



Mayor
Patricia Smith

Council President
Mark Clark

Councilors
Stanley Dirks

Timothy Clark

Scott Harden

**REGULAR MEETING OF THE
WOOD VILLAGE CITY COUNCIL
October 23, 2012
MINUTES**

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

ABSENT: City Attorney Condit.

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

PLEDGE OF ALLEGIANCE

CITIZEN COMMENTS

Susan Hirai from 23533 NE Holladay Place in Wood Village stated that she has been a resident for over 20 years, and has some questions and concerns regarding the proposed casino. Hirai stated that she is concerned about property value decline, if families with children would move to the City, and what the City would do with the extra revenue source. Hirai stated that she is also concerned with the long term livability of the City, and how the casino will benefit citizens if it does bring in more traffic and crime.

Smith stated that a traffic study would be required as part of the project, and the developer would be responsible for constructing any necessary traffic facilities. Mark Clark stated that the developers are anticipating 3-4,000 vehicles per day to the site, and compared to the current 30,000 vehicles that pass by City Hall every day it is not that much of an increase. Mark Clark explained that the facility would have over 100 loss prevention personnel on site, and there would be increased law enforcement as well. The development would also bring in \$3-4 million of additional revenue to the City which could be used to reduce costs to residents. Smith stated that money could also be used to build and operate a community center.

Hirai asked how the project may impact families wanting to move to the area. Dirks stated that he feels there is a negative perception about East County and the school system. Having an influx of new money can help change that perception, and bring in bigger and better things for the community. Smith stated that in her experience homes near a destination increase in value. Smith explained how she rents a home every year near a casino at the beach, and the area is safe and clean.

The Council thanked Hirai for coming to the meeting and expressing her concerns.

PUBLIC SAFETY REPORT

Sergeant Lichatowich presented the report, and stated that he has not received the data for the month of September. Smith asked if a report will be given at some time. Lichatowich stated that it will be. Lichatowich explained that the MCSO has been very busy working on the Whitney Heichel case even though Gresham had the lead role. Smith asked if search and rescue was utilized. Lichatowich stated that they were used in the search and recovery of items.

Peterson asked about the armed robbery at Plaid Pantry. Lichatowich stated that they have a good photo of the suspect from a surveillance camera, and flyers have been posted. Lichatowich explained that suspect is also a suspect in another robbery that took place a short time later on 60th and Glisan. Lichatowich stated that they will find the suspect. Tim Clark asked if firing a weapon will increase the charges against the suspect. Lichatowich stated that it can, but the main charge is armed robbery.

Lichatowich stated that the Further concert series went well. Lichatowich explained that group has a following of people, and there have been instances of violence and heavy drug use during their concerts. There were no major incidents at this event, and they were mainly dealing with some minor drug possession and vehicle break-ins.

The Council thanked Lichatowich for the report.

CONSENT CALENDAR

- a. Review of bills paid in September, 2012
- b. Contracts \$2,500 - \$50,000
 - John Deere Co. – Utility Vehicle: \$8,825.04
 - Global Network Support – Replacement Computers: \$8,200
- c. Council Minutes:
 - September 11, 2012
 - September 25, 2012

Mark Clark requested a revision to the September 11, 2012 minutes to reflect that he went to the Beaverton Fred Meyer, not the Wood Village Fred Meyer.

Upon motion by Mark Clark, seconded by Dirks and passing 5-0, the Consent Calendar with the revision requested by Mark Clark was approved.

PRESENTATION: MICHAEL MORASCH – PRESSURE SAFE LLC

Michael Morasch and Matt Wand gave the presentation. Wand stated that they wanted to discuss some future projects and plans for Pressure Safe LLC. Wand stated that Pressure Safe is located in an Enterprise Zone which was key in locating the company to the City and creating local jobs. Wand

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explained that the State Economist has stated that the pathway for Oregon's recovery and growth is on the traded sector. That means producing and exporting goods. The City is on the cusp of a food processing center in the region. Wand explained that some of the largest costs with food processing are the transportation costs. Locating near a processor like Pressure Safe reduces shipping costs.

Morasch explained that just over a year ago they came to the City with a plan to locate Pressure Safe in the City. Morasch stated that it was an aggressive 75 day plan which was accomplished thanks to the help of the Council and City staff. Morasch explained that he appreciates the City's help, and other cities seem to take a long time on decisions regarding job and business growth. Morasch stated that their operation employed over 100 different contractors during construction, and over 60 of them were from East County. They currently employ between 20-25 employees.

Morasch explained that between their two operations they employ over 100 people with about 65 of them living within a five-mile radius of their work. Morasch stated that means they are likely spending their money in East County which creates additional employment spin offs. Their Pressure Safe operation is already cash flow positive after their first year, and they are working with both the FDA and USDA. Morasch explained that they have invested over \$2.5 million in their operation, and are looking to expand their operation with another \$2 million investment. The new investment will employ another 20-25 people and will have products on the national and international level.

Smith asked what kinds of products they are talking about selling. Morasch stated that they are freeze dried products that currently have to be shipped to California for freeze drying, and then shipped back here or another location for the final packaging. Morasch explained that they are planning to do it all at their Pressure Safe location. Wand stated that East County fits well into the food processing sector because of the major transportation routes.

Mark Clark asked what kind of customers use that process. Morasch stated that their largest demand right now is for pet treats. They already process a large amount of frozen pet food, and now they are working on freeze dried pet treats and food. Mark Clark asked if tours are still possible. Morasch stated that tours can be arranged at any time.

Peterson stated that Morasch has outperformed what they said they were going to do, and have been great to work with. Smith stated that the City is here to help. Morasch explained that they planned a 90 day project with the completion this December.

The Council thanked Morasch and Wand for the update.

PRESENTATION: GOLD SAFETY AWARD

Peterson stated that Councilors Mark Clark and Tim Clark accepted the award on behalf of the City at the League of Oregon Cities Conference. This is the 23rd consecutive award for no time loss injuries

for the City. Smith, Mark Clark, and Tim Clark presented the award to HR/Records Manager Greg Dirks who oversees the safety program.

RESOLUTION 32-2012: PARK USE FEES

Peterson presented the resolution and stated that he had emailed a supplemental piece of information regarding the applicable law and reference from the City's insurance provider CIS. Peterson explained that the last fee update was done in 2004, and since that time there has been statutory as changes as well as court decisions that have an impact on fees. Peterson explained that historically governments were functioning on sovereign immunity which basically granted immunity for liability. There were changes in 2007 and 2009 that set new tort limits, and increased the liability to \$2 million.

Peterson stated that the largest change was to recreational immunity. Peterson explained that if no fees are charged, immunity is granted. Exceptions include up to \$15 for parking, \$25 for garden plots, and \$75 for wood cutting. All other fees will waive immunity unless specific signage, notice and fencing were implemented. Peterson stated that if \$20 were charged to rent the gazebo a fence would have to be constructed around the gazebo with signage, and the person would have to have a \$2 million insurance policy naming the City as an additional insured. Peterson stated that obtaining that coverage could cost anywhere from a nominal fee to several hundred dollars.

Peterson stated that there is a baseball group who regularly reserves one of the ball fields in exchange for maintaining the grounds. There has also been interest in the picnic shelter, but people have chosen to go elsewhere because of the reservation policy. There has also been interest in the gazebo. Peterson stated that one of the largest issues regarding reserving a facility is enforcing and monitoring the reservations. Peterson stated that CIS recommended that cities look at the revenue generated from the reservations, and if those fees cover the costs of reserving facilities. If the costs are not covered, CIS recommended that there not be a reservation policy.

Peterson stated that while the current fees are nominal, the \$1,000 deposit turns off a lot of people and we do not get many reservation requests. Peterson stated that he would like the Council to discuss the issue of having a policy in place for large groups or commercial events. The staff recommendation is to not have fees or a reservation policy. The revenues do not cover the costs of administering the reservations.

Peterson explained that this was scheduled to go before the Parks Commission, but they could not get a quorum so it has come directly to the Council.

Smith asked if someone wanted to use the gazebo for a wedding, what could they do. Peterson stated that they could use the gazebo, but it would be on a first come, first serve basis which would most likely result in that person going elsewhere.

Harden asked about some of the items that are crossed off such as the cleanup requirements and if some of those deletions should be kept. Peterson stated that the provisions could be kept, but that particular section was referring to getting a deposit refunded. Peterson explained that he was attempting to keep language that could regulate large groups or commercial events. Harden asked if the park attendant provision should be kept. Peterson stated that is a good idea. Peterson stated that some revisions will also be needed regarding the insurance requirements.

Mark Clark explained that he was resistant to this revision at first because he wanted people to have the capability to reserve the facilities, but it does not appear that people are reserving the facilities so it does not appear to be an issue. Mark Clark stated that in a City he used to work for the reservation system was free and fairly simple. A simple sign was made and posted on the facility with the information, and in general people honored that reservation. Smith stated that seems like a good idea. Peterson asked if the Council would like to try that concept. The person who wants to reserve a facility can be given a sign to post at the site. There would not be a fee, or support from the City. The Council liked that idea.

Peterson stated that he will revise the resolution to allow for free reservations, and will bring that back to the Council in November.

ORDINANCE 12-2012: INDUSTRIAL PRETREATMENT PROGRAM

Gunter presented the ordinance and stated that it updates the City's industrial pretreatment code. Gunter explained that the industrial pretreatment program is required by law, and the City of Gresham manages the program on behalf of the City through our waste water treatment agreement. Gunter stated that agreement also states that the City will have the same pretreatment standards as Gresham, and Gresham has already adopted the proposed revisions. Gunter explained that the revisions are fairly minor and makes adjustments to the chemical list and fee schedule. None of the City's two businesses that are in the program are affected by the revisions.

Mark Clark asked if the City conducts the inspections. Gunter stated that the City of Gresham conducts the inspections, but the City monitors for users through the building permit and business license process.

Upon motion by Mark Clark, seconded by Dirks and passing 5-0, the first reading by title only of Ordinance 12-2012 revising the industrial pretreatment program was approved.

Minter gave the first reading by title only of Ordinance 12-2012 revising the industrial pretreatment program.

Upon motion by Dirks, seconded by Tim Clark and passing 5-0, the second reading by title only of Ordinance 12-2012 revising the industrial pretreatment program was approved.

Minter gave the second reading by title only of Ordinance 12-2012 revising the industrial pretreatment program.

Upon motion by Tim Clark, seconded by Harden and passing 5-0, Ordinance 12-2012 revising the industrial pretreatment program was adopted.

CRACK/SLURRY SEAL PROJECT RECAP

Gunter presented the report and stated that the creation of the transportation utility fee allowed the City to conduct a crack and slurry sealing project. The project encompassed the original village east of 238th Drive, 236th and 237th Ave. Dig out repairs were also conducted prior to the slurry seal. Gunter stated that the initial project timeline had the crack sealing being conducted about three weeks prior to the slurry, but the slurry contractor had an opening, and the work was completed almost simultaneously.

Gunter stated that the project went well, and while there were some issues they were not that big in the scheme of the overall project. Gunter explained that there are some marks on the road where people drove on the street before the slurry was cured. Staff met after the project was completed to debrief and discuss what went well, and what could be improved on in the future. Gunter explained that while four separate communication pieces were sent out, more could have been done to make the project and restrictions clearer.

Dirks stated that while there were notices, they were not clear about how long the road would be closed. Gunter stated that was brought up, and Gresham has developed a nice informational piece that we will probably borrow from for the next project. Gunter explained that a lot was done in the short timeframe, and staff learned what improvements to make for the next project.

Tim Clark stated that when the City did a similar project years ago there was a really nice handout that explained the process. Mark Clark stated that when he used to oversee these types of projects he used to place cones in front of every driveway. Gunter explained that overnight parking was available at the park and City Hall. Gunter stated that the only real issue now is a water line broke just before the slurry was applied. The crew will have to cut into the street to make the repair.

The Council thanked Gunter for the report.

UPDATE: 230-231ST SIDEWALK PROJECT

Gunter stated that this project has been going on for some time, and was further complicated when no bidders came forward to complete the work. Gunter explained that this project is being funded with CDBG money which has specific regulations that need to be followed. The City's engineering technician has been in contact with the County's CDBG contact person to explore further options. Gunter stated that it looks like the City will act as the general contractor for the project. That will utilize a lot of staff time, and the County's CDBG contact person has retired which may further

complicate issues. Gunter stated that the first phase of the project will be surveying the site, and then a contract will be selected to complete the flat work, then landscaping.

Dirks asked if there was going to be electrical work to add lighting. Peterson stated that lighting will still be part of the project. Peterson explained that the fewer contractors that are hired for the project, the less paperwork the City will have to complete. Tim Clark asked if there was a deadline to complete the project. Peterson stated that the project has to be completed by June 30th, and there are serious reporting requirements.

Tim Clark asked what the largest part of the project encompasses. Peterson stated that the flat work will be the largest part of the project costing about \$8-9,000. Peterson explained that in the worst case scenario the City would be liable for about \$10-11,000.

The Council thanked Gunter for the update.

DISCUSSION: WOOD VILLAGE CLEAN UP DAY EVENT

Greg Dirks presented the discussion, and stated that changes to the annual cleanup day event are being proposed because of revisions that Metro has made to the program. Greg Dirks explained that Metro changed the requirements to receive disposal vouchers in 2010. The last event authorized for the vouchers was this past event in May. Greg Dirks stated that in order to receive the vouchers an event must promote recycling, reuse, and it cannot be a pick up event. Greg Dirks explained that staff discussed alternatives and presented them to Waste Management for their review.

Greg Dirks explained that the new event is very similar to the old event, except that people will have to drop off their waste items. Bulk waste such as furniture, mattresses, tires, and carpet will still be accepted. Scrap metal such as appliances, bicycles, lawnmowers and other scrap will also be accepted. Hazardous items such as chemicals, electronics, and construction material will not be accepted. Greg Dirks stated that outreach material will be available that outlines where those types of materials can be properly disposed. Greg Dirks explained that staff has contacted the Baptist Church which has indicated a willingness to partner with the City for the event. Greg Dirks presented a draft outline of the event site, and indicated that residents will be able to drive up to the appropriate drop box where volunteers will help off load the items. Greg Dirks stated that at least 20 volunteers will be needed to help at the event, and supplies such as food and gloves will be needed for them. Smith asked if shirts can be made for the volunteers. Greg Dirks stated that we can have t-shirts for the volunteers.

Greg Dirks stated that another feature of the event will be a furniture reuse area where reusable furniture will be set aside for people to take, or it be donated to a non-profit group. Greg Dirks explained that the current franchise agreement with Waste Management has the City responsible for the first \$4,000 in costs for the event. That agreement expires in February, and Waste Management indicated a willingness to work with the City to reduce those costs. Peterson stated that he feels we

may be able to get this event completed with no out of pocket costs for the transportation and use of the drop boxes.

Harden asked if this event could qualify as a City event for the purpose of using City event funds. Peterson stated that it can. Tim Clark asked if a food drive could be added as part of the event. A two can suggested donation could be made in exchange for dropping off the waste items. Peterson stated that can be added as well.

Upon motion by Tim Clark, seconded by Mark Clark and passing 5-0, the Wood Village Clean Up day as discussed and adding a food drive was approved.

PUBLIC WORKS DIRECTOR'S REPORT

Gunter stated that the rain has started and the leaves are falling. The crew has been working to keep catch basins clear, and substantial progress has been made on the large meter replacement program. Gunter stated that the meter reading process has also improved, and staff worked with the vendors of the hardware and software to help resolve the data transfer issues. Gunter stated that the gazebo roof is about two-thirds complete, and we are waiting for another nice weekend to complete that work. The effort and work on that project has been great, and the volunteers deserve praise for their work.

Gunter stated that there is some development progress including Famous Dave's, Joy Teriyaki and the Pressure safe project. T-Mobile was issued a certificate of occupancy for their building as well. Gunter stated that there were some issues with power outages when the rain came, and the crew has been working on solving those issues in the event of future outages.

FINANCE DIRECTOR'S REPORT

Minter presented the report and stated that we are a quarter of the way through the year. Minter explained that state shared revenues are up, and expenses are on track at this point in time. Minter stated that interest earnings have increased in part because the City has saved over \$2,700 in bank fees since switching to the new bank.

Minter stated that the auditors completed their fieldwork a day early, and did not have any significant findings. Minter stated that during the exit interview the principal in the agency stated that it is very rare to come into a new City, especially a small one and not have any major findings.

The Council thanked Minter for the report, and congratulated her on the audit.

CITY ADMINISTRATOR'S REPORT

Peterson presented the report, and stated that the Annual Performance Plan is in the packet and on track. Peterson explained that the next large project will be the acquisition of new financial software. Peterson stated that even though the state shared revenues are increasing, there is an issue with the property tax revenue. Peterson explained that staff knew there was some compression in the

residential sector, so the budget had an increase of 1.8% instead of the standard 3%. However, there was a drop in value by almost \$9 million mainly because the Greyhound Park was successful in their property tax appeal. Peterson stated that the net reduction in property tax revenue will be about \$30,000 in the General Fund. There is enough margin to cover the operational costs. Peterson explained that more information will be sent to the Council later in the week.

Harden asked if Peterson knew how or why the appeal was approved. Peterson stated that they were able to write off the entire building as being obsolete, and the property was reduced by about half which reflects the current market and how fast it could potentially sell.

CITY COUNCIL REPORTS

Mark Clark stated that the Citizen's Noise Advisory Committee met last week, and the major item of discussion was the Portland Police air support unit. Mark Clark explained that the Portland Police have a small aircraft that is used for search and rescue, tracking suspects, and retrieving stolen vehicles. They were at the meeting to discuss the noise levels of their operations and how they will be paroling mainly over freeways unless called out into a different area. Mark Clark stated that the Next Gen system for flight paths has had some resistance in Seattle due to the reduced flight pattern. Apparently it is caused aircraft to fly over the same small area which has upset the residents in that area.

Tim Clark stated that there have been several East Multnomah County Transportation Committee meetings, but nothing of note has come up. Tim Clark explained how the 238th expansion project seems to be increasing in priority, and it will probably be one of the first projects funded from the East Metro Connections Plan.

Smith stated that Fairview did drop out of the East Metro Economic Alliance, as well as another large Fairview business. Smith explained how she feels EMEA is becoming a social group for Gresham, and they have not even responded or mentioned the letter that she wrote to them. Tim Clark asked if the group is worth staying in. Smith stated that they are not getting any new members, and the Director Travis Stovall may be fragmenting some groups. Peterson stated that the City's contribution is \$1,500 but EMEA may be asking for more money next year. Harden asked if the City drops out of EMEA, could the \$1,500 go towards the 501C3 that the chamber is trying to form. Peterson stated that it can. Harden asked if this topic could be added to a future agenda for further discussion. The Council agreed.

Dirks stated that the Metro Policy Advisory Committee has not had a formal meeting in a while, and not a lot has happened since the vote on the urban growth boundary expansion. Smith stated that she had dinner with Multnomah County Commissioner Diane McKeel, and it looks like the right of way for the 242nd connector will be vacated around January.

Tim Clark presented a report from the League of Oregon Cities conference. Tim Clark stated that he attended a session on land use and planning. The take away from that session is that there are a lot of legal issues surrounding land use, and the Council should be extra cautious when dealing with that type of issue. Tim Clark stated that the keynote speaker discussed the pillars of trust, and the importance of establishing trust. There was also a session on food service in the community, and what cities can do to help not only provide food to hungry families, but promote nutrition as well. Tim Clark explained that there was a session on recruiting community volunteers, and having job descriptions for each task was identified. The session on urban renewal was a bit of a disappointment, but the session on surviving a tough economy was good. Tim Clark stated that we are only half way through the recession, and during the budget time it is important to highlight what services need to be provided, not what to cut. Tim Clark stated that it was a great conference and encouraged the other councilors to attend next year.

ADJOURN

With no further business coming before the Council, and upon motion by Mark Clark, seconded by Dirks and passing 5-0, the Council adjourned at 8:30.



Patricia Smith
Mayor

11-13-2012

Date

ATTEST:



Greg Dirks
City Recorder