

**City of Hood River
City Council Work Session
May 26, 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, Sr. Planner Kevin Liburdy, Fire Chief Leonard Damian, Police Chief Neal Holste, City Recorder Jennifer Gray

Absent:

I CALL TO ORDER – Cell Phone Reminder – 6:00 p.m.

II BUSINESS FROM THE AUDIENCE

Jeremy Duncan, Hood River, OR – he is the General Manager for the Hood River Hotel. He stated everyone in the community has been doing a great job with adhering to the social distancing practices and the ban on non-essential travel. He is addressing Council tonight to request a lift on that ban. He explained people will continue to come to the area as they are looking to get out of their homes to do some social distancing. He stated a hotel is a social distancing oasis on its own. With the COVID pandemic, hotels across the county and in the region have enhanced the measure of cleanliness and sanitation. He asked Council to use their facilities to spread people out from downtown, the waterfront or other areas where people are gathering. Give them some public restrooms to use, and guest rooms to quarantine themselves. Let them use their resources where some of the other small businesses in town may not have the extra funds, people, or the extra supplies to do those things. A lot of hotels, including his receive PPE loan funds and they have certain requirements to get those loans forgiven. The sooner they can get open and employee people, they will have more confidence those will become grants, rather than loan forgiveness. He understands the County voted today to open non-essential travel for Friday. He urged City Council to do the same.

Grant Polson, Hood River, OR – he wanted to express his support for lifting the executive order and allow lodging properties to reopen. His business has the appropriate PPE to keep his staff and community safe. They have taken the steps to be able to provide complimentary face masks for all guests.

Michael Sprague, Hood River, OR – he is the owner of Inn at the Gorge Bed and Breakfast. He is also in favor of lifting the lodging ban. People are still coming to Hood River. He believes allowing people to have access to private spaces will reduce the load off other businesses. Lodgers can help communicate to their guests the places they can go to and the places they should avoid at this time; it can be effective, and people will be responsive. Hood River should do their part in spreading the load of people who are choosing to travel. The lodgers of Hood River are invested in the community and they are here to help the community and support public health.

Megan Ramey, Hood River, OR – she will be referencing the written testimony she sent to City Council earlier today. She thanked Council for all they are doing during this crazy time. She has four proposals for Council as a pandemic response and recovery methods. Each of the proposals include articles and quotes from around the globe. First proposal is for Street Eateries on Oak and Waterfront which would be opening the street to allow restaurants to expand their seating. This is happening all over the US. Second proposal is to establish a slow streets network. She shared a map of streets to consider. She added these proposals she considers temporary measures for pandemic recovery and response. Third proposal is installing a pop-up bike lane in the Heights from June Street to Rosauers. Forth proposal is her support for the Safe Routes to School that Skloven-Gill will be proposing late tonight. She asked Council to support and sign a letter of commitment for a Safe Routes to School Grant that is called Project Identification Grant. This is the first step of ODOTS feeder program for Safe Routes to School. She can help with drafting the grant application, by recruiting volunteer builders and neighborhood ambassadors for the slow streets and pop-up bike lane construction. She will be testifying at the next ODOT ACT meeting.

Skloven-Gill was unable with connect with Steve Naito. Naito had signed up to address Council.

WORK SESSION

III OPEN WORK SESSION – 6:20 p.m.

IV AGENDA ADDITIONS OR CORRECTIONS

V DISCUSSION ITEMS

1. City of Hood River – COVID-19 Response, R. Fuller

Fuller gave an overview with the City reopening and where the recreation entities are with reopening. On May 15, 2020, Hood River County entered Phase I reopening for the State of Oregon. The earliest Hood River County would enter Phase II would be June 5, based on public health data and health care capacity. The City is working on public restroom cleaning and may get some of the restrooms open early. Currently the State Street restroom is open. The City will continue to follow Oregon Health Guidelines with the reopening of parks and playgrounds. To maintain readiness and flexibility to respond, the City's Emergency Declaration would be extended until at least June 8, 2020. The State of Oregon is still in a State of Emergency. That emergency has been extended to early July. Unless directed otherwise by Council, the Emergency Declaration would be updated to align with the Governor's order, which would not include the restriction on lodging. The new Executive Order would be effective May 29, it would be consistent with Hood River County. The City will continue to collaborate with all partner agencies on these and other public health messages including the wearing of face masks in public.

There was a lengthy Council discussion on this issue. The Mayor and each Councilor expressed their views regarding the proposal of lifting the lodging ban.

Motion: 105 - I move to direct the City Manager to exclude the lodging restriction in the extension of her emergency order with a next review on June 8, 2020.

First: Haynie

Second: Metta

Discussion: Councilor Counihan stated he is going to vote no on this motion and it's not because he doesn't think they need to eventually open lodging. He has heard a lot about what they do not know. There is a lot of unknown. Hood River is not like other communities. They are very much driven by tourism. It does not make sense to him to be only part way through the partial reopening of Phase I and then lift the restriction. It makes more sense to him to move it to the successful completion of Phase I and open with Phase II. Councilor Saunders is struggling with an opening for this Friday, it seems very fast. She would feel more comfortable with the June 1 date, to give one more week to prepare. Councilor Zanmiller would be fine with changing the date to June 1, if staff needed more time for signage. Mayor McBride stated edits to signage can be revised in one day. She does not believe a few days is going to make that much of a difference. The lodgers she has spoken to will defiantly work with City staff on the one pager. Councilor Haynie stated he is very impressed by the professionalism and tone with the discussion tonight. He would not feel strongly against a June 1 date, but in the interest to stay consistent with Hood River County and not create confusion, he would remain comfortable with this Friday's date. He reminded the Governors orders will still be in effect. If lodges cannot operate within the recommendations, they should not open. Council needs to keep in mind all the other issues that are before Council; there are other goals to keep in mind. It is a very difficult balance. Rivera expressed her concerns about lodgers having sufficient PPE and cleaning supplies. Councilor Counihan noted it would be easier to be consistent with the County, if there was some type of coordination between the two agencies and be involved in the decision making. Mayor McBride added she and Fuller participate in the EOC meetings and speak with County Chair Mike Oats.

Vote: Motion passed (roll called)

Ayes: McBride, Zanmiller, Metta, Haynie

Nays: Saunders, Counihan, Rivera

Abstentions: None

Excused: None

2. Police Facility Update, N. Holste, W. Norris

Norris presented a PowerPoint presentation. It has been added to the record.

The City of Hood River has no record of its Police Department ever occupying a purpose-built facility. Department operations have periodically shuffled between sharing space at various governmental and privately leased office space. Operations are currently located in the daylight basement of City Hall. This space cannot accommodate growth and lacks basic functionalities necessary for modern policing, such as ventilated evidence processing, back-up power, training space, sally port, and secure interview rooms.

The City Council prioritized a Police Department Space Needs Analysis at its 2018 goal setting session. Mackenzie Architecture (Mackenzie) was selected by competitive solicitation to perform the work. A standard police space needs analysis includes the six steps outlined in the graphic below. Mackenzie performed a programming workshop in early-2019. This included conducting interviews with police department staff and observing department operations over the course of a typical day. This work resulted in an initial space program of 16,124 sq. ft. This size was tailored to meet the projected Hood River police force size in 2040, with the

expectation the building will be in use until at least 2060.

After receiving the preliminary space program, the project team, including Command staff, City Management, Mayor McBride & Councilor Saunders toured example police facilities in Canby, Gresham, and Sandy. The goal was to get a firsthand understanding of spatial dimensions and building functionality. The project team, working with Mackenzie, was able to reduce the preliminary building size to 13,178. The Final space program was accepted by the City Council on August 12, 2019 leading to the next step of site evaluations.

City staff and Mackenzie selected six sites to evaluate and rank based on the International Association of Chiefs of Police (IACP) guidelines. Example IACP criteria include, public access via multiple modes, size/shape of site, cost of site (both acquisition & development), proximity to geographic city center & to other government offices, security, land use compatibility, and response times. Each criterion is given a point value and weighting. The table in the packet summarizes the potential sites by scoring completed separately by City staff and Mackenzie. The six sites were the Public Works Yard, City Hall, 3540 Cascade Avenue, State Street Lot, Hood River Valley Parks and Rec Pool location, and the Cascade Lot. Norris reviewed the pros and cons of each site.

Alternatives: The existing scope of work with Mackenzie calls for two sites to be chosen for block diagram before a single site is chosen for final design refinement and cost estimation. During the site evaluation process several ideas for contract amendments were discussed and quoted by Mackenzie. These constitute several alternative paths forward for the City Council to consider. Project Options: 1. Select a Single Site, instead of Two Sites. 2. Consider another site in the May Street Complex. 3. Evaluate Renovation or Expansion of Fire Station.

Timing Considerations: The Hood River Police department will benefit from a purpose-built facility as soon as one is available. The upcoming expiration of the Fire Station General Obligation Bonds in 2022 create a natural opportunity to forward a construction bond levy to city voters that will not result in a net tax increase.

Norris stated the staff recommendation is to move forward with the Cascade Lot site and moving to preliminary design (Project Option I).

Council asked staff questions and discussed their views on the proposed sites. There was a common interest for the location on State Street and add the Columbia Lot as a possible site.

Norris stated the contract allows two sites for the next level of block designs. There might be the option to work two configurations of one site, if Council wanted to see a two design options for State Street Police.

Mayor McBride stated one of the things Council needs to keep in mind is there is around \$4 million for Cascade Urban Renewal. A parking garage was contemplated with that money. If Council talked about either the Cascade Lot or Columbia Lot for a Police Station, they would be talking about providing more parking. There is discussion about providing more parking from the Parking Study that was done last year. She asked Council to keep that in mind; that is the plan and it will be happening either way.

Councilor Saunders agreed that is a good point, but anything built in the downtown area will take away parking. They will need to commit to at least replacing what is taken away to build

the Police Station.

Norris suggested getting the Columbia Lot added as the seventh site, which will cost \$8,135 to get it up to speed with the rest of the six sites. Council can then choose which two sites to take it to the block design.

Mayor McBride suggested this could return to Council when the Columbia Lot is added. Council could then decide on two locations or two different designs for State Street.

Motion: I move that staff ask the consultant to take the Columbia Lot to the 2-D Level analysis.
First: Metta
Second: Counihan
Discussion: There was discussion regarding public input on this project.
Vote: Motion passed (roll called)
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera
Nays: None
Abstentions: None
Excused: None

VI ADJOURN WORK SESSION – 8:32 p.m.

REGULAR COUNCIL MEETING

I OPEN REGULAR COUNCIL MEETING – 8:32 p.m.

II AGENDA ADDITIONS OR CORRECTIONS

III CONSENT AGENDA

1. Consider and Approve the Collective Bargaining Agreement for the Police Association and the Public Works Association, R. Fuller
2. OLCC Permit Application Approval – Romuls, Off-Premises

Motion: To approve the Consent Agenda
First: Saunders
Second: Rivera
Discussion: None
Vote: Motion passed (roll called)
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera
Nays: None
Abstentions: None
Excused: None

IV REGULAR BUSINESS ITEMS

1. Safe Routes to School: Bicycle Improvement Update, J. Skloven-Gill
Skloven-Gill presented a PowerPoint presentation. It has been added to the record.

Advancing of the City's Safe Routes to School initiative is a project on the City Council's

2020 Work Plan.

Building on community-led efforts, the attached map and proposal would expand the existing Safe Routes to School network and the City's bicycle system in strategic locations through three area-based phases.

Phase 1: Wilson – A Street Corridor. Creating a safe route across state highway 281 (12th and 13th Streets in the Heights). The project will install sharrows. Currently Underway. It is estimated that this will be completed in mid-June.

Phase 2: Elliot Park/Mountain Vistas. Cross Connection of the newer development areas to schools in the older parts of the City.

Phase 3: Northern Neighborhoods/Columbia Highway Bike Path. Completing the cross-town bicycle route to connect incoming Columbia Highway path users with the Twin Tunnels, while providing optimal Safe Routes to School priorities.

An adopted map (page 101 of meeting packet) will serve as a foundation to the City's bicycle system and can be expanded and enhanced in the future. An adopted Safe Routes to School map will guide future grant requests and capital improvement plans. The current version of the map will be enhanced and expanded as further development occurs. Success from this network will only come with awareness and education. The map presented tonight is draft of this working group outcome for Phases I through Phase III. This official Safe Routes to School Map can then be shared with educators and families in the community to help improve awareness and guide children safely to and from school.

Councilor Saunders stated the colors used for Phase II and Phase III are hard to distinguish. She asked if that could be fixed. Skloven-Gill stated they will check for readability before the map is printed. He also confirmed the map is a working map that can have edits if needed.

Councilor Metta is excited about this project. She believes Phase II will be super helpful because riding bikes on 12th Street is terrifying. On Phase III, besides 20th Street being very difficult to ride, maybe people will not do it, there is not a continuous sidewalk on either side of that street. She suggested adding sidewalk. Skloven-Gill stated Phase III could be amended or removed until there is a further development plan, not to give any false advertisement.

Councilor Counihan asked about the May Street area at 12th and 13th Street. There are so many kids that go through that area. Fuller stated she and Skloven-Gill will discuss that area further to find a safe solution for crossing.

Motion: I move to adopt the proposed safe routes to school map and direct staff to begin implementing the improvements as outlined.
First: Rivera
Second: Zanmiller
Discussion: None
Vote: Motion passed (roll called)
Ayes: McBride, Zanmiller, Saunders, Counihan, Metta, Haynie, Rivera

Nays: None
Abstentions: None
Excused: None

2. Intergovernmental Agreement

– Cooperative Purchasing - EMS Medications and Supplies, L. Damian

The City requests approval to execute an agreement (IGA) with Hood River County Fire agencies, including Mosier Fire District, to have the City of Hood River coordinate group purchasing for EMS medications and supplies.

Historically all of the agencies had been able to individually purchase their own EMS medications and supplies, ordering small quantities as actual need or use necessitated such an order from any distributor that sold such items. In 2013, the FDA enacted the Drug Supply Chain Security Act (DSCSA) to provide safeguards for consumers. This act helps protect consumers from exposure to counterfeit, stolen, contaminated, or harmful drugs. Ultimately, DSCSA prevents the release of potentially harmful drugs into the pharmaceutical supply chain.

Due to the complexities and effort required to achieve the requirements of DSCSA, the FDA put key milestones into place. Starting in November 2019, pharmaceutical distributors are prohibited from selling pharmaceuticals below the lowest serialized unit of measure. Essentially, if the packaging comes in a unit of 12, we are now forced to order twelve vials of the medication, even if we needed one.

This change dramatically affects all of the fire districts within Hood River County as well as Mosier Fire District that carries various medications with various price points per unit. With the assistance of this IGA, we will be able to reduce cost through the system when ordering as well as reduce cost when these medications expire and need to be disposed.

With Hood River Fire & EMS utilizing the majority of medications within the county as well as centrally located, it is best served to lead this regional process.

Motion: I move that Council authorize the City Manager to enter into an Inter-Governmental Agreement (IGA) for cooperative purchasing of EMS medications and supplies.

First: Saunders

Second: Rivera

Discussion: None

Vote: Motion passed (roll called)

Ayes: McBride, Zannmiller, Saunders, Counihan, Metta, Haynie, Rivera

Nays: None

Abstentions: None

Excused: None

V REPORT OF OFFICERS

A. Department Heads

1. Announcements

2. Planning Director Update

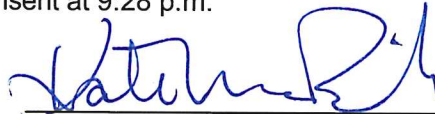
VI REPORT OF COMMITTEES

1. Visitor Advisory Committee – Metta and Saunders

VII MAYOR

VIII COUNCIL CALL

IX ADJOURN – Adjourned by unanimous consent at 9:28 p.m.



Kate McBride, Mayor



Jennifer Gray, City Recorder

Approved by City Council on 6/8/2020