

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
October 13, 2016
MINUTES**

PRESENT: Mayor Patricia Smith, Council President Tim Clark, Councilors Scott Harden, 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: None.

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

CITIZEN COMMENTS

There were none.

PUBLIC SAFETY REPORT

Chief Deputy Jason Gates presented the report, and stated that this report also includes an accident report for the last quarter. Gates stated that the highest rate for accidents is on Sunday between 5 and 6pm. Gates explained that is an anomaly, and shows that a lot of the crashes are from people driving through the community. Gates stated that in September there were 205 dispatched calls for service, with another 213 self-initiated calls. Gates stated that the average response time for priority calls was 4:29, and non-emergency response time was 8:33. There was a total of 178 hours of dedicated service, with an average time of 26 m minutes per call.

Gates stated that there were no major incidents out of the normal range of activities this past period. Gates explained that there was a shots fired call, but responding deputies did not find any suspects or victims. Gates stated that he authored a letter to the county road department regarding Wood Village Blvd. and Arata Road. Gates explained that he supports additional traffic studies at that intersection because of the speed and line of sight issue. Peterson explained that part of the line of sight issue has to deal with the change in roadway elevation, and that will not be altered once Arata is rebuilt. Gates stated that there is also a pedestrian safety element with people trying to cross at that intersection. The Council thanked Gates for the letter.

Sloan stated that it looked like the majority of accidents occurred at intersections with traffic lights. Gates explained that some of the reports are from commercial areas, and the address is the nearest intersection. Some of the reports could have been from parking lot incidents. Gates stated that there are more cars traveling through the area though. Harden asked about the accident count at Cedar Lane and Hawthorne Ave. Gates stated that looks odd, and will look into further.

The Council thanked Gates for the report.

CONSENT CALENDAR:

- Review of bills paid in September, 2016
- Contracts \$2,500 - \$50,000

- Global Network Support: New computers, monitors, and hardware: \$21,617.50

- Council Minutes:
 - September 13, 2016
 - September 27, 2016

Upon motion by Tim Clark, seconded by Nissen and passing 5-0, the Consent Calendar was approved.

RESOLUTION 36-2016: WORKERS COMPENSATION COVERAGE FOR VOLUNTEERS

HR/Records Manager Greg Dirks presented the resolution. Dirks stated that the resolution replaces one that was approved this past summer. Dirks explained that the City's insurance provided revised the format, and requested that our resolution be revised. Dirks stated that the cost is the same, and nothing substantial has changed.

Upon motion by Harden, seconded by Nissen and passing 5-0, Resolution 36-2016 extending workers compensation coverage to volunteers, and repealing Resolution 28-2016 was approved.

DISCUSSION: CITY WEBSITE DESIGN – FEATURES AND PRIORITIES

Dirks presented the discussion, and stated that the purpose is to select the goals and priorities for the new website. Dirks explained that the goals and priorities will be used to develop the request for proposals for a new website.

Dirks explained that the current website was developed in 2009 with a cosmetic update in 2013. There are about 1,200 unique visitors to the site per month. Dirks stated that the website features hot links, main page navigation, City contact information, and a search feature. Dirks explained that about a third of web traffic to the site is from a smart device or tablet, but the website is not optimized for mobile devices. Dirks stated that there is also limited ability to integrate new pages, update the main page with urgent news, and the navigation could be improved.

Dirks presented sample municipal website that received awards in 2015. Dirks explained that all the websites have similar aspects in terms of navigation, dynamic homepage, and integration with social media. Dirks stated that staff has developed a set of goals that were based off of some best practices. The goals include excellent user experience, citizen self-service, empowers staff to update, and improves/enhances the City's image and brand. Dirks stated that priorities developed by staff includes being optimized for mobile devices, streamlined navigation, personalized service for users, and the ability to keep relevant. Dirks asked what other goals and priorities the Council would like.

The Council stated that they would like to ensure that the website speed and load times are optimized, and have the ability to keep relevant with updated technology. The Council asked about the ability to have the website in multiple languages. Dirks explained that there are website translations available, but they do not always work. Having the information directly translated would require duplicate entries in the other language. Dirks stated that would become cumbersome and complicated. The Council requested that the website and features be optimized for search engines. Dirks stated that these items will be added to the RFP.

Dirks presented the timeline and stated that the RFP will be advertised in November, with the award at the December 15th City Council meeting. Dirks explained that work on the new website will begin in January, and will have to be wrapped up by the end of June. Dirks asked if the Council would like to appoint a member to the RFP review committee. The Council appointed Tim Clark to the RFP review committee. The Council asked if there could be a citizen review committee as part of the website development process. Peterson stated that we can use a citizen review panel for input, but all decisions will be made by staff. Dirks stated that staff will have a recommendation at the December 15th meeting.

ORDINANCE 7-2016: WASTE WATER DISCHARGE LIMIT MODIFICATION

Peterson presented the ordinance, and stated that the City has an agreement with Gresham for waste water treatment. As part of that agreement, the City has to adopt the standards as prescribed by DEQ. Peterson stated that there was a change in the standard for silver, and the ordinance revises the standard.

Smith asked why the standard changed. Peterson stated that the standard was revised at the national level by the EPA. New studies had shown that the toxicity level was higher than originally thought. Peterson stated that there is not an industry in the City that comes close to the new limit.

Upon motion by Harden, seconded by Mark Clark and passing 5-0, Ordinance 7-2016 revising waste water discharge limits was adopted.

DEBRIEF: LEAGUE OF OREGON CITIES ANNUAL CONFERENCE

Peterson stated that this was his 26th conference, and it is a great educational experience for managers and elected officials. Peterson stated that the City had great representation at the latest conference, and asked the Council their thoughts and findings.

Tim Clark stated that his first session was on strategic planning, but it was a bit disappointing. Nissen agreed and stated that the information presented was not new. Nissen explained that a lot of what was discussed has already been implemented at the City. Tim Clark agreed, and stated that even items like an annual retreat were new concepts to come cities. Nissen stated that we also have updated master plans which is a struggle for a number of cities.

Mark Clark stated that he attended the session on bridging the urban and rural divide. Mark Clark stated that there are fewer jobs in rural areas, and they are still feeling the effects of the recession. As a result many people in rural areas commute to urban areas for work.

Peterson stated that the City Manager's session focused on negotiations, and handling expectations and realities. Peterson explained that key barriers were analyzed, and the term but can be a negative conjuncture in conversations. Peterson stated that replacing the term but, with and continues to keep the dialog open. Peterson explained that the final learning was on managing expectations to get at key outcomes.

Mark Clark stated that he attended the crisis event session, but the presentation lacked depth. Mark Clark stated that the example was on a chicken ordinance, but there was not real issue or anger. Mark Clark explained that it is important to set a time for testimony in public hearings though.

Tim Clark stated that attended the property tax 201 session, but it was still pretty basic information. Tim Clark explained that even though there are legislative fixes such as reset of value at sale, they will not go anywhere and do not address the key underlying issues. Tim Clark stated that the LOC is still attempting to get some kind of fix into the session. Peterson stated that the proposal does have legislative support with a homestead provision for owner occupied homes.

Tim Clark stated that he attended the session on bridging the cultural divide. Tim Clark explained that his big learning was using terms that did not translate into other languages such as potluck. Tim Clark stated that it is about thinking in different terms in order to get your message across to many different groups.

Tim Clark stated that he attended the map your neighborhood program which is a disaster preparedness concept. Tim Clark explained that the program is based on people reviewing the resources available to them in their neighborhood, and helping make neighborhoods self-sustaining during a disaster. Smith stated that the City had tried to implement that program several years ago, but it is all based on trusting your neighbors. Tim Clark stated that he likes the concept, and handed out materials from the session.

Tim Clark stated that he attended the 2017 traffic session, and the pay per vehicle mile program. Clark stated that some of the legislators in the session did not know much about the program, and there was also a lot of technical language. Peterson stated that the key finding was that there will be some kind of transportation funding attempt in

2017, but it will not be a long term solution.

Peterson stated that the keynote speaker was great, and focused on solving problems and getting at outcomes. Peterson stated that it was both motivational and useful. Tim Clark and Mark Clark agreed.

Peterson stated that the LOC legislative staff heard the Council's request to resolve the qualification based selection process, and found a sponsor for a new bill. Peterson explained that he was also part of the team that put together the cost of growth workshop. Peterson stated that the conversation focused on fee waivers and other incentives, and the myth that any development is good and will pay for itself over time. Peterson explained that a lot of good information is also shared outside the formal sessions, and there were a lot of great vendors as well.

Tim Clark stated that this is a great event, and the entire Council should attempt to go next year.

ADJOURN

With no further business coming before the Council, and upon motion by Harden seconded by Nissen, and passing 5-0 the Council adjourned at 7:44pm.

Timothy Clark
Mayor

Date

ATTEST:

Greg Dirks