

**City of Hood River
City Council Work Session
September 9, 2019**

Council: Kate McBride, Megan Saunders, Tim Counihan, Jessica Metta, Erick Haynie

Staff: City Manager Rachael Fuller, City Attorney Dan Kearns, Finance Director/ACM Will Norris, Public Works Director Mark Lago, Planning Director Dustin Nilsen, Fire Chief Leonard Damian, Police Chief Neal Holste, City Recorder Jennifer Gray

Absent: Mark Zanmiller

I CALL TO ORDER – Cell Phone Reminder – 6:01 p.m.

Land Acknowledgement Statement and Pledge of Allegiance

Councilor McBride presented a 20 years of service plaque to Director of Public Works Mark Lago. She thanked Lago for all his work over the years. Lago's last day with the City will be September 12. He is moving to work for Yamhill County.

II BUSINESS FROM THE AUDIENCE

Bill Irving, Hood River, OR – he addressed Council regarding the Planning Commission interview process. He stated the Planning Commissioners had interest in being engaged in the process. There was a request made to Nilsen. He feels like there was a breakdown in the communication. They were not engaged. He feels it would have been useful for the Planning Commissioners to be involved.

III PRESENTATIONS

1. 2020 Census – Marc Czornij

Czornij presented a PowerPoint presentation to City Council. The PowerPoint has been added to the record. He stated the goal this evening is to provide information and foster a partnership with the City. The Census Bureau's role is to educate, engage and encourage the community around the 2020 Census with a focus on hard-to-count populations and those who aren't motivated to respond to the national campaign. Their goal is to count everyone once, only once, and in the right place. He explained why the Census matters; there are several Federal programs that Census data is used to guide the distribution of funding. He spoke about the challenges they have to get an accurate count. By September 2020, through the US, they will count approximately 300 million people, living in 140 million housing units in order to obtain a complete and accurate account. In Oregon, using 2018 estimate, they expect there are 4.2 million people living in 1.8 million housing units. Self-response begins March 12, 2020 by internet, phone, paper and in-person. He reviewed the questions that will be asked to everyone. The questions will be translated in numerous languages. Privacy and confidentiality; the Census Bureau is prohibited by law from releasing personal information to any person or organization. Life-time oath by all Census Bureau employees. He spoke about several

populations that have been challenging in the Hood River area. It is predicted that 25% will not self-respond. He hopes the City will work with them to get the word out to respond. The census materials are not delivered to Post Office Boxes; they only deliver to physical addresses. They still have a lot of hiring to do. Recruitment information can be found at 2020census.gov/jobs

Councilor McBride asked if there was something specific the City can do to assist.

Czornij stated it would be helpful if the City can use existing resources to help get information out to the community; website, newsletter, utility bills and community partners. He plans to report back to City Council later next year.

WORK SESSION

IV OPEN WORK SESSION – 6:22p.m.

V AGENDA ADDITIONS OR CORRECTIONS

VI DISCUSSION ITEMS

1. Downtown Hood River Parking Study Update and Parking Fee In Lieu, D. Nilsen
Nilsen stated Rick Williams will be giving an update on the parking study, initial strategies that are being contemplated and the fee in lieu. This is a item that has a legacy here in the City, since adoption over a decade ago. It was something staff wanted to bring to Council to discuss some of the options, alternative policies other cities have valuated, and a quick audit of how the City's own fee in lieu program has been evaluated by outside professionals.

Arthur Babitz, Hood River, OR – stated in his freshman year on City Council, the fee-in-lieu policy was instituted. Council changed a 100-year-old policy. The City at that time decided everyone would be responsible for parking generated by their use, if they were a new user. The idea was this would pay for a new structure out of new development and all the problems with parking would disappear. As we know, this is not what happened. It not only did not generate any money, it stalled development and it did serious damage to private historic preservation efforts. He is here because he is determined to correct this mistake. He has no financial relationship with anyone. He is doing this because he wants to clean up the mess that he helped make. Council is in an enviable position because Council has all sorts of options, the past Council did not have, now that the City is financially solid. If you simply return to the model of parking as communal resource, Council has the ability to asses the need. If the need exists, Council can build or buy more spots. There is funding through Urban Renewal, through parking fees and/or through a Local Improvement District. Despite all the talk he has heard to fix the current system, he has not seen an argument that is either fair or consistent with policy goals. Babitz sent Council an email describing what he believes the policy goals to be. It is Councils job to make sure everything they do is consistent with policy and makes sense for the City. He implored Council to keep it simple, don't do something fancy which will have unexpected consequences, or Council may be back in 10 years trying to clean up the mess.

Williams stated there are three parts to his presentations; Project Status Report, Initial Strategy Considerations, and fee-in-lieu. The PowerPoint presentation has been added to the record.

Councilor Counihan asked who would be doing the new data collection. Williams stated they want all of the decision making to be data based to the highest degree possible. They have established a baseline in 2018. It would be simply replicating the process every two years. As technology and enforcement improves, the City can do it. In other cities, business association volunteers were trained to go out and count parked cars over certain periods of time. The third option would be to hire a third party to do it. He believes it would be great to see if the City can do it through a volunteer base, with guidance.

Williams stated next time he returns to Council he will have varied details. The strategies will be blown up into sub strategies. He will come back with a strategy recommendation, a narrative, a timeline and where they can assume costs.

Councilor McBride noted there was a lot of good data from the survey that was taken.

Williams stated there is a current parking in-lieu policy. The fees paid by the developer are being used by the City to fund development of new public parking facilities. This is consistent with other cities use of fees in lieu. Fee-in-lieu are generally calibrated in terms of what is charged to a level of commitment that the City makes to the payer for access into a parking system. It is an entitlement to parking. The element of entitlement is what is missing in the code. Williams reviewed the current fee schedule. For the first 2/3 of the parking required to be built, if they want to buy out of that they would pay \$22,000 per space. If they wanted to build up to the full requirement, they would pay an additional \$2,142 per space for the final 1/3 of the required parking. On the commercial side, the fee-in-lieu is \$1,226 per space. If he is a third-party developer looking at the code, it would appear it favors commercial and industrial users. He explained it is not a viable approach.

This information was presented to the Ad Hoc Committee and approach from three different directions. This is a difficult concept and different cities have different fees in lieu because they have different funding packages available and different expectations. The first finding of the Ad Hoc Committee was the current format is not working. It entails a fee with no return for payers, and it adds cost to projects with no commitment to parking.

Williams stated the key question is does the City see itself funding or building off-street parking in the future. The Ad Hoc Committee believes the City has a role in providing parking in the downtown area, in the future. The committee sees it as an incentive for people to develop in Hood River. The committee said the City has a role to play with off street parking. The committee agrees multiple sources of revenue will be required; the fee-in-lieu alone will not cover the cost of a parking development. The City should be committed to plan for this. The committee also agreed there should be an entitlement to parking if a fee-in-lieu is paid but they have three options, by preference.

1. Revise excising fee-in-lieu in context of a package of new funding for parking and commitment to build.

2. Corvallis model (no commitment to private sector/low fee- retool code).
 3. Eliminate fee in-lieu (retool code requirements to observed demand or lower).
- Regardless of option, higher commitment to on-street parking management is required

Council discussion and questions to Williams.

Williams explained they have to go backwards and determine how much the bucket will be filled with Urban Renewal, LID, fees, charges, capitol fund, etc. The fee-in-lieu could be only 10%. Developers could then be willing to pay. Fee-in-lieu has to be packaged with other funding sources. The City has to commit to the planning for other funding sources.

Williams stated the question to Council is out of the three models, which one appeals to them. He is not asking for a decision tonight, but rather help him inform the committee for the October meeting.

Councilor McBride stated the Ad Hoc Committee discussed a parking structure. It would be the most expensive option they could do. They wanted to see what else could be done to help with parking capacity and determine what is needed, before moving to the direction of a parking structure. She felt as they got into the numbers and seeing future projections of Hood River, she personally felt it looked like they would need a parking structure at some point.

Councilor McBride stated Williams is asking Council which option they are leaning towards most. She asked is it more of a question does Council think parking in-fee-lieu could be used in the mix, and if so, if that means Council would have to provide something for it, are they willing? Williams answered yes.

Councilor Coughlin stated if he had to pick an option, it would be a combination of Option 1 and 2; revise existing fee-in-lieu context of packing a new funding for parking, with no commitment to a parking structure." to read "Councilor Coughlin stated that he did not believe that there was enough information presented to make an informed decision on a funding model to fund additional parking but if he had to choose among the options presented, it could involve a combination of Options 1 and 2. He also stated that there needed to be more detailed financial information before making a decision on how to proceed."

Councilor Saunders stated the current system does not work and she does not see how disincentivizing change in use or new development, compared to existing structure should be the City's recommended policy. Any of these scenarios would have to include more management than what is done currently. She supports Option 3 does not see that Option 3 is any more management than Option 1 and 2.

Councilor Haynie stated he would also be in support of a combination of Option 1 and 2. If there is going to be a parking garage, find a built-in funding mechanism that would be equitable.

Councilor Metta stated she is leaning more towards Option 1. She likes the conversation about the equity of somehow making it work with a LID. She feels she does not have expertise, that other Councilors have on this topic.

BREAK 7:50p.m. – 7:55p.m.

2. Westside Streets, Transit, Bike, and Pedestrian Framework Plan, D. Nilsen Heather Staten, Director of Thrive Hood River – she stated she has been following the Planning Commission through this process. She has been very impressed with the thoughtfulness and thoroughness they have done, going through this plan. One item that is not expressed in the meeting packet is how much the Planning Commission tried to incorporate many City goals in their thinking of streets, bike and ped.

As presented before City Council at its March 25, 2019 meeting, the Workplan for Westside Concept Plan Draft Report has been initiated with deliberations by the Planning Commission and subsequent recommendations on the Neighborhood, Streets and Transit, Pedestrian and Bicycle Framework Plan components of the Report. Significant testimony and discussion have occurred before Planning Commission and based upon its deliberations the Streets, Transit, Pedestrian, and Bicycle Frameworks of the Westside plan have been recommended to Council for consideration.

Included in the meeting packet is the Streets and Pedestrian Framework Plans of the Westside Area Concept Plan Report, which serves as the multimodal transportation plans of the area. The Streets and Pedestrian Frameworks serve as guidance to the development of the City's Transportation System Plan. In addition to the plan, input from the Planning Commission and public were included as part of the recommendation. The PC recommendations are included in the attached draft document in the meeting packet. The most significant departures between the Concept Plan Report draft and Planning Commission recommendations appear in the proposed street cross sections. These departures, in addition to the various areas of consensus, will be highlighted in the staff report presentation before Council.

Nilsen presented the staff report. PowerPoint has been added to the record. Nilsen noted the Planning Commission has deliberated on the matter for the past six months and has heard on the matter 12 months prior. There has been a lot of effort and work in hearing the public to inform us to date. There is a project website where all comments are posted for public viewing. Prior to initiating this TSP, it's appropriate to scope and refine some of the elements they want to look at. They will need to scope this with the Department of Transportation, DLCD and Public Works staff to create an update that fits with the recourses that are available. He does not expect to embark on every recommendation at the same time, nor do they have the bandwidth to do so. Staff wants to make sure they are fitting some of the prioritized recommendations to Council's policy goals, to their work plan and what are achievable by bringing in some of the stakeholders. The Streets and Transit Framework has become some of the long-range Transportation System Plan for the area. It should implement the vision.

Nilsen reviewed the Planning Commission recommendations. Planning Commission recommend the City Council act on the listed measures in the packet to implement and update the City's Transportation System Plan (TSP) and Engineering Standards.

Nilsen reviewed the Bike and Ped Framework recommendation. This served as

another concept element to update the Transportation System Plan. The Westside Plan's vision is to be a very walkable part of town. Connecting the greenspace and connecting neighborhoods in areas that are served by the Transportation System Plan. Incorporate three key trails, Westside, Henderson and Ridge Line Trail. Unifying the 9 existing trail segments by adding 18 others, which are discussed in the plan. The Planning Commission recommends adding land dedication in-lieu provisions to the code, to implement these trails. They want it not just have it in the plan but start working them into the standards, Transportation System Plan, as well as codify into the Municipal Code. Refine the alignments to minimize redundancy where there are sidewalks.

Staff is recommending Council accept the Streets and Transit, Bicycle and Pedestrian Framework Plans with Planning Commission recommendations and authorize staff to prepare an update of the City's Transportation System Plan and Municipal Codes to begin the implementation and codification of the proposed changes.

Council comments and questions to staff. Nilsen captured Council's comments. Council will have the opportunity to review and state if it represents their discussion.

Motion: I move to approve the Streets and Pedestrian Framework and authorize staff to begin preparing updates for the Transportation System Plan and Municipal Codes on tonight's consent agenda.
First: Saunders
Second: Haynie
Discussion: None
Vote: Motion passed (roll called)
Ayes: McBride, Saunders, Coughlin, Metta, Haynie
Nays: None
Abstentions: None
Excused: Zanmiller

VII ADJOURN WORK SESSION – 8:52 p.m.

REGULAR COUNCIL MEETING

I OPEN REGULAR COUNCIL MEETING – 8:52 p.m.

II AGENDA ADDITIONS OR CORRECTIONS – addition to the Consent Agenda;
Approve the Streets and Pedestrian Framework and authorize staff to begin preparing updates for the Transportation System Plan and Municipal Codes

III CONSENT AGENDA

1. Council Meeting Minutes – July 22, 2019
2. OLCC Permit Application Approval
- 64 oz., Full On-Premises, Commercial
3. Approve the Streets and Pedestrian Framework and authorize staff to begin preparing updates for the Transportation System Plan and Municipal Code

Motion: To approve the Consent Agenda as amended.

First: Metta
Second: Saunders
Discussion: None
Vote: Motion passed (roll called)
Ayes: McBride, Saunders, Counihan, Metta, Haynie
Nays: None
Abstentions: None
Excused: Zanmiller

IV REGULAR BUSINESS ITEMS

1. Planning Commission Appointment, D. Nilsen

At the direction of Council in March, staff initiated a pilot selection process for Planning Commission appointments. The process included an open advertising for the position, the submission and review of candidate applications, and an interview with a subcommittee committee of the Mayor, Council representative, and staff liaison, where each candidate was interviewed and evaluated based on qualifications, eligibility, and ability to serve the needs and roles of the Commission.

After all candidates were interviewed by the committee, the consensus opinion and highest-ranking candidate, Erika Price has been recommended to Council for appointment. A complete list of applications is included in Council packet for reference.

There was discussion regarding the new process used. Councilor McBride stated the process will be discussed at a later Council meeting, to see if it needs to be refined.

Councilor Haynie stated Price is an outstanding candidate but he is concerned about the process that was used. He had understood the process to involve another layer of review. Council would still have a vote of each of the candidates; the full slate of candidates. He reviewed the minutes from the March 25, 2019 that stated, "after all candidates have been interviewed and ranked by the committee, the overall applicant roster (unranked) and highest-ranking candidate will be forwarded to Council as a recommendation to appoint." He had interpreted that to mean Council would have a slate of people to vote on, rather than one candidate. Council received an email from past City Councilor Ann Frodel. She has expressed some pretty hostile reflection on this process. She stated it is against open transparent government to essentially privatize the decision-making process. He feels they have removed a layer of review, rather than added a layer of review because they are only voting on one candidate tonight. He stated it does not feel right to him and he believes the process needs to be revisited. He does not feel he delegated his decision authority to a subcommittee. He will be voting no tonight because of the process, not because of the candidate that has been selected.

Councilor Counihan added that he feels he advocated the decision-making process to the subcommittee. He shares some of the same concern as Councilor Haynie. The reason for the process change was to make it more comfortable for the candidates. He is not sure if it is achieving that.

Councilor McBride stated this issue will be coming back to Council at a future meeting to discuss the process further.

Fuller stated the committee process is Council's decision. Staff is here to support Council and provide any additional information. She asked Council if there is additional information that would be helpful for their future conversation, staff can report back.

Motion: I move to have the Council appoint Erika Price to a four-year term as a Planning Commissioner.
First: Counihan
Second: Saunders
Discussion: Councilor Haynie noted Price is an outside candidate. He is voting nay regarding the process.
Vote: Motion passed (roll called)
Ayes: McBride, Saunders, Counihan, Metta
Nays: Haynie
Abstentions: None
Excused: Zanmiller

2. Mayor Vacancy - Report from City Recorder and Appoint Council Interview Question Committee, J. Gray

On May 28, 2019 Mayor Paul Blackburn announced his family would be moving out of state and he would be resigning from City Council in August 2019. Council opened the vacancy, with the deadline of August 23, for applications. Three applications were received. The City Recorder has verified requirements for Kate McBride and Edwin Wilder; both resided within the City limits for the preceding 12 months and have been a registered voter in the City of Hood River for the preceding 12 months. Status is pending for Jason Gibson. Staff has been unable to verify both requirements with the information provided by this applicant.

Interviews will be conducted during the September 23, 2019 City Council meeting. Interviews will be the first item on the agenda. Council will vote immediately after interviews, to select the next Mayor of the City of Hood River. The term for the Mayor position will expire December 31, 2020.

On June 24, 2019, Council approved a recommendation to appoint a Council subcommittee to develop interview questions. The subcommittee will develop questions that would be included, along with the applications in the September 23, 2019 Council meeting packet.

Councilor Counihan and Councilor Metta agreed to be on the subcommittee to develop the interview questions.

Motion: I move to interview the three candidates on September 23, 2019.
First: Counihan
Second: Metta
Discussion: None
Vote: Motion passed (roll called)
Ayes: Saunders, Counihan, Metta, Haynie
Nays:
Abstentions: McBride
Excused: Zanmiller

Motion: I move to appoint Councilor Metta and Councilor Counihan to the interview questions sub-committee.
First: Saunders
Second: Haynie
Discussion: None
Vote: Motion passed (roll called)
Ayes: Saunders, Counihan, Metta, Haynie
Nays:
Abstentions: McBride
Excused: Zanmiller

Councilor McBride stated Councilor Zanmiller agreed to run the Mayor interviews portion of the meeting on September 23. Council agreed that Council Zanmiller will run the Mayor interviews.

Fuller noted the voting will occur directly after the interviews. Judge Cleveland will be available to swear in the new Mayor.

3. Award Professional Service Contract for Design of the Waterfront Storm Line, W. Seaborn

The City of Hood River developed and advertised a Request for Proposal (RFP) for professional services for the evaluation and design of the Waterfront Storm Line. On June 28, 2019, this RFP was advertised in the Oregon Contractor Plan Center, Daily Journal of Commerce, Tri City Construction Council, Premier Builders Exchange, Salem Contractor Exchange, SW Washington Contractors 7017, Hermiston Plan Center, Central Oregon Builders Association, McGraw-Hill Construction Dodge, Construct Connect and the Hood River News.

A pre-proposal meeting was held on July 9, 2019 at City Public Works and a site tour and 8 engineering firms attended. Three firms submitted an RFP on July 26, 2019. The three RFP's were evaluated by using a 'Content and Evaluation Criteria' set in the RFP. C and evaluation results are included in the cover sheet the meeting packet.

Motion: I move we authorize the Director of Public Works to enter into professional service contract negotiations with Bell Design Company.
First: Metta
Second: Counihan
Discussion: None
Vote: Motion passed (roll called)
Ayes: McBride, Saunders, Counihan, Metta, Haynie
Nays:
Abstentions: None
Excused: Zanmiller

V REPORT OF OFFICERS

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

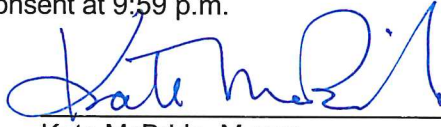
VI MAYOR

VII COUNCIL CALL

VIII EXECUTIVE SESSION - 9:24p.m. – 9:59p.m.

Oregon Revised Statute 192.660 1 (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

IX ADJOURN – Adjourned by unanimous consent at 9:59 p.m.



Kate McBride, Mayor



Jennifer Gray, City Recorder

Approved by City Council on September 23, 2019