

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
February 28, 2017
MINUTES**

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

ABSENT: City Attorney Jeff Condit.

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

There were none.

DISCUSSION: HOMELESSNESS AND PANHANDLING – CHIEF DEPUTY JASON GATES

Peterson stated that this discussion is regarding the recent retreat conversation about homelessness and panhandling, and how some communities have enacted panhandling provisions. Peterson explained that staff discussed that topic with Chief Gates, and Gates is here to discuss their perspective, and seek support for alternative solutions.

Chief Deputy Jason Gates stated that homelessness is a country-wide issue. Gates stated that some communities have implemented codes that have illegalized the contributions to panhandlers. Gates explained that is illegalizing benevolence, which is hard to justify to the public. Gates stated that there are panhandlers all over the region, and one benefit of that action is that if the panhandler get enough resources to seek what they need, then they are less likely to commit other acts or crimes to obtain those funds. Gates stated that a code that illegalizes benevolence would also be difficult to enforce, and may not be the best use of their time and resources.

Gates stated that there are many other potential solutions that can be implemented immediately and some that are more long-term. Gates stated that while we will not prohibit panhandling, we can do things to prevent littering and destruction of landscaped areas. Gates explained that can be accomplished with focused communication and follow-up enforcement within that sector of the community. Gates stated that while it may be difficult to prevent people from gathering on public places such as sidewalks and medians, it is reasonable to expect that they would not gather or be in landscaped garden areas. Gates explained that the MCSO has been successful about informing panhandlers to be low-impact and respectful of the surrounding areas.

Gates stated that they generally know the panhandlers and their encampments. There is generally a good relationship between the panhandlers and the MCSO, and that is not a bad thing. Gates stated that the current approach to illegal campsites is that they get investigated by deputies that are in between calls or reports. It can be disjointed, and uncoordinated at times. Gates stated that the new approach will be to develop what is called the HOPE team. This team would focus only on homeless outreach and support. Gates explained that this would be a county-wide effort, and is about helping people, not removing a nuisance. Gates stated that this service would not cost the City anything more than the current rate, and would appreciate support from the Council to help get this team funded by the county. Gates stated that could be in the form of a letter or resolution in support of the program. Gates explained that the public testimony for the budget process will be in May, and he can provide additional information about that process if there is interest in providing testimony.

Gates stated that having a dedicated and efficient team we will be able to track, identify and help those that are in

need. Gates understands that there are issues and concerns regarding damage caused by illegal camping, but the issues are bigger and deeper and there needs to be resources to tackle the issue.

Smith asked when this effort would start. Gates stated that if it is funded it would begin in July. Smith stated that her real concern is the destruction of the landscaped islands. Gates stated that they will do some outreach and education to prevent further damage and intrusion to the area.

Mark Clark stated that he agrees that illegalizing benevolence would do more harm than good for the community. Harden stated that he likes the idea of the HOPE team because they will be able to provide relevant and current information and resources to those in need. Harden stated that panhandling is occurring at more locations than just near the freeway, and not all panhandlers are homeless. Gates stated that they are aware of several of the panhandlers and groups in the area, and they can be good at self-monitoring to reduce litter and property damage.

Tim Clark stated that he is supportive of the concept, and asked if the cities that implemented the ban have experienced any negative consequences. Gates stated that he does not have enough information to respond to that question. Tim Clark stated that he also sees panhandling as an image issue that could create a perception of criminal activity. Gates stated that panhandling is part of every city all over the country. While panhandlers can invoke different emotions, it does not necessarily relate to crime or criminal activity. Harden stated that to the extent that panhandling is their only option, then they should be helped. Harden stated that there are panhandlers that are not suffering from any ailments, and that activity becomes their job when we let it become their job.

Tim Clark stated that he has given panhandlers food, and they were very grateful. Gates stated that it is important not to dehumanize poverty. Gates explained that there are a lot of facets to the issue, and there are a lot of reasons why people are homeless or panhandle. This is a more complex situation than a single ordinance or law. Harden stated that he would like to learn about the types of people that the HOPE Team encounters, and how many new groups or people they meet in the area. Mark Clark stated that it could also be helpful to have small resource cards that can be handed out to homeless people and panhandlers. Gates stated that it is a good idea, but the resources on those cards can change quickly, which can make it difficult for someone seeking help to get it at any given time. That is why the HOPE Team will be so effective, because they will be plugged into active and open resources.

Harden stated that another issue is when the homeless count is conducted. Harden stated that it takes place during the winter when a lot of the homeless population moves to the downtown area, but we have a lot of homeless people in east county when the weather is better. Gates stated that the current approach just moves people around, and does not address any underlying issue. Gates explained that a lot of homeless people move to the Gateway area when they cleared out thousand acres. They then cleared out Gateway, and the problem just repeats itself. Gates explained that the HOPE Team may not be able to solve that issue, but it will have a better impact for some of the homeless individuals.

The Council thanked Gates for the information and support.

The Council directed that a letter of support and resolution be added to the next agenda regarding supporting the HOPE Team, and then conveyed to the County.

RESOLUTION 5-2017: APPLICATION TO THE GRAND RONDE COMMUNITY FUND

HR/Records Manager Greg Dirks presented the resolution. Dirks stated that this is another item that came out of the recent Council retreat. Dirks explained that the Confederated Tribes of the Grand Ronde has a Community Fund, which is a grant program for governmental and non-profit organizations. Dirks stated that there is a small grant fund for projects less than \$7,500, and a large grant fund which is capped at \$100,000 for capital projects.

Dirks explained that the current regulations state that only governmental agencies in Yamhill and Polk County are eligible. Non-profit entities are eligible in Multnomah County.

Dirks stated that the process begins with a letter of intent to review the project and eligibility. Dirks explained that the grant requirements also exclude event sponsorship. If the letter of intent is approved, then the organization can apply for a grant. Small grants are awarded administratively, while large grants are awarded by the Tribal Council. Dirks stated that given the unique situation and relationship that the City has with the Tribes, the recommendation is to send a letter of intent for community event sponsorship in the amount of \$5,000. Dirks explained that the City has worked with the Tribes on some joint event efforts, and the worst thing that could happen is that we would not be eligible at this time.

The Council asked about any potential or perceived conflicts of interest given the pending Town Center Master Plan update. Peterson stated that there is not a conflict of interest, but there could be some perceived quid pro quo. Peterson explained that the Council can approve the resolution, and direct that staff send a letter of intent after the Town Center Master Plan process is complete.

Upon motion by Mark Clark, seconded by Nissen and passing 5-0, Resolution 5-2017 authorizing a letter of intent to the Confederated Tribes of the Grand Ronde Community Fund after the completion of the Town Center Master Plan process was approved.

RESOLUTION 6-2017: PERSONNEL POLICY UPDATE

Dirks presented the update and stated that this is regarding the City's inclement weather policy. Dirks explained that during inclement weather, employees may take vacation, flex time, or comp time if that they are unable to make it into work. Dirks stated that an employee may take leave without pay, but only if all their other leave time has been used. Dirks explained that there was a situation with an employee who wanted to use leave without pay in order to have enough vacation time to tie their vacation to an upcoming holiday. Dirks stated that an employee must be in paid-status on the day before and after a holiday to get the paid holiday. By mandating that leave without pay only occur once all other leave has been exhausted prevents employees from self-selecting paid days that correspond to paid holidays. Dirks stated that the inclement weather policy has been applied this way, but it was not directly stated this way. The revision ties the use of leave without pay to the leave without pay policy.

Upon motion by Harden, seconded by Smith and passing 5-0, Resolution 6-2017 revising the personnel policies for leave without pay during inclement weather was approved.

DISCUSSION: HAWTHORNE AVE. ROADWAY EXTENSION

Sloan presented the discussion and stated that this was a retreat topic to look at options for secondary access to Treehill and Cotton Wood. Sloan stated that two options have been drafted, and both come off of Hawthorne Ave. near the park in the original village. Sloan stated that one route runs along the north park property line behind the homes on Cedar Lane. The other route is the original development alignment that runs south along an existing park trail and connects with Cotton Wood.

Sloan stated that Hawthorne Ave. would be developed with a turning bulb, and presented a detailed schematic. Tim Clark stated that the first option looks smaller. Sloan stated that it is. Harden stated that option one also looks to have less trail impact, and could be used for enhance pedestrian access to and from Treehill as well.

Sloan stated that cost estimates for option one is \$230,000. Option two would cost about \$280,000. Smith asked if the City would have to acquire any right-of-ways. Sloan stated that these are all on City owned property, so no easements or additional property is needed.

Mark Clark stated that the roads could be one-way access which would reduce traffic impacts while still

providing emergency access. Harden stated that it can be difficult to get in to Treehill as well, so the new roadway should have two-way access. Smith stated that signage should be placed for detours when the hill is closed, because a lot of people will try to use that access thinking it could lead up the hill. Peterson explained that option two runs along the original development roadway. The property went into bankruptcy before it could be built, and the City bought the property and turned it into the park.

Harden stated that he likes options one as it allows for emergency access and improved connectivity. Nissen stated that option one also seems to have the least impact on the park. Sloan stated that the street template would be a skinny street with a turning bulb at the end of Hawthorne Ave. Peterson stated that Hawthorne currently ends at a stub, and access to turn around would have to be added with these improvements.

Sloan stated that an enhancement to either route can be to pave the area of the former Hawthorne building. That area could then be better utilized for material storage. The estimate for that project is \$55,000.

Smith asked where the funding will come from. Harden stated that there is a lot of money in the unappropriated ending fund balance that can be used to enhance the community. Smith stated that just because there is money does not mean it has to be spent, or spent on this project. Harden stated that this money is to provide services to the community. Smith stated then the community should be asked if they want this project.

Tim Clark asked if Urban Renewal funds could be used for this project. Peterson stated they cannot as this is not in the URA boundary. Nissen asked if SDC's could be used. Peterson stated that they cannot. Harden stated that there are SEA funds which are for communities of less than 5,000 people. Sloan stated that the City did receive an SEA loan for a project on 240th Ct. several years ago. There is not a lot of money in that fund, but it could be worth making a grant proposal.

Tim Clark stated that he does not have an issue with this project. It is an investment in the community, and that is what our funds are for. Peterson stated that it is also in the Transportation System Plan as either a roadway or enhanced pedestrian facility. Sloan stated that option one is the least impactful to the park and trail system. Sloan explained that the roadway could also be used to access a potentially new wetland feature on the western edge of the park.

Peterson stated that we will put together a grant proposal, and include the item in the upcoming budget as a potential capital project. Mark Clark asked if there could be money to repair the culverts in that area as well. Sloan stated that he will look into it. Tim Clark stated that while there is money available, there are also other large projects in the works and wants to make sure that we have resources to consider those items as well. Peterson explained that there are ways to reduce costs on this project, and staff will evaluate those options.

PUBLIC WORKS DIRECTOR'S REPORT

Sloan presented the report and stated that the Council is well aware of the issues regarding the Interceptor Trail project. The design team is looking at options to reduce the width to fit a maintenance path in that area. Sloan stated that the Wood Village Green water line project will begin this week. The Stanley Street project is about 90% complete for design, and we should be able to take it to bid this spring. Sloan stated that the CDBG committee will be meeting here next month, and we will be applying for funds to complete the irrigation design for the park.

Smith stated that some of the new trees need to be braced as they have started leaning. Sloan stated that will be taken care of.

FINANCE DIRECTOR'S REPORT

Minter presented the report and stated that the report is through January. All matters are within parameters, and the interest rate at LGIP is now at 1.13%. Minter stated that is making a difference in interest income. Minter asked if any adjustments are needed to the budget calendar. The Council stated that it is okay. Minter stated that the Council can schedule a pre-budget meeting if needed.

The Council thanked Minter for the report.

CITY MANAGER'S REPORT

Peterson stated that there are a number of items in the APP that are no longer on track. Peterson stated that one of them is the Interceptor Trail which the Council has been briefed on. The two-city recreation program, and Halsey Corridor project will both go into next fiscal year which was also not anticipated. Peterson explained that there has not been much work on the City's competitiveness because of all the time that is being consumed on the potential sale of City Hall. Peterson stated that park irrigation work was not funded, so that will not be completed either. Peterson explained that all other projects are either finished or on track.

Peterson stated that there will be a joint meeting on March 9th with Fairview to discuss the two-city recreation program. Peterson stated that a formal report and initial budget will be presented at that time. The Council will then discuss the program at their meeting in March.

Dirks stated that we have received an update on the tablet upgrade project. Dirks explained that we consulted with our IT provider who indicated that the tablets may not run Windows 10 as we originally thought. In addition, the upgrade to Windows 10 would not be free, and with material and labor costs it would be a minimum of \$600 per tablet. Dirks apologized for not having that information at the last meeting, as the Council came up with what an approach that looked to be very cost effective. Dirks asked for direction on how to move forward.

The Council directed that a couple of upper mid-range laptops be purchased for the Council to test. Dirks stated that will be accomplished, and apologized again for not having the information at the last meeting.

CITY COUNCIL REPORTS

Tim Clark stated that he would like to propose revising the Council and Committee report section to Mayor and Council Reports. That way each Councilor has an opportunity to share information that may not be directly related to a committee or program. Peterson explained that is a similar approach to other communities that he has worked for. It allows the Council to share information. Tim Clark stated that with this change, he would encourage each member to share some thoughts, ideas, or concerns at each meeting. The Council agreed.

Tim Clark stated that the City Manager annual evaluation needs to be completed. Tim Clark stated that he and Harden sit on the personnel committee, but wanted to ask the Council their thoughts on conducting the review during a future executive session. Tim Clark stated that he feels that this will be more beneficial than conducting the evaluation with only two members. Tim Clark explained that we can go back to the old way of doing it in the future, but would like to try this approach this year. Mark Clark stated that he wants to ensure that the process is still formal and effective. Tim Clark stated that it would be, and just removes the middle process of the personnel committee meeting. The Council agreed to the new format, and asked that the City Manager evaluation and forms be sent to the Council for review.

Mark Clark stated that next Thursday at 5pm the Citizen Noise Advisory Committee will be meeting to hear a presentation by the Oregon National Guard. Mark Clark stated that the National Guard is considering moving towards the Next Gen system to increased efficiency and operations.

Smith stated that there was a neighborhood watch meeting, and the focus was on taking care of pets during an emergency. Tim Clark stated that he had a recent meeting with Matt Rossman and Bruce Studer regarding a

purchase option they have off of Sandy Blvd. Tim Clark stated that they are considering a casino at that location, and wanted to discuss some project options. Tim Clark stated that EMEA had a meeting with the Oregon Entrepreneurial Network which helps startups gain funding and traction. Tim Clark stated that a new City Hall location could include small leasable spaces for these types of businesses.

Tim Clark stated that there have been a lot of discussions around the Congestion Air Quality Mitigation funding now that two other jurisdictions are eligible for funds. Tim Clark stated that he understands that while these locations qualify, their air quality issue is not necessarily due to traffic congestion. Peterson stated that it is mainly caused by older woods stoves, but they are using this opportunity to gain funds for that effort. Tim Clark stated that a letter has been sent to ODOT regarding the issue.

Tim Clark stated that the Main Streets on Halsey project was presented at EMCTC, and there will be a presentation to the City Council in the near future on that effort. Tim Clark stated that he attended the Metro Mayors Committee, and the focus of the meeting was on legislative updates. Tim Clark stated that there is movement on recreational immunity, but property tax reform is not moving forward. There will most likely be a transportation package, but it will consist of a gas tax increase. Tim Clark stated that there is also the discussion about turning some roads into toll roads.

Tim Clark stated that JPACT spent a lot of time discussion two projects up for funding. One project is adding sidewalks to Division St., and the other is improving Cleaved Ave. Both projects are in Gresham, but Gresham is advocating for the Cleveland project because there are no other funds to complete the improvements. While EMCTC had voted unanimously for the Cleveland project, that did not carry too much weight at JPACT. The issue is still undecided, and the process has been a bit frustrating.

Tim Clark stated that he attended his fifth low-income task force meeting which focused on funding. Tim Clark stated that he thought the meetings should have started with funding because now the group is looking at ways to scale down projects and initiatives. Tim Clark stated that he also has a meeting with ODOT to discuss his idea of a transportation pass system that he thought of to reduce congestion. The idea is to pre-book or reserve your trip time in order to reduce traffic.

ADJOURN

With no further business coming before the Council, and upon motion by Nissen, seconded by Harden and passing 5-0, the Council adjourned at 8:32pm.

Timothy Clark
Mayor

Date

ATTEST:

Greg Dirks: City Recorder

