



MINUTES
City Council Meeting
Monday, August 6, 2018 City Hall- Council Chambers,
39250 Pioneer Blvd., Sandy, Oregon 97055 7:00 PM

COUNCIL PRESENT: Scott Horsfall, Councilor, John Hamblin, Councilor, Jan Lee, Councilor, Carl Exner, Councilor, Jean Cubic, Councilor, and Jeremy Pietzold, Council President

COUNCIL EXCUSED: Bill King, Mayor

STAFF PRESENT: Karey Milne, Recorder Clerk, Kim Yamashita, City Manager, Thomas Fisher , Engineering Technician, Sarah McInyre, Library Director, Andi Howell, Transit Director, Joe Knapp, IT Director, Ernie Roberts, Police Chief , Kelly O'Neill, Planning Director, and Greg Brewster, Systems Administrator

MEDIA PRESENT:

1. Pledge of Allegiance

2. Roll Call

3. Public Comment
None

4. Changes to the Agenda
None

5. Presentations

5.1. Presentation - Clackamas River Watershed

Staff Report - 0015

Clackamas County Watershed gave their presentation, they shared what it is they do, what programs they have in place and the issues they are faced with.

Councilor Exner, he and Public Works Director, Mike Walker met and spoke with the watershed council about the city's wastewater treatment plant and watershed issues in and around Sandy. They had a very good conversation, each learning about both sides of the issues each of them face and how to help each other.

6. Ordinances

6.1. Ordinance Amending Chapter 18.02 of the Sandy Municipal Code

Staff Report - 0018

City Manager, Yamashita, Chapter 18 of the Sandy Municipal Code was adopted by council in 2017. Since that time staff has been working on establishing the program and recruitment for commission members. On April 10th, of 2017 we extended the area from which to pull candidates for other advisory groups, but did not include the Arts Commission in that change. The way Chapter 18.02 is written, includes City of Sandy residents only. As we know there is a large contingent of artisans of all types located in the surrounding areas outside of the City Limits. These artisans are showing interest and would be invaluable in helping make our program successful. Recommendation: Staff recommends: Amending Chapter 18.02 (B) to allow citizens living within the City of Sandy, Oregon Trail School District and Library District to participate as members of the Sandy Arts Commission.

Ordinance 2018-23 First Reading

Moved by Scott Horsfall, seconded by Carl Exner

Motion to Approve First Reading of Ordinance 2018-23 Amending Chapter 18.02 (b) of the Sandy Municipal Code.

CARRIED.

Ordinance 2018-23 Second Reading

Moved by Scott Horsfall, seconded by Carl Exner

Motion to Approve Second Reading of Ordinance 2018-23 Amending Chapter 18.02(b) of the Sandy Municipal Code.

CARRIED.

6.2. An ordinance amending Chapter 1.24 of the Sandy Municipal Code

Staff Report - 0026

City Manager, Yamashita, In 2011, the City of Sandy celebrated a centennial anniversary based on the date of 1911, the establishment of the City of Sandy. Originally the seal, as described in 1.24.010 describes the seal as bearing the date of 1913 the date the city was incorporated. Since that celebration all documents have been changed

to reflect the date of 1911 but the ordinance written in 1974 was never updated. In 2018, the City of Sandy approved and adopted a new brand, tag-line and branding strategy for use on documents, vehicles and other marketing items. These changes are housekeeping in nature intended to update SMC 1.24.

Recommendation: Approve ordinance 2018-024 -An Ordinance amending Chapter 1.24 of the Sandy Municipal Code, That the City Recorder uses the seal for her use, and for more official use, not branding uses.

Councilor Hamblin, asked if we can double check with the State Archives that it was indeed changed or does state 1911 as the incorporated date. He did verify it is correct with the State Archives.

Ordinance 2018-24 First Reading

Moved by Carl Exner, seconded by Jan Lee

Motion for First Reading to Approve Ordinance 2018-24 Amending Chapter 1.24 of the Sandy Municipal Code

CARRIED.

Ordinance 2018-24 Second Reading

Moved by Carl Exner, seconded by Jan Lee

Motion for Second Reading to Approve Ordinance 2018-24 Amending Chapter 1.24 of the Sandy Municipal Code

CARRIED.

7. New Business

7.1. Library District Advisory Committee - Member Appointment

Staff Report - 0020

Library Director, Sarah McIntyre, George Hoyt has tendered his resignation after 10 years of being a Hoodland Library representative on the Library District Advisory Committee (LDAC). According to Measure 3-310 LDAC representatives should be drawn from the local library boards and the governing body of each Library City appoints said representative.

The Sandy/Hoodland Library Advisory Board has unanimously chosen Kathleen Drain to forward to City Council for the position of the LDAC member.

Recommendation: Staff asks that you Appoint Kathleen Drain to the Library District Advisory Committee to represent the Sandy and Hoodland Public Libraries.

Motion

Moved by John Hamblin, seconded by Scott Horsfall

Motion to appoint Kathleen Drain to the Library District Advisory Committee to represent the Sandy and Hoodland libraries.

CARRIED.

7.2. Bluff Road Sanitary Sewer LID Petition

Staff Report - 0025

Engineering Tech, Thomas Fisher, We received a petition submitted by the residents of Bluff Road and Jonsrud Lane to form a Local Improvement District (LID) for the extension of sanitary sewer service to serve their properties.

Under Section 12.04 of the Municipal Code an LID can be initiated by Council motion or a "petition of the owners of at least sixty percent of the property to benefit specifically from the improvement...". The proposed LID area totals 416,864 square feet and property owners owning 279,720 square feet (67%) have signed the attached petition form(s). The proposed improvements include approximately 1,600 lineal feet of sewer and associated improvements (manholes, lateral lines) to serve the parcels. Upon receipt of a valid petition the Council shall by motion direct staff to prepare an Engineer's Report containing a description of the project, a preliminary estimate, a recommended method of assessment and proposed assessments for benefiting properties.

Recommendation: Move to direct staff to prepare an Engineer's Report conforming to the requirements of Section 12.04 of the Municipal Code.

Council had a few questions for staff regarding the petition.

Motion

Moved by Jan Lee, seconded by Scott Horsfall

Motion to approve the Petition submitted to form a Local Improvement District (LID) by residents of Bluff Road and Jonsrud Lane, not to exceed 5,000 in Engineering costs.

CARRIED.

7.3. City Manager Replacement/Process

Staff Report - 0019

City Manager, Yamashita, At the July 16,2018, meeting she announced her intent to give notice at a future date of her retirement. This notification was done to allow the city as much time as possible to discuss, debate and decide how they would like to move forward. I have also discussed the matter with legal counsel, David Doughman and we have come up with the following recommendation for council. On Friday July 27, I met with the Department Heads during a retreat. We discussed the process and some great ideas came out of that meeting. Specifically we would like to create a full day of round robin interviews with various groups to weed the candidate pool down to the top 4 or 5 that would proceed to interviews with the council. The interview groups could include, Department Heads, Citizens that live, own a business or manage employees in the city limits, Professional Panel, a panel made up of members from all of the advisory boards and a business leader panel. Additionally, I would like to add staff to some of these panel's or have a panel of staff members. It was clear during my conversation with the Department Heads, and with staff, that they are concerned what the future holds. When asked for a list of things that they would like to see in a new City Manager that list included: 1. Someone invested in our community 2. Someone that could continue the great forward momentum we have going as a team 3. A person that is not going to use this as a stepping stone to a bigger agency 4. It was suggested that we NOT look for another "City Manager" but that we focus on a good leader and not look at the industry specific City Manager 5. Someone that supports staff and will be a good liaison between staff and council 6. A person that supports the department heads and allows them to run their own departments with as much autonomy as possible 7. A genuine person 8. Cities best interest at heart not their personal interest 9. Law Enforcement Friendly 10. Collaborative leadership style 11. Ask how things work and see the Department Heads as experts in their fields 12. Good Communicator 13. Open minded to our unique budget process and 2 year budget including carry over and the hope that council will hold the new City Manager to this budgeting process. Recommendation: We recommend that Council direct staff to write up and advertise the position in appropriate periodicals and with appropriate organizations such as ICMA (International City Managers Association), OCCMA

(Oregon County City Managers Association) as examples. Make every effort to manage the recruitment in house as outlined in the process listed above. If that strategy fails to net desired results we could attempt to use a head hunting service. This will give us the opportunity to save money, while still having a process if the council desires.

Council had some questions and concerns about the process listed. They would like to see a workshop to talk more about it and outline the process. They want to make sure they are more transparent with the process this time around versus how it has been done in the past.

8. Consent Agenda

8.1. Draft Meeting Minutes July 16, 2018

Motion to approve the consent agenda as written

9. Committee Reports

a)

Councilor Exner, attended the C4 meeting, they reviewed the status of cities and their residential growth and many other cities were growing at the same rate. It raised questions on how are we going to deal with the growth, congestion, how do we plan for smart growth and deal with our infrastructure. These are questions we should be thinking about. They did vote on C4 to write a recommendation that the state legislature pass house bill 26-199, Clackamas County would get 116 million dollars for housing funds for affordable housing and low income residents, that 116 million will be used in the metro areas of Clackamas County, He would like to get support to try to get the funding to rural communities such as ours. Also coming down the line Clackamas County Commissioners will be voting to raise vehicle registration fees for every vehicle 25-30 dollars per year, some of those funds will come back to our city going off population.

10. Report from the City Manager

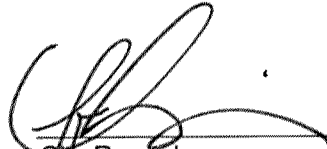
None

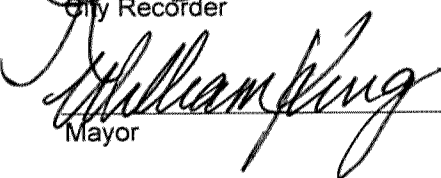
11. Council Reports

Councilor Exner, Would like to check on the sign permit terms on the real estate sign. Director Kelly O'Neill Jr, it has a permit and it will expire in September and the sign will come down.

Councilor Lee, She is on the board of Clackamas Conservation District, they work with all 10 of watershed councils and she appreciates having the Clackamas River Basin Council speak to us this evening.
Councilor Horsfall, asked about property sale, if there was any interest.
City Manager, Yamashita is has gone back out for invitations to bid, due the 27th of August. A letter was sent out with flyer to all realtors in the area, Gresham, Sandy area etc.

12. Adjourn



City Recorder


Mayor