



**Resolution 2006-022**

**A RESOLUTION APPROVING 2006 COUNCIL GOALS**

**WHEREAS**, the City created Council goals at their January and February 2006 Goal setting session; and

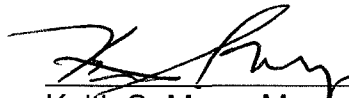
**WHEREAS**, the attached Exhibit 1 is a summary of those goals;

**NOW, THEREFORE, THE CITY RESOLVES AS FOLLOWS:**

Section 1. To adopt the City Council goals attached as Exhibit 1 for the year of 2006.

Section 2. This Resolution shall be effective upon its approval and adoption.

**Duly passed by the City Council this 4th day of April 2006.**

  
\_\_\_\_\_  
Keith S. Mays, Mayor

ATTEST:

  
\_\_\_\_\_  
Sylvia Murphy, City Recorder



Home of the Tualatin River National Wildlife Refuge

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## Council / City Manager Goals

**Mayor**  
Keith Mays

**Councilors**  
Dennis Durrell  
Dave Grant  
Dave Heironimus  
Linda Henderson  
Dan King  
Dave Luman

**City Manager**  
Ross Schultz

**Property Sales** – By the end of March, we will have closed the Old Library Building Sales. We will close the Old City Hall by the end of April.

**Economic Development** – Economic Development – On November 15, 2006 the team working on Economic Development will present a draft of the full Economic Development Strategy to SURPAC. Feedback from this meeting will be incorporated into a final version for the City's adoption process. The plan will be presented to Planning Commission and City Council in December of 2006.

**Union Negotiations** – The City of Sherwood will meet with AFSCME in February and March 2006 to discuss general language issues. Bargaining for economic issues should be completed in the April / May time frame. A contract should be signed in the month of June.

**Cannery Site Development** – Cannery Site – The City has secured funding for a full phase 2 environmental study of the site through DEQ. Work is scheduled to begin late April 2006. With a Phase 2 environmental assessment complete, any clean-up or remediation will be done and remaining structures on the site will be demolished. Demo of buildings should be complete by July or August of 2006. Council will provide feedback on the preliminary master plan prior to moving forward with construction of a Phase 1. With Council approval, property sales (at least 2 acres) is anticipated in, early 4<sup>th</sup> quarter of 2006. Phase 1 at the Cannery site should begin construction in the spring of 07.

**Street Improvement Program** – We will resurface Murdock from Oregon to Roy. This will be a grind and repave only. No added area and no other improvements.

**Old Town Street Improvements** – Phase A will be 90% Complete by Nov. 1 06. This will include the Railroad Crossing at Pine.

**Wired Sherwood** – By the end of 06, we will celebrate enough customers on contract to cover annual expenses plus 20%. - Admin. We will upgrade and rework the current Sherwood Broad Band Web Site.

Sherwood WiFi will add a Site at Snyder Park and at Stella Olsen Park. Other sites to be worked on will be the YMCA and Providence building in Sherwood. Council will need to have a work session on how we sell, or deliver wireless internet.

**Civic Building** – By April, we will celebrate a close out of the project with a report to Council on lessons learned.

**Document Management System** – This system will be fully functional and we will be receiving benefits from the system.

**Y-Pool Upgrade** – By September of 06 we will have a Go – no Go on funding strategy based on School District participation.

**Hansen Project – Public Works** – Public works will have the Sanitation and Storm Water portions of this module installed.

**Library Tech Upgrade** – By the end of 2006, we will be able to evaluate the success of the self-check machines and determine the need for more terminals. We will be able to evaluate the sufficiency of public access terminals and Internet terminals.

We will be able to define the next step in offering resources to patrons in electronic format.

**Area 59 Annexation** – We will vote to annex all of area 59 prior to \_\_\_\_\_. *(This date will be dependent on information that we are reviewing at this time.)*

**Wilsonville Water Line** – By Nov. 06 we will;

- Complete all negotiations to bring water from the Willamette to Sherwood.
- We will have all IGA's completed and signed.
- We will have construction drawings completed for all 3 parts to the project.
- We will have the reservoir site graded and ready for construction with all ROW property purchased.
- We will also have all contracts let for the construction of the line from the reservoir to Sherwood.

**Council Elections** – We will have completed Council elections with no election law violations.

**Park Master Plan**- By the end of 2006, we will be able to celebrate an up to date, thorough Parks Master Plan that should serve us for the next generation of recreational users. That plan will serve as the springboard

for master planning specific parks, investigating funding options, and pursuing an expanded recreation program for Sherwood.

**Boards and Commissions** – We will provide staff support for all SWOT documentation attached. Additional board objectives defined by Council follow;

Finance Committee

- Consider regulating payday loan and vehicle title loan businesses in the City.
- Sewer charge update.
- Street light fee.
- Review of all City fees.

Parks and Recreation Board

- Evaluate sports leagues fees to achieve equity and revenue to replace artificial turf fields.
- Regulate food vendors at parks sporting events.
- Park lighting.

Planning Commission

- Reprioritize 2006 Work Program.
- Regulating used car dealers within City limits.
- Regulations for mobile food vendors.
- Industrial design standards when adjacent to residential or retail commercial zones.
- Review planned unit development (PUD) mixed use guidelines, i.e., minimum percentage of office commercial (OC)/retail commercial (RC) versus housing.

Library Advisory Board

- Develop a volunteer training program.

SURPAC/Parks & Recreation Board/Cultural Arts Commission

- Explore placing restrooms in Old Town for future events.

Cultural Arts Commission/SURPAC

- Determine the City's part in the expansion of the Performing Arts Center at the High School.

## City Council

- Work Session to review Old Town street plan.

**City of Sherwood Web Site** – We will improve the timeliness of the information contained on the Web Site and look for modifications that will improve user friendliness of the site. By July 1 staff will have reviewed the Current Web Site, look for ways to make easier links, updated visuals and in general look for ways to “freshen up” the Web Site. We will report those changes to Council.

**Sherwood Office Center** – We will have over a 50% occupancy rate in the facility by Nov. 1.

**Parking Study** – By Oct. 1 we will have a parking Study to the Planning Commission.

**YMCA Council Packet Report** – By July 1 Staff will have a report from the Y on monthly activity at the Y. The report will be similar to the Field House and SBB reports currently in the second packet of each month.

**Council Work Sessions** –

- Review Old Town streets plan
- Workshop on Comp. Plan and Sherwood Zoning

# Planning Commission 2006 Work Program (Amended)

Priority	Item	Status	Hearing Date/ PM
High	Area 59 Concept Plan (School Site)	Complete Plan Amendments	Winter 05/ (KC)
High *	Area 54-55 Concept Plan (Brookman)	Consider developer interest in financial participation	2006/ (KC)
High *	Area 48 Concept Plan (Quarry Area w/ Tualatin	Metro considering building permit surcharge for UGB areas	2006/ (KC)
High	Economic Development Element & Strategy	Issue RFP & Select Consultant	Winter 05/ (KC)
High	Commercial Design Standards	Need to scope/evaluate/find templates	2006 (KC)
High	Infill Standards (flag lots, oreintation,partitions,etc.)	TGM Code Assistance-Review and amend standards	2006 (HA)
High	Parks Master Plan	In Process	Fall 06 (KC)
High *	Sanitary Sewer Master Plan	Assist Engineering Department	2006 (KC)
High	Urban Planning Area Agreement (WACO)	Need to update original UPAA(1988) for UGB expansions	2006 (KC)
High	Code implications - Mobil Vendors, Food and Othe	Review code and it's implications to Mobil vendors	Spring 2006 (TBA)
High	Code Implications - Industrial Designs next to residential or Retail Commercial	Look at design review for Light Industrial buildings and how their visual effect relate to adjacent Property zoned Res. And RC.	TBA
High	PUD Guidelines	Guidelines for amount of RC, OC Should be included in a PUD vs Res.	TBA
High	Review sign code	Identify problem, scope and evaluate	2006 (JH)
High	Code implications for Car Dealers	Review our code and how it applies to Car Dealerships in Sherwood	TBA
Medium	Goal 5 Tualatin Basin Partners - Implementation	NRCC will develop implementation program	2006 (JH)
Medium	Annual Housekeeping Bill	Fix Errors, outdated references etc.	Fall 2006 (JH)
Low	SE Sherwood Study - Plan Amendment	TGM Quick Response - Develop and consider Master Plan	Spring 06 / (KC)
Low	Metro Title 7 (Affordable Housing) Compliance	Need to monitor MPAC/HTAC discussion	2006 (KC)
Low	Metro Compliance Reports	Develop and Update inventory spreadsheets	2006 (KC)
Hold	Cellular/Wireless Facilities Review Standards	Need to scope/ evaluate	2006 (JH)
Hold	Improve Public Involvement Process: Goal 1 Assessment and Survey; New Policies/Actions	On Going (deliver project information in new and improved methods)	2006 (All)
Hold	Capacity Allocation Program Evaluation/Update	Assist Engineering Department - Scope/evaluate issues	2006 (JH)
Hold	Review Townhouse Standards	Scope and Evaluate	2006 (JH)
Hold	Town Center Master Plan (Title 6 - Centers)	Scope Evaluate; identify funding source	2006 (KC)

\* On Hold until other dependencies occur.

Hold' Council requests further scope information prior to placing it on the active worklist.



## Planning Commission 2005 Work Program (Updated 11-01-05)

**Planning Commission Members:**

Chair: Adrian Emery, Vice Chair: Patrick Allen, Jean Lafayette, Dan Balza, Matt Nolan, Russell Griffin, & Todd Skelton

**Council Liaison:** Mayor Keith Mays

**City Staff:** Kevin A. Cronin, Julia Hajduk, Heather Austin, & Cynthia Butler

Priority	Item	Status	Target/ Hearing Date
High	Final recommendation - TSP	COMPLETE	
High	Amend sign code for amortization period	COMPLETE	
High	TSP code implementation	COMPLETE	
High	Zoning code changes per CDAC recommendations	No changes requested	
High	Area 59 Concept Plan (School Site)	Traffic Analysis Complete – Plan Amendment	Winter 05
High	Area 54-55 Concept Plan (Brookman)	Consider developer interest in financial participation	N/A
High	Area 48 Concept Plan (Quarry Area w/ Tualatin)	Metro considering building permit surcharge for UGB areas	Winter 05
High	Chapter 9 (Historic Resources) Evaluation	COMPLETE	Fall 05
High	Finish Design Review Guidelines	COMPLETE	
High	Fill Two PC vacancies	COMPLETE	
High	Economic Development Element & Strategy	Issue RFP & Select Consultant	Winter 05
High	Hotel Recruitment – Overlay Zone	No Applicant Submittal in 2005	
High	Water Master Plan Update	COMPLETE	Fall 05
High	Telecommunications Policy – Code Update	COMPLETE	Nov 05
High	VLDR Sub Area – Plan Amendment	TGM Quick Response – Concept Planning in Progress	Spring 2006
Medium	Goal 5 Tualatin Basin Partners - Implementation	NRCC will develop implementation program	2006
Medium	Commercial Design Standards	Need to scope/evaluate/find templates	2006
Medium	Infill Standards (flag lots, orientation, etc)	TGM Code Assistance – Proposal submitted	2006
Low	Metro Title 7 (Affordable Housing) Compliance	Need to monitor MPAC/HTAC discussion	Spring 05
	Improve Public Involvement Process: Goal 1 Assessment and Survey; New Policies/Actions	On-going (Ex: new mailed notice form, e-notice to interested parties and agencies, project websites, etc) Peer to Peer review? Survey Cost: \$15K; no funding available yet	N/A
	Housekeeping/citations/PA history/Zoning Map	COMPLETE	



## City of Sherwood **SURPAC SWOT**

November 15, 2005

### **Strengths:**

- Experienced leadership and veteran membership
- Successful projects – Civic Building / Façade Program / Sherwood Broadband
- The District is fiscally very sound at this time.

### **Weaknesses:**

- A significant portion of the \$35 million dollar budget has already been allocated to major projects.
- Borrowing capacity is highly leveraged

### **Opportunities:**

- Development of Economic Development plan with assistance from Planning Supervisor
- Consider expansion of the District in the future and increase overall budget
- As Sherwood grows, look to more public / private partnership opportunities
- Appointment of new members this coming year to SURPAC
- Grant money opportunities (Old School)

### **Threats:**

- The state of the economy locally, regionally, nationally
- Legislation out of Salem that looks to change URD abilities to grow and expand
- District revenues not meeting expected levels



**SHERWOOD CITY COUNCIL  
SPECIAL MEETING WITH BOARDS & COMMISSIONS – 11/15/05**

**Sherwood Cultural Arts Commission (SCAC) Presentation**

**I. Strengths:**

1. **Our Board Members**—Diversity and Experience
2. **Our Events**—
  - a. ***Sherwood Community Chorale Concert***—Raised \$5,000 for the SHS choir and music department.
  - b. ***Music on the Green***—Record breaking crowds each week. Allowed Historical Society, Robin Hood Theatre, and SCAC to raise funds.
  - c. ***Movies in the Park***—Moved to Friday and hosted largest crowds ever. Family oriented movies. Final night over 800 people.
  - d. ***Missoula Children's Theatre***—became a sponsored event. Total cost to SCAC was \$100 for 64 Sherwood kids to participate in a free acting camp for one week with 2 performances.
  - e. ***Arts Festival***—stayed about the same size as last year in spite of the move to the fall. Antiques did very well.

**II. Weaknesses:**

1. ***Our time***—unpaid volunteers who have jobs and other commitments
2. ***Our Inexperience with processes***—no set process for us to follow in organizing ourselves.
3. ***Lack of recognition***—although many people are coming to know SCAC and what we do, without a permanent home people lose track of us.
4. ***No permanent home***—we pass up many opportunities because we have no place to host events.

**III. Opportunities:**

1. ***Build on this year's momentum***
2. ***Grants***—Because of what we do, and the historic nature of where we're trying to go there are very real and viable funding sources available.
3. ***Partnerships***—with other community groups, school district, churches, and individual artists and businesses.
4. ***Leverage our board's diverse backgrounds***—management of non-profits, fund raising and grant writing, connections to other community groups, etc...
5. ***Goals***—
  - **Work to open Old School House**
  - **Apply and obtain organizational and operating grants for our programming.**
  - **Build stronger partnerships with all our groups but specifically broaden our work with the Sherwood School District, the Parks Board, the Library, and the Refuge.**
  - **Use the non-profit foundation to apply for renovation grants for the Old School House.**
  - **Increase our programming opportunities to support more educational classes and activities—film festivals, flower arranging, art, children's art, etc...**
  - **Bring First Friday concerts back to the community.**
  - **Begin to plan to improve Stella Olsen to allow for more events to bring sponsorships and economic impact to the community.**
  - **Build Sponsorships of our events.**
  - **Improve name recognition and build an event based volunteer program.**

**IV. Threats:**

1. ***Time***
2. ***No physical home***
3. ***No location***

**SHERWOOD CITY COUNCIL  
SPECIAL MEETING WITH BOARDS & COMMISSIONS – 11/15/05**

**Parks and Recreation Board Presentation**

**Strengths**

- ☐ Sunset Park- Oversaw process from beginning to end. Have a great model to work with for future projects.
- ☐ Master Plan- Selected a consultant and in the process of getting a contract signed. Work should begin the first of the year.
- ☐ Cooperation and Communication- Have a full board with diverse backgrounds. Communication has improved with other boards and with the City Council.
- ☐ City Staff—the Public Works Department continues to do excellent work maintaining the parks with limit resources. The City's Recreation Coordinator does a great job coordinating space for so many sports teams. We also appreciate the expertise and guidance of the City's Landscape Architect, as well as the guidance of Community Services Staff.

**Weaknesses**

- ☐ Worry about not having the staff to maintain the parks and fields that are being built.
- ☐ Lack of available park land.
- ☐ Lack of recreation program.
- ☐ Need a larger pool for the community.
- ☐ No Skateboard Park.
- ☐ So many groups and interests in the community- try to please as many as possible. Have heard from groups in support of tennis, volleyball, skateboard parks, etc. and don't know how we can please everyone.

**Opportunities**

- ☐ Master Plan- will gain some great information and will have a plan/direction.
- ☐ Continue and further develop partnerships with other groups – Schools, YMCA, City, R2R, Refuge, Area 59 and various sport groups.
- ☐ Opportunity to partner with other groups to get a new pool for the community.
- ☐ May be space for a skateboard park at the YMCA- near the Teen Center.
- ☐ Area 59- Keep connectivity between the green spaces.
- ☐ Stella Olsen Park- Great opportunity to improve this venue that is used for so many community events—redo stage, add restrooms, water fountain, etc.
- ☐ Partnership with Cultural Arts and other boards and commissions for programming.

**Threats**

- ☐ Staggering amount of growth outpacing us with the ability to provide park and recreation services.
- ☐ Developers not required to include a plan for natural spaces, parks or trails within their developments.
- ☐ Don't have a way to properly fund schools or park and recreation activities.
- ☐ Other City priorities when it comes to budgeting- We recognize that Parks and Rec is not an essential service and that we can't compete with life safety or other services that are required to make up a City.
- ☐ Not having teeth in the codes. We become reactive instead of proactive.
- ☐ School has to rely on the City for field maintenance and upkeep. New fields added with out more staff being added.

## **Library Advisory Board Report**

Sherwood City Council Special Meeting  
November 15, 2005

Library Liaison: Linda Henderson  
Library Board Chairman: Colin Woodbury

### Accomplishments of 2005

- Provided the best possible Library service to the citizens of Sherwood
- Increased circulation by nearly 5% over prior year
- Managed planning for new Library building and services

### Challenges for 2006

- Move in to new Library
- Continue to provide the best possible Library service to the citizens of Sherwood

### Strengths

- Consistent circulation increases
- Increases in program attendance
- Dedication and enthusiasm for the profession demonstrated by an unusually high percentage of staff with (or seeking) advanced degrees in Library Science

### Weaknesses

- No new staff
- Able to offer fewer programs than community deserves
- Reduction in resources and services provided by Washington County

### Opportunities

- New Library building will provide space to increase collection size and scope
- New Library building will allow us to expand programming for children and initiate programs for adults and young adults
- New library building will offer more computers and better technology for patrons
- Potential to explore partnerships with YMCA and Sherwood School District

### Threats

- Lack of guaranteed funding due to limits of the general fund and its capacity to fund all desired city services
- Unknown future of governance and funding formula from Washington County for library services
- Opportunities not possible to attain without increase in staff
- Four times more space and an anticipated increase in circulation of 50%

### Questions