



AGENDA

Police Advisory Board	
Date & Time:	Thursday - May 16, 2019 7:00pm
Location:	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR

Attendees

P.A.B. Members:	Council Liaison:
Ralph Lohman - Chair	Councilor Kim Young
Diane Foster - Vice Chair	City Staff:
Jason Burdge	Jeff Groth - Police Chief
Rich Miller	Sylvia Murphy - City Recorder
Bob Silverforb	
Megan Thornton	
Chris West	
Laurie Zwingli	
Vacant	

Agenda

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
3. Approval of Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
 - a. Traffic Calming Program
 - b. June & August Meetings
 - c. Citizen's Police Academy
6. Councilor News
7. Staff Report(s)
8. Citizen Comment
9. Adjourn (Chair)

Sherwood Police Advisory Board Meeting

Date: May 16, 2019

List of Meeting Attendees: N/A

Request to Speak Forms: N/A

Documents submitted at meeting:

N/A

Approved Minutes



Meeting Minutes



Police Advisory Board

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1. Call to Order

Chair Lohman called the meeting to order at 7:02 p.m.

2. Roll Call

Board Members Present: Chair Ralph Lohman, Vice Chair Diane Foster, Bob Silverforb, Chris West and Laurie Zwingli.

Board Members Absent: Rich Miller, Megan Thornton, Jason Burdge and Andy Jensen.

Chair Lohman stated Jason Burdge submitted his resignation effective today, May 16, 2019 and Andy Jensen recently resigned.

Staff & City Council Liaison Present: Police Chief Jeff Groth and City Recorder Sylvia Murphy. Councilor Kim Young was absent.

3. Approval of Minutes

April 18, 2019 Meeting Minutes

Mr. Silverforb recommended a change to the April meeting minutes with an amendment to page 2, under Board Member Announcements, second paragraph, second sentence, comments from Mr. Chris West, replacing the word “interface” with “intersection”. Mr. Silverforb made a motion to accept the April 18, 2019 meeting minutes as amended. The motion was seconded by Mr. West. All present board members voted in favor, with Chair Lohman abstaining as he was not present at that meeting.

4. Board Member Announcements

Mr. West commented regarding social media postings on Facebook regarding a roundabout. He said he wanted to applaud the Police Department for doing a teachable moment that received a lot of discussion on Facebook. He explained the situation with an officer not issuing a citation and educating the driver on how to drive in a roundabout.

Chair Lohman commented regarding his absence at last month’s meeting was due to illness.

Vice Chair Foster commented regarding seeing a Facebook post that the Sherwood Police Department Reserve Program had been reinstated, and said the comments she has seen have been positive. Chief Groth added that they are currently taking applications for the program and have already received several.

Ms. Zwingli reported that the annual fundraiser for the Sherwood Police Foundation is Saturday night and tickets are available for purchase. Mr. West indicated that he would not be able to attend.

5. Business

a. Traffic Calming Program

Chair Lohman asked if the Board has more input on this subject. Mr. West reported he has received feedback and provided it to staff. He summarized and stated he received feedback from neighbors regarding neighborhood speeding, comments regarding narrow streets in some developments, “California” stops, and said the only engineering issue raised was wider streets. He said most of the comments were regarding enforcement and teaching people how to drive around roundabouts.

Vice Chair Foster reported she is hearing recurring themes, items that have already been discussed and falling within similar categories. She said she has spoken to a handful more and has begun tallying the information. She suggested the Board members, by their next meeting,

have an approximate number of people they have spoken to, so they can provide the data to Chief Groth. She said most of her information is via conversations and they are not filling out surveys, per se, but she is taking notes of those conversations. She reported her conversations have been mostly with families that have children and the focus has been on the high school and traffic around the high school, traffic across highway 99 and speeding on highway 99. She said a lot of the feedback she has received is that people like the "enforcement route" as far as a "teachable moment."

Ms. Zwingli reported the theme she is encountering is parking on both sides of a street in neighborhoods, especially with the upcoming summer and small children running around.

Chair Lohman reported that he has limited social media participation but walks his neighborhood. He referred to Houston Street and said the people in this area continue to be concerned about nonresidential traffic taking shortcuts through the area. He said in the Cherry Wood Condominium area, those people have been concerned with the limited visibility due to the arborvitae hedge and needing to enter the intersection due to limited visibility to see oncoming traffic from the left. He said he is not sure if the City can do anything about this, but it needs to be addressed. Chief Groth confirmed the street as Cherry Orchard Place and said the city has an ordinance that requires property owners to keep landscaping trimmed for traffic sightlines. He added about 2 years ago or more, the city manager made a decision to prohibit parking along Edy Road for that very reason. He said staff would look into the concern.

Chief Groth shared a story with the Board regarding a recent incident and traffic stop he participated in near highway 99 and Sunset.

Chief Groth addressed traffic calming and said it's critically important that the Board members have a solid estimate of how many people they have talked to as the City Council will be very interested in that. He said as the Board compiles their Council presentation this data will be an important part. He said Angie has put together an initial summary and said that we will add to this as he thinks it is useful. He said the Board doesn't have this document yet as it's not done, but it's a statistical sheet staff is building. He said they have broken down the comments and staff needs to know the main areas of concern, like speeding, and said the sheet will note how many people the Board spoke to about speeding and pedestrian safety. He said these are clearly from his review, the two most important things. He said education was mentioned a lot and we need to do more of this. He said engineering is mentioned a lot and we need to make sure our streets are wide enough. He said at the Board's next meeting this information will be presented and then we should be at a point to compile all the information. He said in the meantime, the Board should continue to talk to people and build the numbers. He said he mentioned last month that the Board should be looking at other cities, and referred to Lake Oswego, West Linn and Beaverton.

Chair Lohman commented regarding the energy of the Board and the recent loss of two members. Chief Groth commented regarding the filling of the vacant positions and informed the Board that

the city is in the process of revamping the municipal code regarding city boards and commissions. He said all boards and commissions should be operating consistently with the exception of the planning commission. He said staff is working on cleaning up the code and it will specify things such as recruiting and processes. He said he is not going to rush to fill the positions utilizing old language and plans on timing the recruitment with the code amendments.

The Board asked about the timeliness of filing the vacancies. Chief Groth informed the Board that he believes at the City Council May 21 meeting a work session is scheduled to discuss the code. He said the code may then need some adjustments and likely will be considered for adoption in June. Chief Groth said based on the discussion of the Board's meeting schedule, this adds to the reality that there is not a huge urgency depending on what the committee decides upon with their meeting schedule.

Mr. Silverforb asked if there were any applicants from the previous rounds of interviews that could be considered or if we could seek their interest. Chief Groth replied that he would have to look and this is one of the areas staff is trying to clean up and establish consistency with. He said there has been inconsistencies with various boards and commissions and direction from different elected officials. Discussion occurred regarding terms and term limits and reappointments.

b. June & August Meetings

Chief Groth said both the Chair and Vice Chair will be gone for the June meeting and said it's a big vacation month and likely others will be gone. He said he thinks July is fine but there is a separate issue in August. He said the Citizen's Police Academy is scheduled for August 15, 16 and 17. He said they tried to look at working around the Board's August meeting, but believes the program is better if it can be scheduled consecutively for three nights. He informed the Board members that there will be positions available at the academy for some members of the Board, possibly 3-4. He said the goal is to get a group from the Police Advisory Board, a group from the City Council and a group of community members. He said this is the first run for the academy and staff wants to get good feedback on the program.

Mr. West asked if there was an opportunity to post the public meeting notice on a different date. Chief Groth replied yes. Mr. West suggested holding their meeting on August 22 and said this would allow an opportunity to review the academy. Discussion followed regarding scheduling and room availability, and member availability. Ms. Zwingli indicated she was not available on August 22.

The following motion was stated.

Motion: From Mr. Silverforb to move their August meeting to August 22, pending a review of that date and their July meeting. Mr. West amended and suggested cancelling their June meeting. Mr. West stated with this amendment, he seconds the motion.

Chair Lohman asked for conversation on the motion. With none heard, he called for a vote: All present members voted in favor. Motion passed.

c. Citizens Police Academy

Chief Groth indicated that he believes he has covered this topic, unless the Board wanted to decide whom from the Board would be attending the Academy. Chief Groth explained the academy entailed a Thursday and Friday evening and all day Saturday and will place the attendee in the position of a recruit police officer and lead the attendee through a very condensed version of what it's like to come on board as a police officer. He explained this included training, and exposures of a police officer. He said the schedule may be 5-9 pm on Thursday and Friday and 8am-3pm on Saturday. He said they are looking at about 16 participants, which will include four people from City Council and four people from the Police Advisory Board and eight people from the community. He said there will be an application process, and a commitment from the attendees. He said there will not be an overtly physical commitment, but applicants need to be able to handle a moderate level of stress, and fire a gun. He said it will include fire arms, defensive tactics, include cars and traffic stops and various scenarios.

Discussion followed regarding board member participation. Ms. Zwingli, Chair Lohman and Vice Chair Foster indicated they would like to participate. Vice Chair Foster commented regarding her work schedule and if unable to attend she would forfeit her position to Board Member Rich Miller. Mr. Silverforb indicated he was interested. Mr. West added that he was interested but was not sure about his schedule. Discussion occurred regarding core members of the board participating and opportunities for others to participate at future academies. Chief Groth added that he would reach out to Amy Miller Juvé as a core member and seek her interest in participating.

- 5. Councilor News** – None. Councilor Young was absent due to her attendance at the Budget Committee meeting.

6. Staff Report(s)

Chief Groth reported staff presented information at the Budget Committee meeting this evening. He said there will likely be a third meeting next Thursday to cover enterprise funds, the capital improvement plan and wrap up. He said the budget as approved by the Budget Committee will then go before the City Council for final approval, scheduled for the second meeting in June. Brief discussion occurred regarding National Police Officers Week and the honoring of Officer Jason Goodding.

7. Citizen Comment

Nancy Ellingson came forward and commented regarding the blue bows. She reminded the Board of the upcoming Community Services Fair that weekend. She commented regarding the police stop made by Chief Groth and the story shared earlier in the meeting.

Vice Chair Foster commented regarding City Manager Gall's weekly report speaking about his participation in a police ride-along. Chief Groth suggested people participate in police ride-alongs.

Mr. Silverforb commented regarding the Charter Review Committee and their schedule to bring information before the City Council, possibly in June. He recommended people submit comments to the committee and said there was still time.

8. Adjourn (Chair)

With no other business, Chair Lohman asked for a motion to adjourn.

Motion from Mr. Silverforb to adjourn, seconded by Ms. Zwingli. All present members voted in favor. Motion passed.

Meeting adjourned at 7:48 pm.

Approval of Minutes:


Chair Ralph Lohman

7/18/2019
Date

Attest:


Angie Hass, Executive Assistant

7/18/19
Date

Sherwood Police Advisory Board Meeting Date: May 16, 2019

CITIZEN COMMENT SIGN-UP SHEET

(PLEASE NOTE: 4 MINUTE TIME LIMIT)

NAME

ADDRESS

PHONE

TOPIC

ATTENDANCE SHEET

NAME

ADDRESS

PHONE

NONE