

Mayor
Patricia Smith

Council President
Mark Clark

Councilors
Stanley Dirks

Timothy Clark

Scott Harden

**REGULAR MEETING OF THE
WOOD VILLAGE CITY COUNCIL**

July 23, 2013

MINUTES

PRESENT: Mayor Smith, Council President Mark Clark, Councilors Stanley Dirks, Tim Clark and Scott Harden, City Attorney Condit, City Administrator Bill Peterson, Finance Director Peggy Minter, Public Works Director Mark Gunter, and interested parties.

ABSENT: None.

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

PLEDGE OF ALLEGIANCE

CITIZEN COMMENTS

Roxanne Ross from Gresham stated that she wanted to speak about the Multnomah County gun ordinance that was recently passed by the County, and applies to all areas of the County. Ross explained that she moved to the suburban area to avoid Portland, and the County Commissioners passed nearly the same ordinance that Portland adopted in 2010. Ross stated that citizens in the separate cities never had an opportunity to comment on the ordinance, and there will be difficult times ahead if the County is allowed to overreach their authority like this. Ross stated that she and a few other citizens have filed a lawsuit to stop the ordinance.

Smith stated that she feels the City has codes that would overrule the County's ordinance, and asked Condit what he thought. Condit stated that he has not followed the County's ordinance very closely, but the general rule is the County can impose some standards except for policing powers. Condit stated that it will be interesting to see how the lawsuit plays out. Mark Clark stated that he did some brief research and came up with the same thought. Harden stated that the County's ordinance did not include several items that the commissioners wanted to include, and other laws preempted additional items they wanted to enact.

Ross stated that their concerns are regarding the overreaching of the County by applying their rules and laws to the cities in the area. Mark Clark stated that he feels that the court case will answer those questions. Peterson stated that there is great case law regarding county laws and city laws, and how they interact.

Ross stated that she feels the County is overreaching. Peterson stated that he has not researched the issue much, and figured it was a non-issue. Ross explained that the ordinance should just be for the unincorporated areas of the county. Bruce McCain the attorney for Ross stated that he has some law

enforcement experience and is familiar with the County's code chapter 15 for enforcement. McCain explained that until now, all the County's codes were for the unincorporated areas. McCain stated that this lawsuit does not seek money, but seeks a declaratory judgment regarding whether the ordinance applies to cities or not. McCain explained that they are also seeking an injunction to stop the ordinance until the matter is settled.

Frank Martin of Gresham stated that he is also part of the lawsuit. Martin explained that he is a gun rights supporter, and has grown to appreciate the East County area. Martin stated that he was concerned when this ordinance came up, and believes that each city should control what laws they want to enact. Martin thanked the Council for the opportunity to speak.

The Council thanked the group for presenting their information.

PUBLIC SAFETY REPORT

Chief Deputy Jason Gates provided the report. Gates stated that for the month of June there were 407 calls for service which resulted in 229 hours of dedicated service and 48 written reports. Gates stated that a highlight incident was a hot pop at Fred Meyer for a controlled buy of narcotics. There was also a call regarding a forged \$100 bill that turned out to be real. Gates explained that there was also a burglary call at the former greyhound park site, and the thieves pulled so much wire out of the walls that they caused a power outage at the facility.

Gates stated that panhandling in communities is an issue, and the MCSO has taken the matter seriously. Gates explained that they have developed relationships with individuals, and there are informal ground rules to follow. Those who do not follow the rules typically do not stay in the area too long.

The Council thanked Gates for the report and service to the City.

CONSENT CALENDAR

- a. Review of bills paid in June, 2013
- b. Contracts \$2,500 - \$50,000
 - Troutdale – Fire Service Study: \$7,500
 - Global Network – SQL Server: \$16,612.80
- d. Council Minutes:
 - June 11, 2013
- e. Resolution 29-2013: IGA with East Metro Mediation

Harden asked what the check for Kip Edgley was for. Minter stated that he works on the City's SCADA system which controls the water system. Mark Clark asked what the check made out to the City was for. Minter stated that was for petty cash.

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Upon motion by Harden, seconded by Dirks and passing 5-0, the Consent Calendar was approved.

PRESENTATION: EAGLES AWARD

Carl Wilson and Diane Eberhardt from the Fariview/Troutdale Fraternal Order of the Eagles stated that they would like to present a letter from Congressman Earl Blumenauer regarding the veteran's breakfast. Wilson stated that the City deserves this letter because of the support they have shown the Eagles.

Wilson explained that the Eagles are holding a charity event at their national conference, and would like to use the City's logo at their fundraiser. Wilson stated that he appreciates the City putting up the Eagles logo at events, and wants to return the favor. The Council approved of the eagles use of the City's logo for their event.

DISCUSSION: BRANDING WOOD VILLAGE

Peterson stated that this discussion is about a potential approach that the City could take to be a part of the regional tourism program. Peterson explained that tourism has a role to play for the economic section of the comprehensive plan and serving freeway oriented traffic.

Peterson stated that the Council had a conversation in 2008 regarding the byway designation, but in the latest vision statement, there was no mention of tourism activities in the City. Peterson explained that Troutdale considers themselves as a major tourism hub as the gateway to the Gorge, and Sandy River access. Gresham is attempting to develop a bicycle tourism approach. Peterson explained that other regional cities such as Cascade Locks, Hood River and Sandy have also tied their economic development to tourism.

Peterson stated that the conversation in 2008 was around having the City as a launching point for people on their way to the Gorge or Mt Hood. Essentially the City would be a stopover place as people move on to their end destination. Peterson explained that the economics of tourism is complex with both direct and indirect impacts, as well as an induced economy. Peterson stated that the induced economy includes recruitment for jobs, businesses and relocations. Peterson explained that if people stopped in the City and had a good impression, they may relocate here for business or living purposes. Peterson stated that the issue of being a pass through community means that all the negative impacts will be here, but with fewer of the positive impacts.

Peterson stated that the City is strategically located near the Gorge which receives millions of visitors a year. The City is also situated on the way to Mt Hood which makes the City geographically located for a launching point for travelers. Peterson explained that the conception of a portal is that the City is on the way to the Gorge and Mt Hood. The portal language is different from Troutdale's gateway language. Peterson stated that the City already has travelers passing through. The City has over 400,000 square feet of retail space, two hotels with 150 rooms, and six sit down restaurants. Other cities with a similar population have a lot less. The businesses in the City are serving more than just the local population.

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Harden stated that we have talked about the businesses here, but we have not talked about promoting them. Harden explained that he would not want to have a portal that just explains other areas and features outside the City. Peterson stated that in developing a brochure, you can also mention the local services and features in the City.

Peterson stated that we cannot market people just to come to Wood Village. Peterson explained that there is the capacity to do that someday, but not today. Peterson stated that this conversation is about branding the City, and if that is something we want to do. Peterson explained that there are other resources that can be used if the City wants to pursue this option, but there would be some restrictions on what could be done.

Karen Schaaf with the West Columbia Gorge Chamber of Commerce stated that Travel Oregon is a state agency, and that agency has divided up the state into seven regions. Schaaf handed out promotional materials from Travel Oregon, and stated that Wood Village is already on their maps. Over time more information about the City can be added to these materials. Schaaf explained that the City is already positioned as a portal, and the current publications can be leverage to give the City a larger presence. Peterson stated that additional freeway signs could also be added at some point as well. Schaaf stated that ODOT has funds available for structures, and initial conversations have already been held with them on the funding process.

Mary Clark from Wood Village stated that she has a passion for this topic and thought that a citizen panel could do further research on this topic and present their findings to the City Council. Smith stated that more work needs to be done, but the concept seems good. Dirks asked if the Parks Commission would be a good fit to review this more. Peterson stated that the group should include businesses and others in the tourism industry. Dirks stated that he is open to the idea, but does not want to spend a lot of money. Smith agreed, but stated that something more should be done to promote the City. Tim Clark agreed.

Mark Clark stated that the City receives over \$100,000 in motel taxes a year which means people are staying the night in the City. Smith stated that this topic should be reviewed. Harden stated that even if there is not a portal, there should still at least be some brochure for the City. Peterson stated that he will put together a group of citizens and business to review this topic further, and report back to the Council in October.

RESOLUTION 30-2013: EMPLOYEE RECOGNITION PROGRAM

Peterson presented the resolution and stated that during his last review there were specific comments related to the City's reengineering program. Peterson stated that the program has been revised, and the intent of the program is to still reward employees for cost saving measures. Peterson stated that the current program requires a yearlong monitoring process with a minimum award of \$50 if there is at least \$500 in savings. Peterson explained that employees felt that the current program was too bureaucratic and cumbersome to take advantage of. Peterson stated that he revised the program to be

more streamlined. Peterson explained that the revised program has a minimum award of \$100, and an easier application and review panel.

Smith stated that she likes the streamlined process, but still wants to ensure actual costs savings. Peterson stated that an example of an actual idea in progress is the idea of electrical savings by turning off certain equipment at night. There will be a cost savings, and it will be easier for employees to participate in this program with the new process. Harden stated that there was a recent news story about how much can be saved by unplugging certain electronics.

Tim Clark asked if the amount could be less than \$100 so smaller projects or ideas could still receive recognition. Mark Clark stated that a \$100 minimum sticks in his head as something to work for. Peterson stated that he came up with the \$100 amount based on the initial conversations with the Council. Peterson explained that not all projects will be grandiose, but smaller projects can add up over time.

Upon motion by Mark Clark, seconded by Tim Clark and passing 5-0, Resolution 30-2013 revising the employee and volunteer recognition program was approved.

RESOLUTION 31-2013: EXTENDING WORKERS COMPENSATION COVERAGE TO VOLUNTEERS

Records Manager/HR Specialist Greg Dirks presented the resolution. Greg Dirks stated that this resolution is done every year, and it extends workers compensation coverage to City volunteers. Volunteers include the Council and other board members, as well as event volunteers. The cost for coverage this year is \$66.00.

Upon motion by Dirks, seconded by Tim Clark and passing 5-0, Resolution 31-2013 extending workers compensation coverage to volunteers for FY 2013-14 was approved.

ORDINANCE 8-2013: ARATA ROAD TEMPLATE

Peterson presented the ordinance and stated that it is a procedural issue regarding the revision to the Arata Road template. Peterson explained that the Council has already approved the idea, and it also went through the Planning Commission. Peterson stated that the City has gone through all the necessary findings to support the revisions, and they are included in the staff report. Peterson stated that a public hearing is also required.

Smith opened the public hearing.

There were no comments.

Smith closed the public hearing.

Mark Clark asked if this revision was just for Arata Road, or other roads like Arata Road. Peterson stated that Arata Road is the only road that this revision affects. Mark Clark asked if Fairview adopted

the revised plan. Peterson stated that Fairview did not adopt hard standards, and the standards could be modified by their city's engineer. Peterson explained that the City may take a similar approach in the future. Mark Clark asked if the Ukrainian Church on Arata has been notified. Peterson stated that is in a different jurisdiction and is not aware if communication has been sent to them. A landscape business on Arata was notified by the City regarding the change, and they were not happy about losing the on street parking.

Upon motion by Dirks, seconded by Tim Clark and passing 5-0, the first reading by title only of Ordinance 8-2013 revising the Arata Road template was approved.

Minter gave the first reading by title only of Ordinance 8-2013 revising the Arata Road template.

Upon motion by Mark Clark, seconded by Harden and passing 5-0, the second reading by title only of Ordinance 8-2013 revising the Arata Road template was approved.

Minter gave the second reading by title only of Ordinance 8-2013 revising the Arata Road template.

Upon motion by Tim Clark, seconded by Dirks and passing 5-0, Ordinance 8-2013 revising the Arata Road Template was adopted.

RESOLUTION 32-2013: WATER RIGHTS

Gunter presented the resolution and stated that it is a recognition of the water rights that the City has as recognized by the state. Gunter stated that this resolution is the formal recognition of the water rights, and it part of the process to finalize all the water rights.

Upon motion by Mark Clark, seconded by Dirks and passing 5-0, Resolution 32-2013 recognizing the water rights of the City was approved.

RESOLUTION 33-2013: DECLARATION OF SURPLUS PROPERTY AND AUTHORIZATION TO DISPOSE

Peterson stated that this resolution primarily deals with the Hawthorne building that is owned by the City. The building sits in the park just off of Hawthorn Street. Peterson explained that the building is essentially a large wood shed that is unfinished on the inside. The structure used to house the City's records, but the conditions were not suitable for them. Now the structure is nearly empty except for a few miscellaneous items that have no value. Peterson stated that the building could be disconnected from the utilities, but there would still be a liability of having the structure. Annual costs are low, but the building has no value or use to the city. Peterson explained that there are no specific guidelines for the removal of the structure, but options include to auction the structure, donate it, or demolish it and salvage what can be salvaged.

Peterson stated that it will cost about \$1,500 if we demolish the structure. The annual costs of having the building are about \$325, so it would take five years to break even. Peterson explained that even

though the costs are minimal, they could continue on in time and add up to a lot of money. Tim Clark asked if it could be used by the fire department as a training exercise. Peterson stated that under the DEQ, fire departments have a very difficult time burning structures for training. Gunter stated that some items could be salvaged to help offset the demolition costs. Dirks asked if there was any asbestos. Gunter stated that there is not, and the structure is wood with a concrete floor.

Peterson stated that the staff report also includes other items to that will be considered surplus. Those items are mainly older computers and computer paraphernalia. Peterson stated that the idea will be to list the items on the City's webpage, and let people take them for free.

Upon motion by Mark Clark, seconded by Dirks and passing 5-0, Resolution 33-2013 declaring certain items surplus and authorizing their disposal was approved.

DISCUSSION: NITE OUT DEBRIEF

Greg Dirks presented the report. Greg Dirks stated that the Nite Out was held last Friday, July 19th. The event was well attended, and the attendance estimate was at 2,200 people which is the same as last year. Greg Dirks stated that the event cost around \$5,575, and the City received \$3,275 in cash donations. Greg Dirks explained that the main costs were for the bicycle helmets, the band, food, beverages and rental items. Greg Dirks stated that there were also in-kind donations of garbage service, some of the food and other children's activities.

Greg Dirks explained that guests ate over 1,600 hot dogs, 1,400 ice cream treats, 45 pounds of cotton candy, and 4,000 beverages. There was also a record number of children's ID kits made, and the blood drive exceeded their donation goal. Greg Dirks explained that the food drive was a bit disappointing with only about 50 pounds of food donated. Snow Cap was thankful for the donation though. Greg Dirks stated that overall the event went very well. There was an issue with the schedule because the helicopter kept delaying their landing before eventually cancelling the landing. There were also some issues with the PA system, and it was tracked down to issues with the microphone. The new speakers worked great, but a new microphone may be needed. The Council thanked Greg Dirks for his work on the event.

DISCUSSION: COMMUNITY BANNER PROJECT

Greg Dirks presented the discussion and stated that the purpose of the discussion is to gain an understanding of what the Council would like to see for the next set of community banners. Greg Dirks explained that the first set was designed as part of a community design contest. The Council selected the winner out of six other designs, and a total of 20 banners were printed. The banners were recently installed in ten locations around the City. Greg Dirks explained that the locations were based off of the light poles in the area. The bracket design only allowed for the installation on decorative poles.

Greg Dirks asked what the Council envisions the banners being used for. The banners could be used to promote the City, events, or other features. Greg Dirks stated that knowing what the banners will be

used for will help determine where to put them, and what the design will be. The Council stated that eventually it would be nice to promote events or other City activities, but right now it would be good to install the current banner design in more areas of the City. The Council requested that focus be on the main streets in the City. Greg Dirks stated that there is \$2,500 in this year's budget which should allow for 10-15 additional banner and bracket sets. Greg Dirks explained that he will work with the high school to print the banners, and he will find an appropriate bracket design.

PUBLIC WORKS DIRECTOR'S REPORT

Gunter gave the report and stated that several projects have been accomplished including the new walkway between 230th and 231st Court. Storm water vault cleaning has also been accomplished, and a water service was repaired on Cedar Lane. Gunter explained that bids for the City Hall parking lot paving have come in as well. Gunter stated that a utility worker who was injured off the job has returned to light duty and has been working on cleaning up and sorting maps and building plans. Gunter explained that the Council also received in their packet a capital projects list of items that will be accomplished this year.

Gunter stated that he would like to discuss the water storage tanks, and a scope of work change for that project. Gunter explained that he is proposing to not repaint the reservoirs for another ten years. Gunter stated that in researching the project, it was discovered that the paint should last 20 years, not ten. This year's project should include a full cleaning, inspection and spot painting. Mark Clark asked what would be done with the money held in reserve for that project. Peterson stated that the remaining balance after this year's project will remain in the reserve fund. More money will be added over the next ten years to get to the target amount. Peterson stated that amount will probably be around \$200,000.

Gunter stated that there is a municipal code enforcement report in their packets, and staff is working to keep current on all violations. Smith asked about the new shrubs planted in the park and if they are being watered. Gunter stated that they are being watered, but there is not an irrigation system and the construction on Halsey has made it difficult to get to the park.

FINANCE DIRECTOR'S REPORT

Minter presented the report and stated that it covers last fiscal year. Minter stated that not all the expenses have come in yet, but revenues were on track or better except for the cigarette tax. Minter stated that total investments are right around \$4.2 million. The new accounting software process is underway. Minter explained that the go live date has been pushed back until March 31, 2014 and it will be a big project.

Dirks asked if staff is satisfied with the vendor. Minter stated that there have been some issues, but overall it is looking good. Staff is in regular contact with the vendor to ensure as smooth of process as possible. Peterson stated that some of the issues were that the implementation people are not as familiar with the new software as the sales people, so there was some confusion about what the

program could actually do. Peterson explained that Minter spoke with the people and got the issue resolved, and the software will do what we need it to.

CITY ADMINISTRATOR'S REPORT

Peterson presented the report and stated that he wanted to discuss the recent council memos and provide an update on the annual performance plan. Peterson explained that the APP is on track, and staff is focused on the plan.

Peterson stated that the Council has already discussed the new reservoir plan for this year. Staff received bids for the fire hydrant replacement project, but the low bid came in at \$45,783 and the budget was \$35,000. Peterson explained that it is the same company as last year, and they provided a good explanation of their bid. Peterson stated that he could award the bid, but because it was more than the budgeted amount he wanted to present the item to the Council. The Council did not have any concerns regarding the bid award.

Peterson stated that there was a memo regarding the playground equipment, and the current play structure had items that have been removed over time. Peterson explained that the plan is to replace the missing items, and add a few smaller pieces as well. Smith asked what will happen to the current equipment. Peterson stated that the current items will be updated, and a discussion with the Parks Commission will take place regarding additional features.

Peterson stated that staff received bids for the City Hall parking lot paving project. The low bid was \$8,020, and is the same company that did the roadway work last year. Peterson stated that the final item is a reminder about the League of Oregon Cities conference in September. The early registration ends on July 31st. Tim Clark stated that he has already submitted his registration, and it is a great conference.

CITY COUNCIL REPORTS

Smith stated that Peterson was nominated for the Herman Kehrli Award, and the winner of the award will be announced at the League of Oregon Cities conference in September. Tim Clark stated that there has been some discussion about the regional transportation plan, but nothing new to mention. Tim Clark asked if the MPACT report could be added to the Council Reports section of the agenda. Peterson stated that it would be added.

Mark Clark stated that there has been an increase in flight activity at the Troutdale airport, and the FAA has been contacted about the touch and go landings at the airport. It might be possible to move the flight path over the river instead of the neighborhoods.

Harden stated that he finished his term on the Reynolds School District Citizen's Budget Advisory Committee, and wanted to provide a brief report. Harden explained that additional funds for homeless students was approved, and wanted to know if the Council would be interested in a presentation on

how the City may be able to help some of these students. Harden stated that the gifted student program was funded for elementary schools. Harden explained that one of the largest problems that will need addressed is the formula used for students in poverty. Harden stated that the current formula uses the 2000 census which shows Portland having a large amount of students in poverty. The 2010 census showed that East County has a large portion of poverty, and the schools are not being properly funded because of the formula. Harden explained that he would like to have that as a legislative priority. Smith asked if a full report could be added to the next agenda. Peterson stated that it will be added.

ADJOURN

With no further business coming before the Council, and upon motion by Dirks, seconded by Harden and passing 5-0, the Council adjourned at 8:40pm.

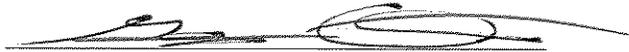


Patricia Smith
Mayor

9-11-13

Date

ATTEST:



Greg Dirks
City Recorder