



# CITY OF SHERIDAN

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## City Council Minutes

### Special Session

May 6, 2024, at 7:00 PM

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

#### **SPECIAL SESSION CALL TO ORDER, ROLL CALL:**

Mayor George calls the Council Meeting to order at 7:02 p.m.

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

Absent: None

Staff Present: Heidi Bell, City Manager; Tyler Yeoman-Millette, City Attorney; Gwen Gorham, Library Director; and Omega Rodela Garcès, Deputy City Recorder.

#### **A. Presentations: None.**

#### **B. Public Comment Period:**

- 1) Tkeisha Wydro, resident, from the Sheridan Revitalization would like to follow up on the Wayfinding project from 2019. Wydro would like to find out if the City can start this project again, and if there will be a new grant available to apply for.

#### **C. Business Items:**

- 1) Vote: Select Winner of the Street Sweeper Naming Contest  
City Manager Bell explains that after the City Council selects a winner to name the street sweeper from the list of proposed names, Mayor George will deliver the winning information to the Principal on Tuesday, May 7, 2024.
  - ✓ Councilor Buckles motions to name the street sweeper "Sweeping Beauty". Councilor Acuff seconds the motion. *Discussion: City Council members go over the list.* Motion passes unanimously.
- 2) Vote: Resolution 2024-F, A resolution Modifying the City of Sheridan 2024-2026 Strategic Plan  
Council Members suggest not mentioning affordable housing in the document but keep "housing" in general. City Manager Bell explains that the Economic Development Coordinator Laura Conroy's recommendation to add the language under Goal 1 Target "Complete zone code changes for diverse housing options" to encompass the

suggested Council Member's request to generalize language. Additionally, Conroy recommends adding a second target "Complete the Housing Capacity Analysis," which would give a report on System Development Charges and their role in the cost of housing throughout the City. Council Members went over the process and steps taken to have an archivable Strategic Plan 2023 but did not add housing to that plan. By adding the suggested language, it would include a goal to address the increasing housing options (by understanding the type of housing needed) or underdeveloped land in Sheridan. Ultimately, this would give the City an opportunity to apply for urban growth expansion grants and have a better understanding of the cost for infrastructure development for open lands. This also means that the City should reach out to local and non-local developers.

- ✓ Councilor Hodgins motions to approve Resolution 2024-F, A resolution Modifying the City of Sheridan 2024-2026 Strategic Plan. Councilor Acuff seconds the motion. *Discussion: City Councilors deliberate on how specific the language needs to be and if there is specific type of housing they would like to focus on. Councilors agree that they first need to complete the Housing Capacity Analysis and then complete the code zone changes.* Motion passes unanimously.

3) Vote: Request for Leak Credit

The City Council would like clarification on some of the numbers. The leak credit request is postponed to the regular City Council meeting set for May 20, 2024.

4) Vote: Task Force Update and Extension Request

City Manager Bell requests two more meetings with facilitator Nick Giannettino and one additional payment for holding a Town Hall. The process would be one Task Force meeting to determine Town Hall location, format, date, and time, followed by the Town Hall, then one last meeting compiling information gathered at the Town Hall. The City Council deliberates on the budget, the different approaches conducted by Giannettino/Legarza's work, and the importance of concluding the project.

- ✓ Councilor Acuff motions to approve two additional Task Force Meetings, a Town Hall and for facilitator Nick Giannettino to provide a final report to City Council. Councilor Houston seconds the motion. *Discussion: Council Members discuss the importance of giving a report to the residents rather than just ending the project.* Motion passes with 5 yes; 1 nay; 0 abstains.

**D. Work Session Topics/Discussion:**

1) Discussion: City-Owned Houses: 127 SW Mill St and 245 SW Morgan St

Mayor George gives an approximate 16,274 ft<sup>2</sup> summation of city-owned lots in front of City Hall in comparison to the 9,400 ft<sup>2</sup> Astound business lot. Since the City-owned houses are in the commercial zone, it can host apartments on the top floors. George encourages Council Members to keep this in mind as they deliberate on the

properties and reference the two maps provided by the City Planner. City Council deliberates on the following:

- Selling the four properties. The Council directs the City Manager to confirm the City is paying property taxes on the properties.
- Remodeling the standing houses to beautify the area. City Council directed Staff to keep City-owned property in compliance with City Code.
- Repairing the Mill Street house with a grant opportunity for the resource center or business purposes. City Manager Bell explains that there is a grant that the City could co-sign with Encompass due to the available shower. However, until the Council decides what to do with properties the City will hold off on this. The Encompass shower and property co-op can also be located with the Nazarene Church. Furthermore, Bell explains that she is hesitant to continue talking about this due to its speculative language and cannot speak on behalf of the Church Board's deliberation.
- Considering Burn-to-Learn program deadline: mitigation work may put this program past the deadline for burning. City Manager Bell explains that if the Council decides to go through with this, then the burning might happen later in the year.
- Demolishing the standing houses and leasing out the bare land.
- Standing by and doing nothing.

Council directs Staff to draft a detailed cost-benefit analysis of a couple of the previously discussed options. City Manager Bell explains that this could be costly and suggests the Council wait until after the fiscal year. City Manager Bell informs the Council that the asbestos testing conducted outside of Mill Street came back negative, and results for the black mold test results are still pending. City Council decided to table any action until they hear from the Housing Task Force.

2) Discussion: Language Updates to the Sheridan Municipal Code Chapter 5.16  
City Council deliberates and asks for further clarification on the language updates to the Sheridan Municipal Code Chapter 5.16:

- Change of local area on pp 19: 5.32.020 (a) – exempt children from this definition.
- Page 20: 5.32.030 (4) change "Portland area" to "nearest office"
- Page 21: 5.32.050 (b) change word "assemblaging" to "assembly"
- Page 22: 5.32.080 (a) – change to "9 pm" to "7 pm".
- Page 27: 05.32.040 (b) – add "City Recorder shall waive"
- Page 27: add 05.32.040 (c) – Registration and fee.

#### **E. Mayor and Councilor Discussion:**

- Councilors McElroy and Hodgins would like to know why their mail was open. City Manager Bell explains that the mail that was sent out by the City to McElroy was a mistake, and it was never put in the post. Instead, it was put in the Councilor's binder.

As for the other mail that comes to City Hall (no matter the name) it is opened and stamped when received. Bell explains that this is a common practice of any bureau. Councilors direct Staff not to open Councilor mail that arrives to City Hall.

- Councilor Hodgins asks for clarification regarding City Planner consulting fees. City Manager Bell provides clarification on the topic.
- Councilor McElroy requests that Staff update the Council on projects happening in the City. Discussion on the logistics for this request.
- Councilor McElroy requests update on the crosswalk painting project. Bell reports the project is on schedule.
- Councilor Buckles asks for an update on the South Bridge Crosswalk. Bell will circle back with more information on the project.
- Councilor Houston reports he conducted on-site visits to various addresses listed on the report provided by the Code Enforcement Officer and requested the Code Enforcement Officer receive further training for the position. Houston asks City Council to revisit the Municipal Code regarding Code Enforcement/violations and how these are enforced. Discussion ensued.

**F. Public Comment Period:**

- 1) Joe Neely, resident, thanks the Council for the conversation regarding door-to-door soliciting. He is concerned for the First Amendment to be overlooked when the Council continues with their deliberation on this revision.
- 2) Kay Buckles, resident, inquires if the City would consider acquiring a lease contract with the owners of the old Adventist Health Tillamook building for non-profit or resource center since it is to ADA standards.

**G. Executive Session:** was cancelled.

- 1) **The City of Sheridan City Council will meet in Executive Session pursuant to ORS 192.660 (2)(e)** to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

**H. Adjournment**

- ✓ Councilor Buckles makes a motion to adjourn. Councilor McElroy seconds the motion. Motion passes unanimously.

The meeting adjourns at 10:02 p.m.

  
Cale George, Mayor

Attest:

  
Omega Rodela Garcès, Deputy City Recorder