



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
June 20, 2023

WORK SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 6:30 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Keith Mays, Councilors Kim Young, Doug Scott, Taylor Giles, and Renee Brouse. Councilor Dan Standke was absent.
3. **STAFF PRESENT:** City Manager Keith Campbell, Legal Counsel Emily Matasar, IT Director Brad Crawford, Community Development Director Eric Rutledge, Economic Development Manager Bruce Coleman, Community Services Director Kristen Switzer, Records Technician Katie Corgan, and City Recorder Sylvia Murphy.
4. **TOPICS:**

A. Discussion on Charter Review Committee

Mayor Rosener provided an overview of the history of the Charter Review Committee and explained that it was time to begin the process for re-forming the Committee in order to update the City Charter. City Manager Keith Campbell read aloud from an email he had sent to Council prior to the work session (see record, Exhibit A) and explained that a city's charter was like a city's constitution. He explained that city charters were the highest level of city law and prevailed over lower levels of city law, such as ordinances. He stated that the City Charter could only be changed with the approval of city voters. He outlined that Chapter 1, Section 1 stated that Sherwood's charter took effect on January 1, 2020 and the charter shall be reviewed every six years with the appointment of a Charter Review Committee by the City Council. Mr. Campbell recapped that on June 19, 2018, Council adopted Resolution 2018-059 establishing the Charter Review Committee, and on September 18, 2018, Council adopted Resolution 2018-073 adopting members to the Committee. He asked if Council was ready to re-form the Charter Review Committee and if so, what items should the Committee review. Council discussed the need to re-form the Charter Review Committee and determined that the process to re-form the Committee should be started as there were several items in the City Charter that should be reviewed. Council discussed the wording of Chapter 3, Section 12 and determined that the wording was acceptable. Mayor Rosener commented that currently, there were many bills in the state legislature that sought to preempt local control and referred to annexations and the City of Corvallis. He stated that references to state law should be removed from Sherwood's City Charter and asked that the charter be reviewed for other areas that may need "bolstering" to protect the city from preemption. Council President Mays stated that a lawyer from the LOC could be asked to review the city's charter for weaknesses and discussion occurred. Legal Counsel Emily Matasar replied that she felt that it would be a good idea to have a lawyer review Sherwood's City

Charter. Mayor Rosener said that reviewing the charter for articles that should be added or removed was important in order to help solidify local control. Council reviewed the Sherwood City Charter handout (see record, Exhibit B) and determined that no items from Chapters 1-5 needed to be reviewed. Councilor Giles referred to the wording of Chapter 7, Section 24, discussion occurred, and Council determined that Section 24 should be reviewed by the Charter Review Committee. Councilor Young referred to Chapter 7, Sections 31 and 32 and Mayor Rosener provided background on the 45-day rule in Section 32. Councilor Scott asked that the 45-day rule for filling vacancies be reviewed by the Committee and explained that there should be a caveat to the rule if there was a scheduled election within a certain timeframe from the creation of the vacancy. Council stated that Chapter 7, Sections 31 and 32 should be reviewed by the Charter Review Committee. Councilor Young referred to Chapter 8, Section 33, Item f and asked if the City Attorney should be added to the list. Council asked that adding the City Attorney to the list of Chapter 8, Section 33, Item f be reviewed by the Committee. Councilor Young referred to the 50% rule in Chapter 11, Section 47 and asked that it be reviewed by the Committee. Council President Mays commented that it was not uncommon for cities to sell a utility to the detriment of the city and asked that language be added to the charter to make it more difficult to sell a Sherwood utility. He commented that needing the supermajority of Council and the community could be added to the City Charter to make the selling of a city utility more difficult. He asked if Council wanted language added to the charter that set a higher threshold for the city to become a part of a new special district. Discussion occurred regarding the pros and cons of raising the threshold to join a new special district and Council determined that it be discussed by the Charter Review Committee. Councilor Giles asked if Sherwood Broadband should be classified as a utility. Mayor Rosener replied that currently Sherwood Broadband was not classified as a utility, but it should be. Councilor Young referred to Chapter 9, Section 38 and discussion occurred. City Manager Campbell reported that the employee handbook was currently being reviewed by Human Resources. Council asked that Chapter 9, Section 38 be reviewed by the Charter Review Committee. Discussion regarding the need to remove pertinent references to state law in the Sherwood City Charter occurred. Mayor Rosener recapped next steps and stated that outside counsel should review the City Charter and discussion of the previous Charter Review Committee composition occurred. The City Recorder explained that the previous Charter Review Committee was comprised of one representative from each board or commission, with the exception of the Traffic Safety Committee and the Senior Advisory Board as they had not yet been established, three at-large members, and one Councilor. Council President Mays suggested that the new Charter Review Committee be comprised of three at-large members, six boards and commission representatives, and one Councilor. Discussion occurred and Council agreed to Council President Mays's suggestion. Councilor Scott referred to Sherwood's two-year mayoral term and asked for Council feedback. Councilor Giles asked what the benefits and drawbacks of a two-year mayoral term were. Councilor Young commented a four-year term would allow the mayor to continue their work for the city without having to also focus on an election. Mayor Rosener commented that four-year mayoral terms were more common in the region. Councilor Young explained that the reasoning behind the two-year mayoral term was that every two years, it was possible that up to four Councilors could change over. Discussion occurred and Council asked that the Charter Review Committee review the mayoral and councilor term limits.

5. ADJOURN:

Mayor Rosener adjourned the work session at 6:59 pm and convened a regular session.

REGULAR SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:05 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Keith Mays, Councilors Kim Young, Doug Scott, Taylor Giles, and Renee Brouse. Councilor Dan Standke was absent.
3. **STAFF PRESENT:** City Manager Keith Campbell, Legal Counsel Emily Matasar, IT Director Brad Crawford, Community Development Director Eric Rutledge, Planning Manager Erika Palmer, Public Works Director Craig Sheldon, Police Chief Ty Hanlon, Community Services Director Kristen Switzer, HR Manager Lydia McEvoy, Finance Director David Bodway, Economic Development Manager Bruce Coleman, City Engineer Jason Waters, Legal Clerk Emma Gill, and City Recorder Sylvia Murphy.
4. **APPROVAL OF AGENDA:**

MOTION: FROM COUNCILOR YOUNG TO APPROVE THE AGENDA. SECONDED BY COUNCILOR BROUSE. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR (COUNCILOR STANDKE WAS ABSENT).

5. **CONSENT AGENDA:**

- A. Approval of June 6, 2023 City Council Meeting Minutes
- B. Resolution 2023-047, Reappointing Lana Painter to the Sherwood Budget Committee
- C. Resolution 2023-048, Reappointing Thomas Sherwood to the Sherwood Budget Committee
- D. Resolution 2023-049, Certifying the Provisions of Certain Municipal Services in order to qualify the City to receive State Revenues
- E. Resolution 2023-050, Approving the City Investment Policy and Authorizing Investments
- F. Resolution 2023-051, Transferring budget expenditure appropriations between categories for fiscal year 2022-23

MOTION: FROM COUNCILOR BROUSE TO APPROVE THE CONSENT AGENDA. SECONDED BY COUNCILOR YOUNG. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR (COUNCILOR STANDKE WAS ABSENT).

Mayor Rosener addressed the next agenda item.

6. **CITIZEN COMMENTS:**

There were no citizen comments and Mayor Rosener addressed the next agenda item.

7. **PRESENTATIONS:**

A. Family Justice Center Presentation

Board of Directors President Judy Willey and Executive Director Rachel Schutz of the Family Justice Center came forward and reported that the Family Justice Center had been giving presentations to Washington County city councils since 2017. She stated that the Family Justice Center was making a difference in the lives of families who suffered from domestic violence, family violence, sexual assault, and child abuse. She stated that the Family Justice Center was committed to ending violence and abuse in Washington County and explained that their board was comprised of representatives from Washington

County, including the Washington County District Attorney, Washington County Sheriff's Office, Washington County Courthouse, Washington County Deputy County Administrator, healthcare representatives, an Oregon Senator, a retired Washington County CFO, and nine board representatives from the cities within Washington County. She reported that having a diverse board and staff were critical to the Family Justice Center's success. She explained that Family Justice Center Executive Director Rachel Schutz would present their annual report to Council. Ms. Schutz referred to their annual report and reported that there had been a large increase in the number of people seeking assistance from the Family Justice Center and stated that Oregon had higher rates of sexual and domestic violence than the national average. She commented that the increase in numbers did not necessarily mean an increase in the number of incidences but could also mean an increase in those reaching out for help. She stated that the COVID-19 pandemic caused an increase in the need for services and reported that because of this, the Family Justice Center had increased their outreach efforts. She explained that their outreach targeted rural communities, communities with difficult transportation options, and Hispanic and Latino communities. She outlined that the increased need for services could be contributed to the reopening of schools in 2021 and the Family Justice Center's increased outreach efforts. She reported that in 2022, the Family Justice Center saw a 321% increase in services provided and a 237% increase in survivors seen in the community. She said the Family Justice Center served over 4,500 individuals and provided over 8,300 services. She outlined that the Family Justice Center had also increased the number of services and programming they offered in response to the increased need and provided an overview of services they offered. Ms. Schutz reported that in 2022, the Family Justice Center served 17 people from Sherwood and provided 27 services and noted that this was a 238% increase since 2021. She provided an overview of the Family Justice Center's various awareness events and reported that they now had 18 partners. Mayor Rosener commented he was grateful that the Family Justice Center existed to provide services to those in need. Councilor Brouse asked what their funding sources were. Ms. Schutz replied that they were funded through city contributions, the Washington County public safety levy, which provided roughly 49% of their budget, with the rest of the funds coming from their annual fundraising gala and grants. Councilor Brouse asked if the Family Justice Center was adding more mental health support services. Ms. Schutz replied that the Family Justice Center had partnered with several organizations that provided counselling and explained that counselling and clinical mental health were two separate things. She explained that they had recently partnered with Sequoia Mental Health Services to provide clinical mental health services. Councilor Brouse asked how other cities could contribute to the Family Justice Center beyond providing funding. Ms. Schutz replied that one of the most important ways cities could contribute was to be a part of the Family Justice Center's awareness activities and provided an overview of ways cities could spread awareness of the Family Justice Center's services. Councilor Young asked City Manager Campbell if Sherwood was contributing any funding to the Family Justice Center this year. Mr. Campbell replied that no funding had been budgeted for the Family Justice Center this year. Discussion regarding the amount of funding other Washington County cities provided occurred and Ms. Willey stated that amounts ranged from \$500-\$10,000, but most cities contributed \$2,500-\$3,500 a year. Councilor Young stated that she would like Council to discuss making a yearly contribution to the Family Justice Center. Councilors Giles and Scott commented that they supported Sherwood contributing to the Family Justice Center annually. Councilor Giles commented regarding adding in some of the Family Justice Center's awareness materials to the city's newsletter and social media posts. Mayor Rosener stated he supported Councilor Giles's idea. Councilor Giles asked if the Family Justice Center partnered with local school districts. Ms. Schutz replied that they currently were not partnered with the Sherwood School District. Mayor Rosener stated he would introduce Sherwood School District Superintendent Lyons to Ms. Schutz. Ms. Willey spoke on the Family Peace Center and explained that the center would be renamed to demonstrate the increase in the number and variety of services provided and reported that those changes should occur no later than 2026. Councilor

Brouse suggested that Ms. Willey reach out to the Sherwood Rotary Club for additional resources. Mayor Rosener thanked Ms. Schutz and Ms. Willey for their presentation and their work for the community.

Mayor Rosener addressed the next agenda item.

8. NEW BUSINESS:

A. Resolution 2023-052, Adopting the Capital Improvement Plan (CIP) for FY2023-24

Public Works Director Craig Sheldon explained that Council had discussed the one-year CIP (Capital Improvement Plan) at the May 2nd work session and the 5-year CIP at the May 16th work session. He explained that many funding sources required a CIP to be adopted before funds could be spent and noted that there had been no additional changes to the CIP since Council last discussed it. With no further questions or discussion, the following motion was stated.

MOTION: FROM COUNCIL PRESIDENT MAYS TO ADOPT RESOLUTION 2023-052, ADOPTING THE CAPITAL IMPROVEMENT PLAN (CIP) FOR FY2023-24. SECONDED BY COUNCILOR BROUSE. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR (COUNCILOR STANDKE WAS ABSENT).

Mayor Rosener addressed the next agenda item.

B. Resolution 2023-056, Providing an Increase in Compensation to the City Manager

HR Manager Lydia McEvoy presented the staff report for the proposed resolution. She explained that if approved, the resolution would provide a 2% increase in the base pay for the City Manager and would be backdated to take effect October 7, 2022. She recapped that the City Manager's contract provided an annual salary evaluation and the financial impact of the increase in salary for the current fiscal year was approximately \$4,500.

MOTION: FROM COUNCILOR BROUSE TO ADOPT RESOLUTION 2023-056, PROVIDING AN INCREASE IN COMPENSATION TO THE CITY MANAGER. SECONDED BY COUNCILOR GILES.

Council President Mays referred to previous work session discussions on the topic and stated that he would not vote in favor of the resolution. He stated that if this resolution did not pass, the City Manager would still receive a 6% increase to their base salary, and if the resolution did pass, the City Manager would receive an 8% increase to their base salary. He stated that he felt that an 8% increase was excessive, which was why he was not in favor of the resolution.

Councilor Young referred to the 6% increase and explained that the City Manager had received a 6% increase in July 2022. She explained that those who did not support the resolution were not saying that the City Manager was not warranted an increase, but that the City Manager had already received a 6% increase prior to his one-year anniversary. She stated that the additional 2% would bring the raise to an 8% raise and noted that Council would be reviewing the City Manager again in three months.

MOTION PASSED 4:2; MAYOR ROSENER, COUNCILORS BROUSE, GILES, AND SCOTT VOTED IN FAVOR. COUNCIL PRESIDENT MAYS AND COUNCILOR YOUNG OPPOSED. (COUNCILOR STANDKE WAS ABSENT).

Mayor Rosener addressed the next agenda item and the City Recorder read aloud the public hearings statement for all public hearing items.

9. PUBLIC HEARINGS:

A. Ordinance 2023-006, Adopting the Sherwood 2023 Economic Opportunities Analysis Update as a Sub-Element of the Comprehensive Plan *(Second Hearing)*

Planning Manager Erika Palmer and Economic Development Manager Bruce Coleman presented the "Economic Opportunities Analysis (EOA) Land Use Case File: LU 2023-007-PA" PowerPoint presentation (see record Exhibit C) and recapped that this was the second hearing for the ordinance. Ms. Palmer stated that in 2021, Sherwood's average annual growth rate projection was 1.42%, but the 2023 EOA update used a higher employment forecast. She reported that the new forecast projected an average annual growth rate of 3.2% over the 20-year planning period, totaling 8,280 new jobs. She outlined that in order to accommodate the employment growth in general-use typologies, 485 net acres were required. She stated that the next step in the process required that the city update its Buildable Lands Inventory (BLI) and explained that staff had removed an additional 41 acres of buildable employment acreage from the BLI and reported that the city had 208 buildable acres for employment uses. She reported that the BLI also showed that the city had no tax lots between 10-50 acres to serve larger industrial needs and noted that there were 16 tax lots between 5-10 acres in size. Planning Manager Palmer explained that Sherwood had a limited inventory of available sites to accommodate employment uses and available sites were generally small with no developable tax lots greater than 10 acres within the study area. She reported that there was approximately 208 net acres of developable land available, and roughly 13% of those lands were in Commercial zones, while the remainder had Industrial zoning. Ms. Palmer explained that when comparing the city's developable acres to the projected 20-year land demand, there was a total deficit of 277 acres of Employment land including a 36-acre deficit in Commercial land and a deficit of 238 acres of Industrial land. She recapped that over the 20-year planning period, Sherwood had a deficit of 277 acres of employment land needs and in the five-year forecast, the city had a deficit of almost 24 acres. She stated that the city needed to monitor its sites for employment uses to ensure that the city had sufficient sites that were large enough to accommodate mid-size and large-size industries. Ms. Palmer outlined that staff had provided public notice of the proposed ordinance throughout the city and reported that no public comments had been received to date. She outlined Council alternatives on page 16 of the presentation and asked for questions from Council. Mayor Rosener commented that he was glad that Sherwood's Economic Needs Analysis had been aspirational about Sherwood's future growth in order to provide more opportunities for people to live and work in Sherwood. Council President Mays asked if Sherwood had any policies in place that made it difficult to divide up large parcels of Industrial or Employment zoned land. Planning Manager Palmer replied that the city did have policies for the TEA as well as additional policies in the newly adopted Comprehensive Plan. Mayor Rosener stated it was important that Sherwood obtain larger parcels of land to stay competitive in attracting the right industries to the area. He noted that much of the 208 acres of land was located in the TEA, which was difficult to build on. Mayor Rosener opened the public hearing portion of the meeting and asked for public comment on the proposed ordinance. Hearing none, Mayor Rosener closed the public hearing and asked for discussion or a motion from Council.

MOTION: FROM COUNCILOR YOUNG TO READ CAPTION AND ADOPT ORDINANCE 2023-006, ADOPTING THE SHERWOOD 2023 ECONOMIC OPPORTUNITIES ANALYSIS UPDATE AS A SUB-ELEMENT OF THE COMPREHENSIVE PLAN. SECONDED BY COUNCILOR BROUSE. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR (COUNCILOR STANDKE WAS ABSENT).

Mayor Rosener addressed the next agenda item.

B. Ordinance 2023-007, Adopting the Sherwood Camping Code, Chapter 9.54 *(Second Hearing)*

City Manager Keith Campbell provided background on the proposed ordinance and explained that this was a state-mandated update. He presented the "HB 3115: State Mandated Updates to Sherwood's Camping Code" PowerPoint presentation (see record, Exhibit D) and recapped HB 3115. He stated that HB 3115 declared that cities may regulate the acts of sitting, lying, sleeping, or keeping warm and dry outside on public property so long as the regulations are "objectively reasonable" based on the totality of the circumstances as applied to all stakeholders, including persons experiencing homelessness. He reported that Council had held work sessions on the topic on March 21, 2023, April 18, 2023, and May 16, 2023 and the first hearing on the proposed ordinance was held at the June 6th City Council meeting. Mr. Campbell provided an overview of the proposed time and manner restrictions as: 9:00 PM until 7:00 AM, no open flames, no gas heat, no structures other than tents or tarps, no public defecation or urination, no accumulation of trash or rubbish, and no digging in the ground or removing vegetation. He outlined place restrictions as: Institutional Public Zone, Residential Zone, and Residential Structures, plus 50 feet; within 1,000 feet of any school; within all Sherwood School District Walk Zones; within certain sensitive areas/vegetated corridors designated by Clean Water Services; on any place that would reduce sidewalk width to less than 4 feet; within the Old Town District; or within 500 feet of the Sherwood Police Department. He noted that the City Manager was able to designate a place for camping on any City owned property after consultation with City Council. He provided an overview of the place restrictions map on page 5 of the presentation and explained that any area outlined in blue was an area that qualified for camping and the area within the white square marked a potential area that qualified under all of the conditions and was a city-owned property. He outlined Council alternatives and asked for questions from Council. Councilor Scott explained that not adopting this ordinance would not stop the state from enacting the changes since these were state-mandated changes. City Manager Campbell replied that was correct. Mayor Rosener explained that since Sherwood's current ordinance banned camping, leaving it in place would open the city up to lawsuits. Mayor Rosener opened the public hearing portion of the meeting and asked for public comment on the proposed ordinance. The City Recorder noted that public comment had been submitted to Council via email (see record) prior to this meeting. Hearing no comments, Mayor Rosener closed the public hearing and asked for discussion or a motion from Council.

MOTION: FROM COUNCIL PRESIDENT MAYS TO READ CAPTION AND ADOPT ORDINANCE 2023-007, ADOPTING THE SHERWOOD CAMPING CODE, CHAPTER 9.54. SECONDED BY COUNCILOR GILES. MOTION PASSED 5:1; MAYOR ROSENER, COUNCIL PRESIDENT MAYS, COUNCILORS GILES, YOUNG, AND SCOTT VOTED IN FAVOR. COUNCILOR BROUSE OPPOSED. (COUNCILOR STANDKE WAS ABSENT).

Mayor Rosener addressed the next agenda item.

C. Resolution 2023-053, Declaring the City's Election to Receive State Shared Revenues

Finance Director David Bodway presented the "State Shared Revenue" PowerPoint presentation (see record, Exhibit E) and explained that the state shared certain revenue with municipalities that chose to accept it with the condition that the municipality hold a public hearing on the use of the funds and the municipality must have levied a property tax in the preceding year. He stated that the city had levied a property tax last year and the first public hearing was held on June 1st at the Budget Committee meeting and this hearing served as the second public hearing. Mr. Bodway explained that state shared revenues were received in the General Fund and Street Fund. He reported that the city expected to receive \$387,800 in the General Fund and \$1.7 million in the Street Fund. He stated that money that went into the General Fund was largely unrestricted with the exception of the local tax for the marijuana tax. He explained that the marijuana tax funds were used to help support police departments. He stated that the money that went into the Street Fund was restricted to street projects. Mr. Bodway recommended that Council adopt the proposed resolution and asked for questions or comments from Council. Mayor Rosener opened the public hearing and asked for public comment on the proposed resolution. Hearing none, Mayor Rosener closed the public hearing and asked for discussion or a motion from Council.

MOTION: FROM COUNCILOR BROUSE TO ADOPT RESOLUTION 2023-053, DECLARING THE CITY'S ELECTION TO RECEIVE STATE SHARED REVENUES. SECONDED BY COUNCILOR YOUNG. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR. (COUNCILOR STANDKE WAS ABSENT).

Mayor Rosener addressed the next agenda item.

D. Resolution 2023-054, Adopting a Schedule of Fees as authorized by the city zoning and community development code, establishing fees for miscellaneous city services and establishing an effective date

Finance Director David Bodway explained that each year during the budget process, Finance asked department supervisors to review the fees that they charge. He stated the proposed fees fell into three categories. He provided an overview of the changes and reported that there would be a 2% increase, as approved in Resolution 2017-008, which was the maximum amount allowed since CPI was 8.4%. He continued that there would be a 4.49% increase, as previously approved in Resolution 2018-049, for SDC and TDT fees. He reported that other changes included miscellaneous new fees and minor changes and provided a brief overview of some of the miscellaneous changes. He explained that the Court Supervisor and Municipal Judge reviewed the court fees and had updated them to be more consistent with other jurisdictions and included removing several miscellaneous fees. He reported that the Robin Hood Theater sign fees were removed and a special events fee for additional Police Services fees had been added. Broadband fees had been added under "Utility Charges" and the Outdoor Seating Permit fee had been added under "Planning." Mr. Bodway recommended that Council adopt the proposed resolution and asked for questions or comments from Council. Mayor Rosener opened the public hearing and asked for public comment on the proposed resolution. Councilor Young referred to the 2% increase and the CPI rate of 8.4% and asked, given the discrepancy in the city's funding ability versus the CPI, what was the city risking falling behind on. Finance Director Bodway replied that the city risked falling behind on its Water Fund as that fund had a 2% maximum rate increase for residential and explained that this would impact the city's ability to fund water projects for the next ten years. He noted that this was not the first year that the CPI rate was above the 2% maximum increase rate the city could

pass and commented that he hoped that the 2% maximum increase could be reviewed in the future so as not to hamper future development. Mayor Rosener explained what residential water rates funded throughout the city and stated it was important not to impede future Capital Improvement Projects. Council President Mays commented that the city's Sewer Fund was also in poor shape and the lack of funds for sewer projects would have a more immediate impact than the lack of Water Funds. Councilor Young referred to the new fee for additional police services for special events and asked for more details. Police Chief Ty Hanlon stated that these fees would apply to events that were outside of the Police Department's city responsibilities. He explained that the special events were when police services were requested, and the Police Department's overtime rates applied. He said that the Police Department was trying to be mindful of their spending and the department was attempting to recoup some of those costs. Councilor Giles commented that he appreciated how carefully the city watched its finances and was forward looking when it came to financial planning for the future of the city. Mayor Rosener asked Chief Hanlon for details on what events would be charged for the special events fee. Chief Hanlon replied that the fee would apply to non-city events and that events like Crusin' Sherwood, Music on the Green, the Robin Hood Festival, and the Robin Hood Winter Festival would not be charged a special event fee. Mayor Rosener stated he agreed with Councilor Giles's comments regarding the city being good stewards of its funds. Mayor Rosener asked for public comment on the proposed resolution. Hearing none, Mayor Rosener closed the public hearing and asked for discussion or a motion from Council. The City Recorder clarified that a public comment had been submitted to Council via email (see record) prior to this meeting.

MOTION: FROM COUNCILOR YOUNG TO ADOPT RESOLUTION 2023-054, ADOPTING A SCHEDULE OF FEES AS AUTHORIZED BY THE CITY ZONING AND COMMUNITY DEVELOPMENT CODE, ESTABLISHING FEES FOR MISCELLANEOUS CITY SERVICES AND ESTABLISHING AN EFFECTIVE DATE. SECONDED BY COUNCILOR BROUSE. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR. (COUNCILOR STANDKE WAS ABSENT).

Mayor Rosener addressed the next agenda item.

E. Resolution 2023-055, Adopting the FY2023-24 budget of the City of Sherwood, making appropriations, imposing and categorizing taxes, and authorizing the City Manager to take such action necessary to carry out the adopted budget

Finance Director Bodway explained that on May 25th and June 1st the Sherwood Budget Committee had received the budget message, reviewed the proposed budget, and heard public comment on the proposed budget. He reported that the Budget Committee had approved the proposed budget at their June 1st meeting. He noted that the Budget Committee had changed the name of the investment fund to the "Community Investment Fund" and explained that this change had been included in the proposed budget. He stated that the budget had been published in accordance with local budget law and that this public hearing was the final step in the process and Council would need to adopt the Fiscal Year 2023-24 budget. Mayor Rosener opened the public hearing and asked for public comment on the proposed resolution. Council President Mays commented that this was a fairly generic budget and stated that he supported the proposed budget and thanked the Budget Committee and city staff for their work. Councilor Brouse commented that this was a "well put together" budget. Mayor Rosener asked for public comment on the proposed resolution. Hearing none, Mayor Rosener closed the public hearing and asked for discussion or a motion from Council. Councilor Young stated that she agreed that this was a well-done budget, and she appreciated the level of engagement from the Budget Committee. Councilor Scott stated he agreed with Councilor Young's comments. Mayor Rosener commented that staff had done a

good job putting together a thorough budget that aligned with Council Goals. He thanked the Budget Committee and city staff for their work on the proposed budget. Council President Mays voiced that throughout the organization, the city had been good stewards of the community's resources which included having healthy reserve levels. He spoke on economic uncertainties and commented that the city would continue to monitor the situation. Councilor Young referred to the city's reserves and explained that the city had updated its financial policy to state that it would require that 20% in unrestricted funds be kept in reserve and noted that many cities did not have that requirement. Mayor Rosener explained that because of those reserves, the city was able to immediately offer a grant program for local businesses, utility support, and a Senior Center food delivery program during the COVID-19 pandemic. With no comments or questions, the following motion was stated.

MOTION: FROM COUNCIL PRESIDENT MAYS TO ADOPT RESOLUTION 2023-055, ADOPTING THE FY2023-24 BUDGET OF THE CITY OF SHERWOOD, MAKING APPROPRIATIONS, IMPOSING AND CATEGORIZING TAXES, AND AUTHORIZING THE CITY MANAGER TO TAKE SUCH ACTION NECESSARY TO CARRY OUT THE ADOPTED BUDGET. SECONDED BY COUNCILOR YOUNG. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR. (COUNCILOR STANDKE WAS ABSENT).

Mayor Rosener addressed the next agenda item.

10. CITY MANAGER REPORT:

City Manager Campbell reported that the Robin Hood Festival would be held July 14th-15th and provided an overview of Robin Hood Festival events. He reported that the Denali Summit would host the Street of Dreams July 29th-August 20th. He reported that the July 4th City Council meeting would be cancelled to observe the 4th of July holiday. He reported he and his family attended Crusin' Sherwood.

Mayor Rosener addressed the next agenda item.

11. COUNCIL ANNOUNCEMENTS:

Councilor Giles congratulated the Sherwood Chamber of Commerce for a successful Crusin' Sherwood event. He reported that the Robin Hood Festival Association was seeking volunteers to help with the event.

Councilor Young reported that the Robin Hood Festival Association was seeking volunteers to help with the event and encouraged people to apply. She referred to the passage of Ordinance 2023-007 and outlined that Council had held three work sessions prior to the two public hearings on the ordinance and stated that she appreciated the level of feedback and suggestions the community had provided. She voiced that she felt that the ordinance had created a reasonably objective plan as well as creating enforcement tools for the city to utilize, if necessary. She reported that she attended the most recent Police Advisory Board meeting where they reviewed policies and explained that once their review was finalized, they would be forwarded to Council to review and approve.

Councilor Scott referred to Ordinance 2023-007 and said that he felt that staff had achieved the best result they could for the time being and commented that circumstances and needs could change in the future. He referred to community concern of the creation of a campground and explained that the ordinance did not allow for the creation of a campground, camp, or permanent structure. He stated it was

important to continue to provide help and resources to people experiencing homelessness. He reported on his attendance at a recent Parks and Recreation Advisory Board meeting. He reported that the Robin Hood Plaza had opened and expressed that he was pleased with the final product. He reported that Veterans Park had recently re-opened. He referred to the most recent Parks and Recreation Advisory Board meeting and reported that they had heard community feedback regarding pickleball. He recapped that staff had created short- and long-term solutions for ongoing pickleball issues.

Councilor Brouse thanked those who volunteered, participated, or visited the Cruisin' Sherwood event. She reported that she attended the Water Consortium meeting where they heard an update on their Strategic Plan. She reported that she would attend a Housing Advisory meeting on June 22nd. She reported that she was unable to attend the most recent Senior Advisory Board meeting. She reported that August 1st was National Night Out. She reported that the Sherwood Rotary Wine Festival would be held August 11th-12th. She reported that a Main Street gathering would be held on July 8th in Robin Hood Plaza.

Council President Mays referred to the Parks and Recreation Advisory Board pickleball discussion and commented that having passionate and involved people was a good thing. He reported his attendance at the WRWC meeting. He reported he attended the most recent Cultural Arts Commission meeting. He reported he attended the Robin Hood Plaza opening and gave his compliments to those involved with the project. He reported that the Robin Hood Festival was coming up in July and encouraged residents to attend or volunteer for the event.


Mayor Rosener reported that he attended Cruisin' Sherwood. He reported that he would be unable to attend the Robin Hood Festival as he would be out of state. He reported that he attended the most recent Washington County Mayors and Chair meeting where they discussed HB 3115. He referred to Ordinance 2023-007 and explained that it was important that the ordinance be consistent with other neighboring communities.

12. ADJOURN:

Mayor Rosener adjourned the regular session at 8:30 pm.

Attest:


Sylvia Murphy, MMC, City Recorder


Keith Mays, Council President