

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
May 16, 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.

APPOINTMENT: CITY COUNCIL POSITION #5

Peterson stated that this evening the Council has the opportunity to interview a candidate for the vacant City Council position and decide how to move forward with the appointment. Peterson stated that the City Charter covers the provisions on how a vacancy can be filled. Peterson stated that the original application deadline was in January and was extend twice. Peterson stated that during that time only one person filed out a complete application, and that is Brian Loy. Peterson stated that the term is for the remainder of the unexpired term of December 31, 2020.

Peterson stated that staff developed a set of questions that the Mayor intends to ask, and there will also be opportunities for other Councilors to ask questions of the candidate. Peterson stated that this is an open public process. Information must be exchanged in the open, it cannot go to an executive session, and ballots cannot be used. Peterson stated that only an orally recorded vote can be used if there is a motion and a second. Peterson stated that the Charter does not mandate to fill vacancies, and the Council does not have to appoint this evening.

Harden stated that there does not need to be an appointment this evening, and he was going to propose the questions in the packet, then ask the Council for additional questions. Harden stated that he has some questions that he will ask at the end. Harden stated that after the questions, there can be an open discussion followed by the role call vote.

Brian Loy came to the podium.

Harden asked Loy to describe the role of the City Council and the role it plays in local governance. Loy stated that he understands it that the Council puts forth the resources to the City to accomplish the seven goals of the City. That includes providing good utilities, a safe environment, a growing environment, and sees the roles to collaborate on ideas and opportunities.

Harden asked what he considers important factors in the group decision making-process. Loy stated that being open minded is important. Loy stated that he feels that he has good ideas, and values others as well. Loy stated that everyone has something to offer in a group setting.

Harden asked what he believes are the most important issues facing the community at this time. Loy stated that in the meetings he has attended or watched, the financial impact of a being a lower income community and being able to serve as many people as possible with the limited resources is both a challenge and opportunity. Loy stated that ecologically there is the plastic bag ban and feels that is an option for some good press coverage and recognition and to take pride in the community. Loy stated that spreading the economic wellbeing to all people and develop additional pride in the community is important.

Harden asked what he hopes to accomplish. Loy stated that he is a smart business person and likes people. Loy stated that he would like to share those qualities with others and wants people to like the City as much as he does and feels that he can inspire others in that role as a City Councilor.

Harden asked for Loy's ten-year community vision. Loy stated that he thinks that a lot of people do not know where Wood Village is, or only know of it because of driving through it. Loy stated that he would like to change that into a destination, the Main Streets on Halsey project can add something to the area and filling in the developable space. Loy stated that Wood Village is going on a good track and hopes that continues.

Harden asked if Miner had questions. Miner asked for a brief background in experiences that could relate to being on the City Council. Loy stated that he was born and raised in Portland. Loy stated that he attended U of O and has worked for a family business for 20 year and is the CFO and CIO. Loy stated that he manages 250 employees at over 20 locations. Loy stated that he can offer his own ideas about that he has learned in business for finances and growth. Loy stated har he does not have much experience in government and has some local volunteering efforts.

Harden asked if Nissen had any questions. Nissen asked what brought him to Wood Village. Loy stated that he remarried a few years ago, and they have four boys. The families got together, and Wood Village was a perfect fit for the family.

Harden asked Smith if there were any questions. Smith stated that there are a lot of City events and it is important to have the Council at as many events as possible to connect with the community. Smith asked how Loy feels about that. Loy stated that when he looked into this position, he was told it would take a lot of time. Loy stated that he is at a point in life where he has more time and would rather do this then sit and watch the TV.

Harden asked if there is any one issue that motivated him to apply for the spot. Loy stated that there was not one issue and regretted not applying sooner. Loy stated that he feels he needed to do this, and stated that if he had an issue, it would be to help create that feel good about wood village for more people.

Harden stated that as a Council they have not dealt with hot button federal issues and asked are there any issues he has in mind. Loy stated that there are not.

Harden asked if Loy had any philosophical approaches on government spending or not spending. Loy stated that he is frugal himself and sees the benefit of being cost consciences. Loy stated that he read the report on the roadwork and felt that it was unfortunate, but it happens.

Harden stated that he liked Loy's answer on events and stated that there are also regional boards and commission opportunities. Harden asked Loy if he would be willing to look into those as well. Loy stated that he would.

Harden open the floor for discussion.

There was none.

Harden called for a motion.

Upon motion by Miner, seconded by Smith and passing 4-0, Brian Loy was appointed to City Council position 5 for the remainder of the term ending December 31, 2020.

CITIZEN COMMENTS (NON-AGENDA ITEMS)

There were none.

PUBLIC SAFETY REPORT

Lt. Hakala presented the report. Hakala stated that he is filling in for Wendland and that the report and statistics are on par for the City. Hakala stated that auto thefts were down last month, but that is not the trend region wide. Miner stated that the he attended a summit, and it was explained that the majority of auto thefts are not prosecuted. Hakala stated that it is a case by case basis, and there are a lot of reasons why an auto theft case may or may not be prosecuted. Hakala stated that it is up to the district attorney, and while many cases are prosecuted, it is not as many as they would like.

Hakala stated that there were 186 dispatched calls and 310 self-initiated calls. Hakala stated that there were 42 priority one and two emergency calls which is up from last month. Hakala stated that the response time for emergency calls was just over four minutes, and non-emergency call response time was just under seven minutes.

Hakala stated that he checked in with the HOPE Team on the houseless in the area. Hakala stated that in general there are no established or regular camps in the City. Hakala stated that there are regular RV's near the freeway, and the Sheriff's Office is working on a program to remove derelict and abandoned RV's.

Smith stated that there are a lot of semis on 238th, and they are not permitted to use that section or roadway. Smith stated that there have also been issues with people going through garbage cans and leaving the area a mess. Hakala stated that there are means to enforce those issues, and it will be looked into.

The Council thanked Hakala for the report.

BUDGET HEARING: RESOLUTION 24-2019 - 2018-19 SUPPLEMENTAL BUDGET – CEDAR LANE

Reeser presented the staff report and stated that this is all related to the change orders from the Cedar Lane project. Reeser stated that there was the first change order of \$72,000. There was a special Council meeting on the 6th for an additional \$230,000. Reeser stated that there was not enough resource in the Street Fund to make that appropriation. Reeser stated that this action moves the expenditure from the General Fund to the Street Fund in order to keep the expenditure in the correct fund area for long-term tracking. Reeser stated that this method also helps increase transparency.

Reeser stated that on May 6th, the Council approved \$300,000 for the project, but the staff report called for \$250,000. Reeser stated that at the time of the staff report there were still questions on what could be approved based on the notice provided. Reeser stated that the amount can be for \$300,000, and this resolution reflects that amount.

Miner asked about the standby charges. Peterson stated that fee looks to be about \$8,100 but we do not yet know if that will be the final charged. Niiyama stated that is being discussed as we speak.

Reeser stated that the second resolution is for a loan. Reeser stated that the money can just be moved through to the fund, or it can be done as an inter-fund loan. Reeser stated that is a Council question of if this is a supplement from the General Fund, or a loan. Reeser stated that the staff recommendation is a loan, with a five-year payback. Reeser stated that it could be for less time, but that would impact other planned projects in the years ahead.

Upon motion by Nissen, seconded by Miner and passing 4-0, Resolution 24-2019 transferring money from the General Fund to the Street Fund for the Cedar Lane project was approved.

Upon motion by Smith, seconded by Nissen and passing 4-0, Resolution 25-2019 establishing an inter-fund loan from the General Fund to the Street Fund was approved.

CONSENT CALENDAR:

- a. Review of bills paid in April, 2019

- b. Contracts \$2,500 - \$50,000

- Six A's Painting – New City Hall Painting: \$4,050.00
- Tice Electric – Vault Repair: \$2,744.34
- Remax Group – Real Estate Services: \$2,500.00
- Archaeological Investigators NW – Park Survey: \$7,606.00

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

RESOLUTION 19-2019: CONTRACT AWARD – ENGINEERING MASTER SERVICES AGREEMENT

Niiyama presented the report and stated that the request is to authorize the City Manager to negotiate and execute a master services contract with RH2 for engineering services. Niiyama stated that the city does not have an engineering technician on staff and having a master services contract would enable the completion of smaller projects with more efficiency and speed. Niiyama stated that staff developed an RFP and we received seven proposals. Staff reviewed and evaluated the proposals and recommended RH2. Niiyama stated that the work orders would be based on time and materials, so there is no retainer fee. No single work order would be for more than \$25,000. Niiyama stated that the firm also specializes in SCADA system, which is a good benefit for the City

Upon motion by Miner, seconded by Smith and passing 4-0, Resolution 19-2019 authoring the City Manager to negotiate and execute an engineering services master agreement was approved.

RESOLUTION 26-2019: IGA WITH FAIRVIEW FOR MAIN STREETS ON HALSEY READINESS REPORT

Peterson presented the report and stated that the Main Streets on Halsey project originated about two years ago with the three cities, and the purpose is to turn Halsey into something different and special. Peterson stated that it is all about creating a special vision for the City. Peterson stated that a number of reports have been completed that outline specific improvement projects and initiatives.

Peterson stated that the next project is a grant from Metro which will focus on the land use in the corridor. Peterson stated that the goal is to remove obstacles to development, and each city gets a specific opportunity site. The site for Wood Village is the former greyhound park property.

Peterson presented the cost share for the communities and explained that Fairview is managing and administrating this grant. Peterson stated that the City's share is \$3,000 in cash.

Upon motion by Nissen, seconded by Smith and passing 4-0, Resolution 26-2019 executing an IGA with Fairview for the Main Streets on Halsey work was approved.

RESOLUTION 27-2019: PARK SYSTEM IRRIGATION BID AWARD

Niiyama presented the staff report and stated that the resolution is not a bid award, but authorization for a direct solicitation. Niiyama stated that the City received CDBG funding to design and construct the park irrigation system. Niiyama stated that the City bid out the plans twice for the construction of the system but did not receive any bids. Niiyama stated that part of the issue on the bids was because there was no ability to restore the field area within the specified timeframe. Niiyama stated that the irrigation can be put in quickly, but the field restoration was an issue.

Niiyama stated that the City will lose \$75,000 worth of grant money if no action is taken. Niiyama stated that the project includes new valves, updated manifolds, repairs to the existing system, and an extension to the arboretum.

The Council convened as the Contract Review Board
Nissen asked about the irrigation plan and if it accounts for the new City Hall site. Niiyama stated that the plan works around the City Hall site. Nissen asked about future lines and zones of the City Hall. Niiyama stated that will not be part of this project because we do not have enough detail on the new building, but the system can be extended.

The Contract Review Board found that there were two bid attempts with no bids and the fund expires at June 30th.

Upon motion by Miner, seconded by Nissen and passing 4-0, Resolution 27-2019 authorizing a direct negotiation for the park system irrigation project was approved.

RESOLUTION 28-2019: DISPOSITION AND DEVELOPMENT AGREEMENT TRANSFER

Peterson presented the staff report and stated that this is the work with WDA and the sale of the City Hall property. Peterson stated that the sale is set to close next month, and this is the seventh amendment to the agreement. Peterson stated that this action involves a transfer of the DDA and within the specifications outlines in the DDA for a transfer. Peterson stated that the transfer will go to a business that is solely controlled by WDA. Condit stated that this is a very common approach for development and is not unusual in larger development projects. Peterson stated that the resolution is set to go to the Urban Renewal Agency later this month.

Upon motion by Nissen, seconded by Smith and passing 4-0, Resolution 28-2019 authoring a DDA transfer with WDA was approved.

PROCLAMATION OF PUBLIC WORKS WEEK

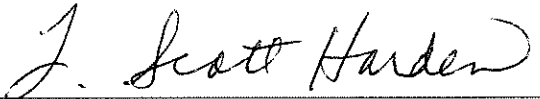
Harden read the Public Works Proclamation and declared May 19-25 as Public Works week.

**EXECUTIVE SESSION PER ORS 190.660 (2) (e) TO CONDUCT DELIBERATIONS
WITH PERSONS DESIGNATED BY THE GOVERNING BODY TO NEGOTIATE
REAL PROPERTY TRANSACTIONS**

The Council convened back into regular session at 7:34pm

ADJOURN

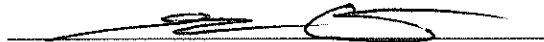
With no further business coming before the Council, the Council adjourned at 7:35pm.



T. Scott Harden
Mayor

10-12-19
Date

ATTEST:



Greg Dirks: City Recorder