



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
April 7, 2015

WORK SESSION

1. **CALL TO ORDER:** Mayor Krisanna Clark called the meeting to order at 6:32 pm.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Sally Robinson, Councilors Linda Henderson, Dan King, Jennifer Harris, Jennifer Kuiper. Councilor Beth Cooke was absent.
3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Police Captain Mark Daniel, Human Resources Analyst Sherryl Childers, Administrative Assistant Colleen Resch and City Recorder Sylvia Murphy.

4. TOPICS:

A. City County Insurance Services Video Presentation

Assistant City Manager Pessemier introduced the City's insurance agents WSC Director of Executive Risk Alycia Johnson and WSC Account Executive Lynn Omev and gave a brief explanation of the services provided to the City. He said the City County Insurance Services (CIS) has offered a \$1000 premium discount for viewing the video that will be presented.

Human Resources Analyst Sherryl Childers stated the City used to work directly with CIS but realized the need for a broker. She said the City now partners with WCS and explained the role they play as insurance brokers.

Alycia Johnson said WSC focuses on public entities and specialized types of insurance, risk management and policies and procedures that local governments have to deal with as it relates to citizens and administration. She said she helps with policy reviews, contracts and best practices. She stated they work alongside the CIS representative to reduce the overall premiums and to mitigate risk.

Lynn Omev stated she specialized in worker's compensation and serves as a second set of eyes to make sure the audits are correct, the experience modification is correct and provides assistance with claims to get additional discounts.

The Council watched the CIS video.

Councilor Henderson shared an experience of riding in a City vehicle with staff and not being covered under CIS and had to make a claim through her own insurance. Ms. Omev said that is part of the volunteer resolution and all cities have an option to cover their volunteers under worker's comp or elect not to. She said changes can be made to make sure that any injuries sustained on city business can be covered as a worker's comp claim.

Councilor Kuiper asked if volunteers have any coverage under the current plan for conducting business. Mr. Omev said she will look that up and email the information to Ms. Childers.

With no further questions, Mayor Clark adjourned the meeting.

5. ADJOURN

Mayor Clark adjourned the work session at 6:55 pm and convened to a regular Council meeting.

REGULAR SESSION

- 1. CALL TO ORDER:** Mayor Clark called the meeting to order at 7:03 pm.
- 2. COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Sally Robinson, Councilors Linda Henderson, Dan King, Jennifer Harris, and Jennifer Kuiper. Councilor Beth Cooke arrived at 7:08 pm.
- 3. STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Police Captain Mark Daniel, Public Works Director Craig Sheldon, Administrative Assistant Colleen Resch, and City Recorder Sylvia Murphy.

4. APPROVAL OF AGENDA:

MOTION: FROM COUNCILOR KUIPER TO APPROVE THE AGENDA, SECONDED BY COUNCILOR HARRIS. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (COUNCILOR COOKE WAS ABSENT).

Mayor Clark addressed the next item on the agenda.

5. CONSENT AGENDA:

- A. Approval of March 17, 2015 City Council Meeting Minutes**
- B. Resolution 2015-035 Approving the City Recorder's canvassing of the returns of the March 10, 2015 Washington County Election and directing the City Recorder to enter the results into the record**
- C. Resolution 2015-036 Appointing Kurt Studer to the Budget Committee**
- D. Resolution 2015-037 Appointing Christopher Flores to the Planning Commission**
- E. Resolution 2015-038 Appointing Michael Meyer to the Planning Commission**
- F. Resolution 2015-039 Reappointing Christine McLaughlin to the Library Advisory Board**

MOTION: FROM COUNCILOR HARRIS TO APPROVE THE CONSENT AGENDA, SECONDED BY COUNCILOR KUIPER. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (COUNCILOR COOKE WAS ABSENT).

Mayor Clark addressed the next item on the agenda.

6. PRESENTATIONS:

A. Eagle Scout Recognition

Mayor Clark congratulated Miles Camp for earning his Eagle Scout Award. Mayor Clark asked Miles to explain his Eagle Scout project. Miles stated he built a new sign for Cedar Creek Church. He said he obtained a permit from the City, received donated materials from Home Depot, and explained the scope of work. Mayor Clark thanked him for his service and contributions and presented him with a Certificate of Achievement.

Mayor Clark congratulated Riley Dixon for earning his Eagle Scout Award. Mayor Clark asked Riley to explain his Eagle Scout project. Riley stated he built 6, 4'x8' flower boxes from Middleton Elementary School. He said Griffin Gardens donated the materials and he explained the scope of work. Mayor Clark thanked him for his service and contributions and presented him with a Certificate of Achievement.

Mayor Clark addressed the next item on the agenda.

7. CITIZEN COMMENTS:

Jim Folske, Sherwood resident at 14391 SW Fair Oaks Drive approached the Council and said everyday weather permitting he and his wife walk their dog and have to cross Murdock from Fair Oaks Drive and would like to see a crosswalk put there. He stated he listens to the daily news and it seems everyday there is a fatality in the Portland area and he would hate to see one here. He said this is a tough road to cross at times and anything that could be done to accelerate the process in getting a crosswalk at Fair Oaks and Murdock would be greatly appreciated.

Cynthia Folske, Sherwood resident on Fair Oaks Drive came forward and stated there are about 11 children in the Fair Oaks area that cross this street at least twice a day. She stated people drive down that hill and come down pretty fast. She stated that they have found while out walking that while standing at the intersection drivers will not stop. She said it would be great to have a button to push with a flashing light, but just stripes on the road is a start.

Councilor Kuiper asked where this intersection is in regards to Fair Oaks.

Ms. Folske said one street would be Willamette Street and Fair Oaks Drive, just past the Murdock Apartments going up the hill.

Kurt Kristensen, Sherwood resident on Fair Oaks Drive approached the Council and said they have been working on this project for almost a year. He said he recently received an email from Joe stating staff was working on it. He said the safety study done by City Engineer Bob Galati a year ago has some impressive numbers. He said the information indicated that in the middle of the day there are between 200 and 300

cars per hour coming across Murdock. He said it is difficult to cross the road and the cars do not stop and are going 55 mph going downhill. He said he has a copy of the study for the Council members and provided it to the City Recorder. He commented on other areas along Sunset near Archer Glen where the cars are not stopping and said we should take a look at safe crosswalks all over the City so that we don't have a fatality. He said if the City constructs a cool crosswalk he would appreciate that, but would appreciate it more if we get something put up in the meantime. He noted the Police Department had their flashing signal in this area and in his observation over a weeks' time it changed the behavior of the drivers and was very effective. He commented about the traffic control devise near Archer Glen and the effectiveness of modifying driver's behavior. He said he appreciates that design parameters and budgeting needs that need to be done and said in the meantime even a blinking signal or something similar would be useful.

Nancy Batz, Sherwood resident came forward and said she resides in the Fair Oaks division and is in support of traffic control at the intersection of Murdock, Fair Oaks and Willamette Drive. She said she has been a resident for 24 years and for the past year, the residents have attempted to get some sort of traffic control in that area. She said her and her husband walk daily and it is very difficult to cross that intersection and very few drivers recognize their obligation to stop at the intersection. She referred to the commonality of 20 or more cars driving by without stopping and stated they have observed a Portland Police Officer driving by without stopping. She referred to the speed studies done by the City in the past year that have shown a significant percentage of drivers going over the 35 mph limit. She said she strongly encourages the City to introduce some form of measures to control this intersection so both pedestrians and drivers can be safe in negotiating the intersection.

Mayor Clark thanked the Fair Oaks neighborhood for coming forward and said she appreciates hearing their concerns and echoes the concerns. She said she attended the Washington County coordinating meeting and there was a presentation from the Safe Routes to School Program and said she will join City Manager Gall in meeting with them regarding having safe routes to schools all over our City. She commented that these improvements don't come without costs and if we can find the costs in these programs we want to make sure we are looking for that. Mayor Clark said she would add this request to the list for when she meets with them.

Wade Anderson, Sherwood resident approached the Council and informed them of two "shovel ready" community gardens in Sherwood and said both are open to the public. He said one is at the Sherwood Community Friends Church, 23264 SW Main Street and their website is sherwoodfriends.org and the other is at the Cedar Creek Church, 21901 SW Sherwood Blvd and their website is cedarcreeksherwood.org. He stated by far, of the Cedar Creek Church's plots most are held by nonmembers and said their planting day is Saturday, April 11 from 9 to 11 am. He said on May 16 from 9-11 am there is a meet and greet for fellow gardeners and a local nursery will be providing warm crop items such as tomatoes at discounted prices. He said both gardens are a great resource to our community. He announced the Running Water 5k will be on Saturday, May 9 at 8:30 am, gathering at the Senior Center parking lot. He commented on the need for clean water and said 100% of the proceeds go to providing fresh water wells to the residents of Zambia, Africa. He encouraged citizens to attend or sponsor someone who will run in their place.

Mayor Clark addressed the next item on the agenda.

8. NEW BUSINESS:

A. Resolution 2015-040 Authorizing the City Manager to execute a construction contract for the Highland and Orcutt Sanitary Sewer Rehabilitation Project

Public Works Director Craig Sheldon presented the staff report and said during routine maintenance video inspections they discovered two sets of bad sewer lines that had bad ratings. He said there is a scale of 5 when you rate sewer lines and there were a lot of 4's and 5's which can create issues for maintenance as well as property owners in the future. He stated this project would replace these two sections of sewer line. He said the project would use a pipe bursting method to minimize the impact to the property owners. He said the City advertised on March 11 and 13 in the Daily Journal of Commerce with a mandatory bidding on March 17 and K & R was the lowest bidder. He stated the contract is for \$172,884 with a contingency of 15% for a total of \$198,816.

Council President Robinson asked what the next highest bid was.

Mr. Sheldon said the next highest bid was \$192,292.

Council President Robinson asked if there is any concern that the project cannot be done for \$172,000.

Mr. Sheldon said it can be done for \$172,000 and said there are areas where they can save but said when you try to hook up to existing sewer lines there could be additional costs. He said they will certainly use some of the contingency.

With no other questions, the following motion was received.

MOTION: FROM COUNCIL PRESIDENT ROBINSON TO APPROVE RESOLUTION 2015-040, SECONDED BY COUNCILOR KUIPER. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

Mayor Clark addressed Council Announcements.

9. COUNCIL ANNOUNCEMENTS:

Councilor King thanked everyone that voted in the last election and supporting him.

Councilor Harris stated Tonya Russo Hamilton and illustrator Britta Nicholson will be at the library on Saturday at 1 pm to discuss growing, harvesting and preparing your own food. She said National Library Week is coming up and events are listed on the City website. She announced the Art of Storytelling event scheduled for April 18 at the Sherwood Center for the Arts at 6:30 pm. She said the event is free and 503 Uncorked will be there.

Council President Robinson commented on the Citizen Advisory meeting with the Sherwood West Concept Plan last week at the Police Station. She said they discussed the Sherwood housing needs analysis. She encouraged everyone to attend future meetings and said the information is on the City website. She said there will be a Planning Commission public hearing on April 14 regarding medical marijuana dispensaries. She stated the Planning Commission recommendation will likely come to the Council on April 28.

Councilor Henderson announced the High School is doing a production of *Thoroughly Modern Millie* on April 24-26 and May 1-3. She stated there will be auditions for *Into the Woods* on April 16-17 at Cross Roads Church. She commented on the first Police Advisory Board meeting on March 19 and provided a brief recap of the meeting and said they elected a Chair and a Vice Chair. She asked staff about political signs in County right of way.

Assistant City Manager Pessemier said he will check to see if the City can enforce the sign code in a County right of way.

Councilor Cooke announced the Archer Glen Eagle Market Place and Fair on April 17 at 4:00 pm.

Councilor Kuiper stated the Parks and Recreation Board met on April 6 and reported there will be a neighborhood public meeting on April 20 upstairs at City Hall at 7:00 pm to display the final design for Woodhaven Park Phase II and the citizen's comments will come before the Parks Board in May. She announced staff is in the process of finalizing the design for the Dog Park and they will break ground in July. She said the Hopkins Hoop De Do Carnival is Friday, April 10. She said the Robin Hood Festival is accepting applications for the Maid Marian Courts.

Mayor Clark addressed the City Manager Report on the agenda.

10. CITY MANAGER REPORT:

City Manager Gall said the Dog Park will be in the proposed budget and announced that the *Bark for your Park* national competition is going to start again in May and will encourage the community to participate and support the Dog Park. He said the winning community will receive \$100,000 and there are 4 runner-up communities that will receive \$25,000. He said Sherwood was close to receiving funds last year. He commented on the traffic situation on Murdock and said that staff has been working on some alternatives. He noted it is budget season and he is working on other pedestrian safety improvements and requests from neighborhoods. He said there are budget constraints and Murdock is being evaluated. He stated another concern was the stop sign by Snyder Park and they need enhancements to emphasize the stop sign. He said the budget cannot fund all of these requests and he will be seeking input from the Council in terms of priorities. He stated he is in the process of finalizing the budget and it will be released on May 1 and the first Budget Committee Meeting is on May 13.

Mr. Pessemier reminded the Council that they are soliciting requests for proposals for the lease space at the Sherwood Center for the Arts and have advertised in the Sherwood Gazette, Tigard Times and the Daily Journal of Commerce. He stated there are signs on the building and a real estate firm has been selected.

Mayor Clark said she toured the Beaverton Community Gardens with Councilor Harris and a number of staff and they are planning on tapping into those resources to give Sherwood the best product possible. She said on April 1 she attended the Industrial Partners Recognition Awards where Cascade Columbia Distribution of Sherwood received an award from Clean Water Services for responsible stewardship of the Tualatin Watershed. She commented on the Egg Hunt for Hope benefit for Emma Aanderud and the Rose Family Fundraiser put on by the Sherwood Dance Academy at the Sherwood High School. She attended both and they benefitted citizens in Sherwood that are fighting cancer. She announced that Congresswoman Suzanne Bonamici will visit Sherwood on Thursday, April 9 and she will visit the

Sherwood Center for the Arts and Mud Puddles. She announced the Arbor Day planting on Friday, April 10 at 2:30 pm at the terrace in Sherwood View Estates. She stated she is attending the TVFR volunteer's dinner on Saturday. She announced the Library will have an open house for the staff and elected officials on Tuesday, April 14 at 9-10 am. She said there will be a Volunteer Appreciation Dinner on April 14 at the Center for the Arts.

11. ADJOURN:

MOTION TO ADJOURN: COUNCILOR KUIPER MOTIONED TO ADJOURN, SECONDED BY COUNCILOR HARRIS. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

Mayor Clark adjourned the regular meeting at 7:45 pm.

Submitted by:



Sylvia Murphy, MMC, City Recorder



Krisanna Clark, Mayor