

CITY OF SHERIDAN

City Hall • 120 SW Mill Street • Sheridan, OR 97378

Phone 503-843-2347 • Fax 503-843-3661

www.cityofsheridanor.com

City Council Minutes

May 1, 2023, at 7:00 PM

Sheridan City Hall Council Chambers
120 SW Mill Street, Sheridan Oregon
Public Attendance in person & via Zoom

CALL TO ORDER, ROLL CALL:

Mayor Thomson called the Council Meeting to order at 7:00 p.m.

Roll Call: Present: Mayor Thomson; and Councilors Acuff, Buckles, McElroy, Hebert, George, and Hodgins.

Absent: None

Staff Present: Tyler Yeoman-Millette, City Attorney; Kie Cottam, Public Works Director; Gwen Gorham, Library Director; and Yvonne Hamilton, City Recorder.

ADD OR REMOVE ITEMS TO AGENDA:

Heidi added Resolution 2023-O as Item G3, and the Letter of Support for Barbara Roberts Career Technical Education Center as Item F2.

PLEDGE OF ALLEGIANCE:

Mayor Thomson led the attendees in the Pledge of Allegiance.

A. Public Comment: None

B. Presentation: Kanopy Streaming Services, Library Director Gwen Gorham

Gwen gave a presentation on the video streaming platform, Kanopy. She demonstrated how to access and use Kanopy. Gwen noted that Kanopy users receive five credits per month; however, some materials do not require the use of credits.

C. Presentation: Hebert Memorial Plaza, Public Works Director Kie Cottam and City Attorney Tyler Yeoman-Millette

Tyler and Kie reported on their recent site visit to the Hebert Memorial Plaza property, where they met with the City Engineer, Civil West and Ernie Hebert. They walked around the property and under the Plaza area. Tyler commented that the visit gave some helpful insight in identifying what the City needs to do. He added that Civil West designed the retaining wall to protect City property, noting that the supports will be relocated onto the wall and will also

create a walkway for Riverfront Park users. Tyler explained that the utilities will be relocated to a fenced area. He added that they will replant one of the trees and also have a spot for the Christmas tree.

Heidi will double check that there will be power to both tree locations.

Kie commented on the zero lot line challenges, noting that in keeping the two properties separate, we will lose some decking area. He told the Council that we will be putting rip rap down. Kie explained that the decking to be replaced will first be removed so that they can get equipment underneath to work on the supports. He identified some additional project challenges, including permitting in the flood way and the possibility that the decking may need to be sprinkled because it is a public gathering area. Kie noted that they intend to put in steps from the Plaza to Riverfront Park.

D. Discussion: History, Background, and Current Status of Measure 110, Councilor Hodgins

Councilor Hodgins distributed a discussion packet that gave the history, background, and current status of Measure 110.

Hodgins reported that she originally was advocating for repealing Measure 110; however, she realized that there were no alternative solutions provided. She was seeking direction from the Council on the Council's intent.

Councilor Hodgins discussed some of Measure 110's issues:

- Lack of treatment facilities; which was only complicated by the Pandemic
- Funding issues
- Only 1% are calling in regarding treatment
- Friction between Health Care community and government

Heidi explained that the cost of incarceration can be much higher.

Councilor McElroy commented that hard drugs need to be recriminalized. He is considering writing a letter on his own.

Councilor Hebert commented that a letter should be written stating that the Council does not like what is happening, and request changes be made.

Heidi noted that the League of Oregon City, as a priority has formed an Oversight and Accountability group. She suggested that someone from the City Council consider participating in that group.

Heidi also suggested holding an informational panel to give educational opportunity to the public. She will check into whether the Legislature is able to repeal Measure 110, or if that needs to be done by an initiative.

Councilor George added that they're options are to write a letter that includes their concerns and request change; request that they suspend the measure; or request that they repeal the measure.

Councilor Buckles suggested that the letter state that the measure is not working, people are dying, and they need to fix it.

Heidi summarized the direction she thinks the Council is going, marijuana money is being taken away from cities; therefore, the State needs to build the recovery resource centers.

Councilor Hodgins commented that she believes that she understands the direction the Council is going.

E. Discussion and Consensus: Sustainable Cities Institute

Heidi explained that, while attending a recent conference, she learned about the Sustainable Cities Institute through Jon Lagarza. She included information about the program in the Council packet.

Councilor Hodgins questioned the program cost range, which is between \$100,000 and \$350,000.

Jon Lagarza replied that the cost for Sheridan would be closer to \$100,000. He added that the program helps the City in identifying projects that the City wants to work on.

Heidi informed the Council that there is grant funding available. She told them that these types of programs also help cities obtain grant money for projects.

Tyler commented that most cities generated returns by 20 times in grant money gains.

Councilor Hebert suggested that they wait to see what the Council and organizations like Sheridan Revitalization and the Public Art committee come up with.

Mayor Thomson commented that it can be helpful to get a different perspective.

It was noted that the Sustainable Cities Institute students have expertise in areas like engineering and architecture.

Heidi suggested that the Council proceed with the meeting with Megan on May 22.

Councilor George commented that this is a unique opportunity that the City could benefit from greatly.

Jon Lagarza noted that this would help with coming up with a vision with the end in mind. He added that this will also help the City to leverage future funding because they will be able to show what they are doing.

F. Vote:

- 1) Sign Engagement Letter with Grove, Mueller & Swank, P.C. Engagement
There were clarifying questions asked regarding the engagement letter wording and what the audit includes.
Tyler responded that there are different levels of assurance that an audit provides, and what you pay for an audit depends on the level of assurance provided. He added that the City is required to have an audit that provides reasonable assurance.
- ✓ Councilor Buckles motioned to direct Heidi to sign the audit engagement letter with Grove, Mueller & Swank, P.C. for the fiscal year 2022-2023 Audit. Councilor Hodgins seconded the motion. *Discussion:* No further discussion. Motion passed unanimously.
- 2) Sign Letter of Support for Barbara Roberts Career Technical Education Center
The letter was added to the Agenda and a copy is included in the packet materials.
- ✓ Councilor Hodgins motioned for the City Council to sign the Letter of Support for Barbara Roberts Career Technical Education Center. Councilor George seconded the motion. *Discussion:* No further discussion. Motion passed unanimously.

G. Vote: Resolutions

- 1) Resolution 2023-L, A Resolution Authorizing the City of Sheridan to Enter Into a Service Agreement with Healthy Sustainable Cities LLC for Professional Support Services Relating to Transitional Housing Programs and Delegating Authority to the City Manager to Sign the Application
 - ✓ Councilor Acuff motioned to approve Resolution 2023-L, A Resolution Authorizing the City of Sheridan to Enter Into a Service Agreement with Healthy Sustainable Cities LLC for Professional Support Services Relating to Transitional Housing Programs and Delegating Authority to the City Manager to Sign the Application. Councilor Hodgins seconded the motion. *Discussion:* It was clarified that the timeline is through December 31, 2023. Motion passed unanimously.

- 2) Resolution 2023-N, A Resolution Accepting Civil West’s Scope of Work for the Design, Engineering, and Permitting Relating to the Hebert Memorial Plaza Seawall, and Authorizing the City Manage to Execute All Necessary Documentation
 - Councilor Buckles requested that the Proposed Scope of Work document be corrected to reference the “Hebert Memorial Plaza”; not “Bridge Plaza”. Tyler will make those corrections.
 - There were additional clarifying questions regarding the survey of the property and whether the project value is low enough to not require a formal RFP process.
 - ✓ Councilor Acuff motioned to approve Resolution 2023-N, A Resolution Accepting Civil West’s Scope of Work for the Design, Engineering, and Permitting Relating to the Hebert Memorial Plaza Seawall, and Authorizing the City Manage to Execute All Necessary Documentation. Councilor Buckles seconded the motion. *Discussion:* No further discussion. Motion passed unanimously.

- 3) Resolution 2023-O, A Resolution Authorizing Mayor and City Manager to Execute an Intergovernmental Agreement (IGA) Between Yamhill County, Oregon, and the City of Sheridan, Oregon Relating to Contract Law Enforcement Services
 - Councilor Acuff inquired about the cost difference this year compared to last year. Tyler confirmed that the increase is 3%.
 - Heidi expressed concerns regarding the General Fund, noting that the cost of public safety is rising quicker than property taxes. She commented on the public safety fee that was on the ballot several years ago.
 - Councilor Acuff suggested that it is time for a discussion on changing the City Charter. There were additional clarifying questions regarding the contract language.
 - ✓ Councilor McElroy motioned to approve Resolution 2023-O, A Resolution Authorizing Mayor and City Manager to Execute an Intergovernmental Agreement (IGA) Between Yamhill County, Oregon, and the City of Sheridan, Oregon Relating to Contract Law Enforcement Services. Councilor Buckles seconded the motion. *Discussion:* No further discussion. Motion passed unanimously.

H. Review: Code Enforcement Tracking Sheet

I. Review: Grant Tracking Sheets

J. Mayor/Council Communication & Project Tracking Sheet/Set Next Work Session Topic(s)

- 1) Volunteers Needed for Emergency Shelter Scenario Event

Tyler communicated that the City received the recorded deed from Yamhill County for the ditch.

Councilor McElroy inquired about selling bulk water and abatement at 106 S Bridge. Kie responded that the RV park owner is interested in selling bulk water, adding that there is another interested party as well.

Kie commented on 106 S Bridge. It was noted that the City can take care of the Plaza property because there is no relationship between the two properties. Kie mentioned that the City may need to obtain a construction easement from the 106 S Bridge property owner.

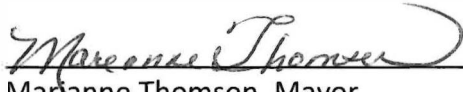
Heidi briefed the Council on the need for volunteers for the upcoming Emergency Shelter Scenario event. She explained that this event is being held in partnership with Yamhill County Emergency Management and the Red Cross. The scenario will be a mass flood.

Goal setting was added to the tracking sheet.

K. Adjournment:

- ✓ Councilor Acuff made a motion to adjourn. The motion was seconded and passed.

The meeting adjourned at 10:03 p.m.



Marianne Thomson, Mayor

Attest:



Yvonne Hamilton, CMC, City Recorder

Motion Summary	Outcome	Acuff	Buckles	McElroy	Hebert	Cale	Hodgins
Buckles motioned to direct Heidi to sign the audit engagement letter with Grove, Mueller & Swank, P.C. for the fiscal year 2022-2023 Audit	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Hodgins motioned for the City Council to sign the Letter of Support for Barbara Roberts Career Technical Education Center	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Acuff motioned to approve Resolution 2023-L, A Resolution Authorizing the City of Sheridan to Enter Into a Service Agreement with Healthy Sustainable Cities LLC for Professional Support Services Relating to Transitional Housing Programs and Delegating Authority to the City Manager to Sign the Application	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Acuff motioned to approve Resolution 2023-N, A Resolution Accepting Civil West's Scope of Work for the Design, Engineering, and Permitting Relating to the Hebert Memorial Plaza Seawall, and Authorizing the City Manager to Execute All Necessary Documentation	Passed	Yes	Yes	Yes	Yes	Yes	Yes
McElroy motioned to approve Resolution 2023-O, A Resolution Authorizing Mayor and City Manager to Execute an Intergovernmental Agreement (IGA) Between Yamhill County, Oregon, and the City of Sheridan, Oregon Relating to Contract Law Enforcement Services	Passed	Yes	Yes	Yes	Yes	Yes	Yes