



*Mayor*  
Timothy Clark

*Council President*  
Scott Harden

*Councilors*  
Patricia Smith

Bruce Nissen

Mark Clark

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**MEETING OF THE  
WOOD VILLAGE CITY COUNCIL  
July 13, 2017  
MINUTES**

**PRESENT:** Mayor Timothy Clark, Council President Scott Harden, Councilor Bruce Nissen. City Attorney Jeff Condit, Finance Director Peggy Minter, Public Works Director Scott Sloan, and interested parties.

**ABSENT:** Councilors Patricia Smith and Mark Clark, and City Manager Bill Peterson.

**MAYOR TIMOTHY CLARK CALLED THE MEETING TO ORDER AT 6:00 PM.**

**CITIZEN COMMENTS (NON-AGENDA ITEMS)**

There were none.

**PUBLIC SAFETY REPORT**

Lieutenant Joel Wendland presented the report. Wendland stated that for the month of June there were 199 dispatched calls for service. Of those, 147 were non-emergency calls. There were also 191 self-initiated calls. Wendland stated that average response time for emergency calls was just over five minutes, and the response time for non-emergency calls was eight and a half minutes. Wendland stated that total time spent in Wood Village was 174 hours. Wendland stated that there is nothing unusual to report, and the warm summer months tend to bring on more calls for service.

Wendland stated that the Nite Out is scheduled for later in the month, and Chief Gates will be back from his vacation. Wendland asked if there were any questions. The Council thanked Wendland for the report and service to the community.

**CONSENT CALENDAR:**

- a. Review of bills paid in June, 2017
- b. Contracts \$2,500 - \$50,000
  - McNamara Construction: New Gateway Sign - \$5,272
  - Kip Edgley: 238<sup>th</sup> Lift Station Upgrade - \$10,706.89
- c. Council Minutes:
  - June 13, 2017
  - June 27, 2017

Upon motion by Harden, seconded by Nissen and passing 3-0, the Consent Calendar was approved.

## **DISCUSSION: 2017-18 ANNUAL PERFORMANCE PLAN REVISIONS**

HR/Records Manager Greg Dirks presented the resolution. Dirks stated that the Council is very aware of what the APP is, and how it is intended to function. Dirks explained that the Council discusses potential projects and ideas at their retreat each January. These items are then further refined and reviewed for consideration into the APP. The APP is then adopted in early April, and becomes one of the essential planning documents for the development of the annual budget.

Dirks stated that the APP acts as an accountability tool for the Council, and as an internal work plan for staff. Dirks explained that the year is scheduled and formed around the APP, and the organization's overall effectiveness and efficiency are impacted when items on the APP are not funded. Dirks stated that three items that were on the adopted APP were not funded in this year's budget. Those items were scoping and preparing an IGA for overpass art, developing community engagement strategies, and a housing plan.

Dirks stated that since those items were not funded, staff will not be able to complete them in the coming year. Dirks explained that the Council has to formally remove items from the APP, and the request is to remove those three items because they were not funded. Dirks stated that in looking towards next year's retreat and APP formulation, it would be helpful for staff to know what kind of information the Council would like to have regarding estimated costs and funding. Dirks stated that does not have to be discussed right now, but something to think about moving forward.

Upon motion by Nissen, seconded by Harden and passing 3-0, Resolution 24-2017 revising the 2017-18 Annual Performance Plan was approved.

## **DISCUSSION: GARAGE SALE AND CLEANUP DAY RECAP**

Dirks presented the discussion and stated that the Garage Sale was the second annual event, but took place over a different weekend. Dirks explained that the Garage Sale weekend took place June 16-18<sup>th</sup>, with about 28 participants. Last year the event had over 30 registered sellers, with additional sale locations that did not register. Dirks stated that the City conducted outreach and advertising efforts that included large banners, as well as online advertising that linked to the City's website which included sale locations.

Dirks presented a map of sale locations, and stated that there was not an open space available for people to sell. Dirks stated that could be added to future events. Dirks explained that there was little feedback from sellers, and the feedback received was how small the event seemed this year. Dirks stated that weather may have been a factor, and we can look at new strategies for next year. Dirks stated that there was also the perception by some guests that there was a central location for all the sales. Dirks explained that there are several examples of community-wide garage sales that bring in a lot of activity. Dirks stated that a lot of those sales have been going on for many years, but there is no reason to think that this could not be one of them.

The Council thanked Dirks for the presentation, and stated that looking into an open space for a one-day sale location for residents may be a good idea for next year.

Dirks stated that the annual cleanup day took place on the following Saturday the 24<sup>th</sup>. The event hours were 9am to 2pm, which is what they have been for several years. Dirks presented the list of items that were accepted at the event, and explained that the representative from Waste Management permitted additional construction type debris. There was also a reuse area that had a good amount of items. Dirks explained that we still did not accept electronic or hazardous waste items.

Dirks stated that three households took advantage of our elderly assistance program, and we collected a full barrel of canned food for snowcap. Dirks explained that we collected over 14 tons of mixed waste which is two more tons than last year. There was also 6.24 tons of scrap metal which is four more tons than last year. Dirks stated that we were able to get a dedicated dumpster for tires, and we collected 89 tires as well. It was the largest by volume cleanup event since changing to a drop off event.

Dirks stated that the City's cost for the event was a little over \$200 including supplies and food for volunteers. Dirks explained that he had worked with a local store to get 15 volunteers, but only one showed up. Dirks stated that he followed up with the store manager who indicated that he will do more next year to encourage participation. Dirks explained that he also failed in event planning by not engaging more businesses or organizations to help out. Dirks stated that he will work on getting more volunteers for next year. Dirks stated that he had thought about revising the event to account for fewer volunteers, but in discussions with staff realized that this event really cleans up the community. There was nearly 20 tons of waste in the City that we were able to remove. Dirks stated that he will work to increase the number of volunteers so that we can continue to remove junk from the City.

The Council asked if an e-waste dumpster could be brought to the event next year. Dirks stated that he can look into it. The Council thanked Dirks for the presentation.

#### **DISCUSSION: 2<sup>ND</sup> ANNUAL WOOD VILLAGE PUMPKIN FEST**

Dirks presented the discussion and stated that this will be the second annual pumpkin fest. Dirks explained that staff has some new ideas for the event, but the date has remained the same. Dirks stated that the proposed date is the Saturday before Halloween, and the event would run from 12-5pm. The event would remain at the Donald Robertson Park which has room for the event features and parking. Dirks explained that the items from last year that will remain include the carved pumpkins from area school students, pumpkins for open carving, art, craft, and food vendors, a red cross blood drive, and a costume contest.

Dirks asked if the Council would like to have a professional carver again this year. Dirks stated that while it was a nice feature to have several large pumpkins and a professional carver, it did not bring in or sustain a lot of guests. The Council agreed. Dirks stated that new ideas for the event include a Dia de los Muertos component, and Native American elements as well. Dirks explained that ideally we

will be able to partner with an organization or group for both activities, and they can include face painting, storytelling, and generally sharing their culture with the community. It can also be a way to help the event be more inclusive and welcoming.

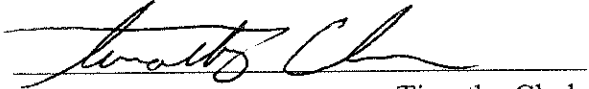
Dirks stated that one of the original ideas for this event was to partner with Edgefield, but the response from their team has been less than enthusiastic. Dirks explained that he met with representatives this past spring who indicated that they were satisfied with how their event ran last year, and did not have any intention on expanding it. Dirks stated that we can continue to try and work with Edgefield for a combined event if that is what the Council would like. The Council asked staff to focus on making the new features successful, and not to worry about Edgefield.

Dirks presented the proposed budget for the event, and stated that \$5,000 has been allocated for the event. Dirks stated that the main expenses include renting the large canopy and buying the pumpkins. There will be other expenses for supplies and other items, and we will work to obtain sponsorships for the event. Dirks asked if there were any questions or comments on the event plan. The Council asked about a costume contest for pets. Dirks stated that he can look into that. The Council requested that the pumpkins be washed before the event. Dirks stated that would also be done, and he has a better idea of the volunteer needs since the first event last year.

Upon motion by Harden, seconded by Nissen and passing 3-0 the second annual Pumpkin Fest was approved.

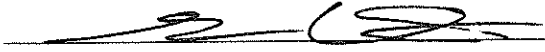
#### **ADJOURN**

With no further business coming before the Council, the Council adjourned at 7:30pm.

  
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Timothy Clark  
Mayor

9-14-17  
\_\_\_\_\_  
Date

ATTEST:

  
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Greg Dirks: City Recorder