

**REGULAR MEETING OF THE
WOOD VILLAGE CITY COUNCIL
May 8, 2018
AGENDA**

6:00 P.M. PLEDGE OF ALLEGIANCE

1. Citizen Comments (non-agenda items)
2. Public Safety Report (MCSO)
3. [Proclamation: Public Works Week](#)
4. Consent Calendar:
 - a. [Review of bills paid in April, 2018](#)
 - b. Contracts \$2,500 - \$50,000
 - GC Systems – Clay Valve Rebuild: \$4,045.00
 - Siemens – Sewer Monitoring Equipment: \$5,112.00
5. Presentation: Northwest Natural Update – Nina Carlson
6. [Resolution 15-2018: Execution and Authorization for Property Purchase – Bill Peterson](#)
7. [Resolution 16-2018: Reimbursement Agreement – Bill Peterson](#)

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. (TDD 1-800-735-2900).

NEXT MEETING: Thursday, May 24, 2018

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, Timothy Clark, Mayor of the City of Wood Village,
Do hereby proclaim the week of May 20-26, 2018 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 8th day of May, 2018

Timothy Clark: Mayor



CITY OF WOOD VILLAGE

Check Report

By Check Number

Date Range: 04/01/2018 - 04/30/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP River-AP Riverview Bank						
0630	CONNELLPC ASSOCIATES, INC	04/05/2018	Regular	0.00	357.00	22299
0770	DCBS-FISCAL SERVICES	04/05/2018	Regular	0.00	918.32	22300
1049	FEI PORTLAND WATERWORKS #3011	04/05/2018	Regular	0.00	1,329.63	22301
1200	GLOBAL NETWORK SUPPORT INC.	04/05/2018	Regular	0.00	2,560.49	22302
10133	KNAPHEIDE TRUCK EQUIPMENT COMPANY NV	04/05/2018	Regular	0.00	18,431.00	22303
1571	LOWES COMPANIES, INC	04/05/2018	Regular	0.00	479.83	22304
	Void	04/05/2018	Regular	0.00	0.00	22305
1650	METRO	04/05/2018	Regular	0.00	546.76	22306
1770	MULTNOMAH COUNTY ALARM	04/05/2018	Regular	0.00	225.00	22307
10122	NET ASSETS	04/05/2018	Regular	0.00	94.00	22308
2236	PETTY CASH	04/05/2018	Regular	0.00	384.95	22309
0936	POWER SYSTEMS WEST	04/05/2018	Regular	0.00	539.43	22310
2530	REYNOLD'S SCHOOL DISTRICT #7	04/05/2018	Regular	0.00	4,748.16	22311
2850	TOTAL RENTAL CENTER	04/05/2018	Regular	0.00	15.00	22312
10154	VERONICA LOPEZ VARGAS	04/05/2018	Regular	0.00	50.00	22313
10147	AKS ENGINEERING & FORESTRY, LLC	04/12/2018	Regular	0.00	4,355.00	22314
10033	CHR CREATIVE	04/12/2018	Regular	0.00	270.00	22315
0505	CITY OF FAIRVIEW	04/12/2018	Regular	0.00	66.04	22316
0510	CITY OF GRESHAM	04/12/2018	Regular	0.00	33,058.51	22317
0638	COPYTRONIX	04/12/2018	Regular	0.00	2,146.29	22318
0340	GRESHAM LOCKSMITH, INC.	04/12/2018	Regular	0.00	90.00	22319
10095	KELLY MARLIN	04/12/2018	Regular	0.00	18.00	22320
2046	OPENONLINE, LLC	04/12/2018	Regular	0.00	47.25	22321
10003	RIVER CITY ENVIRONMENTAL	04/12/2018	Regular	0.00	1,681.24	22322
0970	ADVANCE AUTO PARTS	04/19/2018	Regular	0.00	72.98	22323
10105	AL'S GARDEN CENTERS & GREENHOUSE	04/19/2018	Regular	0.00	1,331.82	22324
0170	AT & T MOBILITY	04/19/2018	Regular	0.00	456.07	22325
0520	CITY OF GRESHAM	04/19/2018	Regular	0.00	1,423.02	22326
0579	COLUMBIA PEST CONTROL	04/19/2018	Regular	0.00	65.00	22327
1054	FIRWOOD DESIGN GROUP, LLC	04/19/2018	Regular	0.00	2,416.25	22328
1290	HACH COMPANY	04/19/2018	Regular	0.00	355.27	22329
0960	KIP EDGLEY	04/19/2018	Regular	0.00	3,190.00	22330
1775	MULTNOMAH CO.TREASURY	04/19/2018	Regular	0.00	2,085.86	22331
1960	OFFICE DEPOT CREDIT PLAN	04/19/2018	Regular	0.00	413.75	22332
2020	ONE CALL CONCEPTS, INC	04/19/2018	Regular	0.00	32.55	22333
0810	OREGON DEQ	04/19/2018	Regular	0.00	567.00	22334
0611	PAMPLIN MEDIA GROUP	04/19/2018	Regular	0.00	42.82	22335
2209	PARKIN ELECTRIC	04/19/2018	Regular	0.00	1,183.00	22336
10143	PAULA WOOD	04/19/2018	Regular	0.00	18.00	22337
2350	POSTMASTER	04/19/2018	Regular	0.00	730.00	22338
10140	RELAY RESOURCES	04/19/2018	Regular	0.00	306.20	22339
3005	WALMART COMMUNITY	04/19/2018	Regular	0.00	441.95	22340
3010	WASTE MANAGEMENT OF	04/19/2018	Regular	0.00	363.62	22341
10065	AAA OREGON	04/26/2018	Regular	0.00	50.00	22343
0505	CITY OF FAIRVIEW	04/26/2018	Regular	0.00	11,429.00	22344
0340	GRESHAM LOCKSMITH, INC.	04/26/2018	Regular	0.00	90.00	22345
1640	MARIE KIZZAR	04/26/2018	Regular	0.00	453.00	22346
1790	MULTNOMAH COUNTY SHERIFF'S OFF	04/26/2018	Regular	0.00	103,562.25	22347
0810	OREGON DEQ	04/26/2018	Regular	0.00	160.00	22348
10011	PIXIS LABS, LLC	04/26/2018	Regular	0.00	74.40	22349
2530	REYNOLD'S SCHOOL DISTRICT #7	04/26/2018	Regular	0.00	52.75	22350
2569	RODDA PAINT	04/26/2018	Regular	0.00	4.25	22351
10121	RR LANDSCAPE INC	04/26/2018	Regular	0.00	175.00	22352
0081	AFLAC	04/26/2018	Regular	0.00	123.35	22353

Check Report

Date Range: 04/01/2018 - 04/30/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0637	CONST & GEN LABORERS' UNION LOCAL 737	04/26/2018	Regular	0.00	152.00	22354
1120	FRONTIER	04/05/2018	Bank Draft	0.00	89.99	DFT0000924
1120	FRONTIER	04/12/2018	Bank Draft	0.00	42.70	DFT0000925
2270	PGE	04/12/2018	Bank Draft	0.00	391.90	DFT0000926
2270	PGE	04/12/2018	Bank Draft	0.00	133.06	DFT0000927
2270	PGE	04/12/2018	Bank Draft	0.00	20.27	DFT0000928
2270	PGE	04/12/2018	Bank Draft	0.00	1,620.70	DFT0000929
2270	PGE	04/12/2018	Bank Draft	0.00	406.50	DFT0000930
2270	PGE	04/12/2018	Bank Draft	0.00	923.26	DFT0000931
2270	PGE	04/12/2018	Bank Draft	0.00	17.87	DFT0000932
2270	PGE	04/12/2018	Bank Draft	0.00	583.55	DFT0000933
2270	PGE	04/12/2018	Bank Draft	0.00	26.72	DFT0000934
2270	PGE	04/12/2018	Bank Draft	0.00	1,252.75	DFT0000935
2270	PGE	04/12/2018	Bank Draft	0.00	37.41	DFT0000936
2270	PGE	04/12/2018	Bank Draft	0.00	20.17	DFT0000937
2270	PGE	04/12/2018	Bank Draft	0.00	23.54	DFT0000938
2270	PGE	04/12/2018	Bank Draft	0.00	3,278.88	DFT0000939
1120	FRONTIER	04/19/2018	Bank Draft	0.00	26.93	DFT0000940
1390	INTEGRA TELECOM	04/19/2018	Bank Draft	0.00	604.94	DFT0000941
1710	MILLER NASH GRAHAM & DUNN LLP	04/19/2018	Bank Draft	0.00	4,026.00	DFT0000942
2704	STERICYCLE COMMUNICATION SOLUTIONS	04/19/2018	Bank Draft	0.00	94.82	DFT0000943
2942	TYLER TECHNOLOGIES INC	04/19/2018	Bank Draft	0.00	17.20	DFT0000944
1120	FRONTIER	04/26/2018	Bank Draft	0.00	48.90	DFT0000945
1920	NW NATURAL	04/26/2018	Bank Draft	0.00	83.32	DFT0000946
1920	NW NATURAL	04/26/2018	Bank Draft	0.00	154.23	DFT0000947
1920	NW NATURAL	04/26/2018	Bank Draft	0.00	225.16	DFT0000948
10108	RIVERVIEW CC - FD	04/26/2018	Bank Draft	0.00	522.00	DFT0000949
10109	RIVERVIEW CC - HR	04/26/2018	Bank Draft	0.00	1,188.87	DFT0000950
10110	RIVERVIEW CC - PW	04/26/2018	Bank Draft	0.00	2,514.58	DFT0000951
2153	OREGON DEPT OF JUSTICE	04/30/2018	Bank Draft	0.00	600.00	DFT0000953
0920	CIS TRUST	04/26/2018	Bank Draft	0.00	10,570.63	DFT0000954
1358	ICMA	04/26/2018	Bank Draft	0.00	1,500.00	DFT0000955
1880	NATIONWIDE RETIREMENT SOL.	04/26/2018	Bank Draft	0.00	700.00	DFT0000956
2200	OREGON PERS	04/26/2018	Bank Draft	0.00	11,415.18	DFT0000957

Bank Code AP River Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	91	54	0.00	204,233.06
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	82	33	0.00	43,162.03
EFT's	0	0	0.00	0.00
	173	88	0.00	247,395.09

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	91	54	0.00	204,233.06
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	82	33	0.00	43,162.03
EFT's	0	0	0.00	0.00
	173	88	0.00	247,395.09

Fund Summary

Fund	Name	Period	Amount
01	POOLED CASH FUND	4/2018	247,395.09
			247,395.09



Staff Report Wood Village City Council Purchase of Property

Meeting Date: 8 May, 2018

TO: Mayor Clark and Members of the City Council

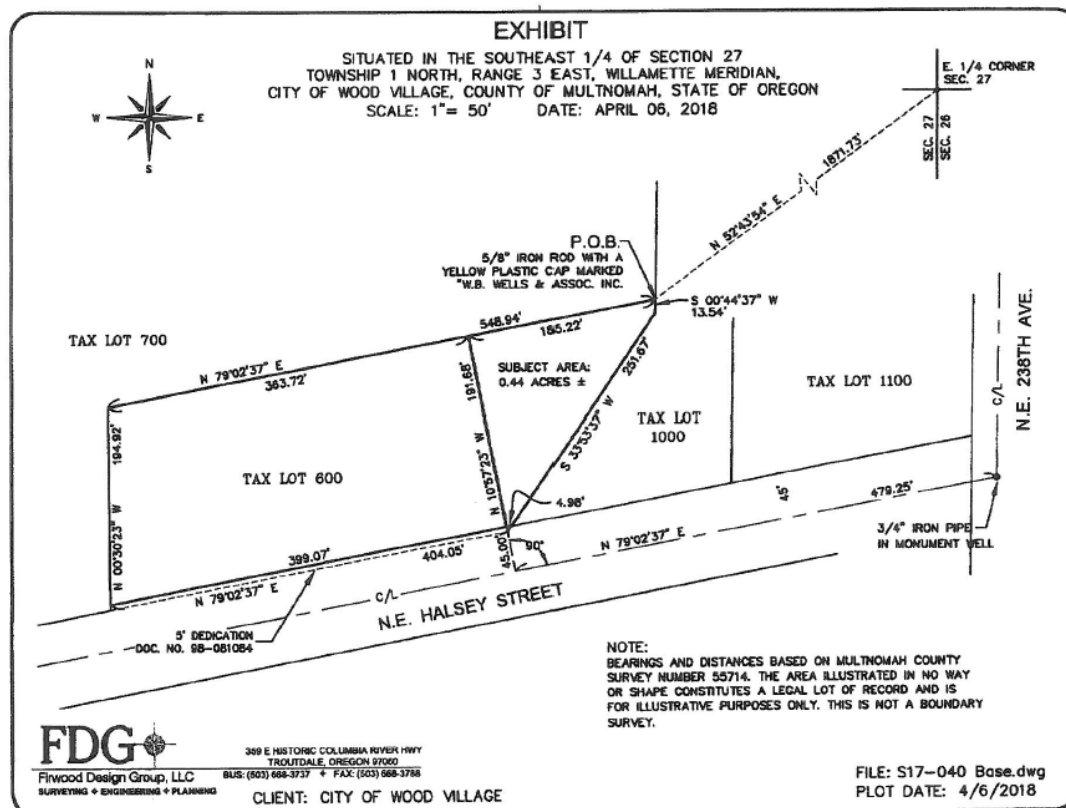
FROM: Bill Peterson, City Manager

DATE: 1 May, 2018

SUBJECT: Purchase of Property

Requested Action: Adopt the Resolution authorizing the City Manager to close on the option for acquisition of the Best Western Property.

Background: The Wood Village City Council adopted Resolution Number 42-2017 on December 12, 2017, authorizing the signing of an option agreement for the acquisition of real property identified as a portion of Tax Lot 600, T1NR3E27D, and graphically identified in the following survey:



The option provides for the purchase price to be \$300,000, less the \$2,500 deposited at the time of signing of the option. Along with the purchase of the property, the City will be filing a lot line adjustment to include this parcel in the City owned properties adjacent to this land.

City Goal Impacted: The purchase of this property will enable the sale of City owned property for development, and will further two City Goals: GOAL 1: A safe, clean, livable community with a sense of pride, quality housing, and strong identity. GOAL 4: Long-term financial stability, economic vitality and growth.

Alternatives:

The option agreements permits three alternatives for the City Council. We could:

1. Elect to extend the option agreement for up to two additional 30 day periods by paying \$1,000 per extension period, or
2. Determine not to exercise the option, forfeiting the \$2,500 paid for the option rights, or
3. Adopt the Resolution authorizing the purchase of the property.

Financial Ramifications:

The acquisition of property can be paid through the existing appropriation in the Wood Village General fund, a \$500,000 appropriation for land acquisition. The total cost of the transaction will be \$300,000 for land, plus legal and closing costs estimated not to exceed \$2,950.

Recommendations and Suggested Motions:

It is recommended that the City Council adopt the Resolution authorizing the City Manager to take all actions necessary to complete the purchase of the subject property.

I move to adopt Resolution Number 15-2018 authorizing the City Manager to exercise the option for the purchase of property identified as a portion of Tax Lot 600, T1NR3E27D.

RESOLUTION NUMBER 15-2018

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXERCISE THE OPTION FOR THE ACQUISITION OF REAL PROPERTY IDENTIFIED AS A PORTION OF TAX LOT 600, TINR3E27D AND COMPLETE A LOT LINE ADJUSTMENT.

WHEREAS:

1. The City Council of the City of Wood Village has entered into a Disposition and Development Agreement (DDA) jointly with Williams/Dame and Associates, and
2. The terms of the DDA require the acquisition of property adjacent to the existing City owned property for inclusion in the sale, and
3. The Real estate broker has determined the value of the property with an opinion of value, establishing that this Halsey frontage property has a slightly higher value than the total average value for the City property sale, and
4. The option with Swami Shreeji, LLC, is structured to permit the exercise of the option for a one time cash payment of \$300,000, plus all closing costs.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wood Village that the City Manager is authorized to take all actions necessary to complete the purchase of the property identified in the attached Survey, attachment A.

Motion for Adoption by Councilor _____ and seconded by Councilor _____.

Aye _____ Nay _____

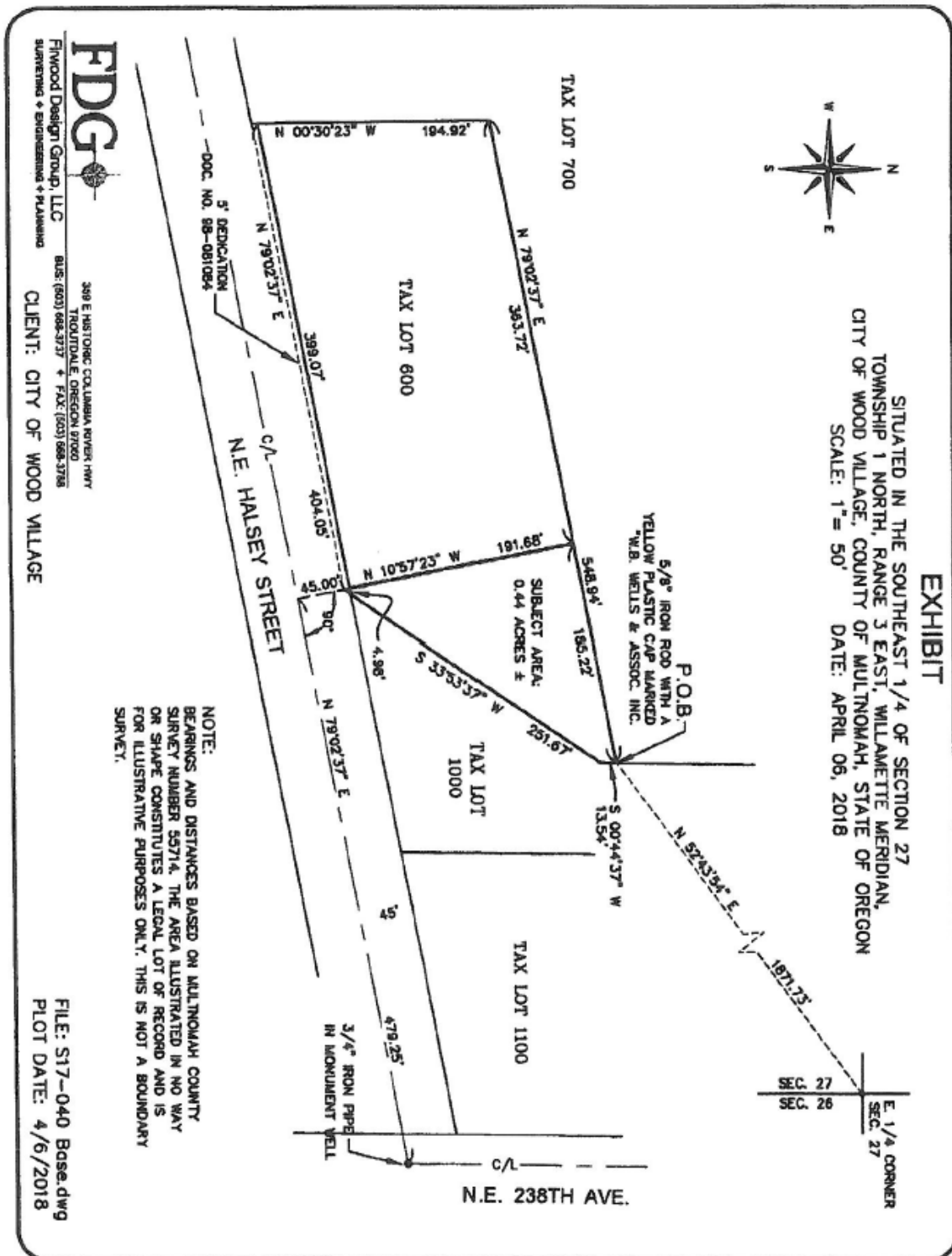
Adopted on this 8th day of May, 2018, by the City of Wood Village.

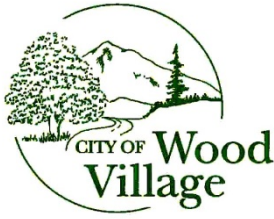
Timothy Clark
Mayor, City of Wood Village

ATTEST:

Greg Dirks
Human Resources/Records Manager

Attachment A
Resolution Number 15-2018





Staff Report Wood Village City Council Intent to Reimburse Urban Renewal Incentives, City Hall and Other Expenditures

Meeting Date: 8 May, 2018

TO: Mayor Clark and Members of the City Council

FROM: Bill Peterson, City Manager

DATE: 1 May, 2018

SUBJECT: Reimbursement Resolution

Requested Action: Adopt the Resolution authorizing the future reimbursement of expenditures financed through an intergovernmental loan from the General Fund to the Urban Renewal Fund, recognizing the future option to issue tax exempt obligations (bonds) to reimburse incurred expenses.

Background: The Wood Village Urban Renewal Agency will be incurring expense for a series of activities beginning in May of 2018. It is the intent of the Agency, and the City, to loan funds from the City of Wood Village General Fund to the Urban Renewal Agency to finance investments for a period and up to \$1,200,000. When additional investments are needed, the Agency, working through the City to issue tax exempt general obligation bonds, will reimburse loan proceeds to the extent they have not been repaid.

To achieve this reimbursement, the law firm of Hawkins, Delafield and Wood, LLP, our bond counsel, has prepared a resolution assuring that all incurred costs are appropriate and that reimbursement is eligible.

City Goal Impacted: The adoption of the resolution will assure that GOAL 4: Long-term financial stability, economic vitality and growth. Is implemented.

Alternatives:

The City Council could:

1. Determine not to proceed with the loan of funds to the Urban Renewal Agency and incurring costs for the incentives, fencing, and other identified projects, or
2. Direct expenditures to be directly incurred, not subject to “take out” financing in the issuance of future general obligation tax exempt bonds, or
3. Adopt the Resolution authorizing reimbursement.

Financial Ramifications:

The loan from the General Fund to the Urban Renewal Fund is \$1,200,000. The project costs incurred in the Agency include:

1. **\$300,000** for Arata Road Fencing
2. **\$20,000** construction of a fence on the Easterly Property Boundary of Riverwood Homeowners Association Property
3. **\$966,793** in Development Incentives for the development of City owned Properties located at the intersection of 238th and Halsey
4. Other Economic Development specific incentives anticipated in the next two years
 - a. 240th Street property development. A \$3.0MM mixed use is proposed, with the value entering the tax rolls in 2020. This would have an incentive package of about **\$75K**
 - b. 4plex on Arata Road, estimated market value of \$320,000, on tax rolls in 2019 with AV of **\$6,800**.

The total anticipated amount for debt issuance and reimbursement is **\$1,368,593**, with **\$1,200,000** of that amount originating from the City, and the remainder will be reimbursed from the bond issue to the Agency.

Recommendations and Suggested Motions:

It is recommended that the City Council adopt the Resolution authorizing the City to be eligible for reimbursement of incurred expenses through the issuance of a general debt.

I move to adopt Resolution Number 16-2018 authorizing the reimbursement of expenses incurred through the issuance of debt.

RESOLUTION NUMBER 16-2018

RESOLUTION OF THE CITY OF WOOD VILLAGE DECLARING ITS INTENTION TO REIMBURSE EXPENDITURES FROM PROCEEDS OF TAX-EXEMPT OBLIGATIONS

WHEREAS, the City Council of the City of Wood Village (the "City") desires to finance the costs of economic development incentives, fencing and right of way improvements, and similar incurred expenses (the "Project"); and

WHEREAS, the City intends to finance costs of the Project or portions thereof with the proceeds of the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"); and

WHEREAS, prior to the issuance of the Obligations the City desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the City; and

WHEREAS, the City Council of the City has determined that those moneys advanced to pay the Expenditures prior to the issuance of the Obligations are available only for a temporary period and it is necessary to reimburse the City for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOOD VILLAGE DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

SECTION 1. The City hereby states its intention and reasonably expects to reimburse Expenditures of the Project paid by the City or The City of Wood Village Urban Renewal Agency (the "Agency") prior to the issuance of the Obligations with proceeds of the Obligations.

SECTION 2. The reasonably expected maximum principal amount of the Obligations is \$1,400,000.

SECTION 3. This resolution is being adopted no later than 60 days after the date on which the City or the Agency paid its first Expenditure on the Project to be reimbursed from proceeds of the Obligations (excluding certain preliminary expenditures which may have been paid before that date).

SECTION 4. The City will make a reimbursement allocation, which is a written allocation that evidences the City's use of proceeds of the Obligations to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid.

SECTION 5. This resolution is adopted as official action of the City in order to comply with Treasury Regulation Section 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Expenditures incurred prior to the date of issue of the Obligations.

Motion to Adopt by Councilor _____ seconded by Councilor _____.

_____ AYE

_____ NAY

ADOPTED, SIGNED AND APPROVED this 8th day of May, 2018.

City of Wood Village

Timothy Clark
Mayor

Attest:

Greg Dirks
Human Resources/Records