



Home of the Tualatin River National Wildlife Refuge

**SHERWOOD CITY COUNCIL MINUTES
Tualatin Country Club
9145 SW Tualatin Road, Tualatin Oregon 97062
January 15, 2011
Annual Strategic Planning Work Session**

WORK SESSION

- 1. CALL TO ORDER:** Mayor Mays called the Work Session to order at 8:10am.
- 2. COUNCIL PRESENT:** Mayor Keith Mays, Council President Dave Grant, Councilors Linda Henderson, Robyn Folsom, Matt Langer and David Luman. Councilor Bill Butterfield was absent.
- 3. STAFF PRESENT:** City Manager Jim Patterson, Public Works Director Craig Sheldon, Finance Director Craig Gibons, Police Chief Jeff Groth, Community Services Director Kristen Switzer, Community Development Director Tom Pessemier, Economic Development Manager Tom Nelson, IT Director Brad Crawford, Human Resource Manager Anna Lee, Accounting Manager Julie Blums and City Recorder Sylvia Murphy.
- 4. TOPICS DISCUSSED:** 2011 Strategic Planning, City Manager Jim Patterson provided the Council members with a packet of meeting materials; 2011 Sherwood Strategic Planning Packet (see record, Exhibit A). The packet consisted of: Meeting agenda's for January 15th and January 22, 2011 Strategic Planning Sessions, Focus on the Future-Strategic Planning Process, City Manager Top 10 Issues for 2011-2012 and City of Sherwood Mission Statement and 2010 Goals and City of Sherwood Strategic Planning Process.

The following department Director's and Manager's presented verbal presentations and provided documents to the Council members and explained their handouts: Craig Gibons Finance Director presented information on the Finance Department (see record, Exhibit B); Tom Pessemier Community Development Director presented information on the Community Development Division (Planning, Engineering, Building) (see record, Exhibit C); Anna Lee Human Resources Manager presented information on the Human Resource Department (see record, Exhibit D); Kristen Switzer Community Services Director presented information on the Community Services Department which included the Sherwood Public Library (see record, Exhibit E).

The City Council took a meal break, 12:00pm-12:35pm then continued with staff presentations.

Tom Nelson Economic Development Manager presented information on the Economic Development Department which included the Urban Renewal Agency (see record, Exhibit F); Craig Sheldon Public Works Director presented information on the Public Works Department (see record, Exhibit G); Brad Crawford, IT Director presented information on the Information Technology Department (see record, Exhibit H) and information on Sherwood Broadband (see record, Exhibit I), Sylvia Murphy City Recorder presented information on City Recorder/City

Council Department (see record, Exhibit J); and Police Chief Jeff Groth presented information on the Police Department (see record, Exhibit K). Council members asked clarify questions of the information presented by staff and no decisions were made by the Council.

City Manager Jim Patterson lead discussions on the processes of funding non-profit organizations and general Council discussion followed, no decisions were made by the Council.

5. ADJOURNED: Mayor Mays adjourned the work session at 4:40pm.


Sylvia Murphy, CMC, City Recorder


Keith S. Mays, Mayor