

**MINUTES**  
**Joint Meeting – City Council & Community Enhancement Program**  
**Committee Meeting – Regular Meeting**  
**Troutdale Police Community Center – Kellogg Room**  
**234 SW Kendall Court**  
**Troutdale, OR 97060**

**Tuesday, April 9, 2019 – 7:00PM**

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

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

**PRESENT:** Mayor Ryan, Councilor Ripma, Councilor Lauer, Councilor Kranz, Councilor White, Councilor Moon and Councilor Hudson.

**ABSENT:** None.

**STAFF:** Ray Young, City Manager; Sarah Skroch, City Recorder; Ed Trompke, City Attorney; Chris Damgen, Community Development Director and Erich Mueller, Finance Director.

**2. PUBLIC COMMENT:** Public comment on non-agenda and consent agenda items is welcome at this time.

<0:01:40>

Paul Wilcox, Troutdale resident, stated he wants to revisit the Chapter 10 municipal codes updates from last month. Regarding leaving kids in cars, he pointed out the statute calls for 6 and unless they're supervised by someone 13 or older. The state statute calls for age 10 and under rather than 6 and under and no exemption for whether there's an older child in the car supervising. He would like to see Troutdale's statute more consistent with the state statute. Paul shared he doesn't think it's a good idea to allow skiing on Troutdale roads.

**3. CONSENT AGENDA:**

**3.1 MINUTES:** February 26, 2019 City Council Regular Meeting

**3.2 RESOLUTION:** A resolution authorizing an Intergovernmental Agreement between the City of Troutdale and the Sandy Drainage Improvement Company for coordination of development review services.

<0:07:20>

**MOTION:** Councilor Hudson moved to approve the consent agenda. Seconded by Councilor Lauer.  
**Motion passed 7-0.**

#### **4. PROCLAMATION: Arbor Day 2019**

<0:07:56>

Mayor Ryan read the proclamation.

#### **5. COUNCIL JOINED BY METRO COUNCILOR CRADDICK TO CONVENE AS COMMUNITY ENHANCEMENT PROGRAM COMMITTEE**

**A.** Committee Roll Call

**B.** Motion – Approve minutes from the June 19, 2018 CEPC Regular Meeting

**C.** Motion – Approve four CE Project Completion Reports

**D.** Motion – Approve 2019 SE Application and Calendar

**E.** Motion – Approve FY 2019-20 CE Program Budget

**F.** Motion – Adjourn CEPC only and continue with Council Agenda

<0:09:50>

Mayor Ryan called the Community Enhancement Program Committee meeting to order at 7:10pm.

#### **5A. Committee Roll Call**

**PRESENT:** Co-Chair Ryan, Co-Chair Craddick, Committee Member Ripma, Committee Member Lauer, Committee Member Kranz, Committee Member White, Committee Member Moon and Committee Member Hudson.

**ABSENT:** None.

**STAFF:** Ray Young, City Manager; Ed Trompke, City Attorney; Sarah Skroch, City Recorder; Erich Mueller, Finance Director and Chris Damgen, Community Development Director.

**GUESTS:** See Attached List.

#### **5B. Motion – Approve minutes from the June 19, 2018 CEPC Regular Meeting**

<0:10:25>

**MOTION:** **Committee Member Lauer moved to approve the CEPC meeting minutes of June 19, 2018. Seconded by Committee Member Ripma. Motion passed 8-0.**

#### **5C. Motion – Approve four CE Project Completion Reports**

<0:10:58>

Erich Mueller, Finance Director, stated this motion is to accept and approve the four reports included in the packet as Exhibits B, C, D and E.

**MOTION:** **Committee Member Ripma moved to accept and approve the four grant project completion reports for the 2018 Troutdale Cruise-In, Sand River Cleanup, Stark Street Trout Logo Manhole Covers and**

**Troutdale Art and Historic Sites Map for Community Enhancement Projects, as attached in Exhibits C through E. Seconded by Committee Member Kranz.**

**VOTE: Committee Member Moon – Yes; Committee Member Hudson – Yes; Co-Chair Craddick – Yes; Committee Member Ripma – Yes; Committee Member Lauer – Yes; Committee Member Kranz – Yes; Co-Chair Ryan – Yes and Committee Member White – Yes.**

**Motion passed 8-0.**

**5D. Motion – Approve 2019 SE Application and Calendar**

<0:13:06>

Erich Mueller stated the next item is approving the grant cycle for this upcoming application period. The window for applications will begin tomorrow morning if the committee approves the schedule tonight and runs through the end of May.

**MOTION: Committee Member Ripma moved to approve the 2019 Community Enhancement Project application materials as is attached in Exhibit F. Seconded by Committee Member Kranz.**

**VOTE: Committee Member Moon – Yes; Committee Member Hudson – Yes; Co-Chair Craddick – Yes; Committee Member Ripma – Yes; Committee Member Lauer – Yes; Committee Member Kranz – Yes; Co-Chair Ryan – Yes and Committee Member White – Yes.**

**Motion passed 8-0.**

**5E. Motion – Approve FY 2019-20 CE Program Budget**

<0:16:25>

Erich Mueller stated the next item is the proposed budget for the committee based on the IGA between the City and Metro for the Community Enhancement Program. The committee is to approve the budget each year and it's also incorporated into the city budget which the Budget Committee will also address next week.

**MOTION: Committee Member Ripma moved to approve the fiscal year 2019-20 Community Enhancement Program proposed budget as attached in Exhibit G. Seconded by Committee Member White.**

**VOTE: Committee Member Moon – Yes; Committee Member Hudson – Yes; Co-Chair Craddick – Yes; Committee Member Ripma – Yes; Committee Member Lauer – Yes; Committee Member Kranz – Yes; Co-Chair Ryan – Yes and Committee Member White – Yes.**

**Motion passed 8-0.**

**5F. Motion – Adjourn CEPC only and continue with Council Agenda**

<0:20:16>

Erich Mueller stated the final item is to adjourn the committee and go back to the council agenda.

**MOTION: Committee Member Ripma moved to adjourn only the CEPC meeting and continue with the remaining City Council agenda. Seconded by Committee Member Moon.  
Motion passed 8-0.**

The CEPC meeting adjourned and the City Council meeting reconvened at 7:20pm.

**6. RESOLUTION:** A resolution establishing a temporary sewer system development charge subsidy for development of food and beverage establishments in the Town Center Overlay District.

<0:21:00>

Chris Damgen, Community Development Director, reported that tonight's discussion is about a policy consideration regarding the idea of potentially subsidizing the City's sewer SDC's for geographically defined areas, namely the Town Center Overlay but in all practicality, the Central Business District in the city. Chris Damgen showed the Council a PowerPoint presentation (attached to these minutes as Exhibit A).

<0:36:16>

Erich Mueller stated the subsidy program is similar to what the Council had back in 2010 in terms of the business incentive fee subsidy program. It was a broader range and its objective was to fill empty store fronts. It was structured in a similar manner in that this was viewed as a policy decision on the part of elected officials to expend funds from an economic development standpoint with the recognition that regardless of who pays the fee the impact on the infrastructure is still going to be there.

<0:39:44>

Councilor White stated in red it shows that the infrastructure already exists and it's already been paid. He suggested it would be better to not raise the fee for the Town Center. That way the City's not having to scrape money out of the upcoming budget.

<0:40:16>

Ed Trompke, City Attorney, stated the way the statutes on SDCs are written that would require modifying the methodology so the City would have to go back and re-adopt the whole program. This is a way not to re-adopt a methodology which requires a whole study and is a fairly expensive process.

<0:44:40>

Councilor Moon stated he thinks it's a good idea and that maybe the City could look at this each year based on the paying threshold and adjust as needed.

<0:48:28>

Councilor White stated a point of order that he should have mentioned that he owns property within the boundaries of the area being discussed. He mentioned he was a part of the Open for Business plan and the town was drying up during that recession. It worked but the City cut the fees down to the quick and they had to be paid out of the General Fund. It brought a lot of great businesses the City wouldn't have had.

Councilor Lauer responded Troutdale is not in the same position as it was back then in 2010. He thinks Troutdale is in a place now where they can, not necessarily pick and choose, but be a little bit more forward thinking with what they would like our downtown to develop into. It's been cut a lot and that's a huge help. Troutdale can get some really good family friendly and family owned businesses.

<0:51:18>

Councilor White asked, is the Town Center Committee going to continue to look at this?

Chris Damgen replied yes.

Mayor Ryan stated the SDCs were raised because Council didn't want the citizens to be impacted with higher utility rates.

<0:53:00>

Ray Young explained that the Oregon Homebuilders Association does a compilation every year of all the 40 plus jurisdictions in the metro area. Troutdale is still in the bottom half even after the maximum increases and also for multi-family dwellings.

<0:54:04>

Councilor Ripma added that he favors the proposal.

**Mayor Ryan opened public comment at 7:54pm.**

<0:54:20>

David Wheaton, Troutdale resident, noted that he is affiliated with the Town Center Committee. He is opposed to the plan because the Council adopted the SDCs for a reason and that was to start collecting some of the capital needs to recollect for the past and plan for the future. He is philosophically opposed to the idea that the City of Troutdale is going to take money from the community and give it to for-profit businesses and he doesn't think the government should have a role to pick and choose winners and losers in the business community. Everyone should have a right to fail. He finds the plan unnecessary and the Council should let the Town Center Committee finish its work before any changes are made to the SDC program.

<1:00:44>

Saul Pompello, Ristorante Di Pompello, asked the engineers if this is the only way to calculate the impact to the restaurants. Saul suggested to calculate the SDCs by fixtures like how many toilets or sinks. How can you open a restaurant in Gresham with \$80,000.00 for SDCs and in Troutdale for \$350,000.00? The reason is how it's calculated. Change the formula and calculate by fixtures.

<1:07:45>

Tanney Staffenson, Troutdale resident, noted that he serves on the Budget Committee and the Town Center Committee. In January 2018, the Council was presented with an assessment for the infrastructure done by FCS Group and at the end of the day it called for 154% increase in the SDCs. In his research, Troutdale is one of the only municipalities he could find that bases a restaurant SDC on the number of chairs. You want to put a lot of faith in those studies because the City pays a lot of money to have them done but also they're done by somebody that's responsible for making sure the infrastructure gets funded. When you look at things like adjusting the SDCs, there's also been a lot of talk about adjusting SDCs for ADUs. If you're talking about adjusting them or the impacts it has on the system, what about that standard? How is that being addressed? He expressed that he is opposed to back filling it with the General Fund and that Troutdale needs to look at the SDC methodology and the calculation and make sure they got that part right. Back filling it from the General Fund is going to make that fund whole but it's also going to really hurt resources for the next budget year. The city has a lot of initiatives that they'd like to get going and this could really slow some of that down.

<1:14:02>

Paul Wilcox, Troutdale resident, stated he pretty much agrees with what David said earlier. He noted that in 2017 the new sewer treatment plant bond was paid off that the taxpayers had been paying on for 20 years. Without that, this capacity wouldn't exist, there would be a moratorium on anybody new coming in. He stated seeing the slide showing the SDC sewer rate doubling overnight called into question the report by FCS. He explained that he doesn't like the idea of the City giving preference to a particular type of business. They're giving a discount to a restaurant over some other type of retailer and the Council and the City should not be in the business of choosing what kind of businesses they prefer to go into the central business district or wherever in the City. There's empty store fronts in the Safeway center and probably some in the marketplace center. The idea of pulling possibly \$100,000.00 out of the General Fund, that's taxpayer money and that's \$100,000.00 that could be spent for some other purpose.

**Mayor Ryan closed public comment at 8:20pm.**

<1:20:25>

Ray Young stated when the Council discussed SDCs over a year ago it was expressed by several council members that they would like the Town Center Committee to consider doing some type of program to help to establish businesses downtown. Downtown is a unique area of the city and the city has traditionally always liked to focus on tourism and visitors at downtown. The Town Center Committee was taking longer than expected to come up with their plan. Several council members expressed concerns that they weren't

going to get an answer from them and they would like to incentivize certain businesses downtown in that area. They asked staff to come up with a proposal. If at the end of the year the Town Center Committee says they don't need to do it then it probably won't get renewed after that. The issue also came up because there were several existing businesses downtown that considered expanding and when they saw the SDC numbers they may have quashed their plans. There is also a very large, brand new building that would have to pay fresh SDCs that is currently not able to get a tenant yet. It would be a perfect time to provide the one year incentive to existing businesses and possible new businesses. It is an opportunity for some type of business engineering downtown.

<1:22:28>

Councilor Ripma stated he still favors the proposal because it is short term and a reasonable effort. He believes restaurants need the subsidy because they're the ones that the high SDCs are imposed upon because of all the hook ups.

<1:24:12>

Mayor Ryan stated he has a vision for Troutdale's downtown. The vision is restaurants. Retail is going away. It's about experiences. People want to come into the downtown and they want to eat food and they want to have an experience. He stands by the plan. The City of Troutdale needs to invest in their infrastructure.

**MOTION: Councilor Lauer moved to adopt the resolution establishing a temporary sewer system development charge subsidy for development of food and beverage establishments in the Town Center Overlay District. Seconded by Councilor Moon.**

**VOTE: Councilor Moon – Yes; Councilor Hudson – Yes; Councilor Ripma – Yes; Councilor Lauer – Yes; Councilor Kranz – Yes; Mayor Ryan – Yes and Councilor White - Yes.**

**Motion Passed 7–0.**

**7. DISCUSSION: A discussion and direction to staff regarding old City Hall building.**

<1:28:04>

Ray Young stated the City Council has reviewed engineers, reviewed citizens, town hall discussions, etc. and a decision has to be made. Restoring old city hall is not necessarily the best for a customer service experience. It's not necessarily the best working environment for employees and it may not be the best bang for the buck. Old city hall has subjective issues involved in it which is its place in the city and its place as the city hall for almost 100 years. Returning city hall to its current existing structure is going to be approximately \$4.5 to \$5 million to reconstruct the building just as it is now plus an additional million dollars to increase the parking across the street. Cost #2 is approximately \$2.6 million to restore the building, do not put the extensions back on it and make it the historical dimensions but do nothing downstairs. The third price is about \$2.9 million to restore upstairs in the same fashion to historical look and feel upstairs and downstairs add offices in the north half like it was originally.

<1:33:32>

John Pete, FAA, stated FAA has done design buildings for 60 years with a specific focus on public buildings. John Pete showed the Council a PowerPoint presentation (attached to these minutes as Exhibit B).

<1:40:50>

Mayor Ryan noted that his goal and hope is to make a decision tonight and move forward on it. All of the plans call for going out to the voters to get a bond and he would like to try and get it on the November ballot.

<1:41:40>

Councilor Ripma explained he is an advocate for returning to city hall. He noted in January, Councilor Moon, came up with the point that the best option to sell to the voters citing a return on the investment is to go back to old city hall and quit renting space. There would be the savings and the return on investment that the Council can sell to the voters and that was the main reason that persuaded him to go for Option A.

<1:46:40>

Councilor Kranz mentioned she would like to have a conversation in the future about if the bond doesn't pass.

Councilor Lauer stated he agrees with Councilor Kranz about a discussion about if the bond doesn't pass and that Option A is his preference.

Councilor Moon stated most people he has talked to don't know where city hall is located.

<1:49:10>

Councilor White noted he has been an advocate for Option A because it still gives the option to expand on the property behind the old city hall that the city purchased. It's the City's best chance for passing a bond.

Councilor Moon asked, is it known what the cost per square foot on average is if the city were to just take a piece of land that they already own?

John Pete replied about \$420.00 a square foot.

<1:53:48>

Councilor Ripma asked if parking was included in that. He stated that Council should probably discuss whether they need to include the parking in the bond noting it would make it much more sellable if that didn't have to be in the plan.

Councilor Lauer stated he doesn't think it has to be in the plan but if a city hall is built to house as many employees needed in city hall they would need a place to park. He add the employees don't have a place to park now.



Councilor Ripma stated the employees all park downtown now and the number of people is not increasing.

<1:55:30>

Ray Young stated some parking will be lost in front of the building due to handicap spots but there are 20 spots across the street and staff would take up most of those spaces. Parking has always been a struggle downtown and this is an opportunity to provide an additional 18 spots.

Councilor Kranz shared her preference is Option C and the idea of renovating the existing city hall to go back to its historical look with the multi-function of the community center on top.

<1:57:05>

Councilor Hudson expressed that he's worried that Option A is looking backward instead of looking forward to the city's future needs. Trying to go back to city hall as a functional office space is not planning well for the future. He noted that his preference is Option B.

<2:02:26>

Councilor Moon stated he believes Option B is an easier sell because it's less money and city hall would return back to what it was. He explained that a modern building is the way to go and separating it from staff is the way to go because it's an easier sell and it returns it back to a community use center.

<2:03:48>

Councilor White stated the problem he sees with Councilor Hudson's approach is it would require the City to have another location somewhere else plus a second bond measure.

<2:05:42>

Councilor Kranz noted to keep in mind that there are 3 different potential bonds coming up with Metro parks and open spaces, transportation and the Multnomah County Public Library system. What makes the most sense when looking at the money and the use?

<2:09:20>

Mayor Ryan stated if the goal is to save the building, think in the minds of the voters. Pick the option that will pass because if it doesn't the building is going away.

Councilor Ripma stated quit renting space for staff and go back to the city hall that it used to be, that was the city hall for 80 years.

### **Mayor Ryan opened public comment at 9:15pm.**

Rich Allen, Troutdale resident asked, how does the staff get out of the rental spaces and not be so squeezed in the remaining city buildings? The City needs a city hall that can accommodate.

<2:18:04>

Ray Young replied staff will get out of the rental space for sure.

<2:20:06>

Erin Janssens stated she serves on the Historic Landmarks Commission, Town Center Committee and the Troutdale Historical Society and all views expressed are her own. She noted that during the council meeting on January 22, 2019 she stated her appreciation to the previous council's commitment to saving old city hall. Well cared for historic buildings are generally identified as significant points of interest and attractions to both locals and visitors alike. As the property owner and steward to Troutdale's oldest building and the Chair of the Historic Landmarks Commission, she strongly believes that preservation of architecture represents pride of place, artisanship and honoring history. It's a wonderful form of storytelling. It is well documented that the people of Troutdale love the historic and small town feel of their town. Another option is Council can direct staff to submit an application to the Historic Landmarks Commission for old city hall to be recognized as a local historic landmark. If approved, the city could then apply for state and national landmark status each of which makes the property eligible for potentially significant grants offsetting local taxpayer costs. This designation also benefits tourism and historic recognition. At 8800 square feet, old city hall has more than enough square footage to again host reception, finance, executive, city recorder and municipal court currently housed in 6000 square feet of rented space. Parking too seems to be in demand which is an option for the City to increase. Pursuing any bond at this point is risky. However, floating a bond for either another community center or a brand new even more expensive space when a sound option that will enhance the city's charm and historic appeal exists seems offensive to voter's sensibilities. Steps that would help demonstrate good faith to voters might include, one, begin necessary steps to halt deterioration and begin restoration. Two, gain historic status and begin grant application process to offset some taxpayer costs. Three, make clear to voters that once occupied funds previously needed to rent will be used to repay bond costs. Old city hall should be preserved in the most fiscally responsible manner to provide Troutdale with a full functioning city hall and stop wasting funds renting office space.

<2:25:25>

Greg Handy, Troutdale resident, read from the staff report of January 2019. Ray Young replied, "It would leave us in rented space and spread out around the city. We've been this way for 8 years. Within 5 years we hope to have the Urban Renewal Area sold and the \$5 million loan paid off, we'll be farther into the PERS issues and that time we may be in a better financial situation maybe to afford building the city hall or something different with money other than bond money at that point." The bond measure is not the only option. Greg stated he went through and reviewed the information from the 174 pages for the current agenda item and there was an item in there called the planned timeline. In looking at the planned timeline it would infer that a plan was developed and he was unable to find a plan. He gave the Council a handout that included his recommendations (attached to these minutes as Exhibit C). It could be that maybe a bond measure won't be necessary.

Ray Young noted that the actual breakdown of the cost was not included in the 174 pages. The engineers reviewed the building and reviewed the past soil analysis so there is some of the detail.

John Pete stated FAA went through the building and did the existing analysis with a structural engineer and evaluated seismic improvements and the improvements that were needed to solve those issues.

David Wheaton, Troutdale resident, stated the City needs to reduce or eliminate the current rentals. Restore the historic character of the community center, replace faulty structural issues and plan for the future growth of the community and increase community pride.

<2:36:32>

Paul Wilcox addressed the idea of Option A. He remembers Councilor Moon tossing about the term return on investment back in January. The figure that's been provided by Mr. Young for rental is \$6,000.00 per month or \$72,000.00 a year currently. He made a spreadsheet on how 20 years with a 5% inflation rate built in, at the end of year 2020 the City would be paying just under \$182,000.00 per year rental which totals \$2.380 million. Ray estimated to do the Option A between \$400,000.00 and \$500,000.00. \$400,000.00 for 20 years is \$8 million so it's a comparison of \$2.3 million to \$8 million and that's your return on investment.

Diane Castillo-White, Troutdale resident, explained that she prefers Option A because it creates a solution to a problem and it's easier to sell in that way. With B or C the City may qualify for CEPC grants and they could get creative and maybe not have to get a bond.

Sharon Nesbit, Troutdale resident, stated she is in favor of saving the building one way or another. There are a couple of things that haven't been mentioned. Even though the lower floor doesn't have high elevation the fact of putting offices opening on the street out there again is a way of extending our downtown. Right now everybody stops at Calcagno and there's no reason to continue on. I understand from the plans that the City would like to encourage people to make the turn and go on down the road. If city hall presented a friendlier more open face and there were offices there that would be one way of doing that.

<2:48:01>

Norm Thomas, Troutdale resident, stated the key is keeping the building and bringing it back to a city hall which is Option A. Option B looks like a waste of money. Option C is even worse. The parking structure is a necessity. Put city hall back in there and put administrative staff back in there so it's all in one area.

**Mayor Ryan closed the public comment at 9:53pm.**

Councilor Hudson stated people have presented new ideas. People have brought up legitimate concerns and ideas. Saving money on rentals is worthwhile if it could add up over the years that it would take to then put staff in, if not a new building, an expanded

building. The old city hall can't house the future of our city's administrative needs. Can it be a part of housing our city's administrative needs? If the old city hall building were a part of a future vision and a stair step in that direction was Option A, then Option A is looking forward instead of looking backward.

<2:55:02>

Councilor Ripma stated the building can be reconfigured any way that makes it work. Just because it's a restoration of an old building doesn't mean it can't accommodate the future.

Councilor Lauer added that he believes every option presented has the possibility to grow further.

Mayor Ryan stated he feels like Option A is a yes vote but there's a lot of information that's still needed.

<3:01:51>

**MOTION:** Councilor Lauer moved that we adopt the Option A that was presented to us by staff and direct staff to bring us final resolutions necessary to authorize a way to finance it and construct it in whatever means look most appropriate. Seconded by Councilor Ripma.

**VOTE:** Councilor Moon – Yes; Councilor Hudson – Yes; Councilor Ripma – Yes; Councilor Lauer – Yes; Councilor Kranz – No; Mayor Ryan – Yes and Councilor White - Yes.

**Motion Passed 6-1.**

## **8. STAFF COMMUNICATIONS**

<3:02:35>

Ray Young provided the following staff communications:

- Next week on Monday night is the budget meeting at 7:00pm and again Wednesday night in the Kellogg Room.

## **9. COUNCIL COMMUNICATIONS**

<3:03:16>

Councilor Ripma stated he did not direct anybody to take skiing off. The council did at the meeting that Paul mentioned.

## **10. ADJOURNMENT**

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

Meeting adjourned at 10:05pm.

*Casey E Ryan*

Casey Ryan, Mayor

Dated: July 12, 2019

ATTEST:

*Kenda Schlaht*

Kenda Schlaht, Deputy City Recorder

# CITY OF TROUTDALE

City Council – Regular Session

7:00PM

Tuesday, April 9, 2019

## PLEASE SIGN IN

Name – Please Print	Address	Phone #
KELLY BROOMALL	PO Box 122	
SHARON NESBIT	623 SE Dexter	
DAVID WHEATON	2075 SW Sunrise Cir.	503-310-4106
GREG & SUE HARBOY		
Carl Tebbins		
Bill Owen		
Chausse Lauer	555 SE 11 <sup>th</sup> Cir	503-453-9042
TAMMY STAPFUSON	1820 Hist Cour Run Ln	503-319-9732
PAUL WILCOX	TROUTDALE	
KIMBERLY CARL	PO Box 1135 GRESHAM	
Diane C-White	Troutdale 97030	503 888 1405
Lance & Martin Butkus	Troutdale 97060	
Alan Pettengill	" "	5032069975
Norman Thomas	Troutdale OR	503 667-4320
Ann Stephan	Troutdale	
Kim Janssens	TROUTDALE	
Rick Allen	Troutdale	503-512-8060

# Sewer SDC Subsidy Program

A Resolution before Troutdale City Council

April 9, 2019

**Exhibit A**

April 9, 2019 Council & CEPC Meeting Minutes

# SDCs – System Development Charges

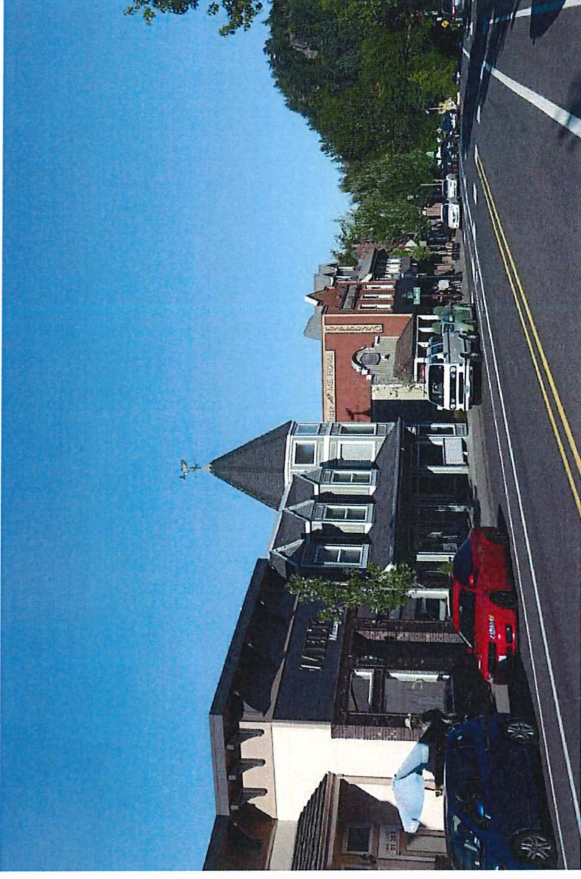
- Help pay for future expansion to infrastructure based on impact of use
- Water, sewer, storm, transportation, & parks (residential only)
- Up-front costs – paid with issuance of building permit (tenant improvement)
- Not a recurring or annual cost
- If space has paid already SDCs, credits can be applied, reducing the rate (**MOST CASES**)
- Moving to a space that had the same use as before? Likely no/low SDC payment





# SDCs – System Development Charges

- Council voted to increase SDCs in 2018 in a 3-phased increase
  - based on study recommendations
  - had not raised SDCs for several years
  - 2 increases occurred on 7/1/18 and 1/1/19
  - final increase on July 1, 2019
- Food and beverage establishments charged on a “per seat” rate for sewer
  - Restaurants @ 0.12 ERU per seat (ERU = Equivalent Residential Unit)
  - 8 restaurant seats about the same impact of a standard residential unit
  - Lower ERU per seat for pizza parlors and lounges/bars/taverns



# The Issues Identified

- Sewer SDC rates increasing dramatically
  - Prior to June 30, 2018: **\$539.40** (per restaurant seat)
  - July 1, 2019: **\$1,130.40** (per restaurant seat)
- Sewer SDC rates are the **largest portion** of SDCs paid by developers or tenants
- Food/bev establishments have a **greater impact on sewer system** than other commercial (retail, office, etc.)
- Most of our existing storefronts paid lower SDC rates at **retail/office rates**
- Many of our storefronts are **not equipped to handle food/bev**, thus adding other costs to open

# The Issues Identified

- Increased SDC rates **has discouraged** food/bev establishments from expanding or relocating their establishments in downtown area
- Food/bev establishments are **increasingly vital** to downtown commerce
- Town Center surveys indicate desire to **maintain and increase** food/bev options
- Businesses have identified City **incentive programs** as critical to support efforts

# Policy

Many cities consider similar policy considerations for reduction/waiver programs

*“(...) reducing system development charges in areas with existing infrastructure and capacity can reduce costs. This method is best focused in infill areas where the costs of existing infrastructure and capacity have already been paid. (...)”*

Town Center Plan – Adopted **February 10, 1998**  
(page 29, Programs / Financial Incentives / Reducing the Cost of Development)

***This action is fulfillment of a policy suggestion  
that was already approved by a previous plan***



# Subsidy Program Details

- Sewer SDCs only
- Applies to properties in the Central Business District (CBD)
- Establishes rates similar to what was in effect prior to 2018 increases
- Affected land uses
  - Restaurants – 50% fee subsidy
  - Pizza Parlors – 40% fee subsidy
  - Lounge/Bar/Taverns – 30% fee subsidy
- Limited duration – July 1, 2019 through June 30, 2020
- Town Center Committee to make long-term policy recommendation in updated Town Center Plan (allows for some proof of concept)
- Fee subsidy funded by General Fund (that way a full SDC is still collected)

**Exhibit B**

April 9, 2019 Council & CEPC Meeting Minutes

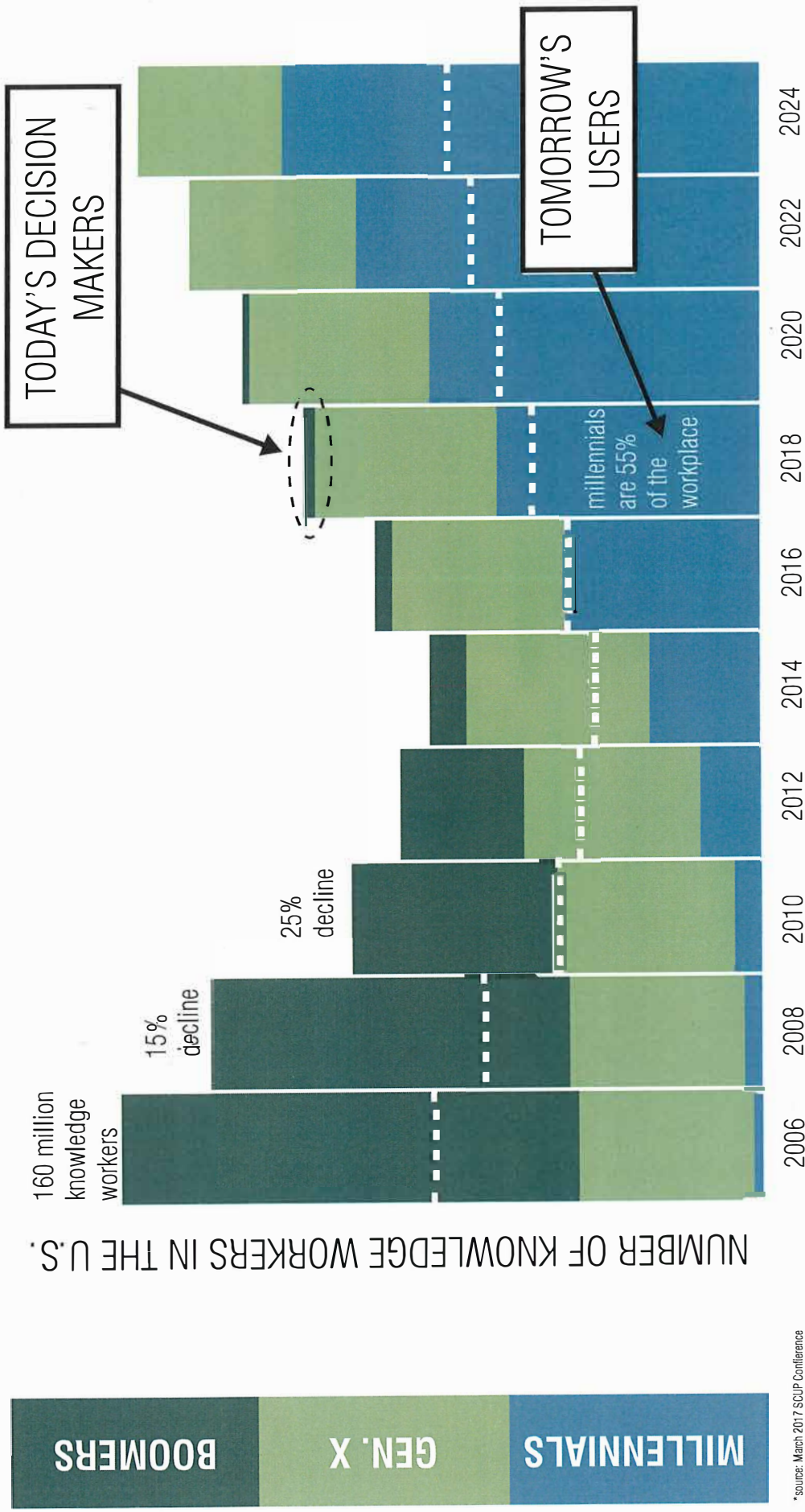
Public Buildings





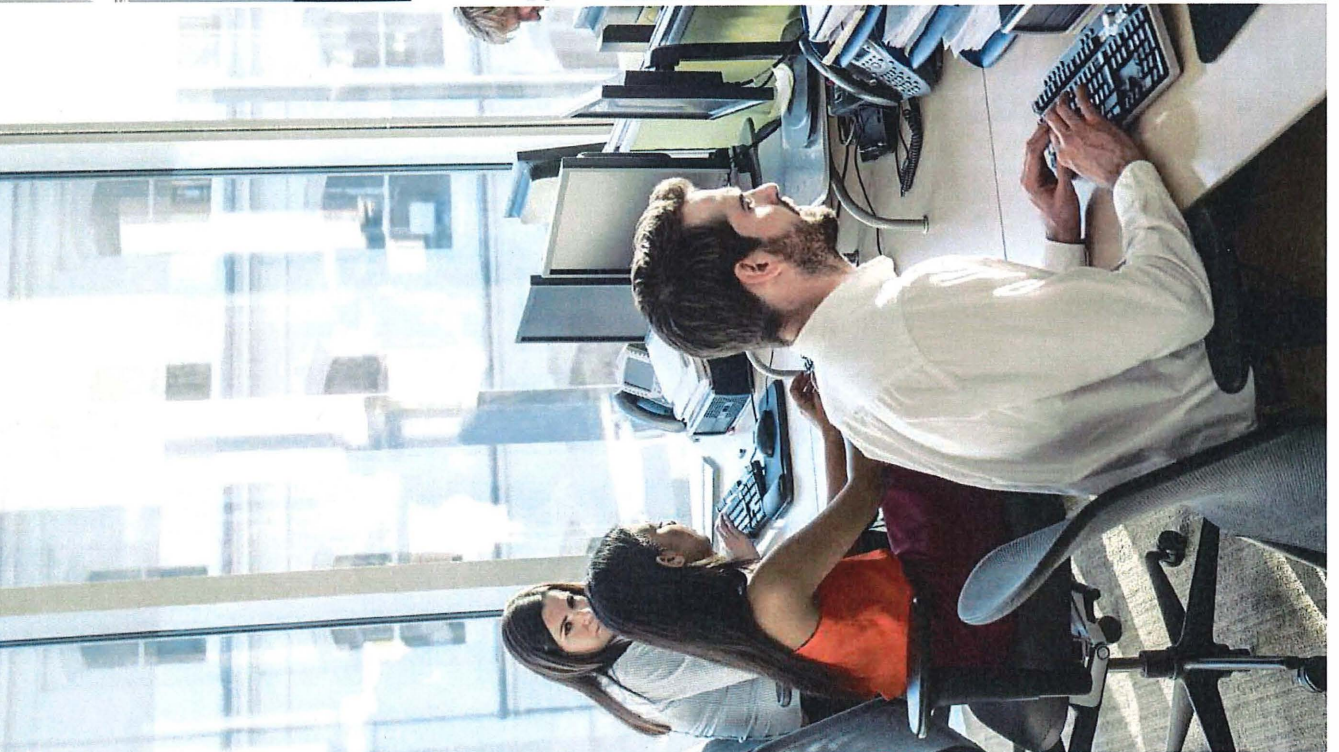


# SHIFTING WORKFORCE: WHO DECIDES THE FUTURE?



\*source: March 2017 SCUP Conference





Public Buildings can:

Public Buildings can:

1. **Tell a story**





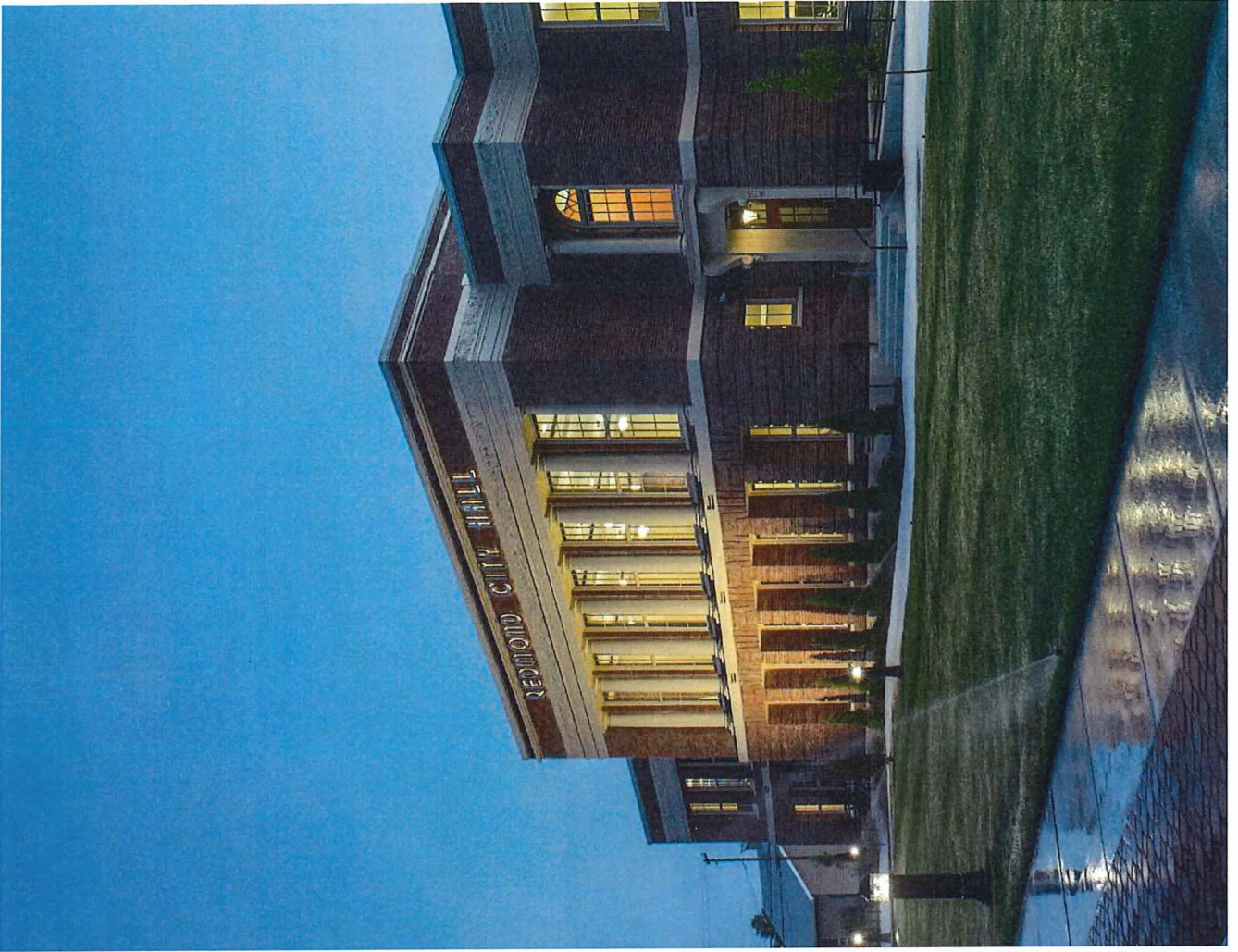
Public Buildings can:

1. Tell a story
2. **Affect our Mood**









# Exhibit C

April 9, 2019 Council & CEPC Meeting Minutes

April 9, 2019  
Troutdale City Council  
Subject: City Hall

Mayor Ryan, Council Members and City Staff,

Thank you for the opportunity to address the Council on the City Hall. When we met last month, I presented questions and comments on the current status of the City Hall. Since then I have reviewed the Agenda Item #7 Staff Report. From that review I have a much clearer understanding of the history of the City Hall Project. I would like to present my comments to you this evening for your consideration.

I have three perspectives on City Hall. The first is the view from being a lifelong resident. The second perspective is based on an appreciation for our community and its history. Sue and I are members, volunteers and former Board Members of the Troutdale Historical Society.

*My third perspective comes from a 30 year career in construction. The majority of that time was in general construction project management. I retired as a Project Executive after completing over 120 projects, both large and small. I also provided development, pre-construction and construction oversight for the Cherry Park Plaza Project as an owner's representative. I was fortunate to have had the opportunity through my career in construction to be exposed to many different projects in different places with different people under always changing conditions. I believe much of the knowledge and experience gained from this work is applicable to our City Hall Project.*

The Staff Report provides the chronological history from 2011 to today. I also reviewed a copy of the Plan Timeline dated April 22, 2014 referenced in Exhibit E.

An objective and honest analysis of this information is important if we are to improve upon the process that will serve as the primary mechanism to complete the City Hall Project. There are significant lessons that can be gained if we identify and acknowledge these lessons and are able to create the positive actions that will result in a successful project completion.

## ANALYSIS

1. *The Exhibit M discussion comments appear to reflect a Council consensus to save and renovate City Hall*
2. The City owns adjacent land on the East side of City Hall that may be adequate for staff expansion and or parking
3. The parking area at 2<sup>nd</sup> and Kibling owned by the City has the potential to provide much needed additional parking if developed
4. Selective demolition, clean up and any potential additional hazardous material removal remains to be completed
5. A thorough and complete building condition survey has not been completed
6. The level and extent of repair and renovation has not been finalized

7. A scope document suitable for preliminary pricing has not been completed
8. The Space Needs Study and its final determination has not been completed
9. Public Works Department will most likely continue operating from the 4<sup>th</sup> Street Building
10. A site analysis that considers all of the known and yet to be identified options and concerns and potential impacts such as drainage, slope, parking, future expansion, safety, traffic circulation, and downtown business enhancement has not been completed

***If we assume the Council approves a Resolution today that agrees with 1 above, then the plan task reflected on the Plan Timeline set for completion around October 2014 is now complete April 9, 2019. It is obvious that, after a delay of 4 & 1/2 years to make a decision on a site selection, that one or more conditions impacted the process, plan and project. What was the Plan and what impacted a timely completion of the tasks?***

Hindsight usually provides a more realistic perspective than foresight. I think it is true in this case. From my experience any successful project requires that a comprehensive plan be the *first and most important* task to be completed. It must consider as a minimum the following:

1. Who will be responsible to complete all of the tasks required by the final plan-do all of the individuals have the experience and expertise in the required disciplines for the work-will they be focused and dedicated to the work of a team for a common goal?
2. What is the goal -has it been defined-have the risks been identified and quantified and the financing and contingencies been established?
3. When will the project start and end-what time will be given to each task-has time been allotted or anticipated for the known and unknown but potential changes in conditions both related to the project and the personnel that make up the project team?
4. Where will the coordination meetings take place-will adequate time and focus be priorities or will the meetings take place where other issues by default take place to detour the tasks and their resolution dictated by the plan and schedule?
5. How will decisions be made to ensure the work is completed as required by the plan and scope of the work, namely cost, quality and time-how will the work be designed and contracted-will the work be phased to accommodate the progress and cost of design and incremental financing if required-how will the work be managed "who's on first what's on second?"
6. How much will it cost-there is a direct correlation between the planning work and the cost of the work. The better the plan the more likely it is that you will be able to control the cost. Attempting to buy your way out of an issue or issues will become expensive and time consuming. Details are critical to a successful plan and project.

We all recognize that time is fixed, that each and every day rarely happens the way we think it will. Changing conditions have an impact on us personally and the organization. There have been many issues that likely had an impact on the City Council and City Staff and therefore impacted the City Hall Project.

We need to acknowledge and appreciate the great work and service that everyone working in our City Government provides for all of us. The City Council and Staff have been attempting to address all of the work on their plate while dealing with new unanticipated issues sliding through the door every day. We cannot ask more from others than is reasonable to expect from ourselves. I believe the “plan” was not fully detailed, unrealistic and did not consider all of the critical essential elements, especially available time and human resources.

I know that we can help maximize efficiency by spreading out the work load. As far back as I can recall *City residents have volunteered to contribute their time and effort to assist in reaching* those goals and completing special projects the community determined to be worthwhile. Our volunteer organizations and committees add much needed insight, feedback, energy, talent, expertise, experience, and community spirit to the livability and appeal of Troutdale.

In 2012 the creation of a City Hall Committee was discussed. I encourage the Council to create a committee for this specific purpose if one has not already been created. Please consider the following recommendations:

#### **RECOMMENDATIONS**

1. Approve a Resolution selecting the City Hall on Kibling as the official site for City Hall
2. Approve creation of a City Hall Committee to assist in the management of the process and planning.
3. Consider selective demolition and clean-up of City Hall. This will allow removal of the material on site that needs to be removed. It will open up the structure for a more detailed inspection that will serve as the basis for a work scope document and pricing. It will also help to enhance citizen interest and participation.
4. Determine financing options with consideration for potential phased construction, incremental financing and the phase out of leases.

Thank you.  
Sincerely,  
Greg Handy