

**City of Sherwood, Oregon  
Regular Council Meeting**

May 24, 1989  
7:30 p.m.  
Sherwood Senior/Community Center  
855 North Sherwood Blvd.

**1. Call to Order (7:30 p.m.)**

**2. Roll Call**

**3. Announcements**

- a. Special Robin Hood Fete & Council meeting, May 31, 6:30 p.m., Sherwood H.S.

**4. Correspondence**

- a. Letter from School District re: Drainage Problem
- b. Mayor's Correspondence File (to be reviewed verbally)

**5. Oral Communications**

*Oral communications are limited to items not on the printed agenda, and to three minutes per person. Items requiring additional time may, at the Council's discretion, be placed on the agenda or scheduled for a future meeting.*

**6. Presentations**

*Presentations are reserved for reports by individuals and/or groups on matters of special interest to the Council. Presentations generally must be scheduled in advance.*

**Tualatin-Sherwood/Edy Road and Six Corners**  
County Commissioners Bonnie Hays and Roy Rogers

## **7. City Manager's Report**

## **8. Consent Agenda**

*Consent agenda items are considered routine, and are adopted by one motion, unless a Councilmember requests that an item be voted on separately. If any item is removed from the consent agenda, the Mayor will indicate when it will be considered.*

- a. Approval: City Council minutes, May 10, 1989
- b. Proclamation: County Volunteer Week, May 21 - 27, 1989

## **9. Unfinished Business**

- a. Consideration: 1989-1990 City Goals

## **10. New Business**

- a. PUBLIC HEARING and consideration: Resolution No. 89-433, Supplemental FY88-89 City Budget
- b. Authorization: Amendment to USA Agreement for Sewerage Services
- c. Consideration: Resolution No. 89-434, Application for State SCA Grant

## **11. Councilmembers Comments**

*Councilmembers may make comment on the City's business, report on their activities on behalf of the City, or raise other matters of concern.*

## **12. Adjournment**

**"For your information" (FYI) items included at back of agenda packets.**

City of Sherwood, Oregon  
City Council Meeting  
May 24, 1989

1. **Call to Order:** Mayor Norma Oyler called the regular City Council meeting to order at 7:40 p.m.
2. **Roll Call:** Mayor Oyler, and Councilmembers Walt Hitchcock, Bill Boyle, Laurie Birchill, and Alan Chavez were present. Staff members present were City Manager James Rapp, Chief of Police Larry Laws, Director of Public Works Tad Milburn, Director of Finance and Administrative Services Polly Blankenbaker, and Secretary Kathi Steen.
3. **Announcement:**
  - a. City Manager Rapp informed the Council that the Special City Council meeting scheduled for May 31 to greet the visitors from Nottingham, England has turned into a bigger event. Mr. Rapp directed attention to the press release published in tonight's Council packet. Mayor Oyler asked City Manager Rapp to extend invitations to neighboring cities.
4. **Correspondence**
  - a. The City received a letter from Sherwood School District indicating that there is a storm drainage problem at Hopkins Elementary School on North Sherwood Boulevard. Mr. Rapp suggested this matter be referred back to staff to determine responsibility and cost. Mayor Oyler asked Director of Public Works Tad Milburn to have City Engineer Dave Gould inspect the drainage problem and that this matter be placed on the June 14, 1989 Council agenda.
  - b. City Manager Rapp distributed the most recent letter from METRO regarding recycling. A short article was included discussing Sherwood's recycling discount.
  - c. City Manager Rapp distributed a memo regarding the chronological history of the Six-Corners/Tualatin-Sherwood/Edy Road project.
  - d. City Manager Rapp informed the Council that there will be a retirement party for Laverne Melton, former Sherwood Librarian, at Sleighbells on June 17 at 1 p.m. Mr. Rapp added that the cost per person for catering and gift is \$8.00 per person.
  - e. **Mayor's Correspondence File**

The City received METRO's Newsletter.

The City received the League of Oregon Cities Legislative Bulletins Nos. 18 and 19.

The City received an invitation from the City of Wilsonville to attend a party honoring former Mayor Bill Stark.

A notice from DEQ proposing storm water treatment and control rules was received by the City.

The City received a series of Newsletters from the Oregon Economic Development Commission.

The Port of Portland Newsletter was received by the City.

The City received the Portland/Oregon Visitor's Association Newsletter.

The City received the Executive Summary of the recent MACC meeting.

Mayor Oyler mentioned that she had attended the East County EMS meeting and Tualatin Mayor Steve Stolze had been chosen as representative with Sherwood Councilmember Bill Boyle as alternate. Mayor Oyler indicated that Mayor Stolze would provide neighboring cities with a quarterly report and informed Councilmember Boyle that he was welcome to attend any of the EMS meetings.

City Manager Rapp informed the Council that the recent posting of vacancies on the Parks Advisory Board and Library Board had resulted in two responses: Ben Langston for the Parks Advisory Board and Sue Ann (Sami) Manderfeld for the Library Board. Councilmember Hitchcock moved that Ben Langston be appointed to the Parks Advisory Board and Sue Ann (Sami) Manderfeld be appointed to the Library Board. Councilmember Chavez seconded the motion. The motion passed unanimously. Mayor Oyler asked Director of Public Works Milburn to notify Mr. Langston of the Council's appointment and asked that City Manager Rapp notify Mrs. Manderfeld of her appointment.

## **5. Presentations**

Mayor Oyler introduced the following guests that were seated in the audience: Bonnie Hays, County Commission Chairperson, Roy Rogers, County Commissioner, Steve Rhodes, City Manager of Tualatin, Bob Hass, Tualatin City Councilmember, Richard Devlin, District 4 METRO Representative, Dr. Bill Hill, Sherwood School District Superintendent, and Jim Horne, Sherwood School Board member.

County Chairperson Bonnie Hays informed the Council that she had just returned from a meeting in Salem with Bob Bothman, Director

of the Oregon Department of Transportation, and Mr. Bothman had expressed support for the Western Bypass project. Mr. Bothman also indicated that Michael Wert had been retained as ODOT's project manager for the Western Bypass (Ms. Wert was project manager for the preliminary engineering of Tualatin-Sherwood/Edy Road).

Councilmember Hitchcock asked Ms. Hays for her best estimate of when Phase I of the Western Bypass would be built. Ms. Hays responded 5 - 10 years and if litigation is involved 15 years.

Councilmember Hitchcock referred to the Tualatin-Sherwood/Edy Road Project, Six Corners, and the Nyberg/I-5 interchange improvements and said there is a critical need to resolve these transportation issues before the projected 5 - 15 year wait for the Western Bypass. Councilmember Hitchcock suggested the City might ask the ODOT for Bypass funds to begin construction on the "short-term" solutions (i.e., Tualatin-Sherwood/Edy Road, Six Corners, and Nyberg). Ms. Hays informed Councilmember Hitchcock that the Tualatin-Sherwood/Edy Road project is on schedule and construction should begin in 1991. Ms. Hays also indicated that the State is committed to the Six Corners improvements but the reoccurring problem of rising costs and available funds is an issue.

Commissioner Rogers informed the Council that the Western Bypass is underfunded and the State has been seeking to obtain financial assistance from federal funds. Mr. Rogers also stated that the new DEQ regulations for surface water management have created additional questions with the Western Bypass.

Ms. Hays suggested the Council invite Fred Hanson, Director of Oregon Department of Environmental Quality, and Bob Bothman, Director of Oregon Department of Transportation to a meeting with other interested cities to discuss the Western Bypass.

Commissioner Rogers stated that as he sees it there are four solutions that could be considered for the Six Corners/Tualatin-Sherwood/Edy Road project: 1) Cut the project back to stay within the budget, 2) pressure the State to utilize some Western Bypass funds to improve Tualatin-Sherwood/Edy Road, 3) have local tax payers pay for the project, or 4) have the State fund the project(s) from some other source.

Bill Hill, Superintendent of Sherwood School District, voiced his concern that there is a safety issue involved with Tualatin-Sherwood/Edy Road and waiting the 5 - 15 years for the Western Bypass to be built is a risk. Dr. Hill explained that many of the District's bus drivers have complained about the hazards of driving the school buses on this stretch of road. Mr. Hill commented that the Western Bypass is not just a dollars and cents issue.

Steve Rhodes, City Manager of Tualatin, voiced his discomfort with tapping the Western Bypass funds for interim, short-term

solutions. Mr. Rhodes stated that once the funds are tapped for Tualatin-Sherwood/Edy Road, the rest of the budgeted Bypass money could disappear into road projects in other parts of the region. Mr. Rhodes mentioned that Clackamas County has stated they should be able to utilize the Western Bypass funds because Washington County cannot get its act together. Mr. Rhodes stated the cities impacted by Tualatin-Sherwood/Edy Road should look into ways of funding the project themselves.

Commissioner Rogers reminded the Council that some time ago a "Sister City" agreement was signed between Tualatin, Tigard and Sherwood and the three cities could band together for a regional approach to solving the transportation issues. Mayor Oyler asked City Manager Rapp to contact the Cities of Tigard, King City and Durham to set up a meeting with Sherwood and Tualatin to discuss mutual goals and map out a group strategy for the Western Bypass and the Six Corners/Tualatin-Sherwood/Edy Road project.

John Alto, 570 N. W. Gleneagle Drive, Sherwood asked City Manager Rapp for the total cost of the Six Corners/Tualatin-Sherwood/Edy Road project and if there is a shortage of funds. City Manager Rapp indicated that the new storm water requirements have added \$500,000 to the project and the shortage now amounts to approximately \$5.43 million. Mr. Alto also expressed his displeasure with the timing of the signal lights at Six Corners.

#### **6. City Manager's Report**

City Manager Rapp informed the Council that the chances of receiving additional CDBG money from the County to complete the Senior/Community Center are good. The decision will be made June 8.

City Manager Rapp informed the Council that he would be attending a LCDC worksession on the Western Bypass in Bend on July 17.

City Manager Rapp notified the Council that the cost of the police dispatch contract with the City of Tigard has increased by nearly 100% and the Council may want to consider alternatives. Mayor Oyler mentioned that she had recently met with the Mayor of Tualatin (Tualatin also experienced a large increase in the cost of their dispatch contract with the City of Tigard) and the City of Tualatin is considering Washington County Dispatch (WACCO) as a possible dispatch provider. Councilmember Boyle indicated he had spoken with WACCO about the possibility of providing dispatch services for the City of Sherwood and WACCO had indicated they did not have the manpower to service additional clients at this time.

City Manager Rapp mentioned some of the dispatch alternatives the Council may wish to consider are: 1) ask the Tigard City Council for a phase-in of the new dispatch rate increase, 2) take funds from the General Fund contingency to increase the dispatch budget or 3) redo the dispatch budget and eliminate budget items elsewhere in the General Fund. Mayor Oyler asked Director of

Finance and Administrative Services Polly Blankenbaker if the City receives a monthly billing for the Tigard dispatch services. Mrs. Blankenbaker responded "yes". The Council discussed this issue and asked City Manager Rapp to prepare a letter over Mayor Oyler's signature asking the Tigard City Council for a phase-in consideration.

## 7. Consent Agenda

- a. Approval: City Council minutes, May 10, 1989
- b. Proclamation: County Volunteer Week, May 21- 27, 1989

Mayor Oyler asked if there were any corrections to the Consent Agenda. There were no corrections. Councilmember Birchill moved that the Consent Agenda be approved. Councilmember Hitchcock seconded the motion. The motion passed unanimously.

## 8. Unfinished Business

- a. Consideration: 1989-1990 City Goals

The Council prioritized the published 1989-1990 City Goals as follows:

<u>High Priority</u>	<u>Medium Priority</u>	<u>Low Priority</u>
Transportation	Library	Water System
Finances		Public Safety
Bancroft Bonds		Economic Development
Strategic Planning		Centennial

City Manager Rapp stressed that prioritizing the Council Goals into high, medium and low categories doesn't mean that the goals aren't all important but rather addresses the amount of time the staff and Council will be expected to spend on the goals.

## 9. New Business

- a. PUBLIC HEARING and consideration: Resolution No. 89-433, Supplemental FY88-89 City Budget

Mayor Oyler asked City Manager Rapp to explain Resolution No. 89-433. City Manager Rapp informed the Council that the 88-89 Budget had to be revised to adjust some expenses based on actual experience. Mayor Oyler opened the public hearing. There was no proponent or opponent testimony. Mayor Oyler closed the public hearing. Councilmember Chavez moved to adopt Resolution No. 89-433. Councilmember Boyle seconded the motion. The motion passed unanimously.

- b. Authorization: Amendment to USA Agreement for Sewerage Services

City Manager Rapp explained that the City had received a request from USA to amend the county-wide agreement as it pertains to the

way sewerage rates are apportioned. Mr. Rapp indicated that the City's receipts from the standard user charge will be a net 3% higher next year despite the change in the way the rate is apportioned, and that USA's proposal appears to be fair and equitable. There was no further discussion regarding this amendment. Councilmember Birchill moved that the Mayor be authorized to sign and execute the amended agreement with the Unified Sewerage Agency for sewage services. Councilmember Hitchcock seconded the motion. The motion passed unanimously.

c. Consideration: Resolution No. 89-434, Application for State SCA Grant

City Manager Rapp informed the Council that the City was applying for an SCA Grant to fund improvements on Meinecke Road. City Manager Rapp mentioned that the last grant the City received from SCA provided the funds to improve South Sherwood Boulevard. Councilmember Chavez moved to adopt Resolution No. 89-434. Councilmember Hitchcock seconded the motion. The motion passed unanimously.

10. Councilmember Comments

The Council discussed the issue of numerous vehicles and equipment sitting on the vacant railroad property in Old Town. Councilmember Hitchcock asked Chief of Police Laws to describe the citation process. Chief Laws indicated that an abatement notice is sent first, then a citation is issued, and court is the final alternative. The Council asked City Manager Rapp to write a letter to Southern Pacific Railroad over Mayor Oyler's signature expressing the City's displeasure of the inappropriate use of this property.

Mayor Oyler adjourned the meeting at 10:05 p.m.

---

Kathi Steen, Secretary



# *New Business*

City of Sherwood, Oregon

RESOLUTION NO. 89-433

Be it resolved that the City Council of the City of Sherwood hereby adopts the supplemental budget as approved by the budget committee for 1988-89 in the total sum of \$137,621 now on file at City Hall, 90 NW Park St.

Be it further resolved that the City Council hereby also increases appropriations in the current 1988-89 fiscal year budget and that the supplemental budget is appropriated as follows:

SEWER FUND

Materials and Services	\$121,897	
Capital Outlay	<u>1,549</u>	
Total Sewer Fund Appropriations		\$123,446


EQUIPMENT RENTAL FUND


Capital Outlay	<u>\$14,175</u>	
Total Equipmental Rental Fund Appropriations		\$ 14,175

Adopted by the City Council May 24, 1989.

\_\_\_\_\_  
Norma Jean Oyler, Mayor

Attest:

  
\_\_\_\_\_  
Polly Blankenbaker, Recorder

DATE: May 17, 1989  
TO: Mayor and Council  
FROM: Jim Rapp, City Manager   
SUBJECT: USA Agreement

USA is proposing two changes to it's County-wide agreement for services to cities:

1. Presently, the cities receive 30% of the monthly sewer service charge. This charge is currently \$12.15 per month and is scheduled to increase to \$13.50 on July 1. Part of the service charge is applied to the retirement of USA's revenue bonds which finance expansions to the agency's treatment plants and collection system. USA proposes to receive 100% of the revenue bond increment. The balance (or \$12.50 in 1989-90) will continue to be split 70/30. This proposal is "neutral" in terms of our 1989-90 revenue projections, given the overall rate increase. In future years this charge should hold down overall rate increases (see USA's April 10 memo attached).
2. USA assesses "industrial waste" charges against businesses and industries that produce special wastes (for example: Frontier Leather). The total charge is made up of several elements in addition to the standard monthly fee (again see USA's April 10 letter). USA prepares all the billings and provides all the service, the City simply "passes through" the collection. Revenues are now shared 70/30. USA proposes to reduce the City's share of the standard service charge and "volume" charge from 30% to 20%. Again, this change is revenue neutral to the City given the overall adjustment in USA rates. Other charges associated with specific monitoring of special wastes will be accrued 100% to USA. This may cause some limited initial revenue loss but should be quickly made up by overall rate adjustments.

In both cases, USA's proposals are fair and equitable given it's relative involvement in capital expansion and industrial user monitoring. The changes will not go into effect until all cities within the USA district have consented.

Recommendation: That the Mayor be authorized to sign and execute the amended agreement with the Unified Sewerage Agency for sewage services.

JR:ks

Attachment

## AGREEMENT

THIS AGREEMENT, made and entered into this                      day of                      , 1989, between the Unified Sewerage Agency of Washington County, a duly incorporated and existing Chapter 451 County Service District hereinafter referred to as "Agency", and the City of Sherwood, a municipal corporation of the State of Oregon, hereinafter referred to as "City."

### WITNESSETH:

WHEREAS, pursuant to the contract between City and Agency, dated November 23, 1971, the parties entered into an agreement pertaining to the operation and ownership of certain sewerage facilities within the city; and

WHEREAS, the contract does not adequately address how revenue should be divided between Agency and City in regard to the requirement to retire current and future revenue bonds issued by the Agency; and

WHEREAS, the contract does not adequately address the division of responsibility and revenue regarding the industrial waste program; and

WHEREAS, it would be in the best interest of Agency and City to agree to certain modifications to the original agreement;

NOW, THEREFORE, in consideration of the premises and of the covenants and agreements to be kept and performed by the parties hereto, it is covenanted and agreed as follows:

1. Section 2.A.2 is hereby deleted, and replaced with the following:

Refer persons who may require an industrial waste discharge permit to the Agency.

2. Section 4.A.2 is hereby amended by the addition of:  
    , except as provided in Section 4.A.7 below.

3. Section 4.A.3 is hereby deleted, and replaced with the following:

City will remit to the Agency on a monthly basis, with a report on Agency-designated forms, the following amounts:

- a. Forty percent (40%) of all permit and inspection fees collected.

- b. One-hundred percent (100%) of the portion of sewer service charges, as certified by the Agency Board of Directors annually, required for payment of revenue bonds issued by the Agency after July 1, 1989, shall be remitted to the Agency. Beginning on July 1, 1990, one-hundred percent (100%) of the portion of sewer service charges, as certified by the Agency Board of Directors annually, required for payment of all revenue bonds issued by the Agency shall be remitted to the Agency.
  - c. For the remaining portion of sewer service charges after the revenue bond payment requirement has been subtracted, thirty percent (30%) shall be retained by the City, and seventy percent (70%) shall be remitted to the Agency.
  - d. Eighty percent (80%) of all connection charges collected shall be remitted to the Agency.
4. Section 4.A is hereby amended by the addition of:
- 7. a. The Agency shall have exclusive jurisdiction over industrial waste discharges with regard to permits, service fees, billings, collection, regulations and enforcement. Upon receipt of any application for an industrial waste discharge permit within City territory, the Agency shall so inform City and shall coordinate with any other applicable development or construction permits of City.
  - b. For Industrial Waste fees, Agency shall remit to City twenty percent (20%) of connection, volume, and monthly service charges. Agency shall retain one-hundred percent (100%) of the annual permit fee, and any penalty fees, COD and SS fees that may be assessed.
5. The remainder of said agreement, including any other duly adopted modification, if any, and each part thereof, be, and hereby is, ratified, readopted, and continued in full force and effect by and between the parties hereto.

IN WITNESS WHEREOF, this instrument has been executed in duplicate pursuant to resolutions heretofore duly and legally adopted by each of the parties signatory hereto.

UNIFIED SEWERAGE AGENCY  
OF WASHINGTON COUNTY

CITY OF SHERWOOD, OREGON

By \_\_\_\_\_  
Chairman, Board of Directors

By \_\_\_\_\_  
Mayor

Approved as to form:

Attest: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Attorney for Agency

APR 12 1989



## UNIFIED SEWERAGE AGENCY OF WASHINGTON COUNTY

April 10, 1989

Jim Rapp  
City Manager  
City of Sherwood  
90 NW Park Street  
Sherwood, OR 97140

Subject: Amendment to Agency/City Agreement

The Agency and the City entered into an agreement on September 14, 1971, which directs how the sanitary sewer system will be operated and maintained. There are two changes to this agreement that are needed to reflect current operating conditions. The first is to clarify that the Agency is responsible for the industrial waste program both outside and in inside cities, and the Agency shall receive the revenue related to that program. The second change is to deduct the amount necessary for the repayment of revenue bonds from monthly service charges prior to the revenue being divided between the Agency and City. Following is a more detailed discussion of each:

### Industrial Waste Program

The Agency has been responsible for this program for all industries regardless of whether the industry is located within a City. This is not clear in the agreement, and there is no provision for the Agency to receive the proper share of the revenue for this program.

Industries that are required to have a monitoring permit have their sewerage charges broken into a fee for domestic flow and a fee for industrial flow. There is no change to the revenue division for the domestic flow. The industrial flow is charged a connection fee, a permit fee, penalty fees, a volume charge, a COD charge, a Suspended Solids (SS) charge, and a sewer service charge. The Agency should retain 100 percent of the permit fee as the Agency is performing this task. The penalty fees, SS and COD charge should also be retained 100 percent by the Agency to fund the increased treatment costs associated with these charges. The connection fee should be divided as currently specified in the agreement with 20 percent to the City. The Service charge and volume charge is currently divided with the City retaining 30 percent, but this should be changed to 20 percent as the Agency performs the billing, permit issuance, and supervision of the account.

Enclosed for your information is a summary of the industries in each city, and the revenue differences.

Jim Rapp, City of Sherwood  
April 10, 1989  
Page Two

To reflect these changes the following amendments should be adopted by your Council:

Replace as Section 2.A.2:

"Refer persons who may require an industrial waste discharge permit to the Agency."

Add as Section 4.A.7:

"The Agency shall have exclusive jurisdiction over industrial waste discharges with regard to permits, service fees, billings, collection, regulations and enforcement. Upon receipt of any application for an industrial waste discharge permit within a City territory, the Agency shall so inform City and shall coordinate with any other applicable development or construction permits of City. Agency shall remit to City its percentage of connection fees and service fees collected from industrial customers within City."

Add to Section 4.A.3:

"For Industrial Waste fees, City shall retain twenty percent (20%) of connection, volume, and monthly service charges. Agency shall retain one hundred percent (100%) of the annual permit fee, and any penalty fees, COD and SS fees that may be assessed."

#### Revenue Bond Retirement

The Agency will continue to need financing for the expansion of the treatment plants and collection system. Originally, this financing was in the form of a general obligation bond issue, retired by a property tax. The Agency has not made another general bond issue, but instead has made a revenue bond issue, and will likely use this mechanism in the future. The revenue bonds are retired using a portion of monthly service charges. The service charge is now made up of the portion required for system operation, plus the portion needed for the revenue bond retirement. The operating portion is divided 30 percent to Cities, and 70 percent to the Agency. The bond portion should be retained 100 percent by the Agency, but per existing agreements, this is also divided 30/70. This causes the monthly service charge to be artificially high. As an example, if \$1.00 was need for the revenue bond retirement, then the service charge would need to be raised to \$1.43 to allow for 30 percent to go to the City. This effect is softened by the fact that the Agency collects 100 percent of the rate in the unincorporated territory. Therefore, the actual "extra" rate increment is \$.15 to \$.20, and not the full \$.43. In order to



Jim Rapp, City of Sherwood  
April 10, 1989  
Page Three

eliminate this extra increment and keep the rate as low as possible, it is proposed to subtract the revenue bond requirement from the total monthly service charge income, then divide the remaining funds 30/70. This was discussed with representatives from four cities on April 5, 1989, and they requested that there be a transition period the first year, as their sewer fund budgets had already been submitted assuming equal revenue as the current year. The following amendments incorporate the one year transition:

Delete Section 4.A.3.b.

Replace as Section 4.A.3.b:


"One hundred percent (100%) of the portion of sewer service charges, as certified by the Agency Board of Directors annually, required for payment of revenue bonds issued by the Agency after July 1, 1989 shall be remitted to the Agency. Beginning on July 1, 1990, 100 percent of the portion of sewer service charges, as certified by the Agency Board of Directors annually, required for payment of all revenue bonds issued by the Agency shall be remitted to the Agency."

Add as Section 4.A.3.c:

"For the remaining portion of sewer service charges after the revenue bond payment requirement has been subtracted, thirty percent (30%) shall be retained by the City."

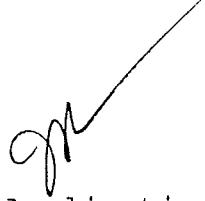
These changes are being requested of all seven affected member cities within the Agency boundary. The remaining five member cities retain only a five percent (5%) franchise fee, and so this change does not affect them. The changes should be adopted to be effective by July 1, 1989. The Agency Board of directors will not act on any changes until the Councils of all seven affected Cities have approved the changes. This is to assure the changes will be effective for all cities at the same time. Please call me if I can provide any additional information.

Very truly yours,

  
Christopher E. Bowles, P.E.  
Division Engineer

/eb

Enclosures

DATE: May 18, 1989  
TO: City Council  
FROM: Jim Rapp, City Manager   
SUBJECT: Special City Allotment Application

It is time to once again submit applications for the S.C.A. grants for street improvements to the State. This is the \$25,000 maximum grant which we have received in past years to fund portions of Washington Street and Meinecke Road.

This proposed application would fund continued improvements to Meinecke Road from Lee Drive to the first High School entrance and would provide a left turn lane at the school entrance.

If approved, funding would become available after January of 1990. Our application last year for this project was not successful but we hope that the factor of the golf course development will improve our chances.

Requested Action - passage of the attached resolution.

DRAFT  
RLD:pf  
1/21/87

SPECIAL CITY ALLOTMENT (SCA) APPLICATION

CITY OF Sherwood Date May 19, 1989

Street Name Meinecke Road (From Lee Drive to High School)  
(Locate on map)

Project Length 750' AVERAGE DAILY TRAFFIC Cars 1,000 Trucks 200

Estimated project cost \$25,000

STREET SECTION:	Shldr	Travel Lane	Travel Lane	Shldr
Existing width:	<u>0</u>	<u>10</u>	<u>10</u>	<u>0</u>
Proposed width:	<u>0</u>	<u>12</u>	<u>12</u>	<u>0</u>

PAVEMENT: Type (Gravel, Oil Mat, A.C. or P.C.C.) Extg A.C. Proposed A.C. Thkn 3

CURBS: Extg - Proposed: Length 450 Type roll curb (Curb, Curb & Gutter, Other)

SIDEWALK: Extg - Proposed: Width 8 Length 400

STORM SEWER: Extg 25 Proposed: Adjust - New, Inlets - Pipe (dia. 8 length 100)

BRIDGE: Name - No. - Length - Width -

Name of Stream - Type of Structure -

Sufficiency Rating No. - Will street work also be done? -

RIGHT OF WAY: Width 50 Adequate or City to acquire additional? additional 10'

Remarks: see attached

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
City Recorder

By \_\_\_\_\_  
City Administrator

RLD:pf  
7/31/87

SPECIAL CITY ALLOTMENT

R E S O L U T I O N

WHEREAS, under the provisions of ORS 366.800 and 366.805, there has been withdrawn from state highway funds appropriated for allocation to the several cities of the State of Oregon the sum of Two Hundred Fifty Thousand and No/100 (\$250,000.00) Dollars, and in addition there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Five Hundred Thousand and No/100 (\$500,000.00) Dollars, and said sums having been set up in a separate account to be administered by the Oregon Transportation Commission and to be allotted each year by said Commission to be spent, within cities, upon streets not a part of the state highway system, which are receiving excessive wear through sudden increases in population in the area or heavy and unusual traffic; and

WHEREAS, the City of Sherwood is an incorporated city of the State of Oregon and has a population of less than 5,000 as given by the latest official federal census; and

WHEREAS, the following streets of said City, Meinecke Road

---

---

---

are not a part or parts of the state highway system, but are streets under the jurisdiction and control of said City which are "receiving excessive wear through sudden increases in population in the area or heavy and unusual traffic"; and

WHEREAS, said streets are and each of them is in need of repair, reconstruction, or other major improvement.

NOW, THEREFORE, the members of the City Council, in regular or special session assembled, do hereby find, declare, and resolve:

1. That the aforementioned named streets of said City are in need of repair, reconstruction, or other major improvement.

2. That said streets are in their present state and condition of disrepair by reason of excessive wear through sudden increases in population in the area, or by heavy and unusual traffic.

3. That the Oregon Transportation Commission hereby is respectfully requested to consider and declare said streets as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$750,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.

4. That the City of Sherwood does hereby offer to Transportation Commission and does hereby pledge complete cooperation and assistance to the end, that said City may share and participate in the use and benefit of said special fund and appropriation; and therefore does designate Tad Milburn as the official representative of the City in all negotiations resulting from this request.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

There is attached hereto and made a part hereof, a city map on which is indicated the street, streets, road, or roads, described in this resolution.

\*\*\*\*\*

I hereby certify that the foregoing resolution was passed and approved by the City Council of the City of \_\_\_\_\_ at a regular or special meeting of said Council, held on the \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_, and the above copy is a true and correct copy of the original and of the whole thereof.

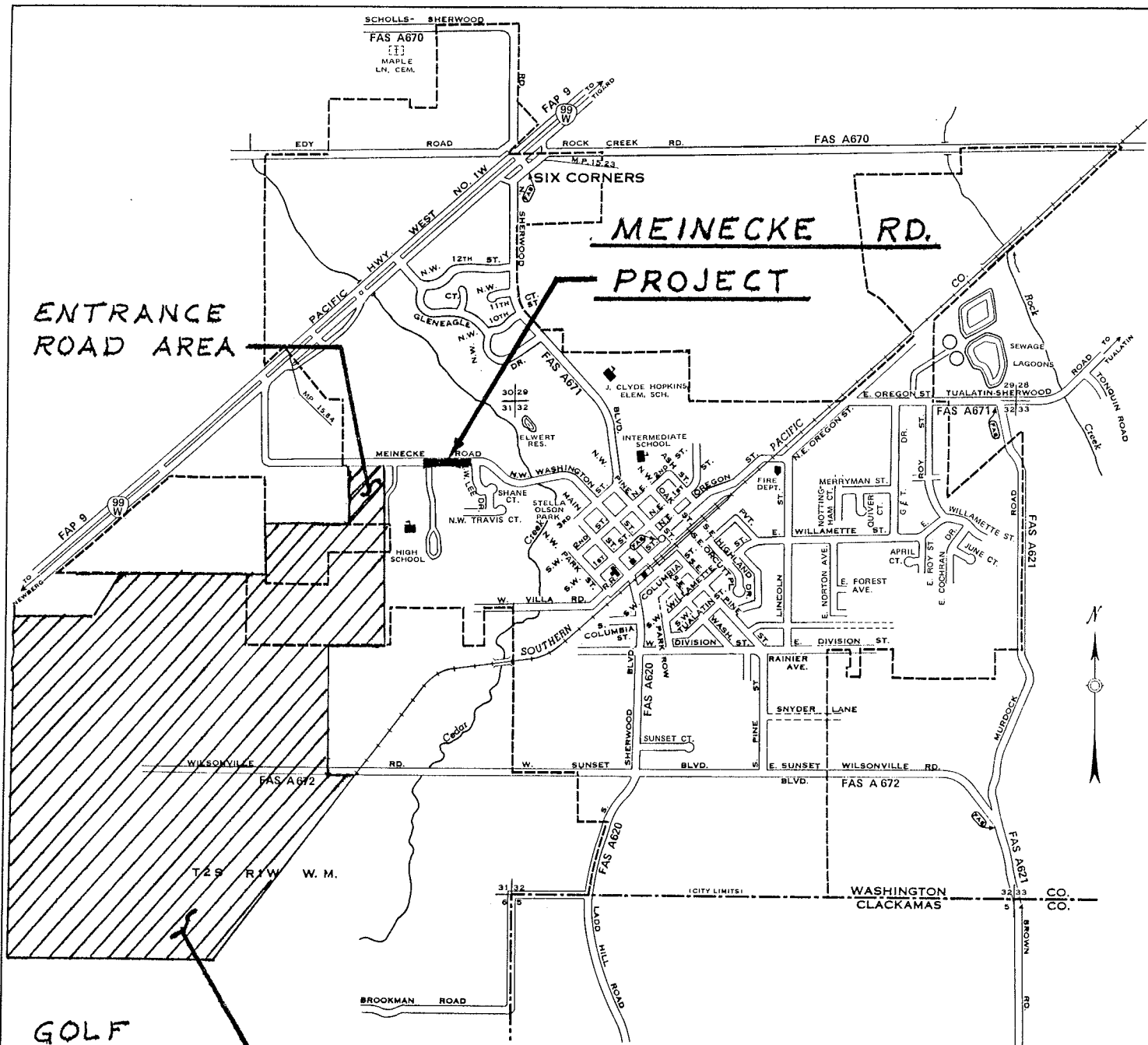
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_.

\_\_\_\_\_  
City Recorder

The construction of this project would complete improvements to the major school bus route which links the grade school, intermediate school and high school. Meinecke Road is also a major link between Hwy 99W and Old Town and is becoming more heavily used due to the congestion at Six Corners.

The proposed section would provide for a half-street improvement which would be expanded as development takes place on the north side of the road. The proposed section also provides for a left turn lane at the main high school entrance and completion of a sidewalk/bikepath from Old Town to the high school.

A large golf course project surrounded by 500 to 600 new homes is proposed to develop nearby, beginning in the summer of 1990 (see attached map). This development includes property just 100 feet west of the High School. Based on the City's Transportation Plan one of the two major exits from the project will be onto Meinecke Road. This development will add a considerable increase in traffic to this section of roadway.



ENTRANCE  
ROAD AREA

**MEINECKE RD.  
PROJECT**

GOLF  
COURSE  
AREA

LEGEND

- INTERSTATE NUMBERED ROUTE
- U.S. NUMBERED ROUTE
- STATE NUMBERED ROUTE
- TERMINATION OF FA SYSTEM
- DIVIDED HIGHWAY
- STREET OPEN FOR TRAVEL
- POST OFFICE
- SCHOOL
- CITY CENTER
- CITY LIMITS
- PUBLIC AREA
- PUBLIC BUILDING
- COURT HOUSE
- CITY HALL
- ARMORY
- LIBRARY

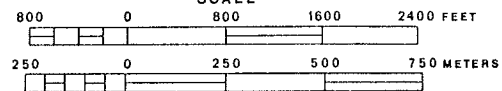
**SHERWOOD**

WASHINGTON COUNTY, OREGON

PREPARED BY THE  
OREGON STATE HIGHWAY DIVISION  
IN COOPERATION WITH  
U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL HIGHWAY ADMINISTRATION

POP. 2050

SCALE



REVISED MARCH 1977

Copies of this map are available at nominal cost from  
Oregon State Highway Division, Salem, Oregon, 97310

R.W.

Pkt 6-16-88 AND Pgs

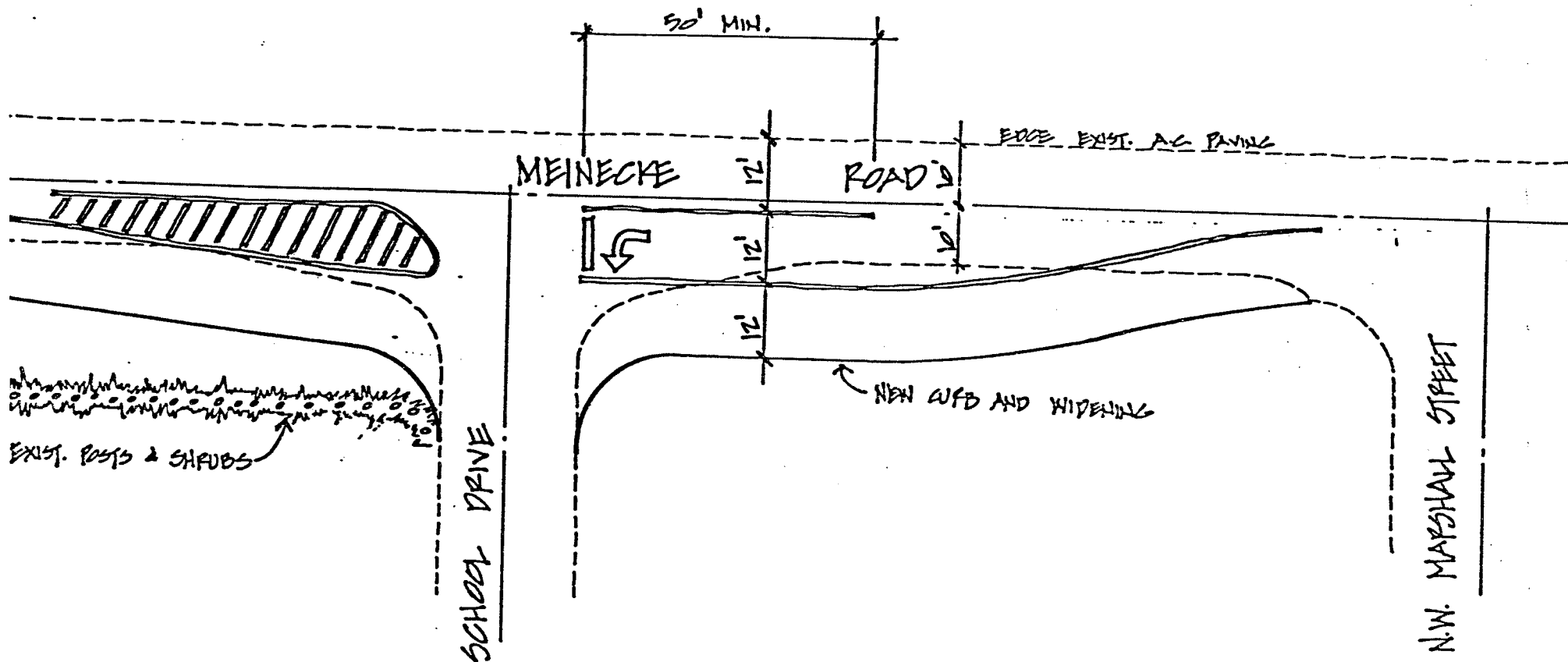


EXHIBIT MAP

PROPOSED SHERWOOD H.S. BUS LEFT TURN LANE CONSTRUCTION

6-15-88

HTS



# Sherwood School District 88J

400 North Sherwood Blvd. • Sherwood, Oregon 97140 • 503-625-2511

Dr. Bill Hill, Superintendent  
Bonita L. Maplethorpe, Deputy Clerk

June 30, 1988

Mr. Jim Rapp, City Manager  
City of Sherwood  
P.O. Box 167  
Sherwood, Oregon 97140

SUBJECT: Special City Allotment (SCA) Grant

This letter is to officially affirm the Sherwood Board of Education's strong support for the City of Sherwood's Special City Allotment (SCA) Grant proposal that allows for road improvements on Meinecke Road, in front of Sherwood High School. The Board of Education views the proposed roadway improvements as having a significant impact on the safety conditions for school students and the community.

The Sherwood Board of Education has unanimously approved a resolution dedicating the required additional right of way of tax lots 1000 and 1100:31AA subject to the award of the grant to the City of Sherwood.

The school district appreciates the City of Sherwood's interest in improving the safety conditions around our schools and looks forward to working together on future projects.

Please contact me if I can be of any assistance in this matter.

Sincerely,



Dr. Bill Hill, Superintendent

sf

June 11, 1988

We would like to add our support to the city of Sherwood's request for funding for sidewalks to connect downtown Sherwood and the high school.

Name:

Address:

Randy Bishop	645 NW Marshall Sherwood
Cathy Bishop	645 NW Marshall Sherwood
Gloria Bierland	1025 Meinecke, Sherwood
Erin Meinecke	1040 Meinecke Sherwood
Elizabeth Culpen	935 Meinecke Rd Sherwood
Margaret F. Sauley	475 Lee Drive, Sherwood, Oregon
Howard Sauley	475 Lee Dr. Sherwood OR
Conrad Larsen	455 Lee Dr. Sherwood OR
Janis Kullback	960 TRAVIS CT Sherwood OR
Melanie Jensen	445 Marshall NW Sherwood OR 97140
Paul A. Bick	480 NW Marshall Sherwood OR
Joni Sheway	550 NW Marshall Sherwood OR
Paul W. Stanton	425 N.W. Marshall Sherwood
Jamon Ekerson	895 TRAVIS CT Sherwood OR.
Jill Ekerson	" " " "
Dorie PICO	945 NW Travis Ct. Sherwood, OR
JAME PICO	945 NW TRAVIS CT. SHERWOOD, OR.
Dee Parkinson	435 NW Marshall Sherwood, OR
W.R. W. W. W. W.	475 Marshall St " #2
Mammoth H. Hanna	1240 NW Meinecke Rd Sherwood OR #2
Nial B. Henry	550 NW Marshall CT. Sherwood, OR
Gloria Bailey	820 Lee Dr. St.
Larry Foster	600 Lee Dr.
Janey Green	455 Lee Dr. Sherwood OR
W. Swanson	780 N.W. Travis Ct. Sherwood, OR.
Susan W. Swanson	425 N.W. Marshall St, Sherwood, OR

(16 yrs.)

DATE: June 7, 1989

TO: Carole W. Connell, Planning Director *Carole*

FROM: Jim Rapp, City Manager *JR*

SUBJECT: Monthly Report for May, 1989

#### PLANNING COMMISSION

At their May 15, 1989 meeting the Planning Commission approved three replacement signs for Shari's restaurant. The Commission tabled a decision on a minor land partition request by John Drennan (Walden property) pending completion of his Conditional Use application for a 28 unit mobile home park on 7.9 acres of the 27 acre parcel. The Commission is uncertain "whether to apply city or county road improvement standards on Sunset Boulevard.

The Commission was given a draft of the Periodic Review CAC recommendations to begin perusing for Workshops in June and July and public hearings in August.

#### PERIODIC REVIEW

The CAC is winding down their task of updating the Plan and zoning. May was spent discussing natural resources, public facilities and the Plan/Zone Map. Some of the detailed inventory work will continue by staff during the summer and be reviewed by the Planning Commission and City Council. The CAC unanimously supports a band of commercial zoning 400 feet deep along all of Highway 99W within the UGB.

#### OTHER

I attended a "Wetlands Seminar" on May 17 in order to better understand our own resources and comply with state laws on the preservation of wetlands.

#### ZONING ENFORCEMENT

Two property owners were notified of zoning violations in May including an illegal minor partition on Highway 99W (Jim Wear) and Southern Pacific Railroad on Railroad and Washington Streets. Southern Pacific has resolved theirs and Wear has not, although he has contacted the City.

#### OLD TOWN STREET TREES

The Washington County Corrections Division crew completed the street tree planting project in early May. To date, one tree has not survived due to a double layer of sidewalk in front of Lee Strohan's Feed Store.