



*Mayor*  
Patricia Smith

*Council President*  
Timothy Clark

*Councilors*  
Scott Harden

Bruce Nissen

Jimmy Frank

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**MEETING OF THE  
WOOD VILLAGE CITY COUNCIL  
March 26, 2015  
MINUTES**

**PRESENT:** Mayor Patricia Smith, Councilors Scott Harden, Bruce Nissen and Jimmy Frank, City Attorney Jeff Condit, Finance Director Peggy Minter, Public Works Director Mark Gunter, and interested parties.

**ABSENT:** Council President Tim Clark and City Administrator Bill Peterson.

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

**CITIZEN COMMENTS**

There were none.

**PRESENTATION: HOME FORWARD – BETTY DOMINGUEZ**

Betty Dominguez the Policy and Equity Director for Home Forward gave the presentation. Dominguez stated that Home Forward which was previously known as the Housing Authority of Portland was created by the Portland City Council in 1941. The primary purpose at that time was to provide housing for the shipyard and factory workers during the war effort. Dominguez explained that at one time they have over 71,000 people living in the Vanport area prior to the floods.

Dominguez stated that Home Forward has been developing ways to house people ever since that time. Dominguez explained that they currently house about 16,000 households, but there are another 16,000 on waitlists. Home Forward serves all of Multnomah County and is a quasi-public agency. Dominguez stated that they have a nine member board of directors representing the area, and they work closely with the community on developing housing needs.

Dominguez stated that Home Forward owns over 6,000 units in the County, and they have another 9,000 vouchers. Dominguez explained that the voucher allows residents to pay 30% of their income towards rent, and the remainder of the rent is paid by Home Forward. Dominguez stated that a new law was passed that make it illegal to discriminate against housing vouchers, and Home Forward was instrumental in crafting that bill.

Dominguez stated that comments have been made about the Rockwood area, and that there would not be any crime if there was no section eight housing. Dominguez explained that Home Forward reviewed all arrest cases for a year in that area, and only 2% of all arrestees had a

connection to Home Forward. Some the issues included non-violent crimes or incidents like juvenile runaways and veterans suffering from PTSD.

Dominguez stated that of the 6,000 units owned by Home Forward, there are only 420 units in Gresham, and 380 in Fairview. There is a growing need for housing in this area, and we need to find a way to accommodate that housing. Dominguez explained that voucher use has only increased 1% in this area over the past ten years. 60% of voucher holders are elderly or disabled.

Dominguez explained that the median household income in 2008 in Portland was \$38,000 for a family of four. Dominguez explained that today, that family would need \$65,000 a year to meet the County's self-sufficiency guideline which is based on living without any kind of public or private assistance. Dominguez stated that the federal poverty level has not changed since 1964 which it was based on USDA food budgets from the 1950's. Dominguez explained that the federal poverty level is \$28,000 a year which is not a lot of money. Dominguez stated that there are a lot of people who make more than that, but they are struggling and cannot get federal aid.

Dominguez stated that Home Forward lost over \$6 million in funding during the last sequestration. The agency had to lay off people, and cut their overall budget. Dominguez explained that they also had to increase rents for all tenants. Dominguez explained that Home Forward does a lot of service work beyond housing. Additional initiatives include early education for children, workforce readiness for teens and adults, and they also work with the Veteran's Administration to assist homeless veterans. Dominguez stated that they also offer short term rental assistance, and eviction prevention. Dominguez explained that Home Forward tries to improve the quality of life for all residents.

Dominguez stated that rent should be no more than 30% of income, but rents are often higher than that for a lot of people. Dominguez explained that suburban areas also do not have great access to public transportation which requires people to own cars. 70% of a family's income could be going to housing and transportation. Dominguez stated that vacancy rates in the area are 1-2% which leaves little opportunities for people to live. Dominguez explained that more affordable housing is needed, and East County has the large areas needed to build new housing.

Dominguez stated that East County is primed for growth, especially with the Port owned properties. Dominguez explained that they are working with the Port on what types of jobs may be developed, and what the wages could be. That data will be used to help develop home types for the workers of those facilities. Dominguez stated that minimum wage workers cannot afford the rent in this area, and we will be behind the curve if we do not start planning now. Economic development includes affordable housing. Dominguez asked if there were any questions.

Smith asked if there were any plans in the works for new affordable housing in the area. Dominguez stated that they have been working with the City of Gresham for a long time. They have been working on putting faces to those who live in their housing units. Dominguez stated that these people include bank tellers, grocery clerks, and gas station attendants. They are not drug addicts or criminals. Dominguez explained that Home Forward cares about the community and funds two police officer positions in Portland, one position in Gresham, and a half position in Fairview. Dominguez stated that Home Forward hosts landlord forums, and meets with Gresham officials every two weeks.

Dominguez stated that there is a difference between affordable housing by accident, and affordable housing by design. Dominguez explained that the issues in Rockwood were caused by affordable housing by accident and blighted properties. New quality development there were add value to the area, and homes for people. Dominguez stated that the strategy is to start banking land in the area for future development.

Harden asked if Home Forward owns the land that they build on. Dominguez stated that they do, and they often locate in urban renewal areas where there are additional incentives. Harden asked how many additional units are needed to clear the backlog. Dominguez stated that they can currently house an additional 600 people a year. The issue is that they had over 20,000 people apply in a two week period.

Harden asked what the average rent is in the County. Dominguez stated that the rental rates are going up, and it is a landlords market. Dominguez explained that a family of four making \$34,700 should not pay more than \$780 for a two bedroom apartment. An apartment at that price would be substandard if one could be found. Dominguez stated that it is not uncommon for families to rent smaller apartments than they need because it is all they can afford.

The Council thanked Dominguez for the information and presentation.

#### **PRESENTATION: WASTE WATER MASTER PLAN**

Gunter introduced Matt Hickey from Murray Smith and Associates to present the draft Waste Water Master Plan. Hickey stated that he is the project manager for the plan, and will review the highlight of the updated master plan. Hickey stated that the plan describes the current waste water system, evaluation criteria, deficiencies in the system, population estimates, and improvement projects and estimated costs. Hickey explained that the current waste water agreements are also summarized in the plan.

Hickey stated that they reviewed the area, and the future development potential. There are four basins in the City which is where sewer is collected, and gets pumped at a lift station. Hickey explained that flows for dry and wet weather flows were modeled, and they reviewed the existing

flow data. Hickey stated that future flow projections were determined by housing or industry type, and put into their calculations. Hickey explained that while surcharging of pipes in the future was modeled, there were no overflow events in the peak storm conditions. Hickey stated that surcharging a pipe means the flows moves into the manhole space, but does not overflow it.

Hickey stated that there are two main improvement projects to the system. The first project is a near term project to improve the Halsey sewer line. The second longer term project is the Wood Village truck line that runs behind City Hall. Hickey stated that line could be increased, or diverted to the 238<sup>th</sup> lift station.

Hickey explained that they also reviewed the shared sewer facilities with Fairview. Those facilities include the 223<sup>rd</sup> Fairview trunk line, the Sandy Blvd. line, and the Bridge Street sewer line. Hickey stated that there are no current issues with any of those facilities, but there could be some issues along Sandy Blvd. at build out. Hickey explained that some of those issues could be resolved with changes to the operations including removing the stop logs. There could also be sewerage diversion to other facilities.

Harden asked about the Sandy Blvd. lift station, and if there is access capacity at that facility. Gunter stated that facility has only been used twice since it was constructed. Gunter explained that the potential issues would occur in the future, and once the City has been fully built out.

Hickey explained that the capital improvement project list is prioritized with short term and long term projects. Hickey presented a graphic of all the suggested improvements. Hickey stated that all the pump stations are included in the list, because some kind of work will need to be done to those facilities in the next 20 years. Hickey explained that the projects that are needed to expand the system can be funded with SDC's, but the maintenance projects will have to be funded by user rates. Hickey stated that the full cost of the CIP is about \$5.5 million over the next 20 years.

Harden asked if the cost estimates were adjusted for potential future costs. Hickey stated that the estimates are in today's cost, but they could be adjusted using the construction cost index. Hickey explained that using the construction cost index would increase each project's cost by about 3-5% a year.

Gunter stated that the plan will be coming back to the Council at their next meeting for adoption. The Council thanked Hickey for the update.

### **Resolution 8-2015 Business Incentive Program Renewal**

HR/Records Manager Greg Dirks presented the resolution. Dirks stated that this item was brought before the Council at their last meeting, and the Council requested that the resolution be set over until after the Urban Renewal Agency voted on the matter. Dirks stated that the Urban

Renewal Agency discussed the program at their March 17<sup>th</sup> meeting, and voted to extend the program for one year. Dirks explained that the Urban Renewal Agency still wanted to offer incentives to help induce additional development in targeted areas. Dirks stated that the staff recommendation is to let the program expire for the City recognizing that the Urban Renewal Agency renewed the program.

Harden asked how many locations are remaining outside the URA that can qualify for the program. Dirks stated that there are about three locations. One is near Walmart, one at the Town Center, and one at the strip mall at Glisan and 242<sup>nd</sup>.

Upon motion by Harden, seconded by Nissen and passing 4-0, the Council moved to allow the Business Incentive Program to lapse recognizing that the Urban Renewal Agency still offers the program, and the City Administrator was authorized to still offer the program to any business owner that has been offered the program prior to March 31, 2015.

#### **Resolution 9-2015 City Auditor Selection**

Minter presented the resolution and stated that the City sent out a request for proposals for auditing firms, and three agencies responded to the request. Minter stated that the firms included the current auditing firm Pauly Rogers, the previous auditing firm Merina and Co, the third firm works for the City of Fairview and is Dickey & Tremper. Minter explained that staff and Councilor Frank reviewed the proposals, and the recommendation from the group is to award the contract to Merina and Co. Minter stated that we had a great working relationship with the firm in the past, and there is not much cost difference.

Harden asked if Merina and Co still has the same staff from when they used to audit for the City. Minter stated that we will have the same exact staff conducting the audit, and they were great to work with. Minter stated that it is important to mention that the auditing firm works for the Council, and not the staff.

Upon motion by Nissen, seconded by Frank and passing 4-0, Resolution 9-2015 awarding the auditing services contract to Merina & Co, PC, and authorizing the City Administrator to execute a contract for auditing services was approved.

#### **RESOLUTION 10-2015: MULTNOMAH COUNTY SHERIFF'S OFFICE IGA AMENDMENT**

Dirks presented the resolution and stated that this is the annual contract amendment with the sheriff's office. Dirks stated that the full contract was approved in 2008, and it is a ten year agreement. The contract does allow for annual cost adjustments, and this year it is 2.3%. Dirks explained that the contract provides for the equivalent of three full time policing positions, but the City also receives a lot of additional services. These services include the Nite Out event, the

youth and adult police academy programs, and the full range of police services offered by the county. Dirks stated that the contract price is \$399,066 which is a great value for the level of services provided.

Upon motion by Harden, seconded by Nissen and passing 4-0, Resolution 10-2015 authorizing the City Administrator to sign Amendment #7 to the Intergovernmental Agreement between the City of Wood Village and Multnomah County identified as Contract #0709008 was approved.

**RESOLUTION 11-2015: OREGON DEPARTMENT OF LAND & WATER  
CONSERVATION PARK GRANT ENDORSEMENT**

Dirks presented the resolution and stated that this grant application is for the park trail expansion project that the City has been attempting to fund for several years. Dirks stated that the City received a \$22,000 grant from Metro to help fund the project, but other grants through the state have not been funded.

Dirks stated that this trail project will connect the upper trail section of the park to the Cherry Park Plaza shopping center, connect into Edgefield's trail system, and the City of Troutdale's trail network which extends to the Sandy River. Dirks explained that this grant application is for \$40,437, and the City will be using the Metro funds, and \$11,021 of City funds to come up with the matching requirement. Dirks stated that this grant program requires a 20% match, but we will have about an 80% match which should make for a stronger application. Dirks stated that the application is due in May, and the first review of projects is in June. The grant awards will take place in September. Dirks explained that the project can begin in the spring of 2016 if the grant is approved.

Upon motion by Nissen, seconded by Harden and passing 4-0, Resolution 11-2015 the City Administrator was authorized to file a grant application with Oregon State Parks and Recreation Department – Local Government Grant Program for park trail improvements at the Donald Robertson Park.

**PUBLIC WORKS DIRECTOR'S REPORT**

Gunter presented the report and stated that the sewer line behind City Hall has been cleared out, and is flowing very well. There is an illegal dumping issues on Village Ct. Gunter explained that someone has been dumping oils and grease down the storm drain which causes a lot of problems, and it illegal. Gunter stated that they have sent a letter to the suspected household, but there is not proof to cite the individual. Gunter explained that neighbors and staff are keeping an eye out regarding the issue.

Gunter stated that the building department is still working with the Greyhound Park building, and truck repair facility. Gutner explained that the truck repair facility has been issued a tight

timeline to complete fire and safety related improvements. Gunter stated that the Greyhound Park building is still working with fire related issues as well. Harden asked if the parking lot and cell tower sites could still be leased if the building was marked as dangerous. Gunter stated that activities outside the building can continue, because it is only the main structure that has the enforcement issues. Frank asked if there was a homeless problem at the site. Gunter stated that there are two full time security guards at the site, but it is a large facility. While people do enter the site, they do not stay long.

Gutner stated that the Fred Meyer fueling station will be under construction within the next few weeks. Smith asked if the southern sections of the park trail will be refurbished this year. Gunter stated that is the plan. Smith stated that she has heard complaints from people at Treehill regarding the tree that was removed in the park, and the wood was left in a pile. Gunter stated that the contract to remove that tree did not include disposal, but staff cannot remove the limbs because the ground is too wet for the equipment. Smith stated that it does not bother her, but wanted to pass along the message.

#### **FINANCE DIRECTOR'S REPORT**

Minter presented the report and stated that revenues are averaging a 6% increase from this time last year. Minter explained that expenditures will be close to the bottom line by the year end, but management is watching the figures closely. Minter stated that the county business income tax revenue had a 27% from last year as well. Overall investments are at \$4.7 million. Minter stated that the new accountant position has been filled. The employee is learning the system quickly, and speaks Russian and Ukrainian which is a good asset as well.

Minter stated that the budget process is coming along, and two pre-budget meetings have been scheduled. These meetings can be held any time during the week of April 13<sup>th</sup>, and the first budget hearing is on April 23<sup>rd</sup>.

The Council reviewed the financial statements in the Council Packet, and did not have any follow up questions.

#### **CITY COUNCIL REPORTS**

Smith stated that she was unable to attend the last EMEA meeting, but they are having a hard time finding a new director, and there seems to be some concerns about the future direction of the organization.

Smith stated that she had a neighborhood watch meeting the other week, and the Riverwood neighborhoods had a neighborhood watch meeting last week. Smith stated that some of the residents in that area have safety concerns, and want to gate their neighborhood. Frank stated that he will be attending more of their HOA meetings, and has been added to the email list.

Frank explained that he has not had any issues in his section of the neighborhood, and there are concerns about gating the community. Harden stated that a deputy informed him that there were not a lot of issues reported in Riverwood. Harden stated that if crimes are occurring, they are not being reported to the police. Nissen stated that it might be good to have a deputy at their next HOA meeting to help educate the residents on why and how to reports crimes.

Smith stated that she had a dinner meeting with the two area Mayor's and they all have a good working relationship with each other. Smith explained that the goal is to have these meetings once a month. Smith stated that she attended the Troutdale state of the city address, and it was a well-attended event.

**EXECUTIVE SESSION PER ORS 192.660(2)(E) TO CONDUCT DELIBERATIONS WITH PERSONS DESIGNATED BY THE GOVERNING BODY TO NEGOTIATE REAL PROPERTY TRANSACTIONS.**

The Council entered into Executive Session at 7:52pm.

The Council entered back into regular session at 8:15pm.

The Council authorized the City Administrator to have a full appraisal conducted for the City owned site at 2055 NE 238<sup>th</sup> Dr.

**ADJOURN**

With no further business coming before the Council, and upon motion by Nissen, seconded by Harden and passing 4-0, the Council adjourned at 8:17pm.

  
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Patricia Smith  
Mayor

4-16-2015  
Date

ATTEST:

  
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Greg Dirks