



CITY OF TROUTDALE

Citizens Advisory Committee

MEETING AGENDA

Wednesday, May 6, 2020 | 7:00 p.m.

Public comments are welcome at any time during the meeting.

1. **Call to Order, Roll Call, & Pledge of Allegiance**
2. **Public Comment**
3. **Discussion Items**
 - i. Council Appointed Task- Election Reform
 - i. Presentation from Dr. Jim Moore, Pacific University
 - ii. Review CAC Meeting Minutes from March 4, 2020 meeting.
 - iii. Census Bus Event Planning
5. **Department Report**
 - i. CAC Project Updates: Event Permitting, Public Comment, Community Survey
6. **Committee Comments**
7. **Adjourn**

Next Regular Meeting:

Wednesday, June 3, 2020 | 7:00 p.m. | Sam Cox Building

Due to safety precautions regarding COVID-19, the meeting will be held virtually via zoom, if the public wish to join, please email arini.farrell@troutdaleoregon.gov for a link to the meeting.

This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting to the Planning Division (planning@troutdaleoregon.gov or 503-665-5175)

Citizens Advisory Committee Minutes

Wednesday, March 4, 2020 | 7:00 p.m.

Troutdale Police Community Center – Kellogg Room

234 SW Kendall Ct – Troutdale, OR 97060

Public comments are welcome at any time during the meeting.

1. Call to Order, Roll Call, & Pledge of Allegiance

The meeting was called to order by Vice Chair Schwab and the pledge of allegiance was said.

Present: Kyle Schwab (Vice Chair)
Sam Barnett
Chris Barney
Diane Castillo-White
Timothy Erich
Heidi Henshaw
Shelly Reynolds
David Wheaton
Victoria Rizzo

Excused: Will Knight (Chair)
Alexander Lumiere

Absent: Jon Brown

Staff: Kimberly Carl, Executive Assistant
Arini Farrell, Associate Planner
Amber Shackelford, Administrative Assistant

Transcriptionist: Melissa Bocarde
Members of the public: Paul Wilcox

2. Public Comment

Vice Chair Schwab recognized Paul Wilcox, a resident of Troutdale. He suggested corrections to the minutes and was told that minutes would be discussed later in the meeting. He distributed handouts to replace the handouts he had given to members at the February meeting.

There was no other public comment.

3. Discussion Items

- i. Review CAC Meeting Minutes from January 9, 2020 and February 5, 2020 meetings. (Discussion moved to follow item ii)**

The following corrections were listed for the January minutes: “Sweet briar” is one word; under Committee comments, discussion was “re-opened for a dog park and to update the equipment”; there was a “planting” rather than an “opening” of the Monarch Butterfly Garden; the comment made in the middle of page 5 was by Mr. Erich, not Mr. Lumiere; on page 3, Chair Knight opened nominations and Kyle Schwab was nominated; on page 4, second paragraph from the bottom, the second line should be “Weedin Park” and in the same paragraph, third line, should read “Monarch Butterfly Garden Park at sunrise”; on page 3, in the new member introductions, Mr. Erich is the teacher and agreed to research the flag placement; on page 4, “there was a consensus that his presentation would be helpful.”

Ms. Rizzo moved to approve the January minutes, and Mr. Erich seconded. The motion passed unanimously.

The February minutes were reviewed. No changes were made. **Mr. Barnett moved to approve the February minutes and Ms. Henshaw seconded. The motion passed unanimously.**

ii. CTC Technology, regarding the Broadband Feasibility Study

Ms. Karen White works for CTC Technology and Energy, a consulting company engaged by Multnomah County with the purpose of studying the feasibility of providing broadband to residents who are currently underserved. She is here tonight to update the CAC on her company’s progress to date. Also, she is soliciting input from all partner agencies and would like to hear any ideas or concerns CAC members have heard from their constituents about broadband.

Task 1 is currently underway – assessing agencies’ current network capabilities and existing infrastructures to evaluate what the demand is for services not currently offered today. For example, are services fast enough, are they reasonably priced, etc. They are looking not only at City and County-owned services but also available Independent Service Providers.

Task 2 is currently underway – assessing current broadband service options. There are some unincorporated rural areas in the County that are not served or are underserved. The federal definition of adequate broadband is at least 25 up and 3 down. CTC is also studying the impact of 5G, which will become the industry standard and will be faster than broadband, but it is still a few years away. They are examining a wide range of data including FCC Form M477 that contains ISP self-reported information; CAF II federally funded areas; and USDA unserved areas already covered by a 10-year contract. Additionally, they’ve been reviewing partner agencies’ data sets and their current fiber structures, a desk survey, and publicly available speed test data.

Mr. Schwab asked their source for the speed test data, and she answered that they rely on M-Lab, an organization which crowdsources speed data and shows the results by zip code. The CTC also has a tool that collects speed data.

Task 3 and 4 are underway – CTC is working with the County to assess broadband needs by conducting interviews, identifying and analyzing data, and developing a qualitative understanding of broadband media and the constraints and challenges they’ll face. Multnomah County is comprised of very urban and rural communities.

Task 5 is underway – CTC has sent market research studies to three different geographical areas with questions about satisfaction, which service providers participants use, and how important broadband is to satisfying their connectivity needs. The surveys include demographic questions, such as income level, which will help CTC fine tune their information and later communicate to ISPs what the customers’ demographics and needs are.

Task 6 is looking at the potential for regional collaboration. They will review if there are communities that are interested in cross-colonization.

Task 7 is upcoming – to engage potential providers by seeking input from ISPs in order to explore potential partnerships and joint opportunities, both in construction and operations. She expects companies like Comcast will want to be involved in order to not be left behind. There are several available design models that offer opportunities to private companies. For example, the County may decide not to own the infrastructure.

Task 8 is underway – to design technical solutions. The CTC will look closely at system level design of fiber networks that will meet partner agencies' stated goals and identified needs. They've been asked to determine the cost of offering fiber networks to every home in the County and will be looking at both construction costs and operating costs.

Mr. Wheaton asked if it would be possible for jurisdictions to choose different fiber network designs. Ms. White answered that this would be very possible. In the process of exploring different municipal needs, they will be able to identify if it would make sense to build fiber in one municipality, but not the other.

Task 9 is upcoming – to recommend business models ranging from publicly owned and facilitated strategies to public-private partnership strategies, depending on the needs of the community.

Task 10 is upcoming – to develop a financial model and evaluate financing and funding options.

Task 11 is upcoming – to address lifecycle issues, including long-term cost projections for operations, equipment replacement and upgrades, and the expected lifetime of various assets.

Mr. Barnett asked whether they could predict the life span of the system. Ms. White answered that fiber is basically "future proof" although the equipment that sits on it will change.

Ms. White then asked for feedback from CAC members about the City's goals and priorities and if they've heard any concerns about broadband. Mr. Wheaton asked if Troutdale is participating, would the new structure eliminate franchise agreements that already exist. Ms. White answered that she didn't know and would research that. Mr. Wheaton stated that it's very frustrating to have to switch providers every few years, and there needs to be customer choice and competition. He then asked if accommodating growth would be part of the decision making since this is a public, not-for-profit model? Ms. White answered that it would, and the market study will help determine the "take rate". He asked if she would be recommending system development charges for the public portion. She replied that she wasn't sure, but would add it to her list of things to research.

Ms. Henshaw asked if her company is a consulting firm that's been hired by the County, and Ms. White answered yes. Ms. Henshaw stated that she has received very positive feedback from her neighbors about community broadband. She believes it will save money in the long run, and it could also provide a great opportunity to have green jobs in the community and to add local jobs that don't involve a commute. Mr. Barnett said that he didn't think this would add jobs to Troutdale. Ms. White said it was possible, depending on the model chosen, to add jobs in the County.

Ms. Carl commented that the feasibility study will end in April, and no city is committed until that is complete. Troutdale will have its own model but there could also be a model for collaborating with other communities. One option is to adopt City of Sandy's model and hire City employees to manage the network.

Mr. Schwab asked about when they could hope to see a profit after investing in the infrastructure. Ms. White answered that they would know this when the feasibility study is finished and based on the community values. For example, Gresham's goal was to make sure that low income households could participate. Where it happens and how it happens will be between Troutdale and the County. Mr. Schwab asked how they quantified the number of low-income residents. Ms. White answered that it's based on Pew Research market study data, and they can also add data from Troutdale to it. Ms. Carl said that CTC also reached out to engineers. Mr. Schwab asked what they would do if she had different information from the Census, and Ms. White said that they will synthesize all of the information and make a strategic decision about where people are overserved or underserved. Mr. Schwab asked if there were areas where she already knows that fiber needs to be built, and she answered they are studying where the City doesn't have fiber but has DSL connections or cable.

Mr. Michael Hanna with Multnomah County commented that once the feasibility study is done, then the information goes back to the six participating agencies to negotiate how they wish to move forward. Each individual entity will decide independently. The City Council has also expressed an interest in adding local jobs, and so that could be a negotiating point. He believes it could add hundreds of jobs during the buildout. Also, when building towers for 5G, there still has to be fiber in the ground. Ms. Castillo asked what the advantage would be to creating an entire network rather than subsidizing Comcast's \$9.95 low-income fee for those who can't afford it especially since T-Mobile is already adding towers. Also, if Comcast loses business, then the rates will go up for those who prefer it. Ms. White asked how many options are currently available and was told there is only Comcast and Frontier. She said that as CTC talks to each of the providers, they'll understand what the providers' costs are. Also, the report will include a take rate for each individual user, so they'll be armed with that information.

Ms. White asked what people would like to see of smart city connections. When you build the poles for 5G or 4G or connecting cars, it's wireless between your phone and the tower, but there still has to be fiber in the ground. 5G is also years away, and it might not be available in Troutdale for quite a while. In our view, fiber is what you need today to be able to use the Internet at home for things like applying for jobs, etc. Ms. Henshaw added that there would still be the option of keeping current carriers.

Ms. White thanked everyone for their input and said she would email the slides to Staff.

iii. Council Appointed Task- Election Reform

Ms. Farrell reminded the group that the Council has asked for a recommendation on how to move forward with elections. Ms. Shackelford located a speaker, Jim Moore with Pacific University, who is neutral on the election reform topic to speak at the April meeting. After his presentation, the group can decide whether to make a recommendation to the Council or table the discussion to the end of May. Mr. Schwab asked how much notice the Council had requested, and Ms. Farrell said they would like a recommendation before the June meeting.

Ms. Rizzo explained the handout she had just distributed containing an article from *The Outlook* and an article from the NAACP addressing election types. She recommends that everyone does some research on the topic before the next meeting. She commented that Justice Ginsburg has spoken against Plurality At Large (PAL) elections, and the federal government doesn't allow it. She believes that if there aren't candidates for a particular office, that shouldn't be an issue. Judges often run unopposed when the majority of voters approve of the job they're doing, and changing the system could mean the majority is not actually heard. She explained that this system means that the candidates with the top three percentages of votes will win, but this doesn't mean the majority of voters support them.

Mr. Barnett asked who invited Jim Moore. Ms. Farrell said she invited him to speak in April. Mr. Barnett suggested that the group do their homework and discuss it in May. Mr. Schwab suggested in April that they make a decision about whether they will be able to decide in May whether they're ready to send a recommendation to Council. Mr. Barney said that this has come up to Council several times, and it's beating a dead horse to bring the topic up again. Mr. Barnett said he agreed and personally felt ready to discuss the subject tonight, but he suggested hearing from Jim Moore in April. Mr. Wheaton asked if Mr. Moore would present a pro-con discussion or just lay out the issues. Ms. Farrell said the intent was for him to present from a neutral point of view. Mr. Erich asked if staff had asked him specifically to address PAL, and Ms. Farrell said he planned to discuss several election systems. However, she can bring him up to date on Troutdale's history and current voting system.

Mr. Barnett offered to explain briefly to Mr. Erich. Many years ago, there was "at large" voting, but that was changed to the traditional process of community members signing up to fill a chair that might be occupied or not of the 6 chairs. The election is by popular vote. Mr. Erich asked if it was by district, and Mr. Barnett said that it was not since Troutdale is too small to be divided into districts. Mr. Wheaton asked if we could recommend a third option, and Ms. Rizzo answered that the Council specifically wanted CAC to address the PAL system.

Ms. Castillo said she has been attending the Council meetings and they've discussed two options: STAR voting or Plurality at Large (PAL). They decided not to consider STAR voting at this time and to ask what the CAC's recommendation is regarding PAL. Ms. Henshaw asked why they were asked to look at it. Ms. Castillo answered that Paul Wilcox and Zach Hudson have been advocating for it, and so the Council is taking their recommendations seriously. Mr. Erich said that the choice of whether to elect from the whole area or dividing it into regions is important because there's a concern about minority representation being affected. For example, if there's an area where there's a great deal of low-income housing, they might not have their views heard if their specific area isn't represented. Mr. Barnett answered that this was not a factor for Troutdale since it is not divided into districts. Seats don't represent one district or another. Ms. Castillo said they could at a later time discuss reaching out to those areas and encouraging minority groups to participate and attend meetings and get involved in their community. Ms. Rizzo said that if there's a community that really wants to be represented, they could band together and elect someone to one of the seats. Mr. Erich asked if it would be worth discussing whether Troutdale could be divided into districts, and Mr. Wheaton said he would be willing to explore the idea. Ms. Rizzo said that if a neighborhood wants representation, they can go for that seat. Ms. Reynolds said the issue is that one seat can have no one running against the incumbent while another seat has several interested candidates. Mr. Barnett said that this is because the incumbent is doing a fantastic job so no one wants to run against them. However, changing to PAL could mean that someone is elected simply because they have a good advertising campaign and can afford to spend heavily on name recognition to influence voters who aren't very familiar with the Council member's records.

Mr. Wilcox advised being careful about scheduling because the Council plans to address this issue on May 12. Ms. Farrell answered that she spoke with their Staff, and they have moved that item to June so the CAC has time to respond.

4. Department Report

i. Parks Master Plan

Ms. Farrell reported that the City is finalizing the 30% design with the landscape architect for the URA trail site. The Parks Advisory Committee plans to invite feedback from CAC. Additionally, the Parks

Advisory Committee has taken on the Parks Master Plan project and the CAC is required to be involved. Staff is finalizing the RFP.

The new city branding design is finished and was presented to the Town Center Committee. The URA site has been named Confluence. They will discuss selling the private development side of that parcel. Also, there is a tri-city project led by Fairview that is looking for input about how turning Halsey Street into a corridor will affect vulnerable populations. Mr. Wheaton said that most residents didn't know what was happening on Halsey. Ms. Farrell answered that it is the Fairview portion of Halsey that is affected, but it does include everything up to 257th. She will see if any meetings or open houses are scheduled.

Mr. Schwab said he had heard that phase 1 would be Target to Fairview Parkway and phase 2 would be Fairview Park to 238th. Ms. Farrell said that Staff are advocating for Halsey Street to have sidewalks and public improvements on it. Sarah Selden is the main contact for the project and Ms. Farrell will let her know that people want to offer their input.

ii. CAC Project Updates: Event Permitting, Public Comment, Community Survey

Ms. Farrell did not have any updates for these topics. However, she attended a transportation meeting and learned that ODOT will soon survey residents about tolling on 205. Trimet will also host an open house to discuss their pedestrian plans. Information is online at the ODOT web site.

Mr. Barnett suggested adding the Census to the April 1 agenda. After discussion, the group decided that 60 minutes would be allotted to the PAL presentation and 30 minutes to the census.

Ms. Farrell reminded everyone that they'd discussed having the June meeting at the Sam Cox Building at 6 p.m. and inviting the census bus after learning that it was too logistically difficult to have the CAC meeting at the elementary school. It was decided to table the discussion until a future meeting.

5. Committee Comments

Ms. Rizzo commented that the Parks Advisory Committee plans to invite the CAC to its May 13 meeting to look at the 30% design of the URA. She distributed an article about the new officer printed in *The Outlook* and mentioned that CAC members were also listed.

Mr. Barnett asked if anyone had reached out to Mr. Brown about whether he wished to continue being on the CAC since he has been absent for 3 consecutive meetings. Ms. Farrell said that Chair Knight should be the one to contact him. He asked if Staff could purchase binders for CAC members to use to store their handouts, and Ms. Farrell said she would be happy to give one to anyone who requested one.

Mr. Schwab thanked everyone for their participation and suggested bringing the houselessness discussion back to the meeting if possible.

6. Motion to Adjourn – Ms. Rizzo moved to adjourn the meeting and Mr. Barnett seconded. The meeting was adjourned at 9:05 p.m.

**Next Regular Meeting:
Wednesday, May 6, 2020 | 7:00 p.m. | Troutdale Police Department**