



*Home of the Tualatin River National Wildlife Refuge*

# **CITY COUNCIL MEETING PACKET**

**FOR**

**Tuesday, January 3, 2017**

**Sherwood City Hall  
22560 SW Pine Street  
Sherwood, Oregon**

**6:30 pm Work Session**

**7:00 pm City Council Regular Meeting**



Home of the Tualatin River National Wildlife Refuge

### **6:30 PM WORK SESSION**

1. Wa. County-Community Dev. Block Grant Program (K. Switzer)

### **REGULAR SESSION**

#### **1. CALL TO ORDER**

#### **2. PLEDGE OF ALLEGIANCE**

#### **3. ROLL CALL**

#### **4. APPROVAL OF AGENDA**

#### **5. CONSENT AGENDA**

##### **A. Approval of December 20, 2016 City Council Meeting Minutes**

#### **6. NEW BUSINESS**

##### **A. Swearing In of Elected Officials (Municipal Judge Jack Morris)**

##### **B. Selection of City Council President (City Manager Joe Gall)**

#### **7. PRESENTATIONS**

##### **A. Citizen of the Year (Mayor Clark)**

##### **B. Smockville Brew House Presentation (Tom Pessemier, Assistant City Manager)**

#### **8. CITIZEN COMMENTS**

#### **9. CITY MANAGER REPORT**

#### **10. COUNCIL ANNOUNCEMENTS**

#### **11. ADJOURN**

#### **How to Find Out What's on the Council Schedule:**

City Council meeting materials and agenda are posted to the City web page at [www.sherwoodoregon.gov](http://www.sherwoodoregon.gov), by the Thursday prior to a Council meeting. Council agendas are also posted at the Sherwood Library/City Hall, the Sherwood YMCA, the Senior Center, and the Sherwood Post Office. Council meeting materials are available at the Sherwood Public Library. **To Schedule a Presentation before Council:** If you would like to schedule a presentation before the City Council, please submit your name, phone number, the subject of your presentation and the date you wish to appear to the City Recorder, 503-625-4246 or [murphys@sherwoodoregon.gov](mailto:murphys@sherwoodoregon.gov)

### **AGENDA**

#### **SHERWOOD CITY COUNCIL January 3, 2017**

**6:30 pm Work Session**

**7:00 pm Regular Meeting**

**Sherwood City Hall  
22560 SW Pine Street  
Sherwood, OR 97140**



**SHERWOOD CITY COUNCIL MEETING MINUTES**  
**22560 SW Pine St., Sherwood, Or**  
**December 20, 2016**

**WORK SESSION**

1. **CALL TO ORDER:** Mayor Krisanna Clark called the meeting to order at 6:03 pm.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Jennifer Harris, Councilors Linda Henderson, Dan King, Jennifer Kuiper, Sally Robinson and Renee Brouse.
3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, City Attorney Josh Soper, Public Works Director Craig Sheldon, Finance Director Katie Henry, Community Development Director Julia Hajduk, Administrative Assistant Colleen Resch and City Recorder Sylvia Murphy.
4. **TOPICS:**

**A. Water Rate Update**

Public Works Director Craig Sheldon stated that he and City Attorney Josh Soper recently brought information to the Council regarding intake and costs associated with partnering with Wilsonville and TVWD. He said staff spoke to Council about a 2% rate increase and tonight's presentation sums up the work of Deb Galardi with Galardi, Rothstein Group and provided a Water System Financial Plan Update (see record, Exhibit A). Craig stated a lot of the information tonight is similar to what the Council heard a year ago with a few changes. He said as we go through this he feels it's very important that the rates stay at 2% or below. He reminded the Council that within the last two months the City has experienced two water main breaks that are not accounted for in the presentation. He said one will cost about \$110,000 to \$130,000 and today's water break will cost about \$20,000 to \$25,000 and said in our budget we put away about \$25,000 for repairs.

Deb Garladi stated every time she comes before the Council things look a bit better and rate increases have come down. She recapped the presentation, Exhibit A and provided an overview on the background and an update to the Master Plan, which identifies 20 years of capital improvements needs for the City. She said they also included a rate financial plan. She said as a result a 4% rate increase was implemented in July 2015 and said there has been some restructuring of rates that has helped to increase revenues, including charging irrigation rates at a higher rate similar to residential tier two.

Ms. Galardi recapped the 2015 Recommended Financial Plan (page 4 of Exhibit A) and said this was the original plan. She said when they do updates they look at all expense categories including capital, existing debt service and O&M (operations and maintenance), personnel, materials and services, and cash funded capital. She said they analyze the cash flow for every year of a ten year period and evaluate the projected revenue from the existing rates against that to determine where the gap is. She said then we try to smooth the line to generate the needed income over that particular period. She said things don't always happen as projected.

She recapped page 5 (see record, Exhibit A) and said we have seen hot weather that has driven up water sales in FY 2015 and 2016, they had unbilled accounts for the City and schools and that was estimated to generate another \$250,000 annually. She said this is just an estimate as this practice was recently implemented. She said there was some reduction in SDC revenue as development did not occur. She said the July 2016 rate increase was 2%, compared to the 4% projection.

She recapped page 6 (see record, Exhibit A) Capital Costs and said there was a big change that is a primary factor in the reduced projected rate increases, which is the Wilsonville River Water Treatment Plant (WRWTP) purchase plan and stated a portion of the WRWTP purchase intake buy-in is deferred to beyond 10 year plan. She noted there is also an anticipated reduction of WRWTP expansion costs due to reduced capacity amount of 4 mgd instead of 5 mgd.

She recapped page 7 (see record, Exhibit A) O&M Costs and said the cost per unit of production at WRWTP has decreased more than projected which equates to approximately \$200k per year reimbursement in FY 2015 and FY 2016. She stated there are some reductions in staff costs compared to prior projections.

She recapped page 8 (see record, Exhibit B) Comparison of Revenue Increase Projects and said they are now projecting a 2% increase annually through FY 2025. She said the future key rate reduction drivers are continued hot dry summers, deferral of WRWTP expansion and future partnering funding. She said the key rate increase drivers are reduction in use for current unbilled accounts, continued slow growth and increased cost of borrowing. She summarized the various factors that contributed to more positive cash flow in short-term: water sales, deferral of capital costs and lower WRWTP costs. She stated they will continue to monitor and adjust incrementally. Discussion followed.

City Manager Joseph Gall asked Craig educated the Council on the City's water bill delinquency policies.

Craig provided the Council with a handout (see record, Exhibit B) Customer Payment Analysis by Delinquency. He stated in order to get your water shut off it is about a 6 week process and clarified that it does not happen as soon as customers are late on their water bill. He stated that approximately 60% pay their bill within days 1-21, then there is a grace period between days 22-27, then the customer receives the next month's bill with an urgent notice between days 28-34, then the customer receives a door hand between day 35-41 with a \$10 fee, then the department attempts work a payment plan with the customer between 42-44, then water is shut off after 45 day. He said that when customers say that they are getting a door hanger at 10 days is usually because they are behind and pay the last month's bill and do not get the account current. He said this is good information for the elected officials.

**5. ADJOURN:**

Mayor Clark adjourned at 6:31 pm and convened to a regular session.

**REGULAR SESSION**

1. **CALL TO ORDER:** Mayor Clark called the meeting to order at 7:02 pm.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Jennifer Harris, Councilors Linda Henderson, Dan King, Jennifer Kuiper, Sally Robinson and Renee Brouse.
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, City Attorney Josh Soper, Police Chief Jeff Groth, Community Development Director Julia Hajduk, Finance Director Katie Henry, City Engineer Bob Galati, Police Captain Mark Daniel, Lead Park Maintenance Worker Steve Roach, Administrative Assistant Colleen Resch and City Recorder Sylvia Murphy.

**4. APPROVAL OF AGENDA:**

**MOTION: FROM COUNCIL PRESIDENT HARRIS TO APPROVE THE AGENDA, SECONDED BY COUNCILOR ROBINSON. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.**

Mayor Clark addressed the next item on the agenda and asked for a motion.

**5. CONSENT AGENDA:**

- A. **Approval of November 29, 2016 City Council Meeting Minutes**
- B. **Approval of December 6, 2016 City Council Meeting Minutes**
- C. **Resolution 2016-070 Approving the City Recorder’s canvassing of the returns of the November 8, 2016 Washington County election and directing the City Recorder to enter the results into the record**
- D. **Resolution 2016-071 Amending the employment contract with the City Attorney providing an increase in compensation “amendment #1”**
- E. **Resolution 2016-072 Amending the employment contract with the City Manager**
- F. **Resolution 2016-073 Amending the City of Sherwood Municipal Code and Home Rule Charter as Approved by City Electors at the November 2016 Election**

**MOTION: FROM COUNCILOR BROUSE TO APPROVE THE CONSENT AGENDA, SECONDED BY COUNCILOR HENDERSON. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.**

Mayor Clark addressed the next item on the agenda.

**6. CITIZEN COMMENTS:**

Tess Kies, Sherwood resident approached the Council and thanked Councilors Henderson and Brouse for their service. She commented regarding the benefits they have both provided to the community.

Kim Young, Sherwood resident, came forward and thanked Councilor Henderson for her 12 years of service to the community and her willingness to volunteer. She thanked Councilor Brouse for her willingness to serve when the Council position became available midterm.

Mayor Clark addressed the next item on the agenda.

**7. PRESENTATIONS:**

**A. Employee Spotlight, Steve Roach and Tanner Steffens**

City Manager Gall asked Steve Roach to come forward and stated that Tanner Steffens was unable to attend. He said Steve and Tanner were chosen for the employee spotlight this month for their behind the scenes efforts at the Winter Festival. He said Steve started working for the City in 1999 and is currently the Lead Maintenance Worker in the Parks Division. He recognized Steve and thanked him for all of his efforts. Council shared stories and thanked Steve. Mr. Gall noted the Tanner started as a Seasonal Worker with the City and is currently a Maintenance Worker 1 and is a Sherwood High School graduate and resident.

Mayor Clark addressed the next item on the agenda and the City Recorder read the public hearing statement.

**8. PUBLIC HEARINGS:**

**A. Resolution 2016-074 Adopting a list of System Development Charge (SDC) eligible stormwater projects for use of the CWS regional stormwater SDC and amending the Sherwood Fee Schedule to eliminate the local stormwater SDC**

Community Development Director Julia Hajduk provided a presentation (see Record, Exhibit C) introducing the first three public hearings and noted that there have been several work sessions regarding the resolutions. She stated the City has received written testimony that has been provided to the Council and some of the requests are asking for a continuance (see Record, email from Jamie Morgan-Stasny Exhibit D, email from Al Jeck dated December 20, 4:34 pm Exhibit E, email from Al Jeck dated December 20, 4:17 pm Exhibit F, email from James Adkins Exhibit G). She said System Development Charges (SDCs) are one time charges at the time of development and are for capital expenses intended to add capacity to a system related to the growth. She said SDCs are for general facilities and not local facilities. She stated there are two main components of SDCs which are the reimbursement fee which asks a developer to pay back their share of the existing capacity that has been built, and the improvement fee where the developer is paying into a future system. She discussed how the analyst calculates SDCs and said existing SDC methodologies are based on prior plans and project lists. She stated the Transportation Master Plan was updated in 2014 and FCS Consultants have been working with staff on the SDC methodology analysis for the TSP. She stated the Sanitary and Storm Master Plan was adopted October 2016 and MSA and Galardi Rothstein Group have been working with staff on the SDC methodology analysis for Sanitary and Storm. She noted that staff has done the 90 day required notice of potential changes and the 60 day release of draft methodologies.

Ms. Hajduk said two different scenarios were analyzed and staff is recommending the Uniform SDC scenario. She said the other scenario involves applying different SDC based on the area. She said the

Uniform SDC scenario is consistent with the existing processes, provides equity among all areas, provides the greatest amount of flexibility in how revenues are used and is consistent with regional SDCs and TDTs. She commented that there has been some input received with concerns. She referred to the comparison with other cities in the presentation (see record, Exhibit C) and said Sherwood's rates are in the middle. She provided a general summary and stated that Transportation SDCs change depending on the use and average daily person trips and there will be some increases while others decrease. She stated that Sanitary SDCs will increase by \$1012.26 per Equivalent Dwelling Unit (EDU) and local Storm SDCs will be eliminated which will decrease charges by \$143 per Equivalent Service Unit (ESU).

She said this resolution is proposing to eliminate the local Storm SDCs. She asked for Council questions.

With no questions from the Council, Mayor Clark opened the public hearing. With no public testimony received, Mayor Clark closed the public hearing.

Mayor Clark asked City Manager Gall if the Council should consider continuing this resolution. Mr. Gall said this resolution is proposing to eliminate a fee and there is not any opposition, he recommended adopting the resolution at this meeting.

Councilor Kuiper said this resolution is decoupled from the other two resolutions being considered and recommended moving forward.

Mr. Gall noted that the resolution would not be effective until February 1, 2017.

Council President Harris asked if eliminating this fee is contingent on the others being considered. Ms. Hajduk said they are all their own fees and discussed the analysis involved.

With no further discussion, Mayor Clark asked for a motion.

**MOTION: FROM COUNCIL PRESIDENT HARRIS TO ADOPT RESOLUTION 2016-074, SECONDED BY MAYOR CLARK. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.**

Mayor Clark addressed the next item on the agenda.

**B. Resolution 2016-075 Adopting the Sanitary Sewer System Development Charge Rate Methodology Report, selecting the "Uniform SDC" methodology option to establish sanitary sewer system development charge rates, and updating the City's master Fees and Charges Schedule**

Ms. Hajduk recapped the staff report and asked for Council questions.

With no Council questions, Mayor Clark opened the public hearing.

Paul Grove and James Adkins with the Home Builders Association of Metropolitan Portland approached the Council and stated that they have submitted written testimony with respect to Resolution 2016-075 and Resolution 2016-076, (see record). Mr. Grove said they appreciate the partnership they have shared with the City of Sherwood. He said they are requesting a continuance because there are internal issues

that they need to reconcile with the building and development community. He stated they want to provide counsel to City Council with regards to what makes sense moving forward. He said this request is not meant to hinder the process and is in the spirit of good faith to try to better inform the process. Mr. Adkins thanked Ms. Hajduk for her assistance in this matter. He stated they are requesting an extension of 45 days for both resolutions.

Councilor Kuiper asked what they mean by this getting done right. Mr. Grove said this is not an indictment on staff or the recommendations. He said they need additional time to vet each element of the proposal.

Councilor Robinson referred to his comments that they have a couple of issues to reconcile and asked what those issues are. She stated it seems like they had plenty of time to talk to staff and the request to continue was not received until 4 pm. Mr. Grove said the issues are procedural in terms of getting formal buy-in from the Government Relations Committee to endorse the proposal. He acknowledged that the request did come in late and stated that they are not trying to unduly delay the process. He said they are requesting that Council not adopt the legislation at this time.

Councilor Robinson said it is her understanding that Council does not need permission from their Government Relations Committee to adopt fees and under Home Rule they have every right to adopt the fees they impose. Mr. Grove said it is at the Council's discretion and they are making a request to Council so they can be certain as an Association that they are united in moving forward in partnership with the City on the proposal.

Councilor Robinson asked why they need to get in-line with a fee. She said Council has done their research and staff has communicated the issue and noticed the issue. Mr. Grove referred to having an additional amount of engagement moving forward to build on the relationship that already exists and is productive.

Councilor Robinson asked why they can't have that information communicated before February 1. Mr. Grove said if the proposal does not go into effect until February 1 there is time to continue the issue.

Council President Harris clarified that this proposal will affect their membership and they need time to understand it more clearly. Mr. Grove said that is a fair statement.

Mr. Gall said if the Council did continue these resolutions to January 17 it could still be adopted and go into effect February 1. He asked Ms. Hajduk if that effects noticing. Ms. Hajduk said that is a more constrained period of time but it could be done.

Councilor Kuiper asked if there are currently projects in the works that would be affected by this proposal. Ms. Hajduk said the fees are charged at the time of the building permit and there are projects that have land use approval that could be pulling permits after February 1.

Mayor Clark asked if this will be delayed by a continuance and will any development be affected adversely by a continuance. Ms. Hajduk said not if it was continued to January 17 and there will be some negative effects and positive effects with the change if adopted.

Mayor Clark received a request to testify form and allowed additional testimony.

Kelly Ritz, President of Stone Bridge Homes and Venture Properties came forward and reiterated the request for the continuance. She said this is an interesting issue and the application of a general SDC over a site specific SDC can be looked at differently. She said she is currently building in the City and has properties under contract in the expansion areas. She referred to this being a methodology situation and the home building community would appreciate time to come up with an equitable solution.

Mayor Clark closed the public hearing.

Ms. Hajduk said there is concern about setting a precedent at the regional level.

Mayor Clark said since there is an opportunity to work with community partners and to grant a continuance that does not delay the process she is in support. The following motion was stated.

**MOTION: FROM MAYOR CLARK TO CONTINUE RESOLUTION 2016-075 TO JANUARY 17, 2017, SECONDED BY COUNCIL PRESIDENT HARRIS. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.**

Mayor Clark addressed the next item on the agenda.

**C. Resolution 2016-076 Adopting the Transportation System Development Charge Methodology Report, selecting the “Uniform SDC” option to be used to establish transportation system development charge rates, and updating the City’s Master Fees and Charges Schedule**

Ms. Hajduk recapped the staff report and introduced John Ghilarducci FCS Group and asked him to provide a brief summary.

John referred to the presentation slide regarding Transportation SDC-Uniform Citywide and explained how they determined the reimbursement fee, improvement fee, compliance fee and total transportation SDC (see record, Exhibit C). He said the total transportation SDC is \$101 per person trip.

Ms. Hajduk said the reason there are some increases and some decreases is that the methodology and how the trips are capture is being done differently.

With no questions from the Council, Mayor Clark opened the public hearing. With no public testimony received, Mayor Clark closed the public hearing.

Mayor Clark stated there is also a request for a continuance of this resolution and she is in support. The following motion was stated.

**MOTION: FROM MAYOR CLARK TO CONTINUE RESOLUTION 2016-076 TO JANUARY 17, 2017, SECONDED BY COUNCILOR BROUSE. MOTION PASSED 7:0, ALL MEMBERS VOTED IN FAVOR.**

Mayor Clark addressed the next item on the agenda.

**D. Resolution 2016-077 Adjusting Solid Waste and Recycling Collection Rates**

Mr. Gall asked Chris Bell with Bell and Associates and Mike and Kristin Leichner with Pride Disposal to come forward. He said it has been three years since the solid waste and recycling rates have been

changed. He stated late in 2015 the City received financial information from Pride Disposal and had Bell and Associates review the information and make a determination regarding the composite rate of return. He said at that point the composite rate of return was 6.1% and the industry standard is a rate of 8% to 12%. He noted Pride Disposal made a request January 2016 in a resolution for a 6% rate increase that would have resulted in a projected composite rate of return of 10%. He stated Council did not take action on the item and directed Pride Disposal to look at different alternatives. He said the City waited for the 2015 financial information and followed the same process. He said their composite rate of return based on 2015 information dropped to 3.88%. He said they are seeking a rate increase to improve their composite rate of return. He stated that Pride presented the City with three options in a work session which included a 6%, a 4% and a 2% rate increase options. He stated the 2% option would cut some service levels. He said this resolution proposes a 4% rate increase to go into effect on February 1.

Councilor Kuiper noted that a 4% increase does not raise the composite rate of return to the recommended 8% to 12% and asked how this would affect operations. Mr. Leichner said part of the proposal is to implement small annual rate increases.

Mayor Clark said citizens have voted that an increase of more than 2% a year is difficult for families to adjust. She said over the past 12 years there have been years without any increases and asked why. Mr. Bell responded that typically the hauler submits annual reports to the regulating jurisdiction and if that rate range falls below 8% they submit a rate request. He said that is what Pride did in 2015. He stated if the rate is between 8% and 12% there is no need for a rate adjustment. He discussed the variables that are out of the haulers control. He said some jurisdictions prefer small annual rate adjustments and recommended the Council consider that in the future. He said this approach prevents large increase and it becomes more routine and predictable as far as the budgeting process.

Mayor Clark stated the citizens voted that they can accept 2% fee increases annually. She said this is an aggressive tax that hits everyone the same and she is concerned when there are gap years of no increases and this is unpredictable. She stated she wants Pride to get a fair return but having a small annual increase in place seems more preferred.

Councilor Robinson referred to page 133 of the packet and said she would like the public to be aware of the underlying reason for the request. She said it is her understanding that Pride is requesting a rate increase as drivers wages have increased by 2.34%, waste disposal has increased by 1.34%, recycling processing has increased by 15%, nonunion health insurance decreased by 16%, inflation increased by 1.71% and City services decreased by \$30,000. She asked if the decreases are very large compared to the increases.

Mr. Bell said this is for 2016 and 2017 will see another 2% increase for drivers wages. He said the decrease in health insurance was the result of switching plans. Ms. Kristin Leichner stated that Pride moved to Lifewise Health Insurance and now they are leaving the State of Oregon and they made another change which took effect October 1, 2016 so the decrease was the result of a one year blip and the rates have gone back up with the new coverage. Mr. Gall responded that the decrease in City services represents services that were previously provided to the City and were not being charged for.

Councilor King asked how the recycling processing increase relates to dollars. Mr. Bell said it is roughly \$12 to \$30 a ton where a couple of years ago it was \$30 to \$35 a ton and it is a substantial number.

Councilor Robinson asked if there are any financial aid programs for senior citizens. Ms. Leichner said they do offer a 20 gallon cart and an on call rate and this helps the citizens that don't generate a lot of garbage.

Mr. Gall referred to page 132 in the packet regarding collection rate stability from 2001 to 2016. He said this shows the rates for a 32 gallon cart versus the rate of inflation and noted that the gap is getting wider and they should correspond and be closer together.

Mayor Clark said the problem was in 2004 and 2009 where nothing was done. Ms. Leichner said Tigard's model instituted the CPI increase and there is also language with the intention of keeping them in the range.

Councilor Kuiper asked about the City of Tigard rates. Ms. Leichner referred to page 141 of the packet regarding rate comparison of neighboring jurisdictions. Ms. Leichner said they raised rates effective January 1, 2017 by 1.5% increase and that was the first increase that took effect after the new methodology was in place. Mr. Gall referred to page 141 of the packet and said comparing the 35 gallon cart rate with the proposed 4% increase would be \$24.60 and still cheaper than Tualatin, Wilsonville, Beaverton and Tigard.

Councilor Henderson asked if there was a year that Metro did not increase their disposal rate. Mr. Bell said a few years ago they had a slight decrease. He said in the past 12 years the rates have gone from \$61 to \$98 a ton. He said it is one of the highest in the country.

With no further questions from Council, Mayor Clark opened the public hearing. With no public testimony received, Mayor Clark closed the public hearing.

Councilor Kuiper asked if Council could request City staff to consider the CPI parallel increase model. Mr. Gall said the direction has been clear and there will be something coming soon regarding this issue and possibly some changes in Code language.

Mayor Clark said predictability is important and this unpredictable pattern does not serve the carrier or the citizens. She said citizens want predictability.

Councilor Henderson asked if a new methodology is adopted would the increases take effect on January 1 every year. Mr. Gall said if we follow the Tigard model the fees increase on January 1. The following motion was stated.

**MOTION: FROM COUNCILOR HENDERSON TO ADOPT RESOLUTION 2016-077 ADJUSTING SOLID WASTE AND RECYCLING COLLECTION RATES, SECONDED BY COUNCILOR KING. MOTION PASSED 6:1 (COUNCIL PRESIDENT HARRIS AND COUNCILORS KUIPER, ROBINSON, HENDERSON, KING AND BROUSE VOTED IN FAVOR. MAYOR CLARK VOTED AGAINST).**

Mayor Clark addressed the next item on the agenda.

## 10. CITY MANAGER REPORT:

Mr. Gall said he had nothing to report and asked Chief Groth to comment on his announcement.

Chief Groth thanked the Council for the new flag pole that was purchased with the Metro Solid Waste Community Enhancement Program grant. He thanked the Police Foundation for successfully applying for the grant and he thanked Public Works for managing the project.

Councilor Henderson asked Chief Groth to comment on the recent crime potentially related to the holiday season. Chief Groth said there is an article in the Sherwood Gazette and stated there have been three property related incidents since November 26. He said this happens every year and it is one of the results of the holiday season. He said the crimes are generally theft related. He encouraged citizens to lock things up and put things out of sight.

Mayor Clark addressed the next item on the agenda.

## 11. COUNCIL ANNOUNCEMENTS:

Mayor Clark thanked the Public Works Department for their work on the water main break outside of City Hall and said there is a video on the Library website. She said there was a house fire on Mansfield which was a total loss and reminded everyone to check their smoke detectors. She commented on the efforts to help the family and said there is a GoFundMe account. She said she will deliver the State of the City address on Thursday, February 23 at the Center for the Arts. She invited everyone to the swearing in ceremony on January 3 at 7 pm. She said this is Councilor's Brouse and Henderson last City Council meeting and presented them both with a plaque of appreciation for their service on behalf of the City of Sherwood.

Council President Harris said the events for the Library and Center for the Arts are on their websites. She thanked Councilor Henderson and Brouse for their service. She provided information regarding mental health crisis and suicide prevention during the holidays. She noted there is generally an increase in domestic violence during the holidays and provided information.

Councilor Robinson said she has returned from her absence due to surgery and is happy to serve the City. She commented that the Planning Commission approved a development for a hotel at the intersection of Meinecke and Hwy 99 with access from Meinecke. She said the decision is final unless there is an appeal.

Councilor King thanked Councilors Henderson and Brouse for their service to the City. He noted that he served with Councilor Henderson on the Parks Board and the City Council.

Councilor Henderson said the Community Development Block Grant committee meets next month and encouraged staff to apply for grants. She commented on the Budget Committee meeting in November and congratulating the staff on being \$300,000 under the projections. She stated that is a pattern in Sherwood that staff finds ways to save money. She encouraged the future Council to make a decision regarding the Police Staffing Study and the issue with Washington County. She said they have spent 6 months talking about one aspect of a staffing study and there are other worthy suggestions that came out of the staffing study. She stated that it does not make fiscal or psychological sense to continue focusing on only one recommendation. She thanked the staff at the Center for the Arts and thanked the community for supporting the project. She congratulated all City staff for their efforts. She said the Police Advisory Board will meet in January.

Councilor Brouse reported that the Chamber Annual Breakfast was successful. She said February 2 is the next Senior Advisory meeting at the Police Department from 3 to 4:30. She said the Just Compassion Coalition is opening up another day center with the City of Beaverton. She thanked everyone for the opportunity to serve on the City Council. She thanked Councilor Henderson for being a mentor and thanked her for her service.

Councilor Henderson said it was a pleasure to serve with Councilor Brouse and also thanked the Sherwood Police Foundation who hosted a holiday party for the Police Department and their families.

Councilor Kuiper thanked Councilors Henderson for her service and shared stories of serving with her on the Parks Board. She noted that Councilor Henderson has always supported the City staff and has taught her to be grateful for City staff. She thanked Councilor Brouse and said she has a heart for service. She thanked the Police Department for helping TVFR with the house fire. She commented on the success of the Police Department's Secret Santa program.

Mayor Clark addressed the next item on the agenda.

**12. ADJOURN:**

Mayor Clark adjourned at 8:50 pm and convened to a URA Board of Directors Meeting.

Attest:

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Sylvia Murphy, MMC, City Recorder

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Krisanna Clark, Mayor