



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
June 2, 2015

EXECUTIVE SESSION

1. **CALL TO ORDER:** Mayor Krisanna Clark called the meeting to order at 5:32 pm.
2. **COUNCIL PRESENT:** Mayor Clark, Council President Sally Robinson, Councilors Linda Henderson and Jennifer Kuiper. Councilors Beth Cooke and Jennifer Harris arrived at 5:38 pm and Councilor Dan King arrived at 6:05 pm.
3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, HR Analyst Sherryl Childers and City Recorder Sylvia Murphy.
4. **TOPICS:**
 - A. Employment of Public Officers, ORS 192.660(2)(a) and ORS 192.660(7).

5. ADJOURN

Mayor Clark adjourned the Executive Session at 6:15 pm and convened to a work session.

WORK SESSION

1. **CALL TO ORDER:** Mayor Clark called the meeting to order at 6:20 pm.
2. **COUNCIL PRESENT:** Mayor Clark, Council President Sally Robinson, Councilors Linda Henderson, Dan King, Jennifer Harris, Jennifer Kuiper and Beth Cooke.
3. **STAFF PRESENT:** City Manager Joseph Gall, Community Development Director Julia Hajduk, Assistant City Manager Tom Pessemier, Planning Manager Brad Kilby, Associate Planner Connie Randall, Police Chief Jeff Groth, Administrative Assistant Colleen Resch and City Recorder Sylvia Murphy.
4. **TOPICS:**
 - A. **Housing Needs Analysis & Sherwood West Update**

Planning Manager Brad Kilby reviewed a power point presentation of draft findings of a housing needs analysis (see record, Exhibit A). He explained this is a draft as staff will have to readdress it when we go

through the comprehensive plan and start addressing the Goal 10 requirements. He said the needs analysis looks at trends that have occurred in Sherwood, market patterns, types of housing demanded by people in the market, availability of land and it then tries to forecast what the land needs are. He said this needs analysis looks at 2015 to 2035. He said between 2000-2014 Sherwood developed 75% single family detached housing, 8% single family attached and 18% multi-family. He referred to the presentation and the years of largest growth in multifamily being 2006, 2009 and 2014. He said this coincided with Woodhaven, Creek View Condominiums, Hunter's Ridge and in 2014 the Cannery Row Apartments. He said overall, we have achieved a density of 7.8 dwelling units per acre. He said within all zones we are at about 8.2 dwelling units per acre. He said between 2004-2014 we saw a 30% increase in home values and Sherwood housing costs were high in comparison to other cities in the region. He said we were at about \$130 per square foot in 2004 and \$170 in 2014. He said within the City we have about 74% home ownership and in comparison to Washington County, they have about 54% and Oregon has about 62%. He said 38% of our residents are cost-burdened. He said this means they spend more than 30% of their annual income on housing. He said within the Portland-Metro region we are still lower and the percentage in Oregon is about 40%. He said we would like to see this number go down.

Community Development Director Julia Hajduk said staff would be providing a copy of the housing analysis to the Council.

Brad added that of the cost-burdened home ownership, 35% of our owners are cost burdened and 44% of renters are cost-burdened. He said rental rates in Sherwood are lower than regional average and at about \$1.13 per square foot.

Brad said between 2000-2013 we grew at 3.4% annually and said Metro projects we would grow at about 7%, but this is based on our land supply. He said between 1990-2013, we grew at about a rate of 8.1%. He said Sherwood has a lot of baby boomers and millennials and these two groups are expected to grow over time. He said within Sherwood we attracted younger people and more people with children. He said in Sherwood 47% of households have children, in comparison to Washington County which is 33% and the Portland region is 29%. He said our largest group is the millennial generation.

Discussion followed regarding the families with children and when they grow, will the children be staying in Sherwood. Brad added that this is one area to think about and how we make Sherwood affordable and attractive to that group as well as allowing people to age in place with the older groups.

Brad spoke of diversity and said the Latino population grew slower in Sherwood and this needs to be considered as there is growth nationally and in Washington County. He said we will have an increase in demand for more affordable housing that are low-moderate income households. He said for younger growing families, we have to provide housing options for them. He said last year Metro did a housing survey to find out what people wanted to live in and predominately people choose single-family detached housing. He said many of the millennials preferred to live in the City, and if they could not have detached housing, they were okay with other types of housing. Brad said the housing doesn't have to look like traditional apartments as there is a wide range of housing we can look at. He said we need to make sure that after our comprehensive plan we will be putting development regulations in place and we need to think about what we want that multi-family housing to look like. He said we can put design standards in place and look at different types of code that will help us define what we would like to see here.

Brad referred to available land and said between the Bookman area and the City, today Sherwood has 175 acres of buildable land, this is land that is available to build, and not necessarily land that is on the market. He said within the City we have 96 acres (blue area on Buildable Land Map) and the area in Brookman is 79 acres. He said our forecast for new housing is 1343 new dwellings over that 20 year period (2015-2035). He said our vacant land capacity can only handle 1281 and this is considering that we grow at a rate of .7% as Metro has forecasted. He said historically over the past 13 years we have grown at 3.4% which is in line with what the Portland-Metro area is experiencing and Washington County is at about 3.5%. He said we can accommodate within the City (dark blue area on map) about 750 units and the other stuff would have to be accommodated within Brookman. He said that means Brookman is necessary to meet the forecast needs. He said we have a limited land supply for moderate and higher density multi-family housing. He said we are providing the opportunity for people to build a variety of housing types, which Goal 10 requires us to do, and we are also achieving more than 6 dwelling units per acre which is also a Goal 10 requirement. He said we are meeting the state minimums for housing. Brad said the other component to that is Metro is required to maintain a 20 year land supply.

Brad said forecasted growth in Metro's forecast is .7% per year and our historical growth is 3.4%. He said we asked our consultants to look at what if we grew between 2-4%. He said within the City limits we would achieve (if people are willing to sell), if we grew we would grow, between 2-5 years, and we would have met our maximum density.

Julia Hajduk added that the buildable land inventory is based on certain assumptions, lot size, lot, building value, acreage and this doesn't necessarily mean we have captured everything. She gave the example of the Old Town Estates and said this wasn't on our buildable land inventory and they ended up purchasing several lots, demolishing the homes and creating additional density. She said this tells her if we don't grow out, we will have more pressure internally. Brad said within the City limits and Brookman we have about 4-10 years of growth capacity.

Brad reminded the Council the importance of thinking about this and said when Brookman was brought into the Urban Growth Boundary (UGB) in 2002, we still do not have it annexed into the City and it's still not available for development. He said once it is annexed it will be developable. He said if we think of Sherwood West we are looking at, if Metro defers their decision to expand the UGB and the Council decides to add land in the Sherwood West area, Metro is going to say we have to put together a refinement plan for that area, which could take 1-2 years. He said and then it has to be annexed into the City and then it's developed. He said 4-10 years is going to go by fast. He said he is stating this because there will be a lot of pressure applied locally and noted the City already has three people looking to rezone from commercial to residential because residential is developing and selling. He said the pressure will be coming from landowners and constituents. He stated regionally there is conversation with Metro, the Home Builders Association and Farmers Associations that are competing for land and talking about how we are going to do that. He said they are asking to include more land because the housing preference survey indicated the desire for more single-family detached, whereas the Metro Urban Growth reports said no, you can accommodate more land within the existing UGB by growing up. Brad said if we don't grow up, we grow out.

Brad addressed the presentations and other things to consider; can we sustain growth and does growth pay for itself. Council discussion followed.

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 7:02 pm.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Sally Robinson, Councilors Linda Henderson, Dan King, Jennifer Harris, Jennifer Kuiper and Beth Cooke.
3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Police Chief Jeff Groth, Community Development Director Julia Hajduk, Administrative Assistant Colleen Resch, and City Recorder Sylvia Murphy.

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

4. APPROVAL OF AGENDA:

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

Mayor Clark addressed the next item on the agenda. Council President Robinson stated she pointed out typographical errors to the City Recorder.

5. CONSENT AGENDA:

- A. Approval of April 28, 2015 City Council Meeting Minutes
- B. Approval of May 5, 2015 City Council Meeting Minutes
- C. Resolution 2015-048 Authorizing the City Manager to execute a construction contract for the Columbia Street Regional Stormwater Facility Phase 2 Project

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

Mayor Clark addressed the next item on the agenda.

6. PRESENTATIONS:

A. Recognition of "If I Were Mayor, I Would" Local Contest Winner

Mayor Clark announced that Savannah Cedillo was the winner of the "If I Were Mayor, I Would" contest and asked her to come forward and explain her poster. Savannah explained her efforts in creating the poster. Mayor Clark thanked her for entering the contest and presented her with a Certificate of Achievement.

B. Eagle Scout Recognitions

Mayor Clark congratulated Parker J. Christensen for earning his Eagle Scout Award. Mayor Clark asked Parker to explain his Eagle Scout project. Parker stated he built a garden shed for Middleton Elementary School and described what the project entailed. Mayor Clark thanked him for his service and contributions and presented him with a Certificate of Achievement.

Mayor Clark recognized and congratulated Kevin Ramos and Tucker Lindgren for obtaining the rank of Eagle Scout. Neither scout was present and Mayor Clark indicated the certificates would be mailed.

C. Recognition of 2015 Robin Hood Festival Maid Marian Court Members

Mayor Clark welcomed Kristine Mulkey the 2015 Robin Hood Festival Maid Marian Court Chaperone and welcomed the Junior and Senior Court members. Ms. Mulkey came forward and read a brief biography for each member of the court. The City Council presented the court members with a Certificate of Recognition. Senior Court members; Maid Marian Madeleine LeCorre, Elizabeth Hartman, Miranda Boljat, Hallie Tasker, and Jessica Mulkey. Junior Court members; Kiley Stone, Sophie Fletcher, Adalia Henderson, and Chloe Harty.

D. Tri-met presentation on SW Service Enhancement Plan

Tri-Met Planner Tom Mills approached with Council and presented the revised SW Service Enhancement Plan (see Record, Exhibit B). Mr. Mills discussed the process Tri-Met used which included data collection through community outreach and conversations with City staff. He reminded the Council that he presented the Draft Vision for the Southwest Service Enhancement Plan (SWSEP) last fall which was then circulated for public feedback. He stated this document is the revised draft vision based on the feedback they received.

He noted there are two major recommendations for Sherwood. He said the first is a recommendation for a new bus line between Sherwood and Tualatin via Tualatin Sherwood Road. He stated this will provide a connection to the WES. He said this recommendation is included in the Tri-Met budget for FY 2016 and will begin in June 2016. He said this will allow time to work with Tualatin, Sherwood and the County on bus stops particularly along Tualatin Sherwood Road to make sure they are not blocking traffic and the siting is safe. He noted this is a first investment for service on Tualatin Sherwood Road and they budgeted for week days only and only during the commute hours. He said ultimately the recommendation calls for that bus line to go up to Bridgeport Village and up 72nd Avenue and into the Tigard Transit Center. He said the second recommendation is an extension of bus service through downtown Sherwood and west along Sunset Blvd. He said there were concerns about 40 foot buses on Sunset Blvd. He said Tri-Met is proposing an alternative called Community/Jobs Connector Service which develops shuttle services that are more flexible than large buses.

Mayor Clark said she has advocated for better Tri-Met services in Sherwood and for a way to get the citizens to WES. She said Tri-Met has listened and she supports the Community/Jobs Connector Service and referred to the needs of the senior population. She thanked Tri-Met for listening and being flexible in servicing Sherwood.

Councilor Kuiper asked for clarification on the proposed Community/Job Connector Service. Mr. Mills said it is a circulator route and the frequency of service will depend. He referred to the senior population and said the shuttles can deviate from the route to assist those with accessibility issues.

Councilor Kuiper asked how many pullouts will there be on Tualatin Sherwood Road. Mr. Mills said that currently pullouts are not available on Tualatin Sherwood Road and discussed the options they are considering, such as using the right hand turn lanes. He said with the widening project on Tualatin Sherwood Road Tri-Met will work with the County to develop safe locations to stop.

Council President Robinson commented on the congestion on Tualatin Sherwood Road and asked Tri-Met to be mindful not to add to the congestion.

7. CITIZEN COMMENTS:

Tim Voorhies, Sherwood resident approached the Council and referred to an email blast he receives from the City with meeting materials. He said he receives the emails on Friday evening and that does not allow enough time to review the meeting materials and suggested providing citizens with the materials 7 days prior to a meeting which is when the Council receives the materials. He commented on the proposed backyard chicken regulations and stated with the setbacks and requirements it is designed to fail. He said the staff is designing the rules so nobody will want a chicken coop. He commented on the Sunset Blvd. paving project and asked if the City is wasting money repaving when the sidewalks are buckling from the tree roots and said the City may have to remove all the trees and replant new trees.

Mayor Clark asked for clarification regarding the email blast. City Manager Gall said he would coordinate with the IT staff to send out the emails as soon as the packet information is available.

Councilor Kuiper addressed Mr. Voorhies concerns about Sunset repaving.

Mayor Clark asked the City Manager to have Public Works Director Sheldon provide an answer to Mr. Voorhies question. Mr. Gall said he would follow up and include the Council in the response.

Councilor Harris said she agrees with Mr. Voorhies concerns about the backyard chicken regulations and stated the Planning Commission will discuss this issue on Tuesday, June 23 and encouraged him to attend and participate in the process.

Gene Stewart, Sherwood property owner came forward and said Meals on Wheels is reviewing their service areas in Washington County. He referred to the contract the Senior Center has with Meals on Wheels and said they can terminate the contract in 30 days. He suggested the City plan ahead in case that happens. He said any further expansions to the Senior Center will require the installation of a sprinkler system. He stated there is a need for a work session to discussion the planning and direction of the Senior Center.

Mayor Clark addressed the next item on the agenda.

8. CITY MANAGER REPORT:

None.

9. COUNCIL ANNOUNCEMENTS:

Mayor Clark said she wanted to open a Council discussion on recreation in Sherwood and the need for a recreation plan. She said Assistant City Manager Tom Pessemier has been working on a plan. She stated in 2008 the City Council goals included developing a recreation plan. She noted the City still does not have a plan and suggested the Council direct staff to formulate a plan. She said the City needs to formulate a plan with options in place. She suggested directing staff to move forward with drafting a recreation plan with options.

Councilor Kuiper suggested having a work session first to discuss the cost and benefits of all recreation facilities in Sherwood and stated the need to understand our resources.

Councilor Harris agreed that a work session would be helpful.

Mayor Clark said that is correct and the goal is for staff to develop a plan by September 1, 2015.

Councilor Harris stated again, a work session during that time would be helpful.

Councilor Kuiper repeated that the Council needs to know the current status of the City's resources.

Mayor Clark said we need clarity and a forecasting plan regarding recreation.

Councilor Cooke agreed with the need for a plan and said currently recreation is disjointed and difficult to access. She said we need to use our resources to the best of our ability.

Mr. Pessemier clarified that the Council would like research on the facilities, recreation opportunities, programs and options.

City Manager Gall said this is a timely discussion that is also occurring in our neighboring communities. He agreed that recreation is disjointed in Sherwood and this is an area that staff can focus on.

Councilor Harris reported the Library's Summer Reading Program is underway for all age groups. She commented on the free Cultural Passes at all the Washington County Libraries. She reported that the Cultural Arts Commission has vacancies and is currently discussing their future role. She announced that Missoula Children's Theatre will return to Sherwood this summer. She said the next gallery showing opens June 9 for student art. She reported that the Center for the Arts Manager Maggie Chapin is pursuing grants for a removable stage and a piano. She noted the Sherwood Center for the Arts now has a website and a Facebook page. She said the Cultural Arts Commission has started the Gala planning which is scheduled for October 2015.

Council President Robinson said in addition to the three budget meetings, she attended the Sherwood West Citizen Advisory Committee meeting on May 21 and the next meeting is Thursday, June 4 at 6:30 pm at the Police Department. She said she attended a special Memorial Day service event at Pleasant View Cemetery, which was started by an Eagle Scout in Wilsonville. She said she attended the TVF&R award ceremony and the Sherwood Community Fair at the Fire Department. She announced the Altered

Arts Festival is Saturday, June 6 at Veteran's Park. She encouraged everyone to visit the Bark for Your Park website and vote for Sherwood twice a day.

Councilor Kuiper announced that Sherwood will be one of three cities to have a mini-float in the Portland Grand Floral Parade on Saturday, June 6. She said Michelle Babcock with Community Development and the public works staff have been helping construct and decorate the float.

Mayor Clark thanked Council Kuiper for taking the lead and said this is an opportunity to highlight the new Sherwood Center for the Arts.

Councilor Kuiper said the Friends for the Refuge have camps this summer and the information is on their website. She said if the budget is approved as is, the Parks Board will begin constructing the Dog Park in July 2015 and Woodhaven Park Phase 2 in spring 2016.

Councilor Cooke recommended the Friends of the Refuge camps. She said the Sherwood Middle School 6th graders are attending Outdoor School this week.

Councilor Henderson reported that the Police Advisory Board met on May 21 and recapped the meeting and the work of the committee members. She said the committee is currently talking with the community about the perceptions of the Police Department. She commented on the need for a Strategic Plan for City organizations.

City Manager Gall said the proposed budget includes funding for a Strategic Plan.

Councilor Henderson said the Senior Center Steering Committee is planning a Beer Festival fundraiser. She announced the Alter Arts Festival is this weekend and currently has 38 vendors. She said Cruisin' is Saturday, June 13.

Councilor Harris said the Library Levy has been approved for the November election. City Manager Gall said there will be a presentation to the Council on the Library levy and the Public Safety levy on July 7.

Mayor Clark said she received a ticket from Congresswoman Suzanne Bonamici to attend an event at Nike and hear President Obama speak on the trade protection agreement. She said it was an honor to meet him and shake his hand. She said on May 9 there was a Cash Mob at Creative Sister. She reported that she attended an invitation only Tri-Met preview of the Orange line on May 15. She attended Alter Wiener's speech on May 16 regarding the Holocaust. She said she attended the One Tree for All event on May 28 at the Jackson Bottom Wetland Preserve in Hillsboro. She stated this program has planted over 2 million trees and spoke of various plantings in the Sherwood community. She announced she will be walking with the Mayors in the Grand Floral Parade on June 6. She encouraged people to attend the Altered Arts Festival on June 6.

10. ADJOURN:

Mayor Clark adjourned the meeting at 8:32 pm.

Submitted by:

Sylvia Murphy, MMC, City Recorder

Krisanna Clark, Mayor