



**MINUTES**  
**City Council Meeting**  
**Monday, October 5, 2020 6:00 PM**

**COUNCIL PRESENT:** Stan Pulliam, Mayor, Jeremy Pietzold, Council President, John Hamblin, Councilor, Laurie Smallwood, Councilor, Jan Lee, Councilor, Carl Exner, Councilor, and Bethany Shultz, Councilor

**COUNCIL ABSENT:**

**STAFF PRESENT:** Jordan Wheeler, City Manager, Greg Brewster, IT/SandyNet Director, David Doughman, City Attorney, Mike Walker, Public Works Director, Tyler Deems, Finance Director, Ernie Roberts, Police Chief, and Jeff Aprati, City Recorder

**MEDIA PRESENT:** Sandy Post

**1. MEETING FORMAT NOTE**

The City Council conducted this meeting electronically using the Zoom video conference platform. A video recording of the meeting is available on the City's YouTube channel:

[https://www.youtube.com/channel/UCbYEclgC6VW\\_mV2UJGyvYfg](https://www.youtube.com/channel/UCbYEclgC6VW_mV2UJGyvYfg)

**2. CITY COUNCIL WORK SESSION - 6:00 PM**

**2.1. Board and Commission Appointments - Process Discussion**

Staff Report - 0326

The **City Recorder** presented an overview of Planning Commission, Parks and Trails Advisory Board, and Arts Commission seat openings that either currently exist, or will exist as of January 1, 2021.

The City's Advisory Boards and Commissions Policy states that applicants for commissions will be interviewed first, followed by a formal vote of the City Council. Past practice has held that the interview panel is comprised of members of the Council (one of whom is the Council liaison) and the chair of the commission, with the staff liaison present as an administrative resource. In the interest of consistency, the City can mirror this interview process for advisory boards.

Openings for the Planning Commission and Parks and Trails Advisory Board were advertised in the most recent City newsletter. Staff will coordinate interviewer schedules, with interviews anticipated to occur in early November. The current plan is for the Council to vote on appointments in early December.

Due to recent turnover on the Arts Commission and challenges experienced during the Growing Together mural process, staff is recommending a strategic pause of the commission to allow time to evaluate the body's structure, composition, and direction. Staff intends to bring a proposal for Council action in the near future that addresses the elements below, after which new members can be recruited and appointed:

- Commission vs. advisory board structure
- Residency requirements (in city vs. out of city)
- 2021 Work Plan (with particular focus on developing an Arts Master Plan)

**Mayor Pulliam** noted that he, **Council President Pietzold**, and **Councilor Exner** participated in Planning Commission interviews most recently. He also suggested that an ad hoc committee process could be used to consider and develop a future direction for the Arts Commission and possible adjustments to residency requirements.

**Council President Pietzold** suggested that three Council representatives participate on the Planning Commission interview panel. He also questioned what should happen in the future when a board or commission chair is reapplying for appointment. Staff responded that either the Vice Chair could serve on the interview panel or, if that is not possible, the body could select another member.

**Councilor Exner** stated that in the interest of consistency, three Council members should participate on advisory board interviews as well. He stated support for the interview format occurring outside of a regular meeting. He expressed concern about the potential turnover on the Arts Commission, potentially starting anew while still being a relatively new body. **Mayor Pulliam** added concern about rushing to fill positions while the larger direction of the body remains unclear.

**Councilor Smallwood** concurred that three Council members should participate on advisory board interviews as well. She also suggested the possibility that chairs of other bodies could sit in on the interview panel process.

**Councilor Shultz** asked whether the Council is required to appoint a particular applicant in the event no one else applies for the seat. Staff responded that it is within the Council's discretion to decline to appoint someone in that case, with the possible exception of Budget Committee seats. The **City Attorney** advised that there should be some rational basis for doing so (for example, preferring to appoint city residents).

**Councilor Lee** asked why the Arts Commission was created as a commission rather than an advisory board. She also raised the issue of terms limits. Staff responded that an administrative policy exists regarding advisory boards, stating that members who have served two terms should not be reappointed if there are other applicants for the seat, but that the Council possesses the authority to override administrative policies if it chooses. **Council President Pietzold** expressed opposition to the idea of term limits for advisory boards.

**Councilor Exner** stressed the importance of appointing members who are eager and motivated, who will be active participants on boards and commissions. He also noted that the Arts Commission was created as a commission because it was designed to have limited decision making authority, rather than a solely advisory role.

**Mayor Pulliam** noted that there seemed to be Council consensus that three Council members should participate in all board and commission interviews.

**Councilor Smallwood** stated that if the plan is to wait until January to fill the Arts Commission seats, the City should have a plan ready to implement immediately at that time.

**Councilor Hamblin** suggested that the Arts Commission could benefit from some time to cool off after a contentious period.

**Council President Pietzold** suggested that the recruitment process could begin before January while strategies are being developed, in the interest of saving time.

**Councilor Exner** suggested that the Council should determine whether the Arts Commission residency requirements will be adjusted before the end of the year.

**Councilor Lee** stated that filling the Planning Commission seats should be the highest priority. **Mayor Pulliam** concurred, and agreed with **Council President Pietzold's** suggestion about beginning recruitment.

The consensus of the Council was that **Mayor Pulliam, Council President Pietzold, and Councilor Lee** would represent the Council on the Planning Commission interview panel, and that **Mayor Pulliam, Councilor Smallwood, and Councilor Exner** would serve on the Parks and Trails Advisory Board panel.

2.2. **Transportation System Development Charges and Capital Funding Discussion**

The **City Manager** introduced the topic of recouping costs associated with recent additions to the City's transportation capital improvement plan (CIP). On June 15, 2020, the Council added Gunderson Road / Highway 211 improvements to the transportation CIP, as well as Olson Road. Potential options include increasing transportation system development charges (SDCs) and/or delineating an area of benefit encompassing the travel basin with properties benefiting from the new road improvements that could potentially be assessed a surcharge. Current transportation SDCs total \$3,829 per single family dwelling unit. The trip cost is currently \$241.31. Adding just the Olson Road improvements to the single family dwelling amount would constitute an increase of \$19.42. Including Gunderson Road / Highway 211 would add another \$95.19 to the single family dwelling fee and \$6 to the vehicle trip fee. Creating a travel basin for a surcharge would necessitate more traffic engineering analysis; it would likely involve several hundred homes. Staff is seeking Council direction on which option seems preferable (SDC increase or travel basin surcharge), and whether staff should begin working on either strategy.

The **Public Works Director** noted that the SDC option would result in recouping the entire amount but would take longer, while the travel basin surcharge approach would be faster, but may not generate as much, depending on the future of the urban growth boundary.

The **City Attorney** proposed that a hybrid approach may be possible. He also noted that further legal review would be necessary on the zone of benefit approach.

**Council President Pietzold** asked whether the travel basin surcharge would be similar to past actions taken during the development of Bluff Estates. The **City Attorney** agreed that the advanced financing district / reimbursement district that was part of the Sandy Bluff project bore similarities to this proposal, with the distinction that in this case the collection of funds would occur before the work is completed. **Council President Pietzold** agreed that a hybrid approach could be helpful.

**Councilor Exner** asked whether a transportation basin approach would generate sufficient funds to cover the City's costs. The **Public Works Director** stated that this approach would take longer because it would include property currently outside of the city limits and urban growth boundary. Councilor Exner suggested that a transportation basin approach may be more fair for residents living in other areas of the city.

**Mayor Pulliam** agreed that the City should explore options and take measures to ensure that residential growth pays for itself and the associated infrastructure needs. The **City Manager** thanked the Council for their direction and stated that staff would develop options for the Council's future consideration.

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

**4. Pledge of Allegiance**

**5. Roll Call**

**6. Changes to the Agenda**

**7. Public Comment**

**Allison Cloo, 16850 Chula Vista Ave:** the recent wildfires demonstrated the community's ability to pull together despite existing differences, but works remains to bridge divides. Concerns about Antifa, arson, and looting led to untrained civilian armed checkpoints in our area, stopping people who 'didn't look right.' This contributed to an existing atmosphere of mistrust where some residents fear for their safety. She called on the City to take measures to avoid tragic violence by ensuring residents that their rights will be protected, that they will be safe no matter what they look like or their political affiliations, that community defense should not be weaponized, and that vigilantes will not be tolerated.

**David Breames, 18390 Meinig:** would like to see progress made on the Community Campus site. Even if large projects are not yet ready to move forward, the grounds should be better maintained, the track should be reconditioned, and sports fields should be improved. He mentioned similar facilities in Redmond as examples. He suggested that the grounds could be leased to sports organizations that could perform ongoing maintenance.

**Michael Horttor, 18712 Cloud Cap:** expressed appreciation for the City's social media communications. He suggested that City Hall should install an electronic readerboard to increase communication with residents who are not active on social media.

**8. Consent Agenda**

**8.1. City Council Minutes - 09/21/2020**

**Moved by John Hamblin, seconded by Jeremy Pietzold**

***Adopt the Consent Agenda.***

**CARRIED. 7-0**

Ayes: Stan Pulliam, Jeremy Pietzold, John Hamblin, Laurie Smallwood, Jan Lee, Carl Exner, and Bethany Shultz

**9. New Business**

**9.1. Chamber of Commerce Funding Support Request**

Staff Report - 0328

The **City Manager** introduced the request for funding assistance from the Sandy Area Chamber of Commerce. is experiencing financial hardship due to impacts of the coronavirus pandemic on businesses, and the restrictions on events that limit the Chamber's fundraising activities and events. The Chamber has not been collecting membership dues and their other largest source of revenue, the Music Fair and Feast, was canceled. Historically, the Chamber had other sources of funding including from the City, County Tourism, and additional fundraising events. The Chamber's initial request is for \$45,000 that would provide support through the end of the fiscal year. One option is to provide a one-time emergency grant that is reimbursable using the City's \$182,970 in remaining Coronavirus Relief Funds (CRF). Economic support to businesses impacted by the coronavirus emergency is an eligible CRF expense.

The Chamber President, Lisa Foster, added that the lack of funding has caused the Chamber to lay off their director and reduced their media specialist to 5 hours per week to maintain minimal operations. She added further history and context regarding the Chamber's financial challenges. She indicated that if this assistance is not approved, she is not sure how the organization can proceed.

**Mayor Pulliam** underlined how important he considers the Chamber to be in the community. He noted that the Chamber's two main revenue streams, membership fees and the Music Fair and Feast, have been severely impacted. He stated that having a strong and vibrant Chamber is essential to accomplishing many of the Council's goals. He expressed support for using CRF funds to provide immediate assistance, and for exploring forming a

mutually-beneficial ongoing partnership during the upcoming budget process.

**Councilor Exner** expressed support for assisting the Chamber financially. He noted the past utility of having a City staff member on the Chamber Board. He asked whether the Chamber receives financial assistance from any other organization; Ms. Foster said it does not.

**Mayor Pulliam** noted that the Chamber received lodging tax proceeds from the City in the past. These funds were diverted to the Sandy Main Street program, and were subsequently absorbed into the City's General Fund.

**Councilor Lee** noted that there is no replacement for many of the functions the Chamber performs in the community. She expressed support for providing assistance and fostering a partnership.

**Council President Pietzold** noted the long history of cooperation between the City and Chamber. He expressed support for providing CRF assistance, given the importance of the Chamber and the fact that the availability of CRF funds will expire at the end of the year. He also expressed support for adding a city staff member to the Chamber Board. He asked for more information about the Chamber's member dues system. The Chamber's Executive Director, Khrys Jones, explained that dues were previously calculated based on number of employees, but more recently this was changed to a package membership system with different levels of membership and services. The base package currently costs \$170 annually. She stated that the Chamber had approximately 200 members before the pandemic.

**Councilor Exner** asked about the \$45,000 amount of assistance being requested. Ms. Foster stated that the Chamber has managed its funds as prudently as possible, including employing a virtual model and using donated office space. Currently their expenses include cell phone, storage fees, accountant fees, office supplies, mileage, web hosting, and taxes, in addition to limited payroll. She stated that the \$45,000 amount would allow them to bring Ms. Jones back on full time, and increase their media specialist's hours to 10 per week.

**Council President Pietzold** asked whether the December 31 CRF deadline would prevent the Chamber from spending the funds through the end of the fiscal year. The **City Manager** stated the CRF requirements are unclear on this issue. The **City Attorney** suggested that the reimbursement approval would likely depend on when the City incurs the expense of providing the grant, not when the Chamber spends the grant funds, though he suggested that staff

inquire with the state on this question.

**Councilor Shultz** expressed her support for providing financial assistance, and also voiced supporting for providing another round of business assistance grants.

Ms. Foster suggested that if the City has remaining CRF funds at the end of the year, the Chamber would greatly benefit from receiving additional assistance.

**Councilor Exner** suggested that the Sandy Historical Society Museum could also benefit from assistance.

**Councilor Lee** asked about the possibility of increasing the amount of assistance given to the Chamber at a later date, once staff gains further clarity on CRF reimbursement policies.

**Moved by Laurie Smallwood, seconded by Carl Exner**

***Approve funding for the Sandy Area Chamber of Commerce in the amount of \$45,000.***

**CARRIED. 7-0**

Ayes: Stan Pulliam, Jeremy Pietzold, John Hamblin, Laurie Smallwood, Jan Lee, Carl Exner, and Bethany Shultz

**10. Report from the City Manager**

The **City Manager** suggested that staff develop options for additional COVID-19 assistance grants for local businesses, as well as residents in need of assistance with rent and bills, with the \$140,000 remaining before the end of the year. Direct City expenses related to COVID-19 have become relatively minimal. The Parks and Trails Master Plan virtual open house is active through October 18, and is an excellent opportunity for community members to help shape the future of Sandy's parks and trails. He also mentioned the upcoming League of Oregon Cities conference, which will be conducted virtually this year.

**11. Committee /Council Reports**

**Councilor Shultz:** none

**Councilor Exner:** thanked staff for coordinating State Representative Williams' visit to Roslyn Lake. He encouraged the City to take measures to promote fire safety in the community. He noted the work being performed in front of the forest service building to develop landscaping.



**Councilor Lee:** expressed thanks that the Bull Run protected area was not damaged during the recent fires.

**Councilor Hamblin:** none

**Councilor Smallwood:** encouraged participation in the Parks and Trails Master Plan virtual open house. She expressed concern about the recent increase in accidents on Highway 26 east of town and suggested that ODOT may be able to take measures to improve the situation.

**Council President Pietzold:** expressed appreciation for the recent household hazardous materials collection event facilitated by DEQ, and suggested it could be held more often. He also voiced concerns about the threat wildfire poses to critical infrastructure. He noted the upcoming Economic Development Committee meeting.

**Mayor Pulliam:** also thanked staff for coordinating State Representative Williams' visit to Roslyn Lake. He noted the Sandy Chamber's upcoming trick or treat trail. He stressed the importance of respecting free speech during the contentious election season. He stated that extremism should be called out on both the left and the right.

## 12. Adjourn



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Mayor, Stan Pulliam



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City Recorder, Jeff Aprati