property.

Glass asked to Jack's directly or would it double over to the fishing side too?

Councilor Thomas stated that's what I'm asking.

Glass replied if we continue the same lease with the City on that building site, that would be great. If I would be required to pay another lease fee for the fishing side of equal value, I'd be hesitant.

Councilor Thomas asked do you currently use that for storage or just the address?

Glass replied just as an address for secure mail. It's open 7 days a week from 6am to 6pm. My mail is dropped right there. I go by daily to make sure the couple that's purchasing Jack's is successful. I'm not capitalizing on my fishing side just because of Jack's. I've fished for 22 years as a full time guide. If I were to leave Jack's, my fishing business would be the same.

Councilor Daoust asked are there any signs on the building that say Jack's Hook-up Guide Service?

Glass replied I think I might have a brochure in the window over by the tackle but there's not a sign. Rob Brown, Jack's Operator, does hand out my business cards if people ask about services, which has always been done. I'm also very closely involved with GI Joe's. I don't use their address but it's common for tackle shops to refer guides.

Councilor Daoust stated even though one could say you're running a business out of City property, you're really not running the business out of there, it's just a place to get your mail.

Glass replied that's all it is.

Councilor Ripma stated I assumed you were running a guide service and whether it was out of that station or not, I didn't know. It didn't even occur to me that the agreement didn't allow it.

**MOTION: Councilor Ripma moved to approve Option A in the staff report, amending the agreement to allow Hook-up Guide Service, owned and operated by Jack Glass, to operate from 1208 E. Columbia River Highway on city owned property with no additional fee. Seconded by Councilor Thomas. Motion passed unanimously.**

**Councilor Ripma stated I think this is entirely consistent with the way I always thought it was.**

**Councilor Kyle stated I'm in favor of it as long as it doesn't complicate the business that's there. If we add this to the business and the couple that you have in there decide to leave, will that jeopardize this portion of the business?**

**Glass replied if they decide to leave then I'd have it back. But eventually down the road if a new owner comes in there and I'm not affiliated with them, then I'll move.**

**John Anderson, City Administrator, stated so staff is clear, we would be coming back with a consent item to amend the agreement to allow him to operate the 2<sup>nd</sup> business.**

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

**Motion passed 6-0.**

**5. RESOLUTION: A Resolution approving the Master Plan for development of the City park site in Burlingame East subdivision.**

Clyde Keebaugh, Parks and Facilities Supervisor, stated I've brought you a draft design for the park on the Burlingame development that was purchased by the City (included in the packet). Parks staff, John Anderson, and myself met for a design session where we discussed the aspects that we felt were important for this park site. Through the process of looking at what

would fit in, what wouldn't fit in, important elements for safety, sustainability, and practicality; we developed a draft design. That design was taken to the Parks Advisory Committee (PAC) where it went through the same process of discussion as to what they felt were important elements for a park site. Molding those two ideas together brought about this draft design. An element that was discussed that they felt was important was safety to the general public. They also wanted something that was sustainable and practical. It was felt that tree growth was a substantial part of that site and it should be one of the major factors in the design process. They felt that it needed to be opened up so that it's more accessible to the public. It would be nice to have the canopy modified as far as getting some of the sucker growth out. The general overall feel of what people wanted to see in this park was unstructured recreational use and casual use by the general public. The site is about .68 acres or almost 30,000 square feet. It's 456 feet in total length and it goes from 18 feet wide at the south end to 122 feet wide at the opposite end. We have an average width through the park of about 81 feet. The tree canopy that exists on the site right now is approximately 30% of the total area. The site is generally flat with a little slope from front to back. The surrounding development will have 47 new homes. There are currently stub ends on this site for electrical, plumbing, phone, and cable. What I'd like to do is go through each of the design items and give a brief description of what they are and how we came about those decisions. Item A is the existing tree canopy, we are looking at leaving the overall canopy in tact as far as the size. We'd like to go in and remove all of the sucker growth and leave the more substantial Hawthorn and Cherry trees that are there. There are approximately 50 trees, not counting the sucker growth. It could stand some thinning to give it a little more of an open feel because the park is fairly narrow. The general public sometimes feels a little hesitant to go into areas where they can't see back into the corners. Item B, which is some screening, would go along the Northeast side. It could be extended further should it be necessary. The gentleman who lives back in that corner has a couple of dogs and he wanted to reduce their view of the park. Item C is park signs. There would be two signs, one at the South end of the park and then another at the junction of the road. Along the sidewalk we have two benches. The first one is a double bench which is about in the center of the park. We have that bench looking North and South. At the North end of the park we have a single bench that would be facing the long axis of the park. One thing that didn't get put on there is some elevation changes to give the site a little bit of contour. We incorporated 3 garbage receptacles into the park site. We tried to keep them far enough from the benches so they wouldn't be obtrusive or obnoxious but they'd would be close enough to be utilized. We designed the sidewalk to offset the bench and garbage cans from the actual sidewalk to make them a little less attractive to skateboarders. We thought we'd set them far enough off the walk-way so they wouldn't be as easily used for that purpose. The next element is the existing sidewalk in Tract A that was put in at the time of development. One of the changes considered was adding in two additional ADA access ramps. Currently the only ADA access is right at the very end of the property. Since this sidewalk runs closer to the curb we felt that it would be good to put in two more access points. The new sidewalk meanders away from the existing sidewalk. The design teams wanted to pull it away to break up the long axis of the park visually and give people something a little more interesting to walk on. It would join in at Tract A, curve back in towards the tree line but not under it, and then come back down and join up along the curb. The other items that I did not list on your sheet are turf that would be put anywhere that is not under the tree line, irrigation with an automatic sprinkler system, and there are 2 park lights that are not shown on the plan. We wanted to leave some open turf area for unstructured activities with the thought in mind that as this area gets filled up and if the residents felt the need for some other additional amenities to

the park, there would be space available. Too much more into this park site is going to impact this tree line and that was one of the major points of this site.

Councilor Thomas asked did you consider putting an ADA access more towards the North end of the property?

Keebaugh replied we could put one in there but we put 2 here because the sidewalk was close and we didn't want to put too much concrete in there.

Councilor Thomas stated I personally experienced having to use ramps. A ramp here would be very convenient for someone coming from the North end so they wouldn't have to traverse  $\frac{3}{4}$  of the park and then double back. Are the existing street lights on the opposite side of the road?

Keebaugh replied they're on the park side.

Councilor Thomas asked would we have the street lights in addition to the interior lights?

Keebaugh replied we wouldn't add any lights. We felt the existing street lights would be enough illumination for the park.

Councilor Thomas asked what is your projected timeframe for completing this project?

Keebaugh replied we would probably start in the Fall and have it done by Spring.

Councilor Thomas asked is there anyway to do it sooner so it could be open for Summer?

Keebaugh replied if we were to contract the whole thing out we could possibly have it done sooner. It would depend on the availability of the contractors. With our existing Parks staff we would have to wait until we got to a slower time of year. Most irrigation contractors and landscapers are pretty busy right now so we would probably have difficulty getting landscapers out here before Summer.

Councilor Thomas stated I'd like to see us get this done as soon as possible. A lot of this is going to take contractors to do in the first place, right?

Keebaugh replied some. The sidewalks would have to be contracted out. The irrigation could either be done in-house or contracted out. Contracting would expedite it but it would raise the cost.

Councilor Thomas stated even with using our staff, we could use the System Development Charge (SDC) funds to pay for that.

Keebaugh replied for the materials.

Councilor Thomas asked you wouldn't be able to cover labor with that?

Marnie Allen, City Attorney, stated we probably could use parks SDC funds because it's an improvement.

Councilor Thomas stated based on those scenarios I'd really like to push forward on this. The primary reason is weed control. There are a lot of new houses going up with new yards and they don't always appreciate that.

Keebaugh replied if it was going to be delayed we could at least mow it in the interim to keep things from getting out of hand. We could look at increasing some more labor if SDC's are going to cover that and doing it in-house with current staff to help get it off the ground.

Councilor Thomas stated we should push for doing that.

Keebaugh replied if that's the wish of the Council then we'll fast-track it.

Councilor Thomas stated I've been talking with some of the neighbors over the last couple years since we've purchased this property and a lot of them would be willing to help do some of the cleanup and take care of some security issues. You mentioned that you have the stubs for the various utility functions. Is there anyway to put those underground or hide them so we won't have to look at them.

Keebaugh replied I'm not really sure at this point what can be done with them. I'd have to contact those utilities and ask them what's possible. It would be nice to be able to tuck those away. I don't know whether they are specific to just those lots or whether they're tied into the rest of the system within the development.

Mayor Thalhoffer stated the North part of this area with the 1 foot elevation, is this part going to be a problem for kids running and playing in the park?

Keebaugh replied it's only a 1 foot elevation and it's just a slight change. It would be very easy to make it a flat top. We wouldn't want to make it unusable space. We wanted to change the gradient so it wasn't all one flat plane.

Mayor Thalhoffer stated that site is loaded with utilities. Looking at it right now you couldn't imagine how you could build a park there with those lot and utility markers sticking up. When did we actually consummate the sale of this site?

Allen replied I didn't look up the date and I don't know exactly when it closed.

Mayor Thalhoffer stated I wouldn't want the City to have to pay for the removal of those because we're going to have to remove a lot of debris. You can't develop a park with all of that garbage. It would be nice to know when that change in ownership occurred.

Allen replied I'd be happy to look into that. In follow up to your call to me today, I talked to the Chief Engineer, Travis Hultin, about the timing. He wasn't certain when those private utilities went in but what he told me was that they certainly went in without any communication to the private utilities that those lots weren't going to be developed and weren't going to have

connections. He told me that it's just a matter of calling those private utility companies. They will come out, underground, and cover them if that's what the City asks them to do. He was also of the opinion that there wouldn't be any cost for doing that. It sounds like Clyde could talk to Travis about that and arrange to have those utilities removed.

Mayor Thalhoffer asked didn't you say that all you'd probably need would be electricity and water?

Keebaugh replied yes.

Councilor Canfield asked did you say that a neighbor suggested putting roses in as screening?

Keebaugh replied I had a conversation with one of the neighbors while I was out looking at the site and we had removed some of the blackberries from that back corner. He asked me if it would be possible in the design process to put some screening back in so his dogs weren't able to see as well into the park because he didn't want them barking at people.

Wendy Houston, property owner behind the hawthorn grove, stated I really appreciate what you are doing here. I think it will be very nice. Most of these new homes have tiny yards and every single one of the homes that I've seen people moving into had children and they're currently playing in the street behind Home Depot. I think there'll be quite a few families who will be happy that their children have somewhere to get off the road and play. The only thing that would be helpful as a parent would be a strategically placed tree, maybe near the bench area, because parents who are going to be sitting there in the afternoon sun are going to get quite hot. The gentleman with the property that borders the North side has 2 dogs that get pretty excitable. He was a little distressed when the berry bushes came down because it blocked his full side yard which kept the dogs from being able to see passersbys. There are a lot of people that walk that way, more so now that the cabbage field is gone, and it's more accessible to them.

Councilor Canfield asked what's going to be on the signs?

Keebaugh replied the name of the park.

Councilor Canfield asked have you thought of a name for the park?

Keebaugh replied no, the Parks staff and PAC had a discussion about naming it. They wanted direction from Council.

Councilor Kyle asked do we have vandal proof benches and do you have a feel for what we're going to put in there so we don't have to replace those?

Keebaugh replied we may make the garbage covers concrete. The benches will probably be recycled plastic and metal. Nothing is vandal proof. We have found that if it looks like it's bullet proof a lot of times they'll leave it alone. If it appears to be too ornate or too weak, they'll test it out. That is why we've decided to set these amenities off the path where they aren't as easy for

people to use for skateboarding and biking. Standard equipment that we'd get would be as vandal resistant and easy to repair as possible, we'd probably stay away from wood.

Councilor Kyle asked let's say we have 3 garbage receptacle sited on here, is that typical for this size of a park?

Keebaugh replied that would be pretty typical especially because you have a lot of restaurants and that sort of thing in close proximity. We wanted to make sure we had enough for people to use.

Councilor Daoust stated if thinning is going to be done under the canopy it's going to open it up more and take away some of the screening that the neighbors want. Does the City build fences to screen or separate parks from residences or is that up to individual residences to do that? In some areas it's completely open.

Keebaugh replied we don't typically fence any of our parks unless there's been a safety issue like steep slopes and that type of thing.

Councilor Daoust stated if you're going to do some grading, you'll probably be pushing dirt into someone's yard because it slopes toward the yard. How is that going to be done?

Keebaugh replied we would have to be sensitive to their yard. We'd try to blend it into their grade as much as possible and then slope away from that.

Councilor Daoust asked how shade-tolerant are the roses?

Keebaugh replied they'll be fine.

Councilor Daoust stated one thought would be to continue the roses along the entire length of the East side.

Keebaugh replied that could be done. We could screen the whole length of it but we may want to change the material as we get down into the very end of the Tract. The roses are also fairly aggressive and I wouldn't want them to come up in the middle of people's yards. That didn't seem to be an issue with the fellow with the dog. In that area they will be a little more subdued due to the shade. We could certainly find some narrower plant material to border the park property with.

Councilor Daoust stated that would be my recommendation because you're taking away the screening by thinning this stand here which is part of the reason for leaving it in the first place.

Keebaugh replied for folks on most of those lots, the Ragusa rose or something of that sort would be fine. We could certainly incorporate a vegetative screen along the whole East boundary.

Councilor Daoust stated I don't have any ideas for naming the park. The only thing in the 1995 Parks Master Plan was Latourell Park. What fiscal year funding are we going to use for this?

Keebaugh replied if we were to begin now we may end up using this fiscal year and next fiscal year.

Councilor Daoust asked that's not a problem?

Keebaugh replied with the SDC's, I don't see that as a problem.

Allen stated I don't recall from the Budget Committee meeting if all the money was moved out of the Capital Improvement Fund or if you left money in that fund. There was some discussion at that meeting about moving all of that money, making it unappropriated.

Councilor Kyle replied we did not do that.

Keebaugh asked that being the case, it wouldn't be a problem to use SDC funds in this fiscal year and next fiscal year?

Allen replied that's correct. I know that Capital Improvement Fund has 2 line items, one for property and one for land and projects. If there's no money in projects we may have to move some from land. I think that can be done.

Councilor Ripma asked would you say this is a low maintenance design?

Keebaugh replied yes, that was one of the design criteria.

Councilor Ripma asked if you were to accelerate construction along the lines that Councilor Thomas mentioned, how much more would that cost?

Keebaugh replied that would be hard to say it would depend on who we'd have to use. We would probably save 20% if we use in-house staff rather than contracting it out even if we have to bring in a little extra help from an employment agency. A lot of the cost is in materials which wouldn't change.

Councilor Ripma asked you're thinking to get it done quickly might add 20%? Can you pencil out the construction cost?

Keebaugh replied approximately \$23,000.

Councilor Ripma stated so maybe about another \$5,000.

Houston stated I don't know if it's appropriate or not but my husband and I have been more than willing to help at any stage of this. We've taken a liking to this area and have always been interested in it turning into something of this fashion. If there's a way for us to know when you're going to be working out there, we'd be happy to come out and help and we've got all the equipment.

Keebaugh replied we will contact you.

Councilor Thomas asked do you know of any historical references in that area for the naming?

Keebaugh replied we discussed that a little bit and the only thing we came up with was since we have Sunrise Park, maybe make it Sunset Park.

Councilor Thomas asked is it possible to adopt this with a recommended budget number so that they can get started on it?

John Anderson, City Administrator, stated you could put that in there but I don't have the current budget with me to determine whether or not there's flexibility in this fiscal year's SDC's or the Parks budget.

Councilor Thomas asked do you know what the SDC fund dollars are now?

Rich Faith, Community Development Director, replied well in excess of that amount. I believe in this year's budget it's shown as land.

Councilor Kyle asked if we say \$23,000 to \$25,000, are we tied into that if it's actually \$26,000?

Allen replied as long as there's sufficient money available in the budget and we've adopted the budget then my recommendation would be to not set a dollar amount because Clyde has the authority to spend in accordance with the budget. If you set a cap or a different dollar amount and we can't accomplish it within that, we'd have to come back and have you amend it.

Mayor Thalhofer stated it's my understanding the SDC's that we have aren't just for this project but for others too.

Keebaugh replied correct.

Mayor Thalhofer asked would the money for the construction of this park be coming out of SDC's?

Keebaugh replied correct.

Anderson stated there's sufficient money this year and the bulk of it's listed as land and professional services. We could make a budget amendment and move the money from land to materials and services.

**MOTION: Councilor Thomas moved to adopt the Parks Master Plan with the addition of adding the appropriate screening along the Eastern edge of the park as necessary and the additional ADA access at the Northern end of the park and to do this as soon as possible. Seconded by Mayor Thalhofer.**

**Councilor Thomas stated if we have this park we need to put it to use. Having it sit there as bare dirt is a disservice not only to the current neighbors but to future neighbors that**

will be living in that area. Having this piece of property for a recreation resource beyond playing in the streets is a value to the City and the residents.

Mayor Thalhoffer stated I'm really interested in the screen along the East side, it's going to be very important. For the naming of the park, that could be turned over to Walt Morey students to hold a contest to name the park. Also, those utilities are horrendous.

Wendy Houston stated those utilities were put in after the City had discussed the interest in that property. I think as the City Attorney mentioned, there was no communication between the developers and the utility people.

Mayor Thalhoffer stated we have to take care of all of those to level the ground out.

Councilor Canfield stated I'm concerned whether it's the City's responsibility to mitigate any nuisance that the dog might cause by seeing people in the park.

Councilor Kyle asked if we use the roses for screening, are they going to be invasive?

Keebaugh replied they could be and that's part of the discussion about changing what we use as we progress down the East side, something a little narrower and a little more user friendly.

Councilor Ripma stated in your motion you said as soon as possible. I assume that's as soon as reasonably possible?

Councilor Thomas replied yes but I want it done before next Fall.

Councilor Ripma stated we should invite the PAC to consider names. But in the end we'll pick the name.

Anderson stated one thing that wasn't explored with the possible addition of the screening bushes along the East side was the additional cost. Is that a pretty modest cost or would that change the budget?

Keebaugh replied it will add to the cost but it's not going to be significant. It would probably be in the area of \$500 plus additional time.

Anderson stated once it's planted it increases the maintenance.

Keebaugh replied it does increase the maintenance efforts somewhat. Shrubs are a little higher maintenance so we'd be looking at a few more hours of additional work. We would want to select things that are maintenance friendly.

Councilor Thomas stated when I made the motion I assumed there would be some additional costs to do that and also additional costs to expedite the process.

Anderson asked does this include the trees adjacent to the two park benches as requested?

**Friendly Amendment:** Councilor Thomas made a Friendly Amendment to add shading trees adjacent to the park benches. Seconded by Mayor Thalhofer.

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

**Motion passed 6-0.**

## **6. STAFF COMMUNICATIONS**

None.

## **7. COUNCIL CONCERNS AND INITIATIVES:**

Councilor Thomas congratulated Reynolds High School on their outstanding performance of Diary of Anne Frank play.

Mayor Thalhofer stated I have been busy with the roads issues; the 242<sup>nd</sup> connector hearing at Multnomah County and the roads issue where Multnomah County is going to hand over the County roads in Gresham to the City of Gresham. They will be setting up a negotiating team of folks from Multnomah County and the City of Gresham with the small cities only being allowed to observe. I protested that arguing that the small cities should be at the table for the negotiations since we will be impacted by the decisions made.

Mayor Thalhofer stated I spent the day in Salem visiting with Senator Laurie Monnes Anderson and State Representative Karen Minnis lobbying against the supersiting bill proposed by the Port of Portland, HB3392.

Councilor Daoust stated the Forest Service Executives met with the Port of Portland to talk about the Reynolds site and their concerns regarding air quality issues. The Forest Service learned more about the intermodal rail yard operation. The Port came away from the meeting knowing that there are increasing concerns about the pollutions caused by intermodal rail yards. I have scheduled May 17<sup>th</sup> for a work session where Robert Bachman will come and discuss air quality issues in the Columbia River Gorge. I would like to suggested inviting County Commissioners, State Representatives, State Senators, and other cities.

Council agreed.

Councilor Daoust recognized the excellent job that AMR has done running the Life Guard Program. The Troutdale Boosters are sending AMR a check in the amount of \$40,000 which is a direct result of local fundraising for the program.

Councilor Ripma stated the Troutdale Historical Society's Annual Tea and Tour will be held at the Barn Museum on May 7<sup>th</sup>. There are a few tickets left for the afternoon seating, the cost is \$35.00 which is a donation to the Historical Society.

**8. ADJOURNMENT:**

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

Meeting adjourned at 8:42pm.

**Paul Thalhofer, Mayor**

**Approved August 23, 2005**

**ATTEST:**

**Sarah Skroch, Office Support Specialist**