



CITY COUNCIL MEETING

Monday, December 15, 2025 at 6:00 PM
Sandy City Hall and via Zoom

MINUTES

WORK SESSION – 6:00 PM

1. Community Satisfaction Survey

The City Manager provided introductory remarks. Mr. Brewster summarized the staff report in the meeting packet, stating that community surveys are often used to benchmark and track progress. It was noted that the survey can include section introduction pages that provide contextual information for respondents.

Council discussion ensued on the following topics:

- Suggestion to break the survey into multiple parts to make it shorter and easier to complete; discussion as to whether having different respondents for different sections would be a problem
- Discussion on the possibility of holding a raffle as an incentive to participate
- Suggestion to start with a short survey and then ask respondents to participate in a longer more expansive version
- Suggestion to ensure data is collected on approximately where respondents live within the 97055 zip code
- Suggestion to put quality of life questions at the end of the survey
- Suggestion to cut questions on emergency services the City does not provide, in the interest of shortening the survey
- Suggestion that the survey is too long and needs to be condensed; suggestion to ask department heads which questions they feel are most important to prioritize
- Discussion of using conditional questions to weed out respondents that do not use certain services, such as transit
- Suggestion to include a qualitative comment box for each section
- Suggestion to choose a word other than "economy," which might prompt respondents to think of national economic forces rather than local
- Suggestion to include a "no response" option for all questions
- Suggestion to include the same rating categories for all questions whenever possible; preference is for five rating categories rather than three
- Suggestion to include a time estimate and progress bar with the survey; preference is for a survey that would take less than 10 minutes to complete
- Suggestion to ensure data is collected on how long respondents have lived at their current location, and in the area generally
- Concern about whether collecting further demographic information might dissuade people from participating

- Concern that the proposed wellness questions are too personal
- Suggestion to list all upcoming questions in the section to allow the option of skipping it if desired
- Discussion of whether to ask about formation of a parks district (the consensus was no)
- History of the City's past efforts to survey residents
- Clarification on survey advertisement and dissemination methods
- Clarification on methods to protect against multiple responses from individuals; emphasis on diluting the impact of such actions through greater volume of respondents
- Suggestion to remove "satisfaction" from the title
- Encouragement to actively promote the survey and use social media advertisement paid tools; suggestion to use an approximate seven-mile radius
- Overview of the timeline and next steps

REGULAR MEETING – 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

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

CHANGES TO THE AGENDA

Presentations was moved to take place before Public Comment, and a second New Business item was added to discuss the City Manager's performance evaluation.

PRESENTATIONS

2. Oath of Office: Officer Austin Davis

The Mayor administered the oath to Officer Davis. Photos were taken following the oath.

PUBLIC COMMENT (3-minute limit)

Dave Vandehey: summarized a letter he submitted to the City Council earlier on December 15th, which is attached to these minutes.

Scott Clayton: asked the Council to roll back system development charges (SDCs) to what they were when they purchased their property; stated that their project no longer pencils out; stated that the City has issued very few building permits since SDCs were raised; stated that his projects are located in the Hoodview Heights subdivision.

Mac Even: stated he agreed with the previous speakers; stated the City's development moratorium was a significant burden and that SDCs have been raised significantly; stated that SDC charges for his properties are more than what he paid for the land; stated that he had anticipated increased fees, but the amount of the increase was far too much; stated that few permits have been pulled since the increase, and this is untenable for making projects work; asked the Council to roll back the rates.

Tom Orth: stated he previously warned of the consequences of increasing SDCs; stated that the local economy is being affected and that fewer people are coming to Sandy; stated that SDCs were set assuming idea market conditions that are not occurring, which is preventing projects from moving forward; urged the Council to reduce charges and resolve the situation.

Note: a letter from the Sandy Housing Alliance submitted to the City Council earlier on December 15th is also attached to these minutes

RESPONSE TO PREVIOUS COMMENTS

(none)

CONSENT AGENDA

3. City Council Minutes: December 1, 2025

MOTION: Adopt the consent agenda

Motion made by Councilor Sheldon, Seconded by Councilor Ramseyer.

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

MOTION CARRIED: 7-0

NEW BUSINESS

4. Advisory Board / Commission Appointments

The City Recorder summarized the staff report in the meeting packet. The Council discussed the fact that several vacancies will remain even after these appointments, which will need to be addressed after the new year. It was also noted that the Transit Advisory Board has never adopted official bylaws with membership requirements; the City Manager has administratively approved interim bylaws that will need to be adopted by the Council in the near future. The Council expressed satisfaction with the meet and greet event that was held during the last meeting.

MOTION: Appoint seven individuals to the Planning Commission, Parks & Trails Advisory Board, Library Advisory Board, and Transit Advisory Board as specified in the Recommendation section of the staff report

Motion made by Councilor Sheldon, Seconded by Councilor Smallwood.

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

MOTION CARRIED: 7-0

5. City Manager Evaluation Process Discussion

The Mayor developed and provided three proposed forms to use for the City Manager's performance evaluation process; the forms are attached to these minutes. The Mayor then summarized the proposed process, and noted that she developed the forms drawing from documents used by ICMA and the cities of Milwaukie and Warrenton.

Council discussion ensued on the following points:

- Suggestion to clarify the definitions of the rating scale to ensure consistency and avoid subjectivity to the extent possible
- Discussion regarding the meaning of the terms "developing" and "fully effective"
- Concern that this proposed process is too rushed and the Council needs more time to consider it
- Advice from the City Attorney stressing the importance of avoiding serial meetings
- Desire to create a process that can be replicated and used in future years
- Suggestion to add a fifth rating category called "does not meet"

After discussion, the consensus of the Council was that Council Members will review the proposed evaluation documents and send any feedback to the City Recorder by December 31st. The City Recorder will consolidate feedback and produce a final draft of the process for adoption by the Council at the January 5th meeting. After adoption of the process, evaluators will have a week to perform their reviews and will send completed evaluation forms to the HR Director by January 12th. The HR Director will synthesize the feedback and produce a report for the Council's use during an executive session on Tuesday January 20th.

REPORT FROM THE CITY MANAGER

- Welcome to Officer Davis
- Report on the wastewater treatment plant's improved performance during the recent storm
- Update on the requested extension of the wastewater facilities plan deadline

COMMITTEE / COUNCIL REPORTS

Councilor President Hokanson

- Praise for Winterfest; regret that he hasn't been able to volunteer as Santa more in the park this year
- Observations on the recent storms
- Recap of the recent wastewater oversight committee meeting

Councilor Hanley

(none)

Councilor Ramseyer

- Note of the upcoming Transit Advisory Board meeting
- Recap of the recent employee appreciation holiday lunch; thanks and appreciation for the staff
- Thanks and appreciation for Judge Brisbin's service to the City
- Happy holiday wishes

Councilor Sheldon

(none)

Councilor Smallwood

(none)

Councilor Mayton

- Recap of the recent Shop with a Cop event

Mayor Walker

- Recap of the recent Deer Pointe Park tour, including its accessibility features
- Note that she has been appointed to the League of Oregon Cities policy committee on water and wastewater
- Recap of the recent employee appreciation holiday lunch
- Note that the County Library Task Force will deliver a presentation to the Board of Commissioners soon
- Update on the process to recruit a new Municipal Judge
- Recap of the recent wastewater oversight committee meeting; note that staff are revising presentation slides for clarity before they are provided to the rest of the Council; note of the various connection points that have been studied

STAFF UPDATES

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

ADJOURN

EXECUTIVE SESSION – The City Council met in executive session pursuant to ORS 192.660(2)(h)