



**MINUTES**  
**City Council Meeting**  
**Monday, April 3, 2023 6:00 PM**

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

**COUNCIL ABSENT:** (none)

**STAFF PRESENT:** Jordan Wheeler, City Manager; Jeff Aprati, City Recorder; Tyler Deems, Deputy City Manager; Ernie Roberts, Police Chief; Kelly O'Neill Jr., Development Services Director; Rochelle Anderholm-Parsch, Parks and Recreation Director; and AJ Thorne, Assistant Public Works Director

**MEDIA PRESENT:** Sandy Post

**1. JOINT CITY COUNCIL PLANNING COMMISSION WORK SESSION - 6:00 PM**

**1.1. Comprehensive Plan: Block 1 Goals and Policies**

Staff Report - 0676

Anais Mathez with 3J Consulting delivered presentation slides, which were included in the agenda packet.

Council discussion ensued on the following topics:

- The importance of updating the Zoning Map and addressing policies on growth; concern about generating enough public engagement on this issue
- Discussion on the public engagement around growth that has already occurred
- Recap of the community resiliency and natural hazard workshops that were held recently; the workshops addressed economic, social, and health factors in addition to natural hazards
- Discussion on the targeted invitations to stakeholders and field experts who assisted during the workshops. Attendees represented a broad cross-section of expertise, and most were Sandy residents

- The Council's level of familiarity with the exist Comprehensive Plan document
- Possible overlaps between different vision themes in the new plan
- Request for the Council to confirm that the draft of Block 1 meets the Council's expectations, in anticipation of adoption once the other two blocks are completed
- Discussion on the degree to which we are subject to the decisions of the Legislature affecting local control
- Discussion of why the Bornstedt Village Overlay is specifically addressed
- Recognition that clear and objective standards do not apply in this context
- Recognition that the policy statements are aspirational and signify the City's intent
- Emphasis on the need to ensure all stakeholders pay their fair share toward capital investments
- Upcoming community engagement activities, including another online survey and in person engagement events

The Council made the following specific edits:

Community and Culture

- 1.1: add "land use planning"
- 3.3: replace "maintain" with "provide"

Transportation and Infrastructure

- 2.1: rework language to emphasize ensuring the City gets the best value of its dollars with respect to investment in capital assets
- 7.5: consider splitting this policy into two; replace "improve" with "ensure adequate"

Infrastructure and Energy

- 1.1: remove this policy
- 3.6: rework language to emphasize ensuring the City gets the best value of its dollars with respect to investment in capital assets
- 5: add policies to address:
  - Ensuring redundant and robust infrastructure to protect against service disruptions
  - Developing standards related to power generations and storage

**2. CITY COUNCIL REGULAR MEETING - 7:00 PM**

**3. Pledge of Allegiance**

**4. Roll Call**

**5. Changes to the Agenda**

The Council discussed the possibility of removing the Parks Fee-in-Lieu item from the agenda until more information can be provided by staff related to revenue impact estimates, changes in property values over time, and the number of units affected. After consideration, the Council agreed to discuss the issue during this meeting as planned.

**6. Public Comment**

(none)

**7. Response to Previous Public Comments**

(none)

**8. Proclamation**

**8.1. Arbor Month 2023**

The **Mayor** read the Arbor Month proclamation, which was included in the agenda packet.

**9. Consent Agenda**

**9.1. City Council Minutes**

March 20, 2023

**9.2. Business Oregon Funding for Sandercock Reservoir Repairs**

Resolution 2023-10

Staff Report - 0685

**Moved by Richard Sheldon, seconded by Don Hokanson**

***Adopt the Consent Agenda***

**CARRIED. 7-0**

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

**10. Ordinances**

**10.1. PUBLIC HEARING: Water System Master Plan Adoption**

Ordinance 2023-06

9 - 24

Staff Report - 0675

Abstentions

(none)

Conflicts of Interest

(none)

Staff Report

The **Development Services Director** and the **Assistant Public Works Director** both delivered slide presentations. Both sets of slides are attached to these minutes.

Public Testimony

(none)

Council Discussion

(none)

**Moved by Richard Sheldon, seconded by Kathleen Walker**

***Close the public hearing***

**CARRIED. 7-0**

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

**Moved by Richard Sheldon, seconded by Chris Mayton**

***Approve the first reading of Ordinance 2023-06***

**CARRIED. 7-0**

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

**Moved by Richard Sheldon, seconded by Carl Exner**

***Approve the second reading of Ordinance 2023-06***

**CARRIED. 7-0**

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

[Development Services Presentation Slides](#)

[Public Works Presentation Slides](#)

## 11. Old Business

### 11.1. **Modification of Parks System Development Charge (SDC) and Fee-in-Lieu (FIL) Rate Implementation**

Resolution 2023-11

Resolution 2023-12

Staff Report - 0684

The **Parks and Recreation Director** summarized the staff report, which was included in the agenda packet.

Council discussion ensued on the following issues:

- The fact that the long-standing practice of the City has been to lock in fee-in-lieu rates at the time of issuing a final order. The Council discussed the number of units that may not have had rates locked in with respect to conversion of lots to duplexes.
- The Council's desire for additional data and analysis on this issue, including unit status and potential revenue impacts
- The suggestion that property owners who decided to convert lots to duplexes after the establishment of the new higher fee-in-lieu rate do not need to be accommodated
- Discussion of whether specific dates could be identified when decisions were made to convert lots to duplexes, and whether these dates could be used as reference points to decide whether a lower fee-in-lieu rate is appropriate
- Suggestion that property owners may have always assumed they would convert lots to duplexes, even if they hadn't informed the City
- Intentions of the State to make housing more available and affordable
- The fact that the higher fee-in-lieu rate simply represents catching up with increases in property values over time
- Distinctions between fee-in-lieu payments made at the time of approval, versus payments made when building permits are issued
- Questions of the legality of charging a higher fee for the conversion of a lots to duplexes

It was the consensus of the Council that this issue, and the two proposed resolutions, should be tabled to a future meeting (which was agreed to be May 1st to ensure staff has sufficient time to prepare given current workloads). When the topic is revisited, staff will provide the Council with an analysis of the estimated revenue impacts associated with the proposed revision to the fee-in-lieu rate, as well as data concerning the number of units that would be affected by the change, how many units already have fee-in-lieu rates locked by final orders, and the status of plat approvals. Staff will also see that the proposed resolution has a mechanism to ensure that properties for which land use approval was applied for before the moratorium, but for which plans are later changed to seek duplexes instead of single family homes, will be subject to the full new rate.

**12. New Business**

(none)

**13. Report from the City Manager**

- New permit technician will start work this week
- A resignation occurred in the Police Department
- Staff is having conversations with a property owner about a possible land donation adjacent to Bell Street
- City Manager Vacancy Discussion
  - The City Manager reflected on his tenure with the City and expressed appreciation
  - City Manager recruitment processes normally take 4-6 months; an Interim City Manager will be necessary
  - Staff and the City Attorney can work with the Council on recruitment development

The Council discussed the forthcoming City Manager vacancy and agreed that a wide net recruitment processes facilitated by a professional recruitment firm would be appropriate. The Council encouraged current staff members to apply for the position if they are interested. The Council discussed the possibility of creating a subcommittee that would craft a process to select an Interim City Manager, however due to public meeting issues raised by the **City Attorney**, the Council agreed that the **Mayor** would work with staff to develop a process for the Council's consideration. The **City Attorney** also confirmed that no existing City policy exists regarding the process for hiring an Interim City Manager, that a direct appointment could be made, and that an executive session could be held for interview purposes.

**14. Committee /Council Reports**

**Councilor Hokanson**

- Oregon Health Authority ruling against Legacy Health; separate investigation being opened regarding Medicare/Medicaid certification

**Councilor Exner**

- Recognition of the City Manager's service
- Concurrence on the concerns raised on the Birth Center

**Councilor Walker**

- Upcoming Kiwanis egg hunt event
- Thanks for the recent CCA dinner
- Upcoming SOLVE cleanup event
- Recognition of the recent successful open house for the Community Campus Park

**Councilor Sheldon**

(none)

**Council President Smallwood**

- Presented at a recent Chamber of Commerce event on homelessness
- Suggestion for a possible addition to the Homelessness Task Force

**Councilor Mayton**

- Upcoming Economic Development Advisory Board meeting

**Mayor Pulliam**

- Appreciation for the Silent Disco event
- Thanks for the recent CCA dinner
- Appreciation for the Council's ability to find consensus despite differing views

**15. Staff updates**

15.1. [Monthly Reports](#)

**16. Adjourn**



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Mayor, Stan Pulliam

A handwritten signature in black ink, appearing to read "Jeff Aprati". The signature is written in a cursive, flowing style.

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City Recorder, Jeff Aprati





File # 22-052 CPA

# Water System Master Plan Adoption

City Council  
April 3, 2023

# Background

- Per Oregon Statewide Planning Goal 11, Public Facilities and Services, cities and counties are required to develop and adopt a public facilities plan for areas within an urban growth boundary containing a population greater than 2,500 persons.
- The public facilities plan is a support document (or documents) to the Comprehensive Plan that describes the water, sewer, and transportation facilities that are to support the land uses designated in the Comprehensive Plan.



# Background

## 2022 Water System Master Plan

- Water system component of the public facilities plan.
- Complies with water system master planning requirements established under Oregon Administrative Rules (OAR) for Public Water Systems, Chapter 333, Division 61.

## 2016 Water Management and Conservation Plan

- Will be adopted as an addendum to the 2022 WSMP in compliance with OAR 690-086.



# Proposed Code Amendments

- Sandy Municipal Code Title 13, Water and Sewer, and Title 17, Development Code, will be updated to include specific references to the 2022 Water System Master Plan and the 2016 Water Management and Conservation Plan.
- Title 13 amendments are included as part of this application.
- Title 17 amendments are being included as part of the Clear and Objective code audit, which is expected to be adopted later in 2023.



# Notice

- Submitted to the Oregon Department of Land Conservation and Development (DLCD) on January 18, 2023.
- Published in the Sandy Post on February 8, 2023.
- Posted to the City's social media page prior to the hearing date.



# Recommendation

On February 27, 2023, the Planning Commission recommended that the City Council hold a legislative hearing, seek public input, and approve the ordinance.





WHERE INNOVATION MEETS ELEVATION

# Water System Master Plan Adoption

Sandy City Council

April 3, 2023

# Master Plan Purpose

Planning Resource  
for City Staff and  
Council

Document System  
History and  
Components

Outline plan for  
system  
improvements

Show financial  
impact of Capital  
Improvement  
Program

Meet Regulatory  
Requirements



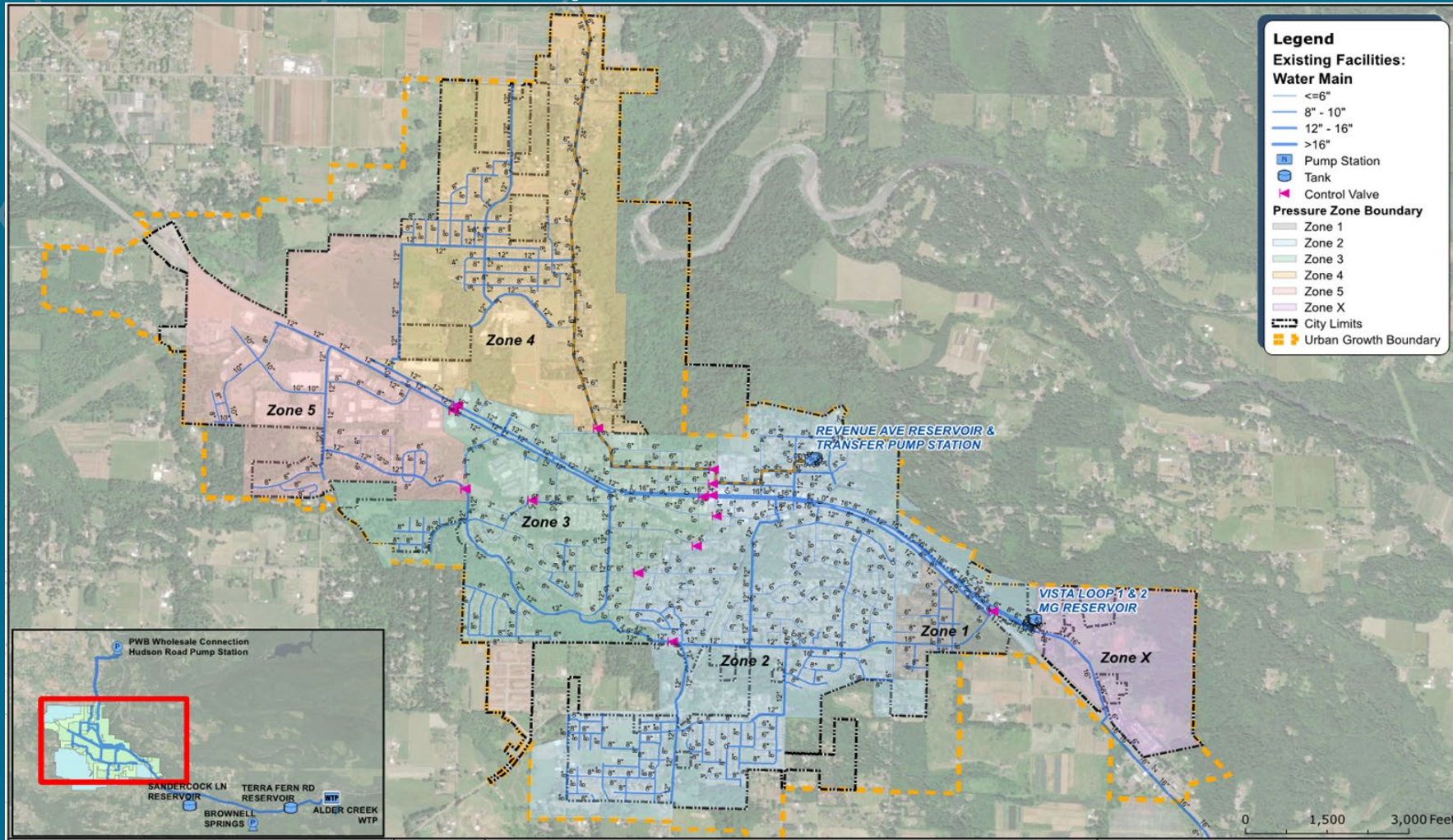
# Master Plan Contents

- 1 Introduction and Existing Water System
- 2 Water Requirements
- 3 Planning and Analysis Criteria
- 4 Distribution System Analysis
- 5 Water Supply Analysis
- 6 Capital Improvements Plan

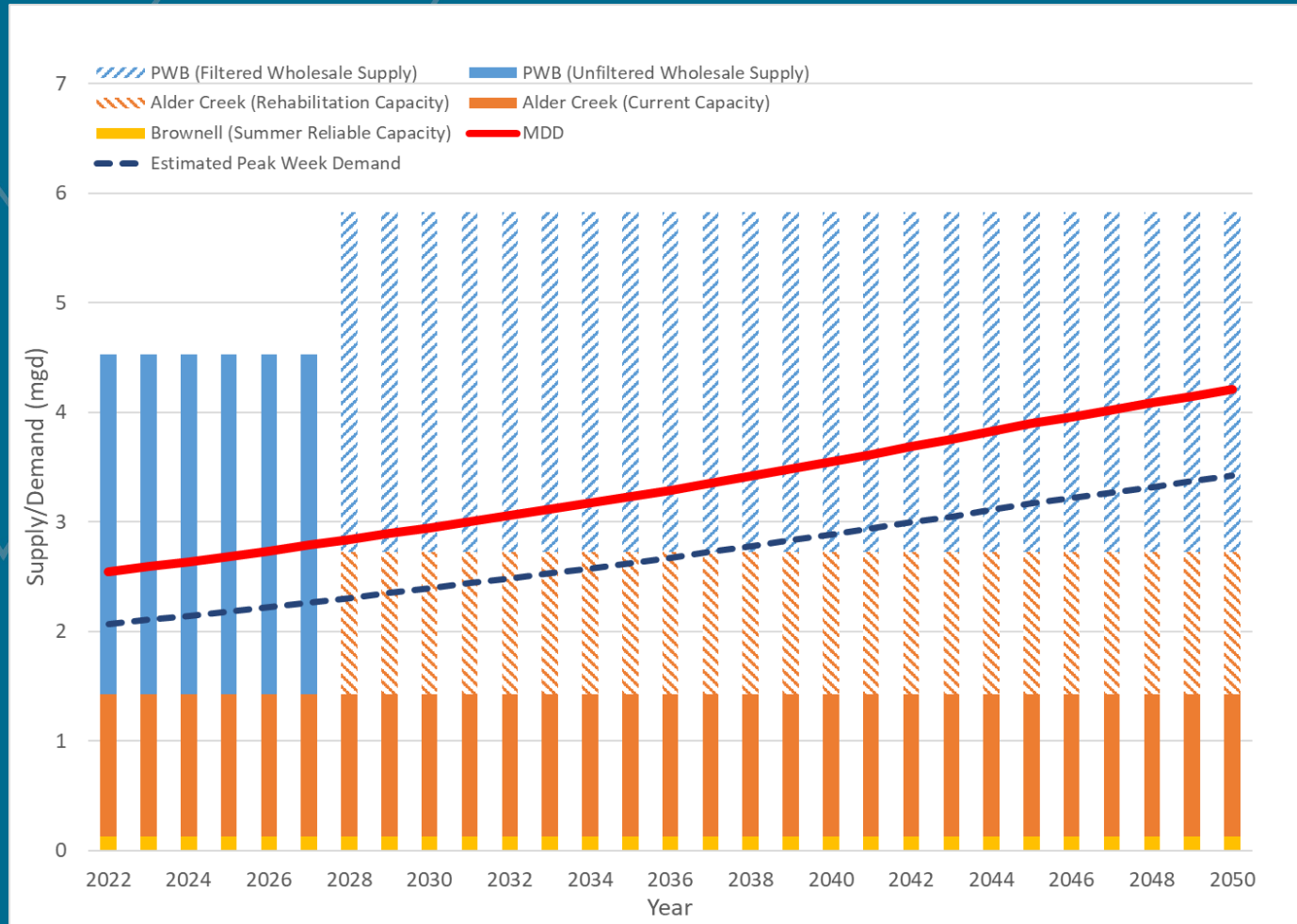
# Master Plan Highlights

- Develop inventory and model of system
- Develop future demand quantities
- Identify system deficiencies
- Complete alternative sourcing analysis
- Develop Improvement Plan

# Distribution System Model

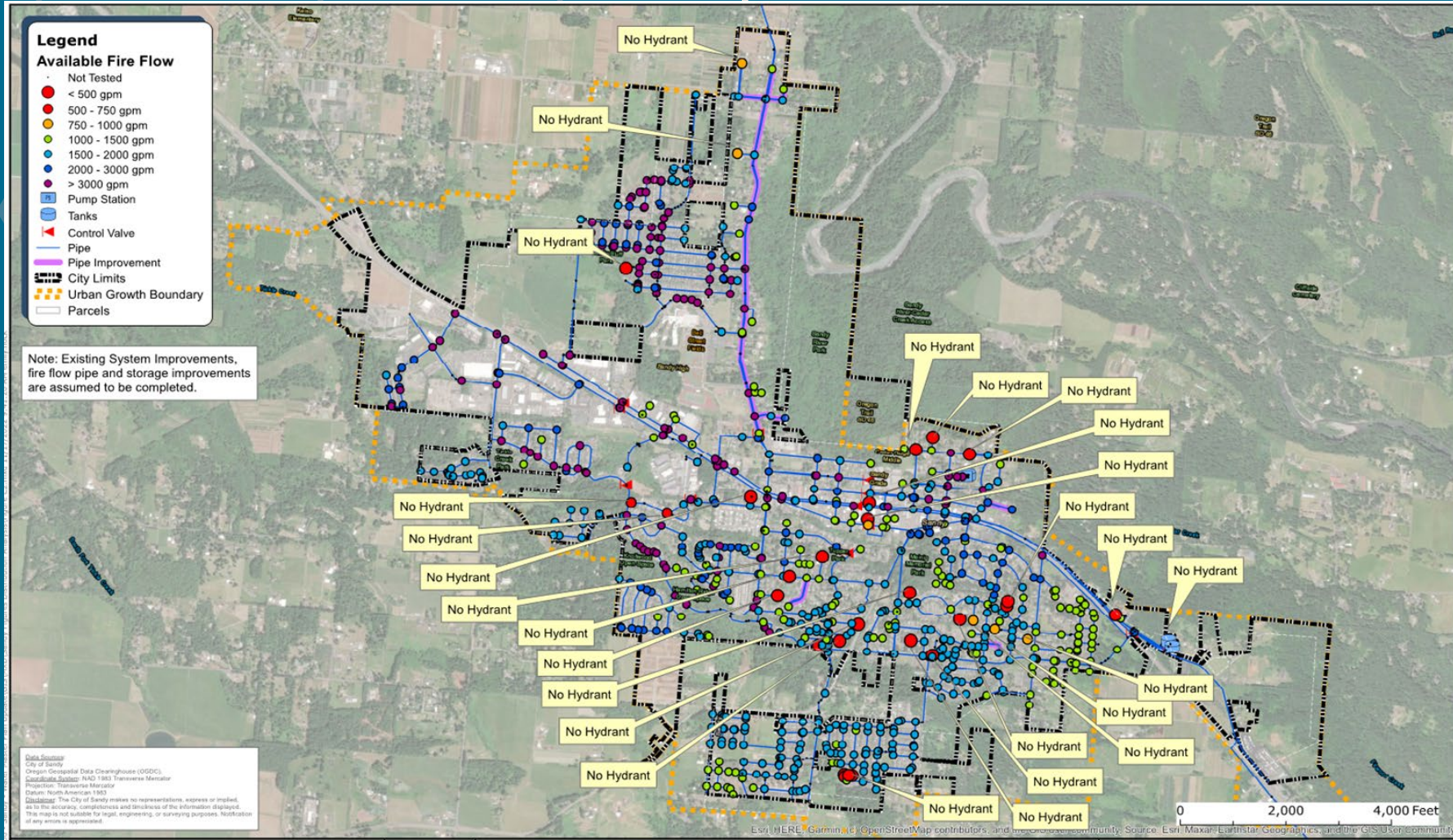


# Supply/Demand Projections





# Model Results – System Deficiencies





# Water Capital Improvement Program

Project No.	Project Description	CIP Schedule and Project Cost Summary (2022 Dollars)				Preliminary SDC Eligibility
		1-5 Years (2023-2027)	6-10 Years (2028-2032)	11-20 Years (2033-2042)	TOTAL	
R.1	5.0 MG Additional Storage		\$ 17,290,000	\$ 17,290,000	\$ 34,580,000	49%
R.2	Storage Siting Study	\$ 180,000			\$ 180,000	49%
R.3	Reservoir Seismic and Condition Assessment		\$ 375,000		\$ 375,000	49%
	<i>Storage Subtotal</i>	\$ 180,000	\$ 17,665,000	\$ 17,290,000	\$ 35,135,000	
PS.1	Terra Fern Pump Station Upgrades	\$ 780,000			\$ 780,000	45%
PS.2	Vista Loop Pump Station	\$ 1,420,000			\$ 1,420,000	45%
	<i>Pump Station Subtotal</i>	\$ 2,200,000	\$ -	\$ -	\$ 2,200,000	
D.1	Bluff Rd Fire Flow Improvements		\$ 5,870,000		\$ 5,870,000	45%
D.2	Hood St Fire Flow Improvements		\$ 540,000		\$ 540,000	45%
D.3	Mitchell Ct Fire Flow Improvements		\$ 260,000		\$ 260,000	45%
D.4	Seaman Ave Fire Flow Improvements		\$ 550,000		\$ 550,000	45%
	<i>Distribution Subtotal</i>	\$ -	\$ 7,220,000	\$ -	\$ 7,220,000	
S.1	Near-Term Alder Creek WTP Improvements	\$ 1,050,000			\$ 1,050,000	0%
S.2	Short-Term Alder Creek WTP Assessment	\$ 240,000			\$ 240,000	45%
S.3	Alder Creek WTP Improvements	\$ 42,080,000			\$ 42,080,000	45%
S.4	PWB Filtered Water Supply Connection	\$ 39,416,000			\$ 39,416,000	45%
S.5	Long-Term Supply Study		\$ 240,000		\$ 240,000	45%
	<i>Supply Subtotal</i>	\$ 82,786,000	\$ 240,000	\$ -	\$ 83,026,000	
M.1	Water System Master Plan Update		\$ 220,000		\$ 220,000	45%
M.2	Water Management and Conservation Plan	\$ 110,000			\$ 110,000	45%
M.3	Annual Replacement Budget	\$ -	\$ 6,000,000	\$ 24,000,000	\$ 30,000,000	45%
M.4	Water Service Meter Replacement			\$ 7,920,000		0%
M.5	SCADA Master Plan	\$ 150,000				45%
M.6	SCADA Upgrade (Preliminary Budget Placeholder)		\$ 750,000			45%
	<i>Other Subtotal</i>	\$ 260,000	\$ 6,970,000	\$ 31,920,000	\$ 39,150,000	
	<b>CIP Total</b>	<b>\$ 85,426,000</b>	<b>\$ 32,095,000</b>	<b>\$ 49,210,000</b>	<b>\$ 166,731,000</b>	

# CIP Highlights

- PWB Filtered Water Supply Connection
- Alder Creek WTP Improvements
- Additional Storage Siting Study and Construction
- Vista Loop Pump Station
- Annual Replacement Program



WHERE INNOVATION MEETS ELEVATION

# Questions?

Thank You!