

**REGULAR MEETING OF THE
WOOD VILLAGE CITY COUNCIL
May 10, 2016
AGENDA**

6:00 P.M. PLEDGE OF ALLEGIANCE

1. Citizen Comments (non-agenda items)
2. Public Safety Report (MCSO)
3. Consent Calendar:
 - a. Review of bills paid in April, 2016
 - b. Contracts \$2,500 - \$50,000
 - Firwood Design Group – Interceptor Trail Design: \$15,234
 - c. Budget Committee Appointment: Craig Howard
 - c. Council Minutes:
 - April 12, 2016
 - April 28, 2016
4. Proclamation: Public Works Appreciation Week
5. Resolution 16-2016: Final Payment Authorization for the Halsey Street Sewer Capacity Project
6. Discussion: City Educational Programs Recap

EXECUTIVE SESSION PER ORS 192.660(2) (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

ADJOURN

The meeting location is wheelchair accessible. This information is available in large print upon request. To request large-print documents or for accommodations such as assistive listening device, sign language, and/or oral interpreter, please call 503-667-6211 at least two working days in advance of this meeting.



CITY OF WOOD VILLAGE

Check Report

By Check Number

Date Range: 04/01/2016 - 04/30/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
0330	BURNS FEED STORE, INC	04/07/2016	Regular	0.00	174.98	20793
10033	CHR CREATIVE	04/07/2016	Regular	0.00	1,948.00	20794
0505	CITY OF FAIRVIEW	04/07/2016	Regular	0.00	63.92	20795
0520	CITY OF GRESHAM	04/07/2016	Regular	0.00	91,976.25	20796
0638	COPYTRONIX	04/07/2016	Regular	0.00	2,108.52	20797
1042	FASTENAL COMPANY	04/07/2016	Regular	0.00	29.26	20798
1049	FEI PORTLAND WATERWORKS #3011	04/07/2016	Regular	0.00	2,101.60	20799
1200	GLOBAL NETWORK SUPPORT INC.	04/07/2016	Regular	0.00	2,636.25	20800
10079	INNOVATIVE CHANGES	04/07/2016	Regular	0.00	250.00	20801
0960	KIP EDGLEY	04/07/2016	Regular	0.00	3,079.98	20802
1571	LOWES COMPANIES, INC	04/07/2016	Regular	0.00	572.30	20803
	Void	04/07/2016	Regular	0.00	0.00	20804
10002	MEASURE-TECH INC	04/07/2016	Regular	0.00	833.75	20805
2236	PETTY CASH	04/07/2016	Regular	0.00	418.06	20806
2569	RODDA PAINT	04/07/2016	Regular	0.00	44.78	20807
2850	TOTAL RENTAL CENTER	04/07/2016	Regular	0.00	39.00	20808
2235	WILLIAM PETERSON, JR.	04/07/2016	Regular	0.00	376.40	20809
10078	YELENA SHAPOVALOV	04/07/2016	Regular	0.00	337.63	20810
0170	AT & T MOBILITY	04/14/2016	Regular	0.00	400.99	20812
10057	CENTURY WEST ENGINEERING CORP	04/14/2016	Regular	0.00	4,278.80	20813
0510	CITY OF GRESHAM	04/14/2016	Regular	0.00	33,954.04	20814
0770	DCBS-FISCAL SERVICES	04/14/2016	Regular	0.00	3,396.33	20815
1056	FIERCE THOUGHT	04/14/2016	Regular	0.00	110.00	20816
1120	FRONTIER	04/14/2016	Regular	0.00	79.78	20817
0340	GRESHAM LOCKSMITH, INC.	04/14/2016	Regular	0.00	25.00	20818
0960	KIP EDGLEY	04/14/2016	Regular	0.00	2,200.00	20819
1500	LEAGUE OF OREGON CITIES	04/14/2016	Regular	0.00	20.00	20820
1650	METRO	04/14/2016	Regular	0.00	1,061.91	20821
2020	ONE CALL CONCEPTS, INC	04/14/2016	Regular	0.00	29.40	20822
2210	PARKROSE HARDWARE	04/14/2016	Regular	0.12	5.82	20823
2270	PGE	04/14/2016	Regular	0.00	7,726.39	20824
	Void	04/14/2016	Regular	0.00	0.00	20825
2530	REYNOLD'S SCHOOL DISTRICT #7	04/14/2016	Regular	0.00	4,633.13	20826
10080	SIERRA EXCAVATION & CONSTRUCTION LLC	04/14/2016	Regular	0.00	6,000.00	20827
2684	SKIPPER & JORDAN NURSERY, INC.	04/14/2016	Regular	0.00	885.00	20828
0122	AWWA-NW OREGON SUBSECTION	04/21/2016	Regular	0.00	660.00	20830
0970	CARQUEST AUTO PARTS	04/21/2016	Regular	0.00	23.59	20831
0510	CITY OF GRESHAM	04/21/2016	Regular	0.00	29,846.41	20832
0579	COLUMBIA PEST CONTROL	04/21/2016	Regular	0.00	65.00	20833
1120	FRONTIER	04/21/2016	Regular	0.00	74.04	20834
1200	GLOBAL NETWORK SUPPORT INC.	04/21/2016	Regular	0.00	1,954.80	20835
1303	HARBOR FREIGHT TOOLS	04/21/2016	Regular	0.00	25.98	20836
1390	INTEGRA TELECOM	04/21/2016	Regular	0.00	575.10	20837
1790	MULTNOMAH COUNTY SHERIFF'S OFF	04/21/2016	Regular	0.00	100,190.50	20838
1960	OFFICE DEPOT CREDIT PLAN	04/21/2016	Regular	0.00	676.51	20839
0810	OREGON DEPT OF ENVIRONMENTAL QUALITY	04/21/2016	Regular	0.00	875.00	20840
2195	OVERHEAD DOOR CO	04/21/2016	Regular	0.00	670.00	20841
2834	TICE ELECTRIC CO	04/21/2016	Regular	0.00	1,418.55	20842
10072	VALLEY WEST LANDSCAPES	04/21/2016	Regular	0.00	12,334.00	20843
3005	WALMART COMMUNITY	04/21/2016	Regular	0.00	861.55	20844
0081	AFLAC	04/28/2016	Regular	0.00	221.24	20845
0637	CONST & GEN LABORERS' UNION LOCAL 737	04/28/2016	Regular	0.00	148.00	20846
0431	76 FOODMART	04/28/2016	Regular	0.00	55.65	20847
0309	BUILDING CODE CONSULTANCY	04/28/2016	Regular	0.00	4,733.64	20848

Check Report

Date Range: 04/01/2016 - 04/30/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1049	FEI PORTLAND WATERWORKS #3011	04/28/2016	Regular	0.00	525.19	20849
1120	FRONTIER	04/28/2016	Regular	0.00	159.44	20850
10070	JESSE RODRIGUEZ CONSTRUCTION	04/28/2016	Regular	0.00	41,461.85	20851
1615	MATHER & SONS PUMP SERVICE, INC	04/28/2016	Regular	0.00	144.00	20852
1920	NW NATURAL	04/28/2016	Regular	0.00	396.35	20853
0810	OREGON DEPT OF ENVIRONMENTAL QUALITY	04/28/2016	Regular	0.00	160.00	20854
2350	POSTMASTER	04/28/2016	Regular	0.00	700.00	20855
3097	WELLS FARGO - CA	04/21/2016	Bank Draft	0.00	347.00	DFT0000314
3096	WELLS FARGO - FD	04/21/2016	Bank Draft	0.00	1,327.23	DFT0000315
3098	WELLS FARGO - PW	04/21/2016	Bank Draft	0.00	1,533.88	DFT0000316
1710	MILLER NASH GRAHAM & DUNN LLP	04/21/2016	Bank Draft	0.00	1,584.00	DFT0000317
2942	TYLER TECHNOLOGIES INC	04/21/2016	Bank Draft	0.00	11.20	DFT0000318
2153	OREGON DEPT OF JUSTICE	04/30/2016	Bank Draft	0.00	600.00	DFT0000320
1880	NATIONWIDE RETIREMENT SOL.	04/28/2016	Bank Draft	0.00	250.00	DFT0000321
0920	CIS TRUST	04/28/2016	Bank Draft	0.00	12,463.63	DFT0000322
2200	OREGON PERS	04/28/2016	Bank Draft	0.00	12,891.39	DFT0000323

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	128	59	0.12	370,753.66
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	50	9	0.00	31,008.33
EFT's	0	0	0.00	0.00
	178	70	0.12	401,761.99

Fund Summary

Fund	Name	Period	Amount
01	POOLED CASH FUND	4/2016	401,761.99
			<u>401,761.99</u>

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
April 12, 2016
MINUTES**

PRESENT: Mayor Patricia Smith, Council President Tim Clark, Councilors Scott Harden, Bruce Nissen, and Jimmy Frank via phone, City Attorney Jeff Condit, City Manager Bill Peterson, Finance Director Peggy Minter, and interested parties.

ABSENT: Public Works Director Scott Sloan

MAYOR SMITH CALLED THE MEETING TO ORDER AT 6:00 PM.

CITIZEN COMMENTS

There were none.

PLANNING COMMISSION APPOINTMENT CONSIDERATION: NATHAN SMITH
Smith asked the applicant to come forward, and state why he wants to be on the Planning Commission.

Nathan Smith of 23830 NE Treehill Dr. stated that he has experience in home construction. Nathan Smith explained that he has had a lot of experience building mixed use developments, and is a member of the cement mason's union. Nathan Smith stated that he wants to be part of the planning process, and do something good for the community and residents.

Smith stated that Nathan Smith is a neighbor, and is a good guy. Clark stated that he appreciated Nathan Smith's willingness to serve. Harden stated that Nathan Smith has done good things for the people inside Teehill.

Nathan Smith was appointed to the Planning Commission for a four year term beginning April 16th.

PUBLIC SAFETY REPORT

Commanders Reiser and Gates presented the report. Reiser stated that there were 186 calls for service this past month with priority 1 and 2 calls having 26 responses. The average response time for emergency calls was three minutes and 52 seconds. Reiser explained that the response time for non-emergency calls was eight minutes and ten seconds. The total time in Wood Village was 142 hours of service. Reiser explained that there were 11 vehicle collisions, 35 subject stops, and eight home checks.

Reiser explained that there is a new protocol for home checks. Reiser stated that in the past, the deputies would just conduct random spot checks, but now there is an automated system for a check at least every 36 hours. There will also be random checks throughout other shifts as well. Smith asked if information on how to sign up for that program could be added to the newsletter. Reiser stated that people can sign up online, or stop by the Troutdale office.

Reiser stated that the youth police academy starts tomorrow. Gates explained that the recruitment went really well, and the MCSO utilized the school resource officers to get kids signed up. Reiser explained that the Justice Assistance grant that the MCSO applied for was approved. Reiser stated that it is a \$55,000 grant that will be used to purchase 28 AED's, conduct additional homeless outreach, make upgrades to their mobile command unit, and provide overdose kits for patrol cars.

Reiser stated that a shooting occurred on 230th Ct, and Halsey the other week. It was a gang related shooting, and the victim received a wound to the leg. Reiser explained that the gang taskforce is working on the case. Gates stated that the Coast Guard helicopter will be at the Nite Out this year, and the community police service survey is being developed electronically. Gates stated that it will be ready to go in a few months.

Smith asked how the cleared area by Safeway is going, and if any campers have returned. Reiser stated that there has been some people and trash at the site, but they are monitoring it closely.

Clark thanked Reiser and Gates for the new report style, and asked if the drop in historic service calls was due to the computer switch. Gates stated that there are differences in the data before 2011, but that should be stabilized now. Harden stated that he also likes the new format, but asked if we could get the call details again. Reiser stated that the report would no longer be done in Word like it has been, but case summaries can still be provided. Clark stated that even having cases of note would be helpful. Clark asked if a map could be generated. Gates stated that can be added, and this is an ongoing process. Gates stated that the ultimate goal would be to have an online crime map.

Nissen asked about the homeless outreach, and if it would be for the entire county. Reiser stated that the outreach team has the Sandy River delta as their focus area, but the funding will be used in other unincorporated areas of the county. Nissen stated that it is nice to see the reduced response times for emergency calls. Gates stated that is primarily due to the office relocation in Troutdale.

The Council thanked Reiser and Gates for the report.

UPDATE: ARATA ROAD REBUILD PROJECT - RIAD ALHARITHI, PE

Riad Alharithi stated that he is the roadway engineer for Multnomah County. Alharithi stated that he wanted to give an update on the Arata Road project. Alharithi gave out handouts of the proposed design of the roadway. Alharithi explained that 100% designs were completed today, and will be shared with staff later in the week. Alharithi stated that the County is still working on getting the storm water to Halsey with minimal impact to property owners.

Alharithi stated that the County is working on acquiring the right of way and constructions easements from 29 properties. Alharithi explained that there are some complexities in the ownership of certain properties which has taken longer to do the due diligence. Alharithi stated that they have acquired the right of way from some properties, and are waiting to hear back from other property owners. Alharithi stated that they cannot start the construction until all the easements have been acquired. Alharithi explained that they are expecting that process to wrap up in July, with construction starting in September. The storm water improvements will be made first, with the roadway work starting in the spring of 2017.

Smith asked why the easements were not acquired earlier in the process. Alharithi explained that the County needed completed plans to determine which areas they needed to acquire. Smith asked when they hope to be finished with the project. Alharithi stated that their target is the fall of 2017. Petersons stated that the City will still plan an opening ceremony once the project is complete.

Clark asked what would occur if someone does not accept the County's offer for the easement. Alharithi stated that there is a process to follow, which can end up in a condemnation of the needed property.

Smith stated that she appreciated the continued work on this project, and that the City will support any effort to keep the project on track.

The Council thanked Alharithi for the presentation and update.

CONSENT CALENDAR:

- a. Review of bills paid in March, 2016
- b. Contracts \$2,500 - \$50,000
 - There were none.
- c. MHCRC Appointment: Scott Harden
- d. Council Minutes:

- March 8, 2016
- March 22, 2016

Upon motion by Cark, seconded by Nissen and passing 5-0, the Consent Calendar was approved.

PUBLIC HEARING: TOWN CENTER TEXT AMENDMENT AND MASTER PLAN REVISION – LOTS 18 & 19

HR/Records Manager Greg Dirks read the hearings disclosure statement. Dirks asked if there was any conflicts of interest, ex-parte contacts, or personal biases.

There were none.

Peterson presented the staff report, and stated that there is a recommendation from the Planning Commission on the specific application. Peterson explained that he will not review every planning goal, but will instead summarize the findings as they were forwarded from the Planning Commission.

Peterson stated that the applicant is Ball Janik, and the property owner is WVO Investments. Peterson stated that there is 73,500 square feet of office space planed for these lots, as well as a public plaza in the Master Plan. Peterson explained that the developer has indicated that office space is not economically viable at that location, and the City's independent economic evaluation found that same thing to be true for at least the next ten years.

Peterson stated that the developer could elect to transfer the office space allocation to a different parcel, but the other parcels are owned by other parties. Peterson explained that the applicant did not want to burden another property owner with the allocation which is why the text amendment is being proposed. Peterson stated that a text amendment is a legislative matter with findings, and is about the preponderance of support.

Peterson stated that the text amendment eliminates the requirement for the mandated non-retail employment use. The proposed language would promote non-retail employment uses, but it would no longer be mandatory. Peterson explained that the revision would not alter the existing land uses inside the zone, and there are no transportation or planning rule impacts.

Peterson presented an aerial view of the site, and stated that it is generally flat with the exception of an elevation change just north of Lowe's. There is also a treatment and drainage easement to the east of the property. Peterson stated that the Planning Commission adopted findings in support of the amendment subject to the conditions of the Master Plan revisions designating the area as single family residential. Peterson explained that the Planning Commission stressed that

single family residential was preferred, and the applicant stated at the hearing that was acceptable.

Peterson stated that the text amendment requires that the amendment better achieve the goals and policies of the Comprehensive Plan compared to the current language, it has to be consistent with the Purpose Statement of the Zone, transportation impacts must be considered, and it must also meet Statewide Planning Goals. Peterson explained that the staff report contains the background to get at those findings. Peterson stated that the constraints in the zone include the limit of three big box stores, and that would remain. The requirement of 125,000 square feet of non-retail space would be eliminated. Peterson explained that there is currently about 20,000 square feet of non-retail space at the Town Center. There is also a housing allocation of about 400 units, but that is not a mandate. Peterson stated that those housing units can be located anywhere in the City, and there is no penalty or sanction if that target is not met.

Peterson stated that the majority of requirements came from Metro. There was also an appeal from the adjacent communities which resulted in an MOU on retail constraints. Peterson explained that the MOU has since expired, and none of the other mandates are in place for the Town Center.

Peterson stated that there are about 500 housing units that will be built within a mile and half from the City over the next two years. There is also a lot of development of the employment lands at Gresham Vista, and the TRIP properties in Troutdale. Peterson explained that there has not been a lot of development in the Town Center since 2009, and we are now in the process of getting the Master Plan reviewed. Peterson stated that while this amendment came from the applicant, it would affect the entire site.

Peterson stated that the purpose of the Town Center is to encourage convenient living, working and shopping through mixture of commercial, residential and employment uses, housing will be built as part of larger commercial developments, open spaces and frequent pedestrian connections will be provided, and it would encourage dense housing within walking distance of commercial areas. Peterson stated that the vision of the zone is a vibrant mix of uses where people live, work and play and everyday needs are readily accessible. Peterson stated that the City's 2030 statement also indicates that the Town Center provides a variety of services, retail shops, office spaces, entertainment and residences with a public gathering place that serves as a main attraction and draws regional shoppers and tourists. Peterson explained that there is also an emphasis on single family homes.

Peterson presented the current Master Plan for lots 18 and 19. Peterson stated that the proposal would re-designate the land as residential, and the Planning Commission recommended adding single family residential to the designation. Peterson explained that the proposal would also

eliminate the community feature, but the Planning Commission stated that was okay as long as there was still open spaces. Peterson stated that a street grid is also needed, but that could be done at a different level of review. Peterson presented a preliminary sketch of a 50 unit PUD. Peterson stated that there would be changes to the sketch, and it is not what would be adopted. What is being proposed is the land designation from non-retail use, to single family residential.

Peterson presented the Transportation System Plan for the connections within the Town Center, and specifically the east/west connections through this site. Peterson stated that there would have to be at least a pedestrian access through the site. Peterson presented the housing policies, and stated that all the goals in the Comprehensive Plan has some kind of conflict or tension between goals.

Peterson stated that the findings come down to no open area, no east west connection, and no community feature. Peterson explained that the Planning Commission indicated that a community feature was not needed at this site. There would need to be open areas, and the Planning Commission recommended that this site be designated as single family residential.

Peterson stated that the Planning Commission recommended the proposed Text Amendment as better achieving the goals and policies of the Comprehensive Plan, and the intent of the Town Center Zone. The Planning Commission also recommend to the City Council that the modification will better achieve the economic and housing goals, and the purpose to provide mixed use, employment, walkability, a community gathering place, recognizing that open space requirements, connectivity, and other standards will need to be met with site design.

Peterson stated that the Council can adopt both the text amendment and Master Plan amendment as recommended or modified. The Council could deny both applications, but the Master Plan amendment cannot be approved if the text amendment is not approved. Peterson stated that the recommendation is to adopt the recommendation of the Planning Commission to approve both items.

Harden asked about the east/west connection, and if it would be a mandate in building the development. Peterson stated that the connection would at least have to be accommodated, but it does not necessarily have to be built. Peterson explained that once a development comes in, it would be difficult to make room for the connection.

Frank stated that he would like to feel protected by listing the site as single family residential. Peterson stated that while listing the site as single family residential would prohibit apartments, it would still allow for cottage housing, or semi-attached housing. It was not designated as single family detached housing. Condit stated that if an applicant wanted a multi-family complex they would have to come back for an amendment anyway.

Harden stated that there was one no vote on the Planning Commission, and another member though having higher density along Wood Village Blvd. could be a good alternative.

Smith asked the applicant to come forward.

Greg Michelson and Damian Hall came forward.

Hall stated that they were here about a year ago, and testified about how the non-retail use is not economically viable at this location. Hall stated that has since been validated by the City's consultants working on the Town Center Master Plan. Hall stated that residential development is viable, and they would be able to move forward on new development. Hall stated that the benefits of new development includes a new momentum in the Town Center that would bring additional people and dollars to the center. Hall stated that it would also conservatively bring in about \$2.5 million to the City's Urban Renewal Agency.

Hall stated that not all development can meet all the goals of the Comprehensive Plan, and it is about balancing the goals and what would be best. Hall stated that there are only a number of policies that are an issue, and the majority of the policies would be better achieved by the revision.

Hall stated that there is a demand for housing, and the community has a preference for single family owner occupied homes. Hall stated that there is general direction in the Comprehensive Plan for residential uses, and there is little market demand more additional office space. Hall stated that the Town Center is flexible enough to still allow non-retail uses when that market improves and become more viable.

Hall stated that this proposal meets the general policies, and goes a long way a meeting the housing goals. Hall stated that the text amendment does make a substantial change, but it was the most minimal way to permit residential uses on this site. Hall stated that they are okay with the residential designation, and the intent of the application is to build single family homes. Hall stated that denial of the request would mean the status-quo for the two lots, and the Town Center.

Hall stated that this is not the last application to occur before development would begin. If approved, there would be a land use hearing with the specifics of the proposal. Hall stated that there are no specifics at this time, and that is when the items about open space and connectivity would be discussed. Hall asked if there were any questions.

Clark asked for a timeframe of development if this was approved. Michelson stated that they are ready to move forward with a PUD and developer if approved. Peterson stated that the

subdivision and plan review can occur at the same time, but the design review would come later. Smith stated that this looks like it would be a good fit.

Frank asked if the developer has already indicated if the homes would be attached, or detached. Michelson stated that they have not gotten to that point, but they are interested in developing something similar to the homes to the north of the property. Frank asked if they could build condos or town homes if approved as single family residential. Hall stated that it would be limited to the home styles defined as single family. Frank stated that he does not want an end run to get at a multi-family development. Michelson stated that their development plan still has to get approved by the Planning Commission at a separate meeting. They will not just be able to sneak in a different plan.

Smith opened the floor to public testimony.

Vasiliy Prychyna of 1328 NE Coho Ct. stated that he is a member of the Riverwood HOA, and asked if it would be possible to combine HOA's from the new development. Peterson stated that if an HOA is required, the combining of the two groups would be up to the members. Condit stated that the City cannot mandate that the two group merge, but it could be a good idea. Prychyna stated that having the same HOA could be beneficial.

Hall stated that they would be open to discussions on shared and open spaces. That would be part of a later discussion. Hall stated that there is also a traffic memo that finds that this development would generate less traffic than the current Master Plan office space designation.

Smith closed the floor to public testimony.

Harden asked if the cap on overall retail could be removed as well. Harden stated that the economic study indicated that there is not a large demand for non-retail employment use in the next ten years. Peterson stated that action would result in a transportation impact study, and that cannot occur with this action. Peterson explained that it would be good to wait until the Town Center Master Plan process is complete to make additional revisions.

Upon motion by Harden, seconded by Clark and passing 5-0, Ordinance 3-2016 amending and readopting the Town Center Zone, specifically removing the mandatory inclusion of non-retail employment was adopted.

Upon motion by Harden, seconded by Clark and passing 5-0, the proposed master plan amendment as proposed in application number ZDC16-01 with the following conditions: When further development plans are submitted, compliance with the open space requirements of the code must be demonstrated, and residential as identified in this master plan amendment shall be

restricted to single family residential, and compliance with the transportation plan mandate for an east to west connection through the property shall be accommodated, and the City staff is directed to cease the use of the building allocation table associated with the Town Center Zone was approved.

RESOLUTION 12-2016: HALSEY STREET CORRIDOR PROJECT IGA

Peterson presented the resolution and stated that this is the formal agreement with the three cities on the Halsey Corridor concept project. Peterson stated that this Council has been on board with the project, and authorized \$5,000 as a cash match, and about \$5,000 worth of staff time in a grant application. Peterson explained that there are similar contributions from the other two communities. Peterson stated that the grant was awarded for \$112,000 with \$12,000 of that to be used as management assistance.

Peterson stated that the scope of the work takes the current conditions, creates an inventory, reviews the zone, looks at the development potentials, and evaluates the environmental conditions. Peterson stated that there will also be an economic analysis for the highest and best uses in the study area, and the area runs from 207th to down town Troutdale.

Peterson stated that the goal of the program is a combined marketing tool to recruit economic activities, and provide additional information to realtors about the area. It will also be used as a framework for public and private investments for streetscaping and design.

Peterson stated that the IGA has all the standard provisions, but also includes a governance committee which is made up of each Mayor and three community members, but the Mayors cannot vote. Peterson stated that Fairview has appointed the Mayor, an elected official, and the chair of their economic development board. Peterson explained that there will be a technical advisory committee, and non-voting members from the County and Metro.

Peterson stated that the Council can determine to not consider the Resolution, or reject the resolution. A workgroup can be established to evaluate the IGA and the concept prior to taking any action, and the staff recommendation is to adopt the Resolution.

Clark asked why the Mayors would not be permitted to vote. Peterson stated that the resolution can be modified to include that all members of the governance committee can vote. Peterson stated that he feels that Metro and the County should also be allowed to vote because it is a County road.

Upon motion by Clark, seconded by Nissen and passing 5-0, Resolution 12-2016 accepting the Halsey Street Corridor Project IGA with the modification to permit all governance members to vote was approved.

DISCUSSION: 28TH ANNUAL EASTER EGG HUNT RECAP

Dirks presented the discussion and stated that the event was held on Saturday, March 26th. The event featured 15,000 eggs, 22 prizes, 400 free egg dyeing kits, and free face painting and other crafts from Emilio Inc. Dirks stated that the Cub Scouts sold refreshments as a fundraiser, but the Girl Scouts were unable to get approval to sell cookies at the event as well. Dirks stated that the Easter Bunny arrived at 9am from Weston/Buick//GMC, and additional information on how the Easter Bunny arrives will be discussed later on.

Dirks stated that the estimate was between 2,200 and 2,500 people in attendance. There were over 70 volunteers, and most of them came from Emilio Inc. Dirks stated that the PA system worked well, and there was a bullhorn for the field areas. Dirks stated that we had the same Spanish translator again this year which was a great benefit. Dirks stated that there was over 850 unique visitors to the event's webpage, and there was an active Facebook following as well.

Dirks stated that there were some changes to the event this year. The largest change was the reduction in prizes to 22. Dirks explained that there were no complaints about the change, and the prizes were larger compared to the past. Dirks stated that is something to think about for next year. Dirks stated that the other change was not having the Easter Bunny be delivered by helicopter. Dirks explained that the cost for the service was over \$1,000, so the decision was made to do something different. Dirks stated that the delivery of the bunny by a local dealer was okay, but lacked excitement. Dirks stated that he is open to alternative ideas. The Council suggested looking at using decorated cart for the Easter Bunny. Dirks stated that he would look into that for next year.

Dirks stated that there was \$3,500 in the budget for the event, and the City spend \$3,120. Dirks explained that the City also received \$3,250 in cash contributions. The City was not out of pocket any funds for the event this year.

The Council thanked Dirks for the report and work on the event.

RESOLUTION 13-2016: THREE-CITY RECREATION PROGRAM COMMITTEE APPOINTMENT

Peterson presented the resolution and stated that it comes from Fairview to look into putting together a three-city recreation program. Peterson explained that this was presented to the Council a few meetings ago. There was also a presentation in Troutdale, but it did not receive a warm welcome.

Peterson stated that Fairview is asking each community to appoint five members to this ad hoc committee. Peterson explained that the makeup of the committee is the Mayor, two councilors,

and two citizens at large. All members would have voting power. The City Managers from the communities would serve as non-voting members.

Peterson stated that this does not bind the City into an agreement, but it does bring us in on the conversation. Peterson explained that Fairview has already acted on the resolution, but Troutdale has not scheduled this item for consideration.

Peterson stated that the alternatives include not participating, and move towards a mini City run program. If the Council approves the resolution, it does not require anything but participation in the discussion. Peterson stated that the staff recommendation is to approve the resolution.

Harden stated that this would be made up of a lot of people, and has concerns about the ability to get five people from the City to join. Harden stated that he would be willing to serve on the committee, but is more aligned with working with the Baptist Church on creating our own program. Harden stated that our economics may not support a fee based program, and wonders what the actual demand is. Clark agreed and stated that he is not against multi-city collaboration, but this program may not make sense.

Peterson stated that working with the church to expand their program, and participating in this discussion is not mutually exclusive. Smith stated that even if it does not work out, it would not hurt to have the conversation. Peterson stated that the entire process would probably take 10-15 hours.

Nissen stated that a 15 member committee would be hard to get people to come to an agreement, and having a free Wood Village program would probably have a bigger impact for our residents. Nissen stated that being on this committee may help diversify the activities though. Clark stated that he does not want to end up with only a conversation with Fairview. It needs to be all three cities or nothing. Peterson stated that if Troutdale does not join, the conversation can be if the two cities can move forward without Troutdale.

Frank stated that he brought up last time that if we get involved, the kids in Wood Village need to get the same proportion of benefits as the kids from the other communities. The program has to have equal benefits for the associated costs. Frank stated that he does not want the City to spend a lot of money if only a few people use the program.

Peterson stated that recreational activities can be more accessible by using a franchised provider for the major activities like soccer and baseball. Residents below certain income amounts could be eligible for a fee waiver from the City. Peterson stated that this does not have to be a government operated model.

Upon motion by Nissen, seconded by Clark and passing 5-0, Resolution 13-2016 creating an Ad Hoc committee to evaluate the creation of a three city recreation program, and providing for appointments was approved.

CHIEF EXECUTIVE OFFICER ANNUAL EVALUATION

Clark handed out copies of the City Manager's Evaluation.

Clark stated that the personnel committee was very pleased with Peterson's work efforts this past year. Clark stated that an area for improvement is to allow Peterson to share his opinion and thoughts on subjects. Peterson stated that he attempted to do a little of that this evening, but feels his job is to convey information, not to present an opinion. Clark stated that it would be beneficial to gain as much information from Peterson as possible.

Harden read through the evaluation form, and indicated that the items were exceptionally satisfied. Harden explained that the personnel committee reached out to the Finance and Public Works Directors for input, but there was none.

Clark stated that he would like to make a recommendation for a 6% pay increase. Harden stated that there is no hesitation for increase based on the performance. Smith and Nissen agreed.

Peterson stated that his compensation is at the top of where it should be for an organization of this size. Peterson stated that he would be okay with a 2% cost of living increase with a 4% one-time bonus though. Harden stated that the City is lucky to have a manager of this caliber, and it is okay to pay more for a quality person. Frank stated that he feels if you pay low, you get low, and is okay with a pay increase as long as it does not get too out of scale. Clark stated that we can always evaluate the overall compensation next year, but wants to give the 6% increase.

Peterson thanked the Council for the comments.

Upon motion by Harden, seconded by Nissen and passing 5-0, the City Manager's Annual Evaluation was accepted, and the compensation was increased by 6% retroactive to January 18, 2016.

COUNCIL ITEMS

Harden stated that there is a program called the Battle of the Books, but students in the Reynolds School District cannot always compete at a higher level because not all the students have the books. Harden asked if the Council could consider a resolution at the next meeting to give \$750 to buy eight sets of books for the program.

Smith stated that it can be added to the agenda.

ADJOURN

With no further business coming before the Council, and upon motion by Harden, seconded by Clark and passing 5-0, the Council adjourned at 8:55pm.

Patricia Smith
Mayor

Date

ATTEST:

Greg Dirks
Recorder

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
April 28, 2016
MINUTES**

PRESENT: Mayor Patricia Smith, Council President Tim Clark, Councilors Scott Harden, Bruce Nissen, and Jimmy Frank via phone, City Manager Bill Peterson, Public Works Director Scott Sloan Finance Director Peggy Minter, and interested parties.

ABSENT: City Attorney Jeff Condit

MAYOR SMITH CALLED THE MEETING TO ORDER AT 6:00 PM.

CITIZEN COMMENTS

There were none.

DISCUSSION: RECREATIONAL IMMUNITY UPDATE

Ron Cutter of Brown and Brown insurance presented the update on recreational immunity. Cutter stated that recreational immunity is a statutory provision that give property owners immunity if they open their land for recreation. Cutter explained that that his agency and the City's provider CIS regularly use that provision in defending claims regarding parks and fields. If a person gets injured while recreating, the owner is immune from liability.

Cutter stated that there was a recent case out of the City of Portland where a jogger stepped into a hole and broke her leg. The hole was caused by a maintenance worker who was doing work on a sprinkler head, but left the site. Cutter stated that the hole had been marked off. Cutter explained that the case went to the Oregon Supreme Court, and the question was very narrow. The question was if employees of the land owner are also immune under the recreational immunity law, or just the property owner. Cutter stated that the Oregon Supreme Court ruled that employees do not have the same protection as the land owner. That effectively took away recreational immunity as lawyers will sue employees, not the entity. Cutter stated that the City then has to defend and indemnify the employee, which makes a run around to the City having the liability.

Cutter stated that there is still a defense for the City even though we no longer have recreational immunity. Cutter explained that the City would have to be negligent in order for a plaintiff to get an award. Cutter stated that as long as you did not create or ignore a dangerous situation,

then there is a defense. Cutter explained that the legislature is already considering fixing the issue at the next legislative session, but there will still be about a year before that occurs.

Cutter stated that for the City is will be about taking a look at the facilities and associated risks. Typical high risk areas include bike and skate parks. Cutter stated that one of his clients is an education service district, and they were planning on constructing an exercise trail around one of their facilities for employees and guests. They have now since halted that project for the time being. Cutter stated that the City just needs to take a look at the facilities and their maintenance needs.

Smith asked about the creek, trees, and playground area in the park, and the potential liability. Cutter stated that the City can get sued for any reason, and the number of lawsuits will go up in the next several months. Cutter explained that the City will have a defense if the facilities have been maintained. Cutter stated that if a person is found at least 51% at fault, then they are barred from seeking recovery. Cutter explained that the real concern is that it will be actual employees that are named in the lawsuit. While they City will defend and indemnify the employee, it could still impact their credit at that time. Cutter stated that while there will probably be increased costs from CIS to defend claims, it really is not the end of the world.

Peterson stated that Condit wanted to mention that immunity laws were not adopted until the later 1980's and early 1990's. There were recreational activities back then, and the lesson moving forward is to document our inspection and maintenance actions.

Frank asked if failing to fix a pothole would qualify as being negligent. Cutter stated that it depends on the circumstances, and about 90% of pothole cases are dismissed. Peterson explained that the City has that kind of liability right now in all kinds of areas including water, sewer, and streets. The only difference now is the loss of recreational immunity in the park system.

Smith asked what the award was for the person who fell in the hole. Cutter stated that the Oregon Supreme Court only ruled on the question about liability, and there has not yet been an award. Clark stated that for him it is not about the win or lose, but that the employee would be named in the suite. Peterson stated that is correct, but that is no different for other functional areas of the City.

The Council thanked Cutter for the presentation.

RESOLUTION 14-2016: REYNOLDS EDUCATION FOUNDATION DONATION FOR BATTLE OF THE BOOKS

HR/Records Manager presented the resolution. Dirks stated that the Battle of the Books program is a state, and national program that encourages reading for students in the third through twelfth grade. Dirks explained that there is a reading list per grade area, and presented the reading lists from last year. The battle is a contest similar to College Bowl, and teams are awarded points based on correct answers about the books. Dirks stated that the Reynolds School District participates in the program, but most students have to read the books from the library. That limits how many students can read the book, and there is no way to write notes in the margins.

Dirks stated that Councilor Harden indicated at the last meeting that eight sets of books can be purchased for \$750. That would put a full set of next year's books in each elementary school in the district. Dirks stated that Andrea Watson from the Reynolds School District is here to answer any questions.

Watson stated that the school district has the program in all the schools. Teams are formed, and each school does an internal battle before going against other schools in the district. Watson explained that the teams who win at the district level go onto the regional and state levels. Watson stated that the program has really helped increase student's interest in reading and their reading comprehension. Watson stated that it is also possible to put a nameplate on each book so the students will know that they came from the City of Wood Village.

Dirks stated that the funds would come from the Council discretionary fund, and there is enough resource to help support this program.

Upon motion by Nissen, seconded by Clark and passing 5-0, Resolution 14-2016 donating \$750 to the Reynolds Education Foundation to support the Battle of the Books program.

RESOLUTION 15-2016: TREEHILL PRESSURE ZONE PROJECT REMOVAL

Upon motion by Harden, seconded by Clark and passing 5-0, Resolution 15-2016 eliminating the Treehill water pressure project was tabled.

Peterson asked that in tabling the item, that the Council also recognize that the project will not be completed in this year's Annual Performance Plan. The Council stated that the project would not be counted in this year's APP.

PUBLIC WORKS DIRECTOR'S REPORT

Sloan presented the report and stated that the Halsey sewer line project is substantially complete. Sloan explained that a new issue was discovered during the project, and that is the connecting manhole has a higher grade of line going out then coming in. That has been causing the line to

surcharge. Sloan stated that we are negotiating with the contractor to lower the outfall on the manhole which would resolve that issue.

Clark asked why that occurred. Sloan stated that he does not know. Peterson stated that there are a lot of utilities in that area, or it could have been a geological issue. Sloan explained that the entire project will occur on City property, so there will not be any traffic impacts. The estimated cost of the project is \$16,900.

Sloan stated that the Wood Village Interceptor Trail has preliminary plans, and the site will be walked tomorrow. Sloan stated that he met with the Public Works Director from Fairview, and there is some resistance from neighbors in Fairview about the project. Sloan explained that we will attempt to connect the trail in a park in Fairview to alleviate concerns from neighbors.

Sloan stated that the 238th island project is moving along. The new topsoil has been added along with the new boulders. Sloan explained that the new plants will be added next well along with the facing of the entry sign walls. The project should be completed in a couple of weeks, and people have already complimented the look of the islands.

Sloan stated that the trail extension project in the park is complete, and looks really good. Sloan explained that a second contract with the company will be taken out to create a new pathway through the arboretum. There is also a tree planting planned for the second week in May with students from the Arata Creek School. Sloan stated that a special London Plane tree will also be planted at the top of the arboretum knoll for Don Robertson.

Sloan stated that the CDBG application for the Wood Village Green fire line was approved, and we are in negotiations with the property owner for the easement. Sloan stated that the negotiations are going well, and we should be able to get the project moving forward. Sloan explained that the project will add one fire hydrant in the back portion of the park, and create a looped water system for the City. Sloan stated that the owner of the facility will still have to place several more fire hydrants before additional homes could be located in the park.

Sloan stated that tree planting for the year is nearly complete. There were 35 arborvitae added to well 4, 45 arborvitae added to the 238th lift station, and seven new trees on 237th Pl. Smith asked about the storm water cleaning responsibilities on 237th Pl. Sloan stated that is a privately held storm water detention facility, and has not been cleaned since it was installed. Sloan explained that the City will use funds from the original developer to clean the facility once, and then turn it over to the residents on 237th Pl. Nissen asked what would occur if the facility does not get cleaned out again. Sloan stated that the neighborhood would be at risk for storm water issues and possibly flooding. Harden asked if it could impact our NPDES permit. Peterson stated that

it would not. The NPDES permit system only affects the point of discharge for the City's system. This unit connects to the City's overall system before discharge.

Clark asked about the demolition of the dog track facility. Sloan stated that the process is underway, and the crew is starting with the hazardous material removal and the demolition of the smaller buildings. Sloan explained that a high angle crane will be used to tear down the grandstand structure towards the end of June. Dirks stated that staff is working with the Grand Ronde on having a ceremony before the grandstand is removed.

Clark asked about the land use application for a new coffee business across the street. Peterson stated that he cannot make too many comments because it is a live land use application, but the facility would replace the current trailer on the site. The land use hearing is on May 23rd.

FINANCE DIRECTOR'S REPORT

Minter presented the report and stated that the finances are on track. Expenses are getting tighter as the fiscal year is coming to a close. Minter stated that it does not look like we will be over on any budget items, but we will know more in June.

Minter stated that the Urban Renewal and City budgets were approved by the Budget Committee last week. The budgets will be brought back for final approval in June. Minter stated that the auditors will be here during the second week in May for their field work.

The Council thanked Minter for the report, and did not have any questions about the financial statements.

CITY MANAGER'S REPORT

Peterson stated that the report is in the packet, and the APP is on track. Peterson explained that this was an unusual year with about a third of the items being modified, eliminated, or continued on to next year.

Harden asked if there was going to be any SCADA upgrades this year. Sloan stated that they are in the process of selecting elements that can be completed this year. Peterson stated that we are making investments to keep the system functional, but we will be coming to the Council in a couple of years and asking for a full replacement system. That would move us away from a pieced together system, and into an actual standardized system. Peterson stated that the cost would be around \$180,000.

CITY COUNCIL REPORTS

Clark stated that EMCTC had a region-one STIP update from ODOT. Clark explained that there was a discussion about the 2019-2021 flex funds, and how they would be allocated to the

agencies. Some communities wanted to bond the money for larger projects, and other communities just wanted the funds because they do not need to bond the money for their projects. Clark stated that the City should see some benefits from the funding allocation, but it is still all up in the area. Peterson stated that the Port of Portland will be a big player because they have a direct interest in getting 242nd improved.

Clark stated that there was a regional leadership forum at the Convention Center for the 2018 RTO update. Clark explained that about 200 people attended the event, and he opened the program. Clark stated that the keynote speaker talked about speaking in a straightforward manner, and the day centered on small group discussion about big ideas for transportation. Clark stated that it was a really great experience.

Clark stated that the MPAC meeting was on the TAZ, and the algorithms used for job, home, and transportation impacts. Clark explained that there were some conflicts on how the numbers were plotted for certain jurisdictions. Peterson stated that it seems to impact smaller communities, and there are split zones in Fairview and Troutdale. Peterson stated that these models can only do so much, and have a hard time taking into account personal choice. Clark stated that they are trying to add in a social component, but it is still new. Clark stated that it will be interesting to see how it all works out, and Metro has the final say on which model will be used.

Clark stated that Metro is working on a solid waste roadmap, and there was a recent presentation on how to deal with food waste. Clark stated that the contract with Waste Management is expiring in 2019, and Metro is looking at new ways of handling food waste.

Clark stated that he also learned about the Government Regional Solutions Team which partners with high level state agency staff members to help streamline processes for large or complicated projects. Peterson stated that the Regional Solutions Team is a great resource and works around the OAR's to get at agency to agency contacts.

Clark stated that there was also a discussion about Metro's equity, equality, and inclusion report. Clark explained that the report is still a draft, and he mentioned the process we went through on the recent Town Center Master Plan work. Clark stated that kind of effort and process is what Metro is seeking.

Smith stated that EMEA had a video on inducing additional membership. There was also a legislative committee meeting which endorsed the MHCC bond measure. Smith stated that there were some good roundtable discussion, and one of the larger discussion topics was the Fairview SDC waiver program.

Smith stated that their neighborhood watch meeting focused on the homeless issue. Smith stated that the problem area near the park needs to be cleared, but it is not City property. Peterson explained that we are setting up meetings with the property owners, and the City of Troutdale to hopefully take care of this issue.

ADJOURN

With no further business coming before the Council, and upon motion by Clark, seconded by Harden and passing 5-0, the Council adjourned at 7:55pm.

Patricia Smith
Mayor

Date

ATTEST:

Greg Dirks
Recorder

City of Wood Village

Proclamation

Whereas, Public Works services provided in our community are an integral part of our citizens' everyday lives; and

Whereas, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and solid waste collection; and

Whereas, the health, safety and comfort of this community greatly depends on these facilities and services; and

Whereas, the quality and effectiveness of these facilities, as well as their planning, design, and construction, are vitally dependent upon the efforts and skill of public works officials; and

Whereas, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform,

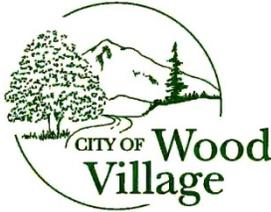
Now, therefore, I, Patricia A. Smith, Mayor of the City of Wood Village,
Do hereby proclaim the week of May 15-21, 2016 as

"National Public Works Week"

in The City of Wood Village and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

Given under my hand and Seal of the
City of Wood Village, Oregon, this 10th day of May, 2016

Patricia A. Smith: Mayor



City of Wood Village Halsey St. Sewer Capacity Upgrade
Project Acceptance

City Council Agenda Item Staff Report

Meeting Date: May 10, 2016

TO: Bill Peterson, City Manager
FROM: Scott Sloan, Public Works Director
DATE: May 10, 2016

SUBJECT: Halsey St. Sewer Capacity Upgrade Project Acceptance

Requested Council Action

Adopt Resolution Number 16-2016 accepting the construction of the Halsey St. Sewer Capacity Upgrade Project with change orders.

Background

The City contracted with the engineering firm of Century West to design the project, to assist in bidding and contract administration, and on-site inspections and documentation. The City Council authorized staff to advertise for bids to construct the upgrades to the Halsey St. sanitary sewer line. Plans and specifications were completed October 29th and the project was advertised in the Daily Journal of Commerce (DJC) and the Pamplin Media Group.

The winning bid was by submitted by Jesse Rodriguez Construction for \$347,019.00. The contract was signed on December 15, 2015. With delays in permitting through Multnomah County, actual construction was not able to begin until February 10, 2016, but following the delivery of material and equipment staged on-site, the project began February 22, 2016.

Complications immediately became apparent when excavating for receiving pits and excavation for new lateral connections. Due to the poor quality of the original backfill during the installation of the original 8" concrete sewer line, it was practically impossible to excavate as clean a pit as necessary for the placement and compaction of granular backfill. For this reason Multnomah County personnel required that the contractor use an alternative, more expensive material called controlled low-strength material (CLSM) for all further backfilling activity. Essentially a slurry cement material, this required additional time for placement and hardening as well as additional steel plates over the excavated areas.

The contractor also requested additional compensation for pumping equipment that met low noise restrictions required by the County and to repair the badly leaking manhole where the project began on the west end of the line. The total cost of this revision to the contract was \$90,015.52.

Another problem was encountered at the east end of the project upon television inspection of the completed bursting project. The manhole, when constructed in the 2010 Arata/Halsey capacity upgrade project, was channeled badly with the pipe discharging to the north 0.30 to 0.40' higher than the pipes from the south and west coming into the manhole. This effectively surcharged those to pipes and reduced their efficiency by 25-30%. The City requested a quote from the contractor to for the work necessary to remedy this and on May 2, 2016 work began to lower the discharge point and replace approximately 18 lf of existing 12" pipe (at reversed grade) with 18 lf of 12" pipe of the same type as used for the bursting project but with a positive grade of 4%. Final inspections verify that there is now no surcharging of the incoming lines. This task was accomplished by change order at a cost of \$16,960.00

Next Step

With Council's approval, staff will prepare a final payment to Jesse Rodriguez Construction in the amount of \$101,626.74 with a retainage of \$20,753.42 to be released upon the completion or resolution of any outstanding issues pertaining to the construction, but in no case less than 30 days.

Fiscal Impact

The budgeted amount established for the 2015-2016 fiscal year for design and construction for the sanitary sewer upgrade is \$595,500.00 including engineering services. The contract with Century West was initially for \$88,000.00. We have not received their final billing though with additional inspection services and the design of the previously mentioned change order there will be further costs of approximately \$5,000.

The cost of the Halsey St. Sewer Capacity Upgrade from Jesse Rodriguez Construction was \$453,994.52.

Recommendation and Suggested Motion

Adopt the Resolution.

"I move to adopt Resolution Number 16-2016 authorizing the City Manager to make final payment to Jesse Rodriguez Construction for the construction of the NE Halsey Street Sewer Capacity Upgrade Project."

RESOLUTION 16-2016

**A RESOLUTION ACCEPTING THE N.E. HALSEY STREET SEWER CAPACITY UPGRADE
CONSTRUCTED BY JESSE RODRIGUEZ CONSTRUCTION**

WHEREAS, on November 9th, 2015 the City of Wood Village advertised an invitation to bid for the NE Halsey Street Sewer Capacity Upgrade Project, and

WHEREAS, the City Council awarded the Project to Jesse Rodriguez Construction in the amount of \$347,019.00; and

WHEREAS, Change Order No. 1 was issued for cost overruns which included extra labor, materials and equipment to install a bypass system for two mains, sidewalk replacement, excavation, pipe replacement, backfill, materials disposal, site restoration and traffic control in the amount of \$16,960.00; and

WHEREAS, Change Order No. 2 was issued for alternative backfill requirements (CLSM – controlled low-density material), labor, equipment and material testing at manhole and lateral locations excavated in NE Halsey St. from Wood Village Blvd. east to Hall in the amount of \$90,015.52; and

WHEREAS, Jesse Rodriguez Construction contracted for the NE Halsey Street Sewer Capacity Upgrade Project and has completed the public improvements including the additional work described in Change Order No. 1; and

WHEREAS, Public Works and Multnomah County has inspected the public improvements for conformity to the approved bid proposal documents and recommends acceptance.

NOW THEREFORE, BE IT RESOLVED that the Wood Village City Council hereby accepts the public improvements constructed by Jesse Rodriguez Construction for the NE Halsey Street Sewer Capacity Upgrade Project consisting generally of pipe bursting from 8” to 12” line and manhole repair work. The City Council acknowledges that the total contract cost, inclusive of all change orders, for this contract is \$453,994.52.

NOW, BE IT FURTHER RESOLVED, that the Wood Village City Council authorizes City staff to issue final payment in the amount of \$101,626.74, but to withhold 5% retainage of these two change orders of \$5,348.77 plus previously held retainage of \$15,404.65 until all outstanding issues pertaining to the construction have been resolved, but in no case less than 30 days..

Motion to approve by _____; seconded by _____
and adopted this 10th day of May, 2016.

YEAS _____ NAYS _____

Patricia Smith, MAYOR
CITY OF WOOD VILLAGE

ATTEST:

Greg Dirks: City Recorder



City Council Agenda Item Staff Report

Meeting Date: May 10, 2016

TO: Mayor and Councilors

FROM: Bill Peterson: City Manager
Authored by: Greg Dirks: HR/Records Manager

DATE: May 3, 2016

SUBJECT: Discussion: Educational Programs at City Hall

Requested Council Action

This report is provided for informational purposes, and no specific action is requested.

Background

The City Council added Educational Programs at City Hall to the 2015-16 Annual Performance Plan. This past July the City Council discussed potential programs to offer the community, and directed that staff solicit feedback from the community on what programs should be offered. No feedback was received, so staff moved forward with planning programs based on the Council's direction. The programs suggested by the Council included resume building and interview skills, a renter's rights workshop, a basic finance course (how to make a budget), and emergency preparedness.

Staff was unable to organize and partner with an organization for a resume and interview skills workshop, and an emergency preparedness program. We were able to hold a tenant's rights workshop, a basic budgeting program, and a communication workshop.

The tenant's rights workshop was put on by the Community Alliance of Tenants on February 3rd. About 12 people showed up for the training, with four of them being from Wood Village. The basic budgeting program was put on by Innovative Changes and was held on March 29th. Five people attended that session, but none were from Wood Village. The Communications workshop was presented by East Metro Mediation on April 26th. 12 people attended this program, but again none were from Wood Village. Both the budget workshop and communication workshop had to be rescheduled from their original date due to lack of class registration.

Advertising was done in the City's newsletter and website. Flyers were also posted around the community, and there were also two press releases in the Gresham Outlook. In total 29 people from the east county area were served by these programs.

Next Steps

Feedback and comments will be used to help plan and organize educational programs in the future.

Fiscal Impact

\$1,500 was allocated by the Council for these programs, and the City spent \$850 to offer the programs. A breakdown of the costs are as follows:

- Tenant's Rights Workshop - \$500 including childcare and interpretive services
- Budget Workshop - \$250
- Food for the programs - \$100

City Goal

The successful completion of offering educational programs at City Hall will help achieve City Goal 3: High Quality, Cost Effective Public Utilities, Parks and Events.

Suggested Motions

No motion is suggested.