



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
February 21, 2017

WORK SESSION

1. **CALL TO ORDER:** Council President Harris called the meeting to order at 6:00 pm.
2. **COUNCIL PRESENT:** Council President Jennifer Harris, Councilors Jennifer Kuiper, Kim Young and Sean Garland. Mayor Krisanna Clark arrived at 6:47 pm and Councilors Dan King and Sally Robinson were absent.
3. **STAFF PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Police Chief Jeff Groth, City Attorney Josh Soper, Community Development Director Julia Hajduk, Finance Director Katie Henry, Administrative Assistant Colleen Resch, and City Recorder Sylvia Murphy.
4. **TOPICS:**

A. Tannery EPA Grant Project Update

Community Development Director Julia Hajduk provided a presentation (see Record, Exhibit A) and introduced consultants Michelle Peterson and Chuck Esler with Amec Foster Wheeler. She stated the purpose of the work session is to inform the Council of the progress and get input on direction for moving forward with cleanup planning. She provided background and noted the Tannery site was in operation through the 1940s and closed in the early 1990s. She said there were a number of events that caused contamination. She said in the early 2000s DEQ began investigating sedimentation on a portion of the property and there were some cleanup activities on a portion of the site. She stated the Tannery site is comprised of several tax lots and some have been cleaned up. She said between 2010 and 2014 the two properties we will be discussing were foreclosed upon by Washington County and there is no known property owner. She stated in 2014 the City applied for and received a Brownfields Site Assessment Grant. She noted the City is investigating the property and considering acquiring it because it is underused, vacant, has potential, is zoned light industrial and could be used as the Public Works department yard. She said before the City acquires the property they must understand the issues. She stated the County through the foreclosure process can acquire the property without having any additional liability. She said if the City knowingly acquires the property with contamination there will be liability. She said the issues and risks need to be identified along with the liability and cleanup issues in order to enter a Potential Purchaser Agreement (PPA) with DEQ. She stated a PPA is an agreement that defines the limits of your liability.

She referred to the page 6 of the presentation and explained why the City is considering moving the Public Works (PW) yard to this location. She said the exiting PW yard is within Old Town, is split zoned between

high density residential and retail commercial, is 3.75 acres and there is a possibility for redevelopment opportunities. She said the Tannery site is 27.28 acres and only 8 acres are buildable because of wetlands and flood plain, its zoned industrial and there are a number of partnership opportunities.

Michelle Peterson said page 7 and 8 are a condensed version of the presentation they gave at the second public meeting they were required to do under the grant. She commented on the sampling plan and said page 7 shows three tax lots that have been investigated in the past. She said tax lot 602 and 600 are the two properties that are covered by the grant. She said DEQ did an investigation in 2003-2004 and the ownership of tax lot 602 was unknown so there was no investigation on that portion. She stated they did investigate tax lot 600 and 400 so they did have that information. She referred to page 8 and said the grey area with the black dots are the areas they investigated under the grant to complete the investigation that DEQ initiated. She said the other colored dots around that grey tax lot are what DEQ actually completed during their investigation in 2003-2004. She stated that DEQ's assessment looked at a diverse range of media and there is a lot of sampling locations and did a nice job in getting robust data to evaluate what the issues were. She referred to page 9 and said this focuses on what the primary impacts are at the site and those impacts are aligned with historical features associated with the tannery operations. She noted the area in red is where the old hide-split landfill is and part of the operation was to do something with the portions of the hides that were not valuable and they put a lot of them in this area. She said the yellow circles on tax lot 602 are historical aeration ponds which was their first line of treatment for the liquid waste from the tannery processes. She stated the green areas are the sedimentation lagoons which were the secondary treatment areas for the tannery processes. She said the pale green areas are areas down gradient of the breaches in the lagoon which were breached as groundwater becomes surface water during the winter time. She said they breached them at the time so they didn't create a nuisance or a hazard by allowing water to accumulate so breaching the lagoons ensured that water would not accumulate to a point where it would be a pool or a pond. She said where they breached the lagoon, a little bit of the materials from the lagoons made its way outside but didn't go very far. She said the smallest pale green circle near the top of the area is a little bit of sediment impact in the bed at Rock Creek. She stated the black dots are where the areas of human health risks are at the site. She said they are association with one detection of arsenic and lead that exceed potential health risks to occupational workers or excavation workers. She noted that by far the majority of the metals data set they examined are the areas where the metals are concentrated in places that are associated with the historic uses, such as the hid-split landfill and the aeration ponds and sedimentation lagoons. She stated when you move horizontally away or vertically below those features the concentrations of metals in the soil drop to background levels very quickly. She referred to ecological risks on page 10 and said the pink outlined areas are what has been defined as a "chromium management area" and that area is based on an evaluation of a threatened and endangered species. She said it is close to the Wildlife Refuge and there is a bald eagle nest there and back in 2003-2004 they were an endangered species. She said the pink outline identifies where there is are chromium concentrations that would contribute to unacceptable risks at the individual level. She said there are a handful of sample locations outside the pink lines where other metals contribute to potential risks but they are few and far between and may not contribute to anything significant. She said the pink lines are where DEQ felt ecological risks needed to be addressed and the evaluation they performed for ecological risks back in 2003 is still a valid approach so the expansion they did was to include the area of the hide-split landfill and a little bit of area around the north aeration pond. She said in terms of redeveloping the site we need to be aware of where the soil concentrations are.

Julia stated there is very little human health risks but there is still an environmental risk that needs to be managed. She referred to the project status on page 11 and said the site assessment of contamination is

complete and we know the extent of the contamination and the risks to human health and ecological receptors and the results have been shared with the public. She stated they have had two public meetings discussing the project, the information is on the City's website and the information has been shared with the EPA and DEQ. She said there was a meeting in July 2015 and July 2016 and as part of that they partnered with Washington County Public Health and they helped facilitate the ATSDR Action Model to solicit community input during these meetings. She stated they have had initial conversations with DEQ about the prospective purchase plan (PPA).

Michelle said the site assessment plan is complete and this leads to the cleanup planning step. She said they know what the issues are and need to have a plan. She said they can build a cleanup plan in a really wide array of ways and they need input from the Council so they can frame out the cleanup alternatives and the public benefit for the reuse of the property that will help DEQ see the value of moving forward with the PPA.

Julia said the grant is scheduled through the end of October and they may request an extension. She said as the consultants began developing cleanup alternatives they realized they needed input from the City to narrow down the scope.

Michelle noted that DEQ has done a lot of work in advance and they focused their efforts on filling in the gaps. She said in terms of cleanup the DEQ also put together a feasibility study for this project when they understood it was just a vacant lot with no plans for future use and they only looked at the larger piece with the sedimentation lagoons. She said when they started to break down how DEQ formed their assumptions they realized that they may be very different from the City's vision for the property. She said they need to know where the City wants to take this project and to what level so they can build a cleanup plan that the City can execute. She said the cleanup plan's selected alternative forms a basis for the level of work that the City is going to commit to doing in the PPA which is why input is important.

Chuck added that if it is possible they would like to marry both what might be remedied and what might be redevelopment.

City Manager Gall asked how well attended the two public meetings were. Julia said they were moderately attended and some were neighbors of the property who were concerned about traffic and noise. Mr. Gall asked what if the City decides not to purchase the property. Julia said the County will have all the information from this project and can sell to another prospective purchaser. She referred to the County and their foreclosure process and said they are willing and open to selling it to the City for essentially the back taxes.

Councilor Kuiper asked how much liability the City will entail by taking on this property and said the liability will be different depending on what is developed and noted the human risk is not that great. Michelle said that it true for the receptors that were evaluated in the risk assessment and said this is an industrially zoned property so they did not take into account a residential use. Councilor Kuiper said if we are considering a PW yard and there is an opportunities to work with partners to open up the area then you are opening up risks to the ecological piece and there is a liability there. She said if we get a PPA with the DEQ will it absolve us from liability at the State level and asked if there are other ways to limit the liability.

Chuck said there are insurance tools which would share the risk. Michelle said one way to limit liability is looking at the magnitude of cleanup you choose to employ. She said if you cleanup to the levels that are

protective to the human and ecological receptors then you are done and you have mitigated all of the risk associated with contamination. Councilor Kuiper asked if that is what DEQ wants us to do. Michelle said no, and said they will be happy to see the property go back into some form of productive use. She said it has been over a decade since they did their work and will have a relatively low bar for providing public benefit for redeveloping the property. She said if you can demonstrate a public benefit then defining how much liability you choose to take on as long as you are providing some protection to the environment and human receptors then whether or not you cleanup to perfectly clean or to the partially clean but still sufficient is within the realm of negotiation.

Councilor Kuiper asked if Public Works Director Craig Sheldon is interested in the property. Julia said he is interested and the issue is timing and funding. She asked the Council how comfortable they are proceeding without having funding in place for cleanup. She stated they have identified potentials and have spoken with the State Regional Solutions Team and there may be grants available.

Michelle discussed the costs that may be associated with cleanup and said they need to decide what to do with the hide-splits that are present onsite and what to do with the contaminated soil and sediment. She said these two items will be the bulk of the cleanup. She addressed the hides and said they have a quote from Waste Management for what it would cost for them to take the hides and it would cost \$45 per ton and they estimated over 25,000 tons of hides which equals about \$2 million for disposal. She said this site has great potential and the cleanup is not too complex.

Mr. Gall said if this becomes a PW yard is the City required to remove the hides. Chuck said one option is to leave them onsite and possibly design a burial area.

Michelle provided the Council with maps (see record, Exhibit B) and discussed the wetlands and areas of contamination. She said the large map is the result of a wetland assessment report that was one of two assessments done under the grant to evaluate and define where the wetlands are. She said the heavy black line represents the approximate area that she thought the City might be able to use for a PW yard. She said this is 8 acres and noted that within the area there are 3 areas of wetlands amounting to about 2 acres. Michelle referred to the second map which shows an overlay of the hide-split landfill and said the blue area is wetlands, the tan is the uplands, and the red dots are areas where there is contaminated soil or sediment that would need to be addressed in the cleanup. Discussion followed regarding managing contamination onsite versus taking it offsite and how the regulatory agencies would feel about the decision.

Councilor Kuiper asked if we could request a lot line adjustment from Washington County. Julia responded and said she guesses that the County would prefer to give the City all the property as opposed to only the good stuff. Councilor Kuiper said that since they don't have any liability there might be an opportunity for them to do more partnering. Julia said the purpose of this is for input and to return in a month with assumptions of how to move forward with the cleanup plan.

Michelle said the next series of questions deal with cleaning up the property and how we manage the hides and the contaminated soil. She said in terms of the hides, that was one thing that was pretty consistent in the public meetings that most people preferred to have them disposed offsite unless they can contained and demonstrated that there is no human risk.

Councilor Kuiper asked about developing on top of the hides. Chuck said it could be explored. Michelle said technical consideration are a factor depending on how you choose to build and whether or not you leave

the hides onsite and where you leave them is one of the variables of how they get addressed in the engineering design.

Mr. Gall referred to the question of will the City require full cleanup or cleanup to acceptable levels and said he needs to know the options and the costs so he can compare and contrast. Councilor Kuiper said we need to know what PW wants to do. Michelle said one of the challenges to constructing a cleanup plan is to determine how many alternatives you want developed and how many alternatives do you want priced. She said in terms of EPA Brownsfield grants you don't have to do a lot to satisfy the EPA or DEQ so it comes down to how many alternatives will the City feel satisfied with and noted they can't examine less than three alternatives. Julia asked the Council for general direction by the next meeting and asked what information they need to agree to consider onsite management, etc.

Councilor Kuiper said if the hides are managed onsite she would need to know where a potential PW building would be and where the hides would be and if they would need to be moved within the property. She said she would need to know what managing the hides onsite would look like. Michelle said those are all viable options and the uplands versus a sedimentation lagoon cell onsite would depend on how much of the upland site might be constrained by what this containment facility would look like. She said any time you leave material onsite in a containment facility you will have a requirement to maintain the facility. She stated that may mean somewhere between a quarterly and an annual inspection with a simple checklist to see if there is degradation or breakdown of the barriers. She said if there is a problem with the containment there will be a cost associated with maintenance. Chuck noted that you may end up with a solid waste letter of authorization because there will be waste materials onsite permanently.

Assistant City Manager Tom Pessemier asked if they plan to move the hide-splits down to the pond area and asked how that would affect the wetlands. Michelle said there would probably be a requirement to do some mitigation for the loss of that wetland but said the benefit is if the City acquires all the property you can do a lot of wetland mitigation on the remainder of the property so you don't have to look for another site or pay another agency, you are just enhancing your own property which is a simpler way of mitigating for the loss of a wetland. She said there is an impact of using the wetland for an onsite containment facility that would have to be negotiated and will require additional work.

Julia referred to the project schedule on page 15 and said they will spend the next month gathering data to present at a work session in April in order to get more direction on assumptions they want included in the alternatives analysis. She said they will then begin preparing the Alternative Brownfield Cleanup Analysis (ABCA) which will be presented at a work session or meeting. She said the grant will end with the finalization of the ABCA which is November 2017. She stated the City must acquire the property prior to applying for the cleanup grant. Michelle said before the City acquires the property they need to do phase 1 which lists the environmental liabilities and it will make certain that they are eligible for Brownfield cleanup funding. She said if the City decides they want to pursue this property they need to get phase 1 on the calendar to be done between 6 month and 12 months prior to acquiring the property.

Councilor Kuiper asked if they have enough direction. Julia said she heard there is an openness to consider onsite but they need more information regarding the risks.

5. ADJOURN:

Council President Harris adjourned at 6:55 pm and convened to a regular session.

REGULAR SESSION

1. **CALL TO ORDER:** Mayor Clark called the meeting to order at 7:08 pm.
2. **COUNCIL PRESENT:** Mayor Krisanna Clark, Council President Jennifer Harris, Councilors Kim Young, Jennifer Kuiper, Sally Robinson, and Sean Garland. Councilor Dan King was absent.
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, City Attorney Josh Soper, Police Chief Jeff Groth, Police Captain Mark Daniel, Community Development Director Julia Hajduk, Community Services Director Kristen Switzer, Library Manager Adrienne Doman Calkins, Planning Manager Connie Randall, Finance Director Katie Henry, 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 KUIPER. MOTION PASSED 6:0. ALL MEMBERS VOTED IN FAVOR (COUNCILOR KING WAS ABSENT).

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

5. CONSENT AGENDA:

- A. **Approval of February 7, 2017 City Council Meeting Minutes**
- B. **Resolution 2017-009 forming a Technical Advisory Committee and a Community Advisory Committee for the Comprehensive Plan update process and establishing the appointment process for members on the committees**
- C. **Resolution 2017-010 Authorizing the City Manager to issue a Purchase Offer regarding the Willamette River Water Intake Facility**
- D. **Resolution 2017-011 Authorizing the City Manager to execute an Intergovernmental Agreement (IGA) with Washington County for planning authority regarding the partition of parcel 2S1200002000**

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

Mayor Clark addressed the next item on the agenda.

6. CITIZEN COMMENTS:

John Rasberry, Sherwood resident came forward and asked the City Council for their vision for the Recreation and Aquatic Facility in the future. He asked if it is viewed as a community center administered by a nonprofit that serves the whole of the community with fee assistance and programs that are inclusive or is it a building asset to be leased to a for profit operator with the objective of making a profit. He suggested having this discussion before any RFPs are made and said the decision should be made by the citizens.

Tess Kies, Sherwood resident approached the Council and read a statement. She apologized for her outburst at the last Council meeting. She said Susan Claus was incorrect in stating that the measure we are trying to get on the ballot is pro the Y and nothing else. She stated it is a way to have the citizens decide on who they want to run the facility. She said the YMCA is community based and oriented and offers programs for everyone including teens, elder adults and military discounts and provides childcare during workout times. She said the Y also gives scholarships to kids who can't afford to go to camp and gives membership financial aid to those in need. She said she is confused as to why the Mayor and the Council are searching for a competing contractor to operate the facility in place of the Y. She addressed the fact that Councilor Robinson said the City does not have access to the Y and said it is not true. She said the Mayor has appointed council liaisons for other committees except the Y and the feasibility study noted that. She said per the existing Y agreement the City officials can enter the facility at any time and says the City may have up to 4 City representative on the Y Board. She said she wants the Y to continue to be a part of this community. She said she has lived in Sherwood for 37 years and expects the best from Sherwood leaders based on what is best for the majority of our citizens and not any other agenda.

Neil Yancey, owner of NW All Phase Construction in Sherwood came forward and said he and his wife are active in the community and understand the importance of involvement. He said he supports nonprofits that support the community and the YMCA is one of them. He asked why do an RFP when the feasibility study has evidence that the YMCA is the lowest cost provider with the most programs for the families and the community and has over \$300,000 in scholarships annually. He said this would not happen with a for profit organization. He asked how the Council justifies the estimated \$5 million loss by bringing in a for profit provider and asked who is paying for the RFP.

Nancy Taylor, Sherwood resident approached the Council and said the Y socializes the costs and privatizes the profit. She referred to the West Hills Recreational Center in Hillsboro and said they are run as a nonprofit by the City's and the Parks District. She said they are lovely and do not have a religious bend. She said Sherwood should visit other facilities. She stated if we keep the facility the City needs to invest about \$5 million to clean it up and probably \$15 million to make it better. She said the Council should consider how much they want to invest. She noted if the interest in the RFP is low and the costs look high the City should consider selling the property.

Alan Pearson, Sherwood resident came forward and referred to the feasibility study and said this is a City owned property and a building that was built 18 years ago when the population was 5,000 and now is about 20,000 and still growing. He said the recommendations by the study are to enlarge the pool, offices, locker rooms, etc. He said they did not provide a price tag for upgrading the building. He said the purpose of government is to manage conflict and this has created conflict. He said he is not against the YMCA and asked if the City wants to continue to provide a recreational center. He said he applauds the City for having an RFP but said they should consider selling the money pit. He asked if we want to indebt the community with more debt to expand a building that has caused such conflict.

Jim Claus, Sherwood resident approached the Council and commented regarding the history of the YMCA. He said the Council inherited the YMCA issue and said they need to go through the RFP process. He said public hearings will be important to the process. He noted that the property is valuable.

Susan Claus, Sherwood resident came forward and referred to Tess's comments and quoted Ray Pitz's comments that stated the petition would amend the Charter to require a public vote if anyone other than the YMCA is the proposed operator. She said she did not misrepresent and this would keep the YMCA as

a monopoly. She commented on the monument removal in Old Town and asked if the ironwork could be preserved and suggested putting it on the Center for the Arts.

Mayor Clark asked City Manager Gall about the ironwork. He said they are being preserved but there is not a plan at this time.

Mayor Clark addressed the next item on the agenda.

7. PRESENTATIONS:

A. Recognition of Eagle Scout Award Recipients

Mayor Clark recognized and congratulated Caden Christensen and Dustin Hardman for obtaining the rank of Eagle Scout. Neither scout was present and Mayor Clark indicated the certificates would be mailed.

Mayor Clark addressed the next item on the agenda.

8. NEW BUSINESS:

A. Resolution 2017-012 Recommending restoring Recreational Immunity Rights

Mr. Gall said he would have the City Attorney explain the legalities of this issue and noted that it is tied to the Skate Park which will potentially be in the next budget. He said recreational immunity is a priority for the League of Oregon Cities this legislative session and they are asking cities to pass legislation restoring recreational immunity rights.

City Attorney Josh Soper recapped the staff report and said the origin of recreational immunity rights is the 1995 Public Lands Act which encouraged public and private landowners to make their land available to the public for recreational purposes by providing landowners immunity from tort liability. He said a recent Oregon Supreme Court decision undermined the immunity guaranteed in the Act, which could result in a severe reduction of land available to Oregonians for their recreational use and enjoyment. He said the court case has already resulted in the closure of a few high risk facilities. He stated the impact isn't significant yet as there is hope the legislature will fix the problem. He said if there is not a legislative fix there will probably be higher insurance premiums and more facility closures. He said Oregonians will have less access to public lands.

Mayor Clark encouraged Council to support this and send a message to the legislature that Sherwood wants recreational immunity rights restored.

Councilor Kuiper said she supports sending this message to the legislature.

Councilor Robinson asked Mr. Soper for the status of the legislature in terms of support for a fix. He said the LOC and Association of Oregon Counties are advocating for it.

With no further discussion Mayor Clark made the following motion.

MOTION: FROM MAYOR CLARK TO APPROVE RESOLUTION 2017-012 RECOMMENDING RESTORING RECREATIONAL IMMUNITY RIGHTS, SECONDED BY COUNCILOR GARLAND. MOTION PASSED 6:0. ALL MEMBERS VOTED IN FAVOR (COUNCILOR KING WAS ABSENT).

Mayor Clark addressed the next item on the agenda.

B. Resolution 2017-013 Directing City Manager to issue Request for Proposals (RFP) for Recreational and Aquatic Center Operations and Management Services

Mr. Gall said under the current operating agreement between the City and the YMCA if either the City or the YMCA does not wish to extend the operating agreement it must provide a one year notice to the other party by October 31, 2017. He said the Council saw a presentation from the consultant at the last meeting and one of the recommendations is to do a Request for Proposal (RFP) and he noted the Councilors wanted options. He said the RFP process will provide other options and said the staff report and resolution note the process must be done in a timely manner and there are suggested dates. He said the Council needs enough time to make an informed decision. He said from a business standpoint it is good to get options. He stated the YMCA has indicated that they will submit a proposal and want to stay in Sherwood. He said this is a request to move forward.

Councilor Kuiper said a citizen asked how much it costs to put together an RFP and how much time was involved. Mr. Gall said there is time involved but that is our job. He estimated it may take 4 to 6 hours and noted that Wilsonville and other cities have also gone through this process.

Councilor Robinson said she sees this resolution as a step in a larger picture review of the options and she would like to see Mr. Gall inquire about the YMCA's willingness to want to purchase the building. She said the City should have an architect provide a list of items that need to be fixed with a list of priorities. She asked Mr. Gall what that would cost. Mr. Gall said he meets with Bob Hall and COO Mark Burris every two months and they just met yesterday and discussed both of those scenarios. He said he has had conversations with the YMCA leadership regarding the "what ifs" and if they would be interested in purchasing the building. He stated they have not definitively said yes or no. He said if they do consider purchasing that could be an alternative proposal they could submit in response to the RFP. He stated the City is considering having the property appraised to determine the value in case they do decide to sell. He said the YMCA would also like to know the value. He stated the building is 18 years old and will need improvements. He noted the importance of an independent analysis of the building.

Councilor Robinson said she would like staff to set up a meeting to allow the public to give additional comments that are not limited to citizen comments within a regular Council meeting. She said there has been a misperception that Council is set on one direction. She stated it would be helpful for her to hear more public input.

Councilor Garland recommended having a Town Hall meeting after the RFPs have been submitted so there is information that can be shared and options to consider. He said there needs to be a forum for people to speak.

Mayor Clark asked if the City generally shares RFPs with the public. She said generally staff makes a decision on the RFPs by going through a proposal system.

Mr. Gall said Council could have an open house prior to receiving proposals to determine the community's vision for the facility. He said another option is to wait until the RFPs are submitted and then have a listening session in response to the proposals received.

Councilor Kuiper referred to the RFP and asked about the scope. Mr. Gall said it is an art and you don't want to have an RFP that is too restrictive where you won't get any creativity and you don't want it so broad that you can't compare the proposals easily. He said he only anticipated receiving a few proposals.

Councilor Kuiper asked about the possibility of selling the facility and suggested continuing to explore that option.

Mr. Gall said in order to make an informed choice the Council will want to have as much information as possible. He said not everyone will be happy with the decision one way or the other and noted YMCA has been a member of the community for 18 years.

Council President Harris suggested a listening session with the public prior to receiving RFPs to discuss the realities and vision of the community and then having a second session after receiving the RFPs. Mr. Gall agreed that it is important to hear from the community.

Mayor Clark said the RFP process is part of the information gathering needed. She said it is important that everyone is heard.

Councilor Young agreed with a listening session and the importance of hearing from the public. She also noted the importance of sharing the RFPs with the community as well. Discussion followed about the options that may be considered.

Mr. Gall noted that all RFPs are public documents and the process needs to be transparent.

Councilor Robinson suggested determining the value of the current equipment.

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

MOTION: FROM COUNCIL PRESIDENT HARRIS TO APPROVE RESOLUTION 2017-013 DIRECTING CITY MANAGER TO ISSUE REQUEST FOR PROPOSALS (RFP) FOR RECREATIONAL AND AQUATIC CENTER OPERATIONS AND MANAGEMENT SERVICES, SECONDED BY COUNCILOR KUIPER. MOTION PASSED 6:0. ALL MEMBERS VOTED IN FAVOR (COUNCILOR KING WAS ABSENT).

Mr. Gall clarified that the Council would like to schedule some listening sessions and town halls regarding this issue and he offered to find some available nights in this room or the Center for the Arts and get something scheduled soon. He said the first session would be about the vision and what does the community want the facility to be in the future. He stated there seems to be an agreement that this building needs a reinvestment and that level of reinvestment could be debated. He said we first need to decide who will be operating the facility and what that will look like, then we can decide how to reinvest.

Mayor Clark addressed the next item on the agenda.

C. Discussion Item – Possible Contract with Washington County Sheriff

Mr. Gall introduced the item and stated that he and staff are looking for direction from the Council. He said they spent a lot of time in the fall working with Washington County Sheriff's office on the possibility of contracting services. He said they received proposals from the Sheriff's office with dollar amounts and the issue has not been addressed. He asked Council if they want staff to continue in the discussions with the Sheriff's office or not.

Mayor Clark said she put this on the agenda at the request of Councilor King. She noted that Washington County Sheriff's office has been a great partner and we are respectful and thankful for the work they have done on this issue. She thanked the Sherwood Police Advisory Board (PAB) for their efforts as well. She said this possibility of contracting with the Washington County Sheriff was the number one recommendation from the Police Staffing Study. She said Council has gone through the process and received public input and stated that she has not heard a huge up swell of support and does not think at this point we need to continue forward but she said she does think we need to give staff direction that this community does want a School Resource Officer (SRO) and maybe two. She said the community has also voted to impose a 2% limitation on funding. She stated the City needs to get creative and present some options. She noted the proactive time is very high and we need to fix that and provide the citizens with the services they are wanting with the finances that are available in the City budget.

Council President Harris said she is the Council liaison to the PAB and reported that they are just getting started with a lot of strategic planning. She agreed that they need to be creative and hear from citizens where they want support. She said contracting with the Sheriff did not have the support of the community.

Councilor Kuiper thanked the Sheriff's office for educating us and noted the value of having the Police Staffing Study done.

Councilor Garland stated he previously served on the PAB and agreed that there was not much support for contracting with the Sheriff's Office. He referred to the other recommendations from the study which he would like to have discussions on, such as adding an SRO and a Code Compliance Officer and Evidence Technician. He noted that the City paid for the study and this was only 1 recommendation out of 13, and he would like to explore other options. He stated he does not support moving forward with this item.

Council President Harris asked Chief Groth if he found value in the study. Chief Groth said the department is always willing to open the books and to look at every aspect of the organization. He said it is helpful to have a report from an outside source that can give you things to look at. He stated there is always something to learn from those processes.

Councilor Young agreed that she did not hear much support for this option and is looking forward to examining the other options.

Councilor Robinson said the study was a vindication of her position that an SRO is needed and she asked Chief Groth if there is currently an SRO. Chief Groth said no and stated they are giving the school attention in other ways and they are looking at a couple of different alternatives to address that. He noted the department is attempting to fill open positions and they are looking at creative options. He noted there is not an official SRO at this time.

Councilor Robinson stated that the City is lacking an SRO who normally spends 90% of the time at the High School. Chief Groth said that is correct. Councilor Robinson commented that she would like to see three

SROs in order to have a positive effect on students and reduce crime in the future by having and maintaining those relationships with students. She referred to the new High School which will be bigger and there will be an extra Middle School. She said the study confirmed the need for SROs for the benefit of the students and the parents. Chief Groth responded that if the department put three SROs in the school tomorrow they would be busy immediately.

Councilor Kuiper reiterated the importance of an Evidence Technician. Chief Groth said digital evidence is becoming the norm and takes time to transfer. He said this is the reality of growth and evidence is very important. Councilor Kuiper referred to Alan Pearson's comments that we are a limited resources community and we have to do the right thing with the funds.

Mr. Gall referred to the City budget and said there are two buckets of money. He said the first balancing act in preparing a budget is looking at the future operating revenues and normal operating expenses and that has to balance. He referred to the \$31,000 spent on the recent feasibility study and said that money is not from the operating budget, it is from the reserves. He stated the City has healthy reserves. He said adding staff does not come from the reserve fund because it is not sustainable. He said it is important to understand that adding staff is on an ongoing basis.

Councilor Kuiper noted that Sherwood has a high percentage of reserves compared to other cities and currently has a 24% reserve fund. She said this is significant and shows our fiscal responsibility. Mr. Gall said a few years ago it was as high as 31% and he showcased the community amenities that are now getting done. He said there is not one big pot of money.

Mayor Clark said it is important to know the distinctions and it is important to message how the money is being spent.

Mr. Gall said adding staff comes from the operating revenues and has to be a sustainable source. He stated that the Police Department currently has two openings that are close to being filled and they have an officer that is retiring in a month that will create another opening. He said recruiting for police officers is not easy and it takes a long time to fill the positions.

Chief Groth agreed that it is a challenging time for recruiting and said when you find a good applicant there are generally other departments interested as well. He said in Oregon they anticipate 300-500 vacancies in the next couple years because of retirements. He noted that he started in 1989 and there was a tremendous number of hiring's and now those officers are becoming eligible for retirement. He commented on the need to stay competitive as an organization when recruiting new officers.

Mayor Clark suggested that staff send a letter to the Washington County Sheriff's office thanking them for their involvement and asking for their continued support for the department and state that the City is going to move forward in a different direction.

Mayor Clark addressed the next item on the agenda.

9. CITY MANAGER REPORT:

Mr. Gall reported that the Council had a goal setting work session scheduled for this past Saturday that was postponed due to illnesses. He stated the session will be rescheduled for March 4 in the morning. He

Mr. Gall introduced the item and stated that he and staff are looking for direction from the Council. He said they spent a lot of time in the fall working with Washington County Sheriff's office on the possibility of contracting services. He said they received proposals from the Sheriff's office with dollar amounts and the issue has not been addressed. He asked Council if they want staff to continue in the discussions with the Sheriff's office or not.

Mayor Clark said she put this on the agenda at the request of Councilor King. She noted that Washington County Sheriff's office has been a great partner and we are respectful and thankful for the work they have done on this issue. She thanked the Sherwood Police Advisory Board (PAB) for their efforts as well. She said this possibility of contracting with the Washington County Sheriff was the number one recommendation from the Police Staffing Study. She said Council has gone through the process and received public input and stated that she has not heard a huge up swell of support and does not think at this point we need to continue forward but she said she does think we need to give staff direction that this community does want a School Resource Officer (SRO) and maybe two. She said the community has also voted to impose a 2% limitation on funding. She stated the City needs to get creative and present some options. She noted the proactive time is very high and we need to fix that and provide the citizens with the services they are wanting with the finances that are available in the City budget.

Council President Harris said she is the Council liaison to the PAB and reported that they are just getting started with a lot of strategic planning. She agreed that they need to be creative and hear from citizens where they want support. She said contracting with the Sheriff did not have the support of the community.

Councilor Kuiper thanked the Sheriff's office for educating us and noted the value of having the Police Staffing Study done.

Councilor Garland stated he previously served on the PAB and agreed that there was not much support for contracting with the Sheriff's Office. He referred to the other recommendations from the study which he would like to have discussions on, such as adding an SRO and a Code Compliance Officer and Evidence Technician. He noted that the City paid for the study and this was only 1 recommendation out of 13, and he would like to explore other options. He stated he does not support moving forward with this item.

Council President Harris asked Chief Groth if he found value in the study. Chief Groth said the department is always willing to open the books and to look at every aspect of the organization. He said it is helpful to have a report from an outside source that can give you things to look at. He stated there is always something to learn from those processes.

Councilor Young agreed that she did not hear much support for this option and is looking forward to examining the other options.

Councilor Robinson said the study was a vindication of her position that an SRO is needed and she asked Chief Groth if there is currently an SRO. Chief Groth said no and stated they are giving the school attention in other ways and they are looking at a couple of different alternative to address that. He noted the department is attempting to fill open positions and they are looking at creative options. He noted there is not an official SRO at this time.

Councilor Robinson stated that the City is lacking an SRO who normally spends 90% of the time at the High School. Chief Groth said that is correct. Councilor Robinson commented that she would like to see three

SROs in order to have a positive effect on students and reduce crime in the future by having and maintaining those relationships with students. She referred to the new High School which will be bigger and there will be an extra Middle School. She said the study confirmed the need for SROs for the benefit of the students and the parents. Chief Groth responded that if the department put three SROs in the school tomorrow they would be busy immediately.

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said he will look for room availability and post a public notice. He noted the goal setting is for the next fiscal year. He said setting priorities helps him prepare his budget proposal.

Councilor Robinson asked when Woodhaven Park will reopen. Mr. Gall said they are still working on the bathroom automated doors but will open the park soon even if the doors are not working.

Mayor Clark addressed the next item on the agenda.

10. CITY COUNCIL ANNOUNCEMENTS:

Mayor Clark announced that she attended City Day at the Capitol and said it was coupled with the LOC Board meeting and she met with our legislators to talk about the legislative agenda for the LOC. She said the LOC website has a tracking system for all of the legislative agenda items and the ability to comment. She attended the Washington County Mayor's meeting and the First Annual Jason Gooding Memorial Concert and Auction where the proceeds benefited the Oregon Fallen Badge organization. She attended the Chamber Breakfast at Our Table Cooperative where they dedicated a Peace Pole from the Sherwood Rotary. She said she was a guest speaker on the Washington County Today radio show. She attended the Jigsaw competition on Saturday. She said the City website has a lot of information and a survey for Movies in the Park. She said she will attend the Westside Economic Alliance breakfast forum this week. She stated on Thursday at 6 pm at the Center for the Arts she will deliver the State of the City address. She said PGE and Comcast are sponsors and providing the food and beverages and she thanked them for their support. She said on Saturday February 25 there will be a tree planting event at Woodhaven Park at 8:45 am to 1:00 pm. She said March 2 there will be a ribbon cutting for Next Level Chiropractic from 5:30 to 7:00 pm. She reminded students of the "If I Were Mayor, I Would" contest and encouraged students to participate.

Councilor Young said she attended the Washington County Community Development Block Grant meeting and said that Council will need to renew the IGA and there will be a proclamation for Community Development Block Grant week coming soon. She said she attended a Water 101 session and said it was helpful to understand the history. She stated she attended the Police Awards Banquet and said it was rewarding to hear about the efforts of our officers involved in the Christmas day shooting.

Councilor Robinson commented on the Library and said she was involved in the interview for the High School representative position to the Library Advisory Board. She said the board did strategic planning at the last meeting. She stated the Library has two Oregon humanities conversation project events coming up. She said technology and research questions can be answered at the Library by appointment. She commented on the monument removal. She thanked the Sherwood School District for funding the Biz Town this year. She clarified with the Police Chief that there is a \$3000 reward for information leading to an arrest regarding the hydrant that was hit on Century Blvd.

Council President Harris shared a story and commented on the Library Strategic Plan. She said the Police Advisory Board (PAB) is also working on a strategic plan. She commented on the difficulty of hiring officers and the role and significance of SROs.

Councilor Kuiper said the Cultural Arts Commission is also working on their strategic plan. She referred to the public arts program in Hillsboro and said they presented information at the last meeting. She noted the Center for the Arts has a full calendar of events in the upcoming months. She said she is the liaison to the School Board and has attended a few meetings and said they have a High School project team that is

working on the new building. She said the next School Board meeting is March 8 with a work session at 5:45 on the new High School.

Councilor Garland said he attended the Sherwood Main Street meeting. He said tomorrow night is Game Night at Archer Glen from 5 – 7 pm. He attended the Jigsaw Puzzle competition and said the SFA Facebook page has videos and pictures from the event. He noted the competition was attended by a couple that traveled from Montana to participate. He congratulated the SFA on their efforts and thanked all the sponsors.

Mayor Clark announced that she will be a judge at this year's Mr. Bowmen competition on Saturday and encouraged everyone to attend.


MOTION: FROM COUNCILOR KUIPER TO ADJOURN, SECONDED BY COUNCIL PRESIDENT HARRIS. MOTION PASSED 6:0. ALL MEMBERS VOTED IN FAVOR (COUNCILOR KING WAS ABSENT).

Mayor Clark adjourned at 9:05 pm.

Attest:



Sylvia Murphy, MMC, City Recorder



Krisanna Clark, Mayor