



MINUTES
City Council Meeting
Monday, October 18, 2021 6:00 PM

COUNCIL PRESENT: Stan Pulliam, Mayor; Jeremy Pietzold, Council President; Laurie Smallwood, Councilor; Richard Sheldon, Councilor; Kathleen Walker, Councilor; Carl Exner, Councilor; and Don Hokanson, Councilor

COUNCIL ABSENT: none

STAFF PRESENT: Jordan Wheeler, City Manager; Jeff Aprati, City Recorder; Kelly O'Neill, Development Services Director; Mike Walker, Public Works Director; Ernie Roberts, Police Chief; Tyler Deems, Deputy City Manager / Finance Director; Greg Brewster, IT/SandyNet Director; and Andi Howell, Transit Director

MEDIA PRESENT: Sandy Post

1. CITY COUNCIL WORK SESSION - 6:00 PM

1.1. Wastewater System Improvements Communications

Staff Report - 0490

Kim Marshall of Barney and Worth facilitated a discussion with the City Council on communication strategy for the Wastewater System Improvements Project. Presentation slides were included in the agenda packet.

Particular attention was given to communication values and guiding principles, key messages, online engagement approaches, and Council engagement strategies. Rob Lee of Leeway Engineering also provided a project progress update.

Points of emphasis during the ensuing Council discussion included:

- Importance of being proactive, rather than reactive
- Need to focus communications toward city residents and rate payers, not only those near the projected outfall site
- Requirements placed on the City by the State being the impetus for the project
- Staying on-message for the sake of consistency and effectiveness

- Citizens should clearly understand the reasons for engaging in the project, and should also understand the background sequence of events that led to this point, including changing requirements from the State
- Precision of comments is vital
- Outreach opportunities and possible open houses with the community
- Leveraging professional experts at community meetings, while also drawing upon the community relationships established by Councilors
- Social media engagement tools and strategies
- Other advertisement opportunities, including at the movie theater, the SAM app, and paper utility bills
- Developing easy to disseminate handouts and information sheets
- Developing answers to anticipated questions / arguments / complaints about the project
- Enhancing trust that the City will administer the improved system in a responsible manner
- Copying Councilors on staff responses to questions / input from residents

2. CITY COUNCIL REGULAR MEETING - 7:00 PM

3. Pledge of Allegiance

4. Roll Call

5. Changes to the Agenda

6. Public Comment

Khrys Jones, Executive Director of the Sandy Area Chamber of Commerce, provided an overview of the Trick or Treat Trail event, scheduled for 1 - 4 p.m. October 30th, 2021.

7. Response to Previous Public Comments

none

8. Consent Agenda

8.1. City Council Minutes

October 4, 2021

Moved by Carl Exner, seconded by Richard Sheldon

Adopt the consent agenda.

CARRIED. 7-0

Ayes: Stan Pulliam, Jeremy Pietzold, Laurie Smallwood,
Richard Sheldon, Kathleen Walker, Carl Exner, and Don
Hokanson

9. Ordinances

9.1. **PUBLIC HEARING: 16370 Royal Lane Annexation**

8 - 16

Quasi-Judicial

Staff Report - 0486

Abstentions: none

Conflicts of Interest: none

Ex Parte Contact: none

Challenges: none

Staff Report: the **Development Services Director** summarized the staff report, which, along with presentation slides, was included in the agenda packet. In response to Council questions, he provided further clarification about the Finding #17 related to TPR analysis, and the low likelihood of a zone change application for this property after annexation.

Applicant Presentation: Brad Kilby provided a presentation to the Council outlining his annexation application; the presentation slides are attached to these minutes for reference.

Public Testimony: none

Staff Recap: the **Development Services Director** noted the advantages of flexibility in the condition of approval related to the precise location of wetlands on the property, explaining that a survey would be necessary to delineate the specific boundaries. He also noted that all required procedures had been followed related to trust ownership of the property and legal authority to make the application.

Moved by Jeremy Pietzold, seconded by Kathleen Walker

Close the public hearing.

CARRIED. 7-0

Ayes: Stan Pulliam, Jeremy Pietzold, Laurie Smallwood,
Richard Sheldon, Kathleen Walker, Carl Exner, and Don
Hokanson

Moved by Jeremy Pietzold, seconded by Carl Exner

Approve the first reading of Ordinance 2021-29.

CARRIED. 7-0

Ayes: Stan Pulliam, Jeremy Pietzold, Laurie Smallwood,
Richard Sheldon, Kathleen Walker, Carl Exner, and Don
Hokanson

Moved by Carl Exner, seconded by Don Hokanson

Approve the second reading of Ordinance 2021-29.

CARRIED. 7-0

Ayes: Stan Pulliam, Jeremy Pietzold, Laurie Smallwood,
Richard Sheldon, Kathleen Walker, Carl Exner, and Don
Hokanson

[Kilby - CC Hearing Presentation 10182021](#)

10. Old Business

10.1. Special Service Contract Program Grant Awards

Staff Report - 0488

The **Economic Development Manager** provided a summary of the staff report, which was included in the agenda packet. The recommended funding awards were developed through subcommittee deliberations including **Councilors Walker, Exner, and Pietzold**.

Moved by Jeremy Pietzold, seconded by Richard Sheldon

Approve the SSCP Review Subcommittee's recommendations for Special Service Contract Program awards.

CARRIED. 7-0

Ayes: Stan Pulliam, Jeremy Pietzold, Laurie Smallwood,
Richard Sheldon, Kathleen Walker, Carl Exner, and Don
Hokanson

11. Report from the City Manager

- Announcement of the hiring of Rochelle Anderholm-Parsch as the City's new Parks and Recreation Director
- The recruitment for the Public Works Director position is proceeding well
- Staff continue to proceed on the City's WIFIA application
- Staff are exploring value engineering opportunities for the 362nd and Bell Street project; positive progress is being made with local property owners
- The City received another award for financial reporting from the GFOA

11.1. Selection of Interview Panel for Planning Commission Applicants

Staff Report - 0492

Mayor Pulliam and **Councilors Sheldon and Walker** were selected to serve on a panel to interview Planning Commission applicants.

12. Committee /Council Reports

Councilor Hokanson

- The PETF will provide an update to the Council and the next meeting

Councilor Exner

- Work on the Smith Building is proceeding
- Parks and Trails applicant interviews went well
- Question about work being performed by PGE on Proctor

Councilor Walker

- Library Board decided not to proceed with a strategic plan update at this time due to COVID-19 service changes
- The Library has space needs that could be addressed at the Community Campus
- The outlook for the future of Parks and Recreation is very positive

Councilor Sheldon

- A policy and staffing proposal for addressing homelessness is coming soon; the Task Force's work has been proceeding well

Councilor Smallwood

- All seven Parks and Trails seats will soon be filled

- The new homelessness liaison at the Police Department has been doing excellent work

Council President Pietzold

- The Economic Development board has been studying approaches for a strategic plan; this work could potentially be incorporated into the Comprehensive Plan update process
- Looking forward to the upcoming fireworks event
- Additional ARPA funding opportunities
- Importance of planning for supply chain challenges

Mayor Pulliam

- Urgency of spending emergency funds received for COVID-19\$1 million in Federal dollars may be forthcoming for the wastewater project
- Concern about potential impacts on the City's land use prerogatives due to Clackamas County policies related to multi-family housing

12.1. **Memo from Chair Crosby: Planning Commission Terms**

The Council discussed a memorandum from the Chair of the Planning Commission concerning suggested changes to the structure of Planning Commission seat terms. The memo was included in the agenda packet.

Council discussion covered the following topics:

- Advantages of being able to have turnover; the prerogative and appropriateness of the Council facilitating policy changes after elections
- Importance of experience and tenure on the Planning Commission
- Importance of diversity of points of view
- Impact of half of the commission turning over at one time
- Need for consistency across city boards
- Steep learning curve for new Planning Commissioners
- Concern about weakening the Council's ability to make systemic change
- Appreciation for long tenured service of Commissioners
- Importance of functional interpersonal dynamics
- Importance of respect for the request of the Commission

The consensus of the Council was to proceed with the current recruitment for Seats 1, 2, 3, and 7, and to table the discussion on seat term amendments, allowing staff additional time to plan for how such an arrangement would function.

13. Staff updates

13.1. [Monthly Reports](#)

14. Adjourn



Mayor, Stan Pulliam



City Recorder, Jeff Aprati

16370 Royal Lane Annexation

Case Number 21-041

16370 Royal Lane, Sandy, OR

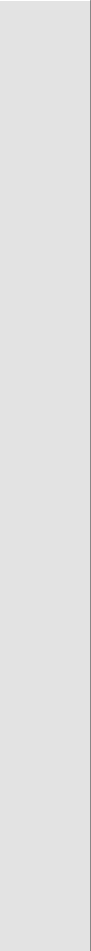
Brad Kilby, Planning Manager
Harper Houf Peterson Righellis, Inc.

City of Sandy City
Council

Monday October
18, 2021

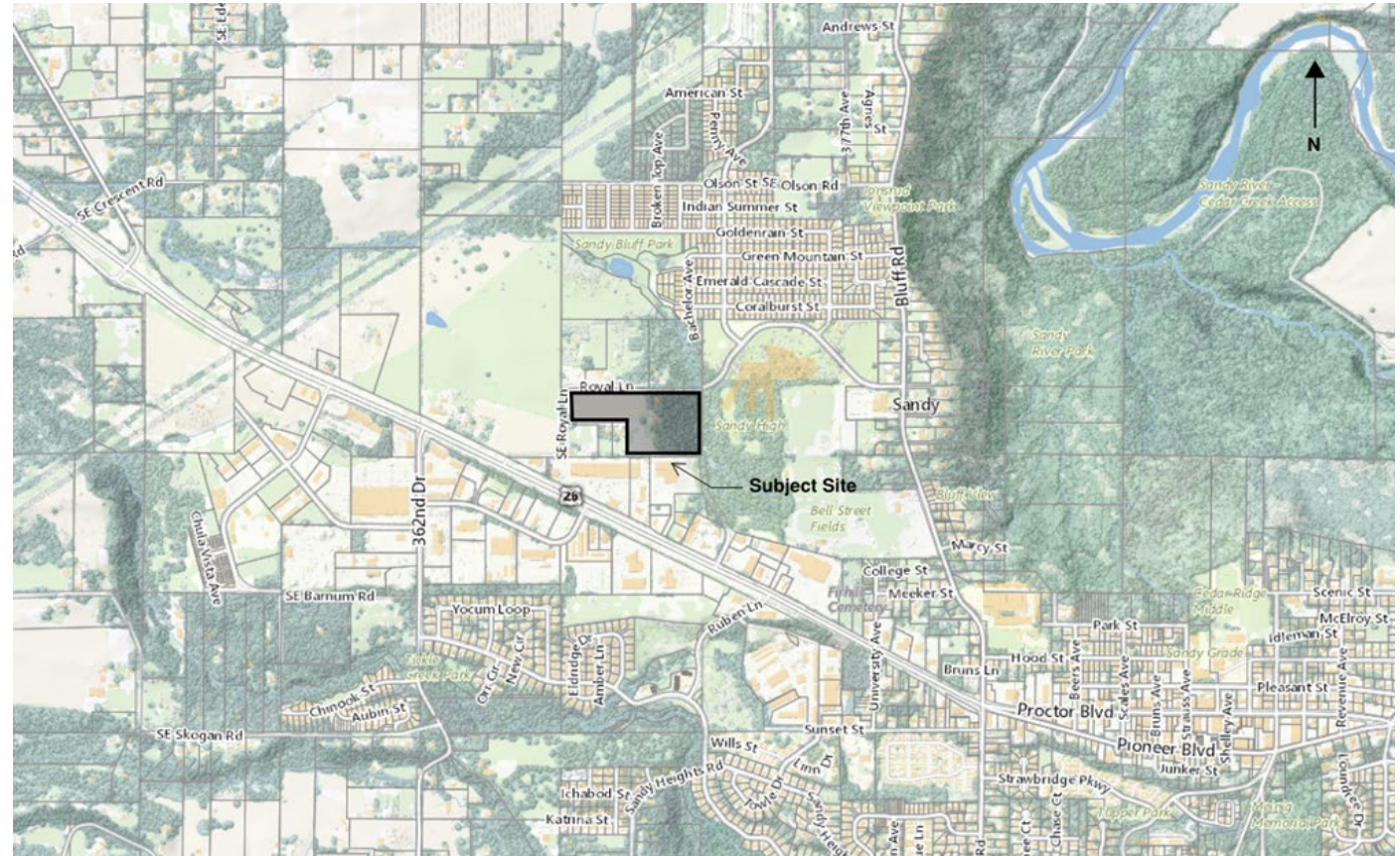


Proposal

- The City of Sandy Public Works Department in conjunction with the future extension of SE 362nd Drive to Bell Street is seeking approval to annex 15.21 acres of land into the City of Sandy City Limits.
 - The property owner has signed the application and is in support of the annexation.
 - Aside from the 362nd Drive extension which includes the northern edge of the property, no formal development is proposed with this application.
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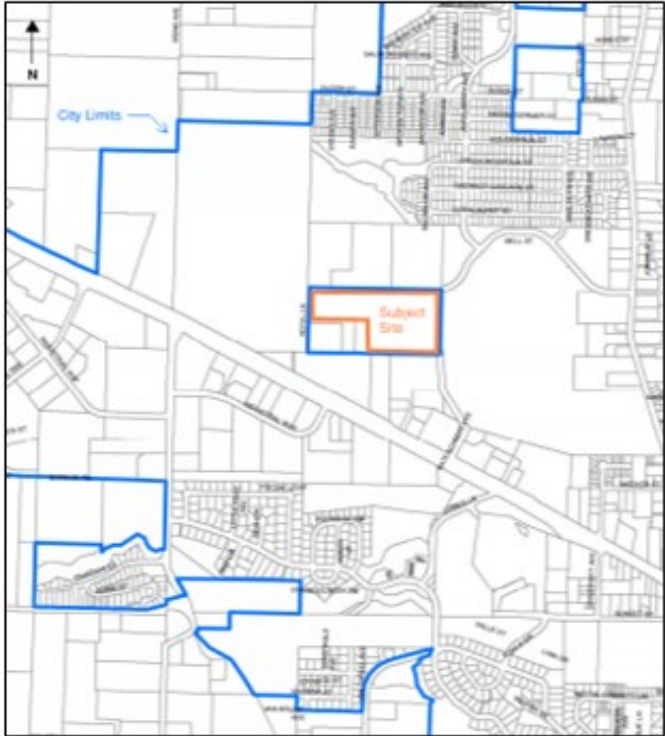
Project Location

16370 SE Royal Lane
Tax Lot 2S4E1103500

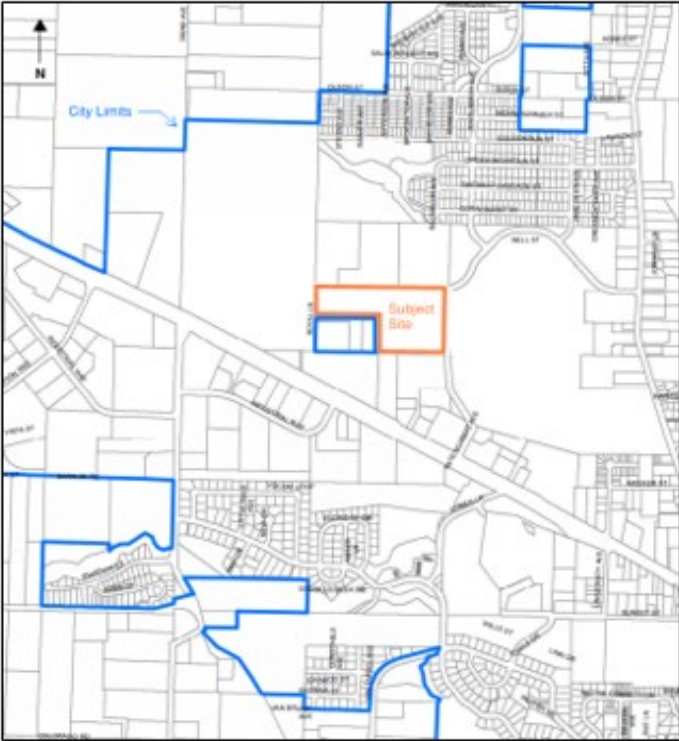


City Limits Mapping

Existing City Limits



Proposed City Limits





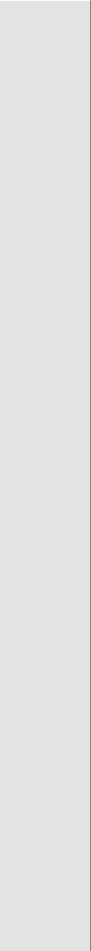
Zoning



- The property is currently zoned Rural Residential Farm Forest 5-Acre (RRFF-5), a Clackamas County Zoning designation.
- The City zoning map designates the property as C-2 (General Commercial) and the City Comprehensive Plan designates the property Retail Commercial.
- Upon approval of the annexation, the property would assume the C-2 City zoning.
- A perennial stream runs along the eastern border of the site with a Flood and Slope Hazard Overlay over a portion of the property.



Approval Criteria

- Procedures for Decisions and Processing the application are found in Chapter 17.12 and 17.18. **(Type IV Land Use Review)**
 - This annexation is a Type A annexation – Type A annexations are required when proposals for annexation are in conformance with a conceptual zoning designation.
 - The property is located within the City of Sandy Urban Growth Boundary and is contiguous to the existing City Limits.
 - 17.78.25 Tree Retention - The owner has indicated that there have been no trees removed within the past 10 years that are intended to be protected under these provisions.
 - Annexation approval criteria are found in Section 17.78.50.
- 

Approval Criteria

- Annexation approval criteria are found in Section 17.78.50.
- The property will be served by adequate public facilities and services including:
 - Water
 - Sanitary Sewer
 - Stormwater Drainage (*with future development*)
 - Streets – (Reason behind this request)
 - Ped and Bicycle Facilities – (*with future construction of 362nd Drive to Bell Street*)
 - Fire Protection and Emergency Services – Sandy Fire District #72
 - Police- Currently served by County but will be served by City police upon annexation.
- TPR analysis is not required since the area was considered in the recent TSP and does not result in any impacts to the transportation system that have not been previously considered.
- Annexation of this “island” is in the best interest of the City as it’s surrounded on 3 sides by the City limits and provides for an orderly and efficient extension of services.

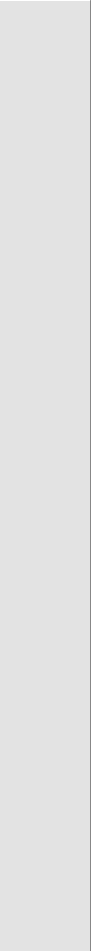
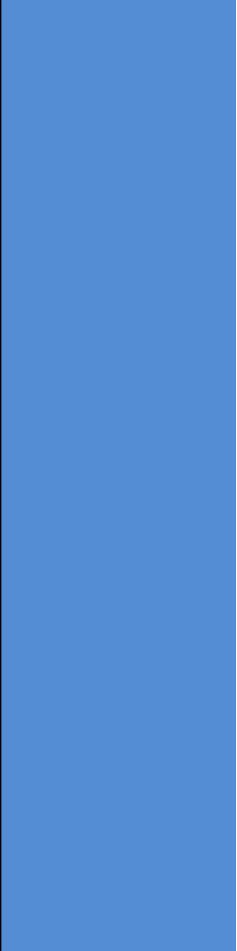
Chapter 17.6o Flood & Slope Hazard Overlay District

There are no changes or any new development proposed with this annexation request.

The City of Sandy's FSH overlay would require a 25-foot wetland setback.

The (FSH) area impacted by the future extension of Bell Street and 362nd is being formally mapped for the land use application associated with that project.





The applicant respectfully requests that the City Council accept the findings and conclusions of the staff report and recommendation of the Planning Commission to approve the requested annexation.