

**City of Hood River
City Council Work Session
April 27, 2020**

Council: Mayor Kate McBride, Mark Zanmiller, Megan Saunders, Tim Counihan, Jessica Metta, Erick Haynie, Gladys Rivera

Staff: City Manager Rachael Fuller, City Attorney Dan Kearns, Finance Director/ACM Will Norris, Planning Director Dustin Nilsen, Fire Chief Leonard Damian, Police Chief Neal Holste, Interim Public Works Director Wade Seaborn, City Recorder Jennifer Gray, IT Manager Bill Bohn, GIS Analyst Jonathan Skloven-Gill, Planner Jennifer Kaden

Absent:

I CALL TO ORDER – 6:00 p.m.

II BUSINESS FROM THE AUDIENCE

WORK SESSION

III OPEN WORK SESSION - 6:00 p.m.

IV AGENDA ADDITIONS OR CORRECTIONS

Fuller asked Council to switch the order of the Discussion Items; the Utility Rate Study Check-in will go after the City of Hood River Local State of Emergency.

V DISCUSSION ITEMS

1. City of Hood River Local State of Emergency, R. Fuller
Fuller asked the Police Chief Neal Holste and Fire Chief Leonard Damian to speak to Council about what that they are seeing from an operational perspective.

Holste stated it has been a unique time. His department has been changing the way they do things. When they receive a call, dispatch gives the officer a medical screening before they arrive on scene. Officers have proper PPE in their vehicles, and they are using them when needed. They are trying to handle calls by phone when possible, rather than having an officer respond in person. The citizens have been good about stating they can take a phone call rather than respond. NORCOR has made some major restrictions; only individuals who committed major crimes are incarcerated. That is unique to the department; Measure 11 and major crimes. The current call load is down 50% compared to last year. They have seen increases in theft by 60%, disorderly conduct calls are up 66%, alarm calls are up 166% due to establishments closed (false alarms), and they have been responding to vehicles crashes on I-84. Harassment calls are down by 52%. Their calls have decreased but the arrest rates have actually stayed statuesque, they have not seen it decline. They

have seen a unique increase in thefts in the community. Drug arrest have also increased 14% in the past 3-4 weeks. Minor in possession have increased, probably due to no school and college. The DUI's are down 63% from this time last year. Everyone in the department is healthy which has been great to see.

Damian echoed the sentiments that Holste stated. The priority of his department is number one. In regards to calls, a COVID discussion happens with dispatch when the department receives a call. This helps them with situational awareness. That has been their number one priority. He stated, luckily for his department years ago, they prepared for pandemics due to SARS and Ebola. The department had done a lot of preparation; lucky the community never needed it until now. Providence hospital helped his department rewrite protocols which was a very simple add in for them. Damian thanked Maui Meyer and his group for building the Fire Department a large amount of PPE's. Damian added they have been working very closely with the County and Providence Hood River. Operation impacts; temperature checks twice a day, more stringent decontamination procedures and plans in place if there is a breakout at the station. Call volume is business as usual. They are about .89 calls down a day from the beginning of the year. Transfers to Portland are still happening and they are still responding to 911 calls.

Fuller stated it is her intention to extend the emergency declaration to May 14. The key provisions of that declaration include the suspension of utility shut offs, suspension of late fines for payments, city facilities remain closed to the public and city resources are being redirected to the community response. In collaboration with other park providers, and consistent with the Governors orders, the City is able to open up neighborhood parks. Playgrounds and City public restrooms are closed. The greenspaces in neighborhood parks could be opened. The Waterfront Park and Children's Park will remain closed. Unless directed otherwise by Council, short-term rentals and bans on recreational and leisure hotel stays would remain in place for the duration of the emergency. With regards to travel, the Governor's order is clear that non-essential travel is prohibited. The Mayor order is consistent with this. The Governors opening framework will guide any future decisions about the emergency declaration.

Mayor McBride asked for Councils thoughts on the first part of the order; utility shutoffs, suspension of late fees, and City staff continuing to work from home for social distancing. Council agreed with recommendations to continue those orders in place.

Councilor asked staff to send out another e-blast letting the community know there will not be utility shut offs during this time.

Mayor McBride asked for Councils thoughts on opening greenspaces, trails and neighborhood parks.

Councilor Zanmiller asked how they will be signing this to inform the public; trail through the Waterfront park is open but not the park. The important part of this is clear communication. He hopes the communication is consistent with all the local entities.

Fuller stated she has been in contact with the other entities and they have collaborated on signage. The basic theme for the sign is "crowds equals closures." All the entities plan to use that sign. The County has already made the decision to open some of their trail networks. Fuller believes the Waterfront Park is going to be an ongoing challenge for

everyone. That area will take everyone working together to communicate that crowd's equal closure. At this point, the City does not feel confident they can effectively and safely manage the crowds and green spaces at the Waterfront Park.

Councilor Saunders believes keeping the Waterfront Park closed is necessary given the regional draw. Any sort of partial reopening feels like an invitation for more people to come to Hood River. She asked if there can be continued messaging for people outside of Hood River.

Fuller stated the City will continue to communicate the health guidelines and continue to align with County Public Health and Oregon Health Authority on physical distance requirements. The City is ready to adapt the communication, should it be needed.

Councilor Haynie stated opening the neighborhood parks is the right thing to do. He believes they can put trust in the community; we have a very responsible community. He believes this is a step in the right direction. He feels the City Manager is empowered to change directions, if it is not working. The messaging should be clear. He has received comments about the signage at the Hood River stairs; they are hard to see. He suggested having the message encouraging people walk and bike to the open green spaces, not driving. This would encourage the result to be more locals only, rather than out of towners.

Councilor Rivera feels the Spanish translation on the signs could be changed to more plain language. Some of the terms are complicated.

Council agreed with the reopening trails, green spaces and neighborhood parks.

Council discussed the continued closure of short-term rentals and bans on recreational and leisure hotel stays for the duration of the emergency.

Councilor Haynie stated he does not believe it is time but looking ahead in terms of reopening considering hotels and motels that are outdoor facing with a door, can reopen when appropriate or allowing every other room to be occupied. Those types of things will come after the Governors order for nonessential travel is lifted. It seems proper for the City's rule of law to match up with enforcement practice.

Mayor McBride suggested having the Local Health Authority give their thoughts and guidance on the reopening of lodging establishments. She stated the bigger question is the "stay at home." Until the Governor says they do not have to stay home, the City should have some type of restriction on tourist coming to visit.

There was a consensus that it is not the time to reopen for recreational visits; nonessential travel is not permitted through the Governors current order. They agree to continue the Mayors message, it is in alignment with the Governors stay at home order.

Fuller stated the City is going to be relying on the County Public Health to interpret the Governors guidelines and to tell the City what that means for Hood River County; they will be the ones looking at the data and communicating it to everyone.

Councilor Saunders stated since federal programs are limited or taking a while to get money to individuals and business, she asked if there is some way or if there is already a program

regionally that can be available. She would hate to see a couple of months of backlog leads to empty storefronts in town. She knows there are others working on this, but she wonders what the City can do to help.

Fuller stated the City can do something to help if that is Councils direction. Staff has been in conversations with the business community. There has been some money put aside in the proposed City budget, for a recovery package. The City can look at loan programs, Mid-Columbia Economic Development District, would be a good entity to manage that.

Councilor Metta added other communities are doing grant programs. She is available to answer questions and work with the staff on options.

Mayor McBride stated this is a whole new subject. She believes more Council discussion and staff research is needed at this point on the possibilities. This should be brought back at a future meeting to discuss.

2. Utility Rate Study Check-in, W. Norris, W. Norris

The City of Hood River executed a contract with FCS Group to perform a multi-year utility rate study. One of the primary deliverables is evaluating equitable rate burdens between customer categories, such as residential, commercial, and large industrial.

FCS has completed their initial calculation of the City of Hood River's Water, Sewer, and Stormwater revenue requirements and cost of service analysis between customer groups. Representatives from FCS presented on how the City's utility charges may be modified to better align future charges to the utilities' costs.

Staff Recommendation: Receive the presentation by FCS, ask questions, and provide feedback on their rate analysis.

Norris stated this has been a very large project that has been going on to a large extent with staff, while they do a lot of data analysis and getting in capital project plans. Staff wanted to have a check-in with Council. As they continue to move forward, they are at a good point where they have done a good analysis of the City's cost of service and how that might impact the rate burden could be more accurately and equitably shared among different user groups. Norris has asked Doug Gabbard, John Ghilarducci and Wyatt Zimbelman from FCS Group to present.

Gabbard presented a PowerPoint, it has been added to the record. He stated the next step in the process is to figure out what type of phasing schedule, if any that should be implemented for the cost of service shifts. After that is determined, they will tackle the issue of rate design for water sewer rates. That is where they get into the issue of how to allocate that between fixed biometric charges. There is still stormwater that needs to be looked at. They have the data needed to be able to charge based upon impervious surface areas and they will begin to put that study together for Council in the next phase of their work.

Mayor McBride asked now that Council has the data for water rates and continued data will be gathered for other things, does Staff need Council give a head nod to move forward?

Norris stated next step is moving forward with a rate design. He completely concurs with FCS recommendation. Instead of snapping into an immediate distribution, it should be

phased in more gently with rate increases. That is the plan unless there is any objections. One of the last pieces of this project is to take a second look at the affordability program, to see how many people will need to be helped.

3. Downtown Hood River Parking Study – Interim Regulations, D. Nilsen
- During the January 13th and 27th 2020 meetings Council requested that staff provide more information regarding a limited scope of interim parking regulations amendments that would be effective until longer term parking supply alternatives and issues were addressed by the Urban Renewal Agency. These interim regulations were scheduled for discussion at its March workshop and were specifically tailored to address:
- 1) Upper-story residential conversions within historic buildings
 - 2) Fees paid in lieu of providing off-street parking
 - 3) Demand-based parking rates

The purpose of this item is to outline the proposed amendments and take additional Council input prior to initiating the legislative process with Planning Commission. The intent of the amendments are to reduce barriers to downtown investments for both commercial and residential uses, facilitate the reuse of historically significant buildings, and expand residential housing opportunities in the City's historic commercial mixed use center, which is a common strategy in successful historic downtown and main street districts. Expanded commentaries and analysis provided by Rick Williams Consulting are included as attachments and provide recommendations and details on each of the following issues.

1). Residential Conversions within Historic Buildings.

As detailed within the Downtown Parking Study, developers and owners of downtown structures identified off street parking requirements as obstacles to residential development within the downtown building inventory. A number of these structures are listed on local and national historic inventories intended to protect their design and architectural elements which are cited as contributors to the history and character of downtown. The addition of on-site parking while maintaining historic character is often cost-prohibitive.

If Council wishes to allow upper story residential conversions of historic structures downtown without requiring additional off-street parking, a memo discussing the topic is included and will be used to initiate hearings and code changes that will be initiated at Planning Commission.

2). Fee in Lieu of Off-Street Parking

Another issue identified and scoped for an interim code update was fee in lieu of off-street parking downtown. Since its inception, the fee-in-lieu has not been successful in meeting several of the goals originally intended for the parking program by the City. A key finding of the 2019 Downtown Parking Study was that the existing fee-in-lieu option lacked coordination with economic factors essential to translating fee-in-lieu payments into new parking capacity to serve parking demand for developments that would pay the fee (IE the fee didn't match the market).

Council has recognized the Fee in lieu issue in the past and has made a series of adjustments to address market issues. If Council wishes to reduce the fee in lieu as a way to incentivize the construction of housing downtown and until a long-range parking supply project is initiated, an attachment memo is included for guidance to a zoning code change to be initiated before Planning Commission.

3). Demand-Based Parking Rate:

As outlined in Strategy 3 of the Downtown Parking Study, a recommendation was made to “Revise current parking code requirements for new commercial and residential development in the downtown to be reflective of local demand and supportive of new growth and supportive of a new fee-in-lieu policy/code”.

Currently there are conflicting parking requirements within the code. Revising the parking rate as along with the interim approaches is recommended because the parking requirements suggested in the study influence how fee in lieu calculations are made. As outlined in the memo, revising the parking requirements to reflect the downtown parking demand (as measured by 2019 Hood River parking counts) should coordinate with the fee in lieu revision to avoid code inconsistencies.

The proposed changes are outlined in the following Chart:

Parking Requirement	Residential	Commercial	Industrial
Current	1.5 per unit	1 per employee	1 per employee
Recommended	1.25 per unit	1.50 per 1,000 rentable square feet	1.50 per 1,000 rentable square feet.

Nilsen stated staff is looking for Council feedback, questions and anything Council would like Planning Commission to hear.

Mayor McBride stated there are three different things that came out of the parking study that are going to go the Planning Commission: the legislative process. It will then be recommendation that will go to City Council. It is not quasi-judicial, so Council members can discuss this issue with constituents. The Planning Commission will go through all the information and come up with a recommendation. Tonight, Council needs to discuss and decide if they want the Planning Commission to look at these three items and send the Planning Commission any concerns, questions, or comments.

Councilor Counihan questioned if it would be fiscally feasible for developers to develop it into affordable housing, with all for the requirements. That is something that should be considered moving forward. These are big policy questions. Is that the intent of this?

Councilor Metta would like to see more residential happening in downtown. She sees this as a way to encourage it and supports it.

Councilor Haynie stated the historic buildings downtown seem different to him. They have been here for so long. The historic nature of the building is a factor why he would consider a waiver for the fee in lieu. That seems different to him, then new construction. He would like to have more discussion before he would be comfortable on waiving fee in lieu for new construction. The “gorilla in the room” is the C-zone exemption for the STR. If options are being considered, one might be to eliminate the C-zone exemptions, so they are treating all residential locations similar.

Councilor Zanmiller stated there are STR rules in place that already require parking. Any type of

housing is needed housing in the City. Creating more housing availability for one type, could help alleviate the need in another. He is not personally worried about affordability. The more rules that are put out, the more they will get what they currently have. The proposal has developers not getting special benefits for providing parking. He believes Council should talk about if they would require developers to find parking somewhere else, other than City parking.

Councilor Counihan stated it is important to preserve the historic buildings. That should be an important consideration during discussions.

Mayor McBride agreed. If the historic buildings that are not being used, could be used for residential but the parking is the issue, it would be great to take away that barrier.

Nilsen will take Council comments to the Planning Commission.

4. Draft Parks Master Plan - Update, J. Kaden

The Hood River Valley Parks & Recreation District initiated a process in 2018 to develop a Multi-Jurisdictional Parks, Recreation & Open Space Plan for the Hood River Valley. A joint meeting of the City Council and District and County Boards was held on February 28, 2019 to distribute a draft of the plan.

At work sessions held June 10 and July 8, 2019, City Council provided input regarding the vision, goals and policies of the draft master plan, agency roles, level of service goals for parks and trails, the city's role in acquisition, development and maintenance of parks and trails, recommended projects and implementation strategies. City Council appointed Councilors Zanmiller, Saunders, and Haynie to represent the City at Multi-Agency Joint Parks Plan Subcommittee work sessions.

The Multi-Agency Joint Parks Plan Subcommittee met several times in the fall of 2019 to provide input and direction for a revised draft Multi-Jurisdictional Parks, Recreation & Open Space Plan for the Hood River Valley. A revised draft was distributed on March 26, 2020.

The revised draft responds to much of the City Council's input, recommendations, and requests, including:

- The addition of an Executive Summary and relocation of some background materials into a separate appendices document
- A revised Vision statement
- Revised Goals & Policies
- Revised parks classifications - notably, the special use parks category was eliminated
- Inclusion of both acreage per capita and watershed goals in a recommended Level of Service standard
- Representation of school facilities in watershed maps
- Alignment of proposed parks acquisition areas and trails with the City's work on the Westside Area Concept Plan Report
- Redesign of a Capital Improvements Plan by jurisdiction a Capital Projects List that includes only larger projects, with broad cost estimates and a general prioritization

The purpose of this meeting is to confirm the following policy considerations with the entire Council and to provide an opportunity for additional input. The Council subcommittee reviewed the revised draft and recommends additional changes to the following items explained on the attachment in the meeting packet:

1. Level of Service Flexibility
2. Adjustments to Park Classifications & Inventory
3. Role Refinements
4. Miscellaneous Corrections & Clarifications

The City Council could choose not to proceed with the project or to direct the Council subcommittee and staff to recommend additional revisions to the revised draft master plan.

Council agreed to have the Multi-Agency Joint Parks Plan Subcommittee to continue work on the final Multi-Jurisdictional Parks, Recreation & Open Space Plan.

VI ADJOURN WORK SESSION – 8:47 p.m.

REGULAR COUNCIL MEETING

I OPEN REGULAR COUNCIL MEETING – 8:53 p.m.

II AGENDA ADDITIONS OR CORRECTIONS

III CONSENT AGENDA

1. OLCC Permit Application Approval – Kickstand, Off Premises
2. OLCC Permit Application Approval – Creatrix Spirits, New Establishment (409 Oak Street), Off Premises

Motion: To approve the Consent Agenda

First: Saunders

Second: Metta

Discussion: None

Vote: Motion passed (roll called)

Ayes: McBride, Zanmiller, Saunders, Coughlin, Metta, Haynie, Rivera

Nays: None

Abstentions: None

Excused: None

IV REGULAR BUSINESS ITEMS

1. Approval to pay Oregon Department of Transportation (ODOT) for the increase to the City's share of preliminary engineering for Cascade and Rand Traffic Intersection, W. Seaborn

In July 2017 the City entered into an Intergovernmental Agreement (IGA) with ODOT for the design and construction of Cascade and Rand traffic intersection. This project is an important component of the City's planned transportation capital improvements. It will realign the Rand/Cascade

intersection, provide a true pedestrian crossing and signalize the intersection. The following is the phasing and estimated cost of this project included in the 2017 IGA.

Preliminary Engineering and Design - Estimated cost \$548,603 (ODOT \$492,261.47 and City's match \$56,341.53).

Right of Way (ROW) Acquisition - Estimated cost \$435,000 (ODOT \$257,738.53 and City's match \$177,261.47).

Construction - Estimated cost \$1,391,508 (Funded entirely by the City).

In 2017 the total Project cost was estimated at \$2,375,111, with ODOT contributing \$750,000 and the City of Hood River funding the remainder. The total cost to the City was estimated at \$1,625,111, with these funds coming out of Road System Development Charges (SDC) over a period of three years.

The current estimate for preliminary engineering is \$1,006,785. Per the 2017 IGA, any cost increase is absorbed by the City. This results in an increased cost to the City of \$458,182 for a total preliminary engineering cost to the City of \$514,523.53.

Similarly, right-of-way acquisition estimates have increased significantly. The current estimate is \$1,065,000. This increases the City's share by \$630,000 (from \$177,261.47 to \$807,261.47).

Current construction cost estimates are not available at this time. A re-design is under way to reduce the width of Wasco and the associated impacts to the adjacent properties. How much this may reduce construction and right-of-way costs is unknown. We are anticipating updated costs in the next two months.

Staff will continue to monitor project costs throughout the design and right-of-way acquisition phases. The City may elect to postpone construction until additional funding can be secured.

Staff Recommendation: Authorize the City Manager to sign the purchase order to ODOT for the increase to the City's share of preliminary engineering and right-of-way costs for the Cascade and Rand Traffic Intersection.

Council discussed the increase in cost. Seaborn addressed Council questions and concerns.

Motion: I move we authorize the City Manager to sign the purchase order to ODOT to increase the City's share of preliminary engineering to \$514,523.53 and to increase the City's share of the right-of-way cost to \$807,261.47 for Cascade and Rand Traffic Intersection.

First: Counihan

Second: Saunders

Discussion: General discussion and Q&A.

Vote: Motion passed (roll called)

Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Rivera

Nays: Haynie

Abstentions: None

Excused: None

V REPORT OF OFFICERS

- A. Department Heads
 - 1. Announcements
 - 2. Planning Director Update

VI REPORT OF COMMITTEES

- 1. Visitor Advisory Committee – Metta and Saunders

Councilor Saunders stated Visit Hood River has been a strong partner in getting the message out that Hood River is currently closed to visitors due to COVID19. They have also been working with their members to try to provide support during this uncertain time. They are also working on a plan for when the time comes to invite visitors back safely.

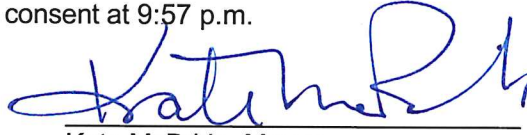
Councilor Metta stated Travel Oregon has reported they have seen an increase in people wanting to travel to rural Oregon in late August; it is as seen as a safer place to visit.

VII MAYOR

VIII COUNCIL CALL

- 1. Proclamation – Older Americans Month 2020, Councilor Counihan
Mayor McBride proclaimed May as Older Americans Month.

- IX ADJOURN** – Adjourned by unanimous consent at 9:57 p.m.



Kate McBride, Mayor



Jennifer Gray, City Recorder

Approved by City Council on 6/8/2020