



Agenda August 24, 2021

Regular Meeting | 7:00 p.m.

Troutdale Police Community Center – Kellogg Room
234 SE Kendall Ct, Troutdale, OR 97060

1. **Pledge of Allegiance, Roll Call, Agenda Update**
2. **Public Comment:** Public Comment on non-agenda and consent agenda items is welcome at this time. *Public comment on agenda items will be taken at the time the item is considered. Public comments should be directed to the Presiding Officer and limited to matters of community interest or related to matters which may, or could, come before Council. Each speaker shall be limited to 5 minutes for each agenda item unless a different amount of time is allowed by the Presiding Officer, with consent of the Council.*
3. **Consent Agenda:**
 - 3.1. **Minutes:** April 13, 2021 City Council Regular Meeting; June 15, 2021 City Council Special Meeting; June 22, 2021 City Council Regular Meeting; July 2, 2021 City Council Special Emergency Meeting; and July 13, 2021 City Council Regular Meeting.
4. **Update:** An update on the CROPS (Community Reaps Our Produces and Shares) farm project and future plans. – *John Wasiutynski, Multnomah County & Shantae Johnson, Mudbone Grown*
5. **Update:** An update and report from East County Resolutions (formerly East Metro Mediation). – *Tera Cleland, East County Resolutions*
6. **Discussion:** A discussion about the Parks Master Plan. – *Jon Pheanis, MIC*
7. **Discussion:** A discussion about City Sponsored Events. – *Chris Damgen, Community Development Director & Marlee Boxler, Economic Development Coordinator*
8. **Staff Communications**
9. **Council Communications**

10. Adjournment



Randy Lauer, Mayor

Dated: August 18, 2021

Meeting Participation

The public may attend the meeting in **person*** or via Zoom. Please email info@troutdaleoregon.gov by **5:00pm on Monday, August 23rd** to request Zoom meeting access credentials. You may also submit written public comments via email to info@troutdaleoregon.gov no later than **5:00pm on Monday, August 23rd**. City Council Regular Meetings are broadcast live on Comcast Cable Channel 30 (HD Channel 330) and Frontier Communications Channel 38 and replayed on the weekend following the meeting - Friday at 4:00pm and Sunday at 9:00pm.

**Those attending the meeting in person will be required to wear a face mask as required by the State of Oregon and Multnomah County for all indoor public settings.*

Further information and copies of agenda packets are available at: Troutdale City Hall, 219 E. Historic Columbia River Hwy. Monday through Friday, 8:00 a.m. - 5:00 p.m.; on our Web Page www.troutdaleoregon.gov/meetings or call Sarah Skroch, City Recorder at 503-674-7258.

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to: Sarah Skroch, City Recorder 503-674-7258.

MINUTES
Troutdale City Council – Regular Meeting
Troutdale Police Community Center – Kellogg Room
234 SW Kendall Court
Troutdale, OR 97060

Tuesday, August 24, 2021 – 7:00PM

1. PLEDGE OF ALLEGIANCE, ROLL CALL, AGENDA UPDATE

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

PRESENT: Mayor Lauer, Councilor Ripma, Councilor Caswell, Councilor Kranz, Councilor White, Councilor Moon and Councilor Glantz (7:01pm).

ABSENT: None.

STAFF: Ray Young, City Manager; Sarah Skroch, City Recorder; Ed Trompke, City Attorney; Chris Damgen, Community Development Director; Fred Ostler, Public Works Director; Tim Seery, Parks & Facilities Superintendent and Marlee Boxler, Economic Development Coordinator.

GUESTS: See Attached.

Mayor Lauer asked for agenda updates

Ray Young, City Manager, replied there are no updates.

Item #3, consent agenda, was discussed before public comment.

3. CONSENT AGENDA:

3.1 MINUTES: April 13, 2021 City Council Regular Meeting; June 15, 2021 City Council Special Meeting; June 22, 2021 City Council Regular Meeting; July 2, 2021 City Council Special Emergency Meeting and July 13, 2021 City Council Regular Meeting.

<0:01:25>

Councilor Glantz stated she has 2 changes to the minutes. First on page 9 of the April 13th minutes, it should read, Councilor Glantz likes what Councilor Caswell is doing. Second, on page 2 of the July 2nd minutes, it should read, it only takes one person making a poor choice.

MOTION: Councilor Glantz moved to approve the consent agenda and the minutes as amended. Seconded by Councilor Ripma.
Motion Passed 7-0.

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

No public comment.

4. UPDATE: An update on the CROPS (Community Reaps Our Produces and Shares) farm project and future plans.

<0:04:04>

Shantae Johnson, Mudbone Grown, stated she is the co-owner with Arthur Shavers of Mudbone Grown. Shantae showed a PowerPoint presentation (included in the meeting packet).

<0:26:18>

Councilor Glantz asked how much goes to CSA programs and if people pay for the CSA programs.

Shantae Johnson replied people do pay for it and it's subsidized through the County and Zenger Farms.

<0:27:05>

John Wasiutynski, Multnomah County Office of Sustainability Director, stated the County works with clinic patients and if their doctor identifies them as food insecure the doctor can give a "prescription" for them for a CSA share.

<0:29:29>

Ray Young stated this will be on the council agenda in 3 weeks for a deferral of an SDC fee for water. The organization needs additional water on the site. An arrangement has been worked up with McMenamins to give them water without SDCs until they are ready to develop.

John Wasiutynski stated when Multnomah County sold the pig farm property to McMenamins they preserved a 3-acre easement and it's Multnomah County's if they continue to use it for a farming purpose.

Councilor White stated this is a wonderful program. He asked if chickens or livestock will be considered.

Shantae Johnson replied she thinks they're going to just start off with vegetables and herbs. They're hoping to have an orchard and work with the Portland Fruit Tree Project.

Mayor Lauer stated the program is fantastic and what is being done for the community is impactful.

5. UPDATE: An update and report from East County Resolutions (formerly East Metro Mediation).

<0:34:40>

Tera Cleland, East County Resolutions (ECR), stated she has provided information in the packet on what ECR has done for Troutdale. She explained that ECR provides mediation

services where they bring people together to help with conversations about what their issues are. ECR offers coaching and helps with ideas on how things can be dealt with differently to make situations better. There are 15 volunteer mediators on staff, and they really enjoy the work. Beyond mediation, they have a facilitation program such as family facilitation with DHS for families trying to get their kids back. There's a 2nd Home Program which facilitates rental housing for students (15 and pregnant or 16 and over) to help them graduate high school. They mediate housing disputes, have training programs on basic mediation and conflict management training and a number of community workshops are held during the year.

<0:50:56>

Mayor Lauer thanked Tera for coming and presenting and what ECR does for East County. He appreciates their time.

6. DISCUSSION: A discussion about the Parks Master Plan.

<0:51:28>

Jon Pheanis, Project Manager, MIG, showed a PowerPoint presentation (included in the meeting packet).

<1:05:34>

Councilor Glantz stated regarding issues, she thinks the main issue is funding management and maintenance of what Troutdale already has. Under what role do parks and recreation play for the future, she thinks there's some mental need for greenspace in general. She would like to see something in south Troutdale. There is a park, but citizens can't access it when school is in session.

Jon Pheanis stated those are very helpful. He stated that MIG will be bringing GIS data and they'll be looking at access to the spaces Councilor Glantz mentioned.

<1:07:58>

Councilor Kranz stated connectivity is a huge issue in terms of connecting the southern end with the northern end and then also looking more regionally in terms of the trail system and connecting to other communities. She loves Imagination Station but it's aging faster than the last one.

Councilor White stated he would like to see the surveys or polls prior to them being sent out to the community. In other communities, parks and trails are becoming a liability and a concern. The last Parks Master Plan was heading for a \$7,800 parks SDC and a new parks fee on their utility bill to maintain everything. College Park's land is in limbo. It's not in the inventory and it should be.

Councilor Caswell stated the money in the parks silo can't be spent on maintenance. She thinks the City should look into changing that so the money can be used for maintenance.

Jon Pheanis stated maintenance is a top priority and will be looked at.

Councilor Kranz stated to add to her last comment, the durability of equipment.

Mayor Lauer stated he feels a big issue is that we tend to silo to thinking that parks and recreation is only for children and young families and that's not the case. They need to be meaningful developments for everyone in Troutdale. He's going to be advocating heavily for a skate park within Troutdale. The community is vastly supportive of bringing a skate park to Troutdale and by not having one is a disservice to youth and young adults.

Councilor Kranz stated she loves the concept of adding diversity to what Troutdale has. She likes the idea of pickleball and thinking about different types of smart technologies and ways to improve/increase safety with lighting.

7. DISCUSSION: A discussion about City Sponsored Events.

<1:21:26>

Chris Damgen, Community Development Director, presented a PowerPoint (attached as Exhibit A).

<1:32:39>

Councilor Moon stated he is a fan of live music, and he would like to see it expanded and taken to the next level.

Chris Damgen asked if Councilor Moon envisions the City maintaining the First Friday event as a city run event.

Councilor Moon replied if City staff are up for it. A partnership would be better equipped to handle it and the resources should be made available.

Marlee Boxler, Economic Development Coordinator, stated that First Fridays consume a lot of her time and a volunteer event coordinator would be helpful. She doesn't want to give it up, but an event coordinator would free up more of her time to do other roles in her job more thoroughly.

Ray Young, City Manager, stated there has been a history of 20-25 years of creating a situation where there has been burnout with staff, confusion as to who does what events and frustration that they want the City to do things. There have been blurred lines. There needs to be clarity as to what events will be put on and trying to break it down into 3 categories such as city run events, city assisted events and then city permitted events. He suggested fewer things done really well, don't put the level of difficulty too high at the beginning. Then possibly down the road explore adding music and food.

Councilor Ripma stated the 3 categories make sense. He's only heard good things from the businesses about the City running First Friday. He urged staff to have the City do First Fridays and budget for it accordingly.

<1:41:40>

Councilor Kranz gave accolades to Chris and Marlee and the Community Development team for the huge success. She applauded MCSO for their friendliness, simple integration and presence to make people feel safe. She suggested permitted events like the Bigfoot Festival

and maybe a 5K or 10K running event. She likes the idea of Music Mondays with food carts, and she supports getting a better framework that outlines where city staff begins and ends. Manage growth with strategy a of creating a cohesiveness that will be better for the whole community.

Councilor Caswell stated freedom for staff is important. She appreciates Marlee's sense of passion for her job. She would like to see Marlee freed up to invest more time in city run events. It would be a wise financial move to support her in getting her help.

Councilor Glantz stated she is fine with having something to help Marlee get her day job done. Her concern is that once that is in place then other things don't start to fill it by adding more events to the coordinator.

Councilor Kranz suggested coordinating with the Troutdale Historical Society (THS).

<1:48:41>

Councilor White stated he wants to advocate for outreach to the businesses. He worries about the Troutdale House putting on a wedding and Sugar Pine with the street closure. He wants businesses taken care of. As far as a budget, he thought the TLT money was covering that. He misses the THS ice cream social, and he would like to see a farmer's market.

Councilor Caswell asked if there were some simple tweaks that can be done to First Fridays to add tourism elements.

Chris Damgen replied possibly.

Councilor Kranz stated she spent a Friday evening down in Alberta and it was completely dead. The concept of expanding the tourism net is a good idea and should be pursued.

Marlee Boxler stated she boosts the Facebook page for every single First Friday, and it does spread outside of Troutdale, generally the whole Metro area. There is some advertising outside of Troutdale and she also hired a photographer to get some high-quality photos.

Mayor Lauer stated he likes the 3-tier system, but he would like to add/change on the city run events, he would like them geared more towards what the City determines to do. It should be something city staff should come together on and decide.

8. STAFF COMMUNICATIONS

<2:03:14>

Ray Young provided the following staff communications:

- The next Planning Commission meeting is August 25th at 7pm. Council is welcome to watch but please no comments during the meeting as one of the agenda items may come before Council for appeal.
- The next Historic Landmarks Commission meeting will be August 26th.
- Over the next 1-1½ months there will be 22 ADA ramp improvements around the City.

- On August 25th the intersection of Buxton and the Historic Columbia River Highway will have a 3-way stop installed.
- Mask mandates have been extended to outdoor areas.

9. COUNCIL COMMUNICATIONS

Councilor Caswell stated the coalition is continuing and moving forward with a meeting with Oregon Department of State Lands on August 18th.

Councilor White stated it's good to see that Gresham Fire and Emergency Services added a jet ski to river safety.

Councilor Glantz stated in order to allow kids to go back to school, Portland Public Schools is going to be cleaning out homeless camps. She suggested watching out for relocations to Troutdale. She read in Willamette Week that \$10 million in rent assistance has been distributed in Multnomah County and she's wondering if there's a way Troutdale can help with its residents.

Councilor Ripma stated he's not sure about everyone being required to wear a mask at First Friday. He said it might put a damper on the event.

Mayor Lauer stated he would like to not be the mask or social distancing police. He would like to heavily recommend and not expend any staff time to police it.

Councilor Kranz stated signs on the sidewalks around town and Troutdale Elementary School are impacting accessibility for anyone with a wheelchair or stroller. She also stated there is a camp with a tent down by The Confluence site with multi-room habitation.

10. ADJOURNMENT

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

Meeting adjourned at 9:16pm.

Randy Lauer, Mayor
Dated: October 14, 2021

ATTEST:

Kenda Schlaht, Deputy City Recorder

August 24, 2021 City Council Regular Meeting Zoom Guest List

Name (Original Name)	User Email	Join Time	Leave Time	Duration (Minutes)
Troutdale Conferencing	troutconf@troutdaleoregon.gov	8/24/2021 18:39	8/24/2021 21:16	158
MetroEast		8/24/2021 18:41	8/24/2021 21:16	156
Sarah Skroch	troutconf@troutdaleoregon.gov	8/24/2021 18:41	8/24/2021 21:16	155
Fred Ostler		8/24/2021 18:43	8/24/2021 18:43	1
Shannon Seery		8/24/2021 18:45	8/24/2021 21:16	152
Fred Ostler (164316)		8/24/2021 18:47	8/24/2021 20:49	122
Speaker Table		8/24/2021 18:48	8/24/2021 21:16	149
Arthur Shavers		8/24/2021 18:51	8/24/2021 20:12	81
Randy Lauer	randy.lauer@troutdaleoregon.gov	8/24/2021 18:51	8/24/2021 21:16	145
Glenn White		8/24/2021 18:54	8/24/2021 21:16	142
Paul Wilcox		8/24/2021 18:55	8/24/2021 21:16	141
Dave Ripma	dripma@sharplabs.com	8/24/2021 18:55	8/24/2021 21:16	141
Nick Moon		8/24/2021 18:56	8/24/2021 21:16	141
Alison Caswell		8/24/2021 18:56	8/24/2021 21:16	140
Councilor Kranz		8/24/2021 18:58	8/24/2021 18:59	2
Jamie Kranz		8/24/2021 18:58	8/24/2021 21:16	138
Tera Cleland	tera.cleland@greshamoregon.gov	8/24/2021 18:58	8/24/2021 19:51	53
Jon Pheanis MIG	portlandzoom@migcom.com	8/24/2021 18:59	8/24/2021 20:31	93
Ray Young	ray.young@troutdaleoregon.gov	8/24/2021 18:59	8/24/2021 21:16	137
Sandy Glantz	sandy.glantz@airship.com	8/24/2021 19:00	8/24/2021 21:16	136
Shantae Johnson	mudbonegrown@gmail.com	8/24/2021 19:02	8/24/2021 19:34	32
John W (MultCo he/him)		8/24/2021 19:03	8/24/2021 19:34	32
Chris Damgen	troutconf@troutdaleoregon.gov	8/24/2021 19:03	8/24/2021 21:16	133
Marlee Boxler - City of Troutdale		8/24/2021 19:23	8/24/2021 21:16	114
Ed's iPad		8/24/2021 20:40	8/24/2021 21:16	37

DISCUSSION ON EVENTS

Chris Damgen, Community Dev Director
Marlee Boxler, Economic Dev Coordinator

Troutdale City Council
August 24, 2021



FIRST FRIDAY



FIRST FRIDAY

- **Red Trillium** had over 65% new customers in June & did 5 times what they had averaged on Fridays during COVID period
 - “Your promotion and efforts for First Friday have been very much appreciated. We had less people visit the gallery in July but almost twice the sales over June’s FF. Many new customers who had never been in RT all worth a big Thank You to your team!”
- **The Way Out Inn:** best night ever at the June First Friday
- **Celebrate Me Home:** June First Friday rivaled their Girls Night Out Event.
- **Calou** shop (local vendor) broke their sales record at the June First Friday by \$200. The most they had ever made at an event before was \$800 and they made \$1000 that night.



WHY WE ARE HERE

- First Friday is extremely successful, but...
 - City has not taken a lead role as event organizer before
 - Staff resources are stretched/limited
 - Logistical challenges with street closure
 - Needs budgeting for next year
- Previous MOU with Chamber is null/void
 - Listed events that no longer exist or have shifted responsibility
 - Does not take into account existing staff or equipment capacity
- Events expected to pick up in 2022
- What to do about SummerFest
- Confusing language – what is “city-sponsored”?



TYPES OF EVENTS

City-Run Events

- City is the lead organizer
 - secures approvals
 - uses established street closure plan (when required)
- City Staff works the event
 - preparation & take-down
 - conducts oversight of contractors and volunteers
 - secures vendors and entertainment
- Budgeted as a separate line item

City-Supported Events

- Other party is lead organizer
 - secures event permit (City approval)
 - street closure approvals
- Requests one or more of these items:
 - City Staff assistance
 - use of City resources (equipment)
 - funding assistance beyond sponsorship
 - insurance liability coverage

Permitted Events

- Other party is lead organizer (same as above)
- City may contribute sponsorship financial support



(RUNNING) LIST OF EVENTS

City-Run Events

- **First Fridays**
June-October
- **Movies in the Park**
TBD

City-Sponsored Events

- **Troutdale Trot** (Kiwanis)
May
- **Cruise-In** (Kiwanis)
August
- **Fall Festival of the Arts** (CAA)
September/October
- **Tree Lighting** (Kiwanis)
December
- **SummerFest?** (Chamber)
July

Permitted Events

- **Edgefield Concerts**
May-October
(via Agreement)
- **Easter Egg Hunt & Pancake Breakfast**
March/April
- **Troutdale ES Art Event**
May/June
- **Bite of East County**
July
- Other or “one-off”
events



DISCUSSION ITEMS

To be memorialized in future resolution

- Updating the event list to classify known events into 3 categories
- Updating the calendar for when annual/regular events are to occur
 - limiting calendar conflicts or having events too close together
 - clarifies event permit approval
 - assists with street closure requests, MCSO support & property notifications
- Role/expectation of City to support events not run by the City
 - event permit process already established
 - promotion & social media
 - providing staff support
 - providing resources (equipment)

