



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
April 21, 2015

WORK SESSION

1. **CALL TO ORDER:** Mayor Krisanna Clark called the meeting to order at 5:30 pm.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Sally Robinson, Councilors Linda Henderson, Dan King. Councilors Jennifer Harris and Jennifer Kuiper arrived at 5:35 pm. Councilor Beth Cooke was absent.
3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Police Chief Jeff Groth, Public Works Director Craig Sheldon, Finance Director Julie Blums, Planning Manager Brad Kilby, Administrative Assistant Colleen Resch and City Recorder Sylvia Murphy.
4. **TOPICS:**

A. Water Master Plan, Rates and SDC

Public Works Director Craig Sheldon introduced the engineering consultants from Murray, Smith and Associates (MSA) who worked on the Water System Master Plan Update. He said overall the water system is in good condition and the projects identified are growth driven.

Heidi Springer and Brian Ginter with Murray, Smith and Associates (MSA) presented a Water System Master Plan Update (see record, Exhibit A). Ms. Springer said this is an update to the 2005 Water System Master Plan and said she will discuss the purpose of water system master plans, provide an overview of the existing water system, review service area growth and future water needs, analyze and recommend improvements and incorporate those into the Capital Improvement Program (CIP). She said the purpose of a water system master plan is to comply with state drinking water program requirements and the goal is to have a long term guidance document to identify current system deficiencies, plan for facility upgrades and plan for service area growth and expansion. She referred to the existing water system and said the majority of the water is received from the Willamette River Water Treatment Plant (WRWTP) in Wilsonville and the City has two existing wells that are used for a backup for emergency supply and there is also a 24" emergency supply connection from Portland through Tualatin. She discussed the projected growth and said they look at both a 20 year and a saturation development horizon which is the point at which all of the developable land has been developed. She said for the 20 year planning horizon they looked at existing City limits, Tonquin Employment Area (TEA), Brookman Annexation Area and West Urban Reserve. She said that within the City limits they correlated water demand growth with population. In the TEA there is an existing concept plan that outlined water facilities, in the Brookman Road area there is an

existing concept plan that outlines 20 year growth percentages and in the West Urban Reserve a concept plan is being developed so they assumed 10 net units per acre for residential development which is consistent with Brookman Road. She stated they used the projected growth to determine future water demands and based it on recent water trends for residential, non-residential and industry/office. She commented on the 20 year water demand estimate and said the current average daily demand is 1.9 million gallons per day (mgd) and they are predicting in 20 years it will be 2.9 mgd. She said they calculate the maximum day demand which is the peak usage in any single day and the current demand is 3.9 mgd, in 20 years will be 6 mgd and up to 9 mgd at saturation.

She referred to the supply portion of the water system and said the WRWTP meets the existing peak demand and the existing city wells provide emergency supply and there is no need to continue purchasing water from Portland. She said future supply is anticipated to come from WRWTP and the City will need an addition 4 mgd at saturation development and the timeline for developing additional capacity will be influenced by other partners.

She referred to the distribution system and said they looked at storage and pumping facilities and Sherwood has adequate capacity to meet projected demands through the 20 year planning horizon. She commented on pressure zones and said they look at a service pressure goal between 40 to 80 pounds per square inch (psi) and said there are some areas in the Brookman area and the West Urban Reserve that are too high in elevation to be served from existing pressure zones. She said to analyze the distribution piping they used a computerized hydraulic model to identify piping deficiencies based on fire flow capacity and service pressure.

She referred to the recommended projects for the water supply and said there are expected upgrades to WRWTP for capacity expansion growth and there are expected upgrades to serve existing and future customers and reach the 5 mgd that Sherwood currently owns in the plant. She said for pump stations they are recommending a few small stations to serve growth areas in Brookman and the West Urban Reserve when and if growth occurs. She discussed planning and operation project recommendations and said the SCADA system which records the reservoir level, the pump station operation and allows the water system staff to optimize management of the system to make it efficient. She said regionally they have noticed with SCADA systems that within 10 to 15 years of being installed the technology begins to evolve to the point that it is more expensive to maintain an older system than to replace it. She said the City system is 10 years old so they recommend an upgrade in the next few years. She said they have also recommended a resiliency plan for response to earthquakes.

She referred to recommended water mains and said the City has a robust distribution system within the City limits and it is fairly new and sized appropriately. She said the only recommended improvements to the water mains are minor and the majority of the improvements are for growth within the TEA, Brookman Road and West Urban Reserve areas.

City Manager Gall commented on the TEA area and asked what would happen if a large water user moved into the area and asked if we would be prepared.

Ms. Springer said there is excess capacity from WRWTP and in terms of supply it may push the timeline for expanding at the plant ahead but in the short term there would be supply available. She said the distribution system in that area is 10" and mostly 12" and that should be robust enough.

She referred to the CIP and said these are recommended projects that a cost has been applied to and prioritized through discussions with the City and considered when development may occur. She said the CIP provides a roadmap for the water system improvements needed to serve growth and existing customers. She said the prioritization of the projects is reviewed annually and through the budgeting process. She stated over the next 10 years within this CIP short-term improvements for system expansion are estimated at \$18.3 million and \$1.6 million to serve existing customers. She noted a number of the projects are for growth if and when it occurs. She said the overall CIP through saturation development is \$36.2 million and the majority of the costs are for projects dedicated to growth and system expansion. She commented on the detailed breakdown of the CIP projects and costs and noted that PRV stands for pressure reducing valve.

Councilor Kuiper referred to the two pump stations and asked if they are recommending them in a 5 or 10 year period. Ms. Springer said the pump station recommendation in the West Urban Reserve area is a beyond 20 years and that is a long term plan.

Council President Robinson said this update has assumptions built into it that are very liberal. She said the likelihood of us growing into Sherwood West in 10 years is very slim but yet that is the assumption that has been incorporated into the master plan. She commented on other assumptions based on old data. She said she is concerned with adopting this master plan update as a basis to justify an increase in fees if the assumptions used are not an accurate forecast of reality in the next few years. Ms. Springer said in the West Urban Reserve she looked at a small area of that growing within the 10 year window but it amounts to 50,000 gallons out of the 2.3 million gallons that would be used on a daily basis. She said they were sensitive to the fact that there is a lot of unknowns in that area and it is her understanding the City has a limited amount of developable land within the City and the Brookman Annex has been rejected by the voters a few times so if the City is going to continue growing, growth will have to occur somewhere.

Council President Robinson referred to a statement in the packet that said based on proposed subdivision PUDs approved by the City in 2012 and 2013 it is assumes potential growth within the City limits for the next 3 to 5 years, and she is not sure what 3 to 5 years they are referring to. She said if the numbers are based on 2012 and 2013 has that changed since then.

Public Works Director Craig Sheldon said the information MSA used was based on the information they received from the Planning Department.

Ms. Springer referred to the statement read by Councilor Robinson and said that is referring to within the existing City limits and when they met with the Planning Department a year ago they were trying to determine what was a reasonable percentage of growth and the growth percentages put forth by Metro didn't meet the mark so they narrowed it based on the developments they had approved that were moving forward. She said it did not have a large impact overall.

Councilor Kuiper asked what is the alternative to doing a more liberal approach to water planning and she commented that a more conservative approach would not anticipate what could be. She said just because you have a storm water master plan that anticipates something in the future you at least have the plan and you don't have to work all of the plan you just work as you go. Ms. Springer said that is the intent especially with the CIP which has a lot of projects based on expansion.

Council President Robinson said the TEA is based on the growth estimated in 2010 which is five years old. She said Brookman is based on a 2009 concept plan. Planning Manager Brad Kilby said it is important to note that those are the most recent adopted and approved plans. He said the Planning Department knows that Sherwood grew fastest in the state with 3.4% growth. He said Sherwood will likely slow down with only 96 buildable acres within the existing City limits. He noted with the web and flow of development and the pressure from development it has to be planned for based on what has been adopted and approved. He said if land was annexed into the City they could not develop outside of the parameters of the adopted plan without coming before the Council for an amendment. He said it is the same with the TEA.

Council President Robinson referred to language stating that in shutting down well number 4 there is an associated cost of \$25,000 to abandon the well for the transfer of water and she asked if that was all cost or fee related. Mr. Ginter responded that a lot of the cost is the physical abandonment of the well and there are some cost related to license transfer.

Council President Robinson commented on reserves for future improvement of replacement of the lines and said it states that City staff is recommending Sherwood allocate \$50,000 annually for routine pipe replacement and she asked if that is a high or low number and do we have any reserves from past years to contribute. Ms. Springer said that is a low and palatable number and referred to the benefit of Sherwood having a great deal of new pipes that won't need replacement for some time. She said the goal of the pipe replacement project is to not spend money fixing leaks and the damage from potential leaks. She said it is intended to be a long term savings account.

Mr. Sheldon referred to the upcoming April Court project and noted that project alone will be over \$50,000 with engineering and construction costs.

Council President Robinson asked if the \$50,000 was part of the budget. Mr. Sheldon said that is for reserves.

Mr. Gall said both the TEA and Brookman Road Area have concept plans and Sherwood West Urban Reserve is working on a concept plan and asked if the water master plan will need to be updated when the concept plan is completed. Ms. Springer said that generally the plans get updated between 7 to 10 years. Mr. Gall said then this is a pre-concept plan.

Mr. Kilby noted that this is a pre-concept plan and noted that they have assumed 10 units per acre which is higher than Sherwood has historically developed out, which is 7.9 units per acre.

Deb Galardi with MSA presented a Water System Master Plan Update Financial Analysis (see record, Exhibit B) focusing on study elements, system development charges, financial plan and summary of recommendations. She stated system development charges (SDC) are a one-time charge at the time of connection or permit to recover capital investments to serve growth. She said state statutes provide guidelines for development and administration and eligible systems include water, wastewater, drainage, transportation, parks and recreation. She stated Oregon law allows for three SDC components which are reimbursement fees, improvement fees and compliance charge. She referred to the reimbursement fee and the improvement fee and said there is a combination of both fees needed to fully recover the cost of growth. She said they look at the major components of the systems to identify the growth costs and she provided examples. She stated most of the CIP is growth related. She noted based on all of their analysis

the SDCs decrease slightly based on the assumptions in the current master plan. She said the current SDC for a typical residential customer with a 5/8" meter is \$6,726 and the revised is \$5,592. She provided a regional SDC comparison and said it is system and methodology dependent and provided examples. She said for larger developments the fees are scaled on meter size and would also be below our current rates. She commented on comparisons with other municipalities and said Sherwood is unique with 94% of the allocated costs of the master plan are growth related.

Ms. Galardi said the financial plan is different than SDC and looks at operating costs, capital costs and annual cash flow of all of the costs of the system. She said the process looks at current sources of funds, existing reserves, current rates, SDCs, interest and miscellaneous fees. She said they forecast the costs and look at the CIP and different funding scenarios. She said the result is an annual projection of the costs, the available revenue and the gap is the revenue increase that is needed. She said this plan includes the 10 year capital improvement projects program and the inflation adjusted amount need is approximately \$24 million and half of which is related to the supply and the other half is related to distribution and ongoing planning projects. She commented on the phasing of the CPI and said the question is the timing of the expansion for the treatment plant and based on what they know today they are projecting that project to occur in the beginning of the second five year window. She noted this is back loaded with most of the cost occurring in the second five year window. She said this gives an opportunity to phase in a plan for the next increment.

Mr. Gall referred to the WRWTP partners involved and asked who makes the decisions. Mr. Sheldon commented on the expansion of WRWTP and said as soon as both Wilsonville and Sherwood hit 12 mgd the State will require expansion. He said Wilsonville is in control of the plant and is a partner. He said it is based on demand and if partners come sooner the expansion will be sooner. He said consumption numbers are decreasing and that will prolong the expansion out to maybe 2023.

Ms. Galardi commented on the pattern of investment needs and the funding plan. She said Sherwood has \$5 million of reserves. She stated the SDCs are projected to be a \$2 million and said when there is a peak in the capital costs such as an expansion and there are not enough reserves to cover the cost debt is issued. She said they assumed the debt proceeds to be \$10,200,000 and still need about \$7 million in operating reserves or rate transfers. She said they are figuring that the entire reserve fund of \$4.8 million be applied to these future projects.

Ms. Galardi discussed the revenue requirements which include the O&M (Operations and Maintenance) costs, existing debt and capital transfers. She referred to the current rate revenue and said it is not sufficient to fund any new capital and it just covers the O&M and the existing debt. She said in addition to capital reserves there are also operating reserves at \$3 million. She said because the CIP is back loaded the existing reserves could be applied to near term improvements while building capacity in the rates to continue to fund the increase in O&M and to build capital. She said this plan takes the existing available reserves and utilizes them to smooth the revenue increases to allow incremental adjustment to the rates. She noted they try to make the best assumptions and there are a number of factors such as water sales stabilizing, deferral of WRWTP expansion, future partnering, slowdown in growth and an increased cost of borrowing.

Ms. Galardi discussed customer bill impacts and provided an example of a typical customer and said the portion related to water is only 40% of the total bill. She commented on projected increase on customer bills and said it is about a \$2.20 month average increase in the first five years. She said if the revenue

slope remains what we are predicting, it would increase to \$3.20 per month in the 2nd five year period. She said some revenue increases are needed to both fund O&M as well as to begin building the capacity to fund the CIP.

Council President Robinson asked if MSA typically goes through all of this analysis during the budget cycle when discussing SDCs or is this just because we are updating the master plan. Ms. Galardi said this is for the master plan.

Ms. Galardi provided a residential bill comparison with neighboring communities and discussion followed. Council President Robinson asked why Wilsonville's rates are \$10 less than Sherwood. Ms. Galardi said it is based on when the investment was made and how it was structured.

Ms. Galardi concluded by stating there will be a slight reduction to the SDCs and the methodology needs to be available for review 60 days prior to a public hearing which has been done and the public hearing is scheduled for June 16, 2015. She referred to the financial plan with the recommendation to begin phasing in rate increases of 4% per year to build financial capacity for the next increment of supply and the ongoing distribution projects. She recommended monitoring the financial plan and updating projections in the next 2 to 3 years following completion of WRWTP facilities plan.

Councilor King referred to the SDC proposed rate reduction and asked how that affects the proposed 4% increase. Ms. Galardi said not much because of the issue of developable land. She said the unfortunate thing about SDCs is you have to build the capacity before the growth is here.

Ms. Springer said there is a public perception that there is discretion in determining how much growth should fund and how much rates should fund and she said there is a limit based on State law.

Councilor Henderson asked about the wheeling rate. Mr. Sheldon said Sherwood no longer pays a wheeling rate since segment 3 was built. He referred to potential partners becoming involved with WRWTP and discussed the benefits.

5. ADJOURN

With no further questions Mayor Clark adjourned the work session at 6:53 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 was absent.
- 3. STAFF AND LEGAL COUNSEL PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Police Chief Jeff Groth, Police Captain Mark Daniel, Police Captain Ty Hanlon, Administrative Assistant Angela Hass, Community Development Director Julia Hajduk, Library Manager Adrienne Doman Calkins, Public Works Director Craig Sheldon, Administrative Assistant Colleen Resch, and City Recorder Sylvia Murphy. City Attorney Chris Crean.

4. APPROVAL OF AGENDA:

MOTION: FROM COUNCILOR KUIPER TO APPROVE THE AGENDA, SECONDED BY COUNCILOR KING. 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 April 7, 2015 City Council Meeting Minutes**
- B. Resolution 2015-041 Appointing Meerta Meyer to the Budget Committee**
- C. Resolution 2015-042 Authorizing the City Manager to take actions necessary for accepting the State of Oregon Department of Transportation's request for transfer of State road right-of-way (portions of SW Langer Drive) into City jurisdiction and maintenance control**
- D. Resolution 2015-044 Authorizing appointment of Eric Kneifel to Parks and Recreation Board**
- E. Resolution 2015-045 Authorizing appointment of Brian Amer to Parks and Recreation 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. Proclamation, Recognition of Sherwood Resident**

City Manager Gall asked Gregg Jacot to introduce Harriette Mandel to the Council. Mr. Jacot came forward with Mr. Mandel and said Ms. Mandel has been an active member of the community for over 70 years, is a role model for hard work, and inspires others with her positive attitude and on May 2 she will be 100 years old. Mayor Clark read a proclamation, presented it to Harriette Mandel recognizing and honoring her on her 100th birthday, and stated that on behalf of the City of Sherwood she proclaimed May 2, 2015 to be Harriette Mandel Day.

B. Oregon Accreditation Alliance

Oregon Accreditation Alliance Executive Director Ed Boyd presented Police Chief Groth with a certificate of re-accreditation. He stated the Oregon Accreditation Alliance exists to improve the quality of law enforcement agencies in the State of Oregon and ultimately the quality of services provided to the citizens of this state. He stated accreditation is about standards and accreditation means the department meets the best practice standards. He said in order to be accredited an agency must meet 102 professional standards comprised of over 400 separate requirements contained within those standards. He said in Oregon 36% of all law enforcement agencies are involved in the accreditation program which is up from 32% a year ago and only 23% of agencies currently hold state accreditation. He said in Oregon there are 61 agencies involved in accreditation and 39 agencies are accredited. He noted it takes courage for an agency to take on the rigorous accreditation process and that shows commitment, transparency and

dedication to excellence. He stated the Sherwood Police Department received the award in 2012 and is reevaluated and assessed every 3 years. He commended Accreditation Manager Angela Hass for her outstanding work in preparing the agency for re-accreditation.

C. Sherwood Main Street Presentation

Sherwood Main Street President Lee Weislogel and Treasurer Gregg Jacot provided the Council with a handout (see record, Exhibit C) and presented their annual report (see record, Exhibit D). Mr. Jacot said in 2011 the organization became a 501c3 and is part of the Oregon Main Street program. He said Oregon Main Street has four levels of Main Street programs and Sherwood Main Street is in the “transforming downtown” level. He said the Board of Directors is made up of Sherwood business owners. He stated the purpose of the program is to build a high quality, livable and sustainable Old Town community that will grow Sherwood’s economy while maintaining a sense of place. He said their focus is to make Old Town a destination in the Portland area and they are interested in recruiting and maintaining businesses. He said they want to strengthen communication between the businesses, civic organizations, building owners, City government and the citizens and help put historic preservation back into the community. He said the mission is to preserve and revitalize. He provided information on the fixed costs of the organization and said any additional funding goes towards maps, signs and banners. He said most of the money received is Board funded and they received a donation for map printing. He explained what the organization would do if there was additional funding and explained the need for interns and volunteers.

Councilor Harris asked if the program is funded mostly by the Board of Directors. Mr. Jacot said that is correct.

Mayor Clark stated she was the liaison to Sherwood Main Street and commented on the hard work they do and she commended them for their dedication to Old Town Sherwood.

Councilor Kuiper commented on their ideas and asked how they were classified into the “transforming downtown” category. Mr. Weislogel said there is a list of criteria and it requires various training with the Oregon Main Street coordinator. He said when the state sees that progress has been made they classify the program. Mr. Jacot said the state requires the organization to make a quarterly report and they review it to see that the downtown is continuing to transform.

Mayor Clark thanked Mr. Weislogel and Mr. Jacot and addressed the next item on the agenda.

7. CITIZEN COMMENTS:

None.

Mayor Clark addressed the next item on the agenda.

8. NEW BUSINESS:

A. Resolution 2015-043 Authorizing the City Manager to sign an Intergovernmental Agreement (IGA) with the Washington County Emergency Management Co-operative for the purpose of becoming a partner agency

Police Chief Groth stated the Council was provided information, including possible financial costs and benefits of joining the Washington County Emergency Management Co-operative (EMC) during the March 17, 2015 Council work session. He recapped the staff report and commented on the benefits of being part of a team and the benefit of additional expertise. He noted the City Manager is proposing \$10,000 for FY 2105 to be a full voting member of the Co-Op. He said Washington County pays 51% of the cost of the Co-Op and the remaining partner agencies pay 49%.

Mayor Clark commented on the importance of partnering with our neighbors and asked what other cities have joined the Co-Op. Washington County EMC Director Scott Porter said the partners include TVFR, Beaverton, Tigard, Forest Grove, Cornelius, Washington County and Clean Water Services.

Councilor Henderson referred to page 33 of the packet and asked why the effective date of the IGA is 2013. Mr. Porter explained that the original EMC agreement went into effect on July 1, 2013 and will remain in effect until June 30, 2018 unless it is renewed. He said Sherwood will become a partner effective the date the IGA is signed.

With no other questions, the following motion was received.

MOTION: FROM COUNCILOR HENDERSON TO APPROVE RESOLUTION 2015-043, SECONDED BY COUNCILOR KING. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (COUNCILOR COOKE WAS ABSENT)

Mayor Clark addressed the next item on the agenda.

9. PUBLIC HEARING

A. Ordinance 2015-004 Amending Chapter 7 of Volume II of the Sherwood Comprehensive Plan and adopting the Sherwood Water System Master Plan

The City Recorder read the public hearing statement.

Planning Manager Brad Kilby recapped the staff report and said staff recommends the Council conduct their first hearing and reading and schedule the second hearing and reading for May 5, 2015 and approve Ordinance 2015-004.

Heidi Springer with MSA provided a presentation (see record, Exhibit E) regarding the proposed Sherwood Water System Master Plan including plan overview, water supply, distribution systems, recommended projects and the Capital Improvement Program (CIP). She said the purpose of a water system master plan is to comply with state drinking water program requirements and the goal is to create a long term guidance document that evaluates the existing water system and plans for future facility upgrades to serve potential growth and expansion of the water system. She stated the plan documents existing water system facilities and creates an estimate of potential growth within the water service area and potential expansion through a 20 year planning horizon. She said they established criteria for evaluating the water system and identified deficiencies within the existing system. She said the deficiencies are addressed with recommended improvement projects which are presented in a capital improvement program. She noted the CIP sets costs to recommended projects and a prioritization as to when the projects may occur. She said the primary facilities they examined where the water supply and

the distribution system. She said the City's current supply comes from the Willamette River Water Treatment Plant (WRWTP) in Wilsonville and the existing 5 million gallon per day capacity that Sherwood owns meets existing peak demands and the existing wells within the City are used to provide emergency backup supply. She commented on the current supply, and said there is no need to continue purchasing water from Portland. She said future water supply would be anticipated when and if growth occurs and it would come from the WRWTP. She stated there is some capacity remaining there for growth that Sherwood already owns and has constructed.

She commented on the distribution systems and said they evaluated the storage and pump stations and all of the facilities have the capacity to meet projected demands through the 20 year planning horizon. She said there are a few new pump stations that are recommended to service growth beyond 20 years. She noted for the distribution piping they used a computerized hydraulic model to evaluate the pipes and mainly focusing on fire flow capacity and adequate pressure. She said based on the evaluation they recommended WRWTP upgrades to serve existing and future customers and in the long term planning for a WRWTP capacity expansion as growth occurs. She said pump stations are recommended to serve future growth in the long term. She discussed planning and operation improvements and said the City is due for a SCADA system upgrade and due a resiliency plan which looks at response and recovery goals in the event of an earthquake.

She discussed the CIP and said the goal is to provide a roadmap for the City to plan long term improvements for the water system and for projects to serve existing customers and those that provide for growth if it occurs. She said the prioritization of projects within the CIP is reviewed annually through the City's budgeting process. She commented on the projects identified within the CIP and \$34 million would be expected to serve growth within the system and only \$2.2 million for existing facilities for existing customers.

Brad Kilby said in this process the Sherwood Comprehensive Plan will need to be updated. He said the Sherwood Comprehensive Plan is a plan for all things within the City and Chapter 7 is dedicated to public facilities. He said within this chapter the existing conditions, future growth assumptions, needs and improvement to the water system are discussed. He said the plan serves as a long term document. He said the proposed plan amendments would update the table of contents, update objective B.7 to remove old plan dates and make relevant to the current time period, and change the Unified Sewer Agency to Clean Water Services. He said the entire section of the chapter discussing the water system plan will be removed to coincide with what is being proposed under this Water System Master Plan for 2015. He said if approved the adopted the Water System Master Plan would be included as an appendix to the Sherwood Comprehensive Plan. He noted the Comprehensive Plan was not updated with the Water System Master Plan in 2005 and they will also amend the Comprehensive Plan for the Sewer Master Plan and the Storm Water Master Plan as they are updated. He said the proposed amendments will not adjust fees or rates. He said the Planning Commission held a public hearing and recommends the Council approve the proposed amendments to Chapter 7 of the Comprehensive Plan, adopt the Water System Master Plan and adopt it as an appendix to the Comprehensive Plan.

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

Mayor Clark said prior to this meeting the Council had a work session regarding this issue and most of their questions were answered.

With no other questions, the following motion was received.

MOTION: FROM MAYOR CLARK TO APPROVE ORDINANCE 2015-004 AND PLACE IT ON THE NEXT AVAILABLE COUNCIL MEETING AGENDA FOR ADDITIONAL PUBLIC COMMENT AND CONSIDERATION AMENDING CHAPTER 7 OF VOLUME II OF THE SHERWOOD COMPREHENSIVE PLAN AND ADOPTING THE SHERWOOD WATER SYSTEMS MASTER PLAN. SECONDED BY COUNCILOR HENDERSON, MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (COUNCILOR COOKE WAS ABSENT)

Mayor Clark clarified that the next regular Council meeting is May 5, 2015 and the meeting scheduled for April 28 is a special City Council meeting.

Mayor Clark addressed the next item on the agenda.

10. CITY MANAGER REPORT:

None.

Mayor Clark addressed the next item on the agenda.

11. COUNCIL ANNOUNCEMENTS:

Mayor Clark commented on the previous weekend activities including Council Adopt-a-Road Clean-up, Trashpalooza and WCCLS Art of Story. She commented on the lack of garbage on the road and shared a story of two residents the Council met that said they clean that stretch of road regularly. She thanked those residents for their dedication and pride and offered to recognize them in public if they wish to come forward. She stated the 3rd annual Trashpalooza was the second largest SOLV event in the state with 125 participants and 15 teams and said they filled a 3 yard dumpster donated by Pride Disposal. She said PGE sponsored the event and the CEO Jim Piro was on the PGE team. She thanked Nadia Belov, the student who started the program, and noted that every year there is less trash. She thanked everyone that participated. She said WCCLS Art of the Story was held on Saturday night at the Sherwood Center for the Arts with Rose's catered the event and 503 Uncorked served wine. She commented on the large audience and said that over half were from outside Sherwood. She said she attended the Green Heron event for Tualatin River Keepers along with Councilor Kuiper. She said this is the fundraising event for the Tualatin River Keepers who are the people that support the Tualatin River Natural Wildlife Refuge. She said Councilor Kuiper serves as the liaison to the Friends of the Refuge and thanked her for coming. She thanked City Manager Gall for initiating the community leadership event last week to start the discussion about suicide prevention. She said there was a large group from Washington County and she thanked Washington County Suicide Prevention Coordinator Amy Baker for speaking to the group. She said the presentation was very informative and announced there will be another event in May with a targeted date for May 21. She said attendees included the School Board, many leaders from the youth sports community and many faith community leaders as well as Councilors Harris, Robinson and Kuiper. She said they want to give everyone an opportunity to attend and to come up with a plan in Sherwood. She said talking about problems is how you solve problems. She said Sheriff Pat Garrett and Chief Groth will be hosting our State Senator and State Representative at our Town Hall for Measure 91 at the Sherwood Police Department at 6:30 pm on April 29. She announced that she will not be attending and will be with Metro JPAC lobbying in Washington DC.

Councilor Kuiper said she attended the Volunteer Appreciation dinner on April 14 and said there were several volunteers from the library and the Police Department. She said the Sherwood High School will be presenting the musical "Thoroughly Modern Millie" April 23-24 and April 30 and May 1-2 at 7:30 pm. She commented on the talent in Sherwood and encouraged everyone to attend.

Councilor Henderson stated the Sherwood High School Mixolydians won the 4th Annual Rose City Sing Off and will be performing at the Portland Rose Parade and the Queen's Coronation. She attended the Community Development Block Grant meeting and they adopted the draft of the 2015-2020 Consolidated Action Plan which will go to the county for approval. She said Meals on Wheels has a new CEO and a new Chief Operating Office and they are planning on visiting every center. She thanked the Public Works staff for helping improve the patio and IT Director Brad Crawford for coming to the Senior Center and helping a senior with the computer. She announced that on May 1 the Laurel Ridge Choir will perform at the Senior Center and today the seniors took a bus trip to Tacoma with 24 attending seniors. She thanked the Sherwood Friends Church for donating the bus. She said she did not attend the last Police Advisory Board meeting and asked staff for a status report.

Chief Groth said the Board meeting focused on expanding introductions and getting to know each member.

Councilor Henderson announced the Senior Center has a Steering Committee meeting tomorrow and she will have a report on facility issues at the next meeting.

Council President Robinson thanked Mr. Gall for organizing the meeting with the community leaders regarding suicide prevention and thanked Councilor Harris for asking Mr. Gall to start the conversation. She commented on the information presented and said she did not know suicide was such an epidemic in our society. She said it is an issue that needs to be discussed as well as all mental health issues. She said discussion will be valuable to community leaders and Sherwood was the first community to request a suicide prevention presentation from the county and noted that we are ahead of the curve. She commented on possible outreach on the website. She encouraged everyone to attend future suicide prevention meetings and said it is not just youth but seniors are also at risk. She announced the Westside Economic Alliance is having a meet and greet West Side Mayors event and Mayor Clark will speak at the event. She said there will be a Special City Council meeting next Tuesday for the first reading of a proposed medical marijuana ordinance that was recommended by the Planning Commission. She will be attending a medical marijuana forum next Wednesday with State Representative Davis and State Senator Thatcher and said Representative Davis has welcomed feedback and said it is important to tap into new resources and make sure our voices are heard. She said she is impressed with Mayor Clark's efforts to explore matters on the state level that can benefit Sherwood. She said Sherwood West Concept Plan Citizen Advisory Committee will be having an open house on May 21 and she commented on the work of the consultant.

Councilor Harris commented on the suicide prevention meeting and said Oregon has the 9th highest rate of suicide and the highest category is men 65 and older. She said one of the myths is that if someone is going to commit suicide there is nothing you can do and she learned that is not true. She said talking about suicide is something we can do. She stated the reason the Council is talking about it is because talking is the first step. She said suicide affects a lot of people and Sherwood is the first City to have Ms. Baker provide training and she thanked Mr. Gall for bringing all of the entities together. She said the forum included coaches, City Council, schools and clergy. She said the purpose was to help mental

health in our community. She said the suicide crisis line is 503-291-9111. She is excited to learn more and take the information out into the community and make Sherwood a zero suicide community. She said the library has several events listed on the website and recognized Library Manager Adrienne Calkins. She said at the Library Committee meeting Ms. Calkins shared stories of her interactions with patrons and said she has a positive outlook about the library. She commented on the library programs that Ms. Calkins has instituted to get people interested in the library. She said the Cultural Arts Committee did not meet. She announced the Edy Ridge Carnival is Friday from 5:30 pm to 8:30 pm and encouraged everyone to attend. She said they are asking for donations of 2 liter sodas for the ring toss.

Councilor King commented on being the new liaison to Sherwood Main Street and said their website address is www.sherwoodmainstreet.org. He said their theme for this year is *Sherwood One Community for Everyone* and the meetings are open and are on the 3rd Thursday of the month at 8:00 am at the Rebekah Lodge.

Mayor Clark addressed the next item on the agenda.

12. ADJOURN:

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

Mayor Clark adjourned the meeting at 8:15 pm.

Submitted by:

Sylvia Murphy, MMC, City Recorder

Krisanna Clark, Mayor