
Hood River City Council
211 Second St.
Hood River, OR 97031
(541) 386-1488
www.cityofhoodriver.gov

February 22, 2021

AGENDA

6:00 p.m.

Councilors:	Mark Zanmiller (President)	Kate McBride, Mayor	Megan Saunders	Tim Counihan
	Jessica Metta		Erick Haynie	Gladys Rivera

All public meeting locations are accessible. Please let the City Recorder know if you will need any special accommodations to attend any meeting. Call (541) 387-5212 for more information. Oregon Relay Service 1-800-735-2900

The City of Hood River is taking steps to limit exposure and spread of COVID-19 (novel coronavirus). In support of state and federal guidelines for social distancing, the City of Hood River will hold this meeting by using Zoom Conferencing.

Please use the following phone number or video link:

<https://us02web.zoom.us/j/87475696829>

(253) 215 8782

Meeting ID: 874 7569 6829

Members of City Council and City staff will participate by Zoom, they will not be on site at City Hall during the meeting. The audio recording of the meeting will be posted shortly after the meeting on the City's website. Please check the City's website for the most current status of planned public meetings.

<https://cityofhoodriver.gov/administration/meetings/>

I CALL TO ORDER

Land Acknowledgement Statement and Pledge of Allegiance

II BUSINESS FROM THE AUDIENCE

Hood River City Council encourages community members to talk about issues important to them. If you wish to speak during "Business from the Audience", there are two options to choose from:

1. Submit written comments to the City Recorder at j.gray@cityofhoodriver.gov by Monday, February 22, no later than 12 noon in order to distribute to the City Council in one packet for review by 3pm. All comments will be added to the record.
2. To address Council during Business for the Audience, email the request (name of speaker and topic) to j.gray@cityofhoodriver.gov by Monday, February 22, no later than 12 noon. Please specify the topic your testimony addresses. Testimony will go in order of requests received. Attendees that have registered will be unmuted by the IT Administrator for 3 minutes to address Council. Public comment will be by audio only. At the Mayors discretion, public comments may be received prior to a specific topic of relevance during the meeting.

III PRESENTATIONS

1. Mid-Columbia Housing Authority, Joel Madsen
2. Big River Land Trust, Anne Medenbach

WORK SESSION

- IV OPEN WORK SESSION
- V AGENDA ADDITIONS OR CORRECTIONS
- VI DISCUSSION ITEMS
- VII ADJOURN WORK SESSION

REGULAR COUNCIL MEETING

- I OPEN REGULAR COUNCIL MEETING
- II AGENDA ADDITIONS OR CORRECTIONS

III CONSENT AGENDA

These items are considered routine and/or have been discussed by Council in Work Session. They will be adopted by one motion unless a Councilor or person in the audience requests, before the vote on the motion, to have an item considered at its regular place on the agenda.

- 1. Council Meeting Minutes – January 15, 25, February 6, 8, 2021 Pages 3-34
- 2. Adventure Lodge Penalty & Interest Waiver, W. Norris Pages 35
- 3. Request Support for HB 2398, Hood River County Energy Council Pages 36-38

IV REGULAR BUSINESS ITEMS

- 1. Request for Fee Waiver from Hood River Lions Club, R. Fuller Pages 39-40
- 2. Hood River City Council 2021 Work Plan, R. Fuller Pages 41-59
- 3. Consolidated Fee Schedule, Rates, and Charges for FY2021-22 (Resolution No. 2021-03), W. Norris Pages 60-77
- 4. Hood River Valley Parks & Rec District System Development Charge Request to City, Mark Hickock Pages 78-80
- 5. Request to Hood River Valley Parks & Recreation District for SDC Funded Projects, R. Fuller Pages 81-83

V ORGANIZATIONAL UPDATES

- A. Department Heads

VI MAYOR

VII COUNCIL CALL

VIII EXECUTIVE SESSION

Oregon Revised Statute 192.660 1 (i) To review and evaluate, pursuant to standards, criteria and policy directives adopted by the governing body, the employment related performance of the chief executive officer of any public body, a public officer, employee or staff member.

IX ADJOURN REGULAR MEETING

**City of Hood River
City Council Work Session
February 6, 2021**

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

Staff: City Manager Rachael Fuller, Finance Director/ACM Will Norris, City Attorney Dan Kearns, Fire Chief Leonard Damian, Police Chief Neal Holste, Public Works Director Mark Janeck, City Engineer Wade Seaborn, City Recorder Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent:

CALL TO ORDER – Cell Phone Reminder – 8:30 p.m.

I. Welcome and Agenda

II. City of Hood River proposed 2021 work plan

Fuller presented a PowerPoint presentation. The work plan makes Council's priorities clear to the organization, to the community and is the road map for the year. Fuller gave a brief introduction of City services, reflect a bit on 2020 and will leave the meeting to Council to discuss the work plan for 2021.

Infrastructure – water, sewer, roads and maintenance of physical assets, including parks, right of way, buildings and equipment. The City owns and maintains more than \$100 million in physical assets. These community investments are leveraged for private investment in our community and our economy (houses, buildings, companies). In 2020, the assessed value of these private assets was \$1.1 Billion.

Maintaining and operating these assets, especially given some of the deficiencies, is an enormous responsibility and one that we take very seriously.

Public safety. Community insurance policy, the people who show up when something goes wrong. 24/7 emergency response from police, fire & EMS.

Community identity and standards – The city regulates the built environment through standards and regulations. These conversations are really about people's values and their hopes, dreams and aspirations for themselves and their community. The codes regulate things like how close we live together, how tall are our buildings, how much green space is woven through the community, is the City walkable community, a bikeable community or a drivable community

Finally, an internal organizational infrastructure of finance, human resources and administration supports the service delivery system.

Fuller reviewed the 2020 Goals and Strategies put in place for the pandemic.

Goals:

- Maintain employee and public safety
- Minimize service disruption
- Support community
- Prepare for recovery

Strategies:

- Follow public health guidelines
- Implement operational modifications
- Support County response
- Coordinate with community partners
- Support business response
- Support vulnerable populations
- Implement Council work plan

The City stuck

with strategies and largely met goals that were set. She is proud of the organization, City employees and community partners for what was accomplished during this difficult year.

Adapted City services to a remote or distanced environment and implemented safety protocols for all City employees who could not work remotely. Increased social media followers by 30% and our email subscribers by 25% and website page views by 143%. Responded to local protests for police reform. City Council adopted a resolution for equity and inclusion. With the Mayor's leadership and support from our police chief, reviewed use of force policies and use of force statistics for the Hood River Police Department, made changes and communicated these to the community. Distributed \$195,000 in CARES money to community, shoring up community services and providing services to the community's most vulnerable residents. Created a program for use of the Right of Way to assist businesses affected by COVID and supported Chamber efforts to assist businesses.

Fuller stated on behalf of the organization, we are proud and grateful to have been of service to the community during this past year. With Councils leadership, made steady progress on the 2020 work plan.

Summary of 2020 Workplan accomplishments:

- Purchased land for affordable housing using grant funds and construction excise tax.
- Prioritized infrastructure projects – completed the design for the Cascade and Rand intersection. completed phase 1 of the waterfront stormwater line project and

began the multi-year project to reconstruct failing sewer lines and replace water lines. Paid down City liabilities including PERS and secured \$400,000 in matching funds. Hired a social worker to provide direct outreach to community members experiencing homelessness, filling an identified gap in services and strengthening our relationships with social services. City Council is in the process of modifying the zoning code to allow a more diverse mix of housing types citywide. Created a safe routes to school map and bikeway. Together with the development community, identified major barriers and roadblocks in development review process and an action plan to address them. With our partners, adopted the multi-jurisdictional parks and recreational master plan.

Strategic project management through the Council Work Plan process delivers community outcomes and results.

Unlike many cities, the City has not had to reduce services and our financial projections show the City will end the year with a 25% general fund ending fund balance. Many years of prudent financial management. Combined with smart financial decisions such as putting a hold on urban renewal collections, cutting spending and holding positions open.

One of the primary drivers is that we run lean. For the past three years, we have had operating surpluses. Fuller reviewed a slide showing major revenue trends. COVID introduced a level of volatility into normally stable and steadily growing revenues. Revenue sources driven by consumer discretionary revenue sources down, ex. Lodging Tax & Parking took the sharpest hit and have yet to recover. The City has been able to withstand a major decline in tourism correlated revenues, largely because our diverse mix of revenue sources, because the Columbia Cascade Urban Renewal District expired and because of the one-time property tax bump from a pause in URA collections, which has helped offset other losses. Property tax revenue will level off next year.

Challenges: Financial recovery and Community cohesion.

What began as a health crisis quickly became an economic crisis and a social justice crisis. Locally and nationally our social contract has been tested and our social fabric has frayed. Not just the pandemic, but a period of significant social change. Some have equated current day to the 1960's and further back, to the Civil War and to the Gilded Era – all period of incredible social and societal change.

With Council's leadership, we will meet the challenge.

Financial policies were put into place before the pandemic and these provide a clear roadmap for recovery for the organization. The City will remain lean until we have some additional certainty about the recovery.

In addition to day-to-day services, the organization works on Councils collective priorities. The Council Work Plan provides focus on the outcomes that are important to the community. This collective prioritization is one of the hardest and most important roles of a well-functioning City Council. The City is a small and lean organization. Most of our time is spent on operations and we are still operating with significant constraints due to the pandemic. There will always be more work to do than the City can do in a single year, and no organization can accomplish everything in one year. The best City Council's focus on the difference they want to make and the changes they want to see in the community over the long-term. When Council talks about this, keep it high level and phrase it in positive terms – this helps others see the opportunity rather than the obstacles.

Many of the outcomes are community outcomes and the City is only one player. Bringing these efforts together will require a focus on collaborative efforts. City Council has a strong voice in advocating for other entities to help achieve these broader outcomes including parks and open space, affordable housing and community safety.

This has been a very difficult time for so many in our community and it's easy to see the problems that we have around us. But the City must continue to focus on the positive and be optimistic about the future and keep getting better. With Councils leadership, they can create an aspirational and hopeful narrative about who we are as a community and how we want to be together. As we build this organization and serve the community, there will be ups and downs and Council's positive support, leadership and vision is our most important asset.

Shifting back to the Council Work Plan.

2021 work plan incorporates input from Council throughout the year. City staff proposes projects. Projects emerge from regulatory requirements and mandates the standing Council committees to provide a prioritized list of projects to meet Council's stated goals. This fall, the City sought input from the public via an electronic and paper form. The opportunity was promoted on our website, in the local media, via social media, via a direct email. The work plan was vetted by Fuller as a proposal that she believe accomplishes the most important work.

Fuller reviewed the 2021 proposed City Council Work Plan. A brief description is included in the meeting packet.

- Affordable housing production strategy
- 780 Rand Road housing development
- Zoning code improvement
- Equity assessment and plan
- Community health and behavioral health partnerships
- Communications and community engagement
- Historic Columbia River Highway
- Fixed local bus route
- Safe routes to school
- System development charge study
- Public safety and community services
- Water and sewer line reconstruction
- Wastewater treatment CoGen

- Hybrid vehicles and charging
- City facility energy assessments
- Capital improvement plan for parks

Fuller highlighted a few projects: affordable housing tool and strategies, Rand Road Housing Development Strategy, Waterfront stormwater pipeline replacement project, and reconstruction of water and sewer infrastructure project that will take place for the next 9 years.

Fuller turned the meeting over to the Mayor to facilitate the discussion.

III. City Council discussion

Mayor McBride thanks Fuller for her high-level report. She thanked Fuller for the work that has been done on the water and sewer infrastructure project. This has been a mandate by the State for a long time. No previous City Manager would take this project on. It is needed to be done. It is very time consuming, expensive and important. No one has put it on the work plan, to make it a priority. It will be a disruption in certain areas of the City when the project gets going, but it is something that needs to be done to keep the City functioning and keep the value of the private sector high.

Mayor McBride stated she would love to accomplish the items listed on the proposed Work Plan for 2021 and some will be ongoing in 2022. It is ambitious and there is a lot of meetings that have been scheduled. It is a lot of work, but she believes everyone is up to the task.

Councilor Zannmiller suggested discussing each of the categories on the Work Plan. He has scope of work questions and comments on most of them. Council agreed.

Fuller noted staff will build the budget based on Council's policy direction and staff has made it clear where there might be additional investment needed. Each of the categories have specific projects. They will need to come back and make sure the projects themselves meet the outcomes Council want to see. They would do this in a subsequent meeting with Council on each project. A policy development meeting or workshop meeting would be held where staff would bring a scope for each project and receive direction and input from Council. This is intended to be a realistic list of projects.

Work Plan Discussion

Council agreed to review each project in the Work Plan to discuss and give comment. The projects listed are not in any type of priority.

Inclusive and diverse housing inventory

1. Affordable Housing Production.
2. Rand Road Development, Phase II.
3. Zoning Code Improvement Project.

Mayor McBride stated the three items listed were projects worked on in 2020. She will ask each Councilor to confirm if they want to continue the work and ask for comments.

Councilor Metta stated she has no commented or questions. She understands the list of projects.

Councilor Zanmiller stated he is support of the three projects. The middle housing they are working on right now is great. On the affordable housing production, from the beginning it was the City counting on partners and facilitate partner agencies to be the lead on this. The City does not have the staff or expertise inhouse to do developments. They should be focused on facilitating partners to build the housing.

Fuller confirm EcoNorthwest will present information on Monday to help identify the policy tools that will assist the partners in developing affordable housing. There are tools at the Councils disposal, many have been identified through previous work, but they do need to determine which ones they will enact and how they will be implemented in partnership with other community partners.

Councilor Saunders is in support of the projects.

Councilor Counihan stated this is a great category and he looks forward to the discussion on Monday evening with EcoNorthwest.

Councilor Rivera stated she fully supports these projects. The only change she would suggest is for it to read "Equitable and Diverse Housing". Being very intentional social justice in general and be very intention with the language being used.

Councilor Haynie believes this is a great category. Addressing the housing shortage has been a top priority for many years. These three projects are appropriate. He believes they are appropriately focused on addressing shortages at 120% and below because that is where the need is. Hood River is becoming increasingly attractive not only a regional but nationally level. That is pushing prices higher. People at the lower end are receiving the brunt of that. Focusing efforts and resources on 120% and below, is the appropriate thing to do. They should also foster relationships with developers for multi-family housing.

There was discussion regarding multifamily housing development and why that type of development has not happened in years. Council agreed to building relationships and further discussions with developers and other interested parties.

Councilor Metta and Saunders agreed with Councilor Rivera's suggest for the language change.

Councilor Counihan stated as they go through the projects, they should keep an eye on the environment.

An equitable and inclusive community

4. Equity Assessment and Plan.
5. Community Health and Behavioral Health Partnerships.

Mayor McBride stated work has started on this with the recent presentations at Council meetings. The City will continue working with community partners and invite them to present at meetings, to inform Council on their services and needs.

Fuller reviewed the steps for the equity assessment plan. First step is to determine a shared vision and language. Co-creating this with the community is going to be important. To understand within the context of City services, what does this mean. Staff is looking forward to this work and partnering with those who are trained in this strategic work. An RFP will go out for the partnership and move forward from there.

Councilor Metta likes the projects on the list. She appreciates Fuller's leadership in helping come up with the concept of educating Council on the community health and behavioral partnerships. It is not clear what the role is for the City. She does not see the City hiring behavioral specialist.

Councilor Haynie agrees both projects should be on the list and glad to see them in respect to the community health and behavioral health partnerships. He believes determining what the problem is needs to be solved. It's an important key part to number five. Once that is known, organize the community around it to solve it. He suggested from what he has heard, it might be some type of mental health situation that might even be regional, not just for the City. He feels he does not know enough to be more specific at this time, but it's an important issue to focus on.

Mayor McBride also feels she does not have enough information to make a good decision. Gathering information to make a good decision is what they are starting with.

Councilor Rivera likes both projects. She does not see a timeline and questioned how the City plays a partner to the behavioral health consultants and experts in the community. As seen in the comments, this is something the community feels very strongly about. It is the right thing for Council to be simply aware of the barriers, identifying them and determine how they can be a partner to continue the collaboration.

Councilor Saunders stated these are great projects and very important.

Councilor Coughlin agrees with what has been stated. He suggested receiving a brief background on the problem that needs to be addressed. That might be helpful. He is excited to get started on these important projects.

Councilor Zanmiller is happy Council is all on the same page for this category. Having a clear eye towards equity and inclusion, is something they need to continue to improve. These are two good projects. He is worried the City will be put in a position where the community wants the City to own these things. Community partnership is going to be the key. He is concerned the City will be taking on too much, while supporting to be a good partner with all the entities to bring solutions.

Mayor McBride agrees with all the projects. She has nothing to add.

Fuller stated there is already a lot of good working being done in the community within both the behavioral health system and medical system. Tapping into the work and being a strong partner is the intent. Staff would do that work and report back to Council when

there is an identified community need. Council can then have a discussion on what is appropriate for the City, and where the Council wants the City to be at in partnership.

Informed and engaged community

6. Community Engagement Continuous Improvement and Investment.

Mayor McBride stated its good to hear the City is doing better on communication. She read all the comments from the public and noticed there was comments on things that have been taken care of or being addressed. This indicates to her that the public is still not getting information even though there has been improvement. She is interested in hearing from Council on this issue.

Councilor Saunders stated it is important to keep working to improve. She commended staff for their work on this. It was nice to see positive feedback from the community.

Councilor Coughlin he is very supportive of this project. He is thankful the City is making progress. He asked if meetings will be provided as videos. He also wondered if meetings could be translated. Fuller stated those things will be looked at when the new software is installed for meeting management.

Councilor Rivera also asked about translation and ADA accommodations. She noted to be aware of equitable opportunity; not all have access to the internet. What are other efforts to get information out to the public. She suggested using community partners to help get information disperse.

Councilor Zammiller gave acknowledgment to the work done on the website and the building processes that are now accessible online. It is a great path the City is on and looks forward to continuous improvements and keeping it fresh.

Councilor Haynie agrees with comments made. He has seen an improvement in the substance in the communications to the public and the different ways it is going out. He also has seen improvement in communication during emergency situations. He has also seen an improvement in the school districts communication. He agrees having the meetings in video is a good idea. It also allows the public to watch the meeting when they have time. He thinks everyone has become isolated as a society. It is important to him to acknowledge the lack of ability to interface with the community and people who have elected Council. He feels isolated and knows others feel the same. Humankind was not supposed to be isolated like this. Humans are social creatures. It is hard to do their jobs, if they cannot interface with people. He is not suggesting any type of timeline, but he would suggest they have a goal of getting back together when they can. It is important to be together and share moments. That is what community is. It is hard to connect on Zoom screens. It goes to other things that are not happening, such as community events. The lack of art and music in the community turns people away from each other. Events bring people together and the lack of that is a problem. He believes that is partly why there is so much disagreement in society. COVID-19 is making things worse in terms of community connectiveness. He suggested Council set a goal when possible. Do what they can as a policy making body to get the community talking to one another, so they can understand and appreciate each other.

Mayor McBride thanked Councilor Haynie for his comments. She feels the same and wants to get back together when it is possible. It is important and it will bring people together. This is a great goal, and more money will be needed on technology and create a plan for those who cannot go to meetings in the future.

Efficient, safe, multi modal transportation system

7. Historic Columbia Gorge River Highway.
8. Fixed Local Bus Route.
9. Safe Routes to School.

Councilor Metta stated it was clear to her from public comments they don't know what multi-modal means. She suggested explaining it better so everyone is educated. She wants to make sure Safe Routes to School Committee and the City are working together closely, as they are developing these projects. Fuller confirmed the City is spearheading the committee with ODOT. The next step will be to come back to Council with a list of projects for prioritization.

Councilor Metta wanted to make sure the parking study work is not getting lost. Fuller stated an action plan was produced. The organization will continue to work on implementing those items. Staff can give updates to Council.

Councilor Saunders thinks all three projects are great. COVID-19 has been a challenge for public transit.

Councilor Rivera she asked about bus shelter for CAT. She remembers this being discussed last year. She asked if it could be added. She would like to see bilingual signage. She asked if there is a plan to reach out to organizations to possible help with children who cannot afford a bike. Fuller stated there is a plan to develop criteria for shelters along with an engineering design; it is included. Mayor McBride also confirmed shelters will be discussed in the future.

Councilor Zanmiller likes all three projects and emphasizing that local routes is a CAT project and the City is a partner, versus the other way around. He asked that language be added under No. 7 stating the City is working through items suggested in the parking plan. He believes it would be beneficial communication wise. Getting the parking committee together twice a year for a check-in would a good idea. It would show it is still a living project. It would be in the City's best interest to publicize it that way.

Councilor Haynie stated these are all great projects. He is excited for the Historic Columbia Highway project; it brings to mind the possibility of a refreshment of the westside of the City. It seems like it will be a community, business, and beautification plus for a gateway concept. It is going to be a lot of work and take many years, but it will be a great thing long-term for the community. He is also excited about Safe Routes to School project.

Councilor Coughlin agrees with the list of projects. He asked Fuller about the timeline with ODOT. Fuller stated staff will have something back from ODOT and report back to Council in the next couple of months.

Nilsen added that ODOT just finished contracts last month with the project. Staff just had their first internal meeting to identify stakeholders. They are one meeting into project identification. It is going to kick off within the next month and move fast. He will have more information to share soon, along with a timeline.

BREAK: 10:00am – 10:10am

Well maintained Community

10. System Development Charge Study.
11. Public Safety and Community Service Facility.
12. Water and Sewer Line Reconstruction Project.

Mayor McBride stated they are talking about above the iceberg items but a lot of this is below the iceberg. They are bigger projects not taken on or ongoing studies that need to continue all the time. These are necessary items to keep the City maintained and functioning.

Fuller added there are very important policy considerations staff will bring to Council. That is the reason they are listed on the work plan.

Councilor Rivera asked about the communication regarding the water and sewer project. She asked staff to think about equitable ways to communicate to the public, during all stages of the project.

Councilor Coughlin believes it would be interesting and informative to understand how all of these are interconnected. How they affect one another. He would also like to see an implementation timeline. He agrees with the comments made by other members of Council.

Councilor Haynie stated these are large projects. For the sewer and water project, it will be important for the City to emphasize how important it is for the City infrastructure and projecting the wastewater treatment plant.

Councilor Saunders stated these are all important projects and critical to the operations of the City and community.

Mayor McBride stated these are projects that need to be done. She noticed some of the comments made by the public must have been made prior to the decision to put a hold on the City only police station at the Columbia Lot.

Environmentally Sustainable Community

13. Wastewater Treatment Plant CoGEN
14. Hybrid Vehicles and Charging
15. City Facility Energy Assessments

Councilor Coughlin stated these are all great projects. He is excited about the Wastewater Treatment Plant CoGEN discussion. Using it to generate energy would be

fantastic. Looking at reducing the effects of the City fleet is good. It is going to be a while before some of the larger vehicles that run on diesel will be replaced. There is a new type of diesel that could potentially in the short term, reduce the City's carbon footprint. He suggested that idea to consider moving forward. He believes there are other things that can be done, such as working with high schoolers to take the climate pledge and value their input.

Councilor Zanmiller feels the street tree and tree ordinance discussion Council recently had fits under this category. Fuller stated the direction give to staff was to weave that into other code updates. When they are discussing incentives for housing and other things, to include it. That is the plan right now. It does not show up here, but it has not been lost. Councilor Zanmiller stated his point is more to communicate what the City is doing. He believes there is advantages including it, even if it's a point or two stating it will be worked on. Also, telling the community the City is continuing to monitor and work on that, it fits into a couple of these things. He suggested a sentence to be added. He also suggested trying to leverage partnerships with electric companies to have electric vehicles charging infrastructure that is beyond the City's fleet. Recognize within the text and looking for opportunities that show up.

Councilor Saunders is supportive of all three projects. They are great steps forwarding working towards their goals and plans. She would like to learn how Council can be a more effective partner with the Energy Council.

Councilor Rivera likes what she sees. She questioned how the City is partnering with people, as they think of this assessment phase and potential economic growth opportunities within the local community.

Councilor Haynie believes these projects are consistent with the Energy Plan and the Council Climate Pledge. He likes what he sees. He has often thought the City's waste water treatment plant is the single most important physical asset the City has; image the City without it. Having it be an energy component that is positive, rather than a negative somehow would make the plant even more of a unsung hero of the community. It is a great idea. He agrees making sure this not just an optics thing, they are really making decisions based on true calculated determinations that it's going to be either a net energy savings or a cost savings, not just because they want to appear they are doing something. They want it to be something that moves the needle.

Mayor McBride agreed with the wastewater treatment plant project. It is the largest monthly bill. She agrees with the hybrid vehicles, charging stations and City facility energy assessment. Doing these things will save the City more money to put towards other things. She explained the State is going to look at Reach Building Code. It would be developed for cities and counties to adopt. It will not be mandatory, but it could be an incentive if a builder is willing to use the code when they build. She believes the Energy Council is going to ask the City to support this if the State develops the code.

Adequate Park and Open Space

No. 16 Capital Improvement Plan for Parks with implementation measures.

Councilor Haynie stated this is a large project. He is reminded of the pretty green circles on the Westside Plan and the Parks Plan. Turning those green circles into actual park that gives a place for children and families that live in those new areas, is going to be very important. This will be a hard task. The money part is always the hardest part, along with the sequence of events that need to happen. There is a lot of advanced planning and effort that needs to go into that, to make sure the parks happen. Focusing on the capitol important plan and he sees a number of bonds coming to the community in the future. They will need to be strategic in the sequencing. He believes a parks bond is the right thing to do.

Councilor Metta is glad they are looking to make the plan a reality. She is also glad to see staff actively looking for opportunities now.

Councilor Counihan agrees with what has been stated.

Councilor Zanmiller wanted to amplify on what Councilor Haynie stated. It is consistent with things he and Fuller have discussed. Acquisition of easements and open space land is absolutely the first thing they need to do. They can be developed later but if they do not have the land, they will not have the option to develop parks. He believes working with Park and Rec to have access to SDC funding is going to be important. That is a political task. Now is the time to start working together to acquire land.

Councilor Rivera agrees with everything that has been stated. She wanted to mention her appreciation for parks in general, now more than ever. She has taken parks for granted in the past. She is grateful the parks that exist in the community.

Councilor Saunders appreciates the work staff has done at the operational level, including improving communication and partnerships over the last two years. This project is an important step to have a plan. It is critical to work on grant funding and other funding efforts. It is clearly the next step.

Mayor McBride stated if they had something that she calls a shadow plat of the westside, showing where streets are going to be, they can identify where the green circles can go. The City can then start talking to landowners. The money and partnerships with Parks and Rec are critical. They need to do this sooner than later; prices are only going to increase.

Questions:

Mayor McBride asked Councilors for questions or comments before adjourning the meeting.

Councilor Metta asked about challenges on the food carts regulations.

Fuller acknowledge there are challenged with the food cart regulations. It is not something staff would have the capacity to take one right now, in regard to the code update. It is a future work plan item.

Councilor Rivera also had concerns about food carts not being on the work plan.

Fuller explained food carts are currently allowed right. There is a lot of conversation to be had on how Council wants to see those in the environment long term. Where there have been some complications is on permanent installations of food carts. That is what the conversation is going to be about. It's a large policy project that Council can decide to take on at some point.

Councilor Metta is fine with leaving that project for a future year.

Councilor Saunders asked if the City is still giving current food cart businesses COVID - 19 relief. Fuller stated the direction staff received was to bring something back to allow food carts to stay in place. She will have to refresh her memory on where they are with that. What she was referring to was the larger conversation and policy work that would need to be done.

Mayor McBride clarified food carts were allowed to stay in place due to COVID-19. Normally they would have to relocate every six months to another location. The larger question of whether those food carts should have to move every six months when COVID-19 is over. There was consensus on Council to continue to give food carts support during COVID-19. Fuller will make sure the proper process has happened, to continue to give them support. She will report back.

Councilor Zanmiller had a couple of things he has not seen but they might be covered. First, continue relationships with the Downtown Business Association and the Heights Business Association. Second, the City partnered with CAT on the trolley. In 2020 he thought the City was going to take it on, but it was disrupted by the pandemic. He asked if that will show up in 2021 or 2022? Fuller stated that has not been on staff's radar. Staff will start the conversation with CAT.

Mayor McBride stated they received a lot of public comments. She hopes they will be able to meet in person at next years work plan session. Council should think about if they would like a facilitator or doing the public survey in a different way. She thinks the meeting went very well this year, Council discussed each subject and there was good participation by everyone. She believes the list of goals are very ambitious and Fuller is confident in getting these done or get them to where they need to be, by the end of the year. There will be some that continue into 2022 and beyond. The City still strive to get as much progress done as possible.

Mayor McBride encouraged Council members to meet with Fuller individually when needed. There is a lot of explanation needed for things that are happening. It will be beneficial to get high level detail prior to meetings.

Fuller will bring the final work plan document for formal approval at the February 22 City Council meeting.

IV. Next steps & adjourn at 11:07 a.m.

Kate McBride, Mayor

Jennifer Gray, City Recorder

Approved by City Council on _____

**City of Hood River
City Council Work Session
February 8, 2020**

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

Staff: City Manager Rachael Fuller, Finance Director/ACM Will Norris, City Attorney Dan Kearns, Fire Chief Leonard Damian, Police Chief Neal Holste, Public Works Director Mark Janeck, City Engineer Wade Seaborn, City Recorder Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent:

I CALL TO ORDER – Cell Phone Reminder – 6:02 p.m.

Land Acknowledgement Statement and Pledge of Allegiance

II BUSINESS FROM THE AUDIENCE

Carolyn Smale, Hood River, OR – addressed Council regarding missing middle housing and green space. As the City moves forward with higher density and middle housing code, she asked Council to keep in mind the need for parks and greenspace. A lot has been learned during the COVID crisis. It is very important to have walking access to greenspace or a park for everyone. It is a necessity, not a luxury.

Scott Simms, Hood River, OR – addressed Council regarding his concern for the ever-increasing speed of some drivers in downtown Hood River, particularly on Oak and State Street. His concern is, even with the posted 20 and 25 mph they are seeing speeding that is much higher. There have been fender benders, crashes and a recent incident of a pedestrian minor hit by a car. He is glad to help with the problem of excessive speeding in the community and would rally others to volunteer their help. There are several simple improvement solutions to the speeding problems and safety benefits. He mentioned things that have been done in Bingen and White Salmon to reduce speed. He asked Council to consider similar steps.

III PRESENTATIONS

1. SafeSpace Childrens' Advocacy Center of the Gorge, Beatriz Lynch
Lynch is the Director of Safespace Children's Advocacy Center, formally known as Columbia Gorge Advocacy Center. The center has been open since 2009 and serves five counties. They are the one stop child abuse assessment center. They have a couple of medical doctors that do the exams when children arrive. There are forensic interviewers and community partners that come to the center to meet with the children and families. All the parties come together with the goal to get everything done at one time and get all questions answered the first time. They do not have mental health in their office right now. They do referrals through a contract with a local provider that

specializes in children with trauma. Before they existed, children were often seen at the emergency room at the hospital. This process caused the child to be asked numerous times what happened, causing the child to be more traumatized. The advocacy center brings everyone together in one place to have questions answered there and eliminate the times the child has to talk about what happened and healing can begin. They are one of twenty centers in the State of Oregon. They serve a large area but not a large population. They struggle like any other small center in Oregon with funding. She spoke about the costs to operate.

Mayor McBride stated there is a possibility that the center might be able to be co-located with a new safety facility, and the County might also be involved. This will be investigated later this year. She asked Lynch to talk about their current space needs.

Lynch stated they started out of the duplex that Helping Hands owns. They occupy the bottom half for seven years. In 2017 they moved to their current location. They occupy 1300 sq ft. They have quickly outgrown it with the one medical room, interview room and office space. They are at a crossroads where they are almost able to hire a medical director to be on staff, but they do not currently have the room for this position. They are looking to expand their services by bring in mental health to be a part of their team. Lynch reviewed the details of the referral and assessment process. She spoke about the difficulties to provide the same level of care for children, as they receive in the larger cities, due to the lack of resources in the area. Families are never charged for their services. The center receives funding from multiple sources and fundraising. Lynch thinks having a joint facility with a justice center is a great idea. There is a great model in the State of Utah. She has spoken with Chief Holste about the sharing of space and common areas, that could be used by both agencies. Law enforcement is one of their biggest partners; they have a very good partnership. She invited members of Council to visit their center. The center is doing a lot of great work and she would like to share more about what they do.

WORK SESSION

- IV OPEN WORK SESSION – 6:26 p.m.**
- V AGENDA ADDITIONS OR CORRECTIONS**
- VI DISCUSSION ITEMS**
- VII ADJOURN WORK SESSION – 6:27 p.m.**

REGULAR COUNCIL MEETING

- I OPEN REGULAR COUNCIL MEETING – 6:27 p.m.**
- II AGENDA ADDITIONS OR CORRECTIONS**
- III CONSENT AGENDA**
 - 1. Council Meeting Minutes – January 11, 2021

2. Oregon Public Works Cooperative Assistance Agreement, M. Janeck
3. Fee Waiver Request from Gorge Grown for Farmer's Market, R. Fuller
4. F-350 Vehicle Replacement, M. Janeck
5. Acceptance of the Urban Renewal Agency Annual Statement, W. Norris

There was a brief discussion about the great work Gorge Grown did with the Saturday Market last year during the pandemic.

Motion: I move 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. 2nd Quarter Financial Performance Report, W. Norris

The 2nd Quarter (Q2) Financial Report includes six months of financial data through one half of the 2020-21 Fiscal Year (FY). The attached report includes full-year estimates-to-close based on historical spending patterns and staff knowledge of upcoming expenditures. The attached projections are staff's best projections given financial data through December 31, 2020. The Q2 revenue and expenditure projections become the basis for constructing the FY2021-22 budget.

Yearend estimates-to-close become significantly firmer as the City passes the half-way mark of the fiscal year. As expected in this extraordinary global pandemic, individual revenue and expenditure sources have been challenging to predict. Thankfully changes have largely offset each other, and the City's overall financial picture is not substantially altered from the Q1 Report provided to City Council last Fall.

The net change between the ending fund balance estimates in the Q1 and Q2 Report is a downward revision of \$119,214 to \$2,465,812. After extracting one-time revenue sources and expenditures, the General Fund operating deficit is estimated at \$350,000 or 3.7%. This deficit is minimal given the global pandemic. Put into context, accumulated General Fund resources could maintain a deficit of this magnitude for 7-years. The takeaway is that the City continues to have time for the revenue environment to stabilize before initiating significant operational changes.

Individual items to note in the attached Q2 Financial Performance Report include:

Property Tax Exceeding Expectations – The Q2 Report benefits from November tax receipts. The City receives 90%-92% of total property tax receipts in November and December. Trends indicate that property taxes will come in roughly \$80,000 or 2.5% over budget. Approximately \$265 thousand of the \$3.1 Million in expected FY2020-21 property tax is attributable to the onetime "pause" in Heights and Waterfront Urban Renewal division of tax. This pause in urban renewal tax division which will not continue

into FY2021-22

One-time Payments

FY2020-21 includes several one-time expenses to reduce ongoing liabilities. The largest is a \$1.64 million deposit into a PERS Side Account that drew an additional \$410 Thousand in state matching funds. The General Fund's fair proportion of this deposit is \$736,601 as shown in the attached report. This investment will generate "rate credits" resulting in lower future PERS charges. The PERS Fund earned 7.66% in 2020. This compares to the 0.75% the City is earning on funds held in the Oregon Treasury's short-term bond fund.

Lodging, Parking, and Municipal Court Revenues Continue to Lag – Lodging taxes have recovered significantly from Spring lows but remained about 25% below normal in November and December. Parking and Municipal Court revenues are recovering even more sluggishly. Parking meter receipts remain stubbornly low at roughly 45% below normal.

Ambulance Revenues Exceeding Budget – A grim outcome from the COVID-19 pandemic is a bump in ambulance revenues from increased interfacility transports. Based solely on trend, ambulance revenues are on track to exceed \$1 Million. The Q2 Report anticipates ambulance revenues to slow as the vaccine is administered and case counts decline going into the summer months.

State Marijuana Taxes Diverted – The drug decriminalization voter initiative approved on the November ballot diverts the majority of state marijuana tax revenues for regional drug treatment facilities. The League of Oregon Cities estimates that cities will experience a 73% reduction in ongoing state marijuana tax distributions. This change does not impact local marijuana taxes.

Engineering Department Exceeding Budget – The general engineering department primarily serves development, either reviewing proposals or writing standards. Because of this, expenditures are driven largely by the pace of development. The department spent 89% of its full-year budget in the first half of FY2020-21 and is expected to need a budget adjustment before yearend. The new development review contract awarded by City Council on December 14th, 2020, and decision to bring the City Engineer position in-house is intended to better control Engineering Department costs going forward.

Gas Taxes Improving – Both state and local gas taxes are recovering, reaching pre-pandemic levels for the month of December. This resulted in an upward revision to yearend estimates as compared to the Q1 Report. However, both tax sources will end the year down due to lost revenue from the summer months.

Staff recommendation to Council is to receive and file quarterly financial report for the period ending December 31, 2020.

Council accepted the report.

V ORGANIZATIONAL UPDATES

A. Department Heads

VI MAYOR

1. Landmarks Board Member Reappointment

Motion: I move to request Mayor McBride to reappoint Cindy Walbridge and Scott Sorensen to the Landmarks Board for a 3-year term.

First: Saunders

Second: Zanmiller

Discussion: None

Vote: Motion passed (roll called)

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

Nays: None

Abstentions: None

Excused: None

VII COUNCIL CALL

VIII ADJOURN – Adjourned by unanimous consent at 7:06 p.m.

Kate McBride, Mayor

Jennifer Gray, City Recorder

Approved by City Council on _____

**City of Hood River
City Council – Special Meeting
February 8, 2021**

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

Staff: City Manager Rachael Fuller, Finance Director/ACM Will Norris, City Attorney Dan Kearns, Fire Chief Leonard Damian, Police Chief Neal Holste, Public Works Director Mark Janeck, City Engineer Wade Seaborn, City Recorder Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent:

I. CALL TO ORDER

Mayor McBride called the meeting to order at 5:00 p.m.

II PRESENTATION

1. Policy options for affordable housing, Lorelei Juntunen, EcoNorthwest

Fuller stated City Council has long recognized that the cost in housing in Hood River is a burden for many families, community members and It makes it difficult for employees to recruit and keep workers. This is one reason City Council invested more than a million dollars this past year to purchase land at 780 Rand Road, to develop affordable housing. The 2021 Council Work Plan includes a project to develop an affordable housing strategy that would outline various tools available to developers, willing to commit to building housing that is affordable to certain income levels.

Fuller introduced Lorelei Juntunen from EcoNorthwest. The City is very pleased to have Juntunen this evening to discuss policy options and why this is important in a market like Hood River.

Juntunen presented a PowerPoint presentation. PowerPoint has been added to the record. She reviewed indicators of how the housing market is currently performing. There will be discussion regarding the role of the public sector in encouraging development and specifically in housing affordability. It is still the case the market provides the vast majority of housing and will continue to do so. Understanding what the market does well and does not do well, is critical to having a strong affordable housing strategy.

Juntunen shared information about how incomes and demographics are changing. See PowerPoint for details. Almost 12% of the housing stock in Hood River is second homes. They did an analysis on this information with the help of Planning Director Dustin Nilsen. Only 23% of the work force lives inside of City limits. This is lower to comparable cities that are in the 30's. New residence are earning \$12,000 more a year, than existing County residence.

Juntunen spoke about housing under production. As a ratio to the number of households to the number of units, there needs to be more than one unit for every household because there are vacancies, people moving, demolitions and other things going on. Nationally the ratio is about 1.14. For every household, there is 1.14 units. In Hood River the number is 1.09. Oregon is tied for last place for states ratio of households to units; it's rated at 1.07 and has one of the worse housing crises in the country. She wanted to put this in the context of thinking about the second home number. If they assume the same portion of new units were second homes and not available to households, the number drops to 1.02. This is a strong indicator of under production. The City does not have the supply keeping up with the demand, and it's on par with what is happening with the rest of Oregon. She reviewed indicators of affordability. Sale and rental prices have increased dramatically. While medium incomes have also increased, they have not increased sufficiently to keep pace with what is happening with the housing stock. When supply is not keeping up with the demand, housing prices rise and the people who are most affected by that are the people who are in the lower income bracket; renters who experience cost burdening. What they are seeing in Hood River is the existing residence are simply getting squeezed out. People who work in Hood River, can no longer afford to live here and they're moving to other places.

Juntunen spoke about how developers think about approaching forward with new units and how they think about feasibility; what the implications of that are for the public sector role in supporting housing affordability. She reviewed the piece's developers need and consider when taking on a development project. Rents and sale prices must exceed construction costs. If everything lines up, development can occur. She introduced the concept of the housing market continuum because this gets into where the market functions well and where it needs help from the public sector. See PowerPoint showing the spectrum from very low-income housing to top luxury housing. The market does a good job producing at the top end of the spectrum. At the low end, the market is never going to function to build new units on its own that are affordable to people in the 0-30 MFI and up to the 50-60 MFI. If you have market-based housing income that is affordable to someone making 30 MFI, it probably has some serious health, life, and safety issues. These are units that are publicly supported, that are rent restricted and usually built with state or federal dollars. In the middle is a cross over zone. Overtime the luxury construction the market has built, will depreciate and might become more affordable to people in the middle end of the spectrum and provided supply. If that happens a good portion of the middle area will be met by the market over time. There are places where construction costs or land costs are very high where that will simply not happen, or supply is not keeping up. In Hood River, less than 20% of the housing stock is affordable to those making less than 100 MFI. There is roughly half of the family households in Hood River that are trying to squeeze into 20% of the stock. That is not functional. The supported environment in Hood River as a result need to meet the needs for these families; the bar needs to extend forward. Everyone knows about Hood River's land constraints. That almost requires an increase in density to meet the needs of a growing population. In addition to that, the market is going to need some help to take care of the middle and lower end.

Juntunen stated there are a series of steps a developer has to go through to get to a place where there is a constructed and operated building. The public sector role interfaces with all of those steps, which gives the public sector a fair amount of leverage. Purchase of land, making land available, setting the building envelope through zoning and making investments in place to help create neighborhoods where people want to be, can support good high-quality development. The City also helps provide infrastructure to support

development. On the project design permitting piece of it, the City controls every aspect of that. Including the permitting timeline and design SDC fees that can add costs. The financing side typically happens on the private side, that is their job. Grants and loans is a place where the public sector has some leverage. On the construction side, the City can influence parking costs through building, zoning codes, infrastructure costs and other aspects of construction. Operations side, the City can provide tax abatements or influence the total amount of rentable space, through setting a building envelope.

Affordable housing is a little different, the market does not build it. All of the policy levers apply and are going to be helpful in encouraging the development of affordable housing, but they might be insufficient. That puts the City in a place where they need to think about partnerships and recourses available to leverage. Who are the partners out there, land trusts, and local housing authority that can help leverage the resources the City can bring to the table, to fill the gaps in development so affordable housing can move forward. What are the resources the City can bring to bear and are grants a possibility?

What does a comprehensive housing strategy look like if your goal is to focus on affordability? They should not underestimate the importance of the market environment. That total construction brings up the ratio of number of units that are being constructed, to the number of people who are moving into town. This is a critical piece to bring down the price increases. The way to think about doing that is through zoning and land supply which are complicated due to Hood River's land constrained. This pushes them into difficult conversations around density. Parking and infrastructure are critical components of this, as well as SDC's and placemaking. All of those need to be set in the right way to not create barriers to development, and to encourage development to occur at the highest rate possible and acceptable. When thinking about the supportive environment; housing units that can be rent restricted and be available to people at the lower end of the income spectrum. Use resources to make sure that is what is being built. That is where money should be spent if you have it. Target incentives to make those things occur. If you control the land, you control the destiny.

Council spent time asking Juntunen additional questions and had further discussion.

III ADJOURN – Adjourned by unanimous consent at 5:55 p.m.

Kate McBride, Mayor

Jennifer Gray, City Recorder

Approved by City Council on _____

**City of Hood River
City Council – Special Meeting
January 15, 2021**

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, City Recorder
Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent:

I. CALL TO ORDER

Mayor McBride called the meeting to order at 12:18 p.m.

II EXECUTIVE SESSION

Oregon Revised Statute 192.660 1 (h) To consult with counsel concerning the legal rights
and duties of a public body with regard to current litigation or litigation likely to be filed.

III ADJOURN – Adjourned by unanimous consent at 1:17 p.m.

Kate McBride, Mayor

Jennifer Gray, City Recorder

Approved by City Council on _____

City of Hood River
City Council Work Session
January 25, 2021

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

Staff: City Manager Rachael Fuller, Finance Director/ACM Will Norris, City Attorney Dan Kearns, Fire Chief Leonard Damian, Police Chief Neal Holste, Public Works Director Mark Janeck, City Engineer Wade Seaborn, City Recorder Jennifer Gray, GIS Analyst Jonathan Skloven-Gill

Absent:

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

Land Acknowledgement Statement and Pledge of Allegiance

II BUSINESS FROM THE AUDIENCE

Vicky Stifter – Hood River, OR – she thanked Council for their decision on putting the public safety building on hold for now. She believes it is wise decision in light of many priorities and needs that exist in the City right now. She wanted to encourage Council to see if any of the fire bond funds that are left over, could be used toward affordable housing. As a property owner, she would be pleased to have part of her property taxes go towards the building of affordable housing in the community.

Belinda Ballah – Director of HRC Prevention Department – she wanted to bring before Council for consideration, implementing a Tobacco Retail Licensor (TRL) in the City of Hood River in conjunction with Hood River County. She has submitted a sample of what an Intergovernmental Agreement would look like between the City and the County. Ballah gave information regarding tobacco users in the County, including information on the youth population. A TRL in Hood River would require businesses to purchase a license to sell tobacco and nicotine products, including vaping products. Provide annual inspection and compliance checks of all retailers. Provide a mechanism to educate retailers and a penalty system for those who violate the law. An annual license fee sustains the program. The Hood River County Prevention Department is perusing implementation of the TRL in the City, Hood River County and City of Cascade Locks. They are presenting this information to the Board of Commissioner and the City Council of Cascade Locks. She asked Council to consider looking into this for the City of Hood River.

Heather Staten – stated if Council received her written materials that were submitted today, she does not need to proceed with oral testimony. Mayor McBride confirmed Council received her materials.

Nancy Roach – she stated she spoke to Council a couple weeks ago about missing middle housing. She is not going to read what she wrote in her written comments submitted to Council

earlier today but wanted to point out a few things left out from her email. She has been collecting feedback from local builders who have built 400 entry level housing in the community, in the past 20 years. She believes their feedback is going to be informative. Based on everything she has seen and heard, she is excited. They all have similar goals. Nilsen has been great about inviting comment and feedback. This real-world feedback is critical because when she goes through the City, she sees in 20 years the City is going to look different. The decision being made will show what the City will look like. Her comments based on what she has heard from the builders are, the combination of a 25-foot height pitched roof is hard. 25 feet is possible, but it makes it more expensive which goes against what Council is trying to achieve. Looking at that carefully is important. Regarding open space, taking wetlands and slopes out of the calculation of open space will decrease the density which is going against what they are trying to do. The common open space, the romance and the reality are really very different. People want to claim their place. There are homeowner associations and legal issues that makes this more expensive for the building, therefore for the buyer. The issue of parking, parking in the back is wonder but it is not always possible. Go through Katies Way and try to picture those sites with parking in the back. The number of units on Katies Way would have had to be cut, which would have increased the price of the houses.

Ruth Tsu – she thanked Mayor McBride and Councilors for all of the important work they do. She was pleased to see the police facility project slowed down. She is hoping there will be more community input and she is concerned about affordable housing. As a homeowner and taxpayer, she would be happy to have some of her tax dollars go towards addressing affordable housing.

III PRESENTATIONS

1. Community Health Needs Assessment, Jenny Anglin

Anglin presented information on the Community Health Assessment from the Columbia Gorge Health Council from 2019. Her PowerPoint presentation was added to the record. The reason for her presentation today is to understand the data and information that came out of the health assessment for the use of planning various projects and improvement plans for the City. Anglin explained there is more detailed information on their website about the health assessment. The health assessment was a collaborative process with many organizations across the Columbia Gorge, including health care providers and various social service agencies. The reason for the assessment was to get an accurate and comprehensive picture of the needs of the community. It allowed them to get more support and data from a lot of the organizations. It was a wide-ranging assessment approach.

Mayor McBride stating she believes Council asked Anglin good questions about how the City can collaborate and help. Keeping in mind that food, transportation, and housing are the three top items on Council list for the City to do. When Council talks about transportation, parking, building codes they need to keep this study in mind and who they are trying to help when they discuss these issues.

2. Mid-Columbia Center for Living, Al Barton Deputy Director

Barton thanked Council for their interest and time to discuss behavioral health. His PowerPoint was added to the record. Every County in Oregon must have a designated community mental health program. Center for Living covers three counties, Hood River, Wasco and Sherman County. He spoke about requirements and services they provide. What Center for Living is designed to do after crisis service and provide community-based service for priority populations. People who are going to be defined with severe mental illness. Those services are community

based. Rather than going to an office, they go out to the community and homes to provide training. Keeping people focused on their basic needs so they stay in the community. They also provide mental health, substance abuse treatment and psychiatry services. Center for Living operates the Advanced Care Program at the Hood River Care Center. They work with many community partners, as well as One Community Health, Providence, and law enforcement. He noted they have a very solid relationship with their law enforcement partners (City, County Sheriff, State and Probation Department). Law enforcement tends to be one of their closest partners they work with, because they typically have a common response. The Ever Bridge program can directly access their crisis services. If there is not a public safety situation, the goal is to relieve the police from having to do that type of response and not make it about arrest or intimidation. It is about how to partner and collaborate, make sure the situation is safe and let the behavioral professionals come up with a positive outcome. That is not to say there is not a time or place for public safety, but it is a rarity when they need to lean on law enforcement. Most of the time, behavioral health can respond to the situations. Barton reviewed the type of services Center of Living provides in Hood River County. First on the list is standard out-patient mental health services. Second on the list is people with severe and persistent mental illness. Third on the list is Intensive Children's Treatment Services. Those are the children that are at risk for placement in foster homes. They try to provide intense services to those children, family, and school districts to keep children in their homes and in their community. Barton reviewed the other specific targeted services they provide.

Barton reviewed challenges and barriers. Lack of suitable housing for clients with behavioral health problems. Confusing overlap of homelessness and mental illness. People with mental health concerns reluctant to accept help or support.

Council spent time asking Barton questions. He will send data that was asked by Council.

WORK SESSION

IV OPEN WORK SESSION – 7:40 p.m.

V AGENDA ADDITIONS OR CORRECTIONS

VI DISCUSSION ITEMS

1. Housing Code Amendment, D. Nilsen

Developing code language for missing middle housing types (duplexes, triplexes and small cottages) is a project on the City Council 2020 workplan. The purpose of the project is to establish a clear process and regulatory framework to allow greater diversity of housing types and needed housing types.

On January 11, 2021, Council held a work session on this topic to discuss policy issued raised in the code update. These policy issues focused on parking and the tensions between development scale, compatibility, and marketability. City Council was supportive of a reduced parking regulation and expressed concern over the gap between the middle housing development outcomes when compared against larger and less affordable townhouse developments permitted by Code. Council directed staff to adjust the code to narrow the gap to incentive the development of smaller units.

Based on Council direction, staff revised the draft code to allow more square footage to be built within a middle housing development and recommended a cap on the individual dwelling unit size with the intent of keeping the units within the range of entry levels of Hood River's market rate housing (120-125% MFI) and to close a potential loophole for large dwellings. The buildable area increases, along with the proposed expedited permitting process, dwelling unit bonuses, elimination of minimum lot sizes, and minimum lot frontages, are all included in the draft code to incentivize the construction of middle housing developments.

On January 19, 2021, staff presented the revised draft code to the Planning Commission. Staff solicited input from various local builders and developers including Mike Ketler of IBC, Greg Crafts, Nancy Roach, Mike Kitts, Doug Beverage, Eli Spevak of Orange Splot, Joe Sagar of Sagar Design Build. During the public hearing, the Planning Commission, and representatives of the development community, who responded to staff requests for comments, including Mike Ketler, Greg Crafts, and Nancy Roach also their expressed concern over the ability to deliver smaller units under code limitation intended to promote compact developments in scale with existing neighborhoods. This concern is exacerbated by the growing demand for Hood River's already expensive and limited land supply. Planning Commission deliberated the code and discussed some of the issues raised in the public hearing.

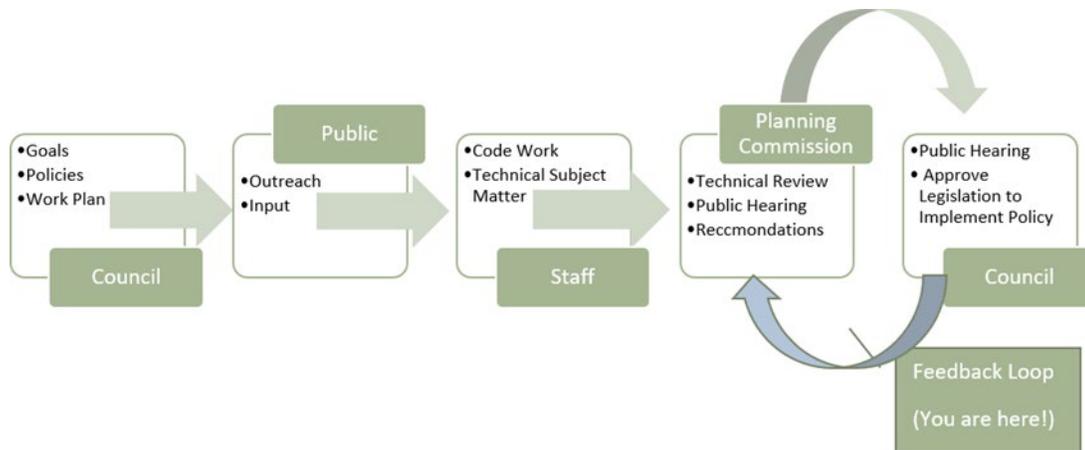
Although Planning Commission did not reach a final code recommendation to submit to the City Council, Planning Commission reached consensus to evaluate additional amendments to the middle housing code to increase the number of units allowed, including the review of a lower dwelling to area ratio, a flat rate landscape standard in lieu of a lot-coverage requirement, and a code methodology that would further incentive the development of smaller units.

These amendments are included in the attached chart. The chart provides a side-by-side comparison of Hood River existing Zoning code requirements, staff draft proposal, and requested amendments.

Staff requests Council direction on the latest amendments outlined in the chart including preferences, concerns, or support for a lower area to dwelling ratio, increased lot coverage, and corner height requirement.

Based on Council feedback and direction staff intends to solicit additional designs from representatives from the development community, who volunteered to provide analysis and test fits for marketability. These will be presented to the Planning Commission and then to Council during final deliberations.

Where we are in the Process:



Staff recommends that Council provide direction on the latest amendments to the Middle Housing Code including its preferences, concerns, or support for a lower area to dwelling ratio, increased lot coverage, and corner height requirement.

Nilsen stated the three issues before Council are the biggest drivers to outcomes, when they talk about unit to site area. This is a high-level issue and main drivers. Typically, R-1 lots are one dwelling unit plus one dwelling unit per ADU. The initial draft would now allow two dwelling units on a standard lot such as this or up to six dwelling units for a cottage cluster. That would be around 1,500 sq ft. Proposed code approximately two dwelling units on a lot. Once they started getting into that code, they started capping the unit size. The discussion of a 1,100 sq ft without a garage becomes discussed, as well 1,500 sq ft for a unit with a garage. Promoting a smaller dwelling unit and aiming or targeting that towards the entry level houses. The subsequent revision shown not only allows a detached unit, but attached unit. The dwelling units are the same, it is just the configuration becomes more flexible in how the units look. Things become more dynamic when they get into R-2. R-2 currently allows two units on a 5,000 sq ft site. The initial code that was drafted proposed that one dwelling unit, be allowed for every 1,500 sq ft. That would change that to three units on a site of like size, with a unit size cap to really require small units. There was discussion with the revision that would further incentivize small dwelling units, 800 sq ft for every 1,200 sq ft. Looking at a subsequent revision that starts to provide even more incentive for the smaller dwelling units on a same site. Increasing the number of units that can be built from initially two units per acre, now up to two units per site, up to four units per site on a R-2 lot. R-3 and C-1 also follow a similar mythology. They have very similar site development as R-2. The draft code has been developed to incentivize a great number of smaller units.

Council gave their input. There was support for higher density, if the builders agree they will build allowed. Send it back to the Planning Commission and receive input from developers before code changes are made.

Nilsen reviewed the middle code revision on lot area coverages and open space requirements for cottage and middle house. Currently there are no landscape requirement for the single-family dwelling, duplexes, or individual townhouses. They rely on a lot coverage requirement that caps the amount that can be dedicated to building parking lots and driveways. After the initial code discussion with the Planning Commission, they gave feedback on the draft that included a unit by unit dedicated of private space, common open space, lot coverage standard and open space requirement. Planning Commission was more favorable to have a simplified

approach to use a site area landscaping in lieu of the lot coverages. The recommendation that he will go back to is based upon the planned unit development requirements, where the amount of area is dedicated. Right now, they rely on a 30% flat rate. He will prepare standards that go along with that in regard to yard, area and set back requirement that would be required. They need clear and objective standards if they are going to permit them. There will be tree and shrub counts. There will also be an incentive for the preservation of existing trees. The sites will be evaluated at a whole, not individually.

Councilor Metta stated she would be in favor of including the slopes and wetlands in their open space/landscaping. She feels the 75% lot coverage looks like it would be difficult to integrate with the neighborhoods. She is not excited about the 75% block shown in the PowerPoint.

Mayor McBride stated it is hard to say she wants more green when they don't know if that is going to work for the developers. There is another way that might work for the developers that has not been discussed. If they built up, they would not have to take up as much space. When she was on Planning Commission, she always talked about do they want more lot coverage or do you want more height? If it does not pencil, they will have to discuss one or the other.

Councilor Saunders she has been hearing from some people the boxes presented on the PowerPoint look scary. On her end and knowing what the actual PUD's look like in real life, she is comfortable with the 70% requirement.

Mayor McBride lives near a development and the AUD she just built in next to two PUDS, one on each side of the ally and she is good with the amount of lot coverage. She is good with the 70%.

Nilsen reviewed R-3. It looks similar to R-1. It has the largest delta. R-3 has about a 7% delta between what it looks like today.

Nilsen reviewed building height development standard. This was discussed earlier in regard to some of the concerns that were expressed about the proposed building size. Part of the issue when looking at the code had to do with looking at a new mythology for compact housing. The current code had some serious issues when trying to implement compact development when it comes to how clear the code is written in terms of ability to administer. The expectation of developers, and the review of staff. The current code also has issues when it comes to building on slopes and different results that can occur between the size of the units. It also relies on the development to be measured from the predevelopment conditions. Which presents real issues when it comes to building a multiple unit in a compact way, with multiple buildings. If they are looking at predevelopment conditions on sites that need to be balanced in order for them to work as a unit, it can lead to difficulties when it comes to designing them. Nilsen reviewed the current height calculations and explained the requirements for extra access points for emergency responses. The height issues become a buildability concern on infill, especially when they do not have these houses up to the street. When there are cottage clusters that do not have frontage requirements, they are removed from the street, and could potentially use the whole lot size to accommodate a firetruck turn around and access. The response to this is coming up with a code mythology that is fitted towards the middle housing. In this code it reflects a 25ft building height max to the ridge but now measured from an average grade. Limit them to two stories, not three and be responsible to some of the scale issues as well as some of the responder issues. The code specifies different roof types, including the flat roof, as well as

the shed roof at different height requirements. Also, with the goal allowing a two-story development but not a three-store development. What they heard from the development community; limiting the height is going to make for a challenge in allowing them to go vertical and allowing more units to go vertical. That is where the tension and balance become an issue. In response to corner sites, there is not a revision that suggests a three story on a corner. A three story on a corner (28 ft) will allow first responders to use both street accesses (front and side) to respond. That is how they are adjusting now. Looking at some of the alternatives to housing height, what fits into the “sweet spot” for buildability, compatibility, and scalability.

Councilor Rivera stated height exists in other cities. If it means more houses, she is okay with going up and looking at other models they could replicate to fit Hood River.

Councilor Zanmiller likes the information presented. He does not have a good feeling for how it competes with the other things that could be built on the same lot. If there are tall things on the adjacent properties, it seems to him it is a different issue with respect to compatibility.

Councilor Rivera appreciates Nilsen’s work on communicating with developers. She feels there are still limitations that are too restrictive. She does not know the best solutions. She asked that he continue to work with developers.

Councilor Metta supports a two-story limit. She does not have a good mythology. It should like there are a lot of educated people working on it. She is also okay with allowing a three story if there are existing three stories on both sides.

Mayor McBride’s believes the height should stay at 28 ft. She does not see a reason to change it to 25 ft. She is open to different types of housing. If they get too restrictive, it is going to limit more things of what can be done. This is not affordable housing; this is for missing middle housing. If they get less expensive and smaller homes built, there will be more opportunity for people to move up and move in, that do not have those opportunities right now.

A majority of Councilor agreed to keeping the height the same at 28 ft. Nilsen will make some additional changes to the code and take it back to the Planning Commission for further deliberation.

VII ADJOURN WORK SESSION – 9:06 p.m.

REGULAR COUNCIL MEETING

I OPEN REGULAR COUNCIL MEETING – 9:10 p.m.

II AGENDA ADDITIONS OR CORRECTIONS

III CONSENT AGENDA

1. Award Professional Service Contract for Sanitary Sewer Infiltration & Inflow Study, W. Seaborn

Motion: To approve the Consent Agenda

First: Saunders
Second: Zanmiller
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

V ORGANIZATIONAL UPDATES

1. Presentation by EcoNW, on the Hood River Housing Market, February 8, 5:00p.m. Fuller stated EcoNW will provide a presentation on February 8 before the regular City Council meeting.

2. Retirement Announcement

Fuller announced two City employees who will be retiring. Andrew Frazer (23 years with the HRPD) and Dave Ouzounian (25 years with Public Works).

VI MAYOR

1. Committee Appointments

Councilor reviewed the list of community committees they are involved in. Councilor Counihan will continue on the City Tree Committee. Councilor Zanmiller will sub if needed. Councilor Metta and Saunders will continue the Visit Hood River. Mayor McBride will continue the Bridge Replacement group. Councilor Metta will be the sub. Councilor Haynie will continue with the ODOT Region 1 ACT group. There was discussion regarding the Equity Advisory Committee (formally Mayor Latino Advisory Committee). Mayor McBride and Councilor Rivera will be on this committee. They will inform Council once the meetings begin.

Mayor McBride asked Councilors to submit their City Manager evaluation form to her. There will be an executive session on the 22nd of February.

Councilor Zanmiller, Saunders and Rivera expressed interest in participating in the subcommittee with Hood River County to discuss the possibility of a joint facility.

Hood River County Library is asking for a letter of support from the City. They are applying for a grant to start a mobile library that can travel throughout the County. Council agreed to sign the letter of support, endorsing this program.

VII COUNCIL CALL

VIII ADJOURN – Adjourned by unanimous consent at 9:56 p.m.

Kate McBride, Mayor

Jennifer Gray, City Recorder

Approved by City Council on _____

CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: February 22, 2021
To: Honorable Mayor and City Council
From: Will Norris, Finance Dir. / Asst. City Manager
Subject: Adventure Lodge Penalty & Interest Waiver

Background:

The City of Hood River first enacted a lodging tax in 1981 (Ordinance 1500). The tax is a charge to tenants at 8% of gross rent and is collected by the lodging company at the point of payment. Lodgers remit the tax to the City on a monthly basis and are assessed penalties and interest for delinquency. Hood River Municipal Code (HRMC) 5.09.090 sets a 10% penalty for the initial delinquency and another 15% penalty after 30 days. Simple interest is also assessed at 1% per month. The City Council may waive penalties and interest. Hotels are rarely, if ever, delinquent.

Discussion:

The Adventure Lodge LLC, located at 1306 Oak Street, applied for, and received, a Certificate of Authority to Collect Lodging Tax in May of 2018. The lodger collected and remitted tax regularly until September 2019 at which point tax returns ceased. The City sent monthly non-filed notices and in July 2020 moved forward with estimation and assessment of taxes as prescribed by HRMC 5.09.170. Notice of this assessment was provided to The Adventure Lodge LLC. The estimated tax became final and was secured by a lien on the property after no appeal was received. The property continued not to file tax returns through December 2020.

Beginning in late December, The Adventure Lodge LLC has made efforts to come into compliance by paying the outstanding assessment from July 2020 and filing all outstanding tax returns from July 2020 through the most current reporting month. While the back tax returns were filed the operator has stated they will not have the cash available to pay the amounts for several months. City staff worked with the lodging operator to set a \$500 per month payment plan.

Staff Recommendation:

Staff recommends the City Council waive the remaining penalties and interest contingent upon continued timely filing of tax returns and adherence to \$500 per month payment plan for outstanding balances.

Suggested Motion:

"I move that the City Council waive penalties and interest for The Adventure Lodge in the amount of \$1,708.61 contingent upon continue timely tax filing and adherence to \$500 per month payment plan for outstanding tax balances."

Alternatives:

Choose not to waive the outstanding penalties and interest.

Fiscal Impact: The City will forego \$1,708.61 in penalty and interest payments due under HRMC 5.09.090

Memorandum

To: Hood River City Council
From: Hood River County Energy Council
Date: February 11, 2021
Re: Request support for HB 2398

Background:

Currently, Oregon municipalities are functionally prevented from adopting building standards that are more stringent than the state code. This is stifling progress toward energy and climate from a resource that would offer a consistent and credible standard for builders.

Oregon House Bill 2398 would allow cities an option to adopt the approved state energy “Reach Code” locally as the mandated energy building code. It would mandate the Reach Code be updated every three years and be at least 10% more effective than the previous version. Many residential and commercial developments around the state are already building well beyond 10% above code in a cost-effective manner. Building to the Reach Code level will not significantly increase the cost of construction, but it will significantly improve the health and reduce the energy burden of the people living in the homes and buildings (See attached fact sheet for more information).

The Hood River County Energy Council would like to request that Hood River City Council sign a letter of support for HB 2398. Showing support for this bill directly advances Hood River County Energy Plan’s strategy to increase energy efficiency of new buildings by 50% and advances long standing Energy Council priority to encourage Net Zero Energy Ready new construction.

Signing a letter of support would not mandate the City adopt a Reach Code if this bill is approved but provide a valuable option where none currently exists.

Request: Hood River City Council sign a letter of support for HB 2398.



CITY OF HOOD RIVER

211 2nd Street, Hood River, OR 97031 Phone: (541) 386-1488

DRAFT CITY COUNCIL LETTER OF SUPPORT

February 22, 2021

Dear Hood River House and Senate members,

Hood River City Council would like to express our support for House Bill 2398 allowing cities the option to adopt the state developed Energy Reach Code that exceeds the state energy code

Buildings are the second largest source of greenhouse gas (GHG) emissions in Oregon after the transportation sector; it is essential that Oregon immediately begin to bend the curve downward in the building sector. Constructing more efficient buildings is the most effective and least cost way to do this. Hood River has a goal of reducing energy use in new construction by 50% by 2030. This goal is not achievable without a state option.

Many residential and commercial developments around the state are already building to net zero energy levels in a cost-effective manner; building to the Reach Code level will not significantly increase the cost of construction, but it will significantly improve the health and reduce the energy burden of the people living in the homes and buildings.

This bill provides an important, vetted, consistent and accessible tool for small rural communities like Hood River to achieve our climate and energy goals.

Signed,

Kate McBride
Mayor, City of Hood River

HB 2398 - Using Reach Code as Optional Minimum Building Code Standard

HB 2398 would enable municipalities, at their discretion, to adopt the statewide Reach Code as the minimum building code.

Buildings are the second largest source of greenhouse gas (GHG) emissions in Oregon after the transportation sector; it is essential that Oregon immediately begin to bend the curve downward in the building sector. Constructing more efficient buildings is the most effective and least cost way to do this.

HB 2398 would:

- Creates the opportunity for municipalities (cities or counties) who wish to move faster in reducing GHG emissions in the building sector to adopt a uniform higher standard.
- Avoids a potential patchwork of different codes in different jurisdictions by creating one uniform option - to adopt the statewide Reach Code - or maintain the statewide base residential and commercial codes.
- Applies only to new construction or to major modifications of existing buildings, which is consistent with current building code practice. This will still account for nearly 25-30% of overall building stock by 2050.
- Retains the central role of the Building Codes Division (BCD) and its boards to develop the specifics of the Reach Code with the same stakeholder and public input processes used for developing statewide codes.
- Requires BCD to update the Reach Code every three years, just as they are required to update the commercial and residential codes; it further requires BCD to ensure that the Reach Code is at least 10% more energy efficient than the residential and commercial base codes each code cycle.
- Allows local jurisdictions to invest sooner in higher efficiency buildings, and avoid costly retrofits later on.

Many residential and commercial developments around the state are already built to net zero energy levels (well beyond 10% above code) in a cost effective manner; building to the Reach Code level will not significantly increase the cost of construction, but it will significantly improve the health and reduce the energy burden of the people living in the homes and buildings.

HB 2398 was a recommended legislative action by the Oregon Global Warming Commission for the 2021 session, and is supported by:

- ZERO Coalition (a green building coalition of 30 members covering the building, environmental, labor, climate, utility, low income housing and local government sectors)
- Cities of: Ashland, Eugene, Milwaukie, Corvallis, West Linn, Beaverton, Hillsboro and Portland
- League of Oregon Cities
- Metropolitan Mayors Consortium (26 cities in metro area)
- PGE
- Verde

For more information or question, please contact:

Dave Van't Hof , Climate Solutions, 503-467-9518

Morgan Gratz-Weiser, Oregon Environmental Council, 707-672-2618

CITY COUNCIL AGENDA ITEM COVER SHEET

DATE: February 22, 2021
TO: Honorable Mayor and City Council
FROM: Rachael Fuller, City Manager
RE: Request for Fee Waiver from Hood River Lions Club

Background: The Hood River Lions Club presented to City Council a plan to construct a roof structure over the stage at Jackson Park over a year ago. The project is near completion. In past years, the Hood River County School District hosted Families in the Park at Jackson Park during the month of August. HRCSD is not in the position to take this event on this year. The Hood River Lions Club has received permission from HRSCD to host the concerts every Thursday evening, during the month of August.

Discussion: The Hood River Lions Club is requesting a fee waiver for the special event permit and the usage of Jackson Park for the Families in the Park concert series.

Staff Recommendation: Consider the request and give staff direction.

Staff will follow Oregon Health Guidelines and the Govern's orders in regard to gatherings and events. Event permits and park usage agreements are not being accepted or processed at this time.

Suggested Motion: I move to approve the fee waiver request by the Hood River Lions Club for Families in the Park on tonight's consent agenda.

Alternatives: Do not approve the request to waive fees. Council discuss and give further direction to staff.

Fiscal Impact:

Event Permit fee: \$73

Park Usage fee per event: \$103/Lawn Area and \$58/Stage Use

Total estimated cost: \$717

Environmental Impact:

Attachments:

1. Letter from Mike Schend, Hood River Lions Club

February 11, 2021

Hood River City Council

211 2nd Street

Hood River, OR 97031

Dear Mayor McBride and Council,

The Hood River Lions presented a plan to build a roof structure over the Jackson Park Stage and presented that to the council over a year ago. I'm happy to report that the project will be completed this spring. The park stage will be amazing and rival the Les Schwab Ampitheatre in Bend when completed. The Hood River Lions have decided to take on the organization for Families in the Park and provide the main financial sponsorship for the concert series this summer. The traditional organization handling the concerts has been the school district for the last 38 years. Since the school district was not in the position to take on those duties this year, the Hood River Lions asked permission to take over the event this summer. The school board granted that permission.

The Lions have generated enough business sponsors to hire bands and sound techs for all four Thursday nights in August. We are requesting that permit fees be waived for Families in the Park for the following reasons.

1. The Hood River Lions will have invested over \$164,000 to design and construct the stage roof structure.
2. The Hood River Lions in 2019 invested \$28,000 to repair the concrete walls on the stage.
3. The Hood River Lions are putting in \$12,000 additional to hire bands and technicians.
4. The Hood River Lions are going to pay for liability insurance for the summer concerts.
5. The Hood River Lions are going to supply trash containers and security for the event.
6. The total investment in Jackson Park exceeds \$200,000.
7. The concerts will be free to the public and our community needs this event to celebrate and come together after this past year.

On behalf of the Hood River Lions, I am requesting a waiver of all permit fees for the reasons stated. Thank you for your kind consideration.

Sincerely,


Mike Schend

Hood River Lions Club

August 5 – Hit Machine

August 12- Johnny Limbo and the Lugnuts

August 19 – Junebugs

August 26 – Jennifer Batten and the Full Steam Band

CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: February 22, 2021
To: Honorable Mayor and City Council
From: Rachael Fuller, City Manager
Subject: Hood River City Council 2021 Work Plan

Public Purpose:

The 2021 City of Hood River Annual Work Plan provides direction to the organization by identifying priority projects for the upcoming year. The work plan helps ensure that the organization is aligned with Council's goals and priorities for the community. In addition, the document clearly communicates the Council's priorities to the community. Following approval of the document, the work plan will be published on the City website.

Background

Each year, the City Council's annual work plan session provides an opportunity to revisit high-level goals and identify key strategies, action items and projects to be undertaken by the organization.

The 2021 work plan incorporates input and direction from the City Council throughout the year. In addition, projects are proposed by City staff, projects emerge from regulatory requirements and mandates and, this year, standing Council committees and the public provided input.

In fall, 2020, the organization sought input from the public via an electronic and paper form. The opportunity was promoted on the City website and social media channels, in the local media, and via a direct email and through community channels.

The work plan was proposed and refined during the City Council's workshop on Saturday, February 6, 2021.

If approved, staff will develop an implementation plan including associated actions, staff assignments and timelines for the projects.

The work plan represents high priority projects for the City Council. The City also provides a wide range of day-to-day services and operations including: emergency response (Police, Fire, and EMS), permitting services, public facility maintenance, utilities (water, wastewater and stormwater) and other essential functions to meet the needs of the community.

Staff Recommendation:

Staff recommends approval of the 2021 annual work plan.

Suggested Motion:

I move to approve and adopt the 2021 City of Hood River work plan.

Alternatives:

Council may modify the goals or projects in the work plan.

Fiscal Impact:

The 2021 annual work plan serves as a foundational planning tool for budget development.

Environmental Impact:

There is no direct environmental impact to this item, however several of the projects within the plan are aligned with Council's goal to create a more environmentally sustainable community.

Attachments:

2021 Proposed City of Hood River Annual Work Plan



2021 CITY OF HOOD RIVER COUNCIL WORK PLAN



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I. PURPOSE

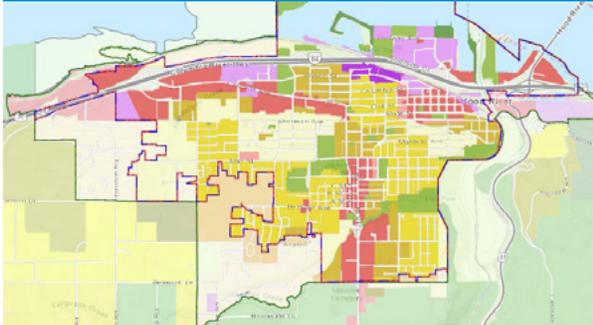


The City of Hood River's 2021 Work Plan identifies the highest priority policy projects for the year. The Work Plan is organized by City Council's goals and outlines strategies and projects aligned with these stated goals.

Each year, the City Council's annual work plan session provides an opportunity to revisit high-level goals and identify key strategies, action items and projects to be undertaken by the organization.

II. CITY OF HOOD RIVER AT A GLANCE

SIZING AND ZONING



2,180 TOTAL ACRES

DWELLING UNITS

Multi-Family 1,152
Single Family 2,568
Total 3,720

UTILITY ACCOUNTS

4,295

ZONING

Commercial 250 ac.
Industrial 111 ac.
Residential 692 ac.
Unzoned Water 519 ac.
Open Space/Public Facility 147 ac.
Recreational/Commercial 18 ac.
Right-of-Way 443 ac.

INFRASTRUCTURE & ASSETS



The City owns and maintains over \$80 million in physical assets, including roads, utilities, and buildings

City Streets	ODOT Streets	Water Mains	Storm Mains	Sewer Mains
60 mi.	42 mi.	70 mi.	60 mi.	55 mi.



A few of the City's 74 vehicles

PARKS AND GREENWAYS

The City's 19 parks/open spaces total over 73.22 acreages; 23.31 acres are maintained. Other park areas in the City are operated and maintained by the Hood River Valley Parks and Recreation District, Port of Hood River, and Hood River County.

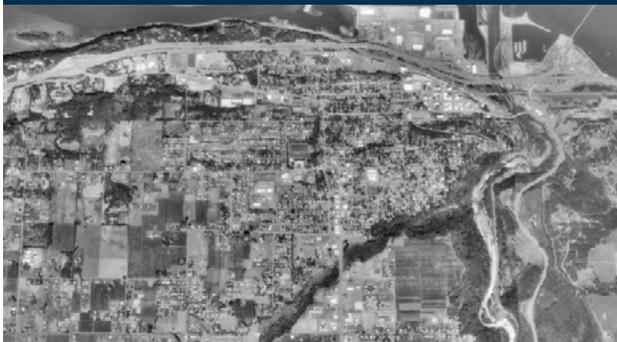


SCHOOLS

There are three schools in the City of Hood River:
- May Street Elementary
- Hood River Middle School
- Horizon Christian
A branch of the Columbia Gorge Community College is located in Hood River as well



POPULATION GROWTH



1988 – 4,575



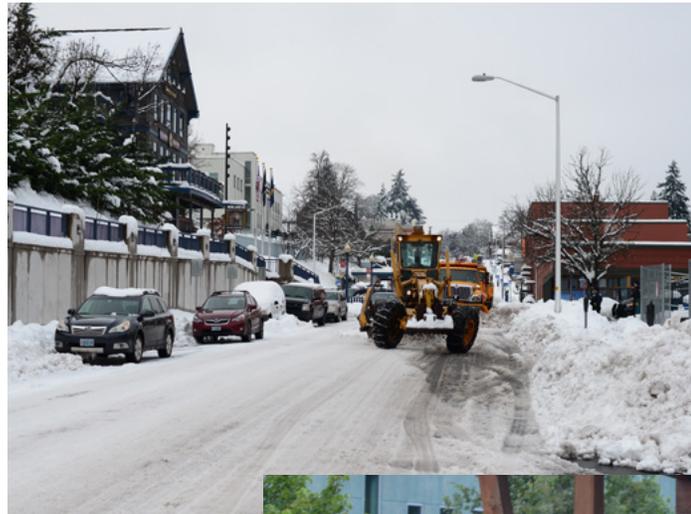
2020 – 8,565



III. CITY SERVICES

The City spends most of its time on day-to-day service delivery in support of the community. These services include:

- Community safety including 24/7 emergency response from police, fire & emergency medical services
- Maintenance and operations of community infrastructure and including water, sewer, stormwater, streets, facilities and parks
- Community standards including land use, permitting, current and long-term planning
- Internal infrastructure (financial management, payroll, human resources) to support our service delivery system



IV. HOW IT'S PUT TOGETHER

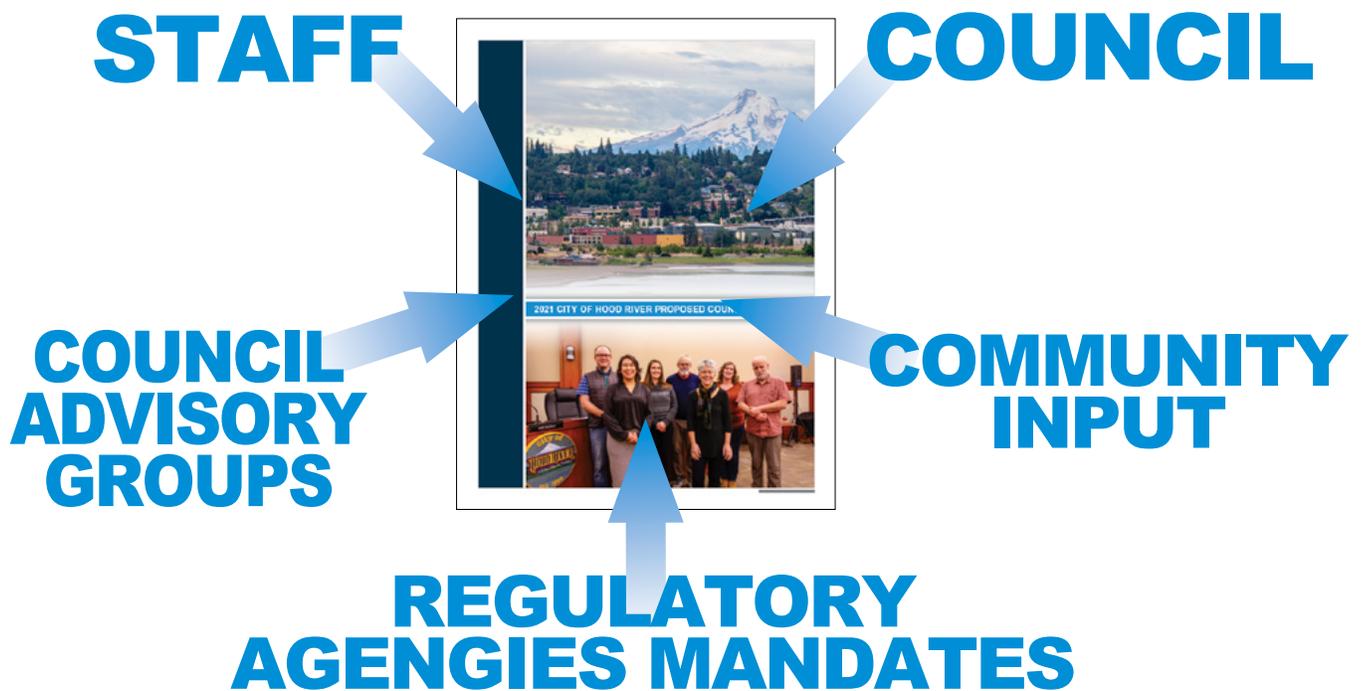
The City of Hood River 2021 Work Plan incorporates input and direction from Council throughout the year.

Standing Council committees provide a prioritized list of projects to meet Council's stated goals. The City also sought public input via an electronic and paper form. The opportunity was promoted on our website, in the local media, via social media, via a direct email and through community channels.

On February 6, 2021 the Hood River City Council held a virtual workshop to revisit long-term goals and identify the most important projects to be undertaken by the organization in 2021.

The City Council affirmed their goals and added a goal to work towards an equitable and inclusive community. City Council goals represent long-term outcomes for the community and the City Council Work Plan is a list of specific and prioritized projects that the City will complete or make progress on this year. Many projects are anticipated to occur over multiple years.

City staff will build the fiscal year 2021-22 budget based on the direction from the City Council Work Plan.



V. CITY COUNCIL LONG-RANGE OUTCOMES

EQUITABLE AND DIVERSE HOUSING INVENTORY

Affordable Housing Production. The purpose of this project is to identify policy tools and strategies to encourage production of housing for individuals making less than 120% of median family income, including tools to encourage multi-family construction. The project will include a workshop to identify available policy tools, a workshop to understand existing community partnerships including the housing authority and the land trust, and a project scoping workshop with the City Council to prioritize policy projects and create an implementation plan.

Project Owner. Jennifer Kaden



Rand Road Development, Phase II. The cost of housing in Hood River is a burden to families and individuals and makes it difficult to recruit and retain workers. The City of Hood River purchased 7 acres of property in 2020 to develop affordable housing. The purpose of this project is to partner with a developer to build housing for community members making less than 120% of the median family income (approx. \$84,000 for a family of four) with priority for those who make less than 80% of median family income (approx. \$56,000/year for a family of four).

Visit cityofhoodriver.gov/planning/780-rand-road-housing-development-strategy/

Project Owner. Kevin Liburdy





HOUSING TOOLS AND STRATEGIES ACTION ITEMS

HOUSING AFFORDABILITY, AVAILABILITY AND DIVERSITY OF TYPE

LAND USE

PROCESS EFFICIENCIES

HOUSING OPPORTUNITIES

COMPLETED process efficiencies and projects

- **Updated** Accessory Dwelling Unit Regulations (2019)
- **Approved** Residential Reuse of Historic Buildings
- **Updated** Residential Parking Standards Downtown (2020)
- **Adopted and Expedited** Land Division Code and Process (2020)
- **Implemented** ePermitting & Electronic Plan Reviews to streamline building review and permitting (2020)
- **Created** customer portals for Online access to regulations, forms, and applications (2020)
- **Established** in House Building and Engineering Divisions to Improve Customer Access (2019) & (2020)
- **Purchased** 7 Acre Rand Road property for Affordable Housing (2020)
- **Implemented** Construction Excise Tax (CET) dedicated to affordable housing (2017)
- **Implemented** a Short Term Rental license, regulation, and compliance program (2016)

ACTIONS IN PROGRESS

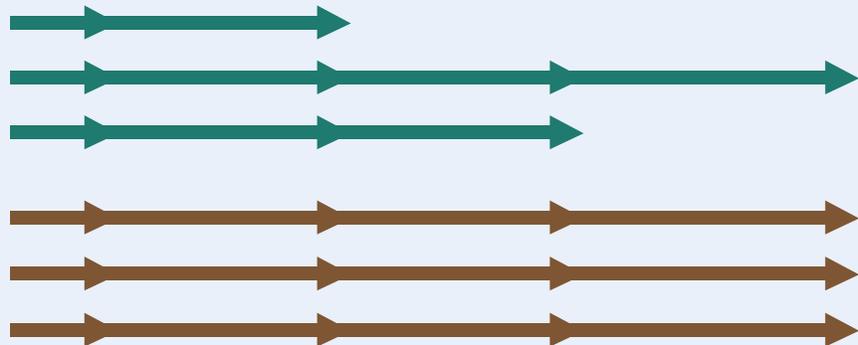
WINTER 2021

SPRING 2021

SUMMER 2021

FALL 2021

- Middle Housing Zoning Regulations
- Zoning Code Audit
- Affordable Housing Production Strategy
- Planning and Land Use Process Audit
- Permitting Enhancement Project
- Development of Affordable Housing at 780 Rand Road



KEY HOUSING PROJECTS TO MOVE FORWARD IN 2021



Process Improvements



Zoning Code Audit



Affordable Housing Production Strategy



Rand Road Development

V. CITY COUNCIL LONG-RANGE OUTCOMES

EQUITABLE AND DIVERSE HOUSING INVENTORY - continued

Zoning Code Improvement Project. The City of Hood River Zoning Code is out of date and increasingly complex for applicants to navigate and for staff to administer. The desired outcome of this project is a simplified and streamlined code. This project will crosswalk the most complex areas to determine if the code can be salvaged. If not, staff will scope a replacement project for implementation. The project will also identify opportunities to streamline the land use process.

Project Owner. Jennifer Kaden

Council workshop (Q2)



AN EQUITABLE AND INCLUSIVE COMMUNITY

Equity Assessment and Plan. The purpose of this project is to create a racial and social equity plan for the City of Hood River. The project will include engagement with the community to determine a shared vision and shared language for racial and social equity within the scope of City services. Measures and tools to advance racial and social equity will be developed based on this understanding. The City will partner with a consultant trained in this strategic work.

Project Owner. Rachael Fuller

Request for proposals (Q1)

Project timeline to be developed in partnership with consultant



V. CITY COUNCIL LONG-RANGE OUTCOMES

AN EQUITABLE AND INCLUSIVE COMMUNITY - *continued*

Community Health and Behavioral Health Partnerships.

The purpose of this project is to build relationships with social services and medical services to identify and cooperatively address gaps in care and service. Staff will participate in working groups related to the Behavioral Health Improvement Plan, the Community Health Improvement Plan and the Homelessness Stakeholders Group and will report back to Council on the outcomes of these working groups and any opportunities for partnership.

Project Owner. Rachael Fuller, Leonard Damian and Neal Holste

Community health improvement plan (Q2)

Behavioral health improvement plan (Q2)



The City of Hood River contracted with Social Worker Alisa Fowler in November 2020 to provide direct outreach to individuals experiencing homelessness.

INFORMED AND ENGAGED COMMUNITY

Community Engagement Continuous Improvement and Investment. The purpose of this project is to continue to improve public engagement in the policy-making process. Ongoing investment includes social media, radio communication, email and website improvements, and translation of materials. Additional investment may include expanded social media, outreach to underrepresented populations, engagement with community partners and identification of other effective methods of communication and engagement. Also included is implementation of a full legislative module with integrated meeting agendas and video.

Project Owner. Rachael Fuller, Will Norris

Install council chambers technology (Q2)

Implement integrated meeting agenda and video (Q3)



Radio Tierra host Nubia Contreras discusses issues with City officials each month.

V. GOALS

EFFICIENT AND SAFE TRANSPORTATION SYSTEM FOR WALKERS, BIKERS, TRANSIT RIDERS AND DRIVERS

Historic Columbia River Highway. This project anticipates the completion of the Historic Columbia River Highway Trail through Hood River. The project includes revisiting the street cross-section and includes gateway concepts, connections through the City and parking considerations for users of the trail.

Project Owner. Dustin Nilsen

Timeline to be developed in partnership with ODOT

Fixed Local Bus Route. The purpose of this project is to develop a fixed local bus route in partnership with Columbia Area Transit (CAT). The project will create a process to locate site stops, including facilitating adjoining property owner input and navigating issues associate with the removal of parking spaces. The project includes developing and organizing criteria for stop installation including benches, shelters and poles.

Project Owner. Rich Rice

Council workshop (Q2)

Install stops 2021 -23

Develop siting criteria (Q3)

Safe Routes to School. The purpose of this project is to identify and refine specific projects that are eligible for ODOT Safe Routes to School Infrastructure Grants and prepare the City to apply for funding to implement the Safe Routes to School projects. This is a collaborative project between the City, Hood River County School District, transit providers, Oregon Department of Transportation and Hood River Valley Parks & Recreation District.



Project Owner. Jonathan Skloven-Gill

Community engagement (Q1)

Implementation plan (Q4)

Council workshop (Q2)



V. CITY COUNCIL LONG-RANGE OUTCOMES

WELL-MAINTAINED COMMUNITY

System Development Charge Study. System Development Charges are one-time fees paid by developers that help pay for infrastructure (streets, sewer, water, stormwater systems) required to meet growth demands on City systems. The purpose of the project is to review the City's system development charges and bring policy options to Council for consideration. The project will also identify policy options for low-income assistance and affordable housing incentives.

Project Owner. Will Norris



Public Safety and Community Services Facility. The purpose of this project is to partner with Hood River County to develop a joint facility to house public safety and community services including the County Courthouse, Sheriff's Office, Police Department, Safe Space Children's Advocacy Center and other identified community services and partners. If located downtown, the project would also include an increase in parking capacity.

Project Owner. Neal Holste, Will Norris



Water and Sewer Line Reconstruction Project. Clay sewer pipes are common in cities developed at the same time as Hood River and, with age, are more susceptible to root intrusion and blockages and contribute to additional ground and stormwater entering the sewage treatment system. The purpose of this multi-year project is repair or replace clay sewer pipes and lead-jointed water lines as required by the department of water quality. An infiltration and inflow study will be completed in FY 2021 to identify the most problematic areas. Policy and financing options will be brought to City Council for consideration.

Project Owner. Mark Janeck ([see next page](#))



CRITICAL INFRASTRUCTURE WATER/SEWER PIPE RECONSTRUCTION

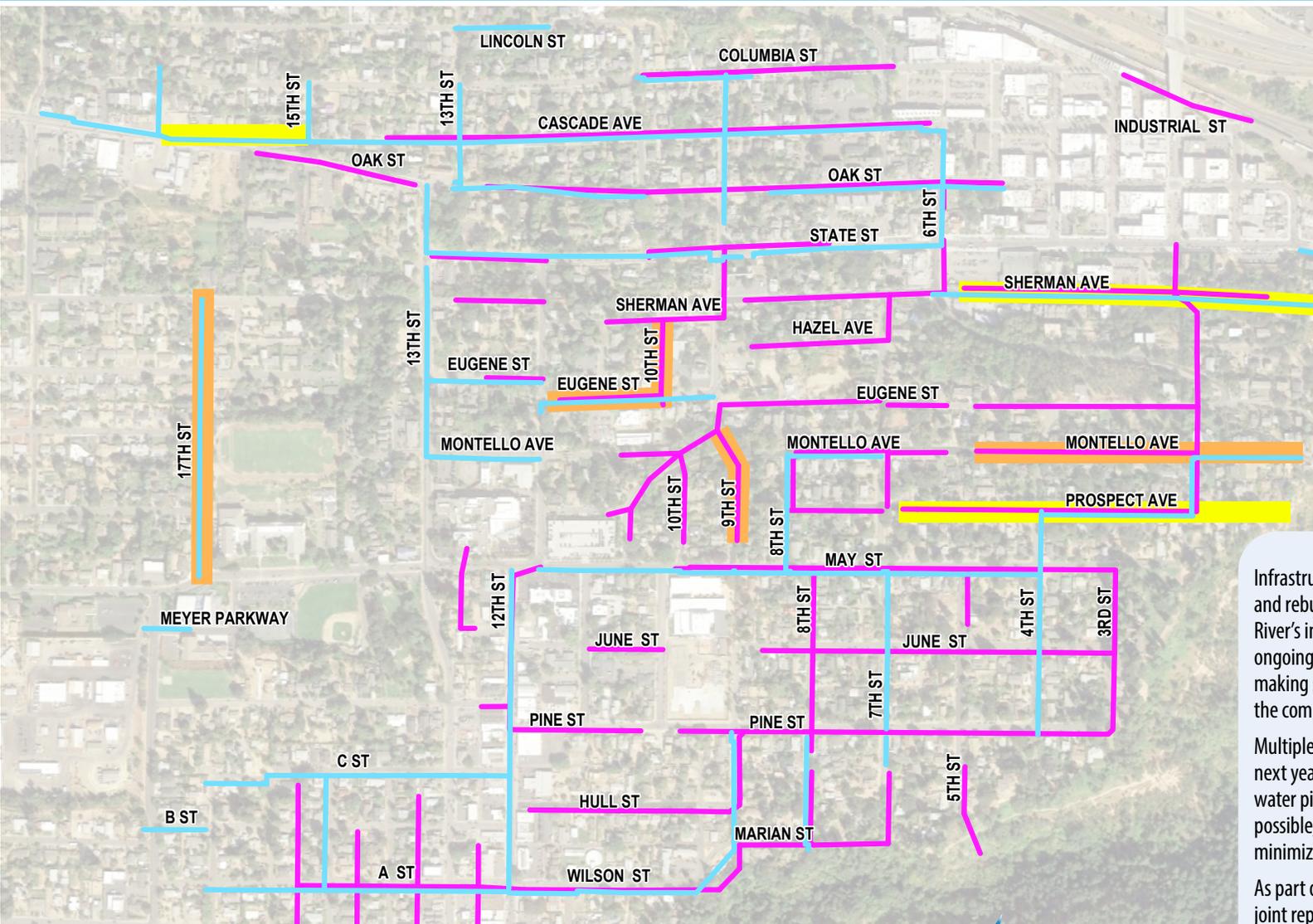
LEGEND

FISCAL YEAR 2020-21 PROJECTS

FISCAL YEAR 2021-22 PROJECTS

CLAY PIPE

LEAD JOINTS



Infrastructure is critical to the lifeblood of any city and rebuilding the aging components of Hood River's invisible inner workings is constant and ongoing. Over the next 10+ years the city will be making significant infrastructure investments in the community.

Multiple water-sewer projects are planned in the next years to replace or rehabilitate lead-jointed water pipes and aging clay sewer pipes. Where possible, this work will use trenchless methods to minimize traffic disruption.

As part of the City's Infiltration / Inflow and lead joint replacement capital improvement plan, design for the first of these projects began in the fall with construction planned for spring/summer 2021. All City of Hood River clay pipes and lead-jointed waterlines are slated for replacement or rehabilitation by 2030.

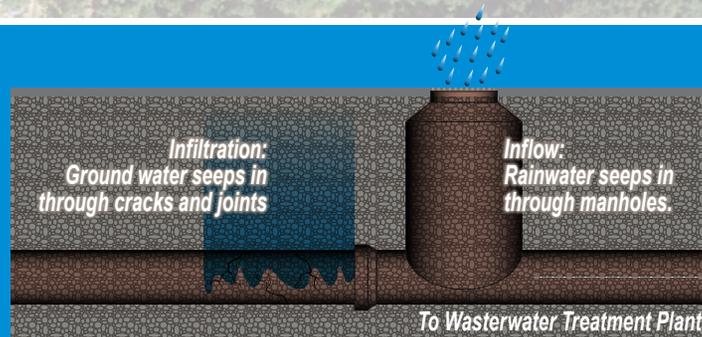
Despite their name, city-owned lead-jointed water lines pose no risk to public drinking water; however, they are past their useful life and mandated to be replaced.



Infiltration from cracks in sewer line



Inflow of rainwater into sewer manhole



V. CITY COUNCIL LONG-RANGE OUTCOMES

ENVIRONMENTALLY SUSTAINABLE AND RESILIENT COMMUNITY**

Wastewater treatment plant CoGEN. The purpose of this project is to examine the technical and financial viability of renewable energy generation at the wastewater treatment plant and to bring policy options to Council for consideration.

Project Owner. Haley Ellett

Presentation of feasibility study (Q2)

Project scoping workshop (Q3)

Hybrid Vehicles and Charging.

The purpose of this project is to explore options for hybrid electric vehicles and citywide charging station infrastructure to reduce fuel use and emissions created by the City-owned fleet. Alternative fuel sources for heavy duty vehicles may also be considered.



Project Owner. Haley Ellett

The City's new hybrid patrol vehicles are estimated to save the City 933 gallons of fuel (roughly \$2700) per year as well reduce carbon dioxide by 22,560 pounds per year

Site analysis (Q1)

Implementation (TBD)

Financial feasibility (Q3)

City facility energy assessments. The purpose of this project is to evaluate the energy efficiency of City facilities and to identify projects and options to increase energy efficiency and resiliency.

Project Owner. Haley Ellett

Facility assessments (Q1)

Implementation (2021-22)

Project identification (Q3)

***The Hood River City Council adopted resolution 2019-16 committing to take steps to 1) reduce reliance on fossil fuels in municipal operations and to pursue local policies that promote environmental stewardship and sustainability; 2) reduce municipal net greenhouse gas emissions as quickly as possible with a target of reaching net zero by 2035 with appropriate financial and regulatory assistance from Hood River County, the region, and State and Federal authorities, and 3) initiate efforts to formulate adaptation and resilience strategies in preparation for intensifying climate impacts.*



V. CITY COUNCIL LONG-RANGE OUTCOMES

ADEQUATE PARKS AND OPEN SPACE

Capital Improvement Plan for Parks with implementation measures. The purpose of this project is to create an implementation plan for the City projects on the Multi-Jurisdictional Parks & Recreation Master Plan in collaboration with community partners.

Project Owner. Mark Janeck



OTHER

Continued COVID support and organizational management (parklets, use of outdoor space, community support, food carts, etc.)

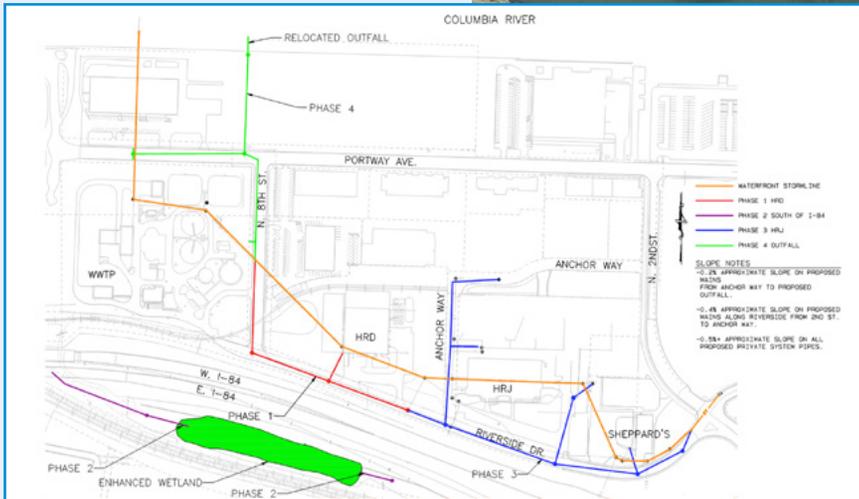
Urban Renewal Agency Projects#

- Heights – Urban design and engineering project (Dustin Nilsen)
- Columbia Cascade – Investments in downtown parking management (TBD)
- Waterfront – Waterfront stormwater line relocation (Wade Seaborn) ([see next page](#))

The Urban Renewal Agencies are separate entities. Hood River has three separate urban renewal districts that utilize a financing program authorized under state law to facilitate economic development in designated areas. City Councilors serve as members of the Urban Renewal Board.



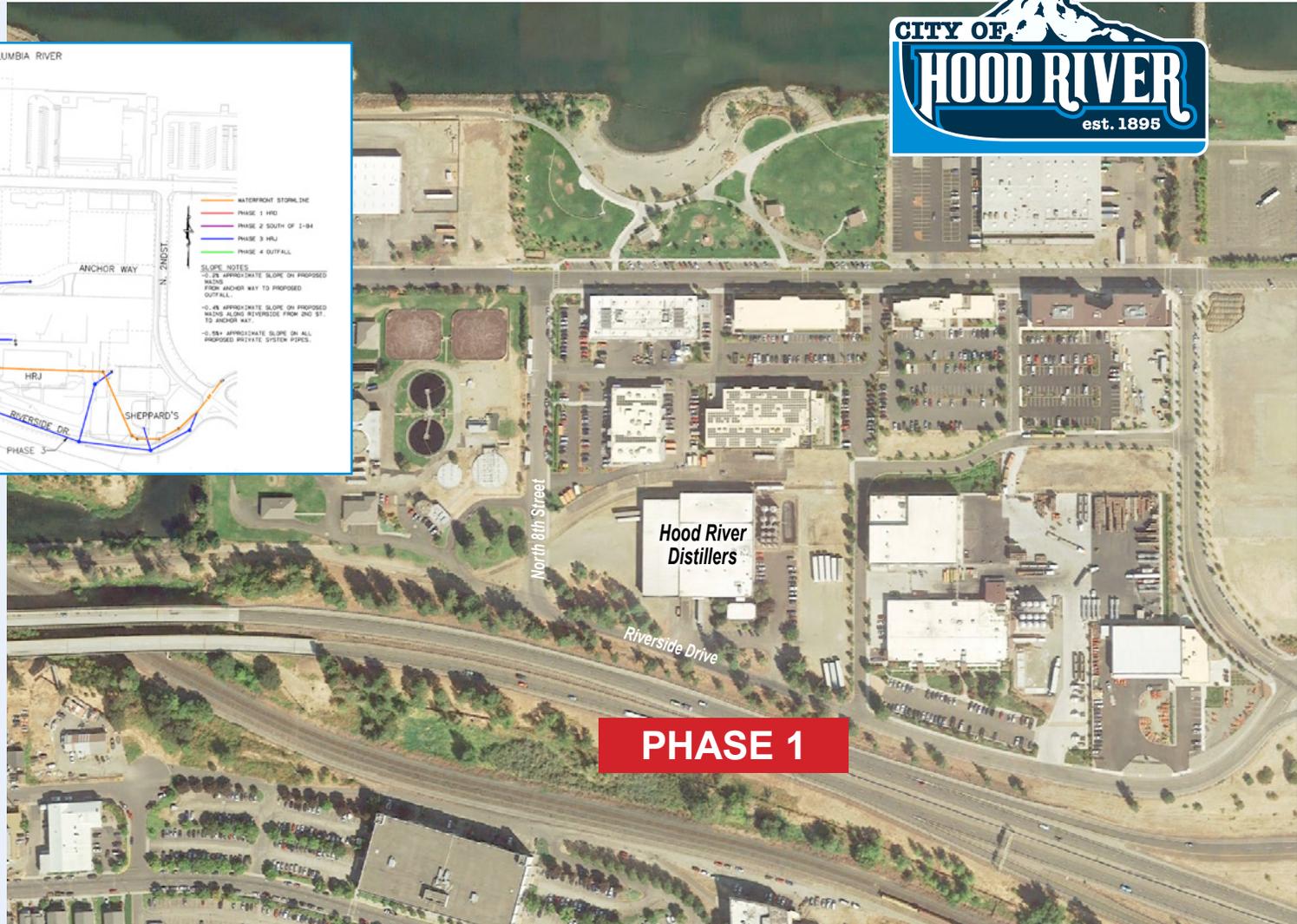
INFRASTRUCTURE Waterfront stormwater pipeline replacement



Phase 1 of a multi-year project to replace sections of the waterfront stormwater pipelines was completed north and east of the intersection of Riverside Drive and No. 8th Street from mid-September through mid-November.

The existing failed storm line, which carries stormwater from a portion of downtown Hood River, I-84 and a portion of the waterfront, was constructed of corrugated metal and placed 21-feet below the surface in the 1960s — at the same time the waterfront land itself was created with loose, sandy, fill material dredged from the Columbia. Corrugated metal pipe has a 50-year life expectancy and sediment had infiltrated the line, clogging it and causing structural failure. The damage to the storm line was first discovered when a small sinkhole was reported near the Hood River Distillers building in early 2017.

Subsequent phases in will replace additional sections of the old line moving them out from under developed sections of the waterfront



Over 50 year old corrugated pipe failure



Looking east down Riverside Drive from North 8th Street during Phase 1 construction



Looking east down Riverside Drive from North 8th Street after Phase 1 construction

2021 SIGNIFICANT PROJECTS

OPERATIONAL PROJECTS

- Collective bargaining
- Non-represented pay-equity evaluation and salary study
- Trees in City ROW
- Code revisions (historic preservation and waterfront)
- Continued joint meetings with County
- Update to residential Building Code
- Energy Code overview and preparation
- Tree preservation incentives
- Permitting Enhancement Project
- Industrial pre-treatment program development
- Implementation of the downtown parking plan

CAPITAL PROJECTS

- Waterfront stormwater project, Phase II
- Elevated sewer preliminary design
- Cascade/Rand intersection
- Second and Oak intersection
- Wastewater treatment plant biosolids storage bay
- Wastewater treatment plant UV system
- Wastewater treatment plant digester mixer
- Wastewater treatment plant Wonderware upgrade and SCADA workstation
- Wastewater treatment plant SCADA remote access
- Hydro-power in water line (pending grant funding)
- Water main lead joint pipe replacement (Montello, 17th, and Eugene)
- Sanitary sewer clay pipe replacement (Montello, 9th, 10th, and Eugene)
- Roadway paving (Montello, 9th, 10th, 17th, and Eugene)
- Elevated sidewalk design

ORGANIZATIONAL PROJECTS

- Training program for new supervisors
- Continued COVID management
- Continuous improvement in operations



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: February 22, 2021
To: Honorable Mayor and City Council
From: Will Norris, Finance Dir. / Asst. City Manager
Subject: Consolidated Schedule of Fees, Rates, and Charges for FY2021-22
(Resolution No. 2021-03)

Background:

Fee supported services typically benefit an individual, business, or group. Because these services provide a discreetly assignable benefit, communities often seek to recover costs through user charges. This allows general revenues to be directed to funding services performed for the community as a whole.

The City of Hood River annually adjusts user fees, rates and charges at this time each year in preparation for the budget process. Each department has reviewed their charges for services on the attached Consolidated Fee Schedule and requested revisions as appropriate for FY2021-22.

Discussion:

Proposed changes to FY2021-22 Fees, Rates, and Charges include:

Inflation Adjustment

Consistent with Budget Preparation Resolution 2020-07, except where prohibited fees are increased by inflation based on the Western States Consumer Price Index for Urban Wage Earners (CPI-W) which was 1.5% in 2020. Increases to System Development Charges of 1.63% are based on the Engineering New-Record Construction Cost Index. Incrementally increasing fees in alignment with an appropriate inflation index helps charges remain stable on a real dollar basis over time and lessens the need for large periodic fee revisions.

Remove Municipal Court Payment Plan Fee

The City of Hood River charges \$55 to establish a payment plan for outstanding fines. This fee covers the staff time to create, track, and manage these payment plans. The City suspended payment plan charges at the outset of COVID-19 and staff now recommends making this change permanent. The elimination of payment plan fees will reduce City revenue by approximately \$4,750. This fee reduction/elimination most directly benefits lower income defendants consistent with the City's equity and affordability goals. In addition, the recent launch of an online payment plan form has reduced staff time associated with this work.

Line Item(s) 132

Late Notice Change of Plea Fee

Many defendants for minor traffic and parking violations will initially plead "not guilty" in the hope that the citing Police Officer will not attend trial to testify and consequently their citation will be dismissed. These defendants then change their plea to "no contest" the morning of the trial when they see the Police Officer is in attendance. These Police Officers must often come in on their days off or stay up for 9am Court after an all-night shift. In either case, the City is charged a minimum of 3 hours of Police Officer overtime. If Court is during the Officer's normal shift it takes

them away from answering calls for service. The FY2020-21 Consolidated Fee Schedule includes a \$95 fee to partially offset Police Officer pay when a defendant provides less than 24-hour notice of a change in plea.

Line Item(s) 133

Parking In Lieu Res. 2020-18 Incorporated

The City Council passed Resolution 2020-18 on October 26th, 2020, setting a single Parking In Lieu Fee of \$3,000. This 2021-22 Consolidated Fee Schedule incorporates this change.

Line Item(s) 201-205

Administrative Planning Decision Appeal Fee

The 2021-22 Consolidate Fee Schedule separates the appeals fees for Administrative and Quasi-Judicial Decisions. Both appeal types were set at "Equal to Application Fee". 2021-22's fee schedule sets an Administrative Decision Appeal at \$250 which is the maximum allowed under ORS 227.175.

Line Item(s) 218

Rental of Public Works Vehicles/Equipment by Outside Agencies

Hood River County, the City of Cascade Locks, and/or other local government agencies sporadically request to use the City's specialized vehicles or heavy equipment. This practice saves the other governmental entities from purchasing these expensive vehicles which they rarely have a need for. The 2021-22 Consolidated Fee Schedule sets a nominal fee of \$175 per day to offset the minimal wear and tear on the vehicles/equipment when used by outside agencies. Only other governmental entities similarly insured by City/County Insurance Service (CIS) or Special Districts Association of Oregon may borrow City equipment.

Line Item(s) 633

Temporary Disconnection/Reconnection

Hood River Municipal Code 12.02.090 allows utility customers to temporarily disconnect from services. This saves the monthly base water and sewer charges. Turning off or on a meter requires dispatching a public works employee to the property and taking them away from other duties. The 2020-21 Consolidate Fee Schedule adds a charge to reimburse Public Works for this time.

Line Item(s) 641

Windmaster Manual Meter Read Surcharge

The City of Hood River provides extra-territorial sewer services to the Windmaster area. This service was mandated by the Oregon Department of Environmental Quality in the 2000s to avoid a public health issue associated with the over development of septic systems. Commercial sewer charges are partially based on water use and therefore require reading the property's water meter. The Windmaster area receives water from Ice Fountain Water District which has refused to provide the City with meter read data for these customers or attach radio read equipment so the City can remotely read the meters similarly to the City's other customers. The result is that a Public Works employee must physically read each commercial meter in the Windmaster area individually each month. The 2021-20 Consolidated Fee Schedule adds a \$2.20 per month surcharge to Commercial Windmaster sewer accounts to reimburse for Public Work's staff time.

Line Item(s) 644

Lien Processing Fee

The City secures delinquent utility accounts with a lien on the property. Liens are placed on account balances that exceed \$1,000 where no payments have been made in the last three months or when an account reaches \$3,000 regardless of payment frequency. The Hood River

County Assessor's Office charge for the lien is also added to the account. The 2020-21 Consolidated Fee Schedule includes this practice as an explicit fee.

Line Item(s) 650

Staff Recommendation:

Adopt Resolution 2021-03, Consolidated Schedule of Fees, Rates, and Charges for FY 2021-22

Suggested Motion:

"I move that the City Council adopt Resolution 2021-03, Adopting the Consolidated Schedule of Fees, Rates, and Charges for FY 2021-22"

Alternatives:

Deny all or individual fee schedule changes or request additional changes to the consolidated fee schedule

Fiscal Impact: Fees, rates, and charges partially fund City services and assist in reducing reliance on property taxes and other general resources to support specific City programs.

Attachments:

Resolution No. 2021-03 with Exhibit A

Resolution 2021-03

**A resolution adopting a Consolidated Schedule of Fees, Rates, and Charges
for all city services, permits and applications**

WHEREAS, the City Council establishes the fees, rates, and charges for all city services, permits and applications by resolution, and most recently by the adoption of Resolution 2020-03; and

WHEREAS, the City Council has determined that it is necessary and proper for the City to review and revise this Schedule annually in preparation for preparation of the City's annual budget; and

WHEREAS, the City Council considered the revised Schedule for all, attached as Exhibit A, and incorporated herein by this reference, at its February 22, 2020 meeting; and

NOW, THEREFORE, BE IT RESOLVED by the Hood River City Council that the fees set forth in Exhibit A, the Consolidated Schedule of Fees, Rates, and Charges, which is incorporated herein by this reference, are hereby adopted and shall apply starting July 1, 2021:

BE IT FURTHER RESOLVED that the Consolidated Fee Schedule adopted pursuant to Resolution 2021-03 is hereby repealed effective July 1, 2021.

Approved, adopted and effective this 22nd day of February, 2021.

Kate McBride, Mayor

Jennifer Gray, City Recorder

			CPI-W West, OR:		1.50%	https://www.bls.gov/regions/west/news-release/ConsumerPriceIndex_west.htm			
			ENR Const. Index		1.63%				
	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
1	BURGLAR ALARM SYSTEMS HRMC 8.28								
2	Alarm User Permit	Neal	Police	46	-			46	
3	Revoked Alarm User Permit	Neal	Police	130	2			132	
4	Alarm User Permit - Late Renewal	Neal	Police	65	1			66	
5	3rd false Alarm w/in 12 mos.	Neal	Police	130	2			132	
6									
7	CLASSIC LIGHT POLE BANNER HANGING FEE								
8	Downtown Zone	Mark	Public Works	206	3			209	
9	Port Zone	Mark	Public Works	206	3			209	
10	Cascade Zone	Mark	Public Works	206	3			209	
11	Bike rack installation	Mark	Public Works	376	6			382	
12									
13	DRIVEWAYS & CURB CUTS HRMC 13.28								
14	Service Driveways Authorized under Permit	Mark	Public Works	96	2			98	
15									
16	CONSTRUCTION SITE / WORK IN THE ROW PERMIT								
17	No street cut	Mark	Public Works	96	2			98	
18	Street cut	Mark	Public Works	175	2			177	
19	Street Degradation Fee	Mark	Public Works	Formula in City Engineering Standards				Formula in City Engineering Standards	
20	Re-Inspection	Mark	Public Works	55	1			56	
21	Detailed Engineering review fee	Mark	Public Works	2% of the approved construction engineering estimate				2% of the approved construction engineering estimate	
22	TEMPORARY ROCK CRUSHING PERMIT	Mark	Public Works	96	5			101	
23									
24	FINANCE - MISC								
25	(Excluding Utilities, Parking, and Municipal Court)								
26									
27	Debit/Credit Card Service Fee (non-utility payments)	Will	Finance	3.0%				3.0%	debit/credit card users to pay fees instead of City absorbing these costs
28	Invoicing								
29	Late fees (added after 30 days past due)	Will	Finance	1.5% of total bill				1.5% of total bill	
30	Payment arrangements	Will	Finance	28	-			28	
31	Returned Check/Payment Fee (plus bank fee)	Will	Finance	38	1			39	+ bank fee
32									
33	FIRE/EMS DEPARTMENT								
34	Fire/EMS Department Emergency Response								
35	(All rates are per hour)								
36									
37	Engine, with crew	Leonard	Fire	463	7			470	
38	Tower, with crew	Leonard	Fire	534	8			542	
39	Ambulance, with crew - use at emergency scene, n	Leonard	Fire	215	3			218	
40	Brush truck, with crew	Leonard	Fire	215	3			218	
41	Salvage unit, with crew	Leonard	Fire	215	3			218	
42	Command vehicle w/crew	Leonard	Fire	144	2			146	
43	Rescue equipment use	Leonard	Fire	289	4			293	
44	Field decontamination	Leonard	Fire	417	6			423	
45	Mileage	Leonard	Fire	IRS rate				IRS rate	
46	Paid staff w/o apparatus	Leonard	Fire	At cost + 5%				At cost + 5%	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
47	Volunteer FF w/o apparatus	Leonard	Fire	22	1			23	
48	Miscellaneous expenses	Leonard	Fire	At cost + 5%					
49	Damaged property	Leonard	Fire	At cost + 5%					
50									
51	Ambulance Transportation Rates								
52	Basic Life Support, per transport	Leonard	Fire	1,958	29			1,987	
53	Advanced Life Support, Level 1 (ALS1), per transport	Leonard	Fire	1,958	29			1,987	
54	Advanced Life Support, Level 2 (ALS2), per transport	Leonard	Fire	2,182	32			2,214	
55	Specialty Care Transport (SCT), per transport	Leonard	Fire	2,182	32			2,214	
56									
57	Mileage rate (per mile)	Leonard	Fire	23	-			23	
58	Non-City Resident Surcharge, per transport	Leonard	Fire	448	7			455	
59	Care Facility Assistance, per occurrence, if more than one	Leonard	Fire	280	4			284	
60	Hospice Transport	Leonard	Fire	463	-			463	
61	Special Events								
62	(Pre-scheduled events with an approved license)								
63	ALS Ambulance Standby, with crew, per hour	Leonard	Fire	122	2			124	
64	Event medical crew, without ambulance, with bikes	Leonard	Fire	92	2			94	
65	Fireworks Booth	Leonard	Fire	122	2			124	
66	Fireworks in Tent	Leonard	Fire	155	2			157	
67	Fireworks Display	Leonard	Fire	215	3			218	
68									
69	Fire Department Service Charge								
70	[Response to Protect Covered Property from a Covered Loss]								
71	Up to maximum amount provided by policy of insurer	Leonard	Fire	Max				Max	
72									
73	Fire Alarm Systems - HRMC 08.32								
74	4th and greater False Alarm within 12 months - 1/2	Leonard	Fire	As outlined					
75	Automatic Dialing Device Connected to City Phone	Leonard	Fire	500.00				500.00	Municipal Code Violation - maximum penalty
76									
77	Burn Permits - HRMC 8.43								
78	Burn Permit for Open Burning	Leonard	Fire	no charge				no charge	no fines for corrective action
79									
80	Fire Inspection Fee								
81	First inspection	Leonard	Fire	no charge				no charge	
82	Second inspection, with compliance	Leonard	Fire	no charge				no charge	No fines for corrective action
83	Second inspection, without compliance	Leonard	Fire	105	1			106	+ \$20 per violation class
84	Third inspection, with compliance	Leonard	Fire	no charge					No fines for corrective action
85	Third inspection, without compliance	Leonard	Fire	209	3			212	+ \$20 per violation class
86	Fourth inspection, with compliance	Leonard	Fire	no charge				no charge	No fines for corrective action
87	Fourth inspection, without compliance	Leonard	Fire	417	6			423	+ \$20 per violation class
88	Fifth(& above) Inspection, with compliance	Leonard	Fire	no charge				no charge	No fines for corrective action
89	Fifth(& above) Inspection, without compliance	Leonard	Fire	580	9			589	+ \$20 per violation class
90									
91	Specific Violation Fees								
92	Failure to adhere to Occupant load limit	Leonard	Fire	117	1			118	
93	Exit Blocked, Locked or Obstructed	Leonard	Fire	128	2			130	
94	Fire Protection System not functioning	Leonard	Fire	128	2			130	
95	Burning in violation of Fire Code	Leonard	Fire	87	1			88	
96	Parking on posted Fire Access Road/Lane	Leonard	Fire	92	2			94	
97	Obstructing FD Appliance	Leonard	Fire	175	2			177	
98	Imminent hazard to life & Property	Leonard	Fire	347	6			353	
99									
100									
101	FRANCHISE APPLICATION FEE	Jen	City Recorder	220	4			224	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
102									
103	LIQUOR LICENSE PROCESSING FEES ORS 471.166 (Res. No. 2016-10)								
104	Any new application	Jen	City Recorder	100				100	
105	Renewal or Special Event Application processing	Jen	City Recorder	35				35	
106	Temporary Liquor License	Jen	City Recorder	10				10	Maximum fee amounts established by State Law (ORS 471.166)
107	Any addition or change - Per change	Jen	City Recorder	75				75	
108	Expedited processing	Jen	City Recorder	50				50	
109									
110	LOADING ZONE/HANDICAP PARKING SPACE FORMATION								
111	[Includes any signage placed at request of private party]								
112	To create space or sign	Mark	Public Works	461	7			468	
113	To remove any old Markings	Mark	Public Works	153	2			155	
114	Yearly maintenance	Mark	Public Works	130	2			132	
115									
116	MOBILE HOMES & RECREATIONAL VEHICLES HRMC 13.48								
117	Permit for use for sleeping or living	Jen	City Recorder	73	1			74	
118	Permit for emergency use for sleeping or living	Jen	City Recorder	37	1			38	
119	Use for live-in at Construction site	Jen	City Recorder	73	1			74	
120	Extension fee per month	Jen	City Recorder	51	1			52	
121									
122	MOVING BUILDINGS								
123	Permit - Application	Mark	Engineering	153	2			155	
124									
125	MUNICIPAL COURT								
126									
127	Copy of Video and Audio Tapes - Per tape	Will	Municipal Court	see Public Records Request section				see Public Record	see Public Records Request section
128	Copy of CD	Will	Municipal Court	see Public Records Request section				see Public Record	see Public Records Request section
129	Evidentiary Communications - Per tape	Will	Municipal Court	see Public Records Request section				see Public Record	see Public Records Request section
130	Color Reprints of Digital Photos	Will	Municipal Court	see Public Records Request section				see Public Record	see Public Records Request section
131	Records check	Will	Municipal Court	See Police Section				See Police Section	See Police Section
132	Payment plan	Will	Municipal Court	55					Payment Plan Fee Removed
133	Late Change of Plea / PD OT Reimbursement	Will	Municipal Court					95	Charge to pay for Police Officer Overtime when a Defendant Changes Plea less than 24hrs before a scheduled Trial
134	Warrant Fee	Will	Municipal Court	112	2			114	
135	Release Cost	Will	Municipal Court	15% of bail				15% of bail	set by ORS
136	Suspension Hold Fee	Will	Municipal Court	28	-			28	
137	Collections fee - charged by Collection Agency	Will	Parking	25% of fines due				25% of fines due	
138	collections interest - 50% to Agency/City	Will	Parking	9% per annum				9% per annum	
139									
140	NOTARY PUBLIC								
141	City-related business	Jen	City Recorder	no charge				no charge	
142	Non-City business	Jen	City Recorder	8	-			8	
143									
144	PARKING								
145									
146	Parking Fines								
147	Disabled Zone	Neal	Police	450.00				450.00	Set by ORS
148	Expired meter	Neal	Police	28	-			28	
149	Loading zone	Neal	Police	33	-			33	
150	Obstructing a street	Neal	Police	83	1			84	
151	Overtime limit	Neal	Police	28	-			28	
152	Parked against traffic	Neal	Police	33	-			33	
153	Parked for repair	Neal	Police	33	-			33	
154	Parked for sale	Neal	Police	33	-			33	
155	Parked in a crosswalk	Neal	Police	83	1			84	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
156	Parked in an intersection	Neal	Police	83	1			84	
157	Parked in front of a driveway	Neal	Police	83	1			84	
158	Parked on a sidewalk	Neal	Police	83	1			84	
159	Parked over/across lines	Neal	Police	33	-			33	
160	Parked over 72 hours	Neal	Police	33	-			33	
161	Abandoned, Disabled, or Unlicensed Vehicle	Neal	Police	33	-			33	
162	Parking by permit only	Neal	Police	28	-			28	
163	Prohibited zone	Neal	Police	28	-			28	
164	RV/Trailer (not for occupancy) parked over 72 hours	Neal	Police	33	-			33	
165	RV/Trailer parked over 72 hours	Neal	Police	33	-			33	
166	Snow emergency	Neal	Police	33	-			33	
167	Within 10' of fire hydrant	Neal	Police	150				150	Set by ORS
168									
169	Parking Collection Fees								
170	Late Fee (28 day)	Will	Parking	10	-			10	
171	Collections fee - charged by Collection Agency	Will	Parking	25% of fines due				25% of fines due	
172	collections interest - 50% to Agency/City	Will	Parking	9% per annum				9% per annum	
173									
174	Parking Meter								
175	Meter hourly rate	Will	Parking	1				1	
176	Winter On-street Meter pass - Monthly	Will	Parking	38	1			39	Meter passes for Summer months are being phased out, ongoing sales for Fall/Winter/Spring only
177	Local delivery vehicle pass - Monthly	Will	Parking	5	-			5	
178	Work permit - Daily	Will	Parking	9	0			9	
179	Lost meter Bag Fee	Will	Parking	28	-			28	\$150 max
180	Per parking space per day (any street)	Will	Parking	9	0			9	
181	Oak Street Apartments - Monthly	Will	Parking	22	1			23	
182	Hotel Guest Parking - 1/2 Day	Will	Parking	4	-			4	Downtown metered spaces except Oak St.
183	Hotel Guest Parking - Full Day	Will	Parking	8	0			8	Downtown metered spaces except Oak St.
184									
185	Municipal Parking Lot Fees - Monthly								
186	Columbia Lot	Will	Parking	25	-			25	Moved to a number divisible by 5 with the intention to increase +\$5 annually until passes
187	Cascade Lot (formerly West)	Will	Parking	45	-			45	are no longer sold out during peak season months. The City has had staff-level
188	Front Lot	Will	Parking	45	-			45	discussions about potential downtown public transit investments for the additional parking
189	State Street Lot (formerly East)	Will	Parking	45	-			45	lot fee revenue
190	Additional pass (Front & State Lots only)	Will	Parking	1	-			1	
191									
192	Parking Lot Closure								
193	Columbia Street Lot -								
194	First day	Will	Parking	344	5			349	
195	each consecutive add'l day	Will	Parking	115	2			117	not to exceed 3 consecutive days (max = \$600)
196	All other lots - per space per day	Will	Parking	7	-			7	not to exceed 3 consecutive days
197	Late / expedited process fee	Will	Parking	36	1			37	
198									
199	PARKING IN LIEU (2020-18)								
200	Business Districts								
201	Residential or Commercial per space							3,000	Incorporation of Res. 2020-18, approved on 10-26-2020
202	Residential or combined non-residential - per space	Dustin	Planning	22,692					
203	Residential or combined non-residential - per space	Dustin	Planning	2,201					
204	Commercial - per space	Dustin	Planning	1,259					
205	Industrial or light industrial - per space	Dustin	Planning	1,259					
206									
207	PLANNING APPLICATION FEES - 17,09,090								
208									
209	Accessory Dwelling Unit	Dustin	Planning	400	6			406	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
210	Review Adequate Public Facilities	Dustin	Planning						
211	Planning			256	4			260	
212	Engineering	Mark	Engineering	256	4			260	
213	Annexation								
214	Planning	Dustin	Planning	2,407	35			2,442	
215	Engineering	Mark	Engineering	235	4			239	
216	Fire	Leonard	Fire	235	4			239	
217	Appeal								
218	Administrative Decision	Dustin	Planning	Equal to Application Fee			\$ 250.00	\$ 250.00	Set to \$250 as prescribed by State Law (ORS 227.175)
219	Quasi-Judicial Decision	Dustin	Planning	Equal to Application Fee				Equal to Application Fee	1/2 refunded if Appellant prevails on appeal
220	Bed & Breakfast	Dustin	Planning	985	15			1,000	
221	Change of Use	Dustin	Planning						
222	Planning			985	15			1,000	
223	Engineering			322	5			327	
224	Conditional Use Permit (CUP)								
225	all CUP except PUD and Greater than 1.5 Acres								
226	Planning	Dustin	Planning	2,049	30			2,079	
227	Engineering	Mark	Engineering	977	14			991	
228	Fire	Leonard	Fire	977	14			991	
229	Conditional use - 1.5 acres and larger								
230	Planning	Dustin	Planning	3,157	47			3,204	
231	Engineering	Mark	Engineering	1,449	21			1,470	
232	Fire	Leonard	Fire	1,449	21			1,470	
233	Building		Building	182	3			185	
234	Conditional use - PUD								
235	MP or SUB (as applicable) plus								
236	Planning	Dustin	Planning	2,049	30			2,079	
237	Engineering	Mark	Engineering	977	14			991	
238	Fire	Leonard	Fire	977	14			991	
239	Conditional use - TWN								
240	MP or SUB (as applicable) plus								
241	Planning	Dustin	Planning	2,049	30			2,079	
242	Engineering	Mark	Engineering	977	14			991	
243	Fire	Leonard	Fire	977	14			991	
244	Conditional Use Permit Modification								
245	Major - Quasi-judicial								
246	Planning	Dustin	Planning	976	14			990	
247	Engineering	Mark	Engineering	487	7			494	
248	Minor - Administrative								
249	Planning	Dustin	Planning	643	9			652	
250	Engineering	Mark	Engineering	322	5			327	
251	Conditional Use Permit Extension	Dustin	Planning	130	2			132	
252	Home Occupation	Dustin	Planning	985	15			1,000	Same Fee as Bed and Breakfasts
253	Final Plat Approval - Subdivisions	Dustin	Planning						
254	Planning	Dustin	Planning	519	8			527	
255	Engineering	Mark	Engineering	519	8			527	
256	Final Plat Approval - Minor Partition & Townhouse F	Dustin	Planning	260	3			263	
257		Mark	Engineering	260	3			263	
258	Final Re-Plat Consolidation	Dustin	Planning	124	2			126	Lower fee for minor clean-up of remanent parcels that are sometimes require prior to issuance of a building permit
259		Mark	Engineering	126	2			128	
260	Landmarks Review								
261	Exterior Alteration (minor) - Admin Review	Dustin	Planning	989	14			1,003	Set to mirror Plan Review
262	New construction (Major Alteration, removal, demolition, moving, or designation)	Dustin	Planning	1,529	23			1,552	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
263	Land Use Compatibility Statement (LUCS)	Dustin	Planning	110	2			112	
264	Mobile Home Parks								
265	Planning	Dustin	Planning	2,541	37			2,578	
266	Engineering	Mark	Engineering	1,430	21			1,451	+\$45 per pad
267	Fire	Leonard	Fire	1,430	21			1,451	
268	Minor Partition								
269	Planning	Dustin	Planning	766	11			777	
270	Engineering	Mark	Engineering	476	7			483	
271	Minor Partition Extension	Dustin	Planning	130	2			132	Mirrors Site Plan Review Extension Fee
272	Natural Resource Review	Dustin	Planning	770	11			781	
273	Non Conforming Use Determination	Dustin	Planning	519	8			527	
274	Pre-application Conference								
275	Planning	Dustin	Planning	448	7			455	
276	Engineering	Mark	Engineering	177	2			179	
277	Fire	Leonard	Fire	177	2			179	
278	Property Line Adjustment								
279	Planning	Dustin	Planning	519	8			527	
280	Engineering	Mark	Engineering	226	3			229	
281	Property Line Adjustment - Extension			130	2			132	Mirrors Site Plan Review Extension Fee
282									
283									
284	Replat/Partition								
285	Standard - Planning	Dustin	Planning	754	11			765	
286	Standard- Engineering	Mark	Engineering	469	7			476	
287	Simple Consolidation - Planning	Dustin	Planning	377	6			383	Lower fee for minor clean-up of remanent parcels that are sometimes require prior to issuance of a building permit
288	Simple Consolidation - Engineering	Mark	Engineering	235	3			238	
289	Site Plan Review								
290	Site Plan Review - Administrative	Dustin	Planning	1,543	23			1,566	
291	Engineering			735	11			746	
292	< 1 acre - Quasi-judicial								
293	Planning	Dustin	Planning	1,543	23			1,566	
294	Engineering	Mark	Engineering	735	11			746	
295	Fire	Leonard	Fire	735	11			746	
296	Building	Danielle	Building	178	3			181	
297	1 to 5 acres - Quasi-judicial								
298	Planning	Dustin	Planning	1,894	28			1,922	
299	Engineering	Mark	Engineering	1,103	16			1,119	
300	Fire	Leonard	Fire	735	11			746	
301	Building	Danielle	Building	178	3			181	
302	> 5 acres - Quasi-judicial								
303	Planning	Dustin	Planning	1,894	28			1,922	
304	Engineering	Mark	Engineering	1,470	22			1,492	
305	Fire	Leonard	Fire	1,477	21			1,498	
306	Building	Danielle	Building	178	3			181	
307	Site Plan Review Extension	Dustin	Planning	130	2			132	
308	Site Plan Review Modification (administrative)	Dustin	Planning	643	9			652	
309	Site Plan Review Modification (Quasi-Judicial)	Dustin	Planning	1,544	22			1,566	
310	Planning Director Interpretation	Dustin	Planning	560	9			569	
311	(To include Use Determination)								
312	Street Vacation								
313	Planning	Dustin	Planning	2,568	37			2,605	
314	Deposit			337	5			342	
315	Engineering	Mark	Engineering	177	2			179	
316	Subdivision (Includes Expedited Land Division)								
317	Planning	Dustin	Planning	1,012	14			1,026	
318	Per Lot fee in addition to Subdivision fee			112	2			114	
319	Engineering	Mark	Engineering	1,236	18			1,254	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
320	Fire	Leonard	Fire	1,236	18			1,254	
321	Subdivision Amendment								
322	Minor Amendment								
323	Planning	Dustin	Planning	256	4			260	
324	Per Lot fee in addition to Subdivision fee			112	2			114	
325	Engineering	Mark	Engineering	235	4			239	
326	Major Amendment								
327	Planning	Dustin	Planning	1,012	14			1,026	
328	Per Lot fee in addition to Subdivision fee	Dustin	Planning	122	2			124	
329	Engineering	Mark	Engineering	702	11			713	
330	Subdivision Extension			130	2			132	Mirrors Site Plan Review Extension Fee
331	Temporary Use Permit	Dustin	Planning	130	2			132	
332	Townhouse Partition								
333	Planning	Dustin	Planning	658	9			667	
334	Engineering	Mark	Engineering	476	7			483	
335	Variance, including Natural Resource								
336	Planning	Dustin	Planning	1,283	19			1,302	
337	Engineering	Mark	Engineering	702	11			713	
338	Zone Change - Map			4,074	60			4,134	
339	Zone Change - Text	Dustin	Planning	3,503	51			3,554	
340	Zoning Confirmation Letter	Dustin	Planning	112	2			114	
341	Planning Documents								
342	Background Report	Dustin	Planning	29	-			29	
343	Comprehensive Plan	Dustin	Planning	21	-			21	
344	Vision Statement	Dustin	Planning	9	0			9	
345	Title 16 - Land Division	Dustin	Planning	26	1			27	
346	Title 17 - Zoning	Dustin	Planning	76	1			77	
347	Transportation System Plan	Dustin	Planning	46	-			46	
348	Deposits - 3rd Party Review	Dustin	Planning	Exp. Amt. + 10%				Exp. Amt. + 10%	Based on Engineer's or Attorney's Estimate of Probable Cost
349									
350	PLANNING, ENGINEERING & FIRE MARSHAL								
351									
352	Building Permit Review - County/UGA								
353	Administrative Review	Mark	Engineering	58	1			59	
354	Fire Protection System Plans (Alarms, Sprinklers, Standpipes, etc.)								
355	Based on value:								
356	\$0 to \$4,999	Leonard	Fire	232	3			235	
357	\$5,000 to \$24,999	Leonard	Fire	463	7			470	
358	\$25,000 to \$49,999	Leonard	Fire	927	13			940	
359	\$50,000 to \$99,999	Leonard	Fire	1,738	26			1,764	
360	\$100,000 and greater	Leonard	Fire	1,738	26			1,764	
361	plus value over \$100,000 - per \$1,000	Leonard	Fire	5	-			5	
362	Formation of Reimbursement District	Mark	Engineering	452	7			459	
363	Planner/Engineering/Fire Marshal Review of Building Permits								
364	Residential - New								
365	Planning	Dustin	Planning	112	2			114	
366	Engineering	Mark	Engineering	82	1			83	
367	Fire	Leonard	Fire	83	1			84	
368	Residential - Addition/Remodel/Demolition								
369	Planning	Dustin	Planning	82	1			83	
370	Engineering - No Street Cut	Mark	Engineering	101	1			102	
371	- Street Cut	Mark	Engineering	175	2			177	
372	Fire	Leonard	Fire						
373	Commercial, Industrial or Multi-Family	Dustin	Planning	232	3			235	
374	Engineering - Based on value:								
375	\$0 to \$4,999	Mark	Engineering	75	1			76	
376	\$5,000 to \$24,999	Mark	Engineering	260	3			263	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
377	\$25,000 to \$99,999	Mark	Engineering	694	10			704	
378	\$100,000 to \$499,999	Mark	Engineering	1,151	17			1,168	
379	\$500,000 to \$999,999	Mark	Engineering	1,540	23			1,563	
380	\$1M to \$4,999,999	Mark	Engineering	2,693	39			2,732	
381	\$5M and greater	Mark	Engineering	4,621	68			4,689	
382	Fire - Based on value:								
383	Minimal Review Fee		Fire	83	1			84	
384	\$0 to \$4,999	Leonard	Fire	190	2			192	
385	\$5,000 to \$24,999	Leonard	Fire	371	5			376	
386	\$25,000 to \$99,999	Leonard	Fire	741	11			752	
387	\$100,000 to \$499,999	Leonard	Fire	1,236	18			1,254	
388	\$500,000 to \$999,999	Leonard	Fire	1,854	27			1,881	
389	\$1M to \$4,999,999	Leonard	Fire	2,965	43			3,008	
390	\$5M and greater	Leonard	Fire	4,942	73			5,015	
391	Demolition Fee - Administrative Review	Dustin	Planning	58	1			59	
392	No Street Cut	Mark	Engineering	96	2			98	
393	Street Cut	Mark	Engineering	175	2			177	
394									
395	POLICE DEPARTMENT								
396									
397	Police Reports			13	-			13	
398	Basic (30 pages or less)	Neal	Police	see Public Records Request section				see Public Records Request section	
399	Plus per page, if over 30 pages	Neal	Police	see Public Records Request section				see Public Records Request section	
400	Finger printing								
401	Blue Card (first card)	Neal	Police	17	-			17	
402	additional finger printing cards (per card)	Neal	Police	5	-			5	
403	Vehicle impound fee	Neal	Police	85	1			86	
404	Records check	Neal	Police	11	-			11	
405	Decoy Services								
406	Officer only	Neal	Police	At cost + 5%					
407	Officer plus vehicle	Neal	Police	At cost + 10%					
408	Security Service for Private Events (Police Officers)								
409	Per hour or partial hour	Neal	Police	62	1			63	
410	Removal of Illegally posted flyers, advertisements,	Marty	Police	75	1			76	incl. discarded windshield flyers
411									
412	PROPORTIONATE SHARE								
413	Cascade & Rand - per PM Peak Hour trip (Res. No 200)	Dustin	Planning	567	10			577	Construction Cost Index
414	2nd & Oak Street - per PM Peak Hour trip	Dustin	Planning	696	11			707	
415									
416	PUBLIC RECORDS REQUESTS ORS 192.324								
417	Research fees								
418	including summarizing, compiling, tailoring, copying or								
419	Minimum Fee	Jen	City Recorder	9	-			9	
420	Hourly Fee (payable in 1/4 hour increments)	Jen	City Recorder	34	-			34	
421	Copies - CD or thumb drive (charge per item)	Jen	City Recorder	34	-			34	
422	Copies - Photocopies								
423	Standard size (8.5 x 11)								
424	Black and white	Jen	City Recorder	0.56	0.01			0.57	
425	Color	Jen	City Recorder	1.21	0.02			1.22	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
426	All non-standard copies								
427	Black and white	Jen	City Recorder	0.73	0.01			0.75	
428	Color	Jen	City Recorder	2.42	0.04			2.46	
429	Drawings								
430	Minimum Fee	Mark	Public Works	11	-			11	
431	Hourly Fee (payable in 1/4 hour increments)	Mark	Public Works	48	-			48	
432	Other Public Records Charges								
433	Any charges from 3rd parties, including the City Att	Jen	City Recorder						
434	Postage								
435	Any postage or packing charges incurred by the Cit	Jen	City Recorder						
436									
437	RECORDING FEES								
438	Documents recorded at HR County	Jen	City Recorder						
439									
440	SHORT TERM RENTALS (HRMC 5.10)								
441	Application Fee	Will	Finance	83	1			84	
442	Annual Fee, pro-rated for mid-year applications	Will	Finance	166	2			168	
443	Annual Fee w/ Discount for Online Tax Filing	Will	Finance	124	2			126	25% Discount to promote online tax filing
444	Inspection Fee	Will	Finance	249	3			252	
445	Re-Inspection Fee	Will	Finance	111	1			112	
446	City Drafted Parking Diagram	Will	Finance						Ch
447	STR Decision Appeal to Hearings Officer	Will	Finance	221	3			224	
448									
449	SYSTEM DEVELOPMENT CHARGES (SDC)								
450	SDC Evaluation Fee	Mark	Public Works						
451	Stormwater System Development Charges (Res 2007-21)								
452	Residential								
453	SDC per ERU	Mark	Public Works	735					
454	Commercial								
455	Per Sq. Ft. of Impervious Surface	Mark	Public Works	0.27					
456									
457	Water System Development Charges (Res. 2015-19)								
458	Reimbursement								
459	3/4"	Mark	Public Works	1,757	29			1,786	
460	1"	Mark	Public Works	2,929	48			2,977	
461	1 1/2"	Mark	Public Works	5,858	96			5,954	
462	2"	Mark	Public Works	9,373	153			9,526	
463	3"	Mark	Public Works	29,292	478			29,770	
464	4"	Mark	Public Works	58,582	958			59,540	
465	6"	Mark	Public Works	117,166	1,915			119,081	
466	8"	Mark	Public Works	158,172	2,585			160,757	
467	Improvement								
468	3/4"	Mark	Public Works	2,622	43			2,665	Tied to Construction Cost Index
469	1"	Mark	Public Works	4,369	71			4,440	
470	1 1/2"	Mark	Public Works	8,738	143			8,881	
471	2"	Mark	Public Works	13,980	229			14,209	
472	3"	Mark	Public Works	43,690	714			44,404	
473	4"	Mark	Public Works	87,379	1,428			88,807	
474	6"	Mark	Public Works	174,759	2,856			177,615	
475	8"	Mark	Public Works	235,924	3,857			239,781	
476									
477	Sewer System Development Charges (Res. 2015-20)								
478	Reimbursement								
479	3/4"	Mark	Public Works	1,038	18			1,056	
480	1"	Mark	Public Works	1,736	28			1,764	
481	1 1/2"	Mark	Public Works	3,461	57			3,518	
482	2"	Mark	Public Works	5,541	90			5,631	Tied to Construction Cost Index

			CONTACT		FY 2020-21	PRICE INDEX	OTHER	JULY 1, 2021	FY 2021-22	
	DESCRIPTION		Person	Department	Fee Amount	Adjustment	Changes (\$)	Change	Fee Amount	Comments
483	3"		Mark	Public Works	17,326	284			17,610	Tied to Construction Cost Index
484	4"		Mark	Public Works	34,644	566			35,210	
485	6"		Mark	Public Works	69,296	1,132			70,428	
486	8"		Mark	Public Works	93,545	1,530			95,075	
487	Improvement									
488	3/4"		Mark	Public Works	931	15			946	
489	1"		Mark	Public Works	1,555	25			1,580	
490	1 1/2"		Mark	Public Works	3,099	50			3,149	
491	2"		Mark	Public Works	4,961	80			5,041	
492	3"		Mark	Public Works	15,514	254			15,768	Tied to Construction Cost Index
493	4"		Mark	Public Works	31,018	507			31,525	
494	6"		Mark	Public Works	62,047	1,013			63,060	
495	8"		Mark	Public Works	83,760	1,368			85,128	
496										
497	Transportation System Development Charges (Res. 2013-02)									
498	Residential									
499	Single Family (ITE 210) - per dwelling unit		Wade	Engineering	2,063	34			2,097	
500	Multi-Family (ITE 220) - per dwelling unit		Wade	Engineering	1,445	23			1,468	
501	Residential Townhome/Plex (ITE 230) - per dwelling		Wade	Engineering	1,262	21			1,283	
502	Assisted Living (ITE 254) - per bed		Wade	Engineering	591	9			600	
503	Continuing Care Retirement (ITE 255) - per unit		Wade	Engineering	606	10			616	
504	Non-Residential									
505	Hotel/Motel/B&B (ITE 310) - per room		Wade	Engineering	3,545	59			3,604	
506	Elementary School (Public) (ITE 520) - per student		Wade	Engineering	111	2			113	
507	Middle/Jr High School (Public) (ITE 522) - per stud		Wade	Engineering	140	2			142	
508	High School (public) (ITE530) - per student		Wade	Engineering	275	5			280	
509	Community College (Public) (ITE 540) - per student		Wade	Engineering	193	4			197	
510	Church (ITE 560) - per T.S.F.G.F.A		Wade	Engineering	1,473	24			1,497	
511	Daycare/Preschool (ITE 565) - per student		Wade	Engineering	386	6			392	
512	Parking Lot (ITE 090) - per space		Wade	Engineering	1,077	18			1,095	
513	Campground/RV (ITE 416) - per campsite		Wade	Engineering	981	17			998	
514	Non-Residential (continued)									
515	Multipurpose Recreation/Arcade (ITE 435) - per T.S		Wade	Engineering	8,015	131			8,146	
516	Multiplex Movie Theater (ITE 445) - per screen		Wade	Engineering	32,635	533			33,168	
517	Sports Field/Complex (ITE 448) - per field		Wade	Engineering	17,067	279			17,346	
518	Health/Fitness Club (ITE492) - per T.S.F.G.F.A		Wade	Engineering	7,879	129			8,008	
519	Amusement Park (ITE 480)- per acre		Wade	Engineering	43,119	705			43,824	
520	Hospital (ITE 610) - per bed		Wade	Engineering	2,698	44			2,742	
521	Clinic (ITE 630) - per T.S.F.G.F.A		Wade	Engineering	7,185	118			7,303	
522	Specialty Retail Center (ITE 814) - per T.S.F.G.F.A		Wade	Engineering	3,531	57			3,588	Tied to Constructing Cost Index
523	Shopping Center (ITE 820) - per T.S.F.G.F.A		Wade	Engineering	3,420	56			3,476	
524	Car Sales (ITE 841) - per T.S.F.G.F.A		Wade	Engineering	3,984	64			4,048	
525	Auto Part Sales (ITE 843) - per T.S.F.G.F.A		Wade	Engineering	6,389	105			6,494	
526	Tire Superstore (ITE 849) - per T.S.F.G.F.A		Wade	Engineering	2,654	44			2,698	
527	Discount Club (ITE 861)- per T.S.F.G.F.A		Wade	Engineering	6,283	102			6,385	
528	Supermarket (ITE 850) - per T.S.F.G.F.A		Wade	Engineering	11,848	193			12,041	
529	Convenience Market (ITE 853) - per T.S.F.G.F.A		Wade	Engineering	26,055	426			26,481	
530	Pharmacy/Drugstore (ITE 880) - per T.S.F.G.F.A		Wade	Engineering	8,316	136			8,452	
531	Bank/Savings (ITE 911) - per T.S.F.G.F.A		Wade	Engineering	15,016	245			15,261	
532	Quality Restaurants (ITE 931) - per T.S.F.G.F.A		Wade	Engineering	5,526	90			5,616	
533	Fast Food Restaurants (ITE 934) - per T.S.F.G.F.A		Wade	Engineering	22,992	376			23,368	
534	Automobile Care Center (ITE 942) - per T.S.F.G.F.A		Wade	Engineering	3,196	51			3,247	
535	Gasoline/Service Station (ITE 944)- per V.F.P		Wade	Engineering	6,561	108			6,669	
536	General Office Buildings (ITE 710) - per T.S.F.G.F.A		Wade	Engineering	2,374	38			2,412	
537	Medical-Dental Office Building (ITE 720) - per T.S.F		Wade	Engineering	7,788	127			7,915	
538	Government Office Building (ITE 730) - per T.S.F.G		Wade	Engineering	14,859	242			15,101	
539	State Motor Vehicles Dept. (ITE 731) - per T.S.F.G		Wade	Engineering	35,787	584			36,371	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
540	US Post Office (ITE 732)- per T.S.F.G.F.A	Wade	Engineering	19,356	316			19,672	
541	General Light Industrial (ITE 110) - per T.S.F.G.F.A	Wade	Engineering	1,503	24			1,527	
542	General Heavy Industrial (ITE 120) - per T.S.F.G.F.A	Wade	Engineering	324	4			328	
543	Warehouse (ITE 150) - per T.S.F.G.F.A	Wade	Engineering	1,069	18			1,087	
544	Mini-Warehouse (ITE 151) - per T.S.F.G.F.A	Wade	Engineering	539	9			548	
545									
546	SEPARATION OF ASSESSMENTS HRMC 3.16								
547	Per newly-configured lot			377	4			381	
548									
549	SEPTAGE RECEIVING FEE - Per Gallon	L. Hooks	WWTP	0.20	To Be Determined through Utility Rate Study				
550									
551	SIGN HANGING FEE [e.g. banner in park]								
552	Hang and remove temporary sign [7 day limit]								
553	Non-profit	Mark	Public Works	35	-			35	
554	For profit	Mark	Public Works	58	1			59	
555									
556	SIGNS								
557	Sign Permits	Mark	Engineering	136	1			137	
558									
559	SOLICITOR'S LICENSE HRMC 5.12								
560	Door to door	Jen	City Recorder	85	1			86	
561									
562	STREET CLOSURE FEE								
563	Street Closure - per day, plus per street, per block	Jen	City Recorder	119	1			120	
564	Late / expedited process fee	Jen	City Recorder	36	-			36	
565									
566	TAXICABS HRMC 5.20								
567	License--Per vehicle--Annual fee [includes safety in	Jen	City Recorder	87	2			89	
568	License--Per vehicle--After July 1 [includes safety in	Jen	City Recorder	66	1			67	
569	Cab Driver Permit	Jen	City Recorder	51	-			51	
570	Cab Driver Permit--Renewal	Jen	City Recorder	51	-			51	
571									
572	TELECOMMUNICATIONS REGISTRATION								
573	Registration (non-refundable)	Jen	City Recorder	80	2			82	
574	Construction Site Permit								
575	No street cut	Mark	Engineering	96	2			98	
576	Street cut	Mark	Engineering	175	2			177	
577	Application and Review	Dustin	Planning	774	12			786	
578									
579	TELEVISION AND RADIO TOWERS HRMC 15.20								
580	Tower License Fee (HRMC 15.20.040)								
581	Full Year (apply before 12/31)	Jen	City Recorder						to be covered by separate resolution after Wireless Ord. adopted
582	Partial Year (apply 1/1 of after)	Jen	City Recorder						
583	Renewal Fee	Jen	City Recorder						
584	Permit Fee - Antennae, Tower, or Mast (15.20.090)								
585	Inspection Fee	Jen	City Recorder						
586	Re-inspection Fee	Jen	City Recorder						
587	Application Data Fee	Jen	City Recorder						
588									
589	TRANSIENT MERCHANTS & SPECIAL EVENTS HRMC 5.07								
590	Class 1 connecting directly to City water or sewer:								
591	Annual Application Fee	Jen	City Recorder	328	5			333	
592	Annual Issuance Fee (Max 180 days/No annual ren	Jen	City Recorder	328	5			333	
593	Class 2 (All others):								
594	Initial Fee (1st 30 days)	Jen	City Recorder	85	1			86	
595	Renewal Fee (If no changes) - Per each 30 day ren	Jen	City Recorder	17	-			17	
596	(Renewal fee applies to subsequent years only if no changes)								

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
597	Transient merchant inspection fees - Fire Dept								
598	Transient Merchant Fire and Life Safety Inspection	Leonard	Fire	89	2			91	
599	Special Event/Dance License								
600	Special Event license fee	Jen	City Recorder	73	1			74	
601	Temporary ROW- Tables	Jen	City Recorder	59	1			60	
602	Appeal Fee								
603	Fee stated or 1/2 the license fee, whichever is greater	Jen	City Recorder	67	1			68	Minimum
604	Late / expedited process fee	Jen	City Recorder	36	-			36	
605									
606	USE OF CITY PROPERTY								
607	(excluding City Parking Lots - under Street/Parking Lot)								
608	City Parks								
609	Stratton Rose Garden Rental Fee - 3 hours	Mark	Public Works	117	1			118	
610	Jackson Park - Per 4 Block of Time								
611	Lawn Use	Mark	Public Works	103	1			104	
612	Small Site	Mark	Public Works	82	1			83	
613	Large Site	Mark	Public Works	190	3			193	
614	Stage Use	Mark	Public Works	58	1			59	
615	Waterfront Park - daily fee								
616	Entire Park	Mark	Public Works						"Entire Park" Fee removed, charged on a piecemeal basis going forward
617	Great Lawn	Mark	Public Works	159	2			161	
618	Shelter Use - 4 Block of Time	Mark	Public Works	117	1			118	
619	Stage/Amphitheater Use: 0 to 50 People	Mark	Public Works	109	2			111	
620	Stage/Amphitheater Use: 50 to 100 People	Mark	Public Works	212	3			215	
621	Stage/Amphitheater Use: Over 100 People	Mark	Public Works	530	8			538	
622	Event Vendor Site - daily per site	Mark	Public Works	57	1			58	
623	Electrical Spider Box Refundable Deposit - per event	Mark	Public Works	580	9			589	
624	Electrical Spider Box Use Fee - per event	Mark	Public Works	28	-			28	
625	All other City Parks - daily	Mark	Public Works	87	1			88	
626	City Fields								
627	Collins Field - daily use	Mark	Public Works	55	1			56	
628	Collins Field - Night use	Mark	Public Works	103	-			103	Fee added to cover the electricity cost to power on lights
629	Fire Station								
630	Community Room								
631	Less than 4 hours	Leonard	Fire	51	1			52	Prior existing charge added to Consolidated Fee Schedule
632	More than 4 hours	Leonard	Fire	103	2			105	Prior existing charge added to Consolidated Fee Schedule
633	Public Works Vehicle Rental by Outside Agencies	Mark	Public Works					175	Per Day, Restricted to Governmental Agencies insured by CIS or SDAC
634									
635	USED ARTICLE DEALERS HRMC 5.24 - Per Year	Jen	City Recorder	-					
636									
637	UTILITY BILLING FEES								
638	Delinquent Fee (30 days past due)	Will	Finance	5	-			5	
639	Water turn on/turn off								
640	After hours- per trip	Will	Finance	92	2			94	
641	Temporary Disconnection/Reconnection	Will	Finance					35	HRMC 12.02.090 Temporary Disconnection - Charges
642	Delinquent shut off/turn on	Will	Finance	35	-			35	
643	Water meter removal and/or reinstallation fee	Will	Finance	58	1			59	
644	Windmaster Manual Meter Read Surcharge	Will	Finance					2.20	Windmaster Area Requires Manual Reading of Ice Fountain Meters to Calculate Sewer Bills
645	Water meter read (other than routine)	Will	Finance	23	1			24	
646	Water shut-off notice (doorhanger)	Will	Finance	23	1			24	
647	Water calibration/testing of meter - requested by	Will	Finance	29	1			30	no fee if meter is working improperly
648	Processing Fee - New Accounts	Will	Finance	10.00				10.00	
649	Process Fee - Closed Accounts	Will	Finance	10.00				10.00	
650	Lien Processing Fee	Will	Finance	At Assessor's Cost				At Assessor's Cost	
651	Collections fee - charged by Collection Agency	Will	Finance	25% of fines due				25% of fines due	

	DESCRIPTION	Contact Person	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
652	collections interest - 50% to Agency/City		Finance	9% per annum				9% per annum	
653	Bulk Water Sale Per Day	Will	Finance	150				150	Waived if for dust control
654									
655	UTILITY CONNECTION FEES								
656	Water Connection Fees								
657	3/4"	Mark	Public Works	2,228	32			2,260	
658	1"	Mark	Public Works	2,444	36			2,480	
659	1 1/2"	Mark	Public Works	3,737	55			3,792	
660	2"	Mark	Public Works	4,084	60			4,144	
661	3"	Mark	Public Works	Actual + 10%				Actual + 10%	
662	4"	Mark	Public Works	Actual + 10%				Actual + 10%	
663	6"	Mark	Public Works	Actual + 10%				Actual + 10%	
664	8"	Mark	Public Works	Actual + 10%				Actual + 10%	
665									
666	UTILITY INSPECTION FEES								
667	Sewer Inspection Fees								
668	3/4"	Mark	Public Works	165	3			168	
669	1"	Mark	Public Works	165	3			168	
670	1 1/2"	Mark	Public Works	165	3			168	
671	2"	Mark	Public Works	165	3			168	
672	3"	Mark	Public Works	165	3			168	
673	4"	Mark	Public Works	165	3			168	
674	6"	Mark	Public Works	165	3			168	
675	8"	Mark	Public Works	165	3			168	
676									
677	UTILITY RATES (12.01.030)								
678	Water Meter Monthly Base Fee								
679	3/4"	Mark	Public Works	41.35					
680	1"	Mark	Public Works	70.29					
681	1 1/2"	Mark	Public Works	124.06					
682	2"	Mark	Public Works	222.02					
683	3"	Mark	Public Works	442.42					
684	4"	Mark	Public Works	690.47					
685	6"	Mark	Public Works	1,376.89					
686	Water Commodity Charge								
687	Residential > 5,000 gallons/month, per 1,000 gallon	Mark	Public Works	2.56					
688	Commercial > 0 gallons/month, per 1,000 gallons	Mark	Public Works	2.56					
689	Stormwater Monthly Base Fee								
690	3/4"	Mark	Public Works	9.80					
691	1"	Mark	Public Works	47.33					
692	1 1/2"	Mark	Public Works	82.00					
693	2"	Mark	Public Works	89.70					
694	3"	Mark	Public Works	156.30					
695	4"	Mark	Public Works	313.70					
696	6"	Mark	Public Works	489.25					
697	Sewer Monthly Base Fee								
698	Residential - Inside City Limits								
699	3/4"	Mark	Public Works	62.39					
700	1"	Mark	Public Works	105.82					
701	1 1/2"	Mark	Public Works	205.59					
702	2"	Mark	Public Works	330.16					
703	3"	Mark	Public Works	666.46					
704	4"	Mark	Public Works	1,040.39					
705	6"	Mark	Public Works	2,074.34					
706	Residential - Outside City Limits								
707	3/4"	Mark	Public Works	77.85					
708	1"	Mark	Public Works	132.29					

			Contact		FY 2020-21	Price Index	Other	July 1, 2021	FY 2021-22	
	DESCRIPTION		Person	Department	Fee Amount	Adjustment	Changes (\$)	Change	Fee Amount	Comments
709		1 1/2"	Mark	Public Works	256.97					
710		2"	Mark	Public Works	412.67					To Be Determined through Utility Rate Study
711		3"	Mark	Public Works	833.70					
712		4"	Mark	Public Works	1,299.96					
713		6"	Mark	Public Works	2,592.41					
714	Sewer Non-Residential Commodity Rates - Per 1,000 gallons									
715		Low BOD <401	Mark	Public Works	2.72					To Be Determined through Utility Rate Study
716		Medium BOD <801	Mark	Public Works	4.06					
717		High BOD > 800	Mark	Public Works	5.40					
718	Permitted Industrial Users									
719		FLOW per gallon	Mark	Public Works	0.00143					To Be Determined through Utility Rate Study
720		BOD per lbs.	Mark	Public Works	0.18					
721		TSS per lbs.	Mark	Public Works	0.29					
722	Utility Rate Assistance Program - Residential Only									
723		Water Rate Reduction - as % of Base Rate	Mark	Public Works	40%					
724		Sewer Rate Reduction - as % of Base Rate	Mark	Public Works	30%					
725		Stormwater - No Rate Reduction	Mark	Public Works	n/a					

CITY COUNCIL AGENDA ITEM COVER SHEET

DATE: February 22, 2021
TO: Honorable Mayor and City Council
FROM: Rachael Fuller, City Manager
RE: System Development Charge Funding Request

Public Purpose: The purpose of this item is to prioritize funding for park property acquisition and trail expansion projects in the Hood River Urban Growth Boundary, consistent with the adopted Multi-Agency Parks and Recreation Master Plan. System Development Charges are fees paid by developers to pay for necessary infrastructure expansions, including parks. The City of Hood River does not charge a system development charge for parks and, instead, relies on the Hood River Valley Parks & Recreation District (HRVPRD) to do so. The City of Hood River collects these fees on behalf of HRVPRD.

Background: In Hood River, multiple agencies provide park services and have adopted a Multi-Jurisdictional Parks & Recreation Master Plan that outlines the vision for parks services within the district boundaries. Projects are identified in the master plan that, over time, help the community realize the vision. The Parks & Recreation Master Plan states that, “The District should prioritize the usage of Parks SDCs to secure new park properties and finance park or trail development consistent with the priorities within this Plan.” All park entities have a strong partnership and work cooperatively to address the park needs of the community.

Discussion: The City of Hood River is developing a capital improvement plan for city-owned parks. Maintenance of existing parks is not an eligible SDC expense and parks maintenance and operations are funded with general fund dollars. The City capital improvement plan for parks would be consistent with the adopted Multi-Jurisdictional Parks & Recreation Master Plan. As contemplated in the master plan, the City would likely rely on collaboration, cooperation and funding from other entities to execute some projects in the capital improvement plan.

This year, the Hood River Valley Parks & Recreation District requested system development charge project priorities from partner agencies. The City anticipates working with the Hood River Valley Parks & Recreation District on many future projects, including development of a park at 780 Rand Road in future years.

Based on the City’s current needs, direction from Council to prioritize land acquisition and the parks & recreation master plan, the City has an opportunity to formally request that system development charges collected within the urban growth boundary be prioritized for land acquisition for future parks and trails. City staff would continue to cooperate and collaborate with parks & recreation staff to implement these projects. In addition, should it be approved by Council, the City could potentially provide access to capital for these acquisitions with SDCs being used as a payback source.

Staff Recommendation: Staff recommends that the City Council authorize staff to request that Hood River Valley Parks & Recreation District include the following two projects in the FY 2021-22 budget and use system development charges to fund the projects:

- Acquisition of 2-5 acres of land for parks within the urban growth boundary \$500,000
- Acquisition of trail easements and property consistent with the parks & recreation master plan \$150,000

Suggested Motion: I move to direct staff to submit an SDC request form for two projects to the Hood River Valley Parks & Recreation District and to continue to collaborate with Parks district staff to implement the projects:

- Acquisition of 2-5 acres of land for parks within the urban growth boundary \$500,000
- Acquisition of trail easements and property consistent with the parks & recreation master plan \$150,000.

Alternatives: The City Council could choose not to make a formal request to Hood River Valley Parks & Recreation District or could choose to prioritize a different project or set of projects.

Fiscal Impact:

The City does not charge, retain, or spend Parks System Development Charges. Instead, the City calculates the Parks and Recreation District's SDC charges at the point of building permit issuance and immediately remits the money to the Parks and Recreation District. The Parks and Recreation District has collected \$781,110 in Parks SDCs from development within the Urban Growth Boundary over the last five-years as detailed in the table below. More than \$100,000 has been received in FY 2020-21.

HRVPRD Inside UGB SDC
Revenue by year

<u>Fiscal Year</u>	<u>Amount</u>
2019-20	\$175,842
2018-19	\$154,831
2017-18	\$162,047
2016-17	\$147,251
2015-16	\$141,139

Attachments: SDC Request Form



System Development Charge Fund Project Request Program

In 2017 The Hood River Valley Parks & Recreation District board decided to create an official way to solicit project requests for System Development Charge (SDC) Funding. The funds are available to other agencies or groups as long as the projects meet funding criteria. Requests are due by March 15, 2021 so they can be evaluated as part of the 2020/21 budget cycle.

Eligibility: *Projects must*

- **Be fully accessible to the public**
- **Increase Parks & Recreation capacity.**
- **Be in the Hood River Valley Parks and Recreation District boundaries. (Hood River County, minus Cascade Locks)**
- **The capital list or goals of the 2020 Hood River area Multi-Jurisdictional Parks, Recreation and Open Space Master Plan.**

Desired Outcomes

The district will favor projects that increase parks and recreation capacity, are accessible to all, promote diversity, provide opportunities to improve community health, create connections, and are in-line with district guiding principles and mission statement.

Summary: *Please briefly describe the project.*

Considerations: *Please answer the following questions*

1. How much match funding is available?
2. How does this project increase capacity? (describe the potential number of people this project may serve and expected use)
3. What is your long-term maintenance plan? (we prefer projects that do not have a large maintenance burden for the district)
4. How does this project support the 2020 Hood River area Multi-Jurisdictional Parks, Recreation and Open Space Master Plan?

CITY COUNCIL AGENDA ITEM COVER SHEET

DATE: February 22, 2021

TO: Honorable Mayor and City Council

FROM: Rachael Fuller, City Manager

RE: Request to Hood River Valley Parks & Recreation District for SDC Funded Projects

Background: The collection agreement for System Development Charges (SDCs) between the City of Hood River and Hood River Valley Parks and Recreation District (HRVPRD) states that HRVPRD must obtain authorization from the Hood River City Council to spend SDC funds collected within the City on projects constructed outside the urban growth boundary. Per the agreement, HRVPR is seeking City Councils authorization to spend up to \$400,000 on two projects.

Discussion: The last request from the parks district to use funds for a project outside of the urban growth boundary was for Golden Eagle Park. Mark Hickock, Executive Director of Hood River Valley Parks & Recreation District will be available for questions at the meeting.

Staff Recommendation: Staff recommends that the City Council consider the request and provide direction to City staff.

Suggested Motion: I move to approve the request by HRVPRD to spend up to \$400,000 of SDC funds for the two proposed projects.

Alternatives: Council could choose not to approve the request by HRVPRD or to approve one project or not the other.

Fiscal Impact: Approval would have no direct fiscal impact on the City, however, staff recommends that Council consider whether there are higher priority projects within the City that could be eligible for funding.

Attachments:

1. Letter from Hood River Valley Parks and Rec



February 18, 2021

Dear Hood River City Council,

The Hood River Valley Parks and Recreation District (HRVPRD) is working on two projects to acquire land and extend a trail which are both located on the border of the Urban Growth Boundary. System Development Charges (SDCs) are collected when new homes are being built in order to address capacity in the parks system to keep up with new development. The collection agreement for SDCs between the City of Hood River and HRVPRD states that whenever SDCs that are collected within the City of Hood River are being spent outside of the UGB, HRVPRD must obtain authorization from City Council to spend those funds. Per our agreement, we are seeking authorization to spend up to \$400,000 on these two projects. The current balance of the inside the UGB SDC account is \$1,050,675. The account is projected to continue collect about \$150,000 per year.

The first project is an extension of the Indian Creek Trail South Side Connector around the east side of the Sieverkropp Development through Columbia Land Trust property with a small natureescape playground. The trail starts and ends in city limits and is within 50 feet of the UGB border. The trail will provide Hood River residents two more access points to the land trust property and provides beautiful views of the Hood River.

The second project is to study the feasibility to purchase 20 acres for a park on the west side of Hood River. HRVPRD entered into a two-year option agreement for two adjacent 10-acre parcels between Fairview Dr. and Rocky Rd. This property shares a border with the urban growth boundary on two sides. Because the properties are in the National Scenic Area, the only way to ensure that the District can use the property as a park, and at what level, is to receive an approved conditional use permit. HRVPRD has retained Walker Macy, to design, project-manage, and complete the permitting process for a park on that site. The purpose for hiring a consultant for the project is to ascertain whether the property is a viable park site investment, thus allowing the District to make an informed decision whether to purchase the land.

The Parks District is looking forward to partnering with the City of Hood River to continue to expand our parks and trail system. Please let me know if you have any questions.

Sincerely,

Mark Hickok, District Director

hoodriverparksandrec.org
1601 May Ave
Hood River, OR
97031
admin 541-386-5720
aquatic center 541-386-1303

Indian Creek Trail South Side Connector



Proposed Westside Park Property

