



RESOLUTION 2013-054

ESTABLISHING THE DECISION MAKING STRUCTURE AND APPOINTING THE LOCAL CITIZEN ADVISORY COMMITTEE FOR THE CITY'S TRANSPORTATION SYSTEM PLAN (TSP) UPDATE

WHEREAS, the City of Sherwood received a Transportation Growth Management (TGM) Grant to update the City's existing Transportation System Plan (TSP); and

WHEREAS, the TSP is the City's 20 year plan for transportation and provides the critical foundation from which to review and condition improvements for new development; and

WHEREAS, the intent of the TSP update is to accomplish the following goals:

- a) Revise the City's transportation plans, policies, project lists and implementing ordinances to incorporate recently developed facility plans and amendments.
- b) To identify proposed improvements for pedestrian, bicycle, transit, and roadway facilities.
- c) To address new requirements for local TSP's required in the updated Regional Transportation Plan (RTP) and its associated Regional Transportation Functional Plan (RTFP); and

WHEREAS, the City Council wishes to encourage public and neighborhood involvement for the project that is representative of the community as a whole and provides an opportunity to address specific concerns of the property owners, residents, and business owners living in and conducting business within the City of Sherwood; and

WHEREAS, it has been determined that the most efficient structure to ensure public input is to establish:

- A Citizen Advisory Committee (CAC) comprised of citizens and property owners that are interested in reviewing, commenting, and discussing policies related to TSP amendments; and making recommendations regarding those policies to the Steering Committee for their consideration,
- A Technical Advisory Committee (TAC) comprised of agency representatives with technical expertise in their area of interest who will assist staff and the consultants in drafting reports and potential amendments for consideration by the CAC and Steering Committee,
- A Steering Committee charged with considering and discussing recommendations from the TAC and CAC, to provide policy direction on specific amendments related to the TSP update for consideration by the City Council; and

WHEREAS, the City of Sherwood solicited applications for interested citizens over the course of four weeks in September/October by the following actions:

- Posting public notice in City Hall in two locations including the library.
- Posting public notice on the front page news of the City's website including a link to the projects dedicated website.
- Announcing that the city was seeking interested citizens at both the Planning Commission and City Council regularly scheduled meetings;
- Announcing and soliciting business owners through the Sherwood Chamber of Commerce; and
- Placing a notice in the City newsletter, The Archer; and

WHEREAS, A review committee comprised of three members of the Sherwood Planning Commission, the Planning Manager and the City Engineer is established to review the applications; and

WHEREAS, the intent of the selection committee is to ensure that the CAC represents as broad a cross-section of interests as possible, has a balance of both residential and business interests as well as a geographical representation, thus ensuring that the whole community's interests are represented and not focused on any one area or interest.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. A Citizen Advisory Committee (CAC) representing a broad cross section of interests is established and comprised of up to ten citizen and business representatives. The initial CAC makeup shall be determined by the selection committee, based on review of the applications received and the need to ensure a broad array of interests are represented on the committee. Any changes to the CAC after its establishment shall be made by the City Council.

Section 2. A Technical Advisory Committee (TAC) is established. The TAC shall be comprised of agency designated representatives to ensure that the TSP update project adequately considers the needs of the respective interests, and shall include representatives from the following agencies and organizations in the membership:

- Oregon Department of Transportation (ODOT)
- Washington County
- Metro
- Tri-Met
- City of Tualatin
- City of Wilsonville
- City of Sherwood Departments
- Tualatin Valley Fire and Rescue (TVF&R)
- Sherwood School District
- Active Transportation Advocacy organizations

Section 3. The City of Sherwood Planning Commission shall act as the steering committee to review materials and recommendations from the CAC, TAC and the project management group to provide direction on specific elements of the plan and develop a final recommendation to the City Council for consideration.

Section 4. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 15th day of October 2013.


Bill Middleton, Mayor

Attest:


Sylvia Murphy, MMC, City Recorder