



COUNCIL WORK SESSION

Wednesday, September 01, 2021

APPROVED MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten
Councilor Patrick Birkle
Councilor Stephen R. Topaz
Councilor Jessica Chilton via Zoom

STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Deputy City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Mouhamad Zaher, Public Works Director
Jacob Graichen, City Planner

Crystal King, Communications Officer
Sue Nelson, City Engineer
Darin Cox, I.T. Specialist
Bill Monahan, City Attorney
Tina Curry, Event Coordinator

OTHERS

Kathy Innocenti

CALL WORK SESSION TO ORDER – 1 p.m.

CITY COUNCIL MANTRA – Read by Mayor Scholl

VISITOR COMMENTS - *Limited to five (5) minutes per speaker*

No visitor comments.

DISCUSSION TOPICS - *The Council will take a break around 3:00 p.m.*

2. Update on the 2021 Spirit of Halloweentown Activities - *Tina Curry, Events Contractor*

Spirit of Halloweentown

- Visit www.discoverclumbiacounty.com for the most current event information.
- There is now an option for a discounted rate for residents in the 97051 zip code on the last two weekends of September. It reduces the ticket cost from \$35 to \$20. Tickets must be purchased online in advance.
- Anyone can visit the Riverfront District/Plaza area and walk around, take photos, and visit the vendors. The ticket cost is for the scheduled events and performances.
- Halloween parade and pumpkin lighting on October 2nd.
- On September 18th, the Chamber Centennial Celebration event trolley will be dropping people off and picking them up at Wild Currant.
- Check-in is on S. 1st Street. The street will be closed to vehicles.
- People can walk through to access downtown businesses.
- Mayor Scholl encouraged Communications Officer Crystal King to communicate about traffic and parking changes for downtown. Discussion about validating parking for the local community. Locals can show their receipt to be reimbursed the parking fee.

- Working with Public Works staff.
- Mayor Scholl talked about the parade and asked if anyone wants to participate. He will be driving the old truck.

13 Nights on the River

- It was the best year for weather and crowd consistency since she has coordinated it.
- The vendors did well.
- Parking worked well on the Waterfront Property.
- Council President Morten was happy to see the series ended with Curtis Salgado.

Christmas

- Christmas Ships will be here December 11th.
- They are thinking about doing a caroling/choir event on the following weekend.

1. St. Helens Senior Center Semi-Annual Report - *Kathy Innocenti, Executive Director*

Kathy Innocenti reviewed her report. A copy is included in the archive packet for this meeting.

- The walk-in freezer and cooler have been installed. Public Works has been awesome at coordinating contractors.
- In-person meals has been postponed due to COVID.
- Postponed the November fundraiser to the Spring.
- Meal service is down since there is no in-person service. Drivers have been increased to help with deliveries.
- They have experienced challenges with staffing. Several employees have left for other jobs.
- Top Notch thrift store is back to pre-pandemic schedules.
- Discussion of salary and benefits for staff.

3. Review Proposed Rates Increases for Waste Management Drop Box Services - *John*

City Administrator Walsh reviewed the proposed rate increases. A copy is included in the archive packet for this meeting. The agreement says Waste Management gets 50% of annual CPI, not to exceed a 1.5% rate increase. The CPI change was 3.687%, which entitles them to a 1.5% rate increase. It will be on tonight's agenda for public comment and a Council vote.

4. Review Proposed Franchise Renewal with CRPUD - *John*

Walsh reviewed the CRPUD Franchise agreement. A copy of the proposed changes is included in the archive packet for this meeting. The difference with this franchise agreement from others, is that CRPUD is a public entity. They don't need a franchise with the City, but they would have to comply with permit processes. As a public partner, CRPUD has entered into an agreement to concede some of their revenues to expedite permitting processes.

5. Joint City Council / Planning Commission Meeting - September 14 - *Jacob*

City Planner Graichen reviewed the Planning Commission's request for a joint meeting with the City Council. He suggested scheduling the meeting for September 14th since they have a light agenda that night.

Discussion ensued about a meeting date. There were concerns about it being the same night as Planning Commission and the night before a long day of Council meetings. Graichen will present dates to the Planning Commission and follow-up with Council. Mayor Scholl requested it be a working dinner meeting with pizza.

Council President Morten would like to hold joint meetings with the other boards and commission in the future as well.

6. Assignment of Voting Delegate & Alternate for LOC Conference

After discussion of Council members attending, it was decided Councilor Chilton would be the delegate and Councilor Birkle be the alternate.

7. Strategic Action Plan Updates

Brown reported:

- Emailed the Council an updated copy of the Strategic Plan Excel file. Contact him with questions.
- There is a survey on the City's website about potentially switching to a majority vote versus independent position for Council. It's about 70% in favor of a majority vote. About 65-70 people have responded. King will share the comments after the completion.
- There is an agreement with Strategic Networks Group, Inc. on tonight's agenda to conduct a needs assessment. The City worked with them recently about the broadband network. This will help the Council decide whether or not to move forward. The City will need to partner with a private investor.

Council President Morten expressed that it is very timely with broadband being at the top of budgetary issues with the federal government. Bridges and transportation are also very much needed in the master plan.

Councilor Birkle asked how long ago the study was done. Brown said two smaller scale studies were done, one about two years ago and the other with S&G more recently. ARPA funds will pay for the study. Walsh talked about how the City has been researching it for years. The cities that are using it now are very successful. It will be a benefit to the public and businesses.

8. City Administrator Report

- Work order number two with Mayer/Reed, Inc. for the Riverwalk Phase I and Phase II design work is on tonight's agenda. It will get them to 30% design. There will be a technical advisory group with nine meetings. The first five are related to design and decision making. The rest will be details and materials. Mayor Scholl would like to hold a public meeting to update the public. Walsh confirmed that they will hold a public meeting in fall/winter. The amphitheater is about \$130,000 less than expected, which includes the design of the stage structure and the pavilion. Permitting expenses are down about \$20,000. Discussion ensued about the project. It would be helpful to hold the public meeting on the property to visualize it. Councilor Topaz encouraged Walsh to have a 3D model constructed for the public to have a better understanding of the plan. Council wants to be updated regularly to respond to questions as they come up from the public.
- Councilor Chilton, Walsh, Brown, Chief Greenway, and Corporal Smith reviewed the three design and engineering proposals submitted for the Public Safety Facility. McKenzie Architecture rose to the top and is being recommended. They will bring a presentation to the next Council meeting.
- Received a leak adjustment request that exceeds administrative authority. The leak was just past the meter and has been repaired. They are requesting a full adjustment of \$641.52. The standard staff adjustment would have been a little over \$500. Staff recommends approving the full adjustment. It will be on tonight's agenda for approval.
- Shoutout to Engineering Project Manager I Sharon Darroux. She was selected to participate in the Northwest Women's Leadership Academy. She will receive a year's worth of leadership training.

ADJOURN – 2:33 p.m.

EXECUTIVE SESSION

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

/s/ Kathy Payne

Kathy Payne, City Recorder

/s/ Rick Scholl

Rick Scholl, Mayor