

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
February 26, 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.

PRESENTATION: TRANSPORTATION OPTIONS

Heidi Beierle of the West Columbia Gorge Chamber of Commerce gave the presentation and stated that she wanted to give an update on the transportation options study that is being conducted by the chamber. Beierle stated that the grant was originally awarded in 2015, and there were two portions of the grant. The first was the Gorge Hub design work which has been completed, and the second was the transportation options for the industrial areas of the region. Beierle stated that this is otherwise known as the final mile connections. Beierle presented an aerial of the study area which primarily focuses on the area north of the freeway, and in the Troutdale Reynolds Industrial Properties.

Beierle stated that the study consisted of research, interviews, and surveys. Beierle stated that there was an employee and employer survey to help understand the needs and opportunities, and the operations of the industrial businesses in the study area. Beierle stated that MHCC was also included in the survey. Beierle stated that the survey had a lower response rate than what was hoped, and the results were supplemented with required surveys from FedEx and Amazon. Beierle explained that those responses were from 2017.

Beierle stated that people mainly drive alone to get to work, followed by car pool, and some or little use of transit. Beierle stated that transit did not go into the TRIP area until March of 2018, so the survey did not account for that change in service. Beierle stated that people drive alone to save time, and to have access a car during the working hours. Beierle stated that people choose other options because it saves money, or there is no access to a car or driver license.

Beierle stated that the area is not well served by transit, and most of the parking is free. Beierle stated that there is a tentative project with the City of Troutdale and the County to provide additional weekend transit service to the TRIP properties. Beierle stated that other active modes of transportation have planned facilities, or improvements that have been made, but have poor regional connection.

Beierle stated that there are a lot of large employers in the study area, and they operate 24 hours a day seven days a week. The employers range from large retail to industrial and warehouse logistics. Beierle stated that in many cases, without a car getting to work in the area is challenging. Beierle stated that this study is not about discouraging driving, and is about creating options and choices on how to get to work.

Beierle stated that creating options has been dubbed the kitchen sink approach, which is about providing as many options as soon as possible. Beierle stated that the approach has logistical issues such as funding and prioritization, and it does give the most options to let people choose what is best for them.

Beierle stated that one of the top recommendations was to convey a regional coordination advocacy panel which would include policy makers, cities, and employers to help create and find options. Beierle explained that the Regional Solutions Team can also be an option and stated what the Regional Solution Team process is and how it functions. Beierle stated that some of the prework to get that process has started, and a financial contribution ask will be made to help support the process.

Beierle stated that other options and solutions include incentivizing carpooling and van sharing. Beierle stated that does not necessarily cost a lot of money and funds are available for these types of program. Beierle stated that van share as an option would be like vans available at transit centers that employee groups have access to use. Beierle stated that is often funded by the employer.

Beierle stated that there are a number of transit recommendations such as weekend service, and generally looking at the region on how to coordinate transit service with shift times. Miner stated that at the recent EMCTC meeting, the Tri-Met rep discussed a shuttle and the partnership with area businesses. Beierle stated that Amazon has the largest number of employees in the area with shifts on the weekend. Beierle stated that with no good transit options in the region, Amazon is paying for its own shuttle service. The project that Troutdale and the County are working on for the study area is funded by HB2017.

Beierle stated that recommendations for active transportation projects includes building out trails, and the pedestrian projects identified in the area transportation plans. Beierle stated that increased lighting and separating the facilities for safety is also a recommendation. Beierle stated that there are opportunities for minor mobility options such as bike or scooter sharing services. Beierle stated that compressed work weeks and telecommuting can also make sense for some business models. There are also mobility challenge months and events to encourage using other transportation options. Beierle stated that can be parred with financial incentives or subsidies for employees.

Beierle stated that other options include ride assistance and onsite facilities to accommodate non-motorized trips. Beierle stated that in terms of commuting, enforcement and monitoring such as parking permits and priority carpool and van pool parking is important.

Beierle stated that employee orientations for new employees should include information and items to promote an encourage alternative modes of transportation. Those programs can also be used in workforce training programs. Beierle stated that land use options is the last category of recommendations, and include items such as enabling onsite childcare, food provides, and a mix of the other uses to bring services closer to where people are working.

Miner asked if there is any action that the City needs take, and where does the City fit into this initiative. Beierle stated that there are no specific action items for the City right now. The Regional Solutions Team may be reaching out to the City, and the City's support of that process is important. Beierle stated that it is more about awareness at this point.

Smith stated that the onus is being put on employee and employers. Smith stated that this should be coming from Tri-Met, and they should be the ones that are giving people the access that is needed. It should not be on the employee to ride bikes for miles to get to work as a viable option.

The Council thanked Beierle for the presentation and update.

RESOLUTION 12-2019: FEE SCHEDULE

Reeser presented the resolution and stated that the resolution increases the lien search fee from \$20 to \$30 per request. Reeser stated that the fee has been at \$20 since the mid-1990's and has not be changed since. Reeser sated that this fee is a convenience fee for title companies when a property sells to check for outstanding liens and fees. Reeser stated that the City uses a third-party vendor to provide the access to accounts. That access costs the City \$10 per search, so the City receives \$10 per search. Reeser stated that the fee recently increased to \$12, and staff looked at the fee structure and rate. Reeser stated that the recommendation is to set the fee at \$30 to avoid additional increases in the near term based on increases from the vendor. Reeser stated that there are about five to six searches a month for total of about \$1,000 a year. Reeser stated that it is a service mainly for title companies to help assure that outstanding bills are paid at closing.

Reeser asked if here were any questions.

Nissen asked about the fees that other jurisdictions are charging. Reeser stated that he does not know and can get that information. Reeser stated that part of this is based on the fact that the fee has not been increased in some time. Peterson stated that fees have to be net neutral for the City and cannot be used a general revenue source. Peterson stated that staff did some research on what it all takes to process the request and to keep the database up to date, and \$30 is about right.

Reeser stated that the big picture idea is to bring forward a master list of fees and charges, which would be reviewed annually.

Upon motion by Smith, seconded by Nissen and passing 4-0, Resolution 12-2019 adjusting the lien search fee was approved.

RESOLUTION 13-2019: SURPLUS ITEMS

Niiyama presented the resolution and stated that it authorizes specific items for surplus and disposal. Niiyama stated that the process to declare items as surplus items goes back to 2002 and was updated in 2012. Niiyama stated that a general list of items has been provided, including some large capital items. Niiyama explained that the smaller items that will be disposed of by either through donation, recycling, or trash. Niiyama stated that there is not much fiscal impact, except for the larger capital items. Niiyama stated that the staff recommendation is to approve the resolution.

Smith asked if some items could be held off for the yard sale event. Peterson stated that could occur. Miner stated that he feels better about giving items away instead of selling them. Condit stated that if declared surplus and it has value, it is supposed to be sold to get money to offset the costs of the item. There is also the authority to donate items.

Upon motion by Nissen, seconded by Miner and passing 4-0, Resolution 13-2019 declaring items for surplus was approved.

RESOLUTION 14-2019: REVISED MISSION, GOALS, VALUES, AND MOTTO

Dirks presented the resolution and stated that the revisions came out of the recent City Council retreat. Dirks stated that the revisions include the City's mission statement to include the word inclusive, quality housing was taken out of goal 1 to remove any kind of prejudice on housing types, and the City's motto was changed to the City's value statement. The new motto is the branding phrase everything you need in one-square mile.

Dirks asked if there were any questions.

Upon motion by Nissen, seconded by Smith and passing 4-0, Resolution 14-2019 revising the City's mission, goals, value statements, and motto was approved.

CITY COUNCIL APPOINTMENTS; EMEA AND EMCTC

Peterson stated that the nominees for the committees are for Miner and Harden, and the staff representative to EMCTC is Niiyama. The Council agreed to the appointments.

PUBLIC WORKS DIRECTOR'S REPORT

Niiyama presented the report and stated that the Cedar Lane project is well underway. Niiyama stated that the project started last week and is moving along. Niiyama stated that public works activities include meter reading, plowing and sanding, and debris removal from the Donald

Robertson Park. Niiyama stated that street sweeping will occur next week to remove the loose gravel and sand that was placed during the winter events.

Niiyama stated that sewer cleaning at the Shea lift station has been ongoing. Storm drains have been monitored and cleaned as well, and staff is working with contractors on rebuilding bad valves in the system. Niiyama stated that meetings have included regional and internal meetings.

Niiyama stated that the City's Engineering Technician has left for the City of Gresham, and staff is doing interviews in two weeks for a replacement. There has also been a new utility worker brought on board, and Kesha Villaca started last week.

Niiyama presented the January water production and consumption report. January had about 5.3 percent system loss which is great

Harden thought that the public meeting on Cedar Lane went really well and was a good meeting. Niiyama stated that the Cedar Lane project has had a few issues. There was a water line that was not in the anticipated location, which cause a bit of delay and added expense. There is also an abandoned line that probably contains asbestos that will need to be removed. Niiyama stated that Scott Sloan has also come back to help with the onsite work and inspections.

The Council thanked Niiyama for the report.

FINANCE DIRECTOR'S REPORT

Reeser presented the report and stated that there is a handout which reviews how future financial report could look. Reeser stated that he has used these in the past and found that they include more information in less pages and in general is easier to read. Reeser stated that he wanted the feedback on the proposed new reports. Reeser presented each new graphic and option.

Nissen stated that at first glance the new reports are a bit busy. Miner stated that the likes the snapshot approach and would like to see additional details if there were potential issues. The Council agreed. Harden stated that he likes the years of history in the old style of reporting. Reeser stated that more years could be added to the charts.

Peterson stated that he has found that the sheets of historic fund balances are nearly valueless. Peterson stated that he felt that a whole lot of what has been presented was too much, and that the same information could be presented graphically in order to see where things are. Reeser stated that this is about having a conversation about what the Council needs. Reeser stated that these could be added as additions to the standard report, or they can be reworked.

Reeser stated that he will continue to work on the format of reports, and the conversation can continue in to future meetings.

CITY MANAGER’S REPORT

Peterson stated that the report is in the packet. The Annual Performance Plan was provided at the retreat with a status update. There are several items that have ran over time and were out of the City’s control.

CITY COUNCIL REPORTS

Miner stated that he attended the EMCTC and EMEA meetings and will be sharing information with the Council as needed based on the outcomes and agendas of the meetings.

Harden stated that he wanted to encourage everyone to attend the City Council meeting and greet on Thursday evening at 6pm in Fairview. There are new councilors in all the cities, and it would be a nice gathering event. Harden stated that he also wanted to point out that he was asked by the Gresham Outlook to comment on the legislation what would eliminate single family homing zoning. Harden stated that even though the legislation as written would not impact the City, Harden stated that he is against the state taking away more home rule from cities, and cities are able to come up with better local options than state mandates.

The Council stated that the response was well said and support the action.

Harden stated that HB 2420 is also in the works for third part building consulting services. Harden stated that while he likes the partnerships with the cities, there may be options for lower costs services with this bill. Harden stated that if so desired, the Council can write in support of the measure. The supported the bill and asked Peterson to draft a letter of support.

ADJOURN

With no further business coming before the Council, the Council adjourned at 7:55pm.

T. Scott Harden

T. Scott Harden
Mayor

10-12-19
Date

ATTEST:


Greg Dirks: City Recorder