

**REGULAR MEETING OF THE
WOOD VILLAGE CITY COUNCIL
October 9, 2018
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 September, 2018](#)
 - b. Contracts \$2,500 - \$50,000
 - Global Network Support: Phone Server - \$3,375.00
 - Portland Party Place: Pumpkin Fest Rentals - \$2,653.95
 - Northside Ford – 2019 F250 Utility Truck - \$34,481.89
 - c. City Council Minutes
 - [June 26,2018](#)
 - [July 17, 2018](#)
 - [September 11, 2018](#)
4. [Resolution 38-2018 Park CIP and SDC Update – John Niiyama](#)
5. [Discussion: Plastic Bag Ban Method, Approaches, and Timelines – Greg Dirks](#)
6. [Presentation: League of Oregon Cities Conference Recap – Multiple](#)

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: Tuesday, October 23, 2018



CITY OF WOOD VILLAGE

Check Report

By Check Number

Date Range: 09/01/2018 - 09/30/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP River-AP Riverview Bank						
0431	76 FOODMART	09/06/2018	Regular	0.00	115.00	22605
0087	ALLWOOD RECYCLERS	09/06/2018	Regular	0.00	37.50	22606
10033	CHR CREATIVE	09/06/2018	Regular	0.00	270.00	22607
0520	CITY OF GRESHAM	09/06/2018	Regular	0.00	2,675.12	22608
0530	CITY OF PORTLAND	09/06/2018	Regular	0.00	8,741.00	22609
10137	D&H FLAGGING INC	09/06/2018	Regular	0.00	160.00	22610
0841	GREG F DIRKS	09/06/2018	Regular	0.00	10,893.34	22611
1429	JOHN DEERE FINANCIAL	09/06/2018	Regular	0.00	171.94	22612
10164	JOHNSON ECONOMICS LLC	09/06/2018	Regular	0.00	4,218.00	22613
0960	KIP EDGLEY	09/06/2018	Regular	0.00	3,078.99	22614
10133	KNAPHEIDE TRUCK EQUIPMENT COMPANY NV	09/06/2018	Regular	0.00	1,797.00	22615
1571	LOWES COMPANIES, INC	09/06/2018	Regular	0.00	806.47	22616
	Void	09/06/2018	Regular	0.00	0.00	22617
2202	PAPE MACHINERY EXCHANGE	09/06/2018	Regular	0.00	15.67	22618
2210	PARKROSE HARDWARE	09/06/2018	Regular	0.00	6.00	22619
1056	PORTLAND WEB DESIGN	09/06/2018	Regular	0.00	110.00	22620
2530	REYNOLD'S SCHOOL DISTRICT #7	09/06/2018	Regular	0.00	291.90	22621
10003	RIVER CITY ENVIRONMENTAL	09/06/2018	Regular	0.00	916.08	22622
0505	CITY OF FAIRVIEW	09/13/2018	Regular	0.00	64.84	22623
10133	KNAPHEIDE TRUCK EQUIPMENT COMPANY NV	09/13/2018	Regular	0.00	315.00	22624
10166	MIG, INC	09/13/2018	Regular	0.00	1,395.00	22625
10122	NET ASSETS	09/13/2018	Regular	0.00	37.00	22626
2046	OPENONLINE, LLC	09/13/2018	Regular	0.00	66.75	22627
1212	OREGON GOVERNMENT ETHICS COMMISSION	09/13/2018	Regular	0.00	513.13	22628
10143	PAULA WOOD	09/13/2018	Regular	0.00	18.00	22629
2350	POSTMASTER	09/13/2018	Regular	0.00	240.00	22630
2530	REYNOLD'S SCHOOL DISTRICT #7	09/13/2018	Regular	0.00	511.27	22631
10152	WOLCOTT	09/13/2018	Regular	0.00	231.20	22632
2260	ADVENTIST HEALTH OCCUPATIONAL MEDICINE	09/20/2018	Regular	0.00	60.00	22633
10170	ANATUM GEOMOBILE SOLUTIONS, LLC	09/20/2018	Regular	0.00	250.00	22634
10130	BETTY LYN LORD	09/20/2018	Regular	0.00	18.00	22635
0296	BROOKS PRODUCTS	09/20/2018	Regular	0.00	42.82	22636
0510	CITY OF GRESHAM	09/20/2018	Regular	0.00	32,814.89	22637
10039	CONSERVATION TECHNIX INC	09/20/2018	Regular	0.00	481.99	22638
1054	FIRWOOD DESIGN GROUP, LLC	09/20/2018	Regular	0.00	150.00	22639
1200	GLOBAL NETWORK SUPPORT INC.	09/20/2018	Regular	0.00	3,505.00	22640
0340	GRESHAM LOCKSMITH, INC.	09/20/2018	Regular	0.00	27.00	22641
1290	HACH COMPANY	09/20/2018	Regular	0.00	1,825.31	22642
10095	KELLY MARLIN	09/20/2018	Regular	0.00	18.00	22643
1500	LEAGUE OF OREGON CITIES	09/20/2018	Regular	0.00	20.00	22644
10159	LRS ARCHITECTS, INC	09/20/2018	Regular	0.00	9,135.15	22645
1610	MASTERTech SECURITY SVC	09/20/2018	Regular	0.00	80.85	22646
1960	OFFICE DEPOT CREDIT PLAN	09/20/2018	Regular	0.00	275.13	22647
2020	ONE CALL CONCEPTS, INC	09/20/2018	Regular	0.00	49.35	22648
2244	PITNEY BOWES, INC	09/20/2018	Regular	0.00	257.98	22649
10121	RR LANDSCAPE INC	09/20/2018	Regular	0.00	497.36	22650
10165	SERVICE MASTER BUILDING SERVICES	09/20/2018	Regular	0.00	880.00	22651
10171	WESTERN CONSTRUCTION SERVICES	09/20/2018	Regular	0.00	20.81	22652
10152	WOLCOTT	09/20/2018	Regular	0.00	197.00	22653
0081	AFLAC	09/24/2018	Regular	0.00	123.35	22654
0637	CONST & GEN LABORERS' UNION LOCAL 737	09/24/2018	Regular	0.00	76.00	22655
1120	FRONTIER	09/06/2018	Bank Draft	0.00	89.99	DFT0001122
1120	FRONTIER	09/06/2018	Bank Draft	0.00	25.11	DFT0001123
2270	PGE	09/06/2018	Bank Draft	0.00	20.18	DFT0001124

Check Report

Date Range: 09/01/2018 - 09/30/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2270	PGE	09/06/2018	Bank Draft	0.00	105.81	DFT0001125
2270	PGE	09/06/2018	Bank Draft	0.00	20.28	DFT0001126
0170	AT & T MOBILITY	09/13/2018	Bank Draft	0.00	447.34	DFT0001127
2270	PGE	09/13/2018	Bank Draft	0.00	3,225.78	DFT0001128
2270	PGE	09/13/2018	Bank Draft	0.00	930.45	DFT0001129
2270	PGE	09/13/2018	Bank Draft	0.00	20.85	DFT0001130
2270	PGE	09/13/2018	Bank Draft	0.00	17.77	DFT0001131
2270	PGE	09/13/2018	Bank Draft	0.00	146.67	DFT0001132
2270	PGE	09/13/2018	Bank Draft	0.00	660.30	DFT0001133
2270	PGE	09/13/2018	Bank Draft	0.00	2,304.78	DFT0001134
2270	PGE	09/13/2018	Bank Draft	0.00	29.00	DFT0001135
2270	PGE	09/13/2018	Bank Draft	0.00	44.44	DFT0001136
2270	PGE	09/13/2018	Bank Draft	0.00	1,533.84	DFT0001137
2270	PGE	09/13/2018	Bank Draft	0.00	334.66	DFT0001138
0920	CIS TRUST	09/20/2018	Bank Draft	0.00	2,921.57	DFT0001139
1120	FRONTIER	09/20/2018	Bank Draft	0.00	26.93	DFT0001140
1390	INTEGRA TELECOM	09/20/2018	Bank Draft	0.00	605.20	DFT0001141
10107	RIVERVIEW CC - CA	09/20/2018	Bank Draft	0.00	256.51	DFT0001142
10108	RIVERVIEW CC - FD	09/20/2018	Bank Draft	0.00	753.00	DFT0001143
10109	RIVERVIEW CC - HR	09/20/2018	Bank Draft	0.00	789.00	DFT0001144
10110	RIVERVIEW CC - PW	09/20/2018	Bank Draft	0.00	5,310.85	DFT0001145
1920	NW NATURAL	09/20/2018	Bank Draft	0.00	101.85	DFT0001146
1920	NW NATURAL	09/20/2018	Bank Draft	0.00	225.16	DFT0001147
1920	NW NATURAL	09/20/2018	Bank Draft	0.00	16.08	DFT0001148
2153	OREGON DEPT OF JUSTICE	09/30/2018	Bank Draft	0.00	600.00	DFT0001150
0920	CIS TRUST	09/24/2018	Bank Draft	0.00	13,999.86	DFT0001151
1358	ICMA	09/24/2018	Bank Draft	0.00	1,500.00	DFT0001152
1880	NATIONWIDE RETIREMENT SOL.	09/24/2018	Bank Draft	0.00	1,400.00	DFT0001153
2200	OREGON PERS	09/24/2018	Bank Draft	0.00	11,183.94	DFT0001154

Bank Code AP River Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	74	50	0.00	88,502.19
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	93	32	0.00	49,647.20
EFT's	0	0	0.00	0.00
Total	167	83	0.00	138,149.39

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	74	50	0.00	88,502.19
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	93	32	0.00	49,647.20
EFT's	0	0	0.00	0.00
	167	83	0.00	138,149.39

Fund Summary

Fund	Name	Period	Amount
01	POOLED CASH FUND	9/2018	138,149.39
			138,149.39

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
June 26, 2018
MINUTES**

PRESENT: Mayor Timothy Clark, Council President Scott Harden, Councilors Mark Clark, and Bruce Nissen. City Attorney Jeff Condit, City Manager Bill Peterson, Finance Director Peggy Minter, Public Works Director John Niiyama, and interested parties.

ABSENT: None.

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

CITIZEN COMMENTS (NON-AGENDA ITEMS)

Peterson stated that the City has received complaints from residents in the Riverwood neighborhood regarding construction activities on Arata Road as well as the new subdivision. Peterson stated that the hours of construction are from 7am to 7pm. Peterson explained that residents have indicated that construction has been starting at 5:30am, but that is unsubstantiated.

Vasyli Prychyna of 1328 NE Coho stated that there is too much noise occurring. Prychyna stated that work has been beginning before 7am and lasts past 7pm. Prychyna asked if the times can be changed, not allow work on Sunday, and no heavy excavating on weekends. Prychyna stated that the deliveries have also been an issue.

The Council thanked Prychyna for coming to the meeting.

Peterson stated that the municipal code enables 7am to 7pm on weekdays, and the City Manager can grant time on weekends. Peterson explained that has occurred in this case, and the Council can rescind that order, or the developer can ask for an updated agreement. Smith stated that the job needs to get done. Nissen stated that the developer should not abuse the times, especially if the time frame has been extended.

Peterson stated that the issue is probably real because there have been a couple of complaints. Peterson stated that we can send correspondence, and if the 7am to 7pm time frame is not followed, then the weekend can be pulled. Nissen asked if heavy equipment could be suspended on Sundays. Nissen stated that he does not want to stop all operations, but there needs to be respect for the neighbors. Tim Clark stated that an encouragement to limit work on weekends would be appreciated, with a reminder about following the time limits.

Peterson stated that he will author and send out a letter to the developer.

RESOLUTION 23-2018: ENTERPRISE ZONE RENEWAL

Peterson presented the resolution and stated that the Council already has indicated the willingness to renew the Enterprise Zone. Peterson presented information on the City's program, and in total there has been \$278,000 in forgone property taxes. Peterson stated that the most impacted entity is the County, followed by the school district. Peterson stated that while the taxes were forgone, some of the new industries would not have located in the area, and the level of investment would not be in the market today. Peterson stated that if those entities were not here, then there would not have been any property tax revenue increases anyway. Peterson explained that the Enterprise Zone enables a level of investment that adds jobs and improves the local economy. Peterson stated that the school district is also unaffected because the state subsidizes to the minimal level per student. If there are less property taxes, then the state adds more money to the school's pool. Peterson stated that the County and City losses are true losses. Peterson stated that industrial developments typically have lower service demands, so the financial loss to the City is not that great.

Peterson stated that depending on the equipment, some equipment may be depreciated 100 percent at the close of the five-year exemption period, but that has not occurred yet. Peterson stated that the zone has brought in 113 jobs to area, and the recommendation is to approve the resolution.

Upon motion by Mark Clark, seconded by Nissen and passing 5-0, Resolution 23-2018 renewing the Enterprise Zone was approved.

RESOLUTION 24-2018: LEAGUE OF OREGON CITIES LEGISLATIVE PRIORITIES

Peterson presented the resolution, and stated that three Councilors have already responded with their top priorities. Peterson explained that there are 29 proposals to choose from, and the Council also needs to select the bottom four categories as well. Peterson asked if there were any question, and asked which legislative priorities the Council would like to select.

The Council provided their input on choices, and asked for staff input. Staff presented their input on priorities.

Peterson stated that the items with the most votes include property tax reform, qualification based selection, broadband, and third-party building inspection services. The Council agreed to those priorities.

Peterson stated that the items with no votes included annexation reform, carbon cap, place based water resource planning, and Safe Routes to Schools. The Council selected those items as non-priorities.

The Council by consensus directed that the priorities as identified be sent to the League of Oregon Cities. A vote on the resolution was not taken.

RESOLUTION 25-2018: URBAN RENEWAL LOAN REPAYMENT AGREEMENT

Peterson presented the resolution, and stated that this is a 13-year note to finance the Arata Road fence, the Riverwood fence, and the incentives with the sale of the City Hall property. Peterson explained that this is a loan from the General Fund to the Urban Renewal Agency. The interest rate is a fixed 4 percent. Peterson stated that rate is a bit more than what the agency could get in the open market if this

was a bond, but the bond issuance costs would be more expense than this arrangement. Peterson stated that this is also a better investment for the General Fund compared to its current investments.

Peterson stated that takeout finance will be in place within a couple of years, which will pay back the amount in full.

Upon motion by Nissen, seconded by Harden and passing 5-0, Resolution 25-2018 establishing a loan agreement with the Urban Renewal Agency was approved.

RESOLUTION 26-2018: DEVELOPMENT AND DISPOSITION AGREEMENT AMENDMENT

Peterson presented that resolution, and stated that the purchase offer on the City Hall site is still pending. Peterson explained that the Council set an agreement with the terms and conditions of the sale with Williams and Dame. Peterson stated that the agreement also set the specific incentives to the sale. Peterson stated that part of the agreement is to obtain an emergency vehicle access easement from the adjacent properties. Peterson stated that there has been some difficulties in obtaining that easement, and this action would grant a 30 day extension to the agreement.

Peterson stated that when the staff report was written last week, it was anticipated that there would be two 30 day extensions. Peterson stated that more recent conversations were had to get a firm performance agreement with the intended purchaser, and the request has been revised to a single 30 day extension with no cost. Peterson stated that the due diligence period would be extended. The two existing 60 day extensions are still in place. The first extension is \$25,000 which is applicable to the sale price. That will last until the end of September, and the next extension would also cost \$25,000 but is non-refundable and non-applicable to the sales price.

Tim Clark asked if the City Hall has to relocate by the end of July. Peterson stated that is the plan, and he has not asked to renegotiate the lease agreement. Peterson stated that the developer does plan to move a lot of dirt this summer, prior to closing. Tim Clark asked if the developer have been making investments in this process as well. Peterson stated that the developer is making substantial investments.

Upon motion by Harden, seconded by Smith and passing 5-0, Resolution 26-2018 revising the Disposition and Development Agreement was approved.

DISCUSSION: CITY GARAGE SALE AND CLEANUP EVENT RECAP

HR/Records Manager Greg Dirks presented the discussion. Dirks stated that this was the third year for the garage sale event, and the event took place from June 16th through the 18th. 16 households signed up to be part of the sale, but no businesses signed up. Dirks presented the map of sale locations, and stated that an enhanced Google map was used to help direct people to the sale locations. The map also included the dates and hours of each sale. Dirks stated that each participant received a special yard sale sign, and there was little feedback from participants.

Dirks stated that the cost of the event was \$530, which was for advertising and yard sale signs. Dirks stated that there are many signs left, which can be used in future years.

Dirks stated that the cleanup event was held the following Saturday on June 23rd. Dirks stated that the event was held at the Wood Village Lowes from 8am to 12pm. Dirks stated that the new location was selected because of the construction on Arata Road, and the location worked out really well. Dirks stated that non-hazardous bulky waste items were accepted at the event, and electronics were also accepted at the event as well. Dirks stated that the reuse area did not get a lot of attention this year, but the City was able to collect a full barrel of food for Snow Cap.

Dirks stated that five people signed up for the elderly or disabled assistance. Dirks explained that in total eight drop boxes of stuff was collected, 100 tires, and 1 ton of elections were disposed of at the event. Dirks stated that the cost of the event was \$480, and most of the expenses were for new signs, and food for volunteers. Dirks stated that Lowes not only supplied the location, but a lot of volunteers as well.

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

PRESENTATION: 2017-18 ANNUAL PERFORMANCE PLAN

Dirks gave the presentation and stated that the Annual Performance Plan is based on the seven City Goals, and a new plan is adopted annually. Dirks explained that the purpose of this presentation is to go over each project that was in the 2017-18 plan.

Dirks stated that the projects under Goal 1 included Arata Road rebuild support and fencing. Dirks explained that construction delays have pushed back that project, and it is unlikely that either project will be completed in 2018.

Dirks stated that Goal 2 included promoting emergency management and a fire service plan for the QRV. Dirks stated that staff has been attending regional emergency management meetings, there is a dedicated space on the City's website for emergency management, and an article is included in each newsletter. Dirks explained that the QRV program is operational, and oversight is provided by the Fire User Board with Gresham.

Dirks stated that Goal 3 included all the City events, the Park Masterplan update, the reconstruction of Cedar Lane, the Cottonwood waterline project, the irrigation design at the Donald Robertson Park, and SCADA upgrades. Dirks stated that all scheduled events occurred and were well received. The Parks Master Plan update is still in process, and should be completed by the end of summer. Dirks stated that the updated irrigation design for the park has been completed, and grant funding has been secured for build the project. Dirks explained that SCADA upgrades are continuing, and will continue into next year as well.

Dirks stated that Goal 4 included City Hall relocation work and the sale of the current City Hall site. Dirks explained that a temporary location for City Hall has been secured and a lease agreement has

been signed. Dirks stated that there are also several offers out on potential permanent City Hall sites. Dirks stated that the sale of the City Hall site continues, and outstanding items include obtaining a BOLI determination letter and the utility relocation work.

Dirks stated that Goal 5 items included all-staff safety training, all-staff teambuilding, benchmarking a service, and conducting a compensation analysis. Dirks stated that two all-staff trainings occurred. The first training was on disaster preparedness and response, and the other was a live-fire fire extinguisher training. Dirks stated that the all-staff teambuilding is scheduled for tomorrow and will involve staff designing elements of the new City Hall building. Dirks stated that credit and debit card services were benchmarked, and the City will be transitioning to Invoice Cloud. Dirks stated that the compensation analysis was completed in January, and no revisions were recommended.

Dirks stated that Goal 6 included work on the Halsey Corridor project, and supporting the two-city recreation program. Dirks stated that the economic evaluation is occurring for the corridor, and a planning grant from Metro was also awarded. Dirk stated that the recreation program is growing, and the group recently held a successful fundraiser to fund additional scholarships.

Dirks stated that the project for Goal 7 was tree planting. Dirks stated that a large Japanese Maple was relocated from City Hall to the park, and the planting of new community trees is pending for this fall.

Dirks stated that concludes the projects for the year, and staff is already at work on the 2018-19 APP.

The Council thanked Dirks for the report.

PUBLIC WORKS DIRECTOR'S REPORT

Niiyama presented the report and stated that construction costs are increasing at a rate of about 10-15 percent higher than anticipated. Niiyama explained that some of the anticipated projects may be delayed in order to bid the projects during the off season. Niiyama stated that Public Works personnel has changed with two utility workers leaving the City. Niiyama explained that interviews were conducted yesterday, and two candidates were selected. Niiyama stated that there is also an open recruitment for a replacement Engineering Technician.

Niiyama stated that Riverwood development is coming along, and the open house for the model home is pending. Niiyama stated that he has been attending regional meetings for emergency management. Niiyama stated that the Shea lift station is pending an inspection this Thursday. Peterson stated that the emails regarding the issue have been conjectural at best. Smith stated that the illicit discharge that is the issue. Peterson stated that is correct.

The Council thanked Niiyama for the report.

FINANCE DIRECTOR'S REPORT

Peterson stated that this is Minter's last Council meeting. Peterson explained that this is the end of her interim contract and wanted to make to acknowledge her years of service to the City. The Council thanked Minter for her service.

Minter presented the report and stated that the report is through May. Minter stated that all revenues are on track and within limits and estimates. Minter stated that revenue from property taxes increased by nearly \$60,000 this year. Minter stated that LGIP interest rate is up to 2.25 percent. Minter stated that total investments are about \$6 million, with \$10,000 in monthly interest income.

CITY MANAGER'S REPORT

Peterson presented the report and stated that the Annual Performance Plan was summarized for the year. Peterson stated that it has been an intriguing year from a management perspective with all the retirements and loss of personnel. Peterson stated that there have been a lot of moving parts and projects through this period, and the hope is that from a Council and community perspective that the transitions have been seamless. Peterson explained that this has been an interesting and difficult process.

Peterson stated that both contractors on the county roadway projects for Arata Road and sandy Blvd. have shut down due to utility conflicts. Peterson stated that most of the conflicts have been because of large boulders in the project area. Peterson explained that other utilities have had to go around the rocks, which is not where the new utilities need to go. Peterson stated that the crews have left the job site in order to reduce the financial cost to the County. Peterson stated that the projects will start aback up when the conflicts have been resolved.

CITY COUNCIL REPORTS

Harden stated that the MHCRC budget has been approved by all jurisdiction. Harden stated that there has also been some staff changes at the MHCRC and he will provide an update on that item as it develops.

Harden stated that he shared in an email regarding an editorial that ran in the outlook regarding immigration. Harden stated that he only viewed the online version, and explained that he found the issued raised in the editorial to be factually incorrect. Harden stated that he also did not see any opposing viewpoint. Harden stated that the Outlook is the City's paper for record, and does not think that editorial reflects the values of the City. Harden stated that he would like the Council to consider removing the Outlook as the paper for record for the City.

Steven Brown the Publisher for the Gresham Outlook and Sandy Post stated the usual editor that published the editorials was out on vacation when that article was published. Brown stated that he will not throw either editor under the bus for this issue, and it some changes to the article could have been made. Brown stated that he welcomes a counter point to the editorial, and is a bit disappointed overall. Brown stated that the Outlook has published many potentially controversial editorials in the past, and

this one labels the organization. Brown stated that the Outlook balances the opinion pieces, and the articles are no in the news section.

Harden motioned to add removing the Outlook as the paper of record to the next agenda. There was no second.

The Council thanked Brown for coming to the meeting to discuss the issue.

Tim stated that there was a discussion at EMCTC on value pricing. Tim Clark explained that alue pricing is exploring tolling on I-5 and I-205. Tim Clark stated that the rate would be flexible base on the volume of traffic at any given time. Tim Clark stated that he is concerned because there has not been a discussion on what the fees will be used for, and the funds are not allocated to any one project or issue.

Mark Clark stated that he attended some early meetings on the issue, and the idea at that time was to use the funds to add more lanes. Tim Clark stated that concept has since been dropped, and the idea is to control congestion. Smith stated that this seems like it is a tax on the people who cannot change their working hours.

Tim Clark stated he attended JPACT abd understood that either a new downtown bridge will be built, or there will be a retro fit to Burnside Bridge. Tim Clark stated that Multnomah Coutny has made this a top priority, and would be a \$700-900 million investment.

ADJOURN

With no further business coming before the Council, the Council adjourned at 8:33pm.

Timothy Clark
Mayor

Date

ATTEST:

Greg Dirks: City Recorder

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
July 17, 2018
MINUTES**

PRESENT: Council President Scott Harden, Councilors Mark Clark, and Bruce Nissen. City Attorney Jeff Condit, City Manager Bill Peterson, Acting Finance Director Yelena Shapovalov, Public Works Director John Niyama, and interested parties.

ABSENT: Mayor Timothy Clark.

COUNCIL PRESIDENT HARDEN CALLED THE MEETING TO ORDER AT 6:00 PM.

CITIZEN COMMENTS (NON-AGENDA ITEMS)

Mayor Ted Tosterud of Fairview stated that he is here to ask to start a conversation with the three cities to ban plastic bags. Tosterud stated that this has been discussed at different times, and he wants to take it on as one of his projects. Tosterud stated that he wanted to call a three-cities meeting to discuss the matter further. Tosterud stated that Portland has had a bag ban for years, and it is time to ban the plastic bags here. Harden stated that plastic bag ban is part of the Council's annual work plan for this year. Smith asked if we go to paper, will that mean more trees will be cut down. Tosterud stated that he does not know the answer to that question, and will be part of the next steps.

The council thanked Tosterud for coming to the meeting and for bringing up the issue.

PUBLIC SAFETY REPORT

Chief Jason Gates with the Multnomah County Sheriff's Office presented the report. Gates stated that there have been some upticks in the trends for burglary, subject stops, theft, and traffics stops over the past few months. Gates stated that the overall trend line is going down. Gates stated that there were 184 dispatched calls in last month compared to 289 self-initialed calls for service. Gates stated that the response time was just over three minutes for priority one and two calls, and just under eight minutes for non-emergency calls. Gates stated that there was a total of 194 hours of dedicated service for the month of June.

Gates stated that there was some community policing activities that occurred with a specific property that had some suspicious activity occurring. Gates stated that there is also a quarterly traffic safety report in the packet. Gates stated that the top crash sites are 238th and Halsey, Glisan at 223rd, and at the I-84 interchange. Gates stated that the highest rate of traffic collisions is on Sunday evenings from 5-6pm.

Gates stated that there was an incident at the Wood Village market this morning. A person brought a dog in the store, and an argument ensued. As the owner of the market escorted the

person out, the owner was assaulted. The dog did not attack anyone, but has been flagged in the past, and was taken to animal services. The owner was injured in the incident, but the injury was not too significant.

The Council thanked Gates for the report and service.

CONSENT CALENDAR:

- a. Review of bills paid in June, 2018
- b. Contracts \$2,500 - \$50,000
 - Schneider Equipment – Replace Well #3 Shaft: \$4,035.00
 - Big Trees Today – Relocate City Hall Trees: \$3,800.00

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

PRESENTATION: METRO AFFORDABLE HOUSING BOND – METRO COUNCILOR CRADDICK

Metro Councilor Shirley Craddick presented the report and stated that Jess Larson from Metro is also here to help answer questions about the housing bond. Craddick stated that the measure has been referred to the voters for the November ballot. Craddick stated that last month the Metro Council referred the regional measure which focuses on building more affordable housing for about 12,000 people. Craddick stated that if approved, the housing would be built in all three counties, and is targeted at working families, seniors, and those with disabilities. Craddick stated that technical and advisory stakeholder groups were formed to help shape the measure.

Craddick stated that this measure is being considered now because even though unemployment is at a record low, there is not a single neighborhood in the Portland area that is affordable. Craddick stated that means people are being priced out of rental housing, and people are spending so much money on housing that they do not have enough for food or other necessities. Many people are only one large payment away from being homeless. Craddick stated that Metro has taken on this issue because affordable housing challenges and housing shortages is a regional issue. As a regional issue, Metro can leverage the local partners to provide affordable housing at a reasonable cost. Craddick stated that the only way to ensure that these homes are built and available, is to have this as a public priority.

Craddick stated that she voted to refer the matter, and hopes that the Council will help support the measure as well.

Larson stated that she is the Regional Affairs Manager for Metro, and has the details of the issue. Larson stated that she is not advocating for the measure and is here to provide information. Larson stated that the measure prescribes for about 3,900 homes if the constitutional amendment passes, and 2,400 homes if the constitutional measure does not pass. Larson stated that under the

current constitution, government obligated bonds are for public owned and operated projects only. Larson explained that government obligated bonds are often used to build public facilities, so it is not an issue. Affordable housing is typically provided through a public private partnership, and are actually owned by non-governmental agencies and partners. Larson stated that financing for these projects are also often financed through low income housing tax credits. Larson stated that for those reasons, the state legislature referred a constitutional measure to enable the use of government obligated bonds for affordable housing.

Larson stated that additional outcome targets were also set. Larson explained that there is a commitment to keep all affordable housing created under the bond measure to 80 percent or less of median income, with the focus being at 30 percent income, with additional units at 60 percent, and a few at 80 percent. Larson stated that the specific targets are spelled out in the implementation of the measure. Larson stated that half the homes would be at 30 percent median income with the current constitution, and about 41 percent if the constitutional measure passes. Larson stated that there were also targets aimed at the size of the housing to help ensure that large families can be housed together. Larson stated that about half the homes are designed at two bedrooms or larger.

Larson stated that another element of the measure is the distribution of the resource, and the resource should be proportional to the tax proceeds. For instance, 21 percent of the tax revenue comes from Clackamas County, so 21 percent of the homes would be in Clackamas County. Larson stated that the partnering jurisdictions are also important. Larson stated that under the constitution where public ownership is required, the three housing authorities that work in the region are the most suited for public housing ownership. Larson stated that if the constitutional measure passes, then the funds can be used like gap funding, where funding can be offered through four partner cities to reach other partners. Larson stated that would be in addition to the three housing authorities. The four partner cities include Gresham, Portland, Beaverton, and Hillsboro.

Larson stated that the last element is that 90% of the resources would go to the partnering agencies, and 10 percent would be kept at Metro to for strategic land acquisition that could be used to build affordable housing at some point in the future.

Larson stated that there are accountability features in the measure as well. The first element is an agreement to develop a community oversight committee that would annually review the process. There would be an annual audit on the program, and the last element is a region-wide commitment to restrict administrative costs to no more than 5 percent.

Larson stated that the measure is a \$652.8 million bond, which is \$.24 per \$1,000 of assessed value. Larson stated that is about \$5 a month for a home assessed at \$250,000. Larson asked if there were any questions.

Mark Clark asked about the in-kind contributions that will be made to this effort. Craddick asked for more information. Mark Clark stated that 501C3 usually have to make some kind of match. Craddick stated that she is not familiar with what would be needed from the partner agencies. Larson stated that situation would only be under the changed constitution, and affordable housing is financed through forgivable or low-yield loans. Larson stated that Metro will give the money to the agencies, and the agencies can then loan out the funds. Mark Clark asked who owns the property in the end. Larson stated that it depends on the constitutional measure.

Mark Clark asked about the difference in homes and people served under the different methods. Mark Clark stated that he understands that without the change 7,500 people would be served, and over 12,000 if the constitution is amended. Larson stated that is correct. Mark Clark asked how tax compression would impact the rate or targeted outcomes. Condit stated that government obligated bonds are exempt from the limit, so it would not impact this issue. Mark Clark asked if Habitat for Humanity would be part of the project. Larson stated that Habitat for Humanity may be a partner if the constitutional measure passes.

Peterson asked about the ratio between preserving existing housing and building new housing. Larson stated that the measure allows for building or acquiring affordable housing. Larson stated that a mix of 50 percent new and 50 percent acquisition was modeled. Larson stated that aspect is not in the ballot measure. Larson stated that in some jurisdictions it makes sense to acquire currently affordable housing to stabilize the market, and other parts of the region need more affordable housing. Larson stated that there has also been a significant change in the cost differential in acquiring property compared to building new property.

Smith asked why Metro thinks it can manage low income housing when housing is not in the main business plan. Smith stated that Metro also bought a lot of land, but could not maintain it and had to ask for more money. Craddick stated that metro will not be managing any of housing, and will only act as the fiscal agent. Smith asked about the 10 percent for land acquisition, and 5 percent for administration. Craddick stated that Metro is experienced in land acquisition, and has been buying land for over 30 years. Craddick stated that there is an example of this in Gresham along Civic Drive, and the properties are now in the early stage of redevelopment.

Smith stated that \$60 a year may not seem like a lot, but this measure will impact those who cannot afford it. Smith stated that the City is a very poor community. Craddick stated that that is a property tax based measure, and renters will not be directly impacted. Craddick explained that the rent may reflect the increase, and the measure is being considered as a region to keep the rate as low as possible. Smith asked about affordability of the housing, and what the income limits look like. Larson stated that the 30% of median income for a family is about \$24,000 a year. While there are maximums, there are no minimum income requirements.

Harden asked if the 5 percent administration fee is the same if the constitutional measure passes or not. Larson stated that is correct. Harden asked how many on the Section 8 voucher wait list

can be reduced with this measure. Peterson stated that depends on how many new homes are added, and if new capacity is being built. Peterson stated that preserving affordable housing is important, and so is adding housing units.

Harden thanked Craddick and Larson for the presentation and information.

RESOLUTION 29-2018: PARTICIPATION IN MUNICIPAL BROADBAND INITIATIVE

Peterson presented the resolution and stated that the City has been asked to participate with Multnomah County for the feasibility and evaluation of a public broadband service. Peterson stated that the recommendation is to approve the resolution and participate financially in the partnership. Peterson stated that net neutrality has been discussed by the council, and an evaluation of a municipal broadband service was included on this year's Annual Performance Plan. Peterson explained that a budget allocation was also provided for the item. Peterson stated that staff is prepared to move forward with a feasibility evaluation on behalf to the local jurisdiction. Peterson stated that Multnomah County was approached by a broadband non-profit to take on a feasibility evaluation, and the cost is estimated at about \$250,000. Peterson explained that the County has agreed to pay half that amount. The other cities in the study area would have to pay for the other half.

Peterson stated that the City's share would be \$10,000, and that is included in the resolution. Peterson explained that feasibility study may not get us the information we would need to know for a municipal system, as it is designed as a County-wide study. Peterson stated that the mix of users and demands would be different, as would the buildout and maintenance of the system. Peterson stated that we would need to participate in the regional study as well as conduct some kind of additional study to know if it would be feasible for the City. Peterson stated that even with the additional add-on, the overall project will cost less than the original budget of \$40,000. Peterson presented the alternatives and stated that the recommendation is to approve the resolution.

Michael Hanna from Municipal Broadband PDX provided additional information on the project and process. Hanna stated Municipal Broadband PDX is a new non-profit and is a 501C4. Hanna explained that the group is newly formed, and all the board members are unpaid volunteers. Hanna stated that Multnomah County has decided to spend \$150,000 for a County-wide study. Hanna stated that there will be an IGA with all participating jurisdictions, and the County will be the lead agency. Hanna stated that the IGA would pool the resources, and then the feasibility work would begin. Hanna stated that the group did a recalculation of costs per partner and Wood Village would have a cap of \$10,000, and hopefully the amount would actually be less. Hanna stated that final cost share depends on the responses from the other jurisdictions. Hanna explained that individual city evaluations can also occur with an amendment to the overall cost share agreement.

Hanna stated that if the project moves forward into an actual utility, then the county would issue revenue bonds to pay for the project. Hanna stated that revenue bonds are different from government obligated bonds, and would not increase taxes. Hanna stated that the benefits of a public system is the ability to provide the benefits that are valued to the community. The benefits include providing broadband for low income households, schools and school children. Another value could be adding broadband to schools and school kids.

Hanna stated that the feasibility study will include the take rate, which is how many existing customers will leave their current provider for the publicly provided service. Hanna stated that the city of Sandy's study had an estimated take rate of about 30 percent, and the actual take rate has been about 60 percent. Hanna stated that the County wants to be conservative with the take rate and on the repayment schedule.

Hanna stated that since this would be public system, specific target areas for specialty businesses can be created. Hanna explained that there are some businesses that need really high speeds, and a high speed corridor can attract new users and industries.

Mark Clark stated that he was willing to put in more resource because he sees the value of this effort. Harden stated that part of the reason to keep some money, is so the City can conduct the more detailed analysis. Nissen stated that he likes the idea of this process, and this approach make sense given the difficulty the City was having finding a consultant. Harden asked how long it might take to conduct the study. Hanna stated that must studies take three to four months, and it will also depend on how long it takes to get the IGAs in place. Hanna stated that the County would like to get this project completed in the current fiscal year. Hanna explained that if all goes right, then the study could be back by the first part of 2019, which allows more time to develop the next steps. Harden asked if Sandy was able to build out the system given the take rate, or if more financial resource was needed. Peterson stated that Sandy built out its system and arranged the financing system based on the estimated take rate. Peterson stated that what has occurred is a faster payoff on the debt to build the system.

Upon motion by Mark Clark, seconded by Nissen and passing 4-0, Resolution 29-2018 participating in the municipal broadband initiative with an amount not to exceed \$10,000 was approved.

RESOLUTION 27-2017: WORKERS COMPENSATION COVERAGE FOR VOLUNTEERS

HR/Records Manager Greg Dirks presented the resolution. Dirks stated that this is an annual resolution the covers volunteers under the City's worker's compensation coverage. Dirks explained that volunteers include all Council and board members, as well as those that volunteer at the City's events. Dirks stated that providing worker's compensation coverage helps reduce some liability in the event of an injury, and the cost for the year is \$128.73.

Upon motion by Smith, seconded by Nissen and passing 4-0, Resolution 27-2018 providing worker's compensation coverage to volunteers was approved.

DISCUSSION: 3RD ANNUAL PUMPKIN FEST EVENT

Dirks presented the discussion and stated that this will be the third year for the event. Dirks stated that the basic plan is to keep many of the same features from previous years such as the pumpkin carving and pumpkin roll. Dirks stated that he is also working on adding cultural elements such as Hispanic dancers and Native American drumming.

Dirks stated that the date is Saturday, October 27th, and the proposed timeframe is 12-5pm, which is the same time as last year. Dirks stated that based on comments from last year there will be costume recognition for kids instead of a formal contest. Emilio Inc. has also confirmed that it will be at the event as well.

Dirks asked what other features the Council would like to add or remove. The Council requested a pie baking contest, as well as a pie eating contest. Dirks stated that he will incorporate those elements into the event.

Dirks stated that the budget for the event is \$5,000, and staff will work to find event sponsors to reduce the net costs to the City.

The Council approved the event plan as presented.

PUBLIC WORKS DIRECTOR'S REPORT

Niiyama presented the report and stated that the Shea lift station has no new information, and staff is waiting for the final written report on the last inspection. Niiyama stated that the last correspondence with the property owner was on the 11th, and staff continues to deliver information as it comes in. Niiyama stated that staff is being transparent and is providing details as they come in. Niiyama stated that we finally have all the easements for the Cottonwood water line project, and that will go out to bud tomorrow.

Niiyama stated that he has been attend regional public works director meetings, City Hall relocation meetings, staff meetings, and the big news is that Riverwood south held an open house last weekend. Niiyama explained that the development is moving fast, and 33 permits have been issued or are in process of being issued. Peterson stated that the homes start at around \$370,000. Niyama stated that there is an open recruitment for the Engineering Technician, and we brought on two new utility workers as of yesterday.

FINANCE DIRECTOR'S REPORT

Shapovalov presented the report, and stated that the report is through the end of the fiscal year. All expenditures were within parameters, and revenues were up 11 percent from last year and 17 percent from two years ago. Shapovalov stated that interest revenue has increased from \$29,000

two years ago to \$94,000 this past year. Shapovalov stated that the interest rate is increase and is currently at 2.16 percent, which is up from 2.1 percent last month.

Harden stated that the City has conservative investments, and asked if there were other avenues to explore that might provide a greater return. Peterson stated that we are meeting with an investment representative later this week. Peterson stated that there are a number of concerns and issues with other investment types, and it is possible to diversify the City's investments.

Shapovalov stated that the 2018-19 budget process has been completed and all the required documents have been filed. Shapovalov stated that the audit is coming up next month, and staff is preparing for that visit.

The Council thanked Shapovalov for the report.

CITY MANAGER'S REPORT

Peterson stated that the Council needs to select a date for the August meeting. The Council selected August 21st.

ADJOURN

With no further business coming before the Council, the Council adjourned at 8:12pm.

Timothy Clark
Mayor

Date

ATTEST:

Greg Dirks: City Recorder

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
September 11, 2018
MINUTES**

PRESENT: Council President Scott Harden, Councilors Mark Clark, and Bruce Nissen. City Attorney Jeff Condit, City Manager Bill Peterson, Acting Finance Director Yelena Shapovalov, Public Works Director John Niiyama, and interested parties.

ABSENT: Mayor Timothy Clark.

COUNCIL PRESIDENT HARDEN CALLED THE MEETING TO ORDER AT 6:00 PM.

CITIZEN COMMENTS (NON-AGENDA ITEMS)

There were none.

PARKS COMMISSION APPOINTMENT: MICHELLE ASIVIDO

The Council asked Asivido forward. Asivido introduced herself to the Council and stated that she lives at 24100 NE Treehill. Clark asked if she is still serving on the other boards listed in the application. Michelle stated that she is not, but volunteers at schools during the year, and may volunteer at her son's baseball games. Smith asked if she goes to the park often, and what she likes best about the park. Asivido stated that she goes to the park often, as well as other parks. Asivido stated that she likes the Donald Robertson Park because it is close, and has a lot of amenities for the kids.

Upon motion by Clark, Nissen and passing 4-0, Michelle Asivido was appointed to the Parks Commission.

PUBLIC SAFETY REPORT

Gates presented the August report and stated that there were 527 calls for service which is up from last month. Gates stated that there were 49 subject stops, which is also up from last month. Gates explained that there were 195 traffic stops which is up from the average of 130. Gates stated that some of the traffic stops were along Arata Road dealing with wrong way drivers. Gates explained that there have been 27 citations and one arrest from monitoring the one-way traffic on Arata from last month to today. Gates stated that the MCSO will continue to monitor the area.

Gates stated that even though the overall call trend line has been going down, there is an increase in the number of calls for service in east county. Gates stated that the recent increase in call may be

attributed to the increase in population. Gates stated that the MCSO is still able to retain a healthy ratio of self-initiated active compared to dispatched calls. Gates stated that he prefers to have more self-initiated over dispatched calls. As the workload of dispatched calls increase, the self-initiated calls will decrease.

Gate stated that there were 41 priority one and two call, and the average response time was 5 minutes and four seconds. Gates explained that is longer then the preferred response time and will research why the response time was not in the three to four minute range.

Smith stated that the MCSO does a great job, and there are more transients in the area. Gates stated that is correct, and the MCSO is aware of many of the transients and homeless individuals. Gates stated that the homeless camping has increased a lot in the past month, and the MCSO is working on strategies for corrective action.

The council thanked Gates for the service an report.

CONSENT CALENDAR

- a. Review of bills paid in August, 2018

- b. Contracts \$2,500 - \$50,000
 - Professional Pipe Services – Shea Liftstation Vactor and TV: \$4,709.33

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

RESOLUTION 34-2018 PARKS MASTER PLAN UPDATE

Niiyama presented the resolution and stated that the current Park Master Plan was adopted in late 2015. Niiyama stated that the population of the City continues to increase, which increases the need for more park services and park space for the community. Niiyama introduced David Sacamano a consultant who worked on the update. Niiyama stated that Sacamano helped with the current Maser Plan, and was brought in to work on the update.

Sacamano stated that the 2015 Master Plan process included a robust community involvement component, and many of the updates build on those comments. Niiyama stated that the draft update was presented to the Parks Commission, but there was not a formal recommendation made because there was not a quorum present. Niiyama stated that the majority of members present recommended the plan.

Niiyama explained that part of the update deals with the need to expand park options to help address the increasing population. Niiyama stated that there is also the goal of enhancing and protecting

natural areas and habitats. Niiyama stated that updating the Master Plan enables the City to pursue additional grants, and update the SDC index and fee schedule.

Sacamano stated that the first element of the update was a trail feasibility study for the Arata to Glisan trail that is in the current Master Plan. Sacamano stated that the trail is just over half a mile, and some site analysis was conducted to understand the challenges and opportunities of the project. Sacamano stated that there are some really nice areas along the proposed route, and the trail provides a nice pedestrian access and nature experience. Sacamano stated that the trail would be a low impact trail with a four to five foot wide woodchip path. Sacamano explained that other areas would need boardwalks as the trail goes over the wetlands areas. Sacamano stated that a quick cost estimate came in at about \$650,000.

David stated that the other elements of the update deal with specific updates to the Donald Robertson Park. Sacamano stated that the updates were generated by City staff, discussions with the Council, and new opportunities for the site. Sacamano stated that the updates include an enhanced trailhead, a futsal court, more refined entry improvements, enhancing the sports fields, and a skate park.

Sacamano stated that the park has a nice blend of active and passive recreational opportunities. Sacamano stated that the natural habitat enhancement project is an opportunity to increase the educational offerings in the park. Sacamano stated that the City has been very successful with integrating natural and educational elements within the park.

Sacamano stated that the existing park access at the end of Hawthorne includes about three acres of wooded area, and is underutilized. Sacamano stated that the idea is to help improve access from Hawthorne along the existing underutilized trailhead for the surrounding neighbors. The idea is to add some low intensity improvements to create a small secured parking area which includes barriers and gates, and provides trail access and way finding for park goers. Sacamano stated that this area includes access to a lot of nice outdoor amenities and natural features that are in keeping with the park, and the project is a low-cost way of expanding park amenities.

Sacamano stated that the images included in the Master Plan are conceptual images of the potential trailhead and parking areas. The idea behind the trailhead design was to limit tree removal and remain low impact. Sacamano stated that the design also supports the existing park maintenance area.

Sacamano stated that the City wanted to explore the addition of a futsal court because there is a potential to get funding to add a court. Sacamano stated that futsal is a modified version of soccer on a hard court, and is about control and footwork. The court would be located in the upper parking lot area adjacent to the picnic shelter. Smith asked where the parking would be relocated.

Sacamano stated that the current Master Plan removed that section of parking anyway, and the west parking lot has plans for expansion in the Master Plan as well.

Sacamano stated that the Gorge Hub is in the current plan, and the Master Plan update reflects the final designs. The focus is on the hub is wayfinding and place making. Sacamano stated that the hub not only offers items for travelers, but visual and practical enhancements for all park goers as well. Sacamano stated that the new plans also include large columns and gates for the entry.

Sacamano stated that the last item is the inclusion of a skate park which is located near the roadway. Sacamano stated that a skate park should be located near high visibility areas, and is a great draw into the park. Sacamano stated that it would be a smaller facility, but still a nice feature in the active area of the park.

Sacamano stated that that the Master Plan is a roadmap for the future, and all elements are simply placeholders. Sacamano explained that while some elements may be well along in the planning and design phase, more work is needed for others.

Niiyama presented cost estimates for the Master Plan. Niiyama explained that funding was allocated in the current budget to build the park entry enhancements, and some elements of the Gorge Hub. Niiyama stated that grant funding was also secured for the park irrigation enhancement project, and parts of the Hawthorne Trailhead and natural area improvement project.

Nissen asked about the cost difference, between the items presented in the staff report and the costs presented in the presentation. Niiyama stated that the report included just the construction estimate, and the presentation included the project estimate which includes design and engineering. Peterson stated that it is also important to note that construction costs are increasing dramatically at this time, and it is hard to predict what costs will be in the future.

Mark Clark asked if there is a five-year project plan or priority list. Niiyama stated that there is a five-year plan within the master plan. Harden asked which projects will qualify for SDC funds. Peterson stated projects that add capacity are eligible for SDC funding, and the capital improvement list and Park SDC will have to be updated if the Master Plan update is approved.

Smith stated that she understands that items such as the splash pad and other facilities may have high maintenance costs. Smith stated that she would like to know the ongoing and long term maintenance costs of these facilities. Smith stated that she is also not in favor of the Hawthorne improvement project, and stated that at the very least there needs to be a gate. Niiyama stated that there are plans for columns and gates similar to the main entry of the park. The gates would be closed each evening.

Upon motion by Mark Clark, seconded by Nissen and passing 4-0, the Parks Master Plan update was approved.

RESOLUTION 35-2018 RESIDENTIAL SPEED STUDY AND REDUCTION OF SPEED LIMITS

Niiyama resented the resolution. Harden asked why the Council should go through a speed reduction process when the results indicate that the majority of traffic in residential areas is already less than 20 mph. Niiyama stated that he is simply providing data and information, and the Council can choose how to proceed.

Harden asked if there is any data or information on the number of accidents that have been reduced from the jurisdictions that have reduced the speed from 25 to 20 mph. Niiyama stated that there is not a lot of data available as many jurisdictions have only recently lowered the residential speed. Mark Clark stated that the roadway design in the Original Village naturally reduces the speed of vehicles. Nissen agreed. Mark Clark stated that he remembers that speeding has been an issue in the Original Village, but that has not been an issue lately. Mark Clark stated that he is not in favor of the revised speed limits.

Harden stated that he likes numbers and more decision should be made by data. Harden stated that the other side to the argument is that \$5,000 is a small price to satisfy requests from citizens. Harden stated that the Riverwood area should be reviewed when the South Riverwood development is finished. Niiyama stated that part of the ongoing study is to include the Riverwood area once the construction is complete.

Niiyama presented examples of the new signs that would be installed if the speed is reduced. Nissen stated that he is not opposed to revisiting the issue when the Riverwood area has been completed. Nissen stated that he does not necessarily see any benefit as the speeds are already below 20 mph, and speeders will continue to speed through the neighborhoods.

Harden stated that he is in favor of postponing the issue to a later date when Riverwood can be included in the study. Nissen and Smith agreed. Mark stated that he would like to leave it all alone.

Upon motion by Harden, seconded by Mark Clark and passing 4-0, Resolution 35-2018 reducing residential speed limits was tabled for future consideration.

DISCUSSION: RECAP FROM 3-CITIES MEETING ON PLASTIC BAGS

Peterson presented the discussion on single use plastic bags. Peterson stated that a three-cities meeting occurred to discuss the potential to develop some kind of single use plastic bag approach.

Peterson stated that the purpose of the discussion is to explore options, answer questions, and the City of Fairview has requested the formation of an ad-hoc committee to further explore the issue.

Peterson stated that while Multnomah County has expressed interest in a plastic bag ban, it will not be acting on the issue. The same goes for Metro, and state legislation has not gone anywhere over the past couple of attempts. Peterson explained that Troutdale does not have any enthusiasm for the issue. Peterson stated that the item is not on Gresham's work plan, so it will not be taking any action either. Peterson explained that some of Fairview's elected officials want to move forward, and others do not. Peterson stated that the item is on the Council's Annual Performance Plan.

Peterson stated that Portland has had a single use plastic bag ban since 2011. Peterson stated that bag bans are also in place in most university towns such as Eugene, Corvallis, and Ashland. Peterson stated that bag bans are mixed nationally and internationally. Peterson explained that California's ban was narrowly passed with a 51-49% vote.

Peterson stated that the literature has established that single use plastic bags are more environmentally friendly than other alternatives other than not bagging at all. Peterson stated that the literature is attached in the background report. Peterson stated that the literature is from peer reviewed sources and is verifiable. Peterson explained that the literature was very surprising and mixed, and the issue is not environmental. Peterson stated that if the issue is related to issues with the trash stream or litter then it is a viable option to ban the bags.

Peterson stated that if single use bags are banned at grocery and retail stores, then the sale of other plastic bags such as garbage bags increases dramatically. Peterson explained that the total number of plastic bags in waste stream will increase as well. Peterson stated that the most effective way to deal with the issue is to calculate the actual cost to handle and dispose of the bags, and charge that amount for each bag. Peterson stated that a fee per bag tends to change consumer behavior.

Smith stated that if we are getting rid of plastic bags, why not get rid of all plastic bags. Harden stated that the average person uses around 300 bags a year, and a local band would reduce consumption by a lot. Harden stated that even if garbage bags were used instead, the garbage bags would not end up as litter.

Harden stated that the staff report does not mention how the Council has already directed to move forward on this item through the APP. Peterson stated that was the intent of the first alternative which is to move forward on the issue regardless of the other regional players. Peterson stated that this item was developed based on the three-cities meeting, and the follow up requested by the City of Fairview.

Peterson stated that he needs three pieces of information. Peterson stated that he needs to know if the council wants to participate on the ad-hoc committee, follow through with an outright bag ban, or develop and explore other potential options.

Upon motion by Mark Clark, seconded by Harden and Failing 2-2 the motion to not appoint members to the ad-hoc committee and bring back an outright bag ban failed.

Upon motion by Harden, seconded by Nissen and passing 3-1 with Harden, Nissen, and Mark Clark Yea, and Smith nay the Council directed not to participate in the ad-hoc committee and to bring back a report on plastic bag bans and alternatives for consideration.

NITE OUT DEBRIEF

HR/Records Manager Greg Dirks presented the report. Dirks stated that the 20th annual event was held on Friday, July 20th. Dirks stated that the event was similar to previous events, and we were able to have Life Flight land at the event, and the shoot don't shoot activity was brought back under a new name and format. Dirks stated that the out of packet costs for the City were \$4,635. There were \$1,500 in direct donations, and there has been \$8,400 in community partner donations. The net costs to the City were \$3,135. Dirks stated that in-kind contributions included the food and beverages, volunteers, activities for kids, and waste service.

Dirks stated that the give-away item this year was soccer equipment for kids. Peterson stated that through the Play East recreation program we have discovered that equipment including shoes is a large barrier to participation in the programs. The Council suggested that shoes be researched as a potential future give away item.

Dirks stated that the new activity for the year was the Act React Challenge which replaced the Shoot Don't Shoot activity. Dirks stated that the new activity was created to help foster a better learning environment for participants, and was well received by the MCSO and participants. Dirks presented the list of sponsors and asked if there were any questions.

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

DISCUSSION: TREE LIGHTING EVENT

Dirks presented the discussion and stated that there are several alternative ideas for the event this year. Dirks stated that due to the development of the City Hall property, it was not anticipated to hold the event at City Hall this year. Dirks explained that staff worked with the owners of the Town Center to consider holding the event in the Town Center plaza this year. Dirks stated that plans have not been finalized with the Town Center owners, and the event could still be at City Hall this year.

Dirks stated that the initial plans for the Town Center event include a 15-20 tree, an event canopy for the choir and refreshments, and then Santa would be roaming around the plaza area. Dirks stated that it may also be possible to have a roaming choir perform in the area stores prior to the event. Dirks stated that the Town Center ownership group indicated that they may be willing to pay for the tree.

Dirks stated that the event could also be held at City Hall, and would be very similar to last year since the large tree does not work. Smith asked if the star on the tree could still be lit even if the event were at the Town Center. Dirks stated that if the star still works it will be plugged in.

The Council directed that staff work to develop the tree lighting event at the Town Center, and still decorate City Hall.

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

The Council entered into executive session at 7:50pm

The Council reconvened into Regular Session at 8:33pm.

NEXT COUNCIL MEETING

Peterson stated that due to the League of Oregon Cities Conference, the next meeting will need to be moved from September 27th to the 25th. The Council agreed.

ADJOURN

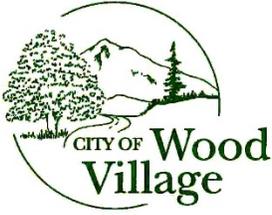
With no further business coming before the Council, the Council adjourned at 8:35pm.

Timothy Clark
Mayor

Date

ATTEST:

Greg Dirks: City Recorder



City Council Agenda Item Staff Report

Meeting Date: October 9, 2018

TO: Mayor and City Council

FROM: Bill Peterson, City Manager
Authored By: John Niiyama, Public Works Director

DATE: October 2, 2018

SUBJECT: Citywide Parks Master Plan

Requested Action

Adopt the Resolution for the updated Parks Capital Improvement Plan based on the updated Parks Master Plan.

Background

In 2016 the Wood Village City Council adopted Resolution 35-2016 Establishing the Park System Development Charge Fees (SDC), based on the Parks Master Plan and CIP that was developed in 2016. The City's SDC's, including the Park SDC is updated annually based on the Engineering News Record (ENR) which accounts for the changes in construction costs.

The updated Master Plan, adopted by Council Resolution 34-2018 and prepared by Conservation Technix, included a variety of additional and updated Capital Projects. The updated CIP with additional projects highlighted is included below:

Parks Master Plan										
2016 - 2020 Capital Facilities Plan										
Project		2016	2017	2018	2019	2020	2021+	5 - Year Total	Future Growth %	\$
Donald L. Robertson Park Upgrades										
Park Signs		\$ 25,500						\$ 25,500		\$ -
Gorge HUB			\$ 45,000					\$ 45,000	22.20%	\$ 9,990.00
Trash Enclosure			\$ 15,000					\$ 15,000		\$ -
Restroom Improvements			\$ 45,000					\$ 45,000		\$ -
New Parking Area				\$ 234,550				\$ 234,550	22.20%	\$ 52,070.10
Sport Field Improvements					\$ 323,960			\$ 323,960	22.20%	\$ 71,919.12
Play Area Improvements					\$ 75,000			\$ 75,000	22.20%	\$ 16,650.00
Paths and Trails					\$ 72,500			\$ 72,500	22.20%	\$ 16,095.00
Site Furnishings					\$ 24,600			\$ 24,600	22.20%	\$ 5,461.20
Landscaping					\$ 74,950			\$ 74,950	22.20%	\$ 16,638.90
Futsal Court					\$ 155,000			\$ 155,000	22.20%	\$ 34,410.00
Hawthorne Area Improvements						\$ 111,900		\$ 111,900	22.20%	\$ 24,841.80
Splash Pad							\$ 150,000	\$ 150,000	22.20%	\$ 33,300.00
Skate Park							\$ 252,000	\$ 252,000	22.20%	\$ 55,944.00
Neighborhood Park NH-1							\$ 650,000	\$ 650,000	93.00%	\$ 604,500.00
Neighborhood Park NH-2							\$ 250,000	\$ 250,000	93.00%	\$ 232,500.00
Open Space / Wetland OS-1							\$ 550,000	\$ 550,000	93.00%	\$ 511,500.00
Park Master Plan							\$ 40,000.00	\$ 40,000	100.00%	\$ 40,000.00
Town Center Plaza P-1							TBD	\$ -		\$ -
Robertson Park Trail Extension (Cherry Park Market)		\$ 75,000						\$ 75,000	22.20%	\$ 16,650.00
Glisan - Arata Trail Connection							\$ 572,940	\$ 572,940	93.00%	\$ 532,834.20
Arata - Halsey Trail Connection							\$ 60,000	\$ 60,000	22.20%	\$ 13,320.00
Halsey - Fairview Woods Wetlands Connection							\$ 425,000	\$ 425,000	22.20%	\$ 94,350.00
NE 238th Pedestrian Overpass							TBD	\$ -		\$ -
Revolving Repair & Maintenance			\$ 2,500	\$ 4,000	\$ 5,000	\$ 5,000		\$ 16,500		\$ -
TOTAL		\$ 100,500	\$ 107,500	\$ 238,550	\$ 731,010	\$ 116,900	\$ 2,949,940	\$ 4,244,400		\$ 2,382,974.32

Project totals eligible for Park SDC: \$2,342,974

Fiscal Impact

Utilizing the Parks SDC methodology adopted in 2016, staff found that there was a minimal difference between the updated CIP growth allocation, and the current Parks SDC rates. A revised Parks SDC rate schedule is not proposed, and the approval of the updated CIP will enable the new projects to qualify for a portion of SDC funding.

City Goal

Adopting the Citywide Parks Master Plan CIP supports City Goals:

GOAL3: High quality, cost-effective public utilities, parks and events.

GOAL 4: Long-term financial stability, economic vitality and growth.

Recommendations and Suggested Motion:

“I move to adopt Resolution 38-2018 adopting the Citywide Park Capital Improvement Plan.”

RESOLUTION 38-2018

A RESOLUTION ADOPTING THE UPDATED PARKS MASTER PLAN CAPITAL IMPROVEMENT PLAN

WHEREAS:

1. The City of Wood Village adopted an updated Citywide Parks Master Plan September 2018, with elements for allocating costs to both current citizens and future users of the park system (Section 6 of the Master Plan), and
2. Matching charges with projected growth to expand the overall system, and
3. Updating the Parks Capital Improvement Plan to reflect adopted methodology for future expansion for both residential and commercial development, and
4. Supporting the addition of 4 projects to the Citywide Parks CIP list.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wood Village as follows:

Section 1: The Capital Improvement Plan for the Parks Mater Plan is attached as Attachment A, and is adopted.

Motion to approve by _____, seconded by _____ and adopted this 9th day of October 2018.

YEAS _____ NAYS _____

TIMOTHY CLARK, MAYOR

ATTEST:

GREG DIRKS,
CITY RECORDER

ATTACHMENT A to Resolution 38-2018

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Project										
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City Council Agenda Item Staff Report

Meeting Date: October 9, 2018

TO: Mayor and Councilors

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

DATE: October 2, 2018

SUBJECT: Plastic Bag Discussion

Requested Council Action

Continue to provide direction on how to move forward regarding the issue of single-use plastic bags.

Background

The City Council placed the exploration and consideration of action to ban single use plastic bags in the 2018/19 Annual Performance Plan. A three-cities meeting on the issue was held in August, and the City Council further discussed the topic at the September 11, 2018 City Council meeting. The Council directed staff to continue to evaluate single-use plastic bag ban options, and did not appoint any members to the three-city ad-hoc committee proposed by the City of Fairview.

The City of Fairview has not taken any known additional action on this item since the three-cities meeting. The City of Troutdale is discussing the item on October 9th at its Council meeting. Troutdale's Mayor has indicated he opposes the development of a ban by the Cities.

Staff has begun the process of meeting with retail establishments to discuss single-use plastic bag ban options, and to receive feedback on the topic. Stakeholder meetings have been conducted with the management of Walmart and Kohl's. An open house on the topic has been scheduled for Thursday, October 11th with restaurants, fast food outlets, and convenience stores. Feedback from the stakeholder meetings include:

- Large retailers are able to package and sell plastic film and bags as a commodity that has a real value to the business.
- These two retail establishments report that between 30-100 gallon bins are being filled every two days with consumer bags, plastic packaging material, and plastic film for recycling/sale.
- Local retailers are open and willing to expand the in-store plastic bag and film recycling with larger capacity bins and increased advertising.
- About 5% of customers currently bring their own bags.
- Single-use plastic bag use is over 92,000 bags per week in the City.
- A fee per bag is heavily opposed. Without a regional fee, these two retailers felt that local retailers would be at a disadvantage.

- Plastic bags are preferred by the store and consumer as they are easy to load and carry. Paper bags with sturdy handles are often unavailable, and consumers do not like bags without handles.
- The retail establishments recycle 90-96% of all items that come into their facility.
- If a ban is enacted, retailers requested a six-month lead period to change out equipment, ensure an adequate stock of alternative bags, and to adjust in-store budgets.

Another piece of information that was shared with staff from a Multnomah County representative was that incoming Metro President Lynn Peterson has indicated that regulations/limitations on single-use plastic bags will be a top priority in the coming year. Staff has yet to verify the statement or to seek additional information about the type of limitation or related timeline for action by Metro.

Next Steps

Staff is seeking the direction on how to continue to pursue this topic. Options include:

- Increase consumer education around proper recycling and locations to recycle plastic bags and film. Track and follow the work proposed by Metro and the area cities on a potential bag ban.
- Move forward with developing a code to ban on single-use plastic bags. The ban can be applied to all locations in the City, or by specific user business type.
- Move forward with developing a code and approach to mandate a fee for a bag. The fee can be applied to all locations in the City, or by specific user type or business group. The fee could be collected and retained by the business.
- Move forward with developing a code and approach to mandate a ban on single-use plastic bags and have a fee for any other type of bag. The fee can be applied to all locations in the City, or by specific user type or business group. The fee could be collected and retained by the business.

Any number of combinations can be selected. For example, staff can work to further educate residents on proper recycling, while pursuing another alternative. The work by Troutdale and Fairview on the topic may increase, and staff could also work to develop a joint-effort.

Additional information, new findings, or alternative approaches will be delivered to Council at future meetings. The associated timeframe for completion depends in part on the approach taken by the Council. The APP has this item going through April of 2019.

Alternatives

Any number of alternatives and options to move forward are available. Staff is seeking direction on which process or methodology to pursue further.

Fiscal Impact

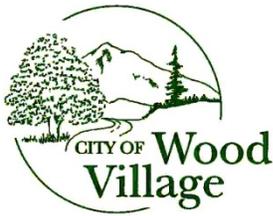
The impacts of choices in this ban will be determined when the character of the ban is established. If a complicated ban is established, education and enforcement will have a significant initial cost. If fees are enacted, specifically fees that are utilized to clean refuse disposal areas, a mechanism for collection and the costs of actions will be included in the actions.

City Goal

The work on this item helps achieve City Goal 7: Environmental Responsibility

Suggested Motions

No specific motion is suggested. Staff is seeking direction on how to continue to move forward on this item.



City Council Agenda Item Staff Report

Meeting Date: October 9, 2018

TO: Mayor Clark and Members of the Wood Village City Council

FROM: Bill Peterson, City Manager

DATE: October 2, 2018

SUBJECT: Report on League of Oregon Cities Conference

Requested Council Action

None.

Background

The 93rd annual League of Oregon Cities Conference was held at the Eugene Hilton Hotel on September 27th through the 29th. Councilor Mark Clark attended the entire conference, including the elected official's workshop. City Manager Peterson and HR/Records Dirks attended all of the conference. Councilor Clark and Greg Dirks also attended the city safety award presentation where the City received a gold safety award for no time-loss injuries last year.

As with all conferences where the City provides the financing to allow attendees to participate, a report of the significant things learned from the conference is provided to the City Council. For this conference, all participants will provide brief overviews of their activities and the significant things they learned during the conference.

City Goals Affected

The active participation in the League of Oregon Cities impacts all of the City Goals, with special impact on goal 6 Effective local, state and regional partnerships.

Fiscal Impact

Total registration fees and hotel costs for participants at the League of Oregon Cities conference was \$2,169

Suggested Motion

None