



Home of the Tualatin River National Wildlife Refuge

CITY COUNCIL MEETING PACKET

FOR

Tuesday, December 16, 2014

**Sherwood City Hall
22560 SW Pine Street
Sherwood, Oregon**

7:00 pm City Council Regular Meeting



Home of the Tualatin River National Wildlife Refuge

REGULAR CITY COUNCIL MEETING

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT

A. Approval of November 15, 2014 City Council Meeting Minutes

B. Approval of November 17, 2014 City Council Meeting Minutes

C. Approval of November 18, 2014 City Council Meeting Minutes

D. Approval of December 2, 2014 City Council Meeting Minutes

E. Resolution 2014-075 Approving the City Recorder's canvassing of the returns of the November 4, 2014 Washington County Election and directing the City Recorder to enter the results into the record

F. Resolution 2014-076 Forming a Technical Advisory Committee, a Community Advisory Committee for the Sherwood West Preliminary Concept Plan, and establishing the appointment process for members on the committees

6. PRESENTATIONS

A. Eagle Scout Recognition

B. Mayoral Recognition Awards

7. CITIZEN COMMENTS

8. NEW BUSINESS

A. Resolution 2014-077 Adopting an amended City of Sherwood Home Rule Charter as approved by City electors at the November 4, 2014 Election (Joe Gall, City Manager)

9. PUBLIC HEARINGS

A. Resolution 2014-073 Extending the Area 59 Reimbursement District by 5 years to March 4, 2023 (Continued from November 18, 2014 Council Meeting) (Julia Hajduk, Community Development Director)

B. Ordinance 2014-020 Amending the terms of the Sherwood Municipal Code (SMC) Chapter 15.04 relating to the adoption of the Oregon Electrical Specialty Code; Declaring an Emergency (Scott McKie, Building Official)

AGENDA

**SHERWOOD CITY COUNCIL
December 16, 2014**

**7:00 pm City Council Regular
Meeting**

**Sherwood City Hall
22560 SW Pine Street
Sherwood, OR 97140**

- C. Ordinance 2014-021 Amending the terms of the Sherwood Municipal Code (SMC) Chapter 15.04 relating to the adoption of the Oregon Plumbing Specialty Code; Declaring an Emergency** (Scott McKie, Building Official)
- D. Ordinance 2014-022 Amending the terms of the Sherwood Municipal Code (SMC) Chapter 15.04 relating to the adoption of the Oregon Residential Specialty Code; Declaring an Emergency** (Scott McKie, Building Official)
- E. Resolution 2014-078 Adopting a Supplemental Budget and making appropriations** (Julie Blums, Finance Director)

10. COUNCIL ANNOUNCEMENTS

11. CITY MANAGER AND DEPT. REPORTS

12. ADJOURN

How to Find Out What's on the Council Schedule:

City Council meeting materials and agenda are posted to the City web page at www.sherwoodoregon.gov, by the Friday prior to a Council meeting. Council agendas are also posted at the Sherwood Library/City Hall, the YMCA, the Senior Center, and the Sherwood Post Office. Council meeting materials are available at the Sherwood Public Library.

To Schedule a Presentation before Council:

If you would like to schedule a presentation before the City Council, please submit your name, phone number, the subject of your presentation and the date you wish to appear to the City Recorder Sylvia Murphy, 503-625-4246 or murphys@sherwoodoregon.gov



SHERWOOD CITY COUNCIL MEETING MINUTES
Sherwood Police Facility-Community Room
20495 SW Borchers Drive
Sherwood, Or 97140
November 15, 2014

WORK SESSION

1. **CALL TO ORDER:** Council President Henderson called the meeting to order at 10:03 am.
2. **COUNCIL PRESENT:** Council President Linda Henderson, Councilors Dave Grant, Bill Butterfield and Matt Langer. Mayor Bill Middleton and Councilor Krisanna Clark were absent.
3. **STAFF PRESENT:** City Manager Joseph Gall, Administrative Assistant Colleen Resch, Pia Park Senior IT Analyst, and City Recorder Sylvia Murphy.

4. **TOPICS:**

A. City Council Vacancy Interviews

Prior to conducting the interviews Council President Henderson asked for the status of the applicants and their availability to attend the interviews. The City Recorder informed the Council of the communications and availability for each applicant and stated three applicants were confirmed for today's work session interviews.

The Council interviewed the following candidates: Renee Brouse, Anthony Bevel and Dan King and each interview lasted 20-25 minutes.

Council President Henderson asked the City Recorder if we had any applicants confirmed for the Monday November 17th work session. Ms. Murphy stated Beth Cooke confirmed she was available but had a very tight work schedule and was also available on Saturday November 22nd. She said applicant Naomi Belov indicated she was not available for an interview on Monday the 17th. Ms. Murphy stated she had not yet heard from applicant Nancy Taylor nor applicant Dean Boswell for attendance at today's session.

Ms. Henderson asked if the Council members were available Monday November 17th, all present members indicated they were available. The City Recorder informed the Council the November 17th meeting was publically noticed to start at 6:00 pm and asked the Council if they would be flexible to start earlier or later than 6:00 pm to accommodate the applicants. Council members indicated they were flexible.

Ms. Henderson asked the City Recorder to explain the ballot voting and code procedures. Ms. Murphy stated once the Council decides on the applicants, the municipal code indicated the Council would nominate and second the applicant and this places the applicants name on a ballot. She said in an open public meeting the Council would indicate their vote on a ballot and it could not be an anonymous vote. She stated she would

read the ballots aloud and tally the votes and if there were a tie, the Council would continue to vote until they broke the tie.

Ms. Henderson asked what the code indicates as the next steps. Ms. Murphy stated the code did not have procedural language after this step and it would be up to the Council to decide upon an applicant receiving a majority vote. She stated the Council would need to decide if they wanted to appoint that night and if so the applicant would need to be sworn in. She said the Council can also choose to schedule the swearing in and appointment at a future date. She said the code language is silent on the next steps and it would be up to the Council to decide how they wanted to proceed.

Ms. Henderson said she would like to see if we can schedule as many applicants as possible for Monday night. She said the Council gave notice six weeks ago and said we had to cancel the first date due to attendance and weather concerns. She said she would like to see if we can compel the other applicants to attend and does not want this process to drag out and would like to move forward with someone who is available and willing. She asked the City Recorder to contact the applicants to confirm their availability. Ms. Murphy indicated she would send an email today to the applicants as well as the Council members and solicit availability.

Anthony Bevel asked if it would require the full Council to make a selection or just the Council members who are present.

Council President Henderson replied we are videotaping the session because other members of the Council did not attend. She said the appointment occurs at a regular Council meeting and if we have a quorum at a Council meeting that is when we make decisions, it doesn't take the entire Council and if we have a quorum that's when the vote will be cast. She stated she did not believe anyone (Councilors) have indicated they would not be present at the following two regular Council business meetings, November 18th and December 16th.

Audience member Jim Claus asked if the application period was over. Ms. Henderson replied yes, it closed on October 27th. He asked if the Council was adjusting their schedule to meet the applicants because they will not show up.

Councilor Grant replied they asked for a Monday meeting and we are saying yes to that. Ms. Henderson stated we are adding a Monday session because we cancelled last Wednesday due to weather and Council attendance.

5. ADJOURN

MOTION: FROM COUNCIL PRESIDENT HENDERSON TO ADJOURN THE WORK SESSION, SECONDED BY COUNCILOR LANGER, MOTION PASSED 4:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (MAYOR MIDDLETON AND COUNCILOR CLARK WERE ABSENT).

Council President Henderson adjourned the meeting at 11:14 am.

Submitted by:

Sylvia Murphy, MMC, City Recorder

Linda Henderson, Council President



SHERWOOD CITY COUNCIL MEETING MINUTES
Sherwood Police Facility-Community Room
20495 SW Borchers Drive
Sherwood, Or 97140
November 17, 2014

WORK SESSION

1. **CALL TO ORDER:** Mayor Bill Middleton called the meeting to order at 6:03 pm.
2. **COUNCIL PRESENT:** Mayor Bill Middleton, Council President Linda Henderson, Councilors Bill Butterfield and Matt Langer. Councilor Dave Grant arrived at 6:05 pm. Councilor Krisanna Clark was absent.
3. **STAFF PRESENT:** City Manager Joseph Gall, Administrative Assistant Colleen Resch, Mark Swanson System Administrator, and City Recorder Sylvia Murphy.
4. **TOPICS:**

A. City Council Vacancy Interviews

The Council interviewed Beth Cooke.

Council President Henderson asked if we had any other applicants to interview. The City Recorder replied not at this time.

Councilor Grant asked if the other individuals have withdrawn. The City Recorder replied they have not withdrawn, they have not responded to their availability to attend the posted council meetings.

Councilor Grant asked the City Recorder to explain the process moving forward. Ms. Murphy stated at this point if the Council chooses not to conduct any other interviews and have concluded the interview process, the next step would be to have a ballot voting process. She stated this must occur in an open Council meeting. She stated the ballot will list the names of the applicants, but not necessarily those that participated in the interviews. She said the code language indicates "the applicants". She explained for the applicant to appear on the ballot and proceed to a vote, the applicant must receive a nomination and a second, if the applicant does not receive a nomination and a second this eliminates the applicant from appearing on the ballot. She stated the council will then vote and the applicant that receives the majority of the Council votes will be the selected applicant to fill the seat vacated by Councilor Folsom. She said the Council can choice to swear in the applicant at that time or at a future date.

Mayor Middleton asked if a resolution would be drafted. Ms. Murphy replied the Council can have a resolution but it was not necessary and she was working with the City Attorney to prepare a statement for the Mayor to read and formally appoint the applicant to the position.

Councilor Langer asked where on the agenda would this business appear. Ms. Murphy replied it could be under New Business and it was not a public hearing.

City Manager Gall confirmed the recorded interviews were available on the City website.

5. ADJOURN

Mayor Middleton adjourned the work session at 6:33 pm.

Submitted by:

Sylvia Murphy, MMC, City Recorder

Bill Middleton, Mayor



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
November 18, 2014

6:00 PM EXECUTIVE SESSION

1. **CALL TO ORDER:** Mayor Bill Middleton called the Executive Session to order at 6:04 pm.
2. **COUNCIL PRESENT:** Mayor Bill Middleton, Council President Linda Henderson, Councilors Dave Grant, Bill Butterfield, Krisanna Clark and Matt Langer.
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Finance Director Julie Blums, Public Works Director Craig Sheldon, and City Recorder Sylvia Murphy. City Attorney Pam Beery.
4. **TOPICS**
 - A. Real Property Transactions & Exempt Public Records ORS 192.660 (2)(e) & (f).

5. ADJOURN

Mayor Middleton adjourned the Executive Session at 7:05 pm.

REGULAR SESSION

1. **CALL TO ORDER:** Mayor Bill Middleton called the meeting to order at 7:10 pm.
2. **COUNCIL PRESENT:** Mayor Bill Middleton, Council President Linda Henderson, Councilors Dave Grant, Bill Butterfield, Krisanna Clark and Matt Langer.
3. **STAFF AND LEGAL COUNSEL PRESENT:** City Manager Joseph Gall, Assistant City Manager Tom Pessemier, Community Development Director Julie Hajduk, Public Works Director Craig Sheldon, Police Chief Jeff Groth, Administrative Assistant Colleen Resch and City Recorder Sylvia Murphy. City Attorney Pam Beery.

4. APPROVAL OF AGENDA:

MOTION TO AMEND: FROM COUNCILOR GRANT TO AMEND THE AGENDA TO ADD AN AGENDA ITEM TO ITEM 7 NEW BUSINESS, APPOINTMENT OF A NEW COUNCILOR TO FILL THE POSITION VACATED BY COUNCILOR FOLSOM, MOTION SECONDED BY COUNCILOR LANGER. MOTION

PASSED 5:1. (MAYOR MIDDLETON, COUNCILORS HENDERSON, GRANT, BUTTERFIELD, AND LANGER VOTED IN FAVOR, COUNCILOR CLARK VOTED AGAINST).

MOTION TO AMEND: FROM COUNCIL PRESIDENT HENDERSON TO AMEND THE AGENDA TO MOVE YSAT OFF CONSENT, ITEM C UNDER CONSENT AND MOVE TO NEW BUSINESS, MOTION SECONDED BY COUNCILOR GRANT. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

Mayor Middleton addressed the next item on the agenda.

5. CONSENT AGENDA:

- A. Approval of October 21, 2014 City Council Meeting Minutes**
- B. Resolution 2014-048 Authorizing the City Manager to execute an amendment to the Construction Excise Tax Intergovernmental Agreement between Metro and the City of Sherwood**
- C. Resolution 2014-070 Appointing Colin K. Woodbury to the Library Advisory Board**
- D. Resolution 2014-071 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 (approx. 300-foot segment of SW Langer Drive) into City jurisdiction and maintenance control**
- E. Resolution 2014-072, Accepting tax lot 2S132CA01151 as part of the Schamburg Right of Way**
- F. Resolution 2014-074 of the City of Sherwood authorizing the City Manager to execute an amendment to the intergovernmental agreement between the City of Sherwood and the City of Wilsonville regarding cost, construction, ownership and operation of segment 3b the water transmission line between Sherwood and Wilsonville**

MOTION: FROM COUNCIL PRESIDENT HENDERSON TO ADOPT THE CONSENT AGENDA, SECONDED BY COUNCILOR GRANT. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

Mayor Middleton addressed the next item on the agenda.

6. CITIZEN COMMENTS

Naomi Belov, Sherwood resident came forward and congratulated Mayor Elect Krisanna Clark and thanked Mayor Middleton for the Veteran's Day event. She noted Rose's provided the refreshments. She thanked all of the volunteers that supported Mayor Elect Clark's campaign and stated there are now 747 new registered voters in Sherwood. She said she is one of three candidates waiting to be interviewed by the City Council. She said she did receive notice of two other interview dates to fill Robyn Folsom's position on Council and said she notified the City Recorder and City Manager regarding her availability for next Saturday. She said she hoped that Nancy Taylor and Dean Boswell would also be interviewed. She said she does not see the rush and the election is not even certified officially by Washington County until November 24. She said the Council should allow all of the interested residents to interview. She asked if Council Henderson's accounting is up to date on her ORESTAR account and said as a citizen she is interested in knowing who her donors are and what her expenses are.

Mayor Middleton asked if a Saturday meeting was on the Council agenda or the notice.

City Recorder Sylvia Murphy responded that the Council has not determined a Saturday November 22 meeting and it has not been noticed.

Mayor Middleton asked if it was too late to notice.

Ms. Murphy stated the noticing requirement for a Council Work Session is 24 hours.

Mayor Middleton said in all fairness we should extend it so they can interview the last three candidates. He noted there is no hurry and said they could hold a special meeting during the Boards and Commissions meeting on December 2 to make the appointment and that would only hold up the process by 2 weeks and the election is not certified and he does not see the rush. He said this would be the last opportunity for the candidates and said it is important to do it the right way and interview all of the candidates. Mayor Middleton stated the following motion.

MOTION: FROM MAYOR MIDDLETON TO HOLD A SPECIAL COUNCIL MEETING ON DECEMBER 2 AND A WORK SESSION ON NOVEMBER 22 AT 10 AM TO CONDUCT INTERVIEWS FOR THE REMAINDER OF THE APPLICANTS, MOTION SECONDED BY COUNCILOR CLARK. MOTION FAILED 2:4. (MAYOR MIDDLETON AND COUNCILOR CLARK VOTED IN FAVOR, COUNCILORS HENDERSON, GRANT, LANGER AND BUTTERFIELD VOTED AGAINST).

Councilor Langer asked for a discussion on the motion for the public to understand their vote. He said the Council has been going through this process for the past 6 weeks and the candidates had plenty of notice and they were unresponsive. He stated the candidates that wanted to be interviewed were interviewed. He said the other candidates were trying to delay and manipulate the system. He noted there were opportunities to be interviewed and extra meetings were arranged. He commented on candidates being unresponsive and some were seen in town before and after the interviews and chose not to participate in the interviews and now they are asking for a chance to be interviewed. He said he wanted the public to know that this is clear manipulation of the system.

Councilor Grant agreed and said it is disrespectful to the citizens and it is time to put an end to the poor behavior.

Councilor Butterfield said that he would not be available on November 22.

Naomi Belov approached the Council and explained that the first interview that was scheduled for Wednesday November 12 was cancelled and the next one she was given three days' notice and she asked for more time to arrange for childcare and she was at the Tree for All tree planting event at that time.

Anthony Bevel, Sherwood resident came forward and referred to the process for appointing a new Councilor and said it was his understanding that everyone would be given a chance to interview and he thanked the Council for his interview. He said he received notice from the City Recorder days as opposed to a week to make himself available for the interview. He said the process started long ago but the notification for interviews was a short period of time. He stated he was able to accommodate but there are others that it didn't fit in their schedule. He said the notice for interviews was less than a week.

Sue Hekker, Sherwood resident approached the Council and commented on the partnership between the City and the School District and thanked the Council for their support on agreements such as YSAT and

providing a Council liaison to the School Board. She said because of the relationship between the City and the School Board, Sherwood is a better place and it has benefitted the community and the taxpayers' dollars. She thanked the Council for all of their work and recognized that it is not always a thankful position.

Lori Randall, Sherwood resident came forward and commented that the outgoing Councilors have an agenda about who they want to fill the vacant position and said they pushed through the process and it is unfair that they do not allow everyone to interview, especially when they were set up and their appointments were cancelled. She said that is a despicable way to go out.

Mayor Middleton addressed the next item on the agenda.

7. NEW BUSINESS

A. Resolution 2014-069 Authorizing the City Manager to sign an Intergovernmental Agreement (IGA) with Washington County and the Sherwood School District to formally establish the Sherwood Youth Substance Abuse Team

Council President Henderson asked Chief Groth to explain YSAT.

Chief Groth said over the last two years they have been working on a Sherwood Youth Substance Abuse (YSAT) Team that would be a referral point and a first stop place for young people in Sherwood that find themselves involved with substance abuse. He said the program that has been developed will address the problem of youth substance abuse. He noted Councilor Langer has served as the liaison along with School Board Chair Sue Hekker. He stated the IGA will formalize the partnership between the City of Sherwood, the Sherwood Police Department, the Sherwood School District and Washington County Juvenile Department in addressing youth substance abuse in Sherwood. He said it will establish YSAT as an authorized diversion program and that is a very important designation as these programs have to be authorized by a county juvenile department. He stated this will establish that under state law. He said the IGA will provide financial assistance from the City of Sherwood to the Sherwood School District for administrative coordination. He said the School District has agreed to provide administrative staff to help coordinate the functions of receiving referrals and processing paperwork. He said the financial impact is \$20,000 annually to the School District for reimbursement of administrative assistance to support YSAT. He noted this is not currently budgeted and if adopted it will be included as a request in the mid-fiscal year supplemental budget in December 2014.

Chief Groth said this started as a vision two years ago and the point is to create a system to help kids. He stated the three entities involved have seen increases in their data. He said the Sherwood Police Department continues to arrest more kids on an annual basis and the School District continues to send more kids home because of substance abuse and the Washington County Juvenile Department is receiving more referrals annually. He stated this program will be different and will make an impact as it will be based on help and not sanctions.

Council President Henderson asked how YSAT is unique.

Chief Groth said they borrowed components from several successful programs. He said YSAT is a unique partnership and is based solely on substance abuse. He stated it is a Sherwood based solution to a Sherwood based set of issues.

Council President Henderson asked how it will be communicated that this resource is available.

Chief Groth said that will involve marketing and stated that YSAT is a referral based program and the referral can come from anywhere. He said it is designed for first time offenses. He stated the most important thing is that YSAT encourages self-reporting and it minimized the sanctions. He said the next step is marketing and getting the community involved.

Councilor Clark commented on the goal of creating a single point of access and referral.

Chief Groth said there will be a series of access points. He said youth will have several places to go to get connected with YSAT and then a coordinator will engage with the family and discuss the program. He said this is a voluntary program and they would need to agree to enter the program. He said there would be a contract involved with the young person. He said there is not a plan at this time for an 800 number. He provided examples of access points.

Council President Henderson thanked the Police Department and the School District and Washington County for having the vision to create this program. She said this will provide a level of intervention and prevention that doesn't currently exist. She stated the community, businesses and neighborhoods will benefit and she is looking forward to seeing the outcomes.

Mayor Middleton thanked Councilor Henderson for her involvement and Councilor Butterfield for his work as the School District liaison. With no further discussion, the following motion was received.

MOTION: FROM COUNCIL PRESIDENT HENDERSON TO ADOPT RESOLUTION 2014-074, SECONDED BY COUNCILOR CLARK. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

B. Appointment of New Council Member

Councilor Grant suggested that Council provide the candidates that have expressed the desire to be interviewed to come forward and be interviewed before they make the appointment. He said the interviews that have been conducted took approximately 20 minutes each.

Mayor Middleton asked candidates Naomi Belov and Nancy Taylor to come forward.

Nancy Taylor did not come forward.

Naomi Belov approached the Council and said she was not interested in interviewing at this time and needs time to prepare. She said the lack of notice is the problem.

Council President Henderson asked the City Recorder whether the application the candidates completed six weeks ago had possible interview dates and a space for the applicants to show if they were available on those dates.

Ms. Murphy said that is correct and stated there were three potential dates noted on the application.

Councilor Langer noted that the applicants had a least a couple of weeks to be aware of the potential dates.

Council President Henderson commented that the application were due on October 27.

Ms. Murphy provided the Council with a copy of the applications of the candidates that had been interviewed and the candidates that had not been interviewed, minus the applications of those candidates that appeared to have received a majority of the votes on the November ballot (see Record, Exhibit A).

Councilor Grant said the Council is familiar with all of the applicants and he said he is able to make a decision.

Mayor Middleton said this is the first time he saw all of the applications.

Councilor Langer stated the applications were emailed to the Council a few weeks ago.

Mayor Middleton said he watched the video of the interviews he was unable to attend and that was helpful.

Council President Henderson referred to the Mayor's proposal to have another session on Saturday and noted that she was also not available on that date. She commented on his suggestion to have a regular Council meeting on December 2 to appoint someone.

Mayor Middleton said that was a suggestion and is now willing to do it tonight.

Council Grant stated they came here to vote.

Councilor Henderson said it is short notice and there are two applicants in the audience that have not been interviewed and asked Nancy Taylor if she is not interested in an interview or not interested in an interview now.

Nancy Taylor responded that she is not interest in an interview tonight and noted that the citizens present are interested in the Area 59 topic.

Councilor Henderson suggested arranging the agenda and addressing the Area 59 issue first. She said her concern is this process will drag out and said last night five Councilors attended the work session and interviewed Beth Cooke who made special arrangements to be available. She noted that not all of the candidates were able to come. She referred to Mr. Bevel's question of does all the Council have to vote on the appointment. She said the Council does the business of the City with a quorum.

Councilor Clark said she hears the concerns of the applicants and it was a condensed amount of time and said she was unable to attend the Saturday meeting. She said the candidates feel that it is marshalled through and the process does not need to be marshalled through. She suggested taking our time and interviewing the applicants when they are available and not just a three day notice. She said it does not need to be that type of process. She commented that if that is the process the quorum wants to push through then that is the process.

Councilor Langer said they have taken a lot of time and everyone that wanted to get interviewed came to the interviews. He said there were plenty of opportunities available and someone is trying to manipulate the system and he suggested doing the business of the City and moving forward.

Councilor Grant provided an example of the Council accommodating a candidate's schedule. He said there was not communication or cooperation with the applicants who did not get interviewed in the time before this meeting. He stated this has been gamed and they know the candidates and came here to vote and said they should award the people that made the interviews a priority. He said he is prepared to vote.

Councilor Langer agreed.

Councilor Butterfield noted that this is a two to three month appointment and there will be an election for the remainder of the term. He encouraged those interested to run for the position in March.

Mayor Middleton stated that he spoke with Beth Cooke and she clarified that she would run for the position in March if she is selected to fill the vacancy.

Council President Henderson referred to the comment that the election is not certified and she stated that the election and the appointment are mutually exclusive. She said statistically the election results are not going to change and commented on the 50 to 60 ballots that are either not signed or unaccounted for.

The City Recorder said about a week ago Washington County indicated that there were 60 to 70 ballots that were not yet verified for Sherwood. She said there were about 2000 in Washington County and approximately 13,000 statewide. She stated she spoke with the County today and the deadline was 5 pm today to remedy all of those ballots. She said she is not sure of the county's process to verify but understands that they notify the individual signers to verify the information. She stated the county has to meet state statute and the deadline is today.

Councilor Langer asked how many days did those voters have to respond.

Ms. Murphy said she does not know the timeline and does not know the county's process to notify the individuals.

Council President Henderson clarified that it required those voters to physically go to the county office.

Ms. Murphy said she does not know the County's process.

Mayor Middleton asked Ms. Murphy to explain the process to appoint.

Ms. Murphy said if the Council chooses to move forward in the appointment process it is a balloting process per the Municipal Code. She said she would provide the Council a ballot with the applicants names. She stated it is not an anonymous ballot and must be signed by the Council members. She said she would tally the votes and the votes will be read aloud. She stated the Council will continue to vote until they reach a majority on an applicant. She said if the Council decides to move in that direction she is not prepared with ballots and will need a 15 minute recess to prepare the documents.

Mayor Middleton suggested that the Council move to the next agenda item in order to allow time to prepare the documents.

Council President Henderson suggested taking a 5 minute break to allow the City Recorder to start preparing the documents.

Councilor Grant said it would benefit staff if the Council made the nomination for who goes on the ballot before the recess.

Council President Henderson said she would assume that everyone that applied would be on the ballot.

Councilor Grant recommended nominating all candidates because some feel that they did not have a chance to be interviewed and we don't want to rule them out at this late stage. He said they have all submitted applications and the Council knows them all and they are prepared to make a decision based on good information.

With no questions from Council the following motion was received.

MOTION: COUNCILOR GRANT NOMINATED EVERY APPLICANT EXCEPT THOSE WHO HAVE WITHDRAWN, SECONDED BY COUNCILOR BUTTERFIELD. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

Mayor Middleton called for a recess at 7:50 pm.

Mayor Middleton reconvened the meeting at 8:02 pm and read a proclamation for Human Rights Week not listed on the agenda. He proclaimed the week of December 7-13 to be Human Rights Week and December 10 to be Human Rights Day. He asked the representative to come forward.

Lauri Stewart approached the Council as the Vice Chair of the Washington County Human Rights Council with her colleague Lee Blevins and thanked the Council for the proclamation and noted it has been a tough year for human rights around the world. She said their members include law enforcement, education, state government, service providers, and communities of faith. She said they track and try to stay aware of what is going on in the community and said there are issues that are worth fighting for. She said she appreciates the support and announced that there will be a survey to identify key human rights issues so they can start to concentrate their efforts in a collaborative way. She said they normally have a student poster contest in December and will send the City a poster.

Mayor Middleton addressed the next item on the agenda and asked the City Recorder to read the Public Hearing statement.

8. PUBLIC HEARING

A. Resolution 2014-073 Extending the Area 59 reimbursement district by 5 years to March 4, 2023

Community Development Director Julia Hajduk said the issue is whether or not to extend the Area 59 reimbursement district by an additional 5 years to the year 2023. She said the Area 59 reimbursement district was formed when the School District constructing Edy Ridge and Laurel Ridge schools and they oversized infrastructure to accommodate the development of the entire area and there are 12 properties involved. She said a 5 year extension is allowed by the Municipal Code 13.24.100.H subject to the Council finding that two standards have been met. She stated one is the demonstration of good cause for the extension and the other is the value of the improvement to the subject properties remains sufficient to warrant the reimbursement. She stated those are the criteria to consider. She noted there is a lot of discretion in how you determine but those are the criteria. She said the School District submitted a

request asserting that the criteria have been met. She stated that she, the City Engineer and the Public Works Director reviewed the request and information and concurs with the School District's assertion. She said this is documented in Exhibit A to the Resolution which is page 54-55 of the Council packet. She noted they have also received 3 written testimonies prior to the meeting and said she could respond to the comments if the Council needed and noted that they are not being asked to reconsider the original reimbursement district or the original methodology for assigning costs and said those decisions were made in 2008 when the reimbursement district was initially formed. She recommended opening the public hearing for testimony and said she can then respond to any questions the Council may have.

City Recorder Sylvia Murphy clarified that the documents the Council received were the written testimony that they received via email and they include three testimonies that will be included into the record, (see Record, Exhibit B from Marvin Mandel, Exhibit C from Nancy Mandel and Exhibit D from David Mandel).

Mayor Middleton opened the public hearing and stated that a group asked to be represented by their attorney instead of individually. He offered 15 minutes for testimony.

John Rankin approached the Council and stated that he would speak on behalf of the 20 citizens in the interest of keeping testimony to a minimum. He asked for 20 minutes. Mayor Middleton agreed and asked the School District representative to come forward.

Phil Johanson with the Sherwood School District approached the Council and stated that on March 4, 2008, the Sherwood City Council established the Area 59 Reimbursement District. He said it was established as a result of constructing the Edy Ridge and Laurel Ridge schools and the City determined that the School District expended \$1.73 million to build public improvements that were eligible for reimbursement. He said on March 25, 2014 the School District requested that the City consider modifying the Municipal Code to permit extending the duration of a reimbursement district. He noted in that request they said they anticipated asking for a 5 year extension. He said on June 3, 2014 the City Council approved an ordinance amending the Municipal Code to authorize an extension and set two criteria; demonstrating that additional time was warranted and that the value of the improvements are still in existence. He stated on October 13, 2014 they submitted a letter requesting this public hearing and said the letter documented the two criteria for granting an extension were met. He said they demonstrating good cause and particularly what is being described nationally as the Great Recession which curtailed development within the City. He stated residential construction permits for the 5 years subsequent to 2008 were 22% of residential permits and for the 5 years preceding 2008. He stated the School District has only recovered slightly less than \$200,000 of the initial \$1.7 million. He said the decline in the permits demonstrates the good cause. He referred to the value of the improvement sufficient to warrant reimbursement and said a firm concluded that the values of the improvements are sufficient and they will present that information. He asked the Council to approve the extension and stated that if the extension is granted the School District will not ask for another extension on this particular district.

Ben Austin with Harper Houf Peterson Righellis, 205 SE Spokane Street Suite 200, Portland, Oregon came forward as a representative of the engineering firm that performed the analysis to determine if there was still value in the improvements. He referred to the basis of developing a 10 year reimbursement district and said 10 years in the engineering community is a good timeframe and as property develops you see patterns change and evolve and beyond that you would not necessarily see the improvements meeting all of the patterns for the streets that are out there. He said in this case it has gotten stagnant

over the last five years and it makes sense to extend it another 5 years. He said the value of improvements extend beyond just the original costs and referred to less risk.

Kelly Hossaini with Miller Nash law firm approached the Council and said she represents the Sherwood School District. She said she was the attorney that represented the School District on the reimbursement district when it was formed in 2008. She stated she has read most of the testimony that has been submitted and said much of it pertains to issues that were thoroughly litigated over a period of two years in 2008 and 2009. She said when the reimbursement district was formed there were a couple of property owners that took the reimbursement district to circuit court and did not win, then they took it up to the court of appeals and did not win, then tried to get the Oregon Supreme Court to take the case but were denied. She said the issues that were litigated ran the breath from constitution issues to fairness issues to how much the reimburse district costs. She said none of these issues are before you tonight. She stated the School District is responding to two approval criteria that are contained in the Municipal Code and that is the only relevant criteria to this application. She stated the first criteria is whether there is a good reason for the requested extension and the second is whether the value of the improvements to the property remains sufficient to warrant reimbursement. She said the evidence in the record demonstrates that both criteria are met and they have submitted engineering information and the City Engineer, Public Works Director and planning staff have concurred. She addressed a few issues raised in the objection letters. She referred to a fundamental mischaracterization that this reimbursement district is requiring property owners to pay for something that would not have otherwise had to pay for and that their properties do not continue to benefit from. She said if the district had not extended the water, sewer, and storm water infrastructure and built Cooper Terrace the new development in that area would have had to do so and would have had to do so at a significant cost. She said without these improvements already having been build a potential developer would have offered a price for the property commensurate with having to pay for to build those improvements to serve the development. She said as it stands now the price of the infrastructure is still deducted from the value of the property it is just that the developer doesn't have to build the improvements because they have already been built. She referred to Mr. Austin's remarks and said one of the positives for the developer is there is a lot of risk when you come in and try to determine through a land use process or engineering review what is going to be required and how much it will cost. She said all that has been done and the district spent several years working with the City and going through the land use process, constructing these improvements and doing everything a developer would otherwise have to do. She stated repayment for that is not included in this but there is a definite upside to a developer looking to develop one of these properties because the infrastructure is now in place. She said back in 2007 when options for building the infrastructure were being considered one option was for establishing a local improvement district. She said a local improvement district is where to City builds some or all of the necessary public infrastructure improvements to serve an area and the cost of the improvement is lien to the benefitted properties and the lien is then paid off over a period of years by the properties. She said a reimbursement district is a similar concept but the reimbursement is a fee and not a lien and only comes due if and when a property is developed and not something that has to be paid back right away. She said in this case the School District decided it was fairer to the property owners not to collect unless development occurred. She said the concept remains the same and the same general principle it is just that the School District made the improvement versus the City and what came out of that was a fee and not a lien on the property. She said there are properties that are benefitting from the improvements and are continuing to benefit from these improvements and they should pay for the improvements. She stated the benefitted property owners for the reimbursement district are only being asked to pay their fair share of the infrastructure that was built and paid for by the Sherwood School District taxpayers. She stated the taxpayers built the infrastructure that any

redevelopment in the area will be relying on and to not require that development to reimburse the School District for that infrastructure is essentially giving those property owners a windfall at taxpayer's expense.

John Rankin said there are members of the Mandel family that he is not representing and asked if they could approach the Council first. Mayor Middleton called them forward and said they will have 4 minutes each.

PK Mandel, 4136 SE Stark Street came forward to testify against the extension. He stated the extension time period creates an additional burden on the landowners without an additional benefit and when the reimbursement district was created in 2008 the School District proved to the City that the burden placed on the landowners was commensurate with the benefit the owners were receiving. He said the landowners were third party beneficiaries in what was a contract between the developers and the City. He stated the new resolution is a new contract between the developer and the City in which the School District must prove that the landowners are once again third party beneficiaries but clearly they are not. He said under the original resolution the reimbursement fee on April 1, 2018 would be \$0 and under this resolution the fee for the Mandel family on that date will be \$1.3 million including interest. He said since no new additional infrastructure is being constructed the City would be imposing a substantial additional burden on the landowners without any additional benefit. He stated the City is imposing an additional burden on the Mandel family with no additional benefit to the City. He said our nation was founded on the principle that the government cannot make burdens on citizens unless there is a benefit to the government imposing the burden. He said the City benefitted from the original reimbursement district by the construction of City infrastructure. He noted there are not additional City benefits being made with the extension. He said this resolution places a large burden on the Mandel family with no benefit to the government imposing the burden. He stated the reimbursement fee is so large right now, \$1.2 million including interest for the Mandel family, that no one is interested in buying the property. He said according to the SSD land appraisal the Mandel family has 14 acres of developable land and that makes the current fee \$85,000 per acre. He stated the original intent of reimbursement district was to promote development. He said the present reimbursement district has already delayed development until 2018 and if there had been a smaller fee attached to the Mandel land it would be in development by now. He said it is the reimbursement fee, not the recession that is now delaying development. He said this extension will probably delay development until 2023. He noted they have planned their lives based on the City's promise that the reimbursement district will expire in 2018. He said the family wants to move forward and does not want to be trapped for another five years.

Randy Kieling Sherwood resident approached the Council as a representative of the late Nancy Kieling who was his wife. He said she was the one who went through this process. He stated the school has cut up his property and developed it as they saw fit and now want them to pay for it and pay for it with interest. He gave an example. He said when they lost the battle they were willing to do the 10 years and then move on and now there are ordinances to allow another 5 years. He stated this is not fair and he would like to move on.

Nancy Mandel, 560 SE Alexander, Corvallis, Oregon came forward and said she objects to the extension. She said according to the letter signed by Mayor Middleton on June 3, 2014 the ordinance amendment allowing reimbursement district time periods to be extended was passed specifically to apply to the area 59 reimbursement district of 2008. She noted the affected landowners were never informed that the City was considering such an amendment, that a hearing was scheduled, or that the amendment had passed. She said the Mandel family owns 64% and this ordinance was written primarily for them but they had no knowledge of its existence. She said this may satisfy the legal requirement for notification but it would

strike most people as unfair. She stated the new ordinance should not be applicable to districts created before June 2014. She said normally when the City does a change to the building code it does not apply to existing buildings. She stated the Mandel reimbursement district was created in March 2008 which was a contract stating that the time period was fixed at 10 years. She said the ordinance as written could be applied even after the initial time period has expired and the School District could have waited until 2022 to apply for the extension and by that time the land could completely develop under the impression that the time period expired in 2018. She said the resolution creates an unlawful taking of land and when the school district condemned the land to build Copper Terrace Road it paid due compensation to the landowners, the Mandel family. She said included in the Mandel reimbursement fee is the School District's costs of purchasing the land from them and the City expects the Mandel family to reimburse the school district the cost of buying Mandel land plus 4% interest. She said the owners complained that this was contrary to amendment 5 of the US Constitution outlawing the taking without just compensation since they would essentially receive no compensation for that land. She said the City successfully argued that it was not a taking because the reimbursement fee was easily avoided by waiting to develop until after the 10 year fixed time period. She stated now the City is considering the time period so it is clearly not fixed. She said since the City can write another ordinance in another 5 years to extend another 5 years the period may be indefinite. She said improvements depreciate with time and in 2023 the road and other improvements will be 15 years old and stated there is nothing in the extension ordinance allowing for the decreased value of the improvements. She said the landowners have thus far received no benefit from the road or any improvements yet if they develop they are expected to pay for the improvements as if they were new. She stated making a change in the time period is in violation of a verbal guarantee made by the City to the owners in 2008. She said on March 11, 2008 the Mandel family met with City officials to complain about the reimbursement district and the size of the fee and to request modifications. She stated the City officials told the family that if they didn't like the fee just wait 10 years. She said the City said they would not make any changes to the reimbursement district and that the fee and time period are fixed and the landowners should plan accordingly. She said the owners have arranged their lives with this expectation. She referred to the School District's application where they state they want to extend for an opportunity to address capital needs within the district. She said that would be true for funding from any source and targeting the Mandel family is fundamentally unfair.

David Mandel, 560 SE Alexander, Corvallis, Oregon came forward and said he is from Sherwood and it is an honor to see a school on property he once owned. He said the School District is breaking promises they made. He referred to a 2008 City Council meeting and read comments made by Kelly Hossaini from the School District: *"I'd just like to touch on one point that Mr. Robinson made, which is after the 10 years have elapsed, that the district would be able to develop those ball fields with impunity, I guess, and not have to pay for charges to the reimbursement district. Well, that's true of every other property owner out there, too. Mr. Rasmussen could wait 10 years to develop his property and hook in. There are probably some property owners out there that are planning on doing just that."* He referred to the same meeting and read comments made by Mayor Mays: *"if I were the Mandel's, I would hold on to it for 10 years."* He said there have been many statements over the years along those lines. He stated his other argument is that the reason the School District has only received \$200,000 or 12% of what they expected to receive has nothing to do with the Great Recession and has to do with the Mandel's changing their minds on developing and decided to wait the 10 years. He stated that is not the School District's case and the ordinance says they need to have a good reason for their decision. He said contrary to the documents submitted by the School District, the Mandel's unwillingness to develop the land has nothing to do with the Great Recession and noted that they do make up a bulk of the money that is due. He said the Mandel family has accepted their losses and decided to exercise their legal right to not develop as long as they are liable for a reimbursement fee that they consider to be unjust. He said extending the duration of the

reimbursement district beyond the original 10 year duration would be unlikely to generate any addition revenue to the Sherwood School District and would be a way of punishing the Mandel family for exercising legal rights that the City or the School District does not want them to exercise.

John Rankin approached the Council and stated he is a land use attorney and is representing 20 individuals. He said this is not an indictment against the City or the School District. He said he speaks for the clients he represents which are Jane and Marvin Mandel who are 75% landowners of the Mandel family farm and Lowell Labahn who is the owner of Edy LLC. He said the Mandel family and the Labahn family have a lot of respect for the School District. He said this is about fairness, appropriateness, and substantial evidence in the record. He stated the Mandel family owned 28 acres and were placed inside the UGB and a concept planning process began. He said the School District planned on putting schools on these 90 acres. He said the School District decided they wanted their school site on Edy Road and took the entire Labahn property and that was the original proposal. He commented on the process and said in the final concept plan the School District agreed to be pushed back into the SE corner of the property which freed up land for the Labahn's and the Mandel's to develop in the future. He said there was a process of annexation and these properties were brought into the city limits which was a benefit to the properties. He said they then sold some property to the School District and the reimbursement district was formed. He said they challenged the reimbursement district on one issue which in contrary to what Ms. Hossaini said early. He stated they litigated against a \$440,000 reimbursement fee against a 440 foot long strip of the Mandel property which is \$1000 a foot. He said that is what they appealed and they lost because the City spread the street reimbursement across the road and spread it on the 22 acres which is the Copper Terrace improvement. He said characterizing their appeals as something that was litigious for no apparent reason is wrong. He provided the Council with a document (see Record, Exhibit E) and said the reimbursement district is 53 acres and the Labahn's and the Mandel's own 27 acres which is 51% of the land. He said the Reimbursement District was formed in 2008 and the fee applied to the Mandel and Labahn property was \$1,083,000 and that was 73.5% of the total reimbursement fees to be paid by all property owners in the reimbursement district. He noted they own 51% of the property and have 73.5% of the assessment. He said the 73.5% does not include the School District and said the School District included its property in the reimbursement district but a reimbursement district would not work if the School District paid into the City its reimbursement district SDCs and then received those SDCs back. He commented on manipulation of the figures. He said there is a 4% interest rate applied every year and if you take the \$1,083,000 that was the original assessment fee and multiply it by 4% you get \$43,000 each year. He said it has grown by about \$250,000 at this point. He referred to the infrastructure and said it is degrading. He said underground infrastructure has a design life of 50 years and street improvements have a design life dependent on maintenance and repair. He said by his calculation, 6½ years into a 50 year life for the underground puts us at 13%. He said 4% is being added every year to the cost to his clients if they chose to develop and get a permit and then you have system degrading at 13% and you have a School District that has paid for all of the infrastructure including the extra capacity that they have provided to his clients and said all of those costs are paid for by bonds. He said the School District is getting the bonds paid by the taxpayers and you have costs increasing to the Labahn and Mandel family and the system degrading overtime and not worth what is was and the property owners that develop will have to pay for it like it was new. He said these were set up to adjust for inflation so the 4% may have been accurate in the beginning.

He said the burden that the Mandel and Labahn families have is that they cannot pull a permit without triggering a reimbursement fee and that is why they chose to hold the property. He referred to previous comments by David Mandel regarding the comments by Kelly Hossaini and Mayor Mays and said he has a copy of the transcript from that meeting. He quoted Tom Pessemier who was the Community

Development Director at the time as saying, *“the resolution which we have prepared for your consideration requires -- in there we put an agreement – a clause in the agreement that requires the city and school district that fields will not connect to sewer water, so this is in the next 10 years.”* He said the School District used the 10 years in the reimbursement district itself by not including the ball fields for sewer and water purposes in the reimbursement so that they can connect in 10 years. He continued quoting Tom as say, *“So written into the Resolution is a requirement that would be to the agreement with the school district, that there is a limitation that would not allow them to hook into the sewer, the water systems, for 10 years. And I should mention – I didn’t at the beginning – that these Reimbursement Districts are usually in place for 10 year after the adoption date. So after 10 years, there wouldn’t be any restriction on any developers within the district to develop with proportionate costs”.*

He commented on the notice and stated that none of his clients received any notice of the ordinance to add a 5 year extension in June. He said he saw it on the website and informed the clients and called City Attorney Chris Crean and discussed it with him and decided to wait until an application was presented. He said there are three criteria, not two, in the Municipal Code 34.24.100(H) and the first criteria is the useful life of the improvements and said there are no facts in the School District’s report that support the useful life of the existing improvements. He said each category the improvements are not described in detail with any reference to standard design life for the service that is being provided or comparisons to the existing conditions and no evidence to existing conditions. He said the Sherwood Municipal Code requires that the district provide information and that means evidence and facts to support a conclusion. He said the second criteria is to provide this information regarding the continuing benefit to the subject property and stated there is no evidence in the report that there is continuing benefit to the property. He said the third criteria is to provide information of why there is good cause for the extension and they are stressed that the great recession halted development and said they have a flawed methodology and characterization. He stated the cause has to relate directly to the reimbursement district and noted the great recession has nothing to do with what is happening in Area 59 and it has predominantly to do with a huge fee that 51% of the landowners said was too much and decided to hold their property based on representations that were made by the City and others. He referred to the documents he provided that include a list of subdivisions that were approved from 2004 to 2014. He said there have been 17 subdivisions approved between 2004 and 2006 and he offered that those were on vacant available usable land and those lands have been used up. He stated on January 15, 2014 Assistant City Manager Tom Pessemier and Community Development Director Julia Hajduk attended a School District Special Work Session and presented a 2 to 5 year outlook and said Ms. Hajduk noted that there were no formal applications submitted for land development but the City anticipated that 180 units will be approved and developed within a 2 to 5 year timeframe. He said that is 36 building permits per year and said the City doesn’t have buildable land and has not had an annexation recently and he said it is a buildable lands inventory issue that explains the building permit situation and not the great recession.

He said they are exploring and have submitted records requests to the City and the City has 5 business days to respond and will provide records with 20 days. He noted they only had an 11 day notice. He referred to the burden being placed on the Mandel and Labahn family and said there should have been more notice. He said the notice and the right to comment has to be commensurate with the right being hinged upon. He commented that they have spoken with Kelly Hossaini with the School District and they have ideas about possible compromise and ways to reach a settlement. He said one idea that he did not discuss with Ms. Hossaini is that if the City is going to grant this approval and grant a benefit to the School District then it makes sense quit pro quo to grant an equal or similar benefit to the Mandel and Labahn family. He said if the grant is 5 years then all of the property owners in the reimbursement district should have their interest rate waived from the beginning. He said that seems minimal. He said if the

Council is going to make a decision tonight he requested they deny. He said if the intent is to approve this application he requested that they grant a waiver of the 4% interest rate from 2008 to the present. He said a final alternative is to request a continuous to give everyone more time to find a reasonable conclusion.

Mayor Middleton said he spoke with the Council President and they received a lot of this information today that an extension is deserved. Council agreed.

Councilor Grant said he agrees and asked Mr. Rankin if these costs, not including interest would have been borne by the landowners at some point. He referred to the School Districts comments regarding the same math with or without the reimbursement district and asked Mr. Rankin if he agrees.

Mr. Rankin said it is not quite as simple as that and it depends. He said because the schools were placed in the SE corner of the project they had to put in significant infrastructure so they formed a reimbursement district. He stated developers are used to paying something for offsite construction and bringing extra capacity but not \$1.2 million and gaining 4% a year and it looks more like they have taken a loan from the School District for that extra capacity and if they wait they get it forgiven and if they don't they have to pay it and negotiate with the developer. He said this is an encumbrance on the property owners and something that has to be paid in order to develop the property or to sell it and develop it always lowers the price.

Council Grant stated he has a lot of questions and said it may be something for a future Council and he fully supports waiting. He said over the 12 years he has been on Council there are certain meetings that he will remember and one involved this property and he commented on the changes that we bought to those affected by our growth particularly the gentlemen who is in the back tonight. He commented on a moral obligation and setting aside what the courts have said he asked now what is morally right and said he hopes that future Councils come up with the right decision on this issue.

Mr. Rankin said that the gentleman in the back is Lowell Labahn and his sole comment was, "They set the rules why don't they live by them".

Mayor Middleton said the best hope is they are able to come to an agreement with the School District. He said the Council will keep the record open.

Ms. Hajduk asked for clarification before the Council makes a motion to continue to clarify when they are continuing it to.

Council Grant said he supports continuing to a date not certain.

Ms. Hajduk asked if the Council is continuing the hearing or leaving the record open. She said if you continue to December 16 and don't close the record in any way then on December 16 the Council could take additional testimony.

Mayor Middleton suggested continue to December 16 and then leave it open only for written until the next Council comes in to make the decision if we wanted to.

Ms. Hajduk reminded the Council that the Councilor Elects would need to review all of the record from this meeting and December 16 and be prepared to make a decision at some point in the future. She noted it would put burden on the future Council.

MOTION: FROM COUNCIL PRESIDENT HENDERSON TO CONTINUE THE PUBLIC HEARING REGARDING RESOLUTION 2014-073 UNTIL OUR NEXT SCHEDULED MEETING WHICH IS DECEMBER 16, SECONDED BY COUNCILOR BUTTERFIELD. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

Mayor Middleton recessed the meeting at 9:10 pm.

Mayor Middleton reconvened the meeting at 9:20 pm and returned to the New Business item B.

B. Appointment of New Council Member

Mayor Middleton said the Council will appoint a new Councilor and there will be a March 2015 election to fill the position. He asked the City Recorder to pass out the ballots. He said he watched the interviews at the meetings he was unable to attend. He stated they interviewed Beth Cooke yesterday and he also reviewed all of the resumes and said he appreciates everyone that came forward willing to serve. He reminded everyone to get involved in the community and said there will be a number of Boards and Commission positions available.

Councilor Grant asked if we are going to discuss the votes.

City Attorney Pam Beery suggested the Council discuss and have an introductory discussion of the process.

City Recorder Sylvia Murphy said the Council has a blank ballot (see Record, Exhibit F) and said it is noted that this is round 1 of voting in case there are multiple rounds. She said the ballot has to indicate their name and they need to vote and return the ballots to her and she will indicate the votes on a tally sheet (see Record, Exhibit G) which will be part of the record. She noted in the event of a tie vote the Council will continue to vote until the tie is broken. She said at the conclusion of the voting if there is a majority for a particular candidate she has a statement that the Mayor can read referencing the Charter and the Code to place that individual into their position. She said she provided City Attorney Beery with an Oath of Office if the Council chooses to swear in that individual tonight. She reminded the Council that the Oath of Office does not have to happen in a public forum but must be done before the individual is seated in the position.

Mayor Middleton suggested that they justify their votes and said it is an important part of the process.

Councilor Grant said the interviews were compelling and everyone did an excellent job. He said it is important to have someone that can jump right in since it is only a 4 month period. He referred to the will of the voters and said the 4th top vote getter by far, less than 100 votes was Dan King and that is who he will vote for.

Councilor Langer commented on the interview process and quality of the candidates. He said it is a short appointment and experience is important so they can take care of work quickly. He stated he is voting for Dan King.

Councilor Clark said she was not happy with the process of the interviews. She said she did watch the video. She stated she would not choose the 4th top vote getter because some of the names on her ballot

were not on the November ballot. She stated they should choose the individual with the best ability to fit the position and she voted for Beth Cooke. She said she has experience and interviewed well and is very articulate. She stated she is involved here at the City and at the State level and would be a great addition to the Council. She said this is a short appointment then the citizens will decide.

Mayor Middleton said he also recommends Beth Cooke. He said if you read the resumes hers is the most outstanding with an MBA in Business Administration and she is currently on the Planning Commission and has contacts that we could use and is aware of the TSP and is up to date on the current issues. He said she would make a great full time Councilor and giving her the chance to do a few months would be helpful. He said his top three would have been Renee Brouse, Tony Bevel and Beth Cooke and he chose Beth Cooke as the best choice. He encouraged the other candidates to come back as there will be another opening in January. He stated his vote is for Beth Cooke.

Councilor Butterfield said one of the questions on the application asked if the applicant planned to run in the March 2015 election. He said there were only two applicants that said yes and that was how he narrowed it down to those two applicants. He stated from there he considered who had the most experience and it was between Beth Cooke and Dan King. He said he could not get Beth Cooke to commit to whether she was willing to run in the election at the time so his vote is for Dan King.

Council President Henderson said she enjoyed the interview process. She referred to the last time there was a Council vacancy and said there was one night to interview as opposed to offering four nights for this process and that is an improvement. She said they had the flexibility to ask different questions this time and that was also an improvement. She commented that people are rewarded for effort and referred to tenacity, effort and commitment and said that shows an indication of present behavior which would be an indication of future behavior and she commended those that filled out the application and indicated what nights they were available and committed to the night or day they were available. She said that was an important aspect of the application process. She commented on her experience in Human Resources and noted when an applicant said they were available and did not make the interview that made an impression on her. She referred to coming into an elected official seat and said it takes commitment, tenacity, flexibility and ingenuity. She said she was also interested in applicants that were interested in a long term commitment as opposed to a short term commitment. She stated the applicants that said they were going to run in the March 2015 election showed to her that they did not fill out the application lightly and knew that it was potentially an appointment that led to an election and potentially a 1½ year commitment. She said those are the criteria that she used to make her choice. She encouraged those that are interested in serving to consider a Boards and Commissions position. She noted that some of the applicants had good ideas about how to reach out to the public and get input and is considering adopting some of them herself to get feedback from residents that don't normally attend a meeting. She said it has been a six week process and the Council has work to do and it is better to have representation of a larger Council as opposed to a smaller Council. She stated she is proposing that the Council move forward with the appointment and then staff will have an opportunity to prepare for a March election as well as a May election. She said this is not only a March opportunity but a May opportunity for those interested. She stated the deadline for filing for the March 2015 election is January 8. She said she would cast her vote on the ballot.

Ms. Murphy stated that she would have City Manager Joseph Gall read off the ballots and she would tally the votes.

Mr. Gall read the ballots in no particular order: Councilor Clark voted for Beth Cooke, Mayor Middleton voted for Beth Cooke, Councilor Langer voted for Dan King, Councilor Grant voted for Dan King, Councilor Butterfield voted for Dan King and Council President Henderson voted for Dan King (see Record, Exhibit G). Dan King received 4 of the 6 votes.

Mayor Middleton asked Dan King to come forward and be sworn in. He asked Council President Henderson to read the statement and excused himself from the meeting due to illness.

City Recorder Sylvia Murphy noted that she has asked City Attorney Pam Beery to perform the Oath of Office.

Mayor Middleton congratulated Dan King and left the meeting at 9:32 pm.

Council President Henderson read a statement, "Pursuant to Sherwood Municipal Code Chapter 2.04.034 Daniel King had received the highest number of votes and hereby declared to be appointed to the fill the vacancy created by the resignation of Robyn Folsom' term which is due to expire December of 2016. Daniel King will be seated as a City Councilor upon taking an oath of office scheduled for November 18, 2104. Pursuant to City Charter Section 32, the appointee's term of office runs from the appointment until the vacancy is filled by an election or until the expiration of the term of office if no election is required to fill the vacancy. The next available election is March 2015."

She asked Mr. King to come forward.

City Attorney Pam Beery performed the Oath of Office and Mr. King took a seat at the dais.

Council President Henderson addressed the next item on the agenda.

9. COUNCIL ANNOUNCEMENTS

Councilor Clark said she attended the Love Inc. meeting and encouraged others to get involved and said there is information in the lobby. She said Love Inc. addresses needs in Sherwood, Tualatin and Tigard. She said she attended the Our Table grand opening which is an organic farm and store on Morgan Road and commented on the great products. She attended the Veteran's Day event with Mayor Middleton and Representative Davis was in attendance. She thanked Rose's for catering the event and said Rose's has a new menu with some new items and gluten free items. She stated she was unable to attend the interviews on Saturday as she was representing the City at the One Tree for All program. She said it is a tree planting program supported by Raindrops for Refuge and CWS and since its inception they have planted over 35,000 native trees and shrubs in Sherwood. She commented on the landscape of Woodhaven. She said over 60 people applied online to attend. She announced that Thursday is the Main Street meeting at Rebekah Hall at 8:00 am. She reminded everyone to sign up for the Give n Gobble and commented on volunteer opportunities and said all the proceeds go to support the Helping Hands Food Bank. She stated all registrations are online this year.

Councilor Grant congratulated Councilor Clark for her successful campaign and Councilor Elect Jennifer Harris who was in the audience. He welcomed Councilor King and said he served with Councilor King previously.

Councilor Langer said with respect to the time he would defer any comments to a later meeting.

Councilor King thanked everyone for their support. He commented on Area 59 and said he was on the Council when that was enacted and is aware of the issue. He said he appreciates the opportunity to serve and will run in the March election.

Council President Henderson said she attended the Cultural Arts Commission meeting last night and said there is a lot of excitement and the Cultural Arts Center Director Megan Chapin has been looking at branding, rental rates, rental contracts, fundraising strategies, reaching out to the nonprofits in town and looking at planning a grand opening event as well as an annual gala event which will be a fundraiser for the center. She said there are a lot of exciting opportunities for the Commission which have been on hold for many years waiting for the opportunity to support a building. She said she attended a luncheon with Chief Groth called Ignite the Light by Chehalem Youth Family Services which is headquartered in Newberg that serve at-risk and developmentally challenged youth. She said they have a boy's home, a girl's home, counseling services, job opportunities, mentoring programs and a store with opportunities for the youth to work and get retail experience. She said it was a privilege to be invited and stated Sherwood doesn't have these services. She stated that she will be volunteering and encouraged others to go to cyfs.net and donate their time and talent. She said she will be accompanying Assistant Manager Tom Pessemier and Community Service Director Kristen Switzer this week to finish purchasing all of the furniture, fixtures and equipment for the Community Center. She stated they want to make the right choice for the right price and currently they are under budget for these items. She said they will be coming back to the City Council with a contract.

Mr. Pessemier said they will not be coming back with a contract because it was authorized in the budget that was passed last year.

Councilor Henderson asked Mr. Pessemier to provide an update on the Cultural Arts Center.

Mr. Pessemier said they made a lot of progress over the past few weeks. He said the project is behind schedule and there have been pointed conversations with the contractor. He stated the contractor is saying they cannot deliver the building until January 21. He said it is unfortunate but does give us extra time to clean up a few items. He said besides being behind, the building is coming along great and they will start windows and outside finish work next week.

Councilor Henderson asked if there will be another opportunity for Council tours.

Mr. Pessemier said yes. He said they may also want to include the Cultural Arts Commission and newly elect Councilors.

Council President Henderson addressed the next item on the agenda.

10. CITY MANAGER AND DEPT. REPORTS

Mr. Gall reminded Councilor Clark and Henderson that they have a 7:30 am breakfast tomorrow morning in Hillsboro for Community Action. He said if there are no questions from Council he would rather adjourn and open the URA Board Meeting.

Council President Henderson addressed the next item on the agenda.

11. ADJOURN

Council President Henderson adjourned the meeting at 9:50 pm.

Submitted by:

Sylvia Murphy, MMC, City Recorder

Bill Middleton, Mayor



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
December 2, 2014

City Council Work Session with City Boards And Commissions

1. **CALL TO ORDER:** Appreciation Dinner began at approximately 6:00 pm, no formal Call to Order was conducted.
2. **CITY COUNCIL MEMBERS, CITY BOARD AND COMMISSION MEMBERS AND STAFF PRESENT:** Mayor Bill Middleton, Council President Linda Henderson, Councilors Krisanna Clark, Matt Langer and Dave Grant. See sign in sheet, not everyone in attendance signed in.
3. **BUSINESS:** No formal business was conducted. A representative from each City Board and or Commission provided a brief recap of his or her annual report (see record, Exhibit A).
4. **ADJOURN:**

There was not a formal adjournment to the meeting, dinner concluded at approximately 7:30 pm.

Submitted by:

Sylvia Murphy, MMC, City Recorder

Bill Middleton, Mayor

TO: Sherwood City Council

FROM: Sylvia Murphy, MMC, City Recorder
Through: Joseph Gall, ICMA-CM, City Manager

SUBJECT: Resolution 2014-075, Approving the City Recorder's Canvassing of election returns of the November 4, 2014 Washington County election and directing the City Recorder to enter the results into the record

ISSUE:

Should the City Council approve the official November 4, 2014 election results as provided by the Washington County Elections Division?

BACKGROUND:

The City Council submitted for voter approval on the November 4, 2014 ballot, five (5) ballot measures pertaining to amendments to the City Home Rule Charter and filings for Mayor and three City Council positions.

Via Resolution 2014-075, the City Recorder/City Elections Official is seeking City Council approval of Exhibit A to the resolution, the Abstract of Votes from the November 4, 2014 election. Upon approval of the election results, the City Recorder/City Elections Official will take all necessary steps to enter the election results into the record.

FINANCIAL IMPACTS:

N/A

RECOMMENDATION:

Staff respectfully requests City Council approval of Resolution 2014-075 approving the City Recorder's Canvassing of the returns of the November 4, 2014 Washington County election and directing the City Recorder to enter the results into the record.



RESOLUTION 2014-075

APPROVING THE CITY RECORDER'S CANVASSING OF THE RETURNS OF THE NOVEMBER 4, 2014 WASHINGTON COUNTY ELECTION AND DIRECTING THE CITY RECORDER TO ENTER THE RESULTS INTO THE RECORD

WHEREAS, the Washington County Elections Official has duly and regularly certified the results of the election held in the City of Sherwood on November 4, 2014; and

WHEREAS, the City Elections Officer consistent with the duties imposed on that office will canvass the votes and enter the results into the record following approval by the City Council; and

WHEREAS, the certified election results are attached as Exhibit A to this resolution, and the City Council deems it appropriate to accept the official results and to direct the City Recorder to take all required actions relative thereto.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The City Council hereby accepts and approves the official results of the November 4, 2014 election as shown on Exhibit A to this Resolution.

Section 2. The City Recorder is hereby directed to enter a copy of this Resolution in the record of the proceedings of this Council and to canvass the votes.

Section 3. This Resolution is and shall be effective from and after its adoption by the City Council.

Duly passed by the City Council this day, December 16, 2014.

Bill Middleton, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder



WASHINGTON COUNTY OREGON

November 24, 2014

City of Sherwood

NOV 26 2014

Recorder's Office

City Recorder
City of Sherwood
22560 SW Pine St
Sherwood OR 97140

Enclosed you will find a copy of the Abstract of Votes for City of Sherwood relating to the General Election held on November 4, 2014.

Sincerely,

Mickie Kawai
Elections Manager

MK/tk

NUMBERED KEY CANVASS

RUN DATE:11/21/14 04:09 PM

Washington County, Oregon
General Election
November 4, 2014

City of Sherwood

NOV 26 2014

Recorder's Office

FINAL

REPORT-EL52 PAGE 0063

City of Sherwood Mayor
Vote for 1
01 = Krisanna Clark
02 = Linda Henderson
03 = WRITE-IN

VOTES PERCENT

3,388 52.76
2,963 46.14
71 1.11

04 = OVER VOTES
05 = UNDER VOTES

VOTES PERCENT

2
723

	01	02	03	04	05
0424 424	1373	1276	25	0	293
0435 435	1362	1080	28	1	239
0457 457	653	607	18	1	191



City of Sherwood Council

Vote for 3

- 01 = Bill G Millington
- 02 = Sally D Robinson
- 03 = Jennifer S Harris
- 04 = Daniel C King
- 05 = Jennifer Kuiper
- 06 = Dean Boswell

VOTES PERCENT

1,507 9.49
 2,322 14.63
 2,126 13.39
 2,052 12.93
 2,824 17.79
 1,334 8.40

- 07 = Bill Butterfield
- 08 = Ross Schultz
- 09 = Paul E Lindsley
- 10 = WRITE-IN
- 11 = OVER VOTES
- 12 = UNDER VOTES

VOTES PERCENT

1,781 11.22
 1,356 8.54
 436 2.75
 136 .86
 18
 5,549

	01	02	03	04	05	06	07	08	09	10	11	12
0424 424	602	977	852	864	1269	512	780	541	162	44	9	2289
0435 435	608	905	852	764	1019	582	697	529	128	64	3	1979
0457 457	297	440	422	424	536	240	304	286	146	28	6	1281



NUMBERED KEY CANVASS

RUN DATE:11/21/14 04:09 PM

Washington County, Oregon
General Election
November 4, 2014

City of Sherwood

NOV 26 2014

Recorder's Office

FINAL

REPORT-EL52

PAGE 0121

34-227 City of Sherwood
Charter Amendment

VOTES PERCENT

VOTES PERCENT

Vote for 1

01 = Yes

02 = No

4,866 82.66

1,021 17.34

03 = OVER VOTES

04 = UNDER VOTES

0

1,260

	01	02	03	04
0424 424	2021	409	0	537
0435 435	1847	428	0	435
0457 457	998	184	0	288



NUMBERED KEY CANVASS

RUN DATE:11/21/14 04:09 PM

Washington County, Oregon
General Election
November 4, 2014

City of Sherwood FINAL
NOV 26 2014
Recorder's Office

REPORT-EL52 PAGE 0122

34-228 City of Sherwood
Charter Amendment

VOTES PERCENT

VOTES PERCENT

Vote for 1

01 = Yes

02 = No

4,452 75.01

1,483 24.99

03 = OVER VOTES

04 = UNDER VOTES

0

1,212

	01	02	03	04
0424 424	1880	561	0	526
0435 435	1663	632	0	415
0457 457	909	290	0	271



NUMBERED KEY CANVASS

RUN DATE:11/21/14 04:09 PM

Washington County, Oregon
General Election
November 4, 2014

City of Sherwood

NOV 26 2014

Recorder's Office

FINAL

REPORT-EL52 PAGE 0123

34-229 City of Sherwood
Charter Amendment

VOTES PERCENT

VOTES PERCENT

Vote for 1

01 = Yes

02 = No

3,619 65.07

1,943 34.93

03 = OVER VOTES

04 = UNDER VOTES

0

1,585

	01	02	03	04
0424 424	1523	759	0	685
0435 435	1363	807	0	540
0457 457	733	377	0	360



NUMBERED KEY CANVASS

RUN DATE:11/21/14 04:09 PM

34-230 City of Sherwood
Charter Amendment
Vote for 1
01 = Yes
02 = No

Washington County, Oregon
General Election
November 4, 2014

City of Sherwood
NOV 26 2014
Recorder's Office

FINAL

REPORT-EL52 PAGE 0124

VOTES PERCENT

VOTES PERCENT

3,551 60.36
2,332 39.64

03 = OVER VOTES
04 = UNDER VOTES

1
1,263

	01	02	03	04
0424 424	1482	936	0	549
0435 435	1333	946	0	431
0457 457	736	450	1	283



NUMBERED KEY CANVASS

RUN DATE:11/21/14 04:09 PM

34-231 City of Sherwood
Charter Amendment
Vote for 1
01 = Yes
02 = No

Washington County, Oregon
General Election
November 4, 2014

City of Sherwood

NOV 26 2014

Recorder's Office

FINAL

REPORT-EL52 PAGE 0125

VOTES PERCENT

VOTES PERCENT

5,153 85.24
892 14.76

03 = OVER VOTES
04 = UNDER VOTES

1
1,101

	01	02	03	04
0424 424	2128	354	1	484
0435 435	1992	362	0	356
0457 457	1033	176	0	261



NOV 26 2014

Recorder's Office

Run Date:11/21/14 04:06 PM

Report EL45

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VOTES PERCENT

VOTES PERCENT

PRECINCTS COUNTED (OF 161)	161	100.00
REGISTERED VOTERS - TOTAL	292,115	
BALLOTS CAST - TOTAL	199,137	
VOTER TURNOUT - TOTAL		68.17

State Senator, 15th District

Vote for 1

Caitlin Mitchell-Markley (LBT)	3,593	9.04
Chuck Riley (DEM)	18,156	45.69
Bruce Starr (REP)	17,869	44.97
WRITE-IN	116	.29
Over Votes	3	
Under Votes	2,544	

US Senator

Vote for 1

Mike Montchalin (LBT)	6,383	3.36
Jeff Merkley (DEM)	106,769	56.20
Christina Jean Lugo (PAC)	3,918	2.06
James E Leuenberger (CON)	2,562	1.35
Monica Wehby (REP)	69,406	36.54
WRITE-IN	933	.49
Over Votes	22	
Under Votes	9,144	

State Senator, 16th District

Vote for 1

Perry R Roll (LBT)	430	6.14
Betsy Johnson (DEM)	4,170	59.52
Andrew (Drew) Kaza (IND)	1,291	18.43
Bob Ekstrom (CON)	1,067	15.23
WRITE-IN	48	.69
Over Votes	0	
Under Votes	1,469	

US Representative, 1st District

Vote for 1

Steven C Reynolds (PAC)	7,537	4.05
Jason Yates (REP)	64,200	34.54
Suzanne Bonamici (DEM)	106,096	57.08
James Foster (LBT)	7,629	4.10
WRITE-IN	410	.22
Over Votes	22	
Under Votes	13,243	

State Senator, 17th District

Vote for 1

John Verbeek (REP)	14,085	37.01
Elizabeth Steiner Hayward (DEM)	23,792	62.52
WRITE-IN	177	.47
Over Votes	3	
Under Votes	4,711	

Governor

Vote for 1

Dennis Richardson (REP)	81,484	42.69
Chris Henry (PRO)	1,700	.89
Aaron Auer (CON)	1,618	.85
John Kitzhaber (DEM)	98,203	51.45
Paul Grad (LBT)	3,344	1.75
Jason Levin (PAC)	3,612	1.89
WRITE-IN	911	.48
Over Votes	20	
Under Votes	8,117	

State Senator, 19th District

Vote for 1

Richard Devlin (DEM)	6,210	95.83
WRITE-IN	270	4.17
Over Votes	0	
Under Votes	3,529	

State Senator, 13th District

Vote for 1

Kim Thatcher (REP)	9,727	55.00
Ryan Howard (DEM)	7,920	44.78
WRITE-IN	38	.21
Over Votes	3	
Under Votes	2,038	

State Representative, 24th District

Vote for 1

Ken Moore (DEM)	2,132	45.82
Kohler Johnson (LBT)	167	3.59
Jim Weidner (REP)	2,345	50.40
WRITE-IN	9	.19
Over Votes	0	
Under Votes	476	

State Representative, 25th District

Vote for 1

Bill Post (REP)	0	
Josh Smith (PAC)	0	
Chuck Lee (IND)	1	100.00
WRITE-IN	0	
Over Votes	0	
Under Votes	1	

	VOTES	PERCENT
State Representative, 26th District		
Vote for 1		
John Davis (REP)	10,072	57.63
Chuck Huntington (LBT)	735	4.21
Eric D Squires (DEM)	6,614	37.85
WRITE-IN	55	.31
Over Votes	1	
Under Votes	2,247	

	VOTES	PERCENT
State Representative, 27th District		
Vote for 1		
Robert D Martin (LBT)	3,861	18.49
Tobias Read (DEM)	16,820	80.53
WRITE-IN	206	.99
Over Votes	2	
Under Votes	4,504	

	VOTES	PERCENT
State Representative, 28th District		
Vote for 1		
Lars D H Hedbor (LBT)	3,302	18.27
Jeff Barker (DEM)	14,582	80.67
WRITE-IN	193	1.07
Over Votes	2	
Under Votes	4,085	

	VOTES	PERCENT
State Representative, 29th District		
Vote for 1		
Susan McLain (DEM)	9,751	53.74
Mark Richman (REP)	8,321	45.86
WRITE-IN	73	.40
Over Votes	3	
Under Votes	1,558	

	VOTES	PERCENT
State Representative, 30th District		
Vote for 1		
Kyle Markley (LBT)	1,860	8.92
Dan Mason (REP)	8,518	40.85
Joe Gallegos (DEM)	10,426	50.00
WRITE-IN	50	.24
Over Votes	5	
Under Votes	1,716	

	VOTES	PERCENT
State Representative, 31st District		
Vote for 1		
Robert Miller (LBT)	127	3.79
Larry C Ericksen (REP)	1,518	45.29
Brad Witt (DEM)	1,694	50.54
WRITE-IN	13	.39
Over Votes	0	
Under Votes	495	

	VOTES	PERCENT
State Representative, 32nd District		
Vote for 1		
Rick Rose (REP)	2,074	51.15
Deborah Boone (DEM)	1,963	48.41
WRITE-IN	18	.44
Over Votes	0	
Under Votes	573	

	VOTES	PERCENT
State Representative, 33rd District		
Vote for 1		
Mark W Vetanen (LBT)	3,237	20.53
Mitch Greenlick (DEM)	12,422	78.79
WRITE-IN	107	.68
Over Votes	0	
Under Votes	3,494	

	VOTES	PERCENT
State Representative, 34th District		
Vote for 1		
Ken Helm (DEM)	13,475	66.09
Brenden King (REP)	6,807	33.38
WRITE-IN	108	.53
Over Votes	2	
Under Votes	3,116	

	VOTES	PERCENT
State Representative, 35th District		
Vote for 1		
Margaret Doherty (DEM)	15,018	80.18
John S Gerboth (LBT)	3,544	18.92
WRITE-IN	169	.90
Over Votes	3	
Under Votes	4,330	

	VOTES	PERCENT
State Representative, 37th District		
Vote for 1		
Gerritt Rosenthal (DEM)	3,981	44.15
Julie Parrish (REP)	5,008	55.55
WRITE-IN	27	.30
Over Votes	0	
Under Votes	993	

	VOTES	PERCENT
Judge of the Circuit Court, 20th Dist.		
Vote for 1		
Ricardo J Menchaca	105,487	97.50
WRITE-IN	2,709	2.50
Over Votes	3	
Under Votes	90,810	

	VOTES	PERCENT
Judge of the Circuit Court, 20th Dist.		
Vote for 1		
Beth L Roberts.	102,420	97.70
WRITE-IN.	2,407	2.30
Over Votes	4	
Under Votes	94,178	

	VOTES	PERCENT
City of Beaverton Council Pos 5		
Vote for 1		
Marc San Soucie	17,103	97.48
WRITE-IN.	442	2.52
Over Votes	0	
Under Votes	14,336	

	VOTES	PERCENT
City of Banks Mayor		
Vote for 1		
Peter C Edison.	383	93.87
WRITE-IN.	25	6.13
Over Votes	0	
Under Votes	181	

	VOTES	PERCENT
City of Cornelius Mayor		
Vote for 1		
Jeffrey C Dalin	1,886	93.32
WRITE-IN.	135	6.68
Over Votes	0	
Under Votes	903	

	VOTES	PERCENT
City of Banks Council Pos 1		
Vote for 1		
Daniel L Keller	368	96.59
WRITE-IN.	13	3.41
Over Votes	0	
Under Votes	208	

	VOTES	PERCENT
City of Cornelius Council		
Vote for 2		
Jose Orozco.	1,523	48.24
Harley E Crowder	1,542	48.84
WRITE-IN.	92	2.91
Over Votes	0	
Under Votes	2,691	

	VOTES	PERCENT
City of Banks Council Pos 3		
Vote for 1		
Mark W Walsh	368	97.35
WRITE-IN.	10	2.65
Over Votes	0	
Under Votes	211	

	VOTES	PERCENT
City of Durham Council		
Vote for 2		
Christopher Hadfield.	386	48.49
Gery Schirado	389	48.87
WRITE-IN.	21	2.64
Over Votes	0	
Under Votes	372	

	VOTES	PERCENT
City of Banks Council Pos 5		
Vote for 1		
Mark L Gregg	380	97.69
WRITE-IN.	9	2.31
Over Votes	0	
Under Votes	200	

	VOTES	PERCENT
City of Forest Grove Mayor		
Vote for 1		
Timothy Marble.	3,301	48.75
Peter B Truax	3,408	50.33
WRITE-IN.	62	.92
Over Votes	0	
Under Votes	871	

	VOTES	PERCENT
City of Beaverton Council Pos 1		
Vote for 1		
Lacey Beaty.	17,437	97.29
WRITE-IN.	485	2.71
Over Votes	0	
Under Votes	13,959	

	VOTES	PERCENT
City of Forest Grove Council		
Vote for 3		
Ron Thompson	2,737	15.89
Aldie Howard	2,039	11.84
Tom (TJ) L Johnston	2,893	16.80
Tom Beck.	2,699	15.67
Nathan Thomas Paul Seable	1,930	11.21
Alexander E LaFollett	1,758	10.21
MaLynda Wenzl	3,017	17.52
WRITE-IN.	148	.86
Over Votes	30	
Under Votes	5,675	

	VOTES	PERCENT
City of Beaverton Council Pos 2		
Vote for 1		
Betty Bode	17,412	97.04
WRITE-IN.	532	2.96
Over Votes	0	
Under Votes	13,937	

NOV 26 2014

Recorder's Office

Run Date:11/21/14 04:06 PM

Report EL45

Page 004

VOTES PERCENT

VOTES PERCENT

City of Gaston Mayor

Vote for 1		
Tony Hall	91	57.59
Richard Sager	58	36.71
WRITE-IN.	9	5.70
Over Votes	0	
Under Votes	40	

City of King City Council

Vote for 4		
Robert D Olmstead.	1,045	30.61
William E Barber	1,009	29.55
Kenneth W Gibson	1,041	30.49
WRITE-IN.	319	9.34
Over Votes	0	
Under Votes	4,578	

City of Gaston Council Pos 4

Vote for 1		
Jerry Spaulding	114	94.21
WRITE-IN.	7	5.79
Over Votes	0	
Under Votes	77	

City of Lake Oswego Council

Vote for 3		
Jackie Manz.	0	
Matt Keenen.	0	
Ed Brockman.	2	33.33
Joe Buck.	2	33.33
Jeff Gudman.	2	33.33
WRITE-IN.	0	
Over Votes	0	
Under Votes	0	

City of Gaston Council Pos 5

Vote for 1		
NO CANDIDATE FILED	0	
WRITE-IN.	49	100.00
Over Votes	0	
Under Votes	149	

City of North Plains Council

Vote for 3		
Sandi King	298	17.35
Greg M Kuhn.	176	10.24
Michael (Mike) L Broome.	211	12.28
Sherrie L Simmons.	460	26.78
Scott Whitehead	294	17.11
Glen A Warren	219	12.75
WRITE-IN.	60	3.49
Over Votes	6	
Under Votes	928	

City of Gaston Council Pos 6

Vote for 1		
NO CANDIDATE FILED	0	
WRITE-IN.	32	100.00
Over Votes	0	
Under Votes	166	

City of Hillsboro Council Ward 1 Pos A

Vote for 1		
Darell Lumaco	16,243	97.24
WRITE-IN.	461	2.76
Over Votes	1	
Under Votes	12,665	

City of Rivergrove Council

Vote for 3		
Mary D Mann.	8	25.00
Heather L Kibbey	11	34.38
Carolyn M Bahrman.	10	31.25
WRITE-IN.	3	9.38
Over Votes	0	
Under Votes	25	

City of Hillsboro Council Ward 2 Pos A

Vote for 1		
Monte Akers.	4,713	35.15
Kyle Allen	8,532	63.64
WRITE-IN.	162	1.21
Over Votes	3	
Under Votes	340	

City of Sherwood Mayor

Vote for 1		
Krisanna Clark.	3,388	52.76
Linda Henderson	2,963	46.14
WRITE-IN.	71	1.11
Over Votes	2	
Under Votes	723	

City of Hillsboro Council Ward 3 Pos A

Vote for 1		
Steve Callaway.	15,934	97.50
WRITE-IN.	408	2.50
Over Votes	1	
Under Votes	13,027	

	VOTES	PERCENT
City of Sherwood Council		
Vote for 3		
Bill G Millington	1,507	9.49
Sally D Robinson	2,322	14.63
Jennifer S Harris	2,126	13.39
Daniel C King	2,052	12.93
Jennifer Kuiper	2,824	17.79
Dean Boswell	1,334	8.40
Bill Butterfield	1,781	11.22
Ross Schultz	1,356	8.54
Paul E Lindsley	436	2.75
WRITE-IN	136	.86
Over Votes	18	
Under Votes	5,549	

	VOTES	PERCENT
City of Tigard Mayor		
Vote for 1		
John Cook	12,933	96.59
WRITE-IN	457	3.41
Over Votes	1	
Under Votes	6,209	

	VOTES	PERCENT
City of Tigard Council		
Vote for 2		
Tom Anderson	5,452	23.21
John Goodhouse	6,381	27.16
Carl Switzer	3,556	15.14
Marc T Woodard	7,820	33.29
WRITE-IN	281	1.20
Over Votes	10	
Under Votes	15,700	

	VOTES	PERCENT
City of Tualatin Mayor		
Vote for 1		
Lou Ogden	4,220	55.72
Jan Giunta	3,327	43.93
WRITE-IN	27	.36
Over Votes	2	
Under Votes	793	

	VOTES	PERCENT
City of Tualatin Council Pos 1		
Vote for 1		
Nancy M Petit	2,263	37.27
Frank Bubenik	3,776	62.19
WRITE-IN	33	.54
Over Votes	0	
Under Votes	2,297	

	VOTES	PERCENT
City of Tualatin Council Pos 3		
Vote for 1		
Jackie Pride	2,754	45.57
Wade Brooksby	3,257	53.90
WRITE-IN	32	.53
Over Votes	0	
Under Votes	2,326	

	VOTES	PERCENT
City of Tualatin Council Pos 5		
Vote for 1		
Nancy Grimes	4,452	97.04
WRITE-IN	136	2.96
Over Votes	0	
Under Votes	3,781	

	VOTES	PERCENT
City of Wilsonville Council		
Vote for 2		
Scott Starr	93	50.54
Charlotte Lehan	85	46.20
WRITE-IN	6	3.26
Over Votes	0	
Under Votes	140	

	VOTES	PERCENT
Tualatin Soil & Water District		
Director At Large 2		
Vote for 1		
Aubrey Harris	72,534	64.15
Stephen Baron	39,100	34.58
WRITE-IN	1,443	1.28
Over Votes	320	
Under Votes	85,541	

	VOTES	PERCENT
Tualatin Soil & Water District		
Director Zone 3		
Vote for 1		
Thomas Dierickx	94,072	97.77
WRITE-IN	2,143	2.23
Over Votes	2	
Under Votes	102,721	

	VOTES	PERCENT
Tualatin Soil & Water District		
Director Zone 4		
Vote for 1		
John A McDonald	56,658	51.40
Loren Behrman	52,247	47.40
WRITE-IN	1,320	1.20
Over Votes	42	
Under Votes	88,671	

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VOTES PERCENT

VOTES PERCENT

Tualatin Soil & Water District
 Director Zone 5
 Vote for 1
 Matt Pihl 96,071 97.79
 WRITE-IN. 2,167 2.21
 Over Votes 4
 Under Votes 100,696

State Measure 87
 Judges
 Vote for 1
 Yes 112,414 61.22
 No. 71,199 38.78
 Over Votes 18
 Under Votes 15,378

Soil and Water, West District
 Director, At Large 1
 Vote for 1
 Weston Miller 28 96.55
 WRITE-IN. 1 3.45
 Over Votes 0
 Under Votes 42

State Measure 88
 Driver Card
 Vote for 1
 Yes 66,055 34.03
 No. 128,054 65.97
 Over Votes 17
 Under Votes 4,883

Soil and Water, West District
 Director, At Large 2
 Vote for 1
 Shawn S Looney. 27 96.43
 WRITE-IN. 1 3.57
 Over Votes 0
 Under Votes 43

State Measure 89
 Equality of Rights
 Vote for 1
 Yes 126,306 67.71
 No. 60,223 32.29
 Over Votes 31
 Under Votes 12,449

Soil and Water, West District
 Director, Zone 4
 Vote for 1
 NO CANDIDATE FILED 0
 WRITE-IN. 4 100.00
 Over Votes 0
 Under Votes 67

State Measure 90
 Top Two
 Vote for 1
 Yes 60,419 32.27
 No. 126,826 67.73
 Over Votes 57
 Under Votes 11,707

Soil and Water, West District
 Director, Zone 5
 Vote for 1
 Terri Preeg Riggsby 25 96.15
 WRITE-IN. 1 3.85
 Over Votes 0
 Under Votes 45

State Measure 91
 Marijuana
 Vote for 1
 Yes 108,846 55.40
 No. 87,638 44.60
 Over Votes 18
 Under Votes 2,507

State Measure 86
 Dedicated Fund
 Vote for 1
 Yes 78,854 42.45
 No. 106,925 57.55
 Over Votes 26
 Under Votes 13,204

State Measure 92
 Food Labeling
 Vote for 1
 Yes 94,799 48.36
 No. 101,217 51.64
 Over Votes 37
 Under Votes 2,956

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VOTES PERCENT

VOTES PERCENT

34-221 Washington County
Vehicle Fee
Vote for 1
Yes 86,710 46.18
No. 101,067 53.82
Over Votes 39
Under Votes 11,193

34-227 City of Sherwood
Charter Amendment
Vote for 1
Yes 4,866 82.66
No. 1,021 17.34
Over Votes 0
Under Votes 1,260

34-222 Washington County
Charter Amendment
Vote for 1
Yes 82,568 52.52
No. 74,659 47.48
Over Votes 23
Under Votes 41,759

34-228 City of Sherwood
Charter Amendment
Vote for 1
Yes 4,452 75.01
No. 1,483 24.99
Over Votes 0
Under Votes 1,212

34-232 City of Banks
Annexation 172.93 acres
Vote for 1
Yes 342 60.21
No. 226 39.79
Over Votes 0
Under Votes 21

34-229 City of Sherwood
Charter Amendment
Vote for 1
Yes 3,619 65.07
No. 1,943 34.93
Over Votes 0
Under Votes 1,585

34-233 City of Banks
Annexation 27.5 acres
Vote for 1
Yes 340 60.07
No. 226 39.93
Over Votes 0
Under Votes 23

34-230 City of Sherwood
Charter Amendment
Vote for 1
Yes 3,551 60.36
No. 2,332 39.64
Over Votes 1
Under Votes 1,263

34-226 City of Beaverton
General Obligation Bond
Vote for 1
Yes 13,953 46.89
No. 15,807 53.11
Over Votes 4
Under Votes 2,117

34-231 City of Sherwood
Charter Amendment
Vote for 1
Yes 5,153 85.24
No. 892 14.76
Over Votes 1
Under Votes 1,101

34-225 City of King City
Local Option Levy
Vote for 1
Yes 1,445 75.73
No. 463 24.27
Over Votes 1
Under Votes 89

3-452 City of Lake Oswego
Charter Amendment
Vote for 1
Yes 2 100.00
No. 0
Over Votes 0
Under Votes 0

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VOTES PERCENT

26-159 City of Portland
General Obligation Bond

Vote for 1

Yes	378	72.55
No.	143	27.45
Over Votes	0	
Under Votes	44	

26-160 Metro
Charter Amendment

Vote for 1

Yes	112,374	74.45
No.	38,574	25.55
Over Votes	40	
Under Votes	32,377	

26-161 Portland School District
Local Option Levy

Vote for 1

Yes	898	67.22
No.	438	32.78
Over Votes	1	
Under Votes	131	

34-224 Tigard-Tualatin School District
Local Option Levy

Vote for 1

Yes	22,616	72.52
No.	8,572	27.48
Over Votes	2	
Under Votes	1,918	

3-455 West Linn-Wilsonville School District
Local Option Operating Tax

Vote for 1

Yes	118	68.60
No.	54	31.40
Over Votes	0	
Under Votes	32	

3-456 West Linn-Wilsonville School District
General Obligation Bond

Vote for 1

Yes	113	65.70
No.	59	34.30
Over Votes	0	
Under Votes	32	



I, Richard W. Hoberalcht, Director of Assessment and Taxation and Ex-Officio County Clerk for Washington County, do hereby certify this to be a true and correct copy of the original.

Date: November 21, 2014

By: M. Kawai
Manager

01 = REGISTERED VOTERS - TOTAL	TOTAL	PERCENT
02 = BALLOTS CAST - TOTAL	292,115	
	199,137	

03 = VOTER TURNOUT - TOTAL	TOTAL	PERCENT
		68.17

	01	02	03
0301 301	1678	1308	77.95
0302 302	2173	1405	64.66
0303 303	956	606	63.39
0304 304	2833	1869	65.97
0305 305	889	589	66.25
0306 306	623	420	67.42
0307 307	1679	1164	69.33
0308 308	168	123	73.21
0309 309	4484	2976	66.37
0310 310	1618	1206	74.54
0311 311	630	431	68.41
0312 312	749	569	75.97
0313 313	6	5	83.33
0314 314	309	233	75.40
0315 315	947	756	79.83
0316 316	762	567	74.41
0317 317	951	710	74.66
0318 318	2498	1717	68.73
0319 319	1118	676	60.47
0320 320	2718	1735	63.83
0321 321	307	198	64.50
0322 322	358	255	71.23
0323 323	3098	1926	62.17
0324 324	453	329	72.63
0325 325	3	2	66.67
0326 326	1769	1312	74.17
0327 327	3485	2222	63.76
0328 328	1303	920	70.61
0329 329	3604	2347	65.12
0330 330	1251	884	70.66
0331 331	2279	1401	61.47
0332 332	2028	1460	71.99
0333 333	3537	1846	52.19
0334 334	142	110	77.46
0335 335	4443	3220	72.47
0336 336	2770	1897	68.48
0337 337	4002	2568	64.17
0338 338	4589	2924	63.72
0339 339	2603	1372	52.71
0340 340	3207	2224	69.35
0341 341	325	251	77.23
0342 342	64	43	67.19
0343 343	4436	3103	69.95
0344 344	4174	2699	64.66
0345 345	27	14	51.85
0346 346	280	225	80.36
0347 347	60	46	76.67
0348 348	28	22	78.57
0349 349	2586	1567	60.60
0350 350	3124	2054	65.75
0351 351	2555	1484	58.08
0352 352	885	489	55.25
0353 353	2031	1380	67.95
0354 354	3858	2823	73.17
0355 355	3099	2147	69.28
0356 356	1841	1150	62.47

01 = REGISTERED VOTERS - TOTAL
02 = BALLOTS CAST - TOTAL

TOTAL PERCENT
292,115
199,137

Recorder's Office
03 = VOTER TURNOUT - TOTAL

TOTAL PERCENT
68.17

(CONTINUED FROM PREVIOUS PAGE)

	01	02	03
0357 357	1569	984	62.72
0358 358	2071	1362	65.77
0359 359	2275	1352	59.43
0360 360	2790	1650	59.14
0361 361	1731	965	55.75
0362 362	3610	2682	74.29
0363 363	3364	2347	69.77
0364 364	4323	3107	71.87
0365 365	2904	2246	77.34
0366 366	2022	1336	66.07
0367 367	3724	2541	68.23
0368 368	3834	2519	65.70
0369 369	1863	1263	67.79
0370 370	2210	1613	72.99
0371 371	2318	1628	70.23
0372 372	1728	1328	76.85
0373 373	309	248	80.26
0374 374	13	12	92.31
0375 375	269	188	69.89
0376 376	1949	1378	70.70
0377 377	2329	1682	72.22
0378 378	1736	1225	70.56
0379 379	3539	2368	66.91
0380 380	2268	1724	76.01
0381 381	783	515	65.77
0382 382	3209	2019	62.92
0383 383	1424	1049	73.67
0384 384	2339	1737	74.26
0385 385	3069	2197	71.59
0386 386	2838	2210	77.87
0387 387	1044	627	60.06
0388 388	265	156	58.87
0389 389	2368	1560	65.88
0390 390	3765	2611	69.35
0391 391	335	193	57.61
0392 392	191	128	67.02
0393 393	637	502	78.81
0394 394	226	144	63.72
0395 395	2528	1731	68.47
0396 396	821	584	71.13
0397 397	2435	1738	71.38
0398 398	842	648	76.96
0399 399	2262	1559	68.92
0400 400	2945	2022	68.66
0401 401	1704	1311	76.94
0402 402	1035	712	68.79
0403 403	3774	2764	73.24
0404 404	2654	1901	71.63
0405 405	4570	3238	70.85
0406 406	3195	2070	64.79
0407 407	1663	1282	77.09
0408 408	4340	3289	75.78
0409 409	2741	1838	67.06
0410 410	2923	1945	66.54
0411 411	2730	1632	59.78
0412 412	1838	1319	71.76
0413 413	904	575	63.61

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Washington County, Oregon
 General Election
 November 4, 2014

City of Sherwood

FINAL

NOV 26 2014

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Recorder's Office

01 = REGISTERED VOTERS - TOTAL
 02 = BALLOTS CAST - TOTAL

TOTAL PERCENT
 292,115
 199,137

03 = VOTER TURNOUT - TOTAL

TOTAL PERCENT
 68.17

(CONTINUED FROM PREVIOUS PAGE)

	01	02	03
0414 414	578	408	70.59
0415 415	480	404	84.17
0416 416	1739	1171	67.34
0417 417	1213	809	66.69
0418 418	1954	1344	68.78
0419 419	1711	1403	82.00
0420 420	3218	2307	71.69
0421 421	289	192	66.44
0422 422	27	20	74.07
0423 423	2978	1954	65.61
0424 424	4182	2969	70.99
0425 425	1013	728	71.87
0426 426	311	242	77.81
0427 427	29	19	65.52
0428 428	1431	928	64.85
0429 429	1908	1221	63.99
0430 430	1970	1508	76.55
0431 431	1285	989	76.96
0432 432	318	162	50.94
0433 433	2151	1516	70.48
0434 434	3655	2471	67.61
0435 435	3793	2712	71.50
0436 436	2113	1547	73.21
0437 437	52	43	82.69
0438 438	236	162	68.64
0439 439	182	141	77.47
0440 440	1482	864	58.30
0441 441	67	53	79.10
0442 442	815	577	70.80
0443 443	22	14	63.64
0444 444	1365	945	69.23
0445 445	689	462	67.05
0446 446	3739	2622	70.13
0447 447	2106	1439	68.33
0448 448	436	232	53.21
0449 449	97	56	57.73
0450 450	71	51	71.83
0451 451	789	470	59.57
0452 452	2205	1264	57.32
0453 453	49	21	42.86
0454 454	839	538	64.12
0455 455	95	71	74.74
0456 456	29	20	68.97
0457 457	2252	1472	65.36
0458 458	2671	2047	76.64
0459 459	2870	2001	69.72
0460 460	2356	1266	53.74
0461 461	2717	1749	64.37



I, **Richard W. Hobernicht**, Director of Assessment and Taxation and Ex-Officio County Clerk for Washington County, do hereby certify this to be a true and correct copy of the original.

Date: November 21, 2014

By: [Signature]
Manager

Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Brad Kilby, Planning Manager

Through: Julie Hajduk, Community Development Director and Joseph Gall, ICMA-CM, City Manager

SUBJECT: Resolution 2014-076 forming a Technical Advisory Committee, a Community Advisory Committee for the Sherwood West Preliminary Concept Plan, and establishing the appointment process for members of the committees

Issue: Should Council approve Resolution 2014-076 approving recruitment, appointment, and the establishment of a Citizens Advisory Committee and a Technical Advisory Committee for the Sherwood West Preliminary Concept Plan?

Background:

Sherwood West is intended to be a preliminary concept plan for one of Sherwood's Urban Reserve Areas (Area 5B). The effort to pre-concept the area was funded through a Construction Excise Tax (CET) Grant that was awarded to Sherwood in 2013. The project will include a Housing Needs Analysis for the entire city and a preliminary concept plan for approximately 1,291 acres west and north of the existing city limits. The project is intended to identify the location and type of housing that will best meet the community needs of Sherwood. It will also assess the barriers and identify the infrastructure investments necessary to support eventual expansion into the area. Finally, the project will develop a phasing plan to assist the community in deciding how to expand in the most orderly and efficient manner. The City entered into an Intergovernmental Agreement with Metro in August of this year, and signed a contract with Cogan Owens Cogan in October of this year.

Through approval of this resolution, the City Council would be approving formation of a Technical Advisory Committee made up of representatives from other city departments and governmental agencies that have a stake in the project area, and a Community Advisory Committee that would be made up of landowners, citizens, and representatives from various boards and commissions that have governing interests within the City. The resolution also outlines how the appointments will be made to the committees. The project is expected to be completed in approximately 14 months.

Financial Impacts:

The Sherwood West Concept Plan has been budgeted for and the scope of work and consultant contact agreed upon. The establishment of and staff support for the Citizen Advisory Committee and Technical Advisory Committee has been factored into the overall project scope and budget, therefore there are no additional fiscal impacts.

Recommendation:

Staff respectfully requests that the City Council approve Resolution 2014-076, forming a Technical Advisory Committee and Community Advisory Committee for the Sherwood West Preliminary Concept Plan.



RESOLUTION 2014-076

FORMING A TECHNICAL ADVISORY COMMITTEE, A COMMUNITY ADVISORY COMMITTEE FOR THE SHERWOOD WEST PRELIMINARY CONCEPT PLAN, AND ESTABLISHING THE APPOINTMENT PROCESS FOR MEMBERS ON THE COMMITTEES

WHEREAS, the City of Sherwood received a Construction Excise Tax (CET) Grant to prepare a preliminary concept plan for approximately 1,291 acres; and

WHEREAS, the Planning Department budgeted additional monies to conduct a city-wide Housing Needs Analysis (HNA) in conjunction with the preliminary concept plan; and

WHEREAS, the City Council wishes to encourage public involvement for the project that is representative of the community as a whole and provides an opportunity to address specific concerns of the property owners within the study area, existing Sherwood citizens, and other agencies with jurisdiction or interests within the study area; and

WHEREAS, it has been determined that the most efficient structure to ensure public input is to establish a:

- Community Advisory Committee (CAC) comprised of citizens and property owners that live both in the City and in the study area, and
- Technical Advisory Committee (TAC) comprised of agency representatives with technical expertise in their area of interest; and

WHEREAS, the CAC and TAC will be charged with reviewing technical information, considering input from the general public, and making a recommendation to the Planning Commission on specific elements of the ultimate preliminary concept plan; and

WHEREAS, the Planning Commission will consider the CAC and TAC recommendations prior to making final recommendations to the City Council; and

WHEREAS, the TAC involvement is based on other department and agency cooperation and willingness to participate in the process, therefore it is understood that it is most efficient for TAC representation to be made by the respective department or agency; and

WHEREAS, to ensure CAC representation consists of a broad range of interests and viewpoints, made up of people willing to commit to reviewing materials, collaborating on issues with potential conflict, being open-minded and respectful while providing opinions on the plan, a selection and recruitment process is needed prior to appointments being made.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. A Community Advisory Committee (CAC) is established. The CAC shall be comprised of up to nineteen citizens representing the local interests of those that are affected by future development within the area. The CAC shall strive to recruit members from the following groups:

- Eight (8) Property owners or their representatives from the Sherwood West study area
- Five (5) Residents of Sherwood
- One (1) Member of the School Board or representative
- One (1) Member of the Sherwood Parks Board
- One (1) Liaison of the City Council
- One (1) Liaison of the Planning Commission
- One (1) Member of the Citizen Participation Organization (CPO) 10
- One (1) Member from the Raindrops to Refuge Organization

Section 2. A Technical Advisory Committee is established. The TAC shall be comprised of agency-designated representatives to ensure that Sherwood West project adequately considers the needs of the respective interests, and may coordinate and include the following agencies and organizations in the membership:

- City of Sherwood Engineering Department
- City of Sherwood Public Works Department
- City of Sherwood Community Services Department
- Oregon Department of Transportation (ODOT)
- Washington County
- Metro
- City of Tigard
- Clean Water Services
- Oregon Department of Fish and Wildlife
- Tualatin River National Wildlife Refuge
- Sherwood School District

Section 3. The CAC will be appointed after the first of the year and selected after review of applications from potential applicants by a selection committee made up of the City Council liaison to the Planning Commission, the Chair of the Planning Commission, and the City Planning Manager.

Section 4. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 16th day of December 2014.

Bill Middleton, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Joseph Gall, ICMA-CM, City Manager

SUBJECT: **Resolution 2014-077 adopting an amended City of Sherwood Home Rule Charter as approved by City electors at the November 4, 2014 election**

ISSUE:

Should the City Council adopt an amended City of Sherwood Home Rule Charter as approved by electors at the November 4, 2014 election?

BACKGROUND:

In November 2013 via resolution 2013-061 the City Council appointed a Charter Review Committee comprised of Sherwood residents to review the City Charter and to recommend suggested revisions to the Council. The Committee met several times and proposed amendments for the May 2014 election and continued to meet and subsequently proposed amendments for the November 2014 election. For the November ballot, the committee focused their attention on Charter Sections 1-Title and Section 47-Effective Date, Section 7-Council, Section 16-Ordinance Adoption, Section 35-City Attorney, and Section 37-Compensation.

In August 2014 via Resolution 2014-057, the City Council approved five ballot titles and explanatory statements and referred the recommended Charter revisions for voter consideration on the November 4, 2014 ballot.

Via Resolution 2014-075 adopting the November 4, 2014 election results, the City Recorder presented the official election results to the City Council. The referred ballot measures passed and as such the Charter revisions are attached to this staff report in track change format and attached in final format as Exhibit A to Resolution 2014-077.

FINANCIAL IMPACTS:

N/A

RECOMMENDATION:

Staff respectfully requests City Council approval of Resolution 2014-077 adopting an amended City of Sherwood Home Rule Charter as approved by City electors at the November 4, 2014 election.

Track Changes reflect 5 ballot measures on November 2014 ballot.

PREAMBLE

We, the voters of Sherwood, Oregon exercise our power to the fullest extent possible under the Oregon Constitution and laws of the state, and enact this Home Rule Charter.

Chapter I

NAMES AND BOUNDARIES

Section 1. Title, Effective Date and Review. This charter ~~may shall~~ be referred to as the ~~2005~~ Sherwood City Charter and takes effect January 1, 2015. This charter shall be reviewed at least every six years, with the appointment of a charter review committee by the City council.

Section 2. Name. The City of Sherwood, Oregon, continues as a municipal corporation with the name City of Sherwood.

Section 3. Boundaries. The city includes all territory within its boundaries as they now exist or are legally modified. Unless required by state law, annexations may only take effect with the approval of city voters. The city recorder will maintain as a public record an accurate and current description of the boundaries.

Chapter II

POWERS

Section 4. Powers. The city has all powers that the constitutions, statutes and common law of the United States and Oregon expressly or impliedly grant or allow the city, as fully as though this charter specifically stated each of those powers.

Section 5. Construction. The charter will be liberally construed so that the city may exercise fully all powers possible under this charter and under United States and Oregon law.

Section 6. Distribution. The Oregon Constitution reserves initiative and referendum powers as to all municipal legislation to city voters. This charter vests all other city powers in the council except as the charter otherwise provides. The council has legislative, administrative and quasi-judicial authority. The council exercises legislative authority by ordinance, administrative authority by resolution, and quasi-judicial authority by order. The council may not delegate its authority to adopt ordinances. The council appoints members of commissions, board and committees established by ordinance or resolution.

Chapter III

COUNCIL

Section 7. Council. The council consists of a mayor and six councilors nominated and elected from the City. A majority of the council may cause an item to be added to the agenda of a future meeting.

Track Changes reflect 5 ballot measures on November 2014 ballot.

Section 8. Mayor. The mayor presides over and facilitates council meetings, preserves order, enforces council rules, and determines the order of business under council rules. The mayor is a voting member of the council. The mayor must sign all records of council decisions. The mayor serves as the political head of the city government.

Section 9. Council President. At its first meeting each year, the council must elect a president from its membership. The president presides in the absence of the mayor and acts as mayor when the mayor is unable to perform duties.

Section 10. Rules. In January after each general election, the council shall adopt council rules by resolution.

Section 11. Meetings. The council must meet at least once a month at a time and place designated by its rules, and may meet at other times in accordance with council rules. The council shall afford an opportunity for general public comment at each regular meeting.

Section 12. Quorum. A majority of the council members is a quorum to conduct business, but a smaller number may meet and compel attendance of absent members as prescribed by council rules.

Section 13. Vote Required. The express approval of a majority of a quorum of the council is necessary for any council decision, except when this charter requires approval by a majority of the council.

Section 14. Record. A record of council meetings must be kept in a manner prescribed by the council rules.

Chapter IV

LEGISLATIVE AUTHORITY

Section 15. Ordinances. The council will exercise its legislative authority by adopting ordinances. The enacting clause for all ordinances must state "The City of Sherwood ordains as follows:

Section 16. Ordinance Adoption.

~~(a) Adoption of an ordinance requires approval by a majority of the council at one meeting provided the proposed ordinance is available in writing to the public at least one week before the meeting. Except as this provision provides otherwise, adoption of an ordinance requires approval by a majority of the council at two separate meetings separated by at least six days.~~

(1) The text of the proposed ordinance shall be posted and available to the public at least six days in advance of the meeting at which the ordinance will be considered, and any amendment to the text as posted shall be read in full.

(2) At each meeting that the ordinance is considered, the title of the ordinance shall be read and public comments shall be accepted prior to the vote of the council.

(3) An ordinance may be adopted at a single meeting of the council by unanimous vote of all sitting

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Track Changes reflect 5 ballot measures on November 2014 ballot.

councilors on the question upon being read by title twice.

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(b) Any substantive amendment to a proposed ordinance must be read aloud or made available in writing to the public before the council adopts the ordinance at that meeting.

(c) After the adoption of an ordinance, the vote of each member must be entered into the council minutes.

(d) After adoption of an ordinance, the city recorder must endorse it with the date of adoption and the recorder's name and title. The city recorder must submit the ordinance to the mayor for approval. If the mayor approves the ordinance, the mayor must sign and date it.

(e) If the mayor vetoes the ordinance, the mayor must return it to the city recorder with written reasons for his veto within 10 days of receipt of the ordinance. If the ordinance is not so returned, it takes effect as if approved.

(f) At the first council meeting after veto by the mayor, the council will consider the reasons of the mayor and again vote on the ordinance. If four councilors vote to adopt the ordinance, it will take effect.

Section 17. Effective Date of Ordinances. Ordinances normally take effect on the 30th day after adoption and approval by the mayor, or adoption after veto by the mayor, or on a later day provided in the ordinance. An ordinance adopted by all councilors may take effect as soon as adopted, or other date less than 30 days after adoption if it contains an emergency clause, and is not subject to veto by the mayor.

Chapter V

ADMINISTRATIVE AUTHORITY

Section 18. Resolutions. The council will normally exercise its administrative authority by approving resolutions. The approving clause for resolutions may state "The City of Sherwood resolves as follows:"

Section 19. Resolution Approval.

(a) Approval of a resolution or any other council administrative decision requires approval by the council at one meeting.

(b) Any substantive amendment to a resolution must be read aloud or made available in writing to the public before the council adopts the resolution at a meeting.

(c) After approval of a resolution or other administrative decision, the vote of each member must be entered into the council minutes.

(d) After approval of a resolution, the city recorder must endorse it with the date of approval and the recorder's name and title.

Section 20. Effective Date of Resolutions. Resolutions and other administrative decisions take effect on the

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date of approval, or on a later day provided in the resolutions.

Chapter VI

QUASI-JUDICIAL AUTHORITY

Section 21. Orders. The council will normally exercise its quasi-judicial authority by approving orders. The approving clause for orders may state "The City of Sherwood orders as follows:"

Section 22. Order Approval.

(a) Approval of an order or any other council quasi-judicial decision requires approval by the council at one meeting.

(b) Any substantive amendment to an order must be read aloud or made available in writing to the public at the meeting before the council adopts the order.

(c) After approval of an order or other council quasi-judicial decision, the vote of each member must be entered in the council minutes.

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Section 23. Effective Date of Orders. Orders and other quasi-judicial decisions take effect on the date of final approval, or on a later day provided in the order.

Chapter VII

ELECTIONS

Section 24. Councilors. At each general election, three councilors will be elected for four-year terms. No councilor shall serve on the council more than three consecutive terms, including any partial term as a councilor.

Section 25. Mayor. At each general election, a mayor will be elected for a two-year term.

Section 26. State Law. City elections must conform to state law except as this charter or ordinances provide otherwise. All elections for city offices must be nonpartisan.

Section 27. Qualifications.

(a) The mayor and each councilor must be a qualified elector under state law, and reside within the city for at least one year immediately before election or appointment to office.

(b) No person may be a candidate at a single election for more than one city office.

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(c) Neither the mayor, nor a councilor may be employed by the city.

(d) The council is the final judge of the election and qualifications of its members.

Section 28. Nominations. The council must adopt an ordinance prescribing the manner for a person to be nominated to run for mayor or a city councilor position.

Section 29. Terms. Notwithstanding any applicable term limits imposed by this charter, the term of any officer elected at a general election begins at the first council meeting of the year immediately after the election, and continues until the successor qualifies and assumes the office.

Section 30. Oath. The mayor and each councilor must swear or affirm to faithfully perform the duties of the office and support the constitutions and laws of the United States and Oregon.

Section 31. Vacancies. The mayor or a council office becomes vacant:

(a) Upon the incumbent's:

- (1) Death
- (2) Adjudicated incompetence, or
- (3) Recall from the office
- (4) An election to a different City office

(b) Upon declaration by the council after the incumbent's:

- (1) Failure to qualify for the office within 10 days of the time the term of office is to begin,
- (2) Absence from the city for 45 days without council consent, or all meetings in a 60 day period
- (3) Ceasing to reside in the city
- (4) Ceasing to be a qualified elector under state law
- (5) Conviction of a public offense punishable by loss of liberty
- (6) Resignation from the office, or
- (7) Removal under Section 33(i).

Section 32. Filling Vacancies. A mayor or councilor vacancy will be filled by an election if 13 months or more remain in the office term or by appointment of the majority of the council within 45 days if less than 13 months remain. The election will be held at the next available election date to fill the vacancy for the remainder of the term. A mayor or councilor vacancy shall be filled by appointment by a majority of the remaining council members. The appointee's term of office runs from appointment until the vacancy is filled by election or until expiration of the term of office if no election is required to fill the vacancy.

Chapter VIII

APPOINTIVE OFFICERS

| [Track Changes reflect 5 ballot measures on November 2014 ballot.](#)

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(a) The office of city manager is established as the administrative head of the city government. The city manager is responsible to the mayor and council for the proper administration of all city business. The city manager will assist the mayor and council in the development of city policies, and carry out policies established by ordinances and resolutions.

(b) A majority of the council must appoint and may remove the manager. The appointment must be made without regard to political considerations and solely on the basis of education and experience in competencies and practices of local government management.

(c) The manager need not reside in the city.

(d) The manager may be appointed for a definite or an indefinite term, and may be removed at any time by a majority of the council. The council must fill the office by appointment as soon as practicable after the vacancy occurs.

(e) The manager must:

- (1) Attend all council meetings unless excused by the mayor or council;
- (2) Make reports and recommendations to the mayor and council about the needs of the city;
- (3) Administer and enforce all city ordinances, resolutions, franchises, leases, contracts, permits, and other city decisions;
- (4) Appoint, supervise and remove city employees;
- (5) Organize city departments and administrative structure;
- (6) Prepare and administer the annual city budget;
- (7) Administer city utilities and property;
- (8) Encourage and support regional and intergovernmental cooperation;
- (9) Promote cooperation among the council, staff and citizens in developing city policies, and building a sense of community;
- (10) Perform other duties as directed by the council;
- (11) Delegate duties, but remain responsible for acts of all subordinates.

(f) The manager has no authority over the council or over the judicial functions of the municipal judge.

(g) The manager and other employees designated by the council may sit at council meetings but have no vote. The manager may take part in all council discussions.

(h) When the manager is temporarily disabled from acting as manager or when the office becomes vacant, the council must appoint a manager pro tem. The manager pro tem has the authority and duties of manager, except that a pro tem manager may appoint or remove employees only with council approval.

(i) No council member may directly or indirectly attempt to coerce the manager or a candidate for the office of manager in the appointment or removal of any city employee, or in administrative decisions. Violation of this prohibition is grounds for removal from office by a majority of the council after a public hearing. In council meetings, councilors may discuss or suggest anything with the manager relating

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(a) The office of city recorder is established as the council clerk, city custodian of records and city elections official. The recorder must attend all council meetings unless excused by the mayor or council.

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(a) A majority of the council may appoint and remove a municipal judge. A municipal judge will hold court in the city at such place as the council directs. The court will be known as the Sherwood Municipal Court.

(b) All proceedings of this court will conform to state laws governing justices of the peace and justice courts.

(c) All areas within the city and areas outside the city as permitted by state law are within the territorial jurisdiction of the court.

(d) The municipal court has jurisdiction over every offense created by city ordinance. The court may enforce forfeitures and other penalties created by such ordinances. The court also has jurisdiction under state law unless limited by city ordinance.

(e) The municipal judge may:

- (1) Render judgments and impose sanctions on persons and property;
- (2) Order the arrest of anyone accused of an offense against the city;
- (3) Commit to jail or admit to bail anyone accused of a city offense;
- (4) Issue and compel obedience to subpoenas;
- (5) Compel witnesses to appear and testify and jurors to serve for trials before the court;
- (6) Penalize contempt of court;

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- (7) Issue processes necessary to enforce judgments and orders of the court;
 - (8) Issue search warrants; and
 - (9) Perform other judicial and quasi-judicial functions assigned by ordinance.
- (f) The council may appoint and may remove municipal judges pro tem.
- (g) The council may transfer some or all of the functions of the municipal court to an appropriate state court.

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Section 37. Compensation. The council must authorize the compensation of Ccity appointive officers and employees as part of its approval of the annual city budget. The mayor and councilors shall not be compensated but may be reimbursed for actual and reasonable expenses.

Section 38. Merit Systems. The council by resolution will determine the rules governing recruitment, selection, promotion, transfer, demotion, suspension, layoff, and dismissal of city employees based on merit and fitness.

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Section 39 Procedure. The council may by ordinance provide for procedures governing the making, altering, vacating, or abandoning of a public improvement. A proposed public improvement may be suspended for one year upon remonstrance by owners of the real property to be specially assessed for the improvement. The number of owners necessary to suspend the action will be determined by ordinance.

Section 40. Special Assessments. The procedure for levying, collecting and enforcing special assessments for public improvements or other services charged against real property will be governed by ordinance.

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Section 41. Debt. City indebtedness may not exceed debt limits imposed by state law. A charter amendment is not required to authorize city indebtedness.

Section 42. Solid Waste Incinerators. The operation of solid waste incinerators for any commercial, industrial, or institutional purpose is prohibited in the city. This applies to solid waste defined by ORS 459.005(24), and includes infectious wastes defined by ORS 459.386(2). This prohibition does not apply to otherwise lawful furnaces, incinerators, or stoves burning wood or wood-based products, petroleum

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products, natural gas, or to other fuels or materials not defined as solid waste, to yard debris burning, or to small-scale specialized incinerators utilizing solid waste produced as a byproduct on-site and used only for energy recovery purposes. Such small-scale incinerators are only exempt from this prohibition if they are ancillary to a city permitted or conditional use, and may not utilize infectious wastes or any fuels derived from infectious wastes. This prohibition does not apply to solid waste incinerators lawfully permitted to operate before September 5, 1990, but does apply to any expansion, alteration or modification of such uses or applicable permits. (Approved by voters November 6, 1990)

Section 43. Willamette River Drinking Water. Use of Willamette River water as a residential drinking water source within the city is prohibited except when such use has been previously approved by a majority vote of the city's electors. (Approved by voters November 2001)

Section 44. Ordinance Continuation. All ordinances consistent with this charter in force when it takes effect remain in effect until amended or repealed.

Section 45. Repeal. All charter provisions adopted before this charter takes effect are repealed.

Section 46. Severability. The terms of this charter are severable. If any provision is held invalid by a court, the invalidity does not affect any other part of the charter.

~~**Section 47. Time of Effect.** This charter takes effect July 1, 2005.~~



RESOLUTION 2014-077

**ADOPTING AN AMENDED CITY OF SHERWOOD HOME RULE CHARTER AS APPROVED
BY CITY ELECTORS AT THE NOVEMBER 4, 2014 ELECTION**

WHEREAS, with its approval of Resolution 2014-075, the City Council accepted the City Recorder's canvassing of the official results of the November 4, 2014 general election provided by the Washington County Elections Official; and

WHEREAS, as documented in the official results of the election, the City's electors approved five amendments to the City's Home Rule Charter; and

WHEREAS, as such, the City Council now finds it appropriate to adopt an amended City of Sherwood Home Rule Charter to incorporate the voter-approved changes, a copy of which is attached as Exhibit A.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The City Council hereby adopts an amended City Home Rule Charter, in the form attached as Exhibit A to this resolution.

Section 2. The City Recorder is hereby directed to enter a copy of this Resolution in the record of the proceedings of this Council and to establish the effective date of the new Charter.

Section 3. This Resolution is and shall be effective from and after its adoption by the City Council.

Duly passed by the City Council this 16th day of December 2014.

Bill Middleton, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

PREAMBLE

We, the voters of Sherwood, Oregon exercise our power to the fullest extent possible under the Oregon Constitution and laws of the state, and enact this Home Rule Charter.

Chapter I

NAMES AND BOUNDARIES

Section 1. Title, Effective Date and Review. This charter shall be referred to as the Sherwood City Charter and takes effect January 1, 2015. This charter shall be reviewed at least every six years, with the appointment of a charter review committee by the City council

Section 2. Name. The City of Sherwood, Oregon, continues as a municipal corporation with the name City of Sherwood.

Section 3. Boundaries. The city includes all territory within its boundaries as they now exist or are legally modified. Unless required by state law, annexations may only take effect with the approval of city voters. The city recorder will maintain as a public record an accurate and current description of the boundaries.

Chapter II

POWERS

Section 4. Powers. The city has all powers that the constitutions, statutes and common law of the United States and Oregon expressly or impliedly grant or allow the city, as fully as though this charter specifically stated each of those powers.

Section 5. Construction. The charter will be liberally construed so that the city may exercise fully all powers possible under this charter and under United States and Oregon law.

Section 6. Distribution. The Oregon Constitution reserves initiative and referendum powers as to all municipal legislation to city voters. This charter vests all other city powers in the council except as the charter otherwise provides. The council has legislative, administrative and quasi-judicial authority. The council exercises legislative authority by ordinance, administrative authority by resolution, and quasi-judicial authority by order. The council may not delegate its authority to adopt ordinances. The council appoints members of commissions, board and committees established by ordinance or resolution.

Chapter III

COUNCIL

Section 7. Council. The council consists of a mayor and six councilors nominated and elected from the City. A majority of the council may cause an item to be added to the agenda of a future meeting.

Section 8. Mayor. The mayor presides over and facilitates council meetings, preserves order, enforces council rules, and determines the order of business under council rules. The mayor is a voting member of the council. The mayor must sign all records of council decisions. The mayor serves as the political head of the city government.

Section 9. Council President. At its first meeting each year, the council must elect a president from its membership. The president presides in the absence of the mayor and acts as mayor when the mayor is unable to perform duties.

Section 10. Rules. In January after each general election, the council shall adopt council rules by resolution.

Section 11. Meetings. The council must meet at least once a month at a time and place designated by its rules, and may meet at other times in accordance with council rules. The council shall afford an opportunity for general public comment at each regular meeting.

Section 12. Quorum. A majority of the council members is a quorum to conduct business, but a smaller number may meet and compel attendance of absent members as prescribed by council rules.

Section 13. Vote Required. The express approval of a majority of a quorum of the council is necessary for any council decision, except when this charter requires approval by a majority of the council.

Section 14. Record. A record of council meetings must be kept in a manner prescribed by the council rules.

Chapter IV

LEGISLATIVE AUTHORITY

Section 15. Ordinances. The council will exercise its legislative authority by adopting ordinances. The enacting clause for all ordinances must state "The City of Sherwood ordains as follows:

Section 16. Ordinance Adoption.

(a) Except as this provision provides otherwise, adoption of an ordinance requires approval by a majority of the council at two separate meetings separated by at least six days.

- (1) The text of the proposed ordinance shall be posted and available to the public at least six days in advance of the meeting at which the ordinance will be considered, and any amendment to the text as posted shall be read in full.
- (2) At each meeting that the ordinance is considered, the title of the ordinance shall be read and public comments shall be accepted prior to the vote of the council.
- (3) An ordinance may be adopted at a single meeting of the council by unanimous vote of all sitting councilors on the question upon being read by title twice.

(b) Any substantive amendment to a proposed ordinance must be read aloud or made available in writing to the public before the council adopts the ordinance at that meeting.

(c) After the adoption of an ordinance, the vote of each member must be entered into the council minutes.

(d) After adoption of an ordinance, the city recorder must endorse it with the date of adoption and the recorder's name and title. The city recorder must submit the ordinance to the mayor for approval. If the mayor approves the ordinance, the mayor must sign and date it.

(e) If the mayor vetoes the ordinance, the mayor must return it to the city recorder with written reasons for his veto within 10 days of receipt of the ordinance. If the ordinance is not so returned, it takes effect as if approved.

(f) At the first council meeting after veto by the mayor, the council will consider the reasons of the mayor and again vote on the ordinance. If four councilors vote to adopt the ordinance, it will take effect.

Section 17. Effective Date of Ordinances. Ordinances normally take effect on the 30th day after adoption and approval by the mayor, or adoption after veto by the mayor, or on a later day provided in the ordinance. An ordinance adopted by all councilors may take effect as soon as adopted, or other date less than 30 days after adoption if it contains an emergency clause, and is not subject to veto by the mayor.

Chapter V

ADMINISTRATIVE AUTHORITY

Section 18. Resolutions. The council will normally exercise its administrative authority by approving resolutions. The approving clause for resolutions may state "The City of Sherwood resolves as follows:"

Section 19. Resolution Approval.

(a) Approval of a resolution or any other council administrative decision requires approval by the council at one meeting.

(b) Any substantive amendment to a resolution must be read aloud or made available in writing to the public before the council adopts the resolution at a meeting.

(c) After approval of a resolution or other administrative decision, the vote of each member must be entered into the council minutes.

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Section 24. Councilors. At each general election, three councilors will be elected for four-year terms. No councilor shall serve on the council more than three consecutive terms, including any partial term as a councilor.

Section 25. Mayor. At each general election, a mayor will be elected for a two-year term.

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(a) Upon the incumbent's:

- (1) Death
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TO: Sherwood City Council

FROM: Julia Hajduk, Community Development Director
Through: Chris Crean, City Attorney and Joseph Gall, ICMA-CM, City Manager

SUBJECT: Resolution 2014-073, extending the Area 59 reimbursement district by 5 years to March 4, 2023

Issue:

Shall the City Council adopt a Resolution extending the Area 59 reimbursement district by an additional 5 years?

Background:

At the November 18, 2014 City Council meeting, staff presented the request from the School District to extend the Area 59 reimbursement district. Council received written testimony prior to and at the hearing and heard public testimony from the School District and property owners affected by the proposed reimbursement district extension. The Council decided to continue the hearing to December 16, 2014 to allow additional time for Council review of the materials and issues already submitted and to provide additional time for additional public testimony. Attached to this memo is additional testimony submitted to date which consists of a 12/4/14 letter from Kelly Hossaini, representing the Sherwood School District.

In addition, the draft resolution has been modified to reflect the hearing was continued and that Council considered all information presented prior to making a decision. Staff has reviewed the information submitted and the testimony from the November 18th hearing and we continue to recommend approval of the extension. Our recommendation is based on the standards to be considered with the extension request: demonstration of good cause and demonstration that the value of improvement to the subject properties remains sufficient to warrant reimbursement.

Financial Impacts:

There are no direct financial impacts to the City.

Recommendation:

Staff respectfully requests adoption of Resolution 2014-073 extending the area 59 reimbursement district by 5 years to expire on March 4, 2023



PORTLAND, OREGON
SEATTLE, WASHINGTON
VANCOUVER, WASHINGTON
CENTRAL OREGON
WWW.MILLERNASH.COM

3400 U.S. BANCORP TOWER
111 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204

OFFICE 503.224.5858
FAX 503.224.0155

Kelly S. Hossaini
kelly.hossaini@millernash.com
(503) 205-2332 direct line

December 4, 2014

VIA E-MAIL

Mayor Bill Middleton and
City of Sherwood City Council
Sherwood City Hall
22560 S.W. Pine Street
Sherwood, Oregon 97140

Subject: Sherwood School District Reimbursement District—Extension Application

Dear Mayor Middleton and Councilors:

On October 13, 2014, Sherwood School District ("SSD") submitted an application to the City to extend its 2008-approved reimbursement district (the "Reimbursement District") for an additional five years, as allowed by Sherwood Municipal Code ("SMC") 13.24.100(H). Without the extension, the Reimbursement District will expire on March 4, 2018. The amount owed to SSD in the Reimbursement District when it was established was approximately \$1.7 million. To date, SSD has only collected about \$200,000. SMC 13.24.100(H) sets forth two approval criteria for Council's consideration regarding the Reimbursement District extension: (1) that there is good cause to extend the reimbursement district, and (2) that the value of the improvements to the subject properties remains sufficient to warrant reimbursement.

Although the concept behind the Reimbursement District is a fairly simple one, and the relevant approval criteria straight-forward, there appeared to be a lot of confusion by the end of the November 18, 2014, City Council hearing. The purpose of the Reimbursement District is to pay back SSD, i.e., the taxpayers, for expenditures made in 2008 that provide public infrastructure to support the entire area's development. The fee to each property within the Reimbursement District represents the amount a developer would have had to pay to provide that same infrastructure if SSD hadn't built it. There is no denying that public infrastructure is expensive. Many local governments are wrestling with how public infrastructure gets paid for in areas just like the Area 59 Reimbursement District, including newly developing areas in West Bull Mountain, Cooper Mountain, and North Bethany. The fact that public infrastructure is expensive and that this expense reduces the amount of profit that

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property owners and developers will gain from development is not a reason that development should not pay for the infrastructure need it creates, and it is not unique to the Area 59 Reimbursement District.

Issues Raised at the November 18, 2014, Hearing

A. Good Cause for the Extension

As SSD noted in its application for the Reimbursement District extension, directly after the Reimbursement District was formed, the Great Recession temporarily halted development not just in Sherwood and Oregon, but across the country for several years. Indeed, although the Reimbursement District was formed in March 2008, SSD did not receive any repayment for infrastructure through the Reimbursement District until November 2013, when repayment was received for development on the Rasmussen and Nelson properties. Although the Mandels insist that years of frozen development is not "good cause" for an extension, SSD believes that the Great Recession has had a direct, adverse effect on its ability to recoup more of its infrastructure costs, and that the taxpayers deserve a fair shot at getting paid back. For example, land prices have only recently begun to return to levels that can support the cost of infrastructure to serve development.

SSD would also note that just five months ago when Council amended the Sherwood Municipal Code to allow a reimbursement district to be extended, which ordinance passed unanimously, Council recognized the Great Recession as a significant factor in allowing for an extension opportunity. Specifically, Council made the following findings:

"WHEREAS, as a result of the economic downturn, development has been slow resulting in significantly less funds contributed to the reimbursement district than anticipated; and

[...]

"WHEREAS, the City Council recognizes the significance of the economic circumstances and has previously amended the Municipal Code to allow additional extensions for other development projects . . ."

As set forth in SSD's extension application, in the years after the formation of the Reimbursement District, residential building permits plummeted to 22% of the permits issued in the preceding five years. This permit information came directly from

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the City and clearly supports an extension of time to allow the Reimbursement District to function as intended.

B. Value of Infrastructure and Concept of Depreciation: The opponents to the Reimbursement District extension claim that the depreciation of the public improvements is somehow relevant to this extension request, and that the failure of the City or District to provide information about depreciation renders the extension unapprovable. The issue of depreciation is a red herring, because it is irrelevant to the extension request. Nowhere in SMC 13.24 is "depreciation" even mentioned, and it is not relevant to the two approval criteria for an extension. Further, the reality is that depreciation has no effect whatsoever on the affected property owners, because they are not responsible for any depreciation. The Reimbursement District fee is a reimbursement to SSD for expenditures made in 2008, and represents what a developer would have to pay to provide the infrastructure if the infrastructure was not already constructed and available for the affected property's use. The City does not collect the Reimbursement District fee and then charge for any depreciation in the infrastructure since it was built to make up the difference. The opponents to the Reimbursement District extension, then, have failed to identify how the concept of depreciation is relevant to the Reimbursement District extension under the City's code.

With respect to what SMC 13.24.100(H) requires of SSD as part of the extension application, it requires SSD to provide information regarding the following:

1. the remaining useful life of the improvements;
2. the continuing benefit of the infrastructure to subject properties; and
3. an explanation as to "good cause" for the extension.

SSD provided responsive information to the City as part of its application, and additional responsive information was provided by the City Engineer and Public Works Director in a follow-up memorandum (the "City Engineering Memo"). SSD also notes that the provision of this information is an application requirement and, contrary to Mr. Rankin's contention in his November 18, 2014, letter and his corresponding verbal testimony at the City Council hearing, application requirements are not approval criteria. There are only two approval criteria the extension must meet, as set forth above, and neither require consideration of depreciated values of the public infrastructure.

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As shown in Attachment 1, which was part of the original engineering report forming the Reimbursement District, in 2008 the value of the improvements was \$3,736,585. According to the City Engineering Memo, the life of these improvements is measured in the decades. The applicable approval criterion asks the City to make a finding that the public improvements contain sufficient value to the affected properties to warrant reimbursement. Both SSD's engineer's October 10, 2014, memo, as well as the City Engineering Memo conclude that there is such value. It is not a huge leap of logic or evidence to conclude that public infrastructure improvements that were built in 2008, and that have a life of decades, have sufficient value in 2014 to warrant reimbursement from properties that will depend on those improvements when those properties develop. In other words, there is substantial evidence in the record to demonstrate that the "value of improvements" criterion has been met. The criterion does not ask for any additional evidence or evaluation.

C. Fairness of the Reimbursement District Extension

At the hearing, there were property owner arguments about the fairness of the Reimbursement District. When the Reimbursement District was formed, the City had to make a finding that it was "fair and in the public interest." SMC 13.24.030(G). The City found that it was both fair and in the public interest. SMC 13.24.030(G) is not an approval criterion that applies to the extension. With respect to the piece of Mandel property that sits on the east side of Copper Terrace, which the Mandels sometimes refer to as the "remnant," at the specific request of the Mandels, SSD incurred both delay and additional expense to the new schools' land use approvals to ensure that the eastern piece is buildable. Originally, Copper Terrace was located such that the eastern piece was not buildable and SSD offered to purchase that property as part of the schools' site acquisition. In April 2007, the Mandels stated that they wanted to retain that property and hired Westlake Consultants to prepare a site plan relocating Copper Terrace to the west so that the eastern piece would be buildable. The Mandels gave the site plan to SSD and asked SSD to change its development layout to be consistent. SSD complied with the Mandels' request and relocated Copper Terrace although it caused delay and additional expense due, in part, to the fact that there was a driveway across S.W. Edy Road that needed to be considered. The implication, then, that somehow SSD compelled the Mandels to retain property they did not want so that the Mandels' share of the Reimbursement District would be artificially increased is simply false.

SSD paid the majority of the Reimbursement District costs, over \$2 million of the total \$3,736,585. The Mandels have argued that it wouldn't be fair to extend the Reimbursement District, because their property is not worth as much as it

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would be if the Reimbursement District did not apply. But for the Reimbursement District, the Mandels would have more money to pay off student loans, among other things. While emphasizing their desire for the additional revenue they would enjoy if they did not have to reimburse the taxpayers for the public infrastructure that will serve their property, the Mandels discount SSD's need for the money as unimportant, stating, "District money needs are not a justification for the extension." (See Nancy Mandel's undated letter, received at the November 18, 2014, hearing.) The reality is, through SSD's general obligation bond the taxpayers provided over \$1.7 million in public infrastructure to serve, among others, the Mandel property. The taxpayers are entitled to be reimbursed if at all possible. SSD has pressing and immediate capital improvement needs that could be met with this reimbursement, thereby benefitting the taxpayers as a whole. For example, SSD has been committed to building a gym for Laurel Ridge Middle School and repayment of the Reimbursement District would help in that effort.

As noted at the hearing, SSD could have implemented a local improvement district instead of a reimbursement district. This would have placed an immediate lien on the affected properties, along with payments required over a period of years. SSD chose not to pursue a local improvement district, because it believed that the fairest course of action was waiting until property developed to be reimbursed.

Conclusion

SSD respectfully requests that Council extend the reimbursement district the requested five years. SSD also respectfully requests that Council make this decision at its December 16, 2014, meeting and not postpone the decision until 2015.

Very truly yours,


Kelly S. Hossaini

cc: Ms. Heather Cordie
Ms. Sue Hekker



Home of the Tualum River National Wildlife Refuge

Public Works Directors Report

City of Sherwood
22560 SW Pine St.
Sherwood, OR 97140
Tel 503-625-5522
Fax 503-625-5524
www.ci.sherwood.or.us

February 18, 2008

Mayor
Keith Mays

Councilors
Dave Grant
Dave Heironimus
Linda Henderson
Dan King
Dave Luman
Lee Weislogel

City Manager
Ross Schultz

Public Works Directors Report for Area 59 Reimbursement District

This report has been created to fulfill the City of Sherwood's requirement for a Public Works Directors Report for the Reimbursement District application submitted by the Sherwood School District. The School District submitted a Reimbursement District Report with their application and the latest version of that report is dated January 15, 2008. There are a few minor differences in this Public Works Directors report which are not reflected in the School District report due to better information that has come forth during the review of the School District Report.



This report has been created by the Engineering Department and the Community Development Director. When the Municipal Code section for Reimbursement Districts was adopted the review of Private Development projects was under the Public Works Department. Subsequent changes to the structure of the City placed that review and approval in the Community Development Department. However the Code is clear that this is a Public Works Directors report and therefore it is being signed and approved by both the Public Works Director and the Community Development Director.

Reimbursement District creation is allowed by Sherwood Municipal Code section 13.24. This code section outlines the requirements of the application and the process for approval of a district if it is warranted.

The following items A-G must be addressed in this Report and the required information is provided below.

A. Whether the developer will finance, or has financed some or all of the cost of the public improvement, thereby making service available to property, other than that owned by the developer.

Response: The Sherwood School District will finance many public improvements that have been approved and are currently under construction. These public improvements extend sanitary, water, storm to properties under separate ownership from the School District that are currently not served by public improvements. While all of the

properties in this area are connected to public county streets the School District is also building street improvements to Copper Terrace that can be utilized in the future for properties adjacent to this new public facility. The public utilities that are being extended are all being sized to accommodate future development up to the levels shown in the comprehensive plan for Area 59.

B. The boundary and size of the reimbursement district.

Response: The size and boundary of the reimbursement district are shown in Appendix A: Figure PWR-1 The total area included is 2,314,944 sf or 53.14 acres.

C. The actual or estimated cost of the public improvement serving the area of the proposed reimbursement district and the portion of the cost for which the developer should be reimbursed for each public improvement.

Response: All costs for this reimbursement district are estimated based on bid costs for the improvements from the School District and their contractor System Development Charge Credits already approved have been taken out of the costs shown below.

Table PWR-1 Proportion of Costs by Public Improvement

Public Improvement	Reimbursement District Cost	Portion of Costs for Developer (School District) reimbursement	Percentage of Developer Cost of Total Reimbursement District Cost
Street	\$2,186,296	\$670,932	30.69%
Sanitary	\$684,271	\$508,986	74.38%
Storm	\$530,728	\$318,219	59.96%
Water	\$335,290	\$234,241	69.86%
Total	\$3,736,585	\$1,732,378	46.36%

D. A methodology for spreading the cost among the properties within the reimbursement district and, where appropriate, defining a "unit" for applying the reimbursement fee to property which may, with city approval, be partitioned, subdivided, altered or modified at some future date. City may use any methodology for apportioning costs on properties specially benefited that is just and reasonable.

Response: The methodology for spreading the costs among the property owners shall be decided by the City. While the application made a recommendation for a methodology in the report submitted; the final methodology is up to the City.

For sanitary, storm and water the application suggested using an equal split between area served by the public improvement and the frontage of the improvement along the properties within the boundaries of each public improvement. For streets the application suggests using property frontage for the methodology. The City has looked at other reimbursement districts and



RESOLUTION 2014-073

A RESOLUTION EXTENDING THE AREA 59 REIMBURSEMENT DISTRICT BY 5 YEARS TO MARCH 4, 2023

WHEREAS, Chapter 13.24 of the Sherwood Municipal Code ("SMC") permits those who finance and install public improvements to seek reimbursement from other persons or entities who benefit from those improvements; and

WHEREAS, the Sherwood School District ("District") was required to finance and construct certain public improvements to serve the Edy and Laurel Ridge schools in Area 59 and applied for and was granted a reimbursement district via Resolution 2008-011; and

WHEREAS, since establishment of the reimbursement district six years ago the economy took a downturn and the School District has only received 12% of the anticipated reimbursement; and

WHEREAS, in accordance with SMC 13.24.100.H, the Sherwood School District has requested the City Council authorize a 5 year extension to the reimbursement district to provide additional time for the economic conditions to change such that more of the anticipated reimbursement is received; and

WHEREAS, the School District has demonstrated and the City Engineer and Public Works Director concur that there is good cause for the extension and the value of the improvement to the properties in the reimbursement district remains sufficient to warrant the reimbursement; and

WHEREAS, the City Council held a public hearing on November 18, 2014 and December 16, 2014 to receive comments on the proposed extension and carefully considered all comments received and points made; and

WHEREAS, after full consideration of the School District request, staff recommendation (Exhibit A) and public comments and testimony received, the Council finds that there is good cause for a five (5) year extension of the reimbursement district and the value of improvements to the subject properties remains sufficient to warrant reimbursement.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Area 59 Reimbursement District authorized via Resolution 2008-011, is hereby extended to March 4, 2023

Section 2. The city recorder shall provide notice in accordance with 13.24.070 and record the resolution in accordance with 13.24.080

Section 3. This Resolution shall be effective upon its approval and adoption.

| Duly passed by the City Council this ~~18th~~ 16th of ~~November~~ December, 2014.

Bill Middleton, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Craig Sheldon, Public Works Director
Bob Galati P.E., City Engineer

Through: Joseph Gall ICMA, City Manager
Julia Hajduk, Community Development Director

SUBJECT: The Sherwood School District has made a formal request that the effective date of the Area 59 Reimbursement District be extended by 5-years in conformance with the requirements of Municipal Code Section 13.24.100.(H).

Background:

On March 4th, 2008, City Council passed Resolution 2008-011 which established the Area 59 Reimbursement District for the Sherwood School District. As part of that decision, City staff submitted a detailed analysis of the improvements and options for assigning reimbursement responsibility to benefited properties. The City Council established the reimbursement district, after opportunity for public comment. Per City Code Section 13.24.100.(H), the initial reimbursement effective time period was for 10-years, ending March, 4th, 2018. In the intervening time period, only three of the eleven benefitted properties have been developed and paid the reimbursement district charges. Those three properties include the Rychlick Farms Subdivision and the Daybreak Subdivision.

In a letter from the Sherwood School District dated October 13th, 2014, the School District requested that the effective date of the Area 59 Reimbursement District be extended by an additional 5-years as allowed by Sherwood Municipal Code Section 13.24.100.(H). The effective date if the request is approved and enacted would become March 4th, 2023.

Per the Municipal Code, there are two criteria which must be met in order to grant an extension:

- 1) Demonstration of good cause for the extension; and
- 2) The value of the improvements to the subject properties remains sufficient to warrant reimbursement.

City Review:

City staff has reviewed the extension request, included as Attachment 1 to this memo, and conducted a review of the existing condition and remaining life cycle of the public infrastructure constructed under the original reimbursement district action.

Demonstration of good cause for the extension

The applicant has indicated that the “Great Recession” and the resulting reduction in building activity in the area is good cause for the extension. Specifically, they note that, to date, they have only received 12% of the investment they made into the public infrastructure. They further note that the funds invested in the infrastructure were paid for by voter-approved bonds and allowing the reimbursement to be extended so that more of the investment can be recovered would provide additional opportunity to address capital needs within the School District.

The value of the improvements to the subject properties remains sufficient to warrant reimbursement

The reimbursement district covers the following public infrastructure categories; a) transportation (Copper Terrace), b) water system, c) sanitary sewer system, and d) storm sewer system. The

term “design life” is the expected time in years the materials which make up the major component of the system are expected to last under normal use and with regular system maintenance. Generally, when the system life cycle is reached the system is replaced. For water systems, the standard design life for the pipe is 75 years. For sanitary and storm system pipelines, again the standard design life is 75 years. For roadways the system design life refers specifically to the asphalt pavement and not the entire road pavement section, which includes the base rock, and subgrade materials. Under typical traffic loading and weathering conditions, along with regular surface maintenance, the standard asphalt pavement road system design life is 20 years.

The street, water, storm and sanitary systems were constructed and accepted on July 15, 2009. City staff has reviewed the maintenance reports for the storm, sanitary and water systems, and performed an on-site review of the asphalt pavement surface conditions, and have determined that the material conditions are still significant relative to the overall standard design life cycle for each system. In addition, there is sufficient capacity to serve the needs of anticipated developments which will benefit from the improvement and there have been no changes to any master plans that would require additional improvements or upgrades to the systems.

Staff considered whether the any of the systems were degraded to the point that a reduced amount of reimbursement would be appropriate. In other words, we wanted to consider whether someone paying into the District in the year 2020 would have the same quality of improvement as those paying in 2012. In staff's determination, because of the remaining design life of the improvements, no reduction of the reimbursement district parcel assessments is warranted.

Recommendation:

City staff concurs with the applicant's demonstration of “good cause” and has determined that the remaining design life cycle for the public infrastructure is sufficient to warrant the extension of the reimbursement district without reduction of the assessed reimbursement amounts.

TO: Sherwood City Council

FROM: Scott Mckie, Building Official

Through: Julia Hajduk, Community Development Director and Joseph Gall, ICMA-CM, City Manager

SUBJECT: Ordinance 2014-020 amending the terms of the Sherwood Municipal Code (SMC) Chapter 15.04 relating to the adoption of the Oregon Electrical Specialty Code; Declaring an Emergency

Issue:

Shall the City Council adopt the updated Oregon Electrical Specialty Code?

Background:

The State of Oregon has adopted an updated version of the Oregon Electrical Specialty Code, effective October 1, 2014. Adopting this ordinance with an emergency clause will ensure that the City is complying with the state's mandate to enforce the most current adopted electrical code and will promote the peace, health safety and welfare of the citizens of Sherwood

Financial Impacts:

There are no financial impacts created by adoption of this ordinance.

Recommendation:

Staff respectfully requests City Council adoption of Ordinance 2014-020 amending the terms of the Sherwood Municipal Code (SMA) Chapter 15.04 relating to the adoption of the Oregon Electrical Specialty Code; declaring an emergency.



ORDINANCE 2014-020

**AMENDING THE TERMS OF THE SHERWOOD MUNICIPAL CODE (SMC) CHAPTER 15.04
RELATING TO THE ADOPTION OF THE OREGON ELECTRICAL SPECIALTY CODE;
DECLARING AN EMERGENCY**

WHEREAS, the City of Sherwood has assumed the duties associated with administration and enforcement of a comprehensive municipal building inspection program consistent with the requirement imposed by the terms of ORS 455.148;

WHEREAS, the State Building Code (as defined in ORS 455.010) is applicable and uniform throughout Oregon and the City is required, as part of its assumption of duties noted above, to adopt the specialty codes comprising the State Building Code as those codes are adopted for enforcement by the Building Codes Division of the Oregon Department of Consumer and Business Services;

WHEREAS, the Oregon Building Codes Division has, via Administrative Rule, adopted new and/or amended codes and standards which are to be applied by the City as part of its duties noted above and said codes and standards are effective as of October 1, 2014;

WHEREAS, the City wishes to continue its enforcement and administrative duties relative to the State Building Code and must therefore amend its Municipal Code to reflect the changes in building regulations;

**NOW, THEREFORE, BASED ON THE FOREGOING THE CITY OF SHERWOOD ORDAINS
AS FOLLOWS:**

Section 1. Section 15.04.140 as currently enacted is hereby amended by deleting existing and adding new language to read as follows:

15.04.140 Electrical code.

The City of Sherwood shall use the 2014 Oregon Electrical Specialty Code as adopted and described in OAR 918-305-0100(1) (2014).

Section 2. Declaring an Emergency. The terms of this ordinance shall take effect immediately inasmuch as the newly revised state specialty codes relating to Energy Efficiency, Fire, Mechanical and Structural matters are enforceable beginning October 1, 2014.

Duly passed by the City Council this 16th day of December 2014.

Bill Middleton, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

	<u>AYE</u>	<u>NAY</u>
King	_____	_____
Clark	_____	_____
Langer	_____	_____
Butterfield	_____	_____
Grant	_____	_____
Henderson	_____	_____
Middleton	_____	_____

TO: Sherwood City Council

FROM: Scott Mckie, Building Official

Through: Julia Hajduk, Community Development Director and Joseph Gall, ICMA-CM, City Manager

SUBJECT: Ordinance 2014-021, amending the terms of the Sherwood Municipal Code (SMC) Chapter 15.04 relating to the adoption of the Oregon Plumbing Specialty Code; Declaring an Emergency

Issue:

Shall the City Council adopt the updated Oregon Plumbing Specialty Code?

Background:

The State of Oregon has adopted an updated version of the Oregon Plumbing Specialty Code effective October 1, 2014. Adopting this ordinance with an emergency clause will ensure that the City is complying with the state's mandate to enforce the most current adopted plumbing code and will promote the peace, health safety and welfare of the citizens of Sherwood

Financial Impacts:

There are no financial impacts created by adoption of this ordinance.

Recommendation:

Staff respectfully requests City Council adoption of Ordinance 2014-021 amending the terms of the Sherwood Municipal Code (SMC) Chapter 15.04 relating to the adoption of the Oregon Plumbing Specialty Code; declaring an emergency.



ORDINANCE 2014-021

**AMENDING THE TERMS OF THE SHERWOOD MUNICIPAL CODE (SMC) CHAPTER 15.04
RELATING TO THE ADOPTION OF THE OREGON PLUMBING SPECIALTY CODE;
DECLARING AN EMERGENCY**

WHEREAS, the City of Sherwood has assumed the duties associated with administration and enforcement of a comprehensive municipal building inspection program consistent with the requirement imposed by the terms of ORS 455.148;

WHEREAS, the State Building Code (as defined in ORS 455.010) is applicable and uniform throughout Oregon and the City is required, as part of its assumption of duties noted above, to adopt the specialty codes comprising the State Building Code as those codes are adopted for enforcement by the Building Codes Division of the Oregon Department of Consumer and Business Services;

WHEREAS, the Oregon Building Codes Division has, via Administrative Rule, adopted new and/or amended codes and standards which are to be applied by the City as part of its duties noted above and said codes and standards are effective as of October 1, 2014;

WHEREAS, the City wishes to continue its enforcement and administrative duties relative to the State Building Code and must therefore amend its Municipal Code to reflect the changes in building regulations;

**NOW, THEREFORE, BASED ON THE FOREGOING THE CITY OF SHERWOOD ORDAINS
AS FOLLOWS:**

Section 1. Section 15.04.130 as currently enacted is hereby amended by deleting existing and adding new language to read as follows:

15.04.130 Plumbing code.

The City of Sherwood shall use the Oregon Plumbing Specialty Code as adopted by OAR 918-750-0110 (2014) for administration, inspection and plan review.

Section 2. Declaring an emergency. The terms of this ordinance shall take effect immediately inasmuch as the newly revised state specialty codes relating to Energy Efficiency, Fire, Mechanical and Structural matters are enforceable beginning October 1, 2014.

Duly passed by the City Council this 16th day of December 2014.

Bill Middleton, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

	<u>AYE</u>	<u>NAY</u>
King	_____	_____
Clark	_____	_____
Langer	_____	_____
Butterfield	_____	_____
Grant	_____	_____
Henderson	_____	_____
Middleton	_____	_____

TO: Sherwood City Council

FROM: Scott McKie, Building Official

Through: Julia Hajduk, Community Development Director and Joseph Gall, ICMA-CM, City Manager

SUBJECT: Ordinance 2014-022, Amending the terms of the Sherwood Municipal Code (SMC) Chapter 15.04 relating to the adoption of the Oregon Residential Specialty Code; Declaring an Emergency

Issue:

Shall the City Council adopt the updated Oregon Residential Specialty Code?

Background:

The State of Oregon has adopted an updated version of the Oregon Residential Specialty Code, effective October 1, 2014. Adopting this ordinance with an emergency clause will ensure that the City is complying with the state's mandate to enforce the most current adopted residential structural code and will promote the peace, health safety and welfare of the citizens of Sherwood

Financial Impacts:

There are no financial impacts created by adoption of this ordinance.

Recommendation:

Staff respectfully requests City Council adoption of Ordinance 2014-022 amending the terms of the Sherwood Municipal Code (SMC) Chapter 15.04 relating to the adoption of the Oregon Residential Specialty Code; declaring an emergency.



ORDINANCE 2014-022

**AMENDING THE TERMS OF THE SHERWOOD MUNICIPAL CODE (SMC) CHAPTER 15.04
RELATING TO THE ADOPTION OF THE OREGON RESIDENTIAL SPECIALTY CODE;
DECLARING AN EMERGENCY**

WHEREAS, the City of Sherwood has assumed the duties associated with administration and enforcement of a comprehensive municipal building inspection program consistent with the requirement imposed by the terms of ORS 455.148;

WHEREAS, the State Building Code (as defined in ORS 455.010) is applicable and uniform throughout Oregon and the City is required, as part of its assumption of duties noted above, to adopt the specialty codes comprising the State Building Code as those codes are adopted for enforcement by the Building Codes Division of the Oregon Department of Consumer and Business Services;

WHEREAS, the Oregon Building Codes Division has, via Administrative Rule, adopted new and/or amended codes and standards which are to be applied by the City as part of its duties noted above and said codes and standards are effective as of October 1, 2014;

WHEREAS, the City wishes to continue its enforcement and administrative duties relative to the State Building Code and must therefore amend its Municipal Code to reflect the changes in building regulations;

**NOW, THEREFORE, BASED ON THE FOREGOING THE CITY OF SHERWOOD ORDAINS
AS FOLLOWS:**

Section 1. Section 15.04.150 as currently enacted is hereby amended by deleting existing and adding new language to read as follows:

15.04.150 Oregon Residential Specialty Code.

The City of Sherwood shall use the Oregon Residential Specialty Code as adopted by OAR 918-480-005 (2014) for administration, inspection and plan review.

Section 2. Declaring an emergency. The terms of this ordinance shall take effect immediately inasmuch as the newly revised state specialty codes relating to Energy Efficiency, Fire, Mechanical and Structural matters are enforceable beginning October 1, 2014.

Duly passed by the City Council this 16th day of December 2014.

Bill Middleton, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

	<u>AYE</u>	<u>NAY</u>
King	_____	_____
Clark	_____	_____
Langer	_____	_____
Butterfield	_____	_____
Grant	_____	_____
Henderson	_____	_____
Middleton	_____	_____

TO: Sherwood City Council

FROM: Julie Blums, Finance Director
Through: Joseph Gall, ICMA-CM City Manager

SUBJECT: Resolution 2014-078 approving a Supplemental Budget for FY14-15

Issue:

Staff is requesting adoption of a resolution approving a supplemental budget for the Street Capital fund for FY2014-15.

Background:

The Langer Development Agreement requires the City to reimburse the owner of 15555 SW Tualatin-Sherwood Road (Sentinel Storage LLC) the costs of relocating and rebuilding access to and from the existing commercial uses located on the property due to the construction of SW Langer Farms Parkway, including any relocation of administrative facilities associated with the use. The Council authorized the City Manager, his designees and the City's attorneys to negotiate agreements with owners necessary to execute the Reconfiguration Agreement via Resolution 2012-045. The reconfiguration agreement was developed and entered into to implement the Development Agreement obligations when the City began design, permitting and right of way and easement acquisition for Langer Farms Parkway.

The final amount of \$890,000 requested for reimbursement has been thoroughly reviewed and analyzed by City staff, a third party reviewer and the City Attorney. We are comfortable that the reimbursement amount is the minimum necessary to cover the costs necessary to reconfigure the site for driveway access off of Langer Farms Parkway consistent with the Development Agreement and the Reconfiguration Agreement.

Because the reimbursement amount was not known at the time the FY2014-15 budget was developed, it was not appropriated in the budget and a supplemental budget is required before payment can occur. If the supplemental budget is approved, the amount will come from the City Transportation SDC fund. There are sufficient funds in this account to cover the agreed upon amount; however, the reduction of the fund balance will impact the timing and ability to construct future projects. With multiple sources of street revenue we can still complete planned projects but future projects identified in the Transportation System Plan, that are not eligible for TIF, TDT, MSTIP or other outside funding may not occur as soon as we otherwise may desire.

Recommendation:

Staff respectfully requests City Council adoption of Resolution 2014-078 approving a supplemental budget for FY2014-15.



RESOLUTION 2014-078

ADOPTING A SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS

WHEREAS, supplemental budgets are required when occurrences or conditions which were not known at the time the budget was prepared require changes in financial planning

WHEREAS, the total cost related to the Sentinel Storage reconfiguration agreement have been agreed to by the City and the owners of Sentinel Storage; payment for the reconfiguration of property at 15555 SW Tualatin Sherwood Rd. are now due and payable.

WHEREAS, said changes will not alter the total appropriations in the Street Capital Fund;

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. Appropriations for the 2014-15 fiscal year are increased/(decreased) in the following amounts:

Street Capital Fund	Current	Amount of Change	Revised
Capital Outlay	\$40,000	\$ 890,000	\$930,000
Reserved for Future Years	<u>3,512,243</u>	<u>(890,000)</u>	<u>2,622,243</u>
Revised Total Requirements	\$3,552,243	\$ -	\$3,552,243

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the Sherwood City Council this 16th day of December 2014.

Bill Middleton, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Sherwood Field House Monthly Report November 2014

<u>November-14</u>	<u>Nov-14</u>		<u>YTD</u>		<u>Nov-13</u>
Usage		People		People	People
	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	8	741	14	1677	871
Rentals	96	1440	297	4371	1780
Other (Classes)					
[1] Day Use	9	84	19	148	69
Total Usage		2265		6196	2720
Income	<u>Nov-14</u>	<u>YTD</u>			
Rentals	\$5,633	\$18,553			
League fees (indoor)	\$17,105	\$30,059			
Card fees (indoor)	\$1,430	\$1,820			
Day Use	\$311	\$548			
Advertising					
Snacks	\$693	\$1,117			
Classes					
Total	\$25,172	\$52,097			
FY 13 14					
Income	<u>Nov-13</u>	<u>YTD</u>			
Rentals	\$4,995	\$13,815			
League fees (indoor)	\$17,070	\$36,467			
Card fees (indoor)	\$1,781	\$2,211			
Day Use	\$237	\$453			
Advertising					
Snacks	\$647	\$1,145			
Classes					
Total	\$24,730	\$54,091			

*Estimated number of people served based on all rentals have a different # of people. Along with each team will carry a different # of people on their roster.



Spots Fields and Gyms

Youth Soccer finished up their season in November with 25 Rec games on the grass fields in Sherwood and approximately 10 classic games at Snyder Park.

Youth Football finished up with 6 playoff games at the high school. The 5th /6th Gray team and the J.V red team both coming away with the championship.

Youth Basketball practices and some Classic games are well under way. We have 79 teams 3rd grade to high school Rec in the gyms at the available schools.

GPSD rented 12 hours at Snyder Park in the month of November.

Field House

We started our first youth session on November 15th with 5 youth leagues and 34 new teams. We also have 3 adult league's going for a total of eight leagues.

Rentals have picked up with the bad weather and the start of the youth session.

My temps are working the weekends to help cover all the extra time.

Respectfully Submitted

Lance Gilgan

December 3, 2014

Sherwood Public Library Monthly Management Report September 2014



Submitted by: Adrienne Doman Calkins, Library Manager

Contents:

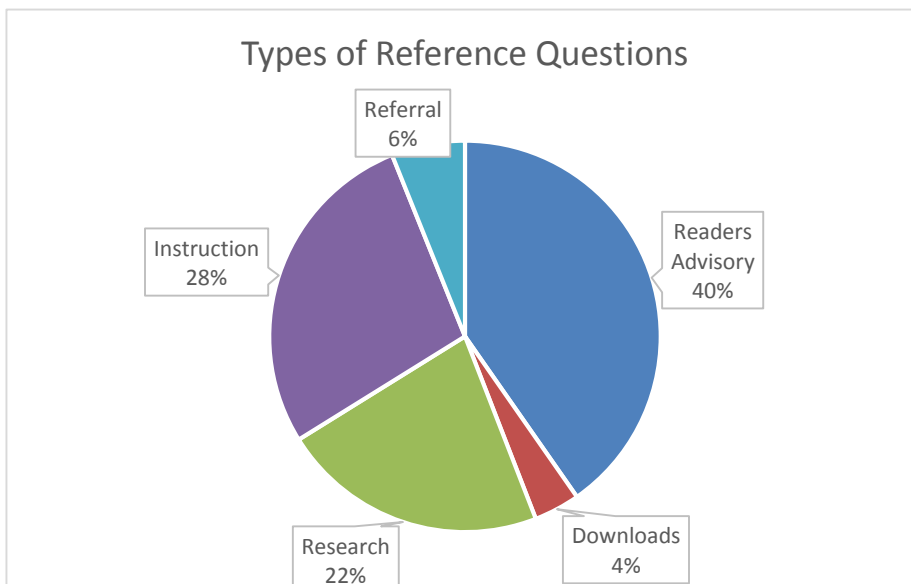
- 1) Statistics
- 2) Programs & Activities
- 3) Service Stories

Statistics

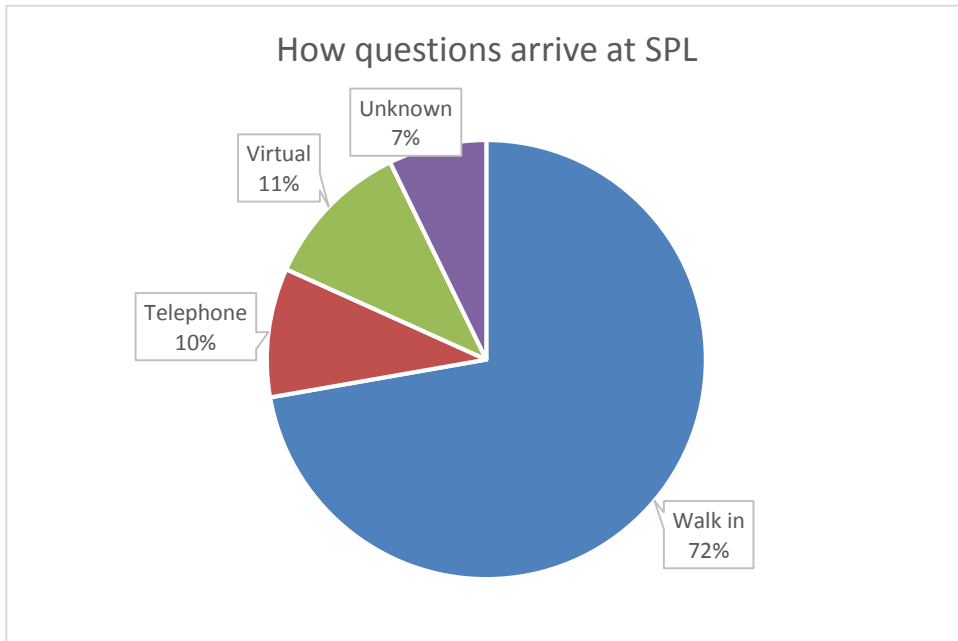
Reference Statistics

For the first time in five years, we collected statistics about reference transactions happening in the library via walk-in patrons, phone, email and social media. A reference transaction is one that requires a the knowledge, use, recommendation, interpretation or instruction in the use of one or more information sources. Examples: "I need a secondary and primary source to use in my report on the history of the European Union." "I just read The Giver and am looking for something similar to read next." "How do I set up an email account?" "Can you help me download an ebook onto my iPad?" "Where would I find sample business plans for my startup?"

- In the 13 days between September 2nd and September 14th we had a grand total of 263 recorded reference transactions that arrived via telephone, email and in person.
- This is equivalent to 2.39 transactions for every hour we were open.
- Extrapolated, this gives us 7,172 transactions per year, 598 transactions per month, 138 per week or 19.6 per day.



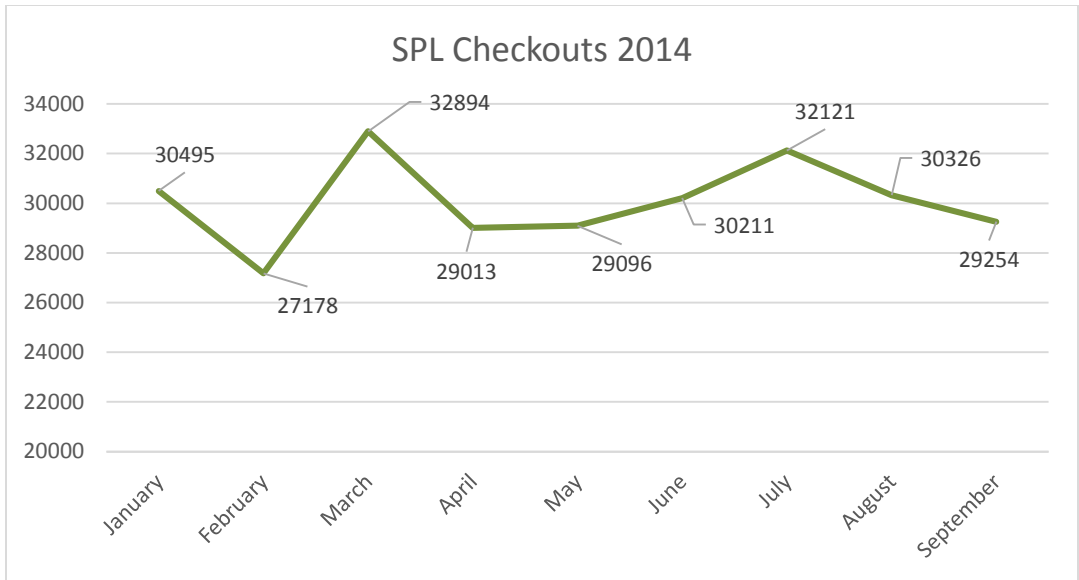
Reader’s advisory (RA) is by far our largest category of reference question with instruction and research next, although RA almost beats them combined. We are not getting a lot of questions about downloads at this time.



Walk in represents almost 75% of our reference questions, with the others evenly split.

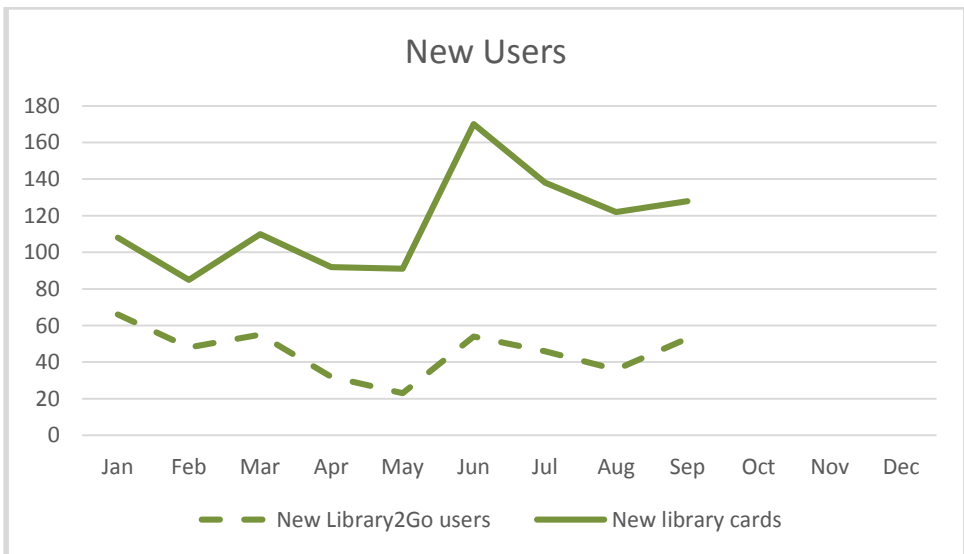
We also gathered time and day data about our reference statistics so we can best plan staffing.

Monthly Circulation	Aug-14	Sep-14	September last year	% Change from last year	% Change from last month
Physical check outs & renewals	30,326	29,254	30,421	-4%	-4%
Self-checkouts only	7,914	7,505	7,328	2%	-5%
% @ self-check	26%	26%	24%	7%	-2%
Digital checkouts (Library2Go)	1,239	1,087	n/a	n/a	-12%
Digital checkouts (3M)	n/a	37	n/a	n/a	n/a
% of total checkouts	4%	4%	n/a	n/a	-9%
Total check outs	31,565	30,378	30,421	0%	-4%
Check ins	22,571	21,413	22,124	-3%	-5%



Door count	Aug-14	Sep-14	% Change from last month	Sep-14 Open hours	People per hour	Total physical ckos & renewals per hour
Total	20,401	19,947	-2%	250	80	117

Monthly Patrons	Aug-14	Sep-14	% Change from last month	Sep last year	% Change from last year	Monthly avg this year
New library cards	122	128	5%	124	3%	48
New Library2Go users	36	53	32%	47	11%	46



Collection Development	Aug-14	Sep-14	Monthly avg last FY
Count of items added	379	602	562

Social media	Current followers	Follwers last month	% change from last month
Facebook	187	149	20%
Twitter	51	41	20%
NOTE: social media started 5/2014			

Volunteers	Hours	Equivalent FTE	# of volunteers
Bulletin Board	5	0.03	1
Checkin (returns)	61.25	0.35	9
Checkin (tasket processing & holds)	58.5	0.34	7
Clerical/office asst	9.5	0.05	1
Requests to fill	25.25	0.15	4
Shelving	6.75	0.04	1
Youth Services Assistant	2	0.01	1

Checkin total	119.75	0.69	16
Grand Total for August	168.25	0.97	24
Last month	169.75	0.98	25
% change	-1%	-1%	-4%

Programs & Activities

Youth Programs:

- Read to the Dogs: 9 people
- Busy Builders: 15 children & 8 adults (23 total)
- Saturday Crafterday (Fall theme): 25 children & 17 adults (42 total)
- Library Scavenger Hunt—8 children
- Stuffed Friend Sleepover—20 stuffed friends; 23 children & 13 adults (36 total)
- Saturday Family Storytime (Mo Willems' theme)—18 children & 14 adults (32 total)
- Baby Storytimes, every Thursday: 75 people (4 storytimes)
- Toddler Storytimes, Tuesdays (2x), Wednesdays & Thursdays: 506 people (18 storytimes)
- Preschool Storytimes, Tuesdays & Wednesdays: 334 people (9 storytimes)

Total participants: 1,056

Youth contests:

- Back to School Guessing Game—for Ages 17 & Under—157 entries

Adult Programs:

- Writing Workshop Series with Marie Buckley. “Bugs” themed session: 16 people

Outreach:

- Outside the Lines, a national campaign to “reintroduce the library”. Sept 15-21. Print & social media PR, including posters and postcards distributed to nearby businesses to promote electronic resources.

Partnerships:

- Main Street—The Library will be a trick-or-treating site during the Halloween on Main Street event

Other Activities:

- Displays: Staff Picks, Banned Books Week, Metro Let’s Talk Trash Film Festival
- Staff trainings & conferences:
 - Association of Rural and Small Libraries national conference in Tacoma, WA. (Crystal Garcia, Librarian)
 - Readers Advisory (Tracy Malek, Youth Services Librarian II & Crystal Garcia)
- Projects:
 - Completed the annual Oregon State Library Statistics Report (Mary Madland)
 - Planning Fall & Winter programming
 - Magazine Monday (free magazine giveaway--ongoing)
 - Weeding outdated materials (ongoing)
 - Collected Reference Transactions for a two-week period (first time in 5 years)
- Grants:
 - Awarded the Ready to Read grant for our Summer Reading Program. (\$3,177—subject to an adjustment if more libraries are awarded funds)
 - Applied for an Oregon Conversations program, Power of Play (awarded in October)
- Recruitments: Posted positions for a 32-hour Library Assistant II (received 58 applications), 12-hour Library Page (48 applications), High School Representative to Library Advisory Board (2 applications)
- Washington County Cooperative Library Services Meeting attendance:
 - Policy Group (Adrienne Doman Calkins)
 - Ethics sub-committee (Adrienne)
 - Publicity Committee (Jenny Swanson)
 - Latino Services (Crystal)
 - CircUs (Jenny)
 - Art of the Story (Jenny)

- Adult Services (Pinn Crawford)
- Youth Services (Tracy)
- Other community meetings:
 - Chamber breakfast meeting (Adrienne)
 - City Council (Adrienne)
 - Oregon Library Association Tech Services Round Table planning meeting (intro & tour by Adrienne)
 - The Cultural Coalition of Washington County grant orientation session (Adrienne)
 - Main Street Meeting (Adrienne)
 - Coffee Connection, a networking meeting of local library managers and directors (Adrienne)

Service Stories

I took a call from an older gentleman a couple of weeks ago who had been using our juvenile phonics DVDs to teach himself, at the age of 58, to learn to read. His goal is to go back to school to finish an associate's degree he started years ago and wants to show his grandchildren that it is never too late to learn! We were able to find some more materials via InterLibrary Loan to help him along his way. – Submitted by Pinn Crawford, Librarian.

“We love our library! Margo left her Mr. Monkey for a sleepover at the library last night. We picked him up today with a special scrap book of what he did last night. Then we went to family story time and she got to meet a bird! There are always so many great things happening there.” --Bobbie Jo Jensen [Patron] commented on Facebook. Today a patron came to the Circ desk immediately after one of the Tuesday morning storytimes and couldn't stop bragging about our library and staff. She said what a wonderful library we had, that we are the best library... especially the “storytime librarian.” She went on to say how wonderful and enthusiastic the storytime librarian is here at Sherwood. The woman talked so fast and was so enthusiastic herself I didn't catch all her complements!— Submitted by Annette Steury, Library Assistant

I've recently had a couple of successful programs and received some positive feedback from both parents and children. I held a Saturday Crafternoon program last Saturday, Sept. 13, and over 40 people came to it. Parents and children worked on various crafts and coloring pages together. One mother was happy that I changed this monthly craft program to Saturdays since her daughter just started afternoon preschool. Other parents and children thanked me and told me that they had fun or that they look forward to this program every month. – Submitted by Tracy Malek, Librarian II (Youth Services)

I also held a scavenger hunt for 3rd-6th graders this past Wednesday. Only eight children participated, but they had a lot of fun together. They broke out into two groups and looked for various things around the library while picking up small prizes along the way. They kept telling me how they were having fun. Two of them signed up for the OBOB Book Group afterwards too. A couple of their moms also thanked me and said that it was a great program for the children. –Submitted by Tracy Malek, Librarian II (Youth Services)

A woman who I helped with some reader's advisory services last Wednesday came back this evening and told me that she was so thankful that I helped her. She said that no one had ever spent that much time with her to help her find quality books for her children. –Submitted by Tracy Malek, Librarian II (Youth Services)

Sherwood Public Library
Monthly Management Report
October 2014



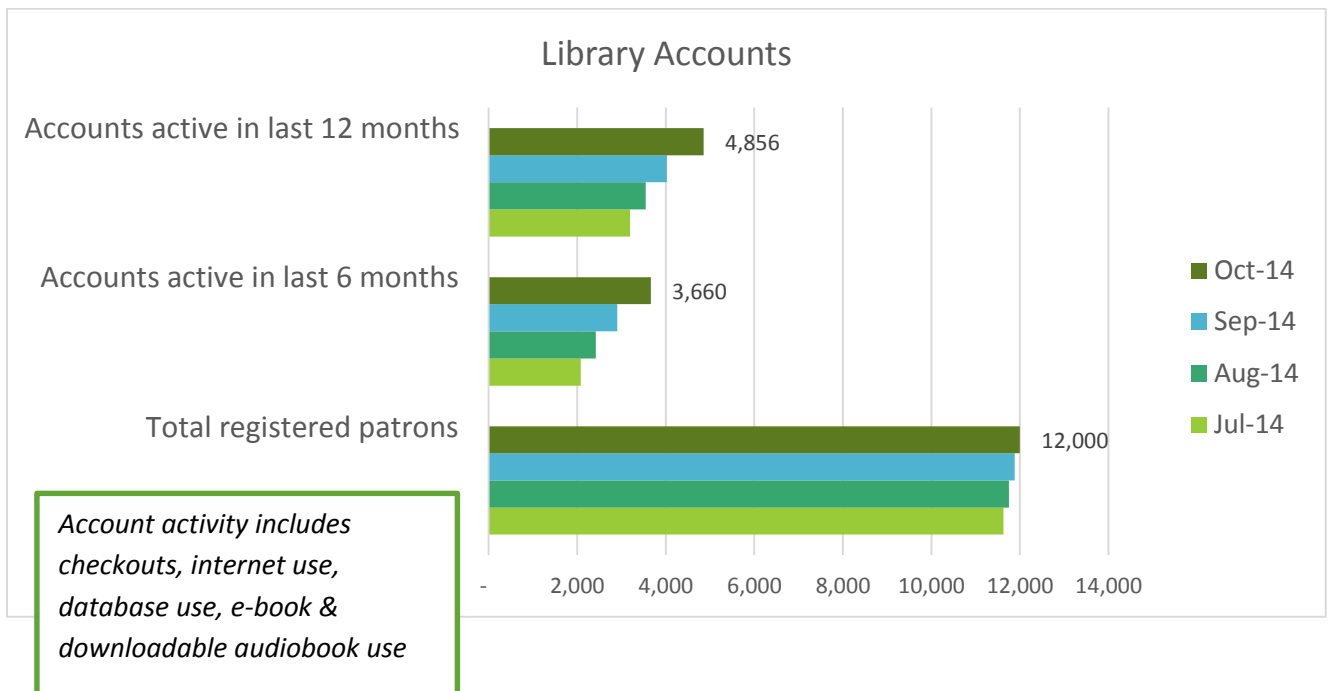
Submitted by: Adrienne Doman Calkins, Library Manager

Contents:

- 1) Statistics
- 2) Programs & Activities
- 3) Service Stories

Statistics

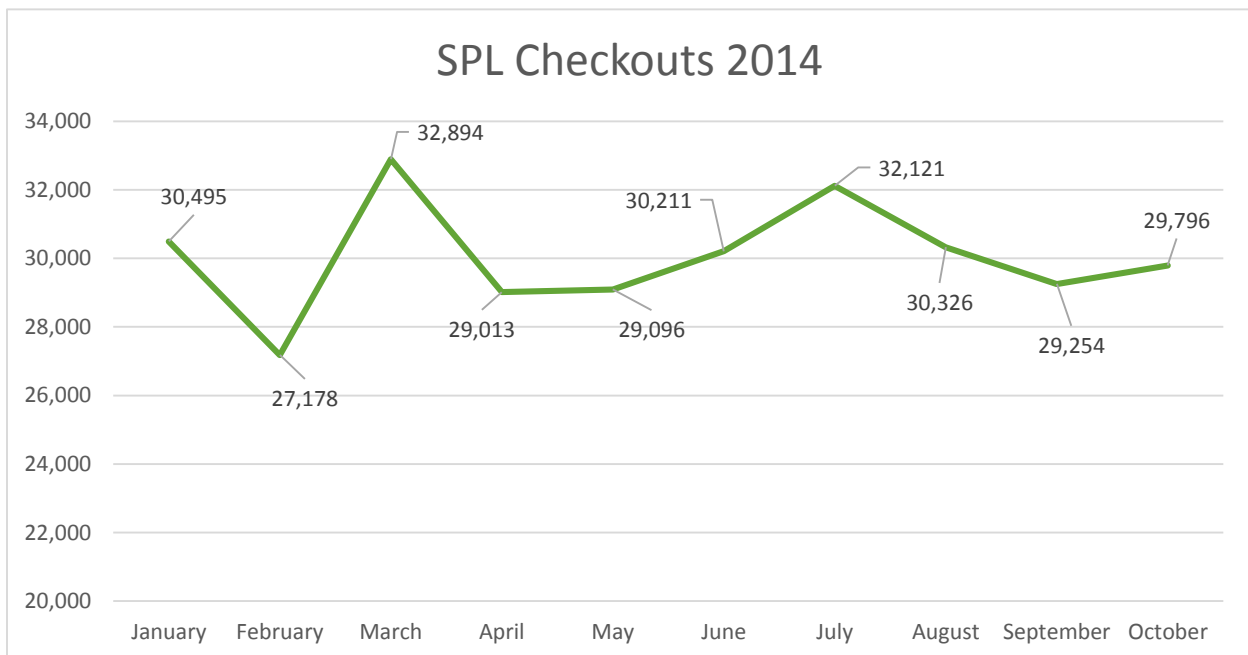
Monthly Patrons	Jul-14	Aug-14	Sep-14	Oct-14
Total registered patrons	11,628	11,750	11,878	12,000
Accounts active in last 6 months	2,083	2,421	2,902	3,660
% change from prev. month		16%	20%	26%
% of patrons active in last 6 mos.	18%	21%	24%	31%
% of change in last 3 months			39%	51%
Accounts active in last 12 months	3,191	3,544	4,026	4,856
% active in last 12 mos.	27%	30%	34%	40%
New library cards	138	122	128	122
New Library2Go users	46	36	53	n/a
New 3M users	n/a	n/a	n/a	n/a



Door count	Sep-14	Oct-14	% Change from last month	Oct-14 Open hours	Open days	Patrons per hour	Patrons per day	Avg physical checkouts & renewals per hour
Total	19,947	20,954	5%	260	31	81	676	115

*In October, we had nearly 21,000 visitors—
more than the total population of Sherwood.*

Monthly Circulation	Sep-14	Oct-14	October last year	% Change from last year	% Change from last month
Physical check outs & renewals	29,254	29,796	31,618	-5.8%	1.9%
Self-checkouts only	7,505	7,520	7,320	2.7%	0.2%
% @ self-check	26%	25%	23%	9.0%	-1.6%
Digital checkouts (Library2Go)	1,087	1,184	n/a	n/a	9%
Digital checkouts (3M)	37	154	n/a	n/a	316%
Total digital checkouts	1,124	1,338	n/a	n/a	19%
% of total checkouts	3.7%	4.3%	n/a	n/a	16%
Total check outs	30,378	31,134	31,618	-1.5%	2.5%
Check ins	21,413	21,774	23,059	-5.6%	1.7%



Washington County Cooperative Library Services added a new e-book resource, 3M, in September. Sherwood patron checkouts of 3M increased three-fold, at the 2nd highest rate in the County.

3M Checkouts by Library

	Sep-14	Oct-14	Percent Change
West Slope Community Library	23	115	400%
Sherwood Public Library	37	154	316%
Cedar Mill Bethany Branch Library	66	268	306%
Beaverton Murray Scholls	51	171	235%
Tigard Public Library	102	327	221%
Library Outreach Services	1	3	200%
Forest Grove City Library	49	139	184%
Beaverton City Library	278	729	162%
Cedar Mill Community Library	214	543	154%
Hillsboro Main Library	388	944	143%
Tualatin Public Library	110	263	139%
Garden Home Community Library	69	138	100%
Hillsboro Shute Park Branch	80	139	74%
North Plains Public Library	31	34	10%
Cornelius Public Library	25	23	-8%
Banks Public Library	39	23	-41%
Cooperative Administrative Office	58	15	-74%
Oregon College of Art and Craft	0	1	
Tuality	0	0	
Total	1621	4,029	149%

Collection Development	Sep-14	Oct-14	Monthly avg last FY
Count of items added	602	525	562

Social media	Current followers	Followers last month	% change from last month
Facebook	202	187	7%
Twitter	61	51	16%
NOTE: social media started 5/2014			

Volunteers	Hours	Equivalent FTE	# of volunteers
Bulletin Board	5.5	0.03	1
Checkin (returns)	74.25	0.43	11
Checkin (tasket processing & holds)	55	0.32	8
Clerical/office asst	11.5	0.07	1
Requests to fill	25.75	0.15	5
Shelving	2.25	0.01	1
Community Event	1.75	0.01	1
Checkin total	129.25	0.75	19
Grand Total	176	1.02	28
Last month	168.25	0.97	24
% change	4%	4%	14%

Programs & Activities

Youth Programs:

- Presented a library class to transitional students from Sherwood High School: 8 students
- DIY Facepainting: 12 people
- The Bug Chicks—23 children & 16 adults (39 total)
- OBOB Book Group (“The One and Only Ivan”)—9 children (3rd-5th grade) & 2 adults
- Saturday Crafterday (Creepy Crawlies theme)—27 children & 14 adults (43 total)
- Busy Builders—1 child & 1 adult (2 total)
- DIY Craftshop (Duct Tape Wreaths)—5 teens & 2 adults (7 total)
- Saturday Family Storytime (Night Critters theme)—17 children & 12 adults (29 total)
- Read to the Dogs: 8 people
- Toddler Storytimes, Tuesdays (2x), Wednesdays & Thursdays: 486 people (18 storytimes)
- Preschool Storytimes, Tuesdays & Wednesdays: 296 people (9 storytimes)
- Baby Time: 91 people (5 storytimes)
- Halloween trick-or-treating: 424 people

Total participants: 1,432

Youth contests:

- Autumn Guessing Game for ages 17 & under—134 entries
- Great Onion Festival Guessing Game—59 entries
- Teen Read Week display, book giveaway, & raffle for 6th-12th grade. 14 teen paperbacks were given away for the “Read & Release” program. 26 raffle entries

Total participants: 233

Adult Programs:

- Writing Workshop: Fences: 10 participants
- Voters' Forum / League of Women Voters: 25 participants
- Stories for a dark, dark, night: 21 participants

Total participants: 56

Outreach:

- The Great Onion Festival—staffed a vendor booth, promoted services & programs. Held a raffle and a guessing jar contest.
- Harvest Festival @ YMCA—made library handouts available at City-sponsored tent
- Helping Hands—made library handouts available at food bank

Partnerships:

- Main Street—The Library was a trick-or-treating site during the Halloween on Main Street event. Our door counts on 10/31 were 1,166--424 higher than the previous Friday. During the hours from 3-5pm, we saw 844 people—more than we usually see in a whole day. We saw many regular patrons, but also many people new to the library.
- Sherwood School District—Sherwood Library Manager, Public Services Supervising Librarian and Youth Services Librarian, along with WCCLS Director & Youth Services Coordinator, met with Sherwood School District Data & Instruction Coordinator about ways we can partner together for Early Literacy and other youth programs.

Other Activities:

- Displays: Ghosts, Monsters, Vampires, Zombies; Metro Let's Talk Trash Film Festival; Staff Picks
- Staff trainings & conferences:
 - Oregon Public Library Directors annual meeting (Adrienne Doman Calkins)
 - Staff in-service day (including training on phones, readers advisory)
 - Oregon State Library tour of Library Development and orientation for new managers
- Projects:
 - Planning Winter & Spring programming
 - Training new volunteers
 - Magazine Monday (free magazine giveaway--ongoing)
 - Weeding outdated materials (ongoing)
- Recruitments:
 - Posted for two 16-18 hour Library Assistant I positions. Received 51 applications.
 - Hired Diane Gisburne as our new Library Page.
 - Hired Liz Beechwood as our new Library Assistant II.
- Washington County Cooperative Library Services Meeting attendance:
 - Policy Group (Adrienne Doman Calkins)
 - Executive Board (Adrienne Doman Calkins)
 - Ethics sub-committee (Adrienne)

- Publicity Committee (Jenny Swanson)
- CircUs (Jenny)
- Art of the Story (Jenny)
- Adult Services (Pinn Crawford)
- Youth Services (Tracy)
- County Friends of the Library meeting (Adrienne)
- Other meetings:
 - Library Advisory Board (Adrienne & Crystal)
 - Chamber breakfast meeting (Adrienne)
 - Main Street Meeting (Adrienne)

Service Stories

A long-time patron just saw the Read to the Dogs slide up on the display screen and shared that her two daughters both read to the dogs for years when they were younger and are now reading far beyond their grade levels. The program inspired them and they would read to their cat at home as well. She asked me to pass on that it is an amazing program that helped her daughters become avid readers. I should also note that she is a non-resident patron, so for years she has paid the out-of-county fee to continue to have access to our library. –Submitted by Crystal Garcia, Librarian

We had a successful voters' forum last night! We had 25 people in attendance—and about half a dozen of them were attending their first library program! We got a 4.6/5 rating for the program and lots of suggestions for future programs. Joe Gall facilitated a helpful Q/A session about the City before introducing our speaker, Rita Fawcett from the League of Women Voters. My favorite part of the evening was seeing people from such diverse interests come together and discuss controversial topics. Audience members asked intelligent questions and Rita was always diplomatic in staying nonpartisan. I loved seeing patrons engaging with each other and the speaker about marijuana legalization, GMOs, and driving cards for illegal immigrants...at the library! As you may recall, this program was late in being confirmed and we missed the deadline for print media. Next election we can plan much further in advance and hope to have an even bigger turnout. –Submitted by Adrienne Doman Calkins, Library Manager