



# **PUBLIC MEETING NOTICE**

## **Sherwood City Council Work Session with all City Boards & Commissions**

**(Parks Board, Library Board, Cultural Arts Commission,  
SURPAC, Budget Committee, Planning Commission,  
Charter Review Committee)**

**Tuesday, December 2, 2014  
6:00 pm**

**Sherwood City Hall-Community Room  
22560 SW Pine St.**

**Dinner Meeting and presentation of annual  
Boards & Commissions Reports**

Sherwood City Council Meeting

Date: December 2, 2014

List of Meeting Attendees: ✓

Request to Speak Forms: —

Documents submitted at meeting: ✓

City Council / Boards + Commission Annual Dinner  
Work Session

• Reports for: Budget Committee, Cultural Arts Comm, Library Board,  
Parks Board, Planning Commission, Exh. A

Sherwood City Council Meeting Date:

December 2, 2014

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# ATTENDANCE SHEET

**NAME**

**ADDRESS**

**PHONE**

|                        |     |  |
|------------------------|-----|--|
| Alan Simson            | PC. |  |
| Chrissie McLaylin      |     |  |
| Adrienne Doman Collins |     |  |
| Colin Woodbury         |     |  |
| Maggie Chapman         |     |  |
| Conrad Th...           |     |  |
| <del>Scott ...</del>   |     |  |
| John Cliff             |     |  |
| Neil Shanwood          |     |  |
| Liz Myers              |     |  |
| Ryan Dowdle            |     |  |
| Troop 844 8 boys       |     |  |
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**Annual Boards & Commissions Report to City Council  
-Budget Committee-**

**City Council Work Session  
Community Room at Sherwood City Hall  
22560 SW Pine Street, Sherwood, Oregon  
Tuesday, December 2, 2014, 6:00 pm**

**1. What are your two or three most significant accomplishments for this past year as a board or commission?**

- Fully funding the maintenance reserves (special thanks to Public Works for creating the maintenance plans)
- Ability to use a portion of General Fund ending fund balance to complete one time expenditure projects
- Continued to exceed the General Fund ending fund balance goal of 20%

**2. What are your two or three major goals for 2015 as a board or commission?**

- Maintain at least a 20% ending fund balance in the General Fund
- Continue to fully fund the maintenance reserves
- Begin implementation of the new finance software system

Dec 2, 2014  
Date

City Council  
Gov. Body

Work Session  
Agenda Item

A  
Exhibit #



## **Annual Boards & Commissions Report to City Council -Sherwood Cultural Arts Commission-**

**City Council Work Session  
Community Room at Sherwood City Hall  
22560 SW Pine Street, Sherwood, Oregon  
Tuesday, December 2, 2014, 6:00 pm**

### **1. What are your two or three most significant accomplishments for this past year as a board or commission?**

- Built strong partnerships and supported local events such as the Altered Arts Festival and the Italian Festival (Ferragosto).
- Planned and hosted the first Artist Assembly.
- Hired a Manager for the Cultural Arts Community Center.
- Continued our annual programs of Pix on the Plaza (since 2002) and Missoula Children's Theatre (since 2003).
- Revamped Pix on the Plaza. Changed location back to Stella Olsen Park and invited community to vote on movies which resulted in a huge upswing in attendance.
- Supported raffle at Music on the Green to raise money for scholarship program at the Cultural Arts Community Center.

### **2. What are your two or three major goals for 2015 as a board or commission?**

- Provide support to the Cultural Arts Community Center.
- Determine best route for fundraising for the Cultural Arts Community Center.
- Develop a Public Art Program.
- Support more programs such as an Art Crawl.
- Host more gatherings such as the Artist Assembly.



**Annual Boards & Commissions Report to City Council  
-Library Advisory Board-**

**City Council Work Session  
Community Room at Sherwood City Hall  
22560 SW Pine Street, Sherwood, Oregon  
Tuesday, December 2, 2014, 6:00 pm**

**1. What are your two or three most significant accomplishments for this past year as a board or commission?**

- Continued to support programming for all ages, including a new series of classes on using e-books and e-readers
- Shared input on Washington County Cooperative Library Services policies
- Participated in the Charter Review process
- Interviewed and selected a new high school representative
- Trained a new Library Manager on the Library Advisory Board role

**2. What are your two or three major goals for 2015 as a board or commission?**

- Support the Washington County Cooperative Library Services Levy
- Support for more library programs for all ages
- Support community partnerships, outreach and involvement in community events



## **Annual Boards & Commissions Report to City Council -Parks and Recreation Board-**

**City Council Work Session  
Community Room at Sherwood City Hall  
22560 SW Pine Street, Sherwood, Oregon  
Tuesday, December 2, 2014, 6:00pm**

1. What are your two or three most significant accomplishments for this past year as a board or commission?
  - Installed lights at Laurel Ridge, Edy Ridge, and Sherwood Middle School
  - Installed new play structure at Murdock Park
  - Turfed home plate at Snyder Park baseball field
  - Hosted community meeting and selected playground structure for Stella Olsen Park
  - Sealed and repaired trails
  - Successful completion of several park improvements via Eagle Scout projects
  - Selected a location for the Dog Park, developed preliminary plan, and recommend to revise Snyder Park Master Plan to include a dog park
  
2. What are your two or three major goals for 2015 as a board or commission?
  - Construct Dog Park at Snyder Park
  - Install new play structure at Stella Olsen Park
  - Complete phase 2 design for Woodhaven Park
  - Identify funding for park and trail maintenance needs
  - Identify future park land
  - Set aside funds for future acquisition of park land
  - Install playground risk signs at all parks that have play structures



## **Annual Boards & Commissions Report to City Council -Planning Commission Report-**

**City Council Work Session  
Community Room at Sherwood City Hall  
22560 SW Pine Street, Sherwood, Oregon  
Tuesday, December 2, 2014, 6:00 pm**

### **1. What are your two or three most significant accomplishments for this past year as a board or commission?**

The Planning Commission has been fairly inactive as to development projects over the past couple of months due to a decrease in construction activity, but has made some significant decisions that affect the entire community this year.

First, the Commission approved a major modification and final development plan for the community center.

The Commission recommended that the Council approve code amendments that allow Sherwood residents in some residential zones to decrease their front yard setbacks to fourteen feet as opposed to twenty feet. This allows those homes to have a stronger presence on the street, to have slightly larger porches, and in some cases to increase the size of the backyard for the new homes.

The Commission recommended approval of the TSP to the Council. Highlights of the revised TSP include:

- Eliminating the Capacity Allocation Program and removing implementation language within the Sherwood Zoning and Community Development Code;
- Modification of code language associated with the preparation and review of Traffic Impact Analyses;
- Modifying language in Chapter 6 (Transportation) of the Comprehensive Plan in support of multi-modal transportation alternatives;
- Identification of short, medium, and long term transportation projects based on projected and available revenue; and
- A map amendment to remove a trip cap that was applied under City Ordinance 2008-003 (Pfeiffer Property).

The primary accomplishment of the Commission this year was the several community oriented workshops to seek out public opinion on the Sherwood Transportation System Plan, the

regulation of medical marijuana, and some general code edits. Both City staff and the Commission have benefited from the dialogue created in this environment with the citizens. In turn, the citizens have voiced their appreciation for the community workshop environment. Essentially, these workshops involve at least one commissioner sitting at a table to discuss a community topic with different citizens and reports back to the whole group what they heard at the end. The citizens like this because they are not necessarily limited to three minutes of testimony, and are able to hold an open dialogue with the commissioners. The commissioners and staff like the venue because it tends to allow people who would not normally speak at a meeting to have a conversation and voice alternative views to those that might get up and testify. In the end, it seems to benefit both parties and better inform the commission of a variety of community views on a subject.

## **2. What are your two or three major goals for 2015 as a board or commission?**

- Sherwood Housing Needs Analysis
- Sherwood West Concept Plan
- Old Town Design Standards and Processes
- Comprehensive Plan Update
- Brookman Area

In all of these efforts listed above, the challenges are the same, how do we maintain Sherwood's quality of life, make the right things easier to do, and work within the rules imposed on the community by the Metro regional government. The Commission recognizes that we are part of Metro, but many of us believe that the standard, particularly relative to density, is a threat to the small town character that Sherwood citizens have come to enjoy.

With regard to the Old Town standards, we think that the standards are straight forward, but would like to review them to make sure they're still relevant. More importantly, we would like to modify the review process. In some cases the review process is, in our opinion, too onerous, and we believe that it can be simplified in a manner that allows staff to conduct the review in developments that clearly meet the standards, and reserve our time for those projects that are more challenged to fit within the applicable standards and guidelines.

Of particular interest to the Commission is an update to our Comprehensive Plan and a revisit of the Brookman Area Concept Plan. The Comprehensive Plan has not been updated since 1991 when our population in Sherwood was just over 3,000 people. We are now close to 19,000 people and counting. While some of the components have been updated, there is no clear direction from the citizens at large as to how we should address future growth. Our vision is outdated, and desperately needs to be updated.

Relative to the Brookman Area concept plan, we have had two failed annexations of the area, and now the County wants to see the road turned into a 5-lane arterial that would ultimately connect to SW 124<sup>th</sup> Avenue and I-5. Our circulation and densities within the area did not anticipate such development and transportation needs, and we are concerned that the challenges associated with access along this new road will be problematic for development.

# Approved Minutes



Home of the Tualatin River National Wildlife Refuge

**SHERWOOD CITY COUNCIL MEETING MINUTES**  
**22560 SW Pine St., Sherwood, Or**  
**December 2, 2014**

**City Council Work Session with City Boards And Commissions**

1. **CALL TO ORDER:** Appreciation Dinner began at approximately 6:00 pm, no formal Call to Order was conducted.
2. **CITY COUNCIL MEMBERS, CITY BOARD AND COMMISSION MEMBERS AND STAFF PRESENT:** Mayor Bill Middleton, Council President Linda Henderson, Councilors Krisanna Clark, Matt Langer and Dave Grant. See sign in sheet, not everyone in attendance signed in.
3. **BUSINESS:** No formal business was conducted. A representative from each City Board and or Commission provided a brief recap of his or her annual report (see record, Exhibit A).
4. **ADJOURN:**

There was not a formal adjournment to the meeting, dinner concluded at approximately 7:30 pm.

Submitted by:

  
Sylvia Murphy, MMC, City Recorder

  
Bill Middleton, Mayor