

**MEETING OF THE  
WOOD VILLAGE CITY COUNCIL  
April 25, 2017  
MINUTES**

**PRESENT:** Mayor Tim Clark, Council President Scott Harden, Councilors Bruce Nissen, and Mark Clark. City Attorney Jeff Condit, City Manager Bill Peterson, Public Works Director Scott Sloan, and interested parties.

**ABSENT:** Councilor Patricia Smith and Finance Director Peggy Minter

**MAYOR TIM CLARK CALLED THE MEETING TO ORDER AT 6:00 PM.  
CITIZEN COMMENTS (NON-AGENDA ITEMS)**

There were none.

**PRESENTATION: 238<sup>TH</sup> DRIVE IMPROVEMENTS**

Tim Clark asked the presenters to come forward. Ian Cannon the Transportation Director with Multnomah County stated that he wanted to give an update on the Arata Road project, as well as the 238<sup>th</sup> project. Cannon stated that the county has completed all necessary right of way acquisitions, and the design has been completed. Cannon explained that some new designs were required because ADA regulations changed. In addition, because of all the delays the cost of the project has increased. Cannon stated that Metro has to approve the overage even though the project is being funded by the county. Cannon stated that the plan is to advertise the project in June with the bid award in July. Actual work will begin later summer with the project complete in the summer of 2018.

Harden asked what would occur if the cost increases were not approved. Cannon stated that it used to be an administrative process, but they are not anticipating any issues. Sloan asked about the late start time and what progress will be made this year. County Engineer Riad Alharithi stated that the goal is to get the new storm drainage in place with as minimal impacts to the roadway as possible.

Joanna Valencia Planning and Development Manager for the County provided the update for the 238<sup>th</sup> project. Valencia stated that this project is part of the East Metro Connections Plan which was adopted in 2012. Valencia explained that one of the main findings through that effort was that the full utilization of the transportation grid is necessary in the future development of East County. Valencia stated that 238<sup>th</sup> is an essential north south connection as it goes from I-84 all that way into Clackamas County. Valencia stated that 238<sup>th</sup> has freight restrictions as well as the lack of multi-modal access. Valencia stated that funding for the design has been secured by Metro and ODOT, and the County wanted to meet with the Council prior to the start of the public outreach process.

Alharithi stated that the main purpose of this project is to improve freight and multi-modal access. The project would widen the roadway to enable freight traffic as well as add bike and pedestrian facilities on both sides. Alharithi stated that the project location is from Oregon Street north to about Arata Road. Alharithi presented a cross section of the new roadway template, and explained that there will need to be retaining walls on both sides due to the topography.

Alharithi presented the full project scope including widening the roadway, enhancing the storm water facilities, adding sidewalks, new street lights, and retaining walls. Alharithi stated that additional right of way will need to be acquired for the project. Peterson asked about the Metro grant that was awarded for design work. Valencia

stated that was to complete some geotechnical work for the roadway. Alharithi presented a draft schedule which has construction nearing completion by the end of 2019 with a projected cost of \$6.5 million. Alharithi stated that the critical element is the right of way acquisition which is scheduled to take about a year. The project could move ahead faster if that process goes well.

Alharithi stated that there are four planned public outreach events with the first of them starting in June. Other events will take place as the project moves forward. Alharithi explained that the outreach will consist of meetings, newsletters, web media, and other outlets. Alharithi asked if there were any questions, and if there are any specific groups that should be contacted about this project.

Mark Clark stated that the design looks good on paper, but he is concerned with the overall grade and safety of pedestrians and bicyclists. Mark Clark asked if this project would fix some of the storm drainage issues that are currently on 238<sup>th</sup>. Alharithi stated that storm drainage is an issue all along 238<sup>th</sup>, but they do not know what the design of the new system will be. That portion of the project may extend past the project area depending on the needs. Mark Clark stated that he does not like the idea of freight traffic on that road.

Harden asked if there is a need for sidewalks on both sides of the roadway because of the grade. Peterson stated that several months of negotiations took place regarding the template, and firmly bike and pedestrian facilities will need to be on both sides of the roadway. Harden stated that he would like to be updated after each round of public outreach sessions. The Council agreed, and stated that they are okay with receiving updates from City staff. Sloan stated that the City's newsletter can also be used to communicate information about the project.

Alharithi asked if there were any key stakeholders that they should be aware of. Peterson stated that any property owner involved in the right of way acquisition, as well as Treehill, Cotton Wood, and the residents at the east-end of Oregon Street and Holiday Street.

The Council thanked the County for the update on the projects.

#### **RESOLUTION 13-2017: TOWN CENTER PUD ADOPTION**

Peterson presented the resolution and stated that this is a quasi-judicial process to condition a PUD overlay zone. Peterson read the hearings disclosure statement. Tim Clark asked if there were any conflicts of interest, ex-parte contacts or personal biases. There were none.

Contract City Planner Matt Straite presented the staff report. Straite explained that this project takes place on lots 18 and 19 in the Town Center. The Planning Commission met on April 17<sup>th</sup>, and their recommendation to the City Council was to approve the PUD. Straite presented an aerial of the project site. Straite explained that the use for these lots were changed to residential in 2016, and the overall zone of Town Center will remain the same. Straite stated that the PUD overlay will mirror the Riverwood development which is also a PUD.

Straite stated that the project encompasses 6.8 acres and would enable 44 new homes which is about 5.25 units per acre. Straite explained that there would be an HOA, three common areas, and some retaining wall features. Straite stated that the PUD process allows for the modification of zoning provisions including lot size, lot width, setbacks, site coverage, and parking standards. Straite explained that plans have been submitted for one of the three common areas, and the inclusion of those plans has been added as a condition of approval.

Straite presented the designs of the homes, and stated that there will be three separate designs. Straite explained the criteria required for approval, and staff feels that they have been met with the exception of the items included in the condition of approval. Straite stated that those items include a wetland fill permit that has been filed but not yet received. A traffic study is also needed, and there are two options for storm water detention. One option includes the use of Riverwood's facility which was designed to accommodate this number of homes, but requires

the HOA's approval. The other option is an underground filtration system.

Harden asked about the driveway location and the potential for a shared driveway. Straite stated that the applicant decided to move forward with shared driveways as needed.

Tim Clark called the applicant forward.

Tom Jones of WH Pacific came forward and stated that he has been working in this area for over 20 years and is excited to represent Lennar Homes on this project. Jones stated that he wanted to mention a few things for the record. Jones stated that Riverwood was designed and built in stages, and this plan was to be the second stage of development. The storm water and open space facilities were designed for this full use. The development that is proposed is an extension of the current neighborhood and was the original development plan. Jones stated that he feels this development is a win-win for the current HOA to share in some of the maintenance costs, as well as the neighborhood in general. Jones stated that they would like to request two additional lots if they receive approval from the Riverwood HOA to use their storm water detention facility.

Jones stated that the homes will be offset a bit so there is not a straight line across all the homes. Jones explained that there will also be screening along the southern boarder where it is adjacent to Lowes. Jones stated that other elements include a pathway between tracts b and c, and the request is to keep the pathway more natural instead of concrete. Jones stated that it has been a pleasure working with staff, and thanked the Council for the consideration.

Harden asked about the condition of approval and how the Planning Commission only approved one more home if they receive approval from the Riverwood HOA to use the storm water facility. Peterson stated that it was just for one additional lot, and would not be in tract b in order to keep the open space contiguous. Jones stated that there were concerns with a joint park as well as the soil conditions on the other buildable land. Peterson stated that the resolution only enables one additional lot.

Mark Clark asked about the bark pathway and if the HOA would be responsible for the maintenance. Jones stated that is correct. Nissen asked if the path would be ADA compliant and open to the public. Jones stated that it would not be ADA compliant as there are too many grade differences. Jones explained that they are considering a gravel type of pathway.

Harden asked about the additional home and the concerns about the park and open space. Peterson presented an aerial of tract b which is immediately south of the current park and open space at Riverwood. The hope would be to combine both parcels for a City owned and maintained park. Jones stated that the additional home site on tract c is under review for mitigation and may be difficult to build at that site.

Tim Clark opened the floor to opponents.  
There were none.

Tim Clark opened the floor to proponents.  
There were none.

Tim Clark opened the floor to any neutral comments.  
There were none.

Tim Clark closed the floor to public comments.

Upon motion by Mark Clark, seconded by Nissen and passing 4-0, Resolution 13-2017 approving a PUD for lots

18 and 19 in the Town Center based on the findings of fact as presented in the staff report, as well as the conditions of approval was approved.

### **DISCUSSION: 29<sup>TH</sup> ANNUAL EASTER EGG HUNT DEBRIEF**

HR/Records Manager Greg Dirks presented the report. Dirks stated that the event took place on Saturday, April 15<sup>th</sup>. Dirks stated that the event featured 15,000 eggs filled with candy, 22 prize tickets divided up amongst the fields, and free egg dyeing kits for the first 300 guests. Dirks stated that Emilio Inc. offered free face painting and other crafts in addition to all the volunteers that they provided. Dirks stated that the Easter Bunny arrived at 9:15am in the City's gator utility vehicle, and it had a large basket designed and built by 8<sup>th</sup> grader Sydney Little from the Oregon trail Academy.

Dirks stated that we had about 40 volunteers to help setup and watch over the fields. Most came from Emilio Inc., but there were also volunteers from Lowe's. Dirks explained that there was some difficulty connecting with the Spanish translator, but we were able to communicate some messages in Spanish. Dirks stated that the estimated attendance was about 2,200 people which is down from previous years. Dirks stated that there are more hunts in the area which could be the reason for the decline in attendance.

Dirks stated that donations were down this year. Fiscal support declined to \$750, and we also had difficulty arranging volunteers to stuff eggs. Dirks stated that we can broaden our outreach for pre-event volunteers for next year. Even with the lack of volunteers we were able to get all the eggs stuffed in advance of the event. Dirks stated that there were also several comments at the event about the lack of prizes, but no one filled out a survey or comment card. Dirks explained that the last issue was how several of the guests participated in all the hunt areas. Dirks stated that a way to prevent that from occurring is to have all the hunts go off at the same time. Dirks stated that can work as long as there are fewer prizes, but parents with children in multiple hunts may not like that approach. It will be something to think about and consider for next year.

Dirks presented the financials of the event and stated that \$3,500 was budgeted for the event, and we spent \$3,290. The majority of costs were on eggs and candy. Dirks stated that we received \$750 in cash donations which puts the City about \$3,500 off for the year. Dirks stated that is because Wal-Mart did not approve our grant, and Brasher's has was sold to a company that has a different approach to community giving. Dirks stated that we will continue to reach out to businesses for community support.

Dirks asked if there were any questions or concerns. Tim Clark stated that he thought the event went really well, and complimented Dirks on his emceeing of the event. Nissen stated that he had to work on the day of the event, but helped setup the fields the day before. Nissen stated that it was great to see City staff together having fun setting up for the event. The Council thanked Dirks for the report and work on the event.

### **DISCUSSION: 19<sup>TH</sup> ANNUAL CITY NITE OUT EVENT PLAN**

Tim Clark asked if we could discuss acquiring a drone before we talk about this event. Peterson stated that drones have been discussed at the staff level, and we can bring back a full discussion at the next Council meeting. Dirks stated that there are lots of options than can be discussed at the next meeting.

Dirks stated that the 18<sup>th</sup> annual City Nite Out is scheduled for Friday, July 21<sup>st</sup> from 5-9pm. Dirks stated that the event is being planned with a lot of the same features as the past several years. Dirks asked if the Council was okay with Clark Bondy for the band. The Council stated that they would like Clark Bondy to play at the event. Dirks stated that we are planning on having an array for children's activities including bouncy toys and pony rides. There will also be free food and beverages, as well as lots of demonstrations.

Dirks stated that when the event committee from the Sheriff's Office and Baptist Church were discussing the

event for this year, it was assumed that Arata Road would be under construction and we would not be able to have our parade. Dirks explained that has since changed, and asked the Council if they would like to have the normal processional through the City. Dirks stated that we will not be able to have an actual parade on a Friday evening as the County will not issue a permit for that day and time. The Council indicated that they would like to have the normal processional with lots of candy. Tim Clark asked if we could look at having a different parade vehicle for the parade. Dirks stated that he will see what he can do.

Dirks stated that the other main discussion item is the giveaway item at the event. Dirks presented a history of the giveaway items and stated that several years ago it was a disaster preparedness kit, then two years of bike helmets. The City then handed out basketballs, and they went very quickly, and last year were fabric Frisbees. Dirks stated that we were able to get 500 Frisbees, and the kids really liked them. The Council stated that they would like to have Frisbees again this year.

Dirks presented the layout of the event and draft schedule. Dirks stated that the schedule is still being finalized. Dirks presented the budget and explained that staff will be soliciting for fiscal sponsors. Tim Clark asked if the City could develop a formal sponsorship program including outreach and support levels. Peterson stated that we can work on developing a program and more robust business outreach program.

Upon motion by Harden, seconded by Nissen and passing 4-0, the 18<sup>th</sup> annual Nite Out event was approved.

#### **PUBLIC WORKS DIRECTOR'S REPORT**

Sloan presented the report and stated that the interceptor trial project has been renamed to the maintenance access pathway, and bids will be solicited next week with the award at the second meeting in May. Sloan stated that the Wood Village Green waterline extension project has been completed except for the paving which will be done as soon as the weather cooperates. Sloan stated that the Stanley Street project is out for bid, and the bids will be opened next week with the award at the first meeting in April.

Sloan stated that a contractor has been selected to repaint the trim at City Hall. The price was \$2,975 and the project will begin as soon as we get good enough weather. Sloan explained that the parking situation on Oregon Street has been resolved with the painting of curbs as well as marked spots on the roadway. Sloan stated that the neighbors and commercial property owner seem happy with the resolution at this time. Sloan stated that new engineered wood fiber has been spread in the playground, and the parking lot at the park was also re-stripped. Sloan stated that staff also did an Earth Day planting in the park with children from the Arata Creek school.

Nissen asked what would occur if we did not receive any bids for the projects. Sloan stated that we are okay if we get at least one bid that is close to the engineer's estimate. Condit stated that the City is not able to go out and select a contractor if there are no bidders. Sloan stated that if we do not get any bidders we can adjust the scope of the project, or delay it and combine it with another project to make it a larger project.

The Council thanked Sloan for the report.

#### **FINANCE DIRECTOR'S REPORT**

Peterson presented the report and stated that Minter is out this week on medical leave. Peterson stated that the City's interest rate at LGIP is 1.3% with the investments at \$5.8 million. Tim Clark asked about the level of interest income received compared to spending the resource, and which is the more appropriate use of the money. Peterson stated that the question is about reinvesting that money to improve the community, or to offset the cost of service. Peterson explained that some communities have developed long-rang investment strategies to offset the cost of service. Harden stated that all depends on the level of return and the investments in the community. Peterson stated that when the City was a member of the TSCC, they were not going to allow the City to levy the property tax because they indicated that we had too much resource. Peterson explained that we then opted out of

that entity as result. Peterson stated that the City receives about \$40,000 a year on the investment interest.

Peterson stated that revenues are doing well and expenditures are all on track. Peterson stated that the report also includes a summary on the best practices program on business licenses. Peterson stated that 29 cities responded to the survey, and while we did get some information to save a little bit of time we in general are way ahead of the other cities. Peterson stated that this is the third year in a row where we have been ahead of the curve on a process.

### **CITY MANAGER'S REPORT**

Peterson presented the report and stated that the Annual Performance Plan is in the packet. Peterson explained that we are behind on about five items, but they have all been previously discussed. Peterson stated that some items such as Arata road were out of our control, and things within our control are on track except for the new entry sign which is being worked on.

Peterson stated that he needs to bring up another issue with the Council, and that is damage done to Mark Clark's couch during the retreat. Peterson stated that we borrowed Mark Clark's couch for the retreat and it was damaged when we removed it from his home. Peterson explained that it got caught on a barbwire wreath, and snagged the fabric. Peterson stated that an estimate to repair the couch is \$1,874, and to replace the couch is \$1,100. Peterson stated that he does not think the City should pay for the cost when he was the one who damaged it while moving it. Peterson stated that the Council can have the City Manager pay replacement cost, the City can pay the market value of the couch which is about \$500, and he pay the difference, or the City can pay \$400 which was the savings from having the event at City Hall, and he pay the difference. Peterson stated that those are the options he thought of, and this is an odd situation.

Condit stated that if a claim had been filed with the City, the City would pay for it as this issue fell under the scope and duties of employment. Accidents happen and it may not be fair to have an employee pay the amount. Condit stated that he feels it is a City cost, and the City could buy the replacement couch, and take possession of the damaged one.

Mark Clark declared a conflict of interest and did not participate in the deliberation.

Tim Clark stated that he also thought the City should pay for a replacement, and not Peterson. Tim Clark stated that he knows Peterson feels bad about the issue, and this is a City cost. Tim Clark stated that if another employee damaged the couch the City would cover the cost. Harden stated that he is in favor of buying a replacement couch and the City taking the damaged one.

Upon motion by Harden, seconded by Nissen and passing 3-0-1 with Mark Clark abstaining, the Council directed that a replacement couch be purchased, and the City take possession of the damaged couch.

### **CITY COUNCIL REPORTS**

Tim Clark stated that EMCTC focused on active transportation projects. Metro did a process where the committee could spend either \$300 or \$600 million to identify projects, but there was no information if either amount could actually be funded or how. Tim Clark stated that it was an interesting way to prioritize projects. Tim Clark stated that the 2017 Policy Maker's Bike Ride is on May 12<sup>th</sup>, and he is trying to have City Hall as a stop. Tim Clark stated that 238<sup>th</sup> Drive from the freeway to Division has been allocated freight network miles for funding opportunities. Tim Clark stated that does not mean 238<sup>th</sup> will be a designated as a freight route, but it does provide some funding.

Tim Clark stated that there was a 2018 RTP update to build on the investment strategies. Tim Clark stated that

there is not a lot of funding options or sources for a lot of these projects. Tim Clark stated that there was a presentation on Vision Zero, and they took a position to make the presentation and video personal. Tim Clark stated that he feels an effective strategy for this type of program is to make it personal for people.

Tim Clark stated that he attended the ribbon cutting for the new Outlook offices. Tim Clark stated that while there he met Sharon Nesbit who has a lot of history on this area, and could make for some good newsletter articles. Tim Clark stated that he attended the state of the county address, and the main theme was low-income housing and assisting the homeless.

Tim Clark stated that he had a great talk with Congressman Earl Blumenauer. Tim Clark stated that they talked about the vehicle miles driven program, the Halsey Street project, and how East County in general gets the short of the stick. Tim Clark stated that it was a very positive meeting. Mark Clark stated that he also met the Congressman at the recent EMEA meeting and found it rewarding as well.

Harden stated that the MHCR had its annual retreat the other week. One of the main focus points will be for additional community outreach ahead of the upcoming Comcast renewal. Harden stated that in general cable subscriptions are going down, and there were discussions on how they might encompass broadband services in the MHCRC. Harden stated that he also attended a budget event for the Reynolds School District and what the potential budget cuts may look like for next year. Harden stated that the upcoming budget sessions are on May 4<sup>th</sup>, 11<sup>th</sup>, and 16<sup>th</sup>. Harden stated that he will still attend the May 11<sup>th</sup> City Council meeting.

**ADJOURN**

With no further business coming before the Council, the Council adjourned at 8:55pm.

---

Timothy Clark  
Mayor

---

Date

ATTEST:

---

Greg Dirks: City Recorder