



MINUTES
City Council Meeting
Monday, December 3, 2018 City Hall- Council Chambers,
39250 Pioneer Blvd., Sandy, Oregon 97055 7:00 PM

COUNCIL PRESENT: Bill King, Mayor, Jeremy Pietzold, Council President, Scott Horsfall, Councilor, John Hamblin, Councilor, Jan Lee, Councilor, and Carl Exner, Councilor

COUNCIL ABSENT: Jean Cubic, Councilor

STAFF PRESENT: Kim Yamashita, City Manager and Tyler Deems, Finance Director

MEDIA PRESENT:

1. Pledge of Allegiance

2. Roll Call

3. Changes to the Agenda

4. Public Comment

Carl Exner, 40215 McCormick Court, Sandy OR - Spoke about dementia and the effects on the person, family and the community.

5. Urban Renewal Board

5.1. Shade sail concepts for Centennial Plaza

Staff Report - 0079

Planning Director, Kelly O'Neill Jr, and Economic Development Manager, David Snider stated the Plaza can get uncomfortably hot in the summer. The Sandy Area Chamber of Commerce's Music Fair & Feast patrons have complained about this quite often. They have also seen people leave Music Fair & Feast during the hottest part of the day because there is no shade. Development Services feels that if we could find a design concept for a structure that could provide temporary shade at the site, perhaps we could correct this problem. This would certainly help the Chamber of Commerce with their annual fundraiser. It could also potentially generate some new community demand

for the Plaza, which could in turn create new downtown economic activity. Recently, we have started to see shade sail constructs at public events and at some private businesses with outdoor seating. These structures provide enough shade from the sun during peak hours to provide significant relief and comfort to patrons. We contacted a company that makes these shade sail structures (Wyckam) and asked them if they would put together some design concepts for Centennial Plaza along with estimated construction pricing for each concept. Attached are three concepts for the space. Each of these designs can be assembled and disassembled by Wyckam for a price annually. The most likely scenario would be that the sails would be put up in May and taken down in early September every year.

Recommendation: If approved, Development Services staff recommends going with either Option #2 or Option #3 (in attachment), as these concepts provide the maximum amount of shade with the fewest amount of physical/visual barriers. Budgetary Impact: The budgetary impact for shade sail construction would be as follows: • \$36,000 to \$47,000 in engineering and initial construction costs, depending on the design • \$1,000 for assembly & disassembly annually IF we choose to have Wyckam do this • \$600 for the initial design work (this has already been paid).

The Urban Renewal board had a few questions for staff, and had some conversations on cost and whether it is viable. Mentioned Pick a Thon as an example. Would like to see something with more architectural design maybe inquire with PSU for some designs and for less expense.

Staff did mention they could get other schematics done, but their could be a charge. If we keep with the sail idea we can pull from our current Urban Renewal budget.

Board asked for Input from the Community

Kathleen Walker, 15920 Bluff Rd, Sandy OR

The current plaza is not the best location concerts and events. If the main issue is no shade for Music Fair and Feast, they should look at more tables and umbrellas for their event. Her concern is the 47,000 is coming out of the Urban Renewal Budget, she hears we need money for so many other things such as the sandy community campus, and encourages the board to utilize the funds for better use.

Staff did let the board know this money comes from the Facade budget line item only

Board asked if we could go to Clackamas County for a Grant? Also if it is going to be done, it needs to be great and stand out, not come back in a few years and later be, we should do this, or we should have done that, when it is a fairly

large dollar amount.

Board would defiantly like staff to check with Clackamas County Tourism for a grant, table the discussion and bring it back with more information at a later council meeting.

6. Resolutions

6.1. Sandy Campus Parkland Annexation Final Resolution Approval

Staff Report - 0076

Associate Planner, James Cramer, As a result of the November 6, 2018 General Elections, a majority of voters approved the annexation (ballot measure 3-540) and the City Council now must proclaim the annexation effective through a resolution or ordinance.

Staff Recommends council approve Resolution 2018-35 proclaiming the annexation (ballot measure 3-540) effective.

6.2. Staff Report Resolution 2018-36 Amending Section E of the Master Fee Schedule

Staff Report - 0081

Public Works Director, Mike Walker, Resolution 2018-36 would amend Section E of the Master Fee Schedule to include fees to cover the cost of public sewer and storm drain lateral connections by Public Works staff. Currently these inspections are performed by the Building Department. The private sewer and storm drain lines between the property line and the building are subject to the requirements of the Oregon Plumbing Specialty Code and inspections for these pipes would still be performed by the Building Department. The proposed fee is \$71.00. This would cover staff time for plan review, travel, inspections and record keeping. The proposed Resolution also authorizes a fee to cover staff costs associated with review and commenting on video inspections of private sewer laterals associated with real estate transactions. This is an increasingly common practice with sales of existing homes. If there is an issue (real or otherwise) with a private sewer lateral the City is typically asked to review the video and provide a third-party review in the form of a letter commenting on the serviceability of the private sewer lateral. This often involves separate calls, emails etc. between City staff the listing agent, the buyer's agent, the buyer, seller, etc. and consumes a great deal of staff time. The proposed \$71 fee would cover most of our costs. Staff Recommends council to approve

Resolution 2018-36, Amending section E of the Master Fee Schedule.

Council had a questions for staff and discussion regarding the proposed fees.

Moved by Jan Lee, seconded by Carl Exner

Make A Motion to Approve resolution 2018-36 , Amending Section E of the Master Fee Schedule.

CARRIED.

7. Old Business

7.1. Appointment of Tree Code Update Committee

Staff Report - 0073

Planning Director, Kelly O'Neill Jr,

Staff recommends the City Council make a Motion to appoint the following members to the ad hoc tree code update committee, in order to come up with a clearer update to the code changes to Chapter 17.102 (Urban Forestry)

Name	Affiliation
Carl Exner	City Council
Dave Kliewer	Retired Environmental Engineer/Sandy Community Member
Hollis MacLean-Wenzel	Planning Commission
Jim Raze	Contractor/Builder
Kathleen Walker	Parks Board/Sandy Community Member
Mac Even	Developer
Ray Moore	Engineer/Surveyor
Stephanie Taylor	Audubon Society/Sandy Community Member
Suzi Cloutier	Clackamas River Basin Council/Sandy Community Member
TBD	Arborist

Council had a few questions for staff.

Moved by Jeremy Pietzold, seconded by John Hamblin

Motion to appoint the following members to the ad hoc tree code update committee.

CARRIED.

8. New Business

8.1. Parks and Trail Master Planning Update

9

Staff Report - 0075

Associate Planner, James Cramer, Staff has been asked to provide an update to City Council on the Parks and Trails Master Planning. The attached document provides background information, details existing, ongoing and next steps with regards to the planning efforts had on the city's parks and trails. Additionally, staff has included the attached documents referenced within staff's updated summary.

Councilor Hamblin, mentioned they received an e-mail prior to the meeting regarding this topic from Kathleen Walker.

Kathleen Walker 15920 Bluff Rd, Explained what a parks master plan is, It identifies future locations for parks, and conceptual trail corridors. She went on and gave some more explanation, concerns and ideas.
See attached document submitted to council.

City Manager, Kim Yamashita, agrees with Kathleen that there has been a lot of outreach done, but it is 5 years old, and staff felt that we needed some current information, the SDC methodology is already being handled by an expert outside of the City, recommend to us by our city attorney, it is just about complete, there is a consultant we would recommend you hire to come in. We cannot afford to maintain all the parks we currently have, there is new methodology regarding less parks and better utilization. Workshop is a great idea, we would love to have this consultant come in and talk to you. James has done a phenomenal job, he hit the ground running and as you can see from his report, he has accomplished quite a bit.

Planning Director, Kelly O'Neill Jr, feels rushing to a solution in the next 6 months is viable, the business services department took this over in February 2018. Right now we are just collecting SDC's which will help in the long run.

Staff and Council had more discussion on the matter, made a decision to hold

a workshop regarding the Parks Master Plan.

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8.2. Amendments to Title 13 of the Sandy Municipal Code

Staff Report - 0077

Public Works Director, Mike Walker, As part of the Wastewater Facilities Planning process it is necessary to revise and update several of the City's ordinances regarding the sanitary sewer system. The proposed changes to Chapter 13.12 include updating and clarifying the types of permitted discharges to the sewer system and allowing public works staff to inspect and approve connections to public sewer laterals to prevent Inflow and Infiltration and crossconnections with the storm drain system. Archaic and redundant references are updated or eliminated and changes are proposed to make the ordinance reflect current practices and procedures. In addition, a new section regarding Inflow and Infiltration is added as Chapter 13.14. In addition to amending the chapters involving the sanitary sewer system staff recommends taking advantage of the opportunity to make changes to sections involving the water system as well. The proposed changes to Chapters 13.04 and 13.08 also streamline procedures, eliminate or modernize outdated references (i.e. water furnished for 'motor power... steam whistles and boilers') and align the language in the ordinance with current practices.

Staff Recommends council to review the proposed changes to Title 13 and make any edits, comments or modifications as necessary. Direct staff to return with the proposed changes in ordinance form for first reading at a future Council meeting. Budgetary Impact: Revenue-neutral. An administrative fee to cover costs of investigation, notification and follow up is proposed in Section 13.14.030.

Staff will bring back with changes with an Ordinance to make the changes to Section 13.14.030 in January 2019. In the mean time council can e-mail Director Walker with questions.

9. Consent Agenda

9.1. City Council Minutes

City Council Special Meeting - November 10, 2019 Minutes

City Council - November 19, 2018 Minutes

City Council Workshop and Regular Meeting November 5, 2018 Minutes

10. Report from the City Manager

City Manager Kim Yamashita, Clackamas County Commissioner, Jim Bernard, sent a letter asking for support of a vehicle registration fee. Council had a discussion on whether to support it or not. Council decided to be silent on the matter. She sent the hazard mitigation plan for review, it is mostly informational, the next step will go to the Oregon Emergency Department then to FEMA. If you have questions or would like to see any changes please get those in as soon as possible.

11. Committee Reports

Council Exner, will be attending the C4 Meeting, mentioned the topics that will be discussed.

12. Council Reports

Councilor Exner, went to Councilor Training, learned more information on what is public record. Talked about backflow device inspections were due last month, so make sure you get that done.

Mayor King, would like to remind everyone of the Christmas Tree Lighting Friday evening 6-8pm, collecting food for Kiwanis food drive, Santa will be there, Sandy High School Choir will be there. Trolley will run a quick shopper shuttle route to pick people up and will run 30 minute runs through the lights.

Breakfast with Santa went well last Saturday. Thank you to the Knapp family for donating the Christmas Tree.

13. Staff updates

13.1. Monthly Reports

14. Adjourn

15. Executive Session

15.1. To consider the employment of a public officer, employee, staff member, or individual agent, pursuant to ORS 192.662(a)

Staff Report - 0080

Council deliberated, asked questions and came to a conclusion.

16. Re-Open Public Meeting

Re-Open Public Meeting at 10:16PM

17. Employment Contract Consideration

Consider entering into an Employment Contract with Jordan Wheeler for position of City Manager

17.1.

Council Motioned to approve the Contract for Jordan Wheeler for the position of City Manager with minor modifications.

18. Adjourn

Adjourn 10:25PM



Mayor, William King

City Recorder, Karey Milne

December 3, 2018

Dear City Council Members:

I am testifying tonight about the status of the Sandy Parks and Trails Master Plan status. 11 months ago, you approved adding funding for a parks planner to perform park planning duties previously done by Nancy Enabnit. We had worked for more than a year on developing and implementing a Community Parks and Trails Needs Survey. Using the results of the statistically viable community survey results and the standardized park protocols found in the National Recreation Parks Association, we began mapping potential future park locations for both neighborhood and community parks. We also mapped out proposed trail corridors to connect our neighborhoods with key destinations. These proposed parks and trails are conceptual in nature as done in the 1997 Master Plan. We also summarized the "existing conditions" section of a draft Parks and Trails Master Plan amendment. All this effort was completed more than 11 months ago.

In the meantime, there has been no significant progress on the Master Plan. There has been a suggestion by staff that we revisit or redo the park survey. Meanwhile, development has continued at a record pace. We lose the opportunity to realize our vision by the lack of an updated plan. There obviously has to be a transition time for new staff, however while the City staff assigned is a dynamic individual, they have no parks planning experience. And understandably, they have been tied up most of the last year on City planning efforts and neighborhood developments leaving little time for parks planning.

I would like to recommend that we hire one of the Parks Planning firms we have used in the past to complete our Parks and Trails Master Plan with the survey data already compiled. I would see next steps as:

Conduct a City Council and Planning Commission to review existing survey results and tentative parks and trails proposed – January, 2019

Hire a Parks and Trails Planning Firm to complete a draft of the the Sandy Parks and Trails Amendment – February, 2019

Conduct public workshops for the community to review specific park proposals and design features to get feedback = Mar-April, 2019

Work with the contractor to complete the Park and Trails Amendment – May – June 2019.

We desperately need to have this document completed to move forward, apply for grants, and make progress on our parks and trails.

Sincerely,

Kathleen Walker