

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
February 12, 2019
MINUTES**

PRESENT: Mayor Scott Harden, Council President Patricia Smith, and Councilors Bruce Nissen and John Miner. City Attorney Jeff Condit, City Manager Bill Peterson, Public Works Director John Niiyama, Finance Director Seth Reeser, and interested parties.

ABSENT: None.

CITIZEN COMMENTS (NON-AGENDA ITEMS)

There were none.

EMPLOYEE RECOGNITION AWARD

Peterson presented the item and stated that the City Council has adopted a specific goal to honor and acknowledge the employees that work here, and to find opportunities to recognize special employees. Peterson stated that is a unique and dedicated statement from the Council and is truly magnificent. Peterson stated that the award is for Marie Kizzar. Peterson stated that the award program is based on rewarding those employees who have created qualifiable savings for the community. Peterson stated that the employee is then eligible for 25% of the savings, up to \$5,000. Peterson stated that Marie has been with the City for 21 years and is a cornerstone of the Public Works department.

Peterson explained how the program and award works, and how the results are measured. Peterson stated that the award in this case was based on a cost savings for the leaf drop off program. Peterson stated that traditionally the leaf collection program had been through Waste Management, and the City paid for the dumpsters and disposal fee. This year, Marie suggested using the City's crews and equipment and disposing of the leaves in-house. Peterson stated that took the cost of the program from over \$3,000 to just under \$2,000.

Peterson stated that the award is for Marie, and that she is a quality staff member.

PUBLIC SAFETY REPORT

Chief Gates and Captain Wendland presented the report. Gates stated that Captain Wendland will be replacing him for the chief position with the City. Gates stated that he has all the faith and confidence in Wendland to serve the community and the Council.

Wendland stated that he has big shoes to fill and has a connection with the community. Smith asked if the Council could get Wendland's contact information. Wendland stated that he would get that to the Council.

Gates stated that one of the highlights of his career has been the ability to serve Wood Village and have that small-town feel. Gates stated that working with the Council and City Manager has always been a pleasure, and the City and Council are fantastic, and it has been an honor and privilege to serve the community.

Gates stated that the monthly reports have two new columns for assault and suicide. Gates stated that traffic crashes were above average, and there were 14 crashed this past month. Gates stated that there were 3 burglaries in the City last month as well. Gates stated that there were 177 dispatched calls and 264 self-initiated calls. Gates stated that the average response time for emergency calls was 3:48, which is lower than the average.

Gates stated that all calls for service have increased in the City over the past three years. Gates stated that in looking at the same numbers with self-initiated and dispatched calls, while both have increased, the self-initiated calls increased more dramatically and have accounted for more of the increased calls.

Gates stated that in reviewing crashes and injury crashes, there is a decrease in all crashes, and a decrease in injury crashes when considered as a total of all traffic movements. Gates stated that in looking at the major crimes or liability crimes, burglary was down, and vandalism is flat. Gates stated that while there was an increase this past month, it is unusual. Gates stated that a burglary is a business or residential theft, and business theft is more common. Gates stated that vehicle theft is increasing, and it is increasing area wide. Gates stated that a lot of the theft calls are due to the larger retail outlets in the City that pursue shoplifters.

Miner asked if there are areas of the stats where Wood Village stands out as either higher or lower in any area. Gates stated that he took an effort in looking at the difference districts, but the districts are too spread out, and in general, it is all about the same. Gates stated that all in all, the crime rate has a general decline. While calls for service have increased, not all the calls are crime related or criminal in nature.

Miner asked if the shifts are adequately staffed and if there are a sufficient number of staff members. Gates stated that the model is adequately staffed, and the concept of community resource deputies exists in Corbet and Sauvie Island, and that is something that could be implemented in this region, with additional resources for staffing. Gates stated that the MCSO does not have a traffic team, and that is needed in the region. Gates stated that it is an expense operation, but it will be needed in the future.

Smith asked how the HOPE team is doing. Gates stated that they are going strong and being proactive in the area. Gates stated that this time of year it is about getting people into warm shelters, and the response and approach will be different in the warmer months.

Smith asked about a newsletter article encouraging people to call on suspicious activity and that it is okay to call about suspicious. Gates stated that it would a good article and reminder for people to call if they see or hear something. Wendland stated that calls that result in no action are often liked by deputies because there is no paperwork and can keep the community safe and responsive.

The council thanked Gates for his report and service, and welcomed Wendland.

CONSENT CALENDAR

- a. Review of bills paid in January, 2019
- b. Contracts \$2,500 - \$50,000
 - Edgefield – Appreciation Dinner Venue: \$4,000
 - 3 Kings – Unlocated water/sewer lines: \$8,471
- c. Budget Committee Appointment: Mark Clark – Term to Expire 12/31/21
- d. Parks Committee Appointments: - Term to Expire 12/31/20
 - Mark Clark
 - Mary Clark

Upon motion by Smith, seconded by Nissen and passing 4-0, the Consent Calendar was approved.

RESOLUTION 9-2019: DESIGNATING MEMBERSHIP OF THE URBAN RENEWAL BOARD

Peterson presented the resolution and stated that this topic started with the resignation of Mayor Clark. Peterson stated that the Mayor is the chair of the Urban Renewal Board. Peterson stated that it was then discussed to appoint all Council members to the Urban Renewal Board via resolution. That would be along with the citizen members. Peterson stated that there is nothing in the code or statues that would prohibit the action. Peterson stated that the board regulations has a minimum number of members, but no maxim. The board has to have a minimum of three Councilors and two citizen members.

Peterson stated that the action will help ensure a quorum, and appropriate decision-making ability. Peterson explained that the Urban Renewal agency will become a financial powerhouse that will move quickly, and engaging the entire Council is a good idea.

Peterson stated that the staff recommendation is to approve the resolution, and asked if there were any questions.

Upon motion by Miner, seconded by Nissen and passing 4-0, Resolution 9-2019 appointing the full Council to the Urban Renewal Board was approved.

RESOLUTION 10-2019: CITY MANAGER CONTRACT RENEWAL

Peterson presented the resolution and stated that the existing contract expired at the end of November 2018. Peterson explained that with the cancer diagnosis of Mayor Clark, the issue was put on hold, and the contract is now set to run through November 30th of 2020. Peterson stated that the contract terms remain the same except he is no longer restricted by PERS hours, and the contract does not have renewal provision. Peterson stated that if the total number of hours in the year are consumed, the rate goes to an hourly rate.

Miner stated that he wanted to commend the arrangement as the costs spent are well spent.

Upon motion by Smith, seconded by Nissen and passing 4-0, Resolution 10-2019 renewing the City Manager contract was approved.

CITY COUNCIL RETREAT DEBRIEF

Peterson presented the debrief and stated that the retreat was facilitated by Mike Abate and reviewed the agenda for the event. Peterson stated that the council discussed the mission, motto, vision statement and goals. Peterson stated that the Council considered language in the mission to include a statement about being inclusive, the motto will be everything you need in one square mile, and the old motto will be the new values statement. Peterson stated that then there was a revision to goal 1, which was to remove the term quality housing, which could be viewed as a biased statement, and the Council wants to ensure a fully array of housing types in the community.

Peterson stated that he will be asking about the presentation, the site, food, and the discussion items at the retreat. Peterson presented the items that were discussed for the Annual Performance Plan for next year. Peterson stated that what failed to get into the list was the broadband initiative.

Peterson stated that the next steps will be to look at the items and place them in one of the seven goals, assign a department director to the item, and then provide a time and resource estimate to

complete the item. Peterson stated that a draft will be brought to the Council in March for an April adoption.

Peterson stated that the retreat costs this year was just under \$6,000, and the bulk of the cost was for the facilitator. Peterson stated that the estimates for facilitation ranged from \$5,000 to \$12,000. Peterson explained that the next year's budget will need to reflect the higher cost of facilitation.

Peterson asked for feedback on the retreat. The Council liked the site, as well as the facilitator. Smith did not like the food and requested different food for net time. Peterson asked if the five-year financial projection could be done at the retreat or at a different time. Harden stated that it makes the most sense to be at the retreat. The Council agreed.

Peterson asked about the Master Plan updates. The Council stated that they liked it and it should be at the retreat. Peterson asked about the progress report on the current year's Annual Performance Plan. The Council stated that they liked it and explained that it helped with the development of the new Annual Performance Plan. Peterson asked what was missing from the retreat. The Council stated that they really enjoyed the structure and layout of the event. Nissen stated that he like the part of developing Annual Performance Plan ideas prior to the event. The Council agreed.

RESOLUTION 11-2019: GRANT APPLICATION AUTHORIZATION – PARK ENTRY ENHANCEMENTS

Niiyama presented the resolution and stated that at a recent EMCTC meeting, Metro presented the updated Regional Transportation Options grant program. Niiyama explained that the RTO program is to promote other modes of transportation including biking and walking through maps, wayfinding, and to encourage alternative modes of transportation.

Smith asked about the specific requirements for proposed projects. Niiyama stated that the park entry enhancement project falls under one of the grant categories with the Gorge Hub work to increase way finding in the region.

Harden asked if there is a specific amount the City is seeking, or if the grant team picks the amount. Niiyama stated that staff will include a specific ask in the grant. Niiyama presented concept images of the proposed Gorge Hub work in the park.

Niiyama stated that the engineering estimate for the project is \$160,000, not including the gate. The budget appropriation this year is \$154,000, and that fund will support the matching requirements of the grant, which would enable more work to be completed. Niiyama stated that

if awarded the grant, the award cycle is 2019-2022, so the project would be on hold until the funds were received.

Upon motion by Nissen, seconded by Miner and passing 4-0, Resolution 11-2019 authoring an RTO Grant Application for the Gorge Hub project was approved.

DISCUSSION: 31ST ANNUAL WOOD VILLAGE EASTER EGG HUNT

Dirks presented the discussion and stated that the event will take place on April 20th. The location is the Donald Robertson Park, and the main questions are how many eggs, and what features to include in the event. Dirks stated that he has been working on revising the special needs hunt, and stated the a hunt area for kids with sensory needs was suggested, and that hunt would take place earlier in the morning when there is less people at the event.

The Council asked for 31,000 eggs for the 31st year and stated that they would like to see reusable bags or paper bags handed out at the event. The Council stated that they did not want plastic bags at the event. The Council stated that egg dying kit were also not needed this year. Dirks stated that he will make those revisions to the event plan.

The Council thanked Dirks for the update on the event.

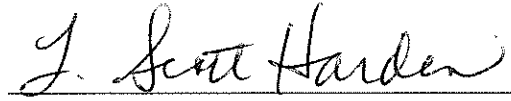
COUNCIL COMMENTS

Harden stated that after the retreat he was approached by Mike Abate who was approached by a group to encourage the state to have a Vietnam war memorial at the capital in Salem. Harden stated that two letters have been drafted to support the effort and asked for approval from the council. Council approved of the letter.

Miner asked about the plastic bag letter. Harden stated that he signed the letter because the Council has already acted to move forward on a single use plastic bag ban, and this would be plastic bag ban statewide which levels the playing field for all retailers.

ADJOURN

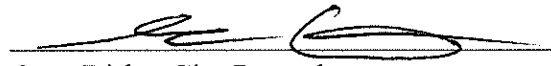
With no further business coming before the Council, the Council adjourned at 7:45pm.



T. Scott Harden
Mayor

10-12-19
Date

ATTEST:



Greg Dirks: City Recorder