

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
March 14, 2017
MINUTES**

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

ABSENT: Councilor Patricia Smith.

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

There were none.

REENGINEERING AWARD RECOGNITION:

- **Loren Wilton and Denver Taylor**

Peterson presented the award information and stated that the City Council adopted City Goal Five which strives for a work environment that develops and encourages employees, rewards creativity and innovation. Peterson explained that he has been managing cities since 1976, and has never had a council that gave the right to reward employees for doing great work. Peterson thanked the Council for providing the policy to recognize and reward employee innovation.

Peterson stated that there are two awards this evening. The first award is to Loren Wilton for creating an innovative way to transport and move portable water pumps that are very heavy. Peterson presented a video of the process before the innovation, and after. Peterson stated that this was a great project that will reduce strain and potential injury to our workers.

Peterson stated that the second award is to Denver Taylor. Peterson explained that the Council had been made aware of some large water loss in the system, and staff was in the process of hiring a leak detection company to help pinpoint the issue. Peterson stated that Denver was reading meters and heard some rushing water. Denver investigated the issue and found that a by-pass meter had failed which was resulting in large losses of water. Peterson showed a video of the broken meter with rushing water. Peterson stated that estimated savings from not utilizing a leak detection company was conservatively estimated at \$1,200. That does not include the excess pumping and water costs.

Sloan stated that this is a nice opportunity to award the employees for their great work, and presented Loren and Denver with checks. The Council thanked Denver and Loren for their work and dedication to the community.

PUBLIC SAFETY REPORT

Chief Deputy Jason Gates presented the report. Gates stated that there were 330 calls for service in February. All the calls were very standard, and there continues to be a downward trend in calls for service. Gates stated that 177 of the calls were self-initiated, and 153 were dispatched. Gates explained that he prefers to have slightly more self-initiated calls compared to dispatched calls. Gates stated that 167 hours of service was provided, and the average response time for priority 1 and 2 calls was 3 minutes and 37 seconds.

Gates stated that he wanted to follow up on a concern raised last month regarding a homeless camp above

Treehill. Gates explained that the individual that has been camping around that location is known to the MCSO and has an outstanding warrant, but has left the area. Peterson stated that the response time has been decreasing since the merger with Troutdale, and read how the county purchased property next to station in Troutdale. Gates stated that the property has been purchased, and the county will be conducting a preliminary needs analysis for the property. Gates explained that this has been part of a five-year process to relocate the MCSO.

The Council thanked Gates for the report and service. Gates stated that he understands that a resolution of support for the HOPE Team is on the agenda, and thanked the Council and staff for that consideration.

CONSENT CALENDAR:

- Review of bills paid in February, 2017
- Resolution 7-2017: Letter of Support for the Multnomah County Sheriff's HOPE Team
- Budget Committee Appointment
 - John Miner: Term Expires 12/31/2019

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

- Northside Ford – F150 Pickup: \$25,586.54

c. Council Minutes:

- February 16, 2017
- February 28, 2017

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

RESOLUTION 8-2017: MODIFICATION TO THE SBA CELL SITE LEASE AGREEMENT

Peterson stated that the City successfully entered into a lease agreement on a water tower in 2007, which was driven by Cricket Wireless that has since become an AT&T provider. Peterson explained that AT&T no longer needs this site after June 30th. Peterson stated that he discussed the options with Condit, and the options includes SBA's request to abate the lease fees for 36 months, or to terminate the lease. Peterson stated that abating the fees allows SBA to keep their infrastructure on site while they try to find a new tenant for the location. Peterson explained that the disadvantage is that it could preclude another provider from using the site. Peterson stated that the disadvantage of terminating the lease is that the cost of relocating to this site would be higher as all the facilities would have to be put back. There would also not be any incentive for SBA to find a new provider. Peterson explained that he has contacted a few providers, but this site did not work for them and their coverage needs.

Peterson stated that the recommendation is to grant the 36 month abatement of fees, and the net impact is the loss of \$20,000 a year in lease payments. Peterson explained that either action will have that same result, but the abatement will still enable SBA to find a new tenant.

Mark Clark stated that this is unfortunate, but that seems to be the way that industry is moving. Nissen asked about the odds of getting a new tenant at the site. Peterson stated that he cannot reply. Peterson explained that he is aware of a few providers, and one of them just pulled from the site. Another was not interested in the site. Harden asked about on-going insurance requirements and the general care and up keep of the equipment. Peterson stated that there is not really much there to deal with physically in terms of maintenance issues or

conflicts.

Tim Clark stated that he does not understand the advantage of keeping the facilities and the lease if there are limitations to the site. Peterson stated that leaving the equipment in place provides an advantage for SBA to find a new tenant because the facilities are already in place. Tim Clark asked if we could seek a new lease if this one is terminated. Peterson explained that a lot of the new leases are being negotiated for about half of the current value of this lease, and the current lease is non-exclusive. The City could have multiple leases on the tower if there was interest. Condit stated that many of the new leases are going in at \$12,000 - \$15,000 a year.

Upon motion by Mark Clark, seconded by Harden and passing 4-0, Resolution 8-2017 modifying the cell tower lease with SBA Communications was approved.

BRIEFING: TWO-CITY RECREATION COMMITTEE UPDATE

Peterson presented the discussion and stated that the full status of the recreation program can be found in the packet. Peterson explained that the recreation report and study were prepared by a Resident Fellow at Portland State University. Peterson stated that this effort started in May of last year, and was championed by Mayor Tosterud and Councilor Cooper of Fairview. The initial discussions involved a three-city recreation program, and was based off of a group that had been seeking an East County recreation program. Peterson stated that Troutdale did not have any interest in modifying their program, so they did not enter into the IGA to conduct a feasibility study. Peterson explained that the feasibility study looked at existing programs, costs, and participation levels. Peterson stated that we knew only a few residents took part in Troutdale's program, but we did not know why. Peterson explained that the study also compared other cities of similar size and demographics, and reviewed program options that could be funded by the two cities.

Peterson stated that the survey data in the packet is not statistically valid. Peterson explained that the survey methods were self-serving, and were not up to the rigor of a statically valid survey. Peterson stated that the instrument did provide for a very complete set of answers though. Peterson explained that while there was some interest in elder and infant aged activities, the target age range for the study was ages 8-19. Peterson stated that the recreation facilities in the two cities were reviewed, and there are not enough facilities in the two-cities to make this program work. A partnership with the school district and faith based campuses will be needed to supply the space required for a successful program. Peterson stated that the report closes with a proposed multi-year budget document.

Peterson stated that there was a meeting on March 6th to discuss the program, and 74 people signed-in. Peterson stated that the meeting was an opportunity for stakeholders and potential participants to talk to decision makers about the program. Peterson stated that he thought the meeting was going to be an evaluation of the program, but it was more of a sales pitch to the cities. Peterson stated that while a lot of people expressed their desire for a program, there were no financial commitments, grants or sponsorships presented at the meeting.

Peterson stated that next week the two City Councils will discuss the program to review if it seems feasible, and if there is enough information to move forward. Peterson stated that in his opinion, if this does move forward then it needs to be a multi-year effort. Peterson stated that you have to give the program enough time to get off the ground. That would be a minimum of three years. Peterson stated that the annual cost estimates of the program range between \$130,000 and \$145,000. Peterson stated that there is some talk of beginning the program right away this summer, and the intern is willing to stay until October to help start the program if the two Councils move forward.

Peterson stated that he is not asking for a decision this evening, and he is not advocating for the program.

Peterson stated that he is trying to get the Council ready for the meeting next week, and the meeting on the 30th when they will be asked to make a decision on the program.

Mark Clark stated that the report has a lot of information and there does seem to be good potential, but is concerned with the financial viability of the program. Mark Clark stated that the program would cross into other cities if the school facilities were utilized. Peterson stated that is correct. Peterson stated that the use of the school facilities is needed to make the program work, but not necessarily any financial support. Harden stated that there looked like there could be some issues over time with the IGA to use the school facilities if there were conflicting uses.

Harden stated that the testimony at the last meeting was compelling, and the survey indicated that there are a lot of people interested in a program. Harden stated that his main concern was if there was community interest. Harden stated that he likes the idea of a three-year plan, but is concerned about the lack of program offerings in the first year. Peterson stated that the report does not include good numbers on participation rates, and a lot of the data came out of Troutdale's program. Tim Clark stated that the report also assumes that participation will increase each year which may not occur. Tim Clark stated that he was excited when this was originally thought of as a three-city program, and was disappointed at the lack of details provided at the meeting last week. Tim Clark stated that the meeting last week seemed to put a lot of pressure on the elected officials without providing all the details first.

Tim Clark stated that this is a lot of money for what could be a relatively small program. Peterson stated that the General Fund has ran a positive net balance since 2010, and the projected margin for the next two years is about \$180,000 a year. There is money available for this program. Tim Clark stated that he is concerned about the potential-long term costs of the program, and how it will be funded over time.

Harden stated that he envisions the City's surplus as a way to build roads, add capacity, and does not disagree with the tangible benefits of a recreation program. Harden stated that there would be a return on the investment, just not in dollars. Harden stated that we do not know what the participation level will be, and the program will probably never break-even. Peterson stated that Troutdale's program only pays for itself because they do not calculate the administrative costs for the program. Peterson stated that the City has a disproportionately higher level of people under the federal poverty level which is why the split is 60/40, because we could have more people taking advantage of the low-income scholarship component.

Mark Clark asked if we would have to cut any services to start this program. Peterson stated that we would not have to make any cuts in service, and this could operate in the General Fund's operating margin. Peterson explained that it would have an impact on the maintenance costs of the park facilities though. Tim Clark stated that he understands that there is a need, but is concerned about the cost. Tim Clark explained that some of the reasons why there is a need is because other service providers are no longer able to afford to run the programs. Tim Clark asked about the scholarship potential for those outside the two cities. Harden stated that was a compromise to use the school's facilities because the two cities did not have enough space for the program. Harden stated that we needed to expand the program participation to anyone in the school district.

Peterson stated that he can provide more information prior to the meeting next week if needed. Peterson explained that the meeting next week will be about evaluating the program. Tim Clark stated that he is concerned about the on-going costs. Harden stated that there are ways to cut the program after three years if there is not a lot of participation. Nissen stated that he is concerned about the participation levels, but feels okay with moving forward on a three-year program to see the interest and participation level. Tim Clark stated that it would be helpful to have some performance matrix established prior to the start of the program so we can evaluate where the program is in three years. Mark Clark asked about program oversight since it will be housed in Fairview. Peterson stated that there would be a taskforce or oversight committee through a formal IGA. Tim Clark stated that if this program does not move forward, he would at least like to increase the support to the summer lunch program at the Baptist Church. Peterson stated that any additional resource would take a formal agreement as well, which could get complicated.

Peterson stated that he will work to answer some of the Council's questions before the meeting next week. Peterson stated that he will also try to provide a performance matrix example as well.

EXECUTIVE SESSION PER ORS 192.660(I) TO REVIEW AND EVALUATE THE EMPLOYMENT-RELATED PERFORMANCE OF THE CHIEF EXECUTIVE OFFICER OF ANY PUBLIC BODY

The City Council entered into Executive Session at 7:37pm.

The Council convened into Regular Session at 8:18pm.

PERSONNEL ACTION: APPROVAL OF CITY MANAGER'S ANNUAL EVALUATION

Upon motion by Nissen, seconded by Mark Clark and passing 4-0, the City Council approved the City Manager's Annual evaluation and awarded a 2% cost of living increase retroactive to January 18, 2017, and a one-time 5% bonus based on performance.

ADJOURN

With no further business coming before the Council, and upon motion by Mark Clark, seconded by Nissen and passing 4-0, the Council adjourned at 8:20pm.

T. Scott Harden
Council President

Date

ATTEST:

Greg Dirks: City Recorder