



MINUTES
City Council Meeting
Monday, March 23, 2020 6:00 PM

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

COUNCIL ABSENT: Carl Exner, Councilor

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

MEDIA PRESENT: Sandy Post

1. Meeting Format Note

The 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

2. Roll Call

3. Changes to the Agenda
(none)

4. Public Comment
(none)

5. Consent Agenda

5.1. City Council Minutes - 03/02/2020

Moved by Jeremy Pietzold, seconded by John Hamblin

Adopt the Consent Agenda

CARRIED. 6-0

Ayes: Stan Pulliam, Jeremy Pietzold, John Hamblin, Laurie

Smallwood, Jan Lee, and Bethany Shultz

Absent: Carl Exner

6. New Business

6.1. City COVID-19 Response Update

City staff updated the Council on the measures being taken by each department to respond to the COVID-19 public health emergency.

Police Chief Ernie Roberts: the police business office is closed to the public and fingerprinting has been suspended. Citizen ride-alongs are also not happening at this point. The Chief is participating in twice-weekly conference calls with the County EOC and forwarding information to the City Manager. In general, compliance with the Governor's recent orders is going well. The approach to enforcement will be largely educational - punitive measures to enforce compliance are not envisioned as a general practice. The department is experiencing a shortage of PPE, as is common during this time.

Transit Director Andi Howell: the Operations Center is closed to the public. Transit ridership has been down despite the lack of fares. Drivers with downtime are cleaning and disinfecting surfaces and buses - buses are fully disinfected at the end of each day. Service to Gresham will be offered once per hour due to the lower demand and staff shortage. Demand for medical transport has dropped - some of this service has been re-purposed for Meals on Wheels. SAM is partnering with Sandy's Helping Hands to help deliver groceries. There is some concern about grant funding covering some of these changes in service; the department is seeking a waiver of some of these requirements. Cleaning supplies are becoming difficult to find. The Oregon Transit Association will have an emergency meeting on 3/24 to discuss revenue and cost challenges and develop a funding request of the state. Transit is considered an essential service and is expected to continue operating, though some other agencies are beginning to roll back some routes. SAM is listed as an emergency contact on the state emergency transportation plan to deliver emergency goods and personnel if called upon.

Public Works Director Mike Walker: Veolia is adjusting their operations to account for social distancing requirements. Public Works staff are traveling to sites in separate vehicles. Utility shut-offs for non-payment have been suspended.

IT Director Greg Brewster: SandyNet has seen a spike in traffic especially during working and evening hours. More repair and speed adjustment

requests are being fielded. Employees are taking precautions entering people's homes. The Council expressed its appreciation for SandyNet, which enables Sandy residents to work from home and entertain themselves and allows first responders and essential personnel to perform their functions with fast and reliable internet during this emergency.

Development Services Director Kelly O'Neill: The department is exploring the idea of performing building inspections by camera via Skype. The Economic Development Manager has been keeping in close touch with business owners and is compiling a list of restaurants offering takeout food. Land use regulations and land use application timelines have not been waived by the state. Planning staff from around the state are pushing the Governor's Office for more flexibility (not a suspension of the requirements). Submitted documents are being isolated for several days to ensure the materials do not spread infection.

Community Services Director Tanya Richardson: Deep cleaning of the community center occurred before the closing. All recreation programs have been cancelled; refunds and credits are being processed. Transportation services have been suspended. Meals on Wheels is ongoing; Library and Transit is assisting with these efforts. Workers are taking precautions as they interact with residents. The department has hundreds of meals in stock; both frozen and shelf-stable. Well-care calls are being performed to ensure resident needs are being met. The blood drive held last week was highly successful - another drive will be held on 03/25. The community center will be closed through April 29.

Library Director Sarah McIntyre: The Library is closed to the public, and many staff are working from home. Hoodland staff members are helping the Sandy location. Phone service is being maintained; deliveries and returns are still being processed. E-card registration is up and running and users can access e-books and audio books. Online book discussions are proving popular. April in-person programming has been postponed. The Library is providing resources and content to the School District to assist with online learning. The Library newsletter will run weekly with resources and information for the public. A clicklist-like curbside service will begin sometime in April. Returns are being set aside for 72 hours to reduce possible virus transmission. All due dates have been extended through April 30, and fines have been suspended.

Finance Director Tyler Deems: Employees are working from home as possible, and front desk staff are working staggered schedules. Court sessions have been rescheduled to May or June. Utility and Court phone calls are being

returned within 24 hours. Payments can be made online, over the phone, or via the dropbox. Utility shutoffs have been suspended. The City will work with those unable to pay. Auto-payments need to be cancelled by April 1 to be in effect for the next billing period. Departments have been instructed to code invoices with COVID-19 so Finance can track these expenses and possibly secure reimbursement. Finance will begin estimating average ongoing COVID-related costs for communication to state and federal representatives for potential relief. The City's temporary COVID-19 personnel policy includes leave issues - this will need to be coordinated with emerging policies from the state and federal government. Finance is unaware of any business interruption insurance policies available for cities. Fortunately property tax and state shared revenues should remain relatively stable going forward. Recreation and other program fees, and permit fees, may decrease however.

6.2. Discussion of possible COVID-19 parks closure

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Mayor Pulliam read input from **Councilor Exner** (absent), expressing his position that park open spaces should remain accessible so people can recreate, provided that signs encouraging social distancing are posted (his statement is attached).

Governor Brown's executive order 20-12 required the closing of playgrounds, but left to cities the question of whether to close parks fully. Recently large numbers of people were seen gathering in local parks during nice weather, raising concerns about possible virus transmission. Sandy Police does not have the resources to constantly patrol parks to ensure compliance with social distancing imperatives.

Chief Roberts stated that while it is unfortunate, the most efficient course of action vis a vis police would be to close all parks. Most parks have at least some playground equipment.

The Council discussed the prudence of closing the dog park and community garden, given the propensity of people to congregate in those locations. While closure of either facility was considered to be undesirable, the Council decided to close the dog park while leaving the community garden open. The utility of residents growing their own food during a possible economic downturn was seen as an important factor. Social distancing signage will be posted at the garden, and communal tools will be removed. City trails will remain open, with social distancing postings.

Moved by Jeremy Pietzold, seconded by Laurie Smallwood

Close City parks including the dog park, with the exception of the City trail system and the Community Garden, both of which will be operated in a manner consistent with social distancing requirements.

CARRIED. 6-0

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

Absent: Carl Exner

[Statement from Councilor Exner on Parks Discussion](#)

6.3. Discussion of possible COVID-19 economic relief fund

Mayor Pulliam indicated that the cities of Hillsboro and Beaverton have created economic relief funds. Sandy's budget is obviously much smaller, but it may be possible to use funding previously reserved for events that may not be able to be held due to the virus. Many Sandy businesses are struggling during this time. **Councilor Lee** indicated that assistance for businesses may be forthcoming from the state.

The **City Manager** indicated the most efficient source of funds would be General Fund contingency, but the City should attempt to supplement with Urban Renewal funds as feasible to protect the General Fund. **Councilor Pietzold** cautioned that we are early in the likely timeline of the virus' impact, and that it may be prudent to gather more information to understand the most effective way to assist. The **Finance Director** stated the importance of waiting to see what level of assistance other levels of government are able to provide before proceeding.

The consensus of the Council was that staff would proceed with analyzing financial options, developing qualifying criteria, examining other cities' programs, and determining what other government assistance will be provided. The approach will be to start small and gauge the level of demand for assistance. The Council will revisit the issue at its next meeting.

6.4. Contracts for Engineering Services

Staff Report - 0242

The 362nd and Bell extension project received one proposal (HHPR). The firm's fee would be slightly over \$1 million, plus a contingency. Funding is allocated in the Water Fund for the Water Master Plan update project. It will include analysis of whether it would be cheaper to move the City's point of connection to Portland's new proposed treatment plant, or to build a

treatment plant.

Moved by Jeremy Pietzold, seconded by Jan Lee

Staff Report - 0242

Authorize staff to enter into agreements with Murraysmith for the Water Master Plan Update and with HHPR for the Bell-362nd Project.

CARRIED. 6-0

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

Absent: Carl Exner

6.5. 38888 Pioneer Blvd Hold Harmless Agreement

Staff Report - 0244

The City has been working with Grandma's House on an expansion of their childcare operations to this location (the old Red Boot Branding building). The City has been supportive of the effort, particularly in light of the Council's childcare-related policy goal. Given the constraints of the site and its location on a busy highway, it seems prudent to agree with the tenant's request to allow a loading zone along the side of the building. The City is also pursuing facade grants and is working with the county and state to facilitate the business' expansion given the need for such services.

Moved by Bethany Shultz, seconded by Laurie Smallwood

Staff Report - 0244

Authorize the City Manager to execute the Grandma's House Loading Zone Hold Harmless Agreement.

CARRIED. 6-0

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

Absent: Carl Exner

7. Report from the City Manager

The **City Manager** thanked staff for their efforts during the COVID-19 emergency.

The aquatics and recreation district community survey is nearly complete. The polling

work group will meet to discuss the results once finished.

The City met with DEQ regarding the Mutual Agreement Order timeline. Negotiations continue on the schedule and timelines, but indications from DEQ are that the agency is not amenable to extending any further timelines regarding the larger project.

Mayor Pulliam raised concerns regarding anticipated economic damage from the pandemic, and the impact that future utility rate increases could have on residents. He is in favor of pushing back on the state's requirements. The **City Manager** said that improvements made to the collection system may buy the City some breathing room regarding when the next plant would need to come online. **Councilor Pietzold** stated that as time goes by and the economic situation potentially deteriorates, the state may reconsider its position.

Council members were encouraged to pass along any suggestions for information to post on the COVID-19 information site to the **City Recorder**.

8. **Committee /Council Reports**

Councilor Shultz: held an informal meeting with childcare providers along with **Councilor Lee**. They received good feedback and referred providers to those in a position to assist with problems/barriers (City Planning, OTSD, etc.). Fostering lines of communication was productive.

Councilor Lee: pleased to see what the state joint legislative committee is working on for virus response. \$100 million will be prioritized in an upcoming special session.

Councilor Hamblin: has decided not to run for reelection in 2020. He will serve out the rest of his term. He thanked everyone for their support over the years.

Councilor Smallwood: Kathleen Walker has applied for a \$6,000 grant to install a camera at Jonsrud Viewpoint, which could be featured on KGW's morning newscasts. Pickleball court installation is being pursued with the school district. The City may need to reevaluate the existing plan on water rates. The fire department is having difficulty procuring PPE.

Councilor Pietzold: the next Economic Development Committee meeting has been cancelled. There has been interest in conducting a new market study, but this is not the right time given the current economic disruption. Virtual meetings will be increasingly common and important going forward and we need to continue to adapt. It is important to continue to make contact with local businesses; he complimented the **Economic Development Manager's** efforts.

Mayor Pulliam: a decision on how the Mountain Festival will be run has yet to be

made. He complimented the **Recreation Manager's** efforts promoting the contest to win funds for an all abilities park, and encouraged everyone in the community to continue interacting with one another, via multiple modes, to mitigate isolation. He called on everyone to come together during this emergency and overcome divisiveness.

9. Staff updates

9.1. [Monthly Reports](#)

10. Adjourn



Mayor, Stan Pulliam



City Recorder, Jeff Aprati



Jeff Aprati <japrati@ci.sandy.or.us>

Statement from Councilor Exner on Parks Discussion

1 message

Stan Pulliam <spulliam@ci.sandy.or.us>

Mon, Mar 23, 2020 at 6:01 PM

To: Jeremy Pietzold <jpietzold@ci.sandy.or.us>, Carl Exner <cexner@ci.sandy.or.us>, John Hamblin <jhamblin@ci.sandy.or.us>, Jan Lee <jlee@ci.sandy.or.us>, Laurie Smallwood <lsmallwood@ci.sandy.or.us>, Bethany Shultz <bshultz@ci.sandy.or.us>

Cc: Jordan Wheeler <jwheeler@ci.sandy.or.us>, Tyler Deems <tdeems@ci.sandy.or.us>, Jeff Aprati <japrati@ci.sandy.or.us>

"I understand from the Governors 20-12 order, point # 21, that she leaves to our city to decide to leave open or close our non-playground parks. I would like to comment that the parks that provide open use be left open because of our human needs for open space. I am in favor of signing these parks to remind users to keep space between users etc. And a lot of us live in Sandy to be close to the open. I/we will eventually need to get out and walk around to keep our sanity. Lets, stay safe, but we need to be sensitive to those who need to get out of the house safely and walk in a quiet park without feeling guilty. If this order remains for a significant time people are going to use the parks anyway. I do not want to see our police officers put in the position of spending significant time shushing people out of our parks. Lets, instead expect that our citizens be adults and be safe. Thank you for listening."

Sandy Together Apart,

Stan

Access our city COVID-19 Resource & Information website: <https://www.ci.sandy.or.us/COVID-19Information>**Stan Pulliam**
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