



CITY COUNCIL MEETING

Monday, January 06, 2025 at 7:00 PM
Sandy City Hall and via Zoom

AGENDA

TO ATTEND THE MEETING IN-PERSON:

Come to Sandy City Hall (lower parking lot entrance) - 39250 Pioneer Blvd., Sandy, OR 97055

TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link: <https://us02web.zoom.us/j/84060594365>
Or by phone: (253) 215-8782; Meeting ID: 84060594365

PLEDGE OF ALLEGIANCE

ROLL CALL

COUNCIL OATHS OF OFFICE

1. [Oath of Office - Mayor Walker](#)
2. [Oath of Office - Councilor Sheldon](#)
3. [Oath of Office - Councilor Ramseyer](#)
4. [Oath of Office - Councilor Hokanson](#)

ELECTION OF COUNCIL PRESIDENT

5. [Election of Council President](#)

CHANGES TO THE AGENDA

PUBLIC COMMENT (3-minute limit)

Note: testimony for the public hearing will take place later in the agenda. The Council welcomes your comments on other matters at this time. The Mayor will call on each person when it is their turn to speak for up to three minutes.

-- **If you are attending the meeting in-person**, please submit your comment signup form to the City Recorder before the regular meeting begins at 7:00 p.m. Forms are available on the table next to the Council Chambers door.

-- **If you are attending the meeting via Zoom**, please complete the online comment signup webform by 4:00 p.m. on the day of the meeting: <https://www.ci.sandy.or.us/citycouncil/webform/council-meeting-public-comment-signup-form-online-attendees>.

RESPONSE TO PREVIOUS COMMENTS

CONSENT AGENDA

6. [City Council Minutes: December 16, 2024](#)
7. [SandyNet Advisory Board Appointments](#)
8. [Resolution 2025-05: Audit Corrective Action Plan for Fiscal Year 2024](#)

PRESENTATIONS

9. [Oath of Office - Lieutenant Craven](#)
10. [Life Saving Award: Sergeant Herrera](#)

ORDINANCES

11. [PUBLIC HEARING - Ordinance 2025-01: Zone Change for the Sandy Operations Center](#)

REPORT FROM THE CITY MANAGER

COMMITTEE / COUNCIL REPORTS

STAFF UPDATES

Monthly Reports: <https://reports.cityofsandy.com/>

ADJOURN

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) at least 48 hours prior to the meeting if you need an accommodation to observe and/or participate in this meeting.



OFFICIAL OATH OF OFFICE

I, **Kathleen Walker**, do solemnly swear, that I will support the constitution and laws of the United States, and of the State of Oregon, and that I will to the best of my ability, faithfully perform the duties of Sandy Mayor, during my entire term of office, so help me God.

Kathleen Walker
Mayor

Subscribed and sworn before me this 6th day of January, 2025

ATTEST: Jeffrey Aprati
City Recorder



OFFICIAL OATH OF OFFICE

I, **Richard Sheldon**, do solemnly swear, that I will support the constitution and laws of the United States, and of the State of Oregon, and that I will to the best of my ability, faithfully perform the duties of Sandy City Councilor, during my entire term of office, so help me God.

Richard Sheldon
City Councilor, Position 3

Subscribed and sworn before me this 6th day of January, 2025

ATTEST: Jeffrey Aprati
City Recorder



OFFICIAL OATH OF OFFICE

I, **Kristina Ramseyer**, do solemnly swear, that I will support the constitution and laws of the United States, and of the State of Oregon, and that I will to the best of my ability, faithfully perform the duties of Sandy City Councilor, during my entire term of office, so help me God.

Kristina Ramseyer
City Councilor, Position 4

Subscribed and sworn before me this 6th day of January, 2025

ATTEST: Jeffrey Aprati
City Recorder



OFFICIAL OATH OF OFFICE

I, **Don Hokanson**, do solemnly swear, that I will support the constitution and laws of the United States, and of the State of Oregon, and that I will to the best of my ability, faithfully perform the duties of Sandy City Councilor, during my entire term of office, so help me God.

Don Hokanson
City Councilor, Position 6

Subscribed and sworn before me this 6th day of January, 2025

ATTEST: Jeffrey Aprati
City Recorder



STAFF REPORT

Item # 5.

Meeting Type: City Council
Meeting Date: January 6, 2025
From: Jeff Aprati, Deputy City Manager
Subject: Election of Council President

BACKGROUND / CONTEXT:

Chapter IV, Section 18 of the [Sandy City Charter](#) states that at the first meeting of each odd-numbered year, the Council shall elect a president from among its membership. The duties of the Council President are defined in the Charter as follows: "In the mayor's absence from a council meeting, the president shall preside over it. Whenever the mayor is unable to perform the functions of his office, the president shall act as mayor."

RECOMMENDATION:

- Nominate candidate(s). An individual should be nominated and seconded
- Vote to elect a nominee.
 - If multiple councilors are nominated, council members should vote for whomever they prefer.
 - If no one receives a majority of votes, multiple ballots may be required.
 - Once a nominee receives a majority of votes, that individual will be elected Council President.



CITY COUNCIL MEETING

Monday, December 16, 2024 at 7:00 PM
Sandy City Hall and via Zoom

MINUTES

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor Stan Pulliam
Council President Laurie Smallwood
Councilor Chris Mayton
Councilor Rich Sheldon
Councilor Kathleen Walker
Councilor Lindy Hanley
Councilor Don Hokanson

CHANGES TO THE AGENDA

Councilor Hokanson asked staff to respond to questions raised by community members related to chlorine in drinking water. Staff responded to the request by noting the following: (1) options exist for customers to filter their water at home if desired; (2) Bull Run water purchased by Sandy has a relatively high level of chlorine because of Sandy's location within Portland's water distribution system, which is why Sandy mixes this water with other sources; (3) while the water is safe to drink, taste concerns will be mitigated with the completion of the water system improvements currently underway; (4) customers can contact the City to report water issues by using the MySandy app or by calling the 24 hour phone number listed on the website.

PUBLIC COMMENT (3-minute limit)

(none)

RESPONSE TO PREVIOUS COMMENTS

(none)

CONSENT AGENDA

1. City Council Minutes: December 2, 2024
2. Parks and Trails Advisory Board Appointments
3. Contract Approval: Pump and Pump Cans for Bull Run Supply Pump Station

4. Contract Approval: Veolia Five-Year Extension; Operations, Maintenance, and Management Services for Drinking Water and Wastewater Treatment Plants

MOTION: Adopt the consent agenda.

Motion made by Councilor Sheldon, Seconded by Councilor Mayton.

Voting Yea: Mayor Pulliam, Council President Smallwood, Councilor Mayton, Councilor Sheldon, Councilor Walker, Councilor Hanley, Councilor Hokanson

MOTION CARRIED: 7-0

PRESENTATIONS

5. SandyNet Master Plan Presentation

The SandyNet Director summarized the staff report and noted the significant changes and accomplishments that have occurred since the adoption of the last SandyNet Master Plan. Goals have either been met or are no longer relevant because of technological changes.

Alex Kelley with Rural Innovative Strategies Inc. (RISI) presented slides, which were included in the agenda packet. Council discussion ensued on the following topics:

- Clarification that the \$550,000 in needed annual revenue accounts for the depreciation of the system as a whole, and does not account for the need to develop a new data center.
- Discussion of the need to separate the roles of IT Director and SandyNet Director to guard against staff burnout; the two roles are currently still combined as a result of rapid growth of the utility
- Discussion of the history of SandyNet rate increases; suggestion that rates have historically been calculated to address short term needs rather than medium and long term needs
- Suggestion that SandyNet is now an essential service for the community
- Suggestion that SandyNet offers the best service at the lowest cost compared to its competitors
- Discussion of the Average Revenue Per User (ARPU) concept; discussion of various options for spreading the needed revenue across different customer groups
- Clarification on whether an additional \$12 in ARPU would pay for all the recommendations in the plan
- Suggestion to separate SandyNet from other items on utility bills
- Suggestion to keep the lowest service tier as affordable as possible and scale the rest of the rates accordingly
- Discussion on the need for a data center; emphasis on the need to understand the true cost and incorporate all needs into the rate structure
- Suggestion that cost savings can be achieved by combining data center and office space
- Explanation of the benefits of the 500 mbps service

- Explanation of the future requirement to offer 'nutritional labels' for broadband to allow customers to compare service
- Discussion of the possibility of eventually selling SandyNet; discussion of past consideration of this possibility and the reasons for not doing so previously
- Discussion of the advantages of keeping SandyNet local and the benefits to Sandy's economy
- Concerns about the cost of network expansion outside city limits, particularly the cost per home to execute new CBX installations; note that these installations would be grant funded; comparisons to situations in which people are required to connect to the City's sewer system at their own expense
- Suggestion for CBX to complete its own master plan for new connections in rural areas, which will create beneficial transparency
- Suggestion for the City to proactively identify locations likely to develop
- Clarification on the reasons Colorado and Gunderson Roads are being connected at this time

NEW BUSINESS

6. Review of Interpretive Signs: Bell Street and 362nd Avenue

The Assistant Public Works Director and Public Works Executive Assistant summarized the staff report and presented the interpretive sign drafts included in the meeting packet.

Council discussion ensued on the following topics:

- The difficulty of installing signs where adjacent private fences are close to the road
- Questions about where visitors will park
- Clarification that exact installation locations are to be determined
- Suggestion to ensure that signs can be moved during future construction
- Concern that future businesses may not want the signs
- Suggestion to pursue a historical marker sign on Hwy 26
- Suggestion to include QR codes on the signs so readers can find additional information
- Suggestion to ensure that views correspond with display subject matter
- Discussion about opportunities to improve sign content, including improved photos
- Suggestion to incorporate before and after photos
- Discussion of whether to install additional displays further into town
- Discussion of the possibility of soliciting additional community feedback
- Discussion of whether the adjacent barn has historical status or will ever be moved
- Suggestion to work with the Sandy Post and Sandy Historical Society to find additional photos
- Suggestion to consult with the Mt Hood Cultural Center & Museum
- Suggestion to avoid the term 'founding families'

7. IGA Approval: On-Call Construction for SandyNet/CBX Colorado and Gunderson Road Fiber Project

The City Manager and SandyNet Director summarized the staff report. It was noted that new County leadership may present an opportunity to further improve the City's relationship with CBX.

MOTION: Authorize the City Manager to execute an intergovernmental agreement with Clackamas County to provide on-call construction services for the Colorado and Gunderson Road project, as provided in the meeting packet.

Motion made by Councilor Mayton, Seconded by Council President Smallwood.

Voting Yea: Mayor Pulliam, Council President Smallwood, Councilor Mayton, Councilor Sheldon, Councilor Walker, Councilor Hanley, Councilor Hokanson

MOTION CARRIED: 7-0

8. Contract Approval: City of Sandy Door Access System

The City Manager and SandyNet Director summarized the staff report. It was noted that smartphone utilization could be incorporated in the future. Card access details were provided; cards will double as ID badges for employees. Clarification was provided on the reasons for not proceeding with this system for the Community Center at this time. It was noted that the system will be centrally controlled by IT. The City's IGA with the Urban Renewal Agency was also noted as the reason this funding arrangement is possible.

MOTION: Authorize the City Manager to enter into a contract with Paladin Technologies Inc. for installation of a city-wide door access control system, in an amount not to exceed \$140,000.

Motion made by Councilor Sheldon, Seconded by Council President Smallwood.

Voting Yea: Mayor Pulliam, Council President Smallwood, Councilor Mayton, Councilor Sheldon, Councilor Walker, Councilor Hanley, Councilor Hokanson

MOTION CARRIED: 7-0

Prior to the next agenda item, Councilor Walker brought up the topic of the City's Housing Production Strategy (HPS), and proposed that the Council provide direction to staff to terminate the City's current HPS contract with ECONorthwest, ask DLCD to terminate their HPS contract with ECONorthwest, and direct staff to contract with an alternative consultant to complete the HPS. Responding to concerns raised by Council Members, staff stated that it is expected that the City would retain state grant funding if an alternative consultant is retained. It was also noted that staff would work with a new consultant in an attempt to minimize the need for any duplication or re-work, and that a contract with a new consultant would be brought to the Council for approval.

REPORT FROM THE CITY MANAGER

- Scheduling discussion regarding Council goal setting; February 1st was selected as the preferred date
- Reminder of the upcoming City Day at the Capitol event; the Mayor-elect will work to confirm which Councilors will assist
- Recap of the recent audit
- Note of the recent award of grant funding for the Jonsrud Viewpoint camera project
- Thanks and appreciation for Mayor Pulliam's service; note of the many Council goals accomplished during his tenure

COMMITTEE / COUNCIL REPORTS

Councilor Hokanson

- Concern about vandalism to holiday displays in Meinig Park
- Thanks and appreciation for Mayor Pulliam's service; recognition of the commitment and sacrifice involved; best wishes for the future

Councilor Hanley

- Thanks and appreciation for Mayor Pulliam's service; recognition of the commitment and sacrifice involved
- Recognition of new Parks and Trails Advisory Board members

Councilor Walker

- Update on the Library Advisory Board's community survey
- Note of the need to begin considering new Council goals; the Council liaison assignment will begin soon
- Thanks and appreciation for Mayor Pulliam's service; thanks for the smooth leadership transition

Councilor Sheldon

- Thanks and appreciation for Mayor Pulliam's service; recognition of his love for the community
- Thanks for the SandyNet Advisory Board's service

Council President Smallwood

- Thanks and best wishes to Mayor Pulliam

Councilor Mayton

- Thanks and appreciation to Mayor Pulliam for his leadership; note that he was the one who encouraged him to run for office initially

Mayor Pulliam

- Reflections on his efforts to keep Sandy wonderful
- Reflections on past Councilors who served with him

- Recognition of the Sandy spirit; pride in the accomplishments during his tenure, and the willingness to take on difficult issues
- Encouragement of the new group of community leaders and their dedication to the city

STAFF UPDATES

Monthly Reports: <https://reports.cityofsandy.com/>

9. County Certified Results of 2024 City of Sandy Election

ADJOURN

DRAFT



STAFF REPORT

Meeting Type: City Council
Meeting Date: January 6, 2025
From: Gregory Brewster, IT Director
Subject: SandyNet Advisory Board Appointments

DECISION TO BE MADE:

Whether to accept the interview panel’s recommendations for appointments to the SandyNet Advisory Board.

BACKGROUND / CONTEXT:

The SandyNet Advisory Board had four seats that expired at the end of December 2024: Seats 1, 3, 5, and 7. Seat 6 was a preexisting vacancy.

Applications were accepted in November 2024, and Staff received six applications. All six applicants were interviewed by a three-person panel. That panel included Councilor Sheldon; Councilor Hokanson; and SandyNet Advisory Board Chair, Jeremy Pietzold.

The recommended appointees demonstrated values that are consistent with the SandyNet mission and vision, and support SandyNet’s goals and purpose.

KEY CONSIDERATIONS / ANALYSIS:

The interview panel considered all applicants resumes and application form responses.

The interview panel acknowledged that each interview was positive, and that all six interviewees were eligible for appointment. Because only five seats are currently available, the interview panel recommends the that following five applicants be considered for appointment: Greg Moore, Gregory Freetage, Joe Smith, Jed Rabe, and Roxanne Cloutier.

RECOMMENDATION:

The interview panel recommends the following candidates be appointed to following seats and terms:

- Greg Moore (reappointment to Seat 1; new term expires 12/31/2028)
- Gregory Freetage (reappointment to Seat 3; new term expires 12/31/2028)
- Joe Smith (reappointment to Seat 5; new term expires 12/31/2028)
- Jed Rabe (reappointment to Seat 7; new term expires 12/31/2028)
- Roxanne Cloutier (appointment to vacant Seat 6; term expires 12/31/2027)

SUGGESTED MOTION LANGUAGE:

“I move to appoint Greg Moore, Gregory Freetage, Joe Smith, Jed Rabe, and Roxanne Cloutier to the SandyNet Advisory Board as recommended in the staff report.”

LIST OF ATTACHMENTS / EXHIBITS:

- Application Forms

Form submission from: SandyNet Advisory Board Application

2 messages

Sandy Oregon <sandy-or@municodeweb.com>
Reply-To: Sandy Oregon <sandy-or@municodeweb.com>
To: gbrewster@ci.sandy.or.us

Fri, Nov 8, 2024 at 1:44 PM

Submitted on Friday, November 8, 2024 - 1:44pm

Submitted by anonymous user: [REDACTED]

Submitted values are:

First Name Ryan
Last Name Bontemps
Email [REDACTED]
Phone Number [REDACTED]
Address [REDACTED]
City Sandy
State OR
Zip Code 97055
Mailing Address (if different)

Please explain your interest in serving on the SandyNet Advisory Board

My interest in serving on the SandyNet Advisory Board stems from a deep commitment to expanding access to reliable, high-speed internet as a public utility. Having lived in Chattanooga, Tennessee, I witnessed firsthand how the city used its fiber-optic network and the "Gig City" branding to attract businesses and bolster the local economy. That experience gave me a strong appreciation for municipal broadband's potential to transform communities, and I see a similar opportunity for SandyNet to empower residents and attract economic opportunities here.

As a Sandy resident and active SandyNet user, I am familiar with the network's role in daily life. I rely on it for remote work, maintaining connections with friends and family across the globe, and media access. Understanding what residents look for in a telecommunications provider can help ensure SandyNet remains responsive to community needs. I'm eager to lend my experience and insights to help SandyNet grow and continue providing high-quality service supporting our local economy and quality of life.

What knowledge, education, or skills would you bring to the Board?

I bring a strong foundation in curriculum development and community education, project management, and data-driven program optimization, skills honed through my role as a Training Development Specialist. My experience in creating and refining training programs equips me with analytical and strategic insights that could support SandyNet's long-term objectives. I am well-versed in collaborating with cross-functional teams to align initiatives with broader organizational goals. This approach, I believe, could enhance SandyNet's service delivery and ensure it continues meeting the evolving needs of the community.

Additionally, my volunteer work and experience as an ESL Program Manager have provided me with a community-focused perspective, fostering a commitment to accessible, equitable services. I am passionate about supporting initiatives that promote inclusivity and community resilience—values I see reflected in SandyNet's mission. I look forward to bringing these skills and perspectives to the Advisory Board, helping SandyNet grow sustainably and effectively.

Upload Current Resume [ryan_bontemps_resume.docx](#)

Interview Availability I understand that applicants will be interviewed via Zoom (or by phone) for 15 minutes each on November 26, 2024 in the late afternoon (exact times TBD), prior to being forwarded to the City Council for appointment consideration.

By checking this box, I agree to the following: I certify that the information contained in this application is correct to the best of my knowledge. I understand that to falsify information is grounds for refusing to appoint me, or for removal should I be appointed. I also affirm that I have read and understand the Sandy Code of Conduct for members of Boards and Commissions (available as a Supporting Document on this webpage), and I understand its application to my role and responsibilities while serving on a City Board. I pledge to conduct myself by the Sandy Boards and Commissions Code of Conduct, and I understand that the City Council may remove me from my position if my conduct falls below these standards.

The results of this submission may be viewed at:

<https://www.ci.sandy.or.us/node/15801/submission/22390>

Form submission from: SandyNet Advisory Board Application

1 message

Sandy Oregon <sandy-or@municodeweb.com>
Reply-To: Sandy Oregon <sandy-or@municodeweb.com>
To: gbrewster@ci.sandy.or.us

Sun, Nov 17, 2024 at 11:15 AM

Submitted on Sunday, November 17, 2024 - 11:15am

Submitted by anonymous user: [REDACTED]

Submitted values are:

First Name Gregory

Last Name Freetage

Email [REDACTED]

Phone Number [REDACTED]

Address [REDACTED]

City Sandy

State OR

Zip Code 97055

Mailing Address (if different) [15288 Broken Top Ave](#)

Please explain your interest in serving on the SandyNet Advisory Board I have been serving the past two years and would like to continue.

What knowledge, education, or skills would you bring to the Board?

As a citizen of Sandy and a little bit of a tech geek I feel that my input could be helpful.

Upload Current Resume

Interview Availability I understand that applicants will be interviewed via Zoom (or by phone) for 15 minutes each on November 26, 2024 in the late afternoon (exact times TBD), prior to being forwarded to the City Council for appointment consideration.

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The results of this submission may be viewed at:

<https://www.ci.sandy.or.us/node/15801/submission/22443>

Form submission from: SandyNet Advisory Board Application

1 message

Sandy Oregon <sandy-or@municodeweb.com>
Reply-To: Sandy Oregon <sandy-or@municodeweb.com>
To: gbrewster@ci.sandy.or.us

Fri, Nov 15, 2024 at 3:22 PM

Submitted on Friday, November 15, 2024 - 3:22pm

Submitted by anonymous user: [REDACTED]

Submitted values are:

First Name Joe
Last Name Smith
Email [REDACTED]
Phone Number [REDACTED]
Address [REDACTED]
City Sandy
State Oregon
Zip Code 97055

Mailing Address (if different)

Please explain your interest in serving on the SandyNet Advisory Board

I have served on the SandyNet Advisory Board for the past couple of years and have found the experience enlightening and enjoyable. Having the opportunity to have input in the growth and direction of the community's telecommunication utility has been extremely gratifying. Consequently, I am submitting my application for reappointment to another term.

What knowledge, education, or skills would you bring to the Board?

I have a Bachelor of Science Degree in Business Administration (major emphasis accounting) from the University of Nevada at Las Vegas. Although I am retired as of December 2022, I previously held an Oregon professional licensure as a Certified Public Accountant. My licensure continues to remain active but retired. Additionally, I held professional certifications as a Certified Fraud Examiner (Association of Certified Fraud Examiners), Certified in Financial Forensics (American Institute of Certified Public Accountants), and Certified Government Audit Professional (The Institute of Internal auditors).

My career spanned over 40 years in the accounting profession, with emphasis in auditing, financial investigations, regulatory compliance, and managerial accounting. My entire career was focused on the gaming industry. In accordance therewith, my skillset included:

- Generally Accepted Auditing Standards
- Generally Accepted Governmental Accounting Standards
- AICPA Audit and Accounting Guide - Gaming
- International Professional Practice Framework for Internal Auditors
- ACFE Fraud Examiners Manual
- US Treasury Bank Secrecy Act Compliance Auditing
- National Indian Gaming Commission Regulations Compliance Auditing

Brief summary of work experience includes:

Nevada Gaming Control Board - Auditor/Financial Investigator (inclusive of international assignments)

Spirit Mountain Casino - Founding management official 1995

National Indian Gaming Commission (federal commission - Director and Certifying Financial Officer) (2006 received commendation from the Department of Justice for assistance in the Sea Biscuit Investigation which netted 17 members of a New York organized crime family)

I have spoken internationally on topics such as:

- Characteristics of an Effective System of Internal Controls
- Implementation of a Culture of Compliance and Ethics
- Achieving Compliance with the Bank Secrecy Act
- The Art of Obtaining a Criminal Confession

Upload Current Resume [joe_harrison_smith_retired_-_resume.pdf](#)

Interview Availability I understand that applicants will be interviewed via Zoom (or by phone) for 15 minutes each on November 26, 2024 in the late afternoon (exact times TBD), prior to being forwarded to the City Council for appointment consideration.

By checking this box, I agree to the following: I certify that the information contained in this application is correct to the best of my knowledge. I understand that to falsify information is grounds for refusing to appoint me, or for removal should I be appointed. I also affirm that I have read and understand the Sandy Code of Conduct for members of Boards and Commissions (available as a Supporting Document on this webpage), and I understand its application to my role and responsibilities while serving on a City Board or Commission. I pledge to conduct myself by the Sandy Boards and Commissions Code of Conduct, and I understand that the City Council may remove me from my position if my conduct falls below these standards.

The results of this submission may be viewed at:

<https://www.ci.sandy.or.us/node/15801/submission/22431>

Item # 7.



joe_harrison_smith_retired_-_resume.pdf

167K

Form submission from: SandyNet Advisory Board Application

2 messages

Sandy Oregon <sandy-or@municodeweb.com>
Reply-To: Sandy Oregon <sandy-or@municodeweb.com>
To: gbrewster@ci.sandy.or.us

Thu, Nov 14, 2024 at 11:47 AM

Submitted on Thursday, November 14, 2024 - 11:47am

Submitted by anonymous user: [REDACTED]

Submitted values are:

First Name Jedediah

Last Name Rabe

Email [REDACTED]

Phone Number [REDACTED]

Address [REDACTED]

City Sandy

State OR

Zip Code 97055

Mailing Address (if different)

Please explain your interest in serving on the SandyNet Advisory Board

I am a current advisory board member that filled in a seat that was expiring soon. I would like to reapply so that I can have a full term as an advisory board member.

What knowledge, education, or skills would you bring to the Board?

I am a Sr. Wireless Network Engineer for a value added reseller based out of Clackamas OR. I bring technical skills within the network engineering realm ranging from education, small/medium business, and large enterprises.


Upload Current Resume [resume_2019.pdf](#)

Interview Availability I understand that applicants will be interviewed via Zoom (or by phone) for 15 minutes each on November 26, 2024 in the late afternoon (exact times TBD), prior to being forwarded to the City Council for appointment consideration.

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The results of this submission may be viewed at:

<https://www.ci.sandy.or.us/node/15801/submission/22414>

 **resume_2019.pdf**
105K

Form submission from: SandyNet Advisory Board Application

1 message

Sandy Oregon <sandy-or@municodeweb.com>
Reply-To: Sandy Oregon <sandy-or@municodeweb.com>
To: gbrewster@ci.sandy.or.us

Tue, Nov 19, 2024 at 8:49 AM

Submitted on Tuesday, November 19, 2024 - 8:49am

Submitted by anonymous user: [REDACTED]

Submitted values are:

First Name Roxanne

Last Name Cloutier

Email [REDACTED]

Phone Number [REDACTED]

Address [REDACTED]

City Sandy

State Oregon

Zip Code 97055

Mailing Address (if different) same as above

Please explain your interest in serving on the SandyNet Advisory Board

I want to help ensure that residents of Sandy continue to have access to robust, affordable internet service that is currently provided through Sandy Net. It is important to me that a large corporation or telecommunications company does not push out or try to take the place of Sandy Net and that it's coverage area is expanded to the more rural parts of the city that it does not yet access. Internet access is a utility that is key to ensuring that children are successful in school and that many people, including myself, can do their jobs. It is important that we do whatever we can protect that.

What knowledge, education, or skills would you bring to the Board?

I have been employed with Clackamas County since 2018 and am currently also a member of the Clackamas County Developmental Disabilities Advisory board. I am familiar with government processes and have participated in community activism and volunteering activities throughout most of my adult life. I also grew up in Sandy and have deep local connections. I familiar with the needs of this community because I am apart of it.

Upload Current Resume [cloutier_roxanne_resume.pdf](#)

Interview Availability I understand that applicants will be interviewed via Zoom (or by phone) for 15 minutes each on November 26, 2024 in the late afternoon (exact times TBD), prior to being forwarded to the City Council for appointment consideration.

By checking this box, I agree to the following: I certify that the information contained in this application is correct to the best of my knowledge. I understand that to falsify information is grounds for refusing to appoint me, or for removal should I be appointed. I also affirm that I have read and understand the Sandy Code of Conduct for members of Boards and Commissions (available as a Supporting Document on this webpage), and I understand its application to my role and responsibilities while serving on a City Board. I pledge to conduct myself by the Sandy Boards and Commissions Code of Conduct, and I understand that the City Council may remove me from my position if my conduct falls below these standards.

The results of this submission may be viewed at:

<https://www.ci.sandy.or.us/node/15801/submission/22463>

cloutier_roxanne_resume.pdf

60K

Form submission from: SandyNet Advisory Board Application

3 messages

Sandy Oregon <sandy-or@municodeweb.com>
Reply-To: Sandy Oregon <sandy-or@municodeweb.com>
To: gbrewster@ci.sandy.or.us

Mon, Nov 11, 2024 at 5:36 PM

Submitted on Monday, November 11, 2024 - 5:36pm

Submitted by anonymous user: [REDACTED]

Submitted values are:

First Name Greg
Last Name Moore
Email [REDACTED]
Phone Number [REDACTED]
Address [REDACTED]
City Sandy
State OR
Zip Code 97055
Mailing Address (if different) PO Box 361
Sandy, OR 97055

Please explain your interest in serving on the SandyNet Advisory Board
Since June 2023, I have had the privilege of contributing to the SandyNet Advisory Board, which has been and continues to be a deeply rewarding experience.

With over 25 years of experience in the tech industry, I bring a unique perspective to the board—one that combines professional expertise with a personal commitment as a resident. This dual viewpoint enables me to participate in guiding SandyNet's long-term strategic direction. My goal is to help ensure the organization's sustainability and competitiveness in an ever-evolving technological landscape.

I am passionate about leveraging my skills to support SandyNet's mission of delivering reliable, innovative services that meet the needs of our community. It's vital that we continue to foster growth and adapt to new challenges, maintaining our position at the forefront of the industry.

Thank you for considering my continued service on the SandyNet Advisory Board. I am dedicated to contributing to the organization's success and the community's benefit.

What knowledge, education, or skills would you bring to the Board?

I bring to the SandyNet Advisory Board a comprehensive blend of knowledge, education, and skills that will greatly benefit the organization.

Knowledge:

Project Management
Corporate network design and management best practices
Organizational communications
Knowledge management

Education:

Degree in Business Administration
Numerous technical certifications

Skills:

Nearly three decades of hands-on experience supporting internet connectivity for businesses and individuals
Two decades in information technology for a large architectural firm
Twelve years in software technical services, support, and implementation project management

My extensive background enables me to provide valuable insights and solutions, ensuring that SandyNet remains at the forefront of technology and continues to serve our community with excellence. My dedication to leveraging this knowledge and experience will help drive our initiatives forward, making a lasting impact on the organization's growth and sustainability.



STAFF REPORT

Item # 8.

Meeting Type: City Council
Meeting Date: January 6, 2025
From: Tyler Deems, City Manager
Subject: Resolution 2025-05: Audit Corrective Action Plan for Fiscal Year 2024

DECISION TO BE MADE:

Whether to adopt the required corrective action plan for the fiscal year June 30, 2024.

BACKGROUND / CONTEXT:

As a result of the annual [financial audit for the period ended June 30, 2024](#), three findings were identified by the City’s auditing firm, Talbot, Korvola & Warwick, LLP. The three findings were all classified as “Internal Controls over Financial Reporting.” Per ORS 297.466, the City must adopt a “Plan of Action” to address the findings, then submit the plan to the Secretary of State’s office within 30 days of the financial statements being issued. The financial statements were issued December 13, 2024.

Findings

Finding 2024-001 is a material weakness in internal controls over financial reporting related to recognition of debt. The cause was related to misunderstanding of recognition timing for loans based on reimbursed expenditures. The result was an overstatement of debt and accounts receivable. The error was corrected prior to the issuance of the financial statements.

Finding 2024-002 is a material weakness in internal controls over financial reporting related to recognition of capital assets. The cause was related to misapplication of Governmental Accounting Standards Board (GASB) Statement 34. The result was an understatement of capital assets and an over statement of expenses. The error was corrected prior to the issuance of the financial statements.

Finding 2024-003 is a significant deficiency in internal controls over financial reporting related to inappropriate vendor changes. The cause was related to insufficient validation that a vendor change request was made by a vendor. The result was payment being made to an incorrect bank account. The payment was subsequently reimbursed to the City.

Plan of Action

Finding 2024-001 – The Finance Department will implement additional internal controls to ensure that total outstanding debt and recognition of loan proceeds are recorded correctly.

Finding 2004-002 – The Finance Department will implement procedures to review Governmental Accounting Standards Board (GASB) guidance, specifically related to capital assets.

Finding 2024-003 – The Finance Department immediately implemented additional internal controls for changes to vendors as soon as this issue was discovered. These controls include confirming requested changes to vendors prior to entering the changes into the financial software. No further action is needed at this time.

Upon of adoption of this resolution, the City Manager will submit the adopted resolution to the Secretary of State's office within seven days. This will meet the requirements under ORS 297.466 and finalize the audit and the necessary follow up items for the period ended June 30, 2024.

BUDGET IMPACT:

None.

RECOMMENDATION:

Staff recommends adopting Resolution 2025-05.

SUGGESTED MOTION LANGUAGE:

"I move to adopt Resolution 2025-05, a Resolution Adopting an Audit Corrective Plan of Action for Fiscal Year 2024."

LIST OF ATTACHMENTS / EXHIBITS:

- Resolution 2025-05



RESOLUTION NO. 2025-05

A RESOLUTION ADOPTING AN AUDIT CORRECTIVE PLAN OF ACTION FOR FISCAL YEAR 2024

WHEREAS, the City of Sandy has received and reviewed the Independent Auditor’s Report for the fiscal year ending June 30, 2024, as prepared by our auditing firm Talbot, Korvola and Warwick, LLP; and

WHEREAS, three findings related to internal controls were reported ; and

WHEREAS, the City of Sandy is required by ORS 297.466 to adopt a plan of action in response to the audit findings and file the plan of action with the Secretary of State within 30 days of the completed audit.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANDY:

Section 1:

Finding 2024-001 – The Finance Department will implement additional internal controls to ensure that total outstanding debt and recognition of loan proceeds are recorded correctly.

Finding 2024-002 – The Finance Department will implement procedures to review Governmental Accounting Standards Board (GASB) guidance, specifically related to capital assets.

Finding 2024-003 – The Finance Department immediately implemented additional internal controls for changes to vendors as soon as this issue was discovered. These controls include confirming requested changes to vendors prior to entering the changes into the financial software.

Section 2:

The Plan of Action shall take effect immediately upon the adoption of this Resolution.

Section 3:

The City Manager will file a copy of this Resolution with the Secretary of State in accordance with ORS 297.466.

This resolution is adopted by the City Council of the City of Sandy this 6th day of January, 2025.

Kathleen Walker, Mayor

ATTEST:

Jeffrey Aprati, City Recorder

POLICE LIEUTENANT'S
OATH OF OFFICE

STATE OF OREGON
COUNTY OF CLACKAMAS
CITY OF SANDY

I, **Samuel Craven**, do solemnly swear, that I will support the Constitution of the United States, and the Constitution of the State of Oregon, and the Laws therefore, and I will faithfully, honestly, and impartially discharge the duties of a Police Lieutenant, during my continuance therein, to the best of my ability, so help me God.

(LIEUTENANT)

Subscribed and sworn to and before me this 6th day of January, 2025.

Mayor Kathleen Walker
Sandy, Oregon

Chief Patrick Huskey
Sandy Police Department



Date: January 6, 2025

To: Sergeant Manolo Herrera

From: Chief Patrick Huskey

RE: Life Saving Medal

On Sunday September 1st, 2024, at around 7pm, Sergeant Herrera was off-duty and at dinner with his wife at a restaurant in Boring, Oregon. As Herrera and his wife were walking to their table, Herrera realized that a gentleman was coughing. He recognized that the man was choking and ran over to render aid, ultimately performing the Heimlich maneuver. This dislodged the food that was blocking the gentleman's airway. Herrera stayed with the man until medical personnel arrived on scene to take over.

Sergeant Herrera demonstrated that, even while off duty, he stands ready to assist those around him. Herrera has received training throughout his career in law enforcement that he was able to rely on in a time of need. His fast action, and willingness to serve, likely saved the man's life that night.

Sandy Police Department policy allows for a lifesaving medal to be awarded to any police department employee that performs an exceptional act under emergency conditions wherein a service is rendered that results directly to sustain a human life. Sergeant Herrera, it is with great pride that I award you this life saving medal for your action on September 1st, 2024. Congratulations, and thank you for your dedicated service!

Respectfully,

Patrick Huskey

Chief of Police



STAFF REPORT

Item # 11.

Meeting Type: City Council
Meeting Date: January 6, 2025
From: Kelly O’Neill Jr., Development Services Director
Subject: PUBLIC HEARING - Ordinance 2025-01: Zone Change for the Sandy Operations Center

DECISION TO BE MADE:

Hold a quasi-judicial public hearing to decide on the proposed zone change for 16610 Champion Way.

PURPOSE / OBJECTIVE:

The purpose of the hearing is for the City Council to decide if the application conforms to the applicable criteria, decide to approve or deny the zone change request for 16610 Champion Way, and if approval is sought to adopt the corresponding ordinance.

BACKGROUND / CONTEXT:

The Sandy Transit Operations Center is defined as a major public facility and is considered a conditional use in both the Industrial Park (I-1) and Light Industrial (I-2) zoning districts. Because of the nature of the use and its proximity to the arterial streets and Highway 26, the I-2 zoning classification is more appropriate with the majority of the site’s activities out of public view.

After the zone change decision, the applicant plans to start the process of a design review for a new building that will contain two large maintenance bays, administrative offices, and conference rooms. The proposed building will be of similar design to the existing buildings and structures on the subject site. The expansion of the conditional use on the subject site is addressed in the “Findings” section of this document as a continuation of a “Master Plan” approval reviewed under File No. 06-062 CUP/DR and File No. 19-030 DR.

KEY CONSIDERATIONS / ANALYSIS:

17.26 – Zoning District Amendments

Chapter 17.26 sets forth review criteria and procedural requirements for quasi-judicial and legislative zoning map amendments. The applicant is requesting a quasi-judicial zoning map amendment to modify the zoning district boundaries for the site.

Section 17.26.40 outlines the procedures for a quasi-judicial zoning map amendment.

- B. Review Criteria. Quasi-judicial zoning district changes shall be reviewed to:

1. Determine the effects on City facilities and services;
2. To assure consistency with the purposes of this chapter;
3. To assure consistency with the policies of the Comprehensive Plan;
4. To assure consistency with the Statewide Planning Goals as may be necessary, and any other applicable policies and standards adopted by the City Council.

The attached staff report (Exhibit A) makes findings on all of the above criteria.

BUDGET IMPACT:

None

RECOMMENDATION:

The Planning Commission concluded that the required findings for the zoning map change support those required in Chapter 17.26 – Zoning Amendments and are incorporated here in support of this application. The Planning Commission held a public hearing on November 25, 2024, and voted unanimously to recommend approval to the City Council. Both the Planning Commission and City staff recommend the City Council approve the requested zone change with additional conditions as identified in Finding #20 of Exhibit A.

SUGGESTED MOTION LANGUAGE:

“I move to adopt the first reading of Ordinance No. 2025-01 to change the zoning of the Sandy Transit Operation Center (16610 Champion Way) from Industrial Park (I-1) to Light Industrial (I-2).”

LIST OF ATTACHMENTS / EXHIBITS:

- Ordinance No. 2025-01
 - Exhibit A. Planning Division Staff Report – Findings Included



ORDINANCE NO. 2025-01

AN ORDINANCE AMENDING THE CITY OF SANDY ZONING MAP BY CHANGING THE ZONING MAP DESIGNATION FOR 5.72 ACRES

WHEREAS, the applicant, Sandy Area Metro, on behalf of the City of Sandy submitted a request to change the Zoning Map designation for a property identified as Parcel 1 of Partition Plat No. 2013-037 (Tax Map 24E15A, Tax Lot 206); and

WHEREAS, the City of Sandy adopted the latest zoning map with Ordinance No. 2022-27; and

WHEREAS, the applicant, Sandy Area Metro, desires to change the Zoning Map designation for the identified property from Industrial Park (I-1) to Light Industrial (I-2); and

WHEREAS, on October 15, 2024, the City provided notice of the proposed map amendment to DLCD in conformance with ORS 197.610; and

WHEREAS, the Planning Commission held a public hearing to review the map amendment on November 25, 2024, and forwarded a recommendation of approval to the City Council; and

WHEREAS, the City Council then held a public hearing to review the proposal on January 6, 2025.

NOW, THEREFORE, THE CITY OF SANDY ORDAINS AS FOLLOWS:

Section 1: The City Council approves the Zoning Map amendment for a property identified as Parcel 1 of Partition Plat No. 2013-037 (Tax Map 24E15A, Tax Lot 206). The Zoning Map designation for the identified property will be changed from Industrial Park (I-1) to Light Industrial (I-2). The City Manager, or designee, is hereby authorized and directed to take such actions as are necessary to effectuate this change.

Section 2: The Zoning Map amendment is supported by the Findings and Conditions contained in the staff report attached as Exhibit A and incorporated into this Ordinance.

This ordinance is adopted by the City Council of the City of Sandy this 6th day of January, 2025.

Kathleen Walker, Mayor

ATTEST:

Jeffrey Aprati, City Recorder



CITY COUNCIL STAFF REPORT TYPE IV DECISION

DATE OF HEARING:	January 6, 2025
FILE NO.:	24-055 ZC
PROJECT NAME:	Sandy Transit Operation Center Re-Zoning
APPLICANT:	Andi Howell, Transit Director
OWNER:	City of Sandy
ADDRESS:	16610 Champion Way
MAP/TAX LOT:	24E 15A Tax Lot 206
LEGAL DESCRIPTION:	PP 2013-037 Parcel 1
PROPERTY SIZE:	5.72 Acres
APPLICABLE CRITERIA:	Chapter 17.26 – Zoning District Amendments
EXISTING ZONING:	I-1 (Industrial Park)
PROPOSED ZONING:	I-2 (Light Industrial)
STAFF CONTACT:	Kelly O’Neill, Development Services Director

BACKGROUND

The City of Sandy is requesting this hearing to change the zoning designation of 16610 Champion Way from Industrial Park (I-1) to Light Industrial (I-2). This proposal is being reviewed as a Type IV zone change. The parcel is currently utilized for the Sandy Public Works yard and the Sandy Transit Operation Center. The purpose of the hearing is for the City Council to decide if the application conforms to the applicable criteria.

The Sandy Transit Operation Center is defined as a major public facility and is considered a conditional use in both the I-1 and I-2 zoning districts. After the zone change decision, the applicant plans to start the process of a design review for a new building that will contain two large maintenance bays, administrative offices, and conference rooms. The proposed building will be of similar design to the existing buildings and structures on the subject site. The expansion of the conditional use on the subject site is addressed in the “Findings” section of this document as a continuation of a “Master Plan” approval reviewed under File No. 06-062 CUP/DR and File No. 19-030 DR.

AGENCY COMMENTS

Fire Department

No comments were directed towards the Sandy Transit Operation Center property zone change. Specific comments about fire apparatus access and fire flow requirements will be submitted later if the applicant proceeds with site development.

SandyNet

SandyNet did not have any comments for the zone change, but the IT Department will have several considerations during the design and building permit phase.

Public Works

After months of negotiations with the Environmental Protection Agency (EPA) and the Oregon Department of Environmental Quality (DEQ), the City of Sandy has an additional 270 ERUs available for construction. It is important to note that these additional ERUs were allocated almost entirely to development projects that have already received land use approval. While this enables development projects with existing land use approvals to proceed with construction, it does not provide for the submission of new land use applications with an additional sanitary sewer connection or an increase in sanitary sewer flows through an existing connection.

Based on this provision of 270 additional ERUs from EPA and DEQ, the City Council adopted Resolution No. 2024-11. This resolution included several significant changes, including but not limited to increased ERU numbers; allowance for zone change requests; terms and conditions for the limited transfer of ERUs; and an ERU allocation program for properties with an existing land use approval. This zone change request does not propose a new sanitary sewer connection nor does it create additional flows. Any new sanitary increases will be addressed later if the applicant proceeds with site development.

Public Works Comments for Stormwater

The stormwater facility designed in 2006 for the Operations Center was sized to treat and detain the full buildout of the site. No improvements will be required for stormwater management with this expansion. This zone change request does not propose additional impervious surface.

EXHIBITS

Applicant’s Submittals:

- A. Land Use Application
- B. Project Narrative
- C. Vicinity Aerial Map
- D. Zoning Map

Public Comments

- E. Elie Kassab is in favor of the zone change as well as expanding the zone change to other adjacent properties.

FINDINGS OF FACT

General

- 1. These findings are based on the applicant’s submittals received on October 23, 2024. Staff deemed the application complete on October 24, 2024, with a 120-day deadline of February 21, 2025.

2. This report is based upon the exhibits listed in this document, as well as the criteria in Chapter 17.26 - Zoning District Amendments.
3. Notification of the proposal was mailed to property owners within 500 feet of the subject property on October 25, 2024. A general legal notice containing a link to the City's webpage that lists upcoming public hearings was published in the Sandy Post prior to the hearing dates.
4. The required notice regarding this zone change request was sent to the Department of Land Conservation and Development (DLCD) on October 15, 2024.
5. The Public Works and Transit Operation Center is defined as a major public facility which is a conditional use in the proposed zoning district which is the Light Industrial (I-2) district.
6. In March 2007 the subject site was approved by the City of Sandy as the transit and public works headquarters and materials yard (File No. 06-062 CUP/DR). The approval contained a master plan with Phase One improvements that have already been completed and additional phasing for future building siting. The future phasing, including buildings and wash bays have already been captured in the original approval so as not to trigger another Type III Conditional Use review. One of the primary reasons for this zone change request is to implement simpler building design for structures that are internal to the site, such as the future Transit Operation Center. The uses at the subject site are a traditional industrial use and staff finds that instead of spending additional funds on building design, that money is better spent on providing transit and public works services.
7. The property to the north is zoned I-1 (Industrial Park), the property to the west is zoned R-3 (High Density Residential), the property to the east, northeast and south is zoned I-2 (Light Industrial). (See Figure 1: Surrounding Zoning)
8. The site and existing use had a traffic study performed in 2006 as part of the original project approval. The 2006 traffic study addressed the operation proposed at the time but also was written to accommodate the entire "master planned" development anticipating future growth as the site would be built out.
9. The site currently has multiple ingress/egress points from and to Champion Way. One that leads to the administrative building parking lot and two others that provide access points to the vehicle and maintenance yard. (See Figure 2: Ingress/Egress Drives)
10. The parcel has a Comprehensive Plan Map designation of Industrial and a Zoning Map designation of I-1, Industrial Park.
11. It is important to note that this zone change does not require a Comprehensive Plan Map change as the latter designation will remain Industrial.

Sandy Zoning Map (Site)

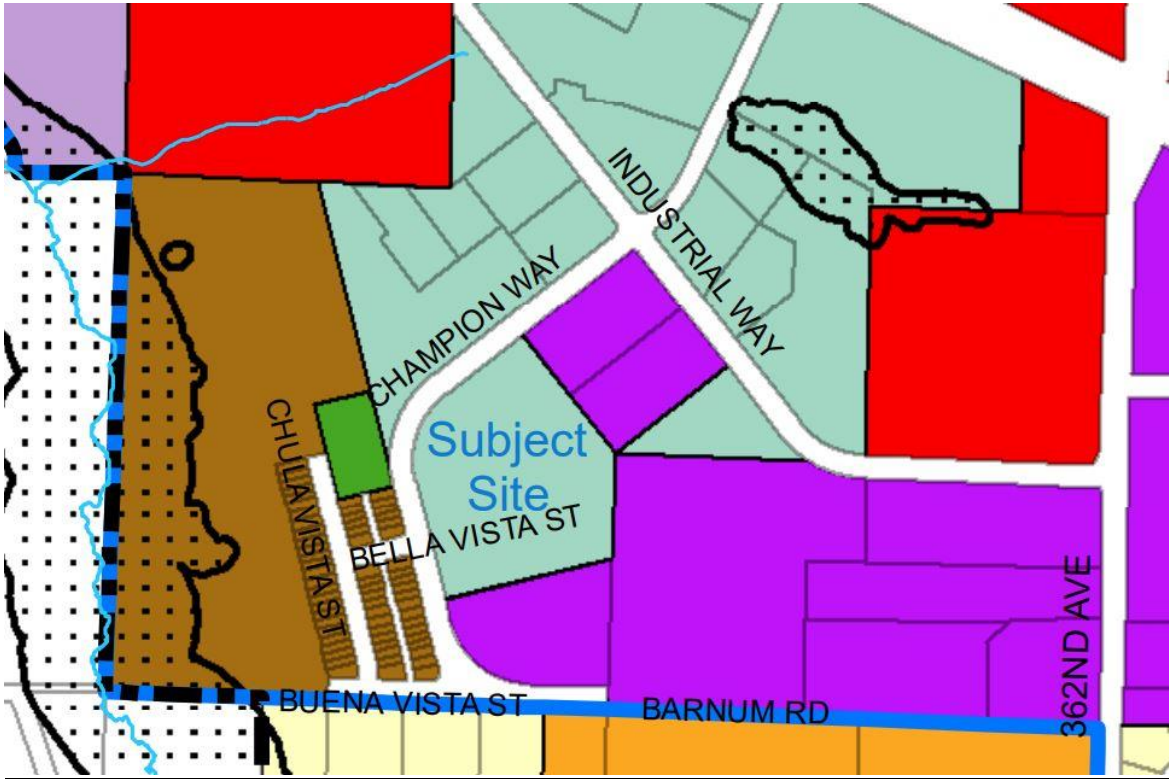







Figure 1: Surrounding Zoning

-  R-3 (High Density Residential)
-  C-1 (Central Business District)
-  C-2 (General Commercial)
-  C-3 (Village Commercial)
-  I-1 (Industrial Park)
-  I-2 (Light Industrial)
-  I-3 (General Industrial)

Vicinity Map



Figure 2: Ingress/Egress Drives

FINDINGS APPLYING DECISION CRITERIA

17.26 – Zoning District Amendments

12. Chapter 17.26 sets forth review criteria and procedural requirements for quasi-judicial and legislative zoning map amendments. The applicant is requesting a quasi-judicial zoning map amendment to modify the zoning district boundaries for the site.
13. Section 17.26.40 outlines the procedures for a quasi-judicial zoning map amendment.
14. **Section 17.26.40(B)(1)** requires the City to determine the effects on City facilities and services.

Findings: The proposed zone change should not negatively impact public facilities or create service capacity shortfalls. The potential uses on the site should have similar impacts on sanitary sewer and water facilities as uses permitted in the I-2 zoning district. Independent of the zoning classification the use will be the same.

Conclusion: *Criterion (B)(1) is met.*

15. **Section 17.26.40(B)(2)** requires the City to assure consistency with the purposes of this chapter.

Adherence to this chapter sets forth review criteria and procedural requirements for quasi-judicial and legislative zoning map amendments to maintain sound, stable, and desirable development within the City and permit changes in zoning district boundaries where appropriate. The Zoning Map is consistent with the adopted Comprehensive Plan, as amended, and as such it is a reflection of the City's land use planning goals. The Zoning Map has been adopted as part of the Development Code. Nevertheless, it may be necessary to amend the Zoning Map from time to time to correct errors or to respond to changing conditions or unforeseen circumstances. A series of steps in the review process shall be followed to maintain the integrity of this chapter and the Development Code as a whole.

Findings:

- A. Adequate public involvement through noticing affected property owners and holding two public hearings meets this criterion.
- B. **Section 17.26.50. Staff evaluation.** This staff report was compiled following the criteria set forth in this chapter.
- C. **Section 17.26.60. Action by hearing body.** Both the Planning Commission and the City Council will hold a public hearing. The criterion has been met.
- D. Because this zone change is not changing the Comprehensive Plan Map designation for Industrial, a decision can be made.

Conclusion: *Criterion (B)(2) is met.*

16. **Section 17.26.40(B)(3)** requires the City to assure consistency with the policies of the Comprehensive Plan.

Findings: Multiple goals and policies support the City’s plan to efficiently expand the Transit Department’s operations.

Mobility & Connectivity

GOAL 4: Provide a transportation system that prioritizes mobility and connectivity for all users.

- Policy 4.1 Maintain the livability of Sandy through well-connected transportation facilities.
- Policy 4.2 Improve the safety and accessibility of transit amenities.

Capital Investments and Funding

GOAL 5: Promote cost effective investments in the transportation system.

- Policy 5.1 Optimize the use, performance, and value of existing facilities while planning for future infrastructure.

Transit

GOAL 9: Provide safe, efficient, high-quality transit service that gives Sandy residents, businesses, and visitors more freedom to meet their needs within the city, region, and state, and offers an alternative to private vehicle use to support efficient use of roadways and reduce air pollution and energy use.

- Policy 9.1 Provide service that is safe, comfortable, and useful for all users.

Industrial

GOAL 35: Promote sustainable and non-polluting industrial growth that diversifies Sandy's economic base, supports high-wage job creation, and cultivates innovation.

- Policy 35.1 Ensure that Sandy has sufficient industrial land to provide industrial growth opportunities, with a variety of characteristics and sizes and with adequate access to transportation and utility facilities but avoiding conflicts with incompatible adjacent uses.

Given that the existing and proposed future development conforms with the Sandy Municipal Code and goals and policies of the Comprehensive Plan, staff finds that these criteria have been met.

Conclusion: *Criterion (B)(3) is met.*

17. **Section 17.26.40(B)(4)** requires the City to assure consistency with the Statewide Planning Goals as may be necessary, and any other applicable policies and standards adopted by the City Council. The applicable goals are as follows:

Findings:

- A. Goal 1: Citizen Involvement. The Planning Commission held a public hearing for this application on November 25, 2024. The City Council will hold a public hearing on January 6, 2025. Public notices have been sent for these respective meetings.
- B. Goal 2: Land Use Planning. Comprehensive plans must comply with the requirements of each applicable statewide planning goal and must be supported by an adequate factual base. The Department of Land Conservation and Development (DLCD) reviewed Sandy's Comprehensive Plan and confirmed it is in compliance with the statewide planning goals.

Goal 2 requires each local government in Oregon to have and follow a comprehensive land use plan and implementing regulations. Cities and counties must build their comprehensive plans on a factual base and follow their plan when making decisions on appropriate zoning. The City's proposed zone change is supported by the policies codified into the Comprehensive Plan adopted in 2024 and the regulations adopted to create the City's development code.

- C. Goal 9: Economy. Comprehensive plans and policies shall contribute to a stable and healthy economy in all regions of a City. The plan to expand the Transit Center Operations facilities is based on the City's ability to grow and set themselves up to provide adequate services into areas suitable for increased economic growth and activity. The subject zone change is part of a larger blueprint of design and efficiency to increase the City of Sandy's economic base. Scheduled fixed routes are supported with a demand-response service for door-to-door trips as needed to get to local services or provide transportation to local shopping. The Transit Division also provides a higher need of assistance requiring door-to-door service for medical appointments outside of the service area. All of the above objectives represent the Transit Division's commitment to the economy of the City of Sandy.
- D. Goal 11: Public Facilities. The City has an existing public facilities plan that includes all properties within the city's urban growth boundary, including islands of unincorporated property. The proposed zone change will not undermine or contradict any aspect of the existing public facilities plan.
- E. Goal 12: Transportation. The proposed zone change will strengthen the Transit Department's goals for the Transportation System Plan (TSP) to minimize adverse social, economic, and environmental impacts and costs; conserve energy; meet the needs of the transportation disadvantaged by improving transportation services; facilitate the flow of goods and services so as to strengthen the local and regional economy; and conform with the City of Sandy's Comprehensive Plan. The proposed zone change and the expansion of the Transit Operation Center in the future will assist in providing better service to the city's transit system and routes.

Conclusion: *Criterion (B)(4) is met.*

17.50 – Light Industrial (I-2)

18. According to the intent of Chapter 17.50, this zoning district is meant for light industrial uses that do not depend on high visibility. Such uses are intended to be screened from view from arterial streets and highways. The two streets which mark the location of the site, Champion Way and nearby Industrial Way, are neither arterial streets nor highways. Rather, they are both defined as collector streets.
19. All development and design requirement adherences found in this chapter as well as in Chapters 17.80, 17.84, 17.90, and 17.90 shall be determined during the review of a future design review application.
20. The subject site is approximately 1,200 feet from Highway 26 (as measured on Google Earth), along Champion Way. Additionally, the site is partially screened from Highway 26 by the Mt. Hood National Forest Headquarters, Tractor Supply, FreeUp Storage, and numerous trees. Due to distance, existing buildings, and established trees between the highway and the subject site the prominence of this location is not highly visible from Highway 26. Based on limited

visibility of the site from Highway 26 and to be consistent with the zone change for 16620 Champion Way (File No. 20-041 ZC for Rogue Fabrication), the Planning Commission and staff recommends the following conditions are imposed on future development of the site:

- A. Robust screening of the parking area or any outdoor storage with at least 20 feet of landscaping;**
- B. SandyStyle approved colors on all future buildings on the subject site, including all walls and any metal roofs;**
- C. Design features for buildings visible from Champion Way consistent with existing buildings that front Champion Way; and**
- D. Future development of the property shall have minimal impact on its surroundings and shall not produce noise, light, smoke, odor or other pollutants in excess of average levels preexisting at the boundary of the site.**

CONCLUSION

The Planning Commission concluded that the required findings for the zoning map change support those required in Chapter 17.26 – Zoning Amendments and are incorporated here in support of this application. The Planning Commission held a public hearing on November 25, 2024, and voted unanimously to recommend approval to the City Council. Both the Planning Commission and City staff recommend the City Council approve the requested zone change with additional conditions as identified in Finding #20 of this staff report.

RECOMMENDED MOTION

I move to adopt the first reading of Ordinance No. 2025-01, which includes the staff report as Exhibit A to the ordinance, to change the zoning of the Sandy Transit Operation Center (16610 Champion Way) from Industrial Park (I-1) to Light Industrial (I-2).



File # 24-055 ZC

Sandy Transit
Operation Center
Zone Change
16610 Champion Way

City Council
January 6, 2025

Vicinity Map

Item # 11.

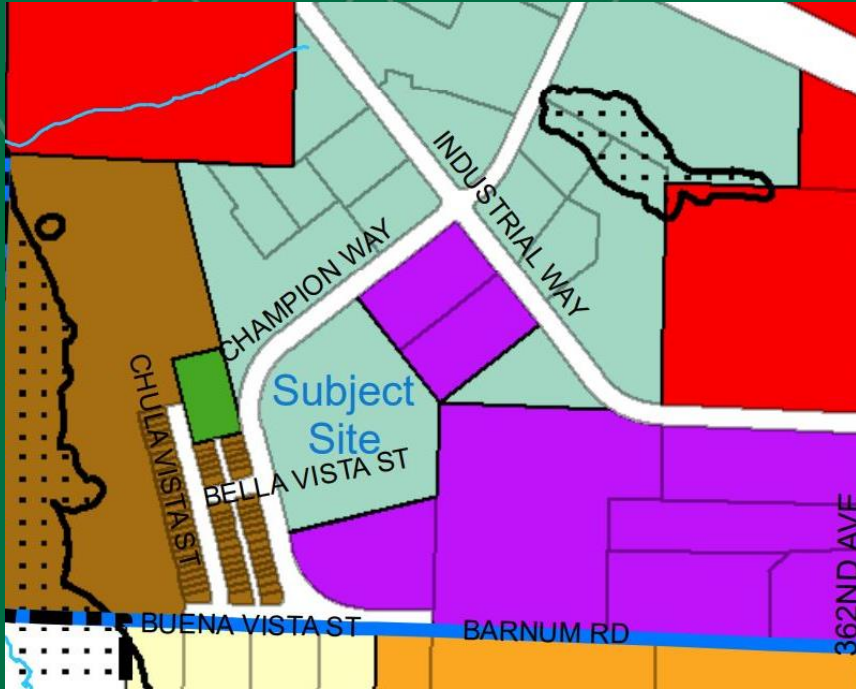









16610 Champion Way

Type IV Zone Change from I-1 (Industrial Park) to I-2 (Light Industrial)

- Sandy Area Metro is the applicant.
- The Sandy Transit Operation Center is defined as a major public facility and is considered a conditional use in both the I-1 and I-2 zoning districts.
- The proposed expansion references the continuation of the “Master Plan” approval from 2006 when the Public Works HQ was originally built.
- The City agrees with the historical pattern that this use is more appropriate in an I-2 District.
- The I-2 District is suitable for manufacturing and warehousing business, or other commercial uses that do not depend on high visibility. Visibility in proximity to the highway is the general intent of the I-1 District.
- This zone change does not require a Comprehensive Plan change.

Sandy Zoning Map (Site)



	R-3 (High Density Residential)
	C-1 (Central Business District)
	C-2 (General Commercial)
	C-3 (Village Commercial)
	I-1 (Industrial Park)
	I-2 (Light Industrial)
	I-3 (General Industrial)

Subject Site



Industrial Park (I-1)

Item # 11.

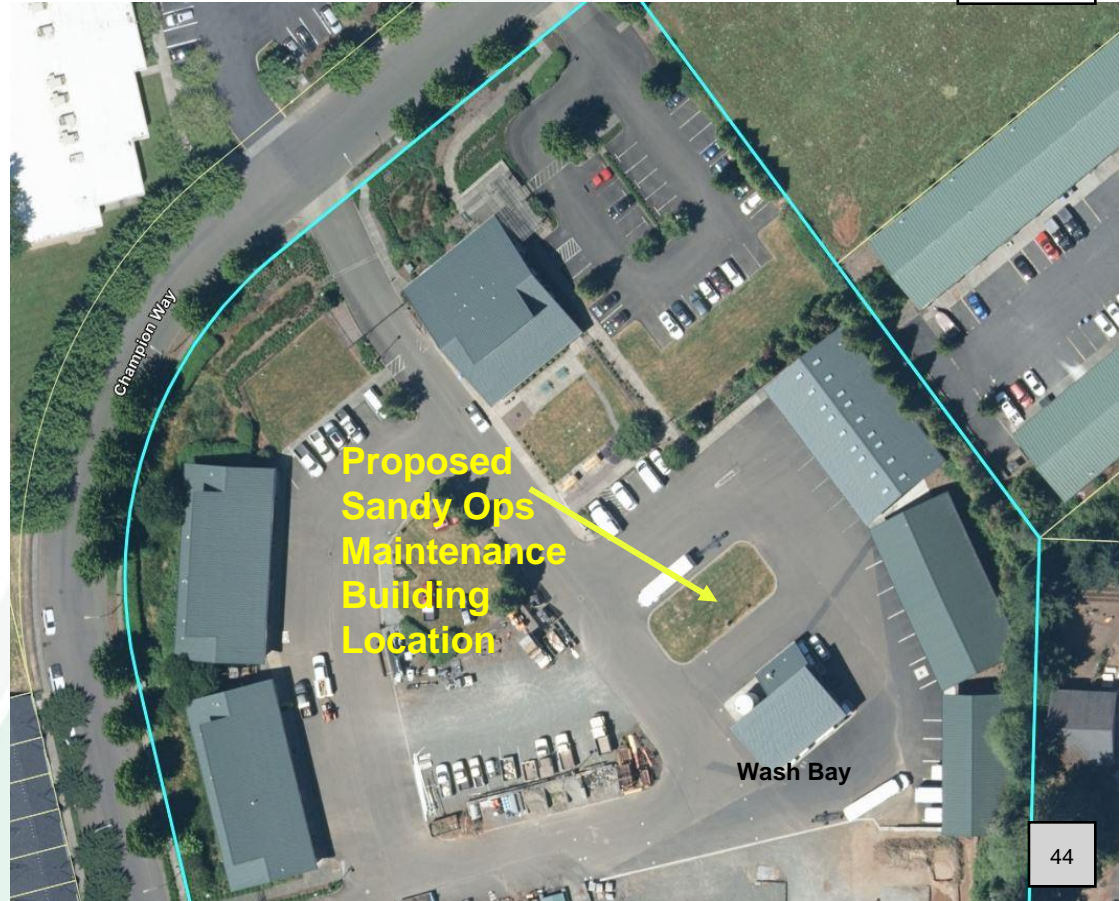


Transit Master Plan 2020

Item # 11.

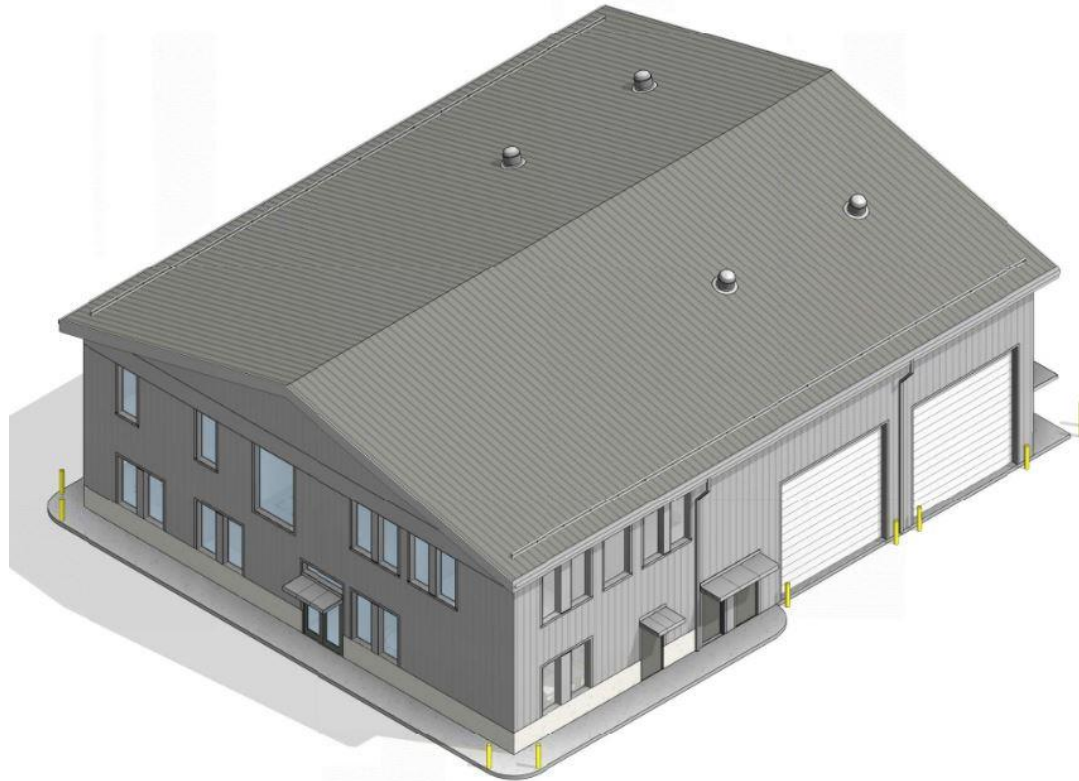
Policy 3: Increase service as the numbers of residents and jobs in Sandy grow.

Action 3.1 Design and construct an operator break room, training room, and expanded restroom. Evaluate the need for additional space for administrative staff and operators as service level expectations grow.



Sandy Transit Operation Maintenance Building - South Elevation

Item # 11.



Intended Use:

Administrative offices, conference rooms, break room, storage areas, and two large maintenance bays with seasonal overhead doors.

CHAPTER 17.26 ZONING DISTRICT AMENDMENTS

Item # 11.

Sec. 17.26.40. Quasi-judicial amendment procedures.

All zoning district changes not deemed legislative shall be quasi-judicial.

A. *Initiation-Quasi-Judicial.* Initiation of a zoning district change that is quasi-judicial in nature may be accomplished by one of the following ways:

1. Filing of an application by the owner(s) of the subject property(ies);

B. *Review Criteria.* Quasi-judicial zoning district changes shall be reviewed to:

1. Determine the effects on City facilities and services;
2. To assure consistency with the purposes of this chapter;
3. To assure consistency with the policies of the Comprehensive Plan;
4. To assure consistency with the Statewide Planning Goals as may be necessary, and any other applicable policies and standards adopted by the City Council.

Recommendation

Item # 11.

The Planning Commission and staff recommend the City Council approve the request for the zone change based on the findings outlined in the staff report and summarized in the conclusion.

Recommended Motion

I move to adopt the first reading of Ordinance No. 2025-01 to change the zoning of the Sandy Transit Operation Center (16610 Champion Way) from Industrial Park (I-1) to Light Industrial (I-2).