

Mayor
Timothy Clark

Council President
Scott Harden

Councilors
Patricia Smith

Bruce Nissen

Mark Clark

**MEETING OF THE
WOOD VILLAGE CITY COUNCIL
September 25, 2018
MINUTES**

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

ABSENT: Acting Finance Director Yelena Shapovalov.

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

CITIZEN COMMENTS (NON-AGENDA ITEMS)

There were none.

**RESOLUTION 37-2018: ZONING AND DEVELOPMENT CODE TEXT AMENDMENT
INITIATION AUTHORIZATION**

Peterson presented the resolution and stated that the purpose is to initiate a text amendment to the Zoning and Development Code. Peterson explained that the action would authorize the hearings necessary for a code adoption. Peterson stated that a text amendment can only come from the City Council or the Planning Commission. That is why the issue is before the Council this evening, to initiate the process.

Peterson stated that the action is a result of a recent Planning Commission meeting, in which the Planning Commission requested action occur to develop a set of parameters that would apply to potential future developments. Peterson explained that the specific issue had to deal with the multi-family definition, and detached condo unit. Peterson stated that there are some other outstanding code issues such as the mix of residential and retail in a mixed use development, but this update only deals with the multi-family definition. The mixed use component will be addressed as part of the Main Streets on Halsey work.

Peterson stated that if approved, staff will develop the staff report for the Planning Commission. The Planning Commission will make a recommendation to the City Council, which has the final authority in the matter. Peterson stated that this resolution enables that process to begin.

Smith asked if this would have any impact on ADU's. Peterson stated that this permits separate freestanding structures to be part of a multi-family use, and will not impact ADU's on single

family lots. Harden asked how this differs from the cottage housing code. Peterson stated that the code could enable multiple units in the multi-family zone, but ADU's are only for single family residential zones. Peterson stated that the Planning Commission wanted a cap on the number of separate units that could be built.

Upon motion Harden seconded by Mark Clark and passing 5-0, Resolution 37-2018 authorizing a Zoning and Development Code text amendment was approved.

RESOLUTION 36-2018: UPDATED FEMA FLOOD MAP

Peterson presented the resolution and provided the definitional words related to the flood hazard map update. Peterson stated that FEMA went through and updated the flood maps for the City, and there is now a section in the City that could be subject to a 1 percent flood impact. Peterson stated that the section is very small, and only covers a section of the freeway right of way under the railroad overpass. Peterson stated that staff contacted FEMA about the update since there had been no flood sections in the City, and this is not on buildable lands. Peterson stated that FEMA indicated that the land does not matter, and the City must have adopted a full flood code. Peterson stated that if a code is not adopted then the City would not be eligible for any federal funding, the Comprehensive Plan would be out of compliance, and no one in the City could get flood insurance. Peterson stated that the regulations have to be in place by February to be in compliance.

Peterson stated that the goal is to adopt the minimal amount of code that will satisfy the requirements. Peterson explained that the code will need to be reviewed by the flood council and then the Planning Commission before coming to the City Council. Tim Clark asked how much staff time this project will consume. Peterson stated that using staff time and a model code will cost somewhere between \$1,500 and \$2,700, which is less expensive than hiring it out.

Upon motion by Smith, seconded by Harden and passing 5-0, Resolution 36-218 authoring a text amendment for floodplain provisions was approved.

PUBLIC WORKS DIRECTOR'S REPORT

Niiyama presented the report and stated that the Shea lift station assessment has been completed and the facility is operating within parameters. Niiyama explained that the discharge line was also reviewed and is acting within capacity. Niiyama stated that the next step is to conduct flow rates from the pumps. Niiyama stated that the reason why the flow rates will be reviewed is to ensure that the flow rates are within DEQ standards. Harden asked if we have to conduct cleanings. Niiyama stated the number of additional cleanings due to illicit discharge have declined, but there are still ongoing issues.

Niiyama stated that the irrigation system at the park was operating this summer, and has recently been turned off for the season. Smith asked if the new irrigation system would reach up to the upper wetland areas to the park. Niiyama stated that the next step is to go out with bids to extend the system south, and the system will extend to the south as far as the budget will allow.

Niiyama stated that the east entry sign was also refurbished and cleaned up. Niiyama stated that the Cottonwood water line project started last week. Niiyama stated that public works staff attended a dig safety training provided by NW Natural. Niiyama stated that the Riverwood subdivision is moving along, and two homes have now been occupied. Niiyama stated that the City Hall utility relocation project should be underway within a couple of weeks as well.

The Council thanked Niiyama for the report.

FINANCE DIRECTOR'S REPORT

Peterson stated that the Finance Director position was opened for recruitment as the interim acting employee elected not to pursue the position full time. Peterson stated that the recruitment period has ended, and interviews will be in a couple of weeks.

Peterson presented the finance report, and stated that it is through August. Peterson stated that expenditures and revenues are on track for the year. Peterson stated that the interest rate is 2.25%, and investments are nearly \$6.4 million. Peterson presented the revenue trends that are in each report. Peterson stated that cigarette tax revenues have been declining. Peterson stated that the other graphics in the report cover each individual budget fund by type. Peterson stated that the charts act as a quick reference on how the City is doing at any given time. Peterson stated that the city is doing well.

Peterson stated that the other graphic included in the report is the history of the City's investments to date. Peterson stated that tracking the balance through the full period, the fund balance was down from over \$6 million to about \$4 million to pay off loans. Peterson stated that those funds have all been recovered from that payment. Peterson explained that some of those funds are for dedicated projects, and a significant amount will be used for the new municipal building.

The Council thanked Peterson for the report.

CITY MANAGER'S REPORT

Peterson presented the report and stated that the Annual Performance Plan is in the packet and for the most part items are on track. Peterson stated that there was a community meeting about Arata and the 238th last night. Peterson stated that most of the discussion was on the 238th project.

CITY COUNCIL REPORTS

Harden stated that the MHCRC had an RFP for a legal services, but did not receive any responses. Harden stated that as a result. the board used the Local Government Law Group as a sole source provider. Harden stated that he is also attending the community services fee meetings, which is working on what type of projects could be eligible for community service fee funding.

Harden stated that the FCC is in the middle of rulemaking that if approved would allow cable companies to offset right of way fees with the community service fees. Harden stated that there is also a push to supersede right of way agreements for small cells and cable companies as well. Harden stated that this is all occurring on the federal level.


EXECUTIVE SESSION: 192.660(2) (h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
The Council entered the Executive Session at 7:08pm.

EXECUTIVE SESSION: 192.660(2) (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
The Council entered the Executive Session at 7:15pm.

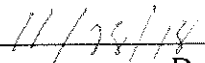
The Council convened back into Regular Session at 7:47pm.

ADJOURN

With no further business coming before the Council, the Council adjourned at 7:48pm.



Timothy Clark
Mayor



Date

ATTEST:



Greg Dirks: City Recorder