



AGENDA

Police Advisory Board

Date & Time:	Thursday - December 17, 2020 7:00pm
Location:	Pursuant to House Bill 4212 (2020), this meeting will be conducted electronically and will be live streamed at https://www.youtube.com/user/CityofSherwood .

Attendees

P.A.B. Members:	Council Liaison:
Ralph Lohman - Chair	Councilor Kim Young
Diane Foster - Vice Chair	City Staff:
Brian Dorsey	Jeff Groth - Police Chief
Rich Miller	Angie Hass – Executive Assistant
Bob Silverforb	
Mike Smith	
Megan Thornton	
Chris West	
Laurie Zwingli	

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. Economic Development Update, Tonquin Employment Area-Bruce Coleman, City of Sherwood Economic Development Manager
 - b. SWOT Report 2020
 - c. Police Policy Review: 309-Conducted Energy Device & 310-Officer Involved Shootings and Deaths
6. Traffic Safety Update (Chair & TSC Liaisons)
7. Councilor News
8. Staff Report(s)
9. Citizen Comment

Pursuant to Executive Order 20-16, citizen comments must be submitted in writing to: hassa@sherwoodoregon.gov. To be included in the record for this meeting, the email must clearly state that it is intended as a citizen comment for this meeting and must be received at least 24 hours in advance of the scheduled meeting time. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their names and by their city of residence." Anonymous comments will not be accepted into the meeting record.
10. Adjourn (Chair)



Meeting Minutes



Police Advisory Board

Date & Time:	December 17, 2020 - 7:00 pm
Location:	Meeting held virtually through Teams.

P.A.B. Members:	Council Liaison:
Ralph Lohman - Chair	Councilor Kim Young
Diane Foster - Vice Chair	City Staff:
Brian Dorsey	Jeff Groth – Police Chief
Rich Miller	Angie Hass – Executive Assistant
Bob Silverforb	
Mike Smith	Julia Hajduk, Community Development Director
Megan Thornton	Bruce Coleman, Economic Development Mgr
Chris West	
Laurie Zwingli	

This meeting was live streamed on the City of Sherwood's YouTube channel.

The video recording is available for viewing:

https://www.youtube.com/watch?v=nOqtayG_t1E&t=21s

1. Call to Order

Chair Lohman called the meeting to order at 7:01 p.m.

2. Roll Call

Board Members Present: Chair Ralph Lohman, Vice Chair Diane Foster, Brian Dorsey, Rich Miller, Bob Silverforb, Mike Smith, Chris West and Laurie Zwingli

Board Members Absent: Megan Thornton

Staff & City Council Liaison Present: Chief Jeff Groth, Councilor Kim Young and Executive Assistant Angie Hass

3. Approval of Minutes

November 19, 2020 Meeting Minutes

Mr. West moved that the November meeting minutes be approved as written. Mr. Smith seconded the motion and all present Board Members voted in favor.

4. Board Member Announcements (Chair)

Ms. Zwingli shared that the Sherwood Police Foundation provided the PD staff with a holiday brunch from Fat Milo's that past week. All was delivered to the PD by the owners of Fat Milo's. The Foundation also provided wrapped gifts for the officers children. Her understanding is that it went over really well. The Foundation really enjoyed putting it together. They always really like to see the kids open their presents, but of course they weren't able to do that this year. The Chief added that the food was really good. However, it was disappointing that they couldn't all be together and have their normal holiday luncheon. The PD is very appreciative of the work of the Foundation.

Mr. West reported that one of the PD's volunteers, Kim Stoutt, is in the hospital fighting COVID. He knows Kim's daughter and grandson really well and has gotten to know Kim over the years. They are asking that everyone keep Kim in their prayers. She has been in the hospital for two weeks. Kim's daughter and friends are putting something together to provide treats for the PD staff, to step in with some of what Kim normally would do at the holidays. The Chief stated that they were aware of Kim's status and have been keeping in close contact with the family and doing what they can to be supportive. They are pretty amazing people. The PD staff is encouraged by Kim's continued improvement.

Mr. Miller commented to the Chief that in past conversations during the holiday seasons, there have been different responses to the Police Officers as they pulled people over, by passing out gift cards instead of tickets. He wondered if the PD was doing that, or something different, this year. The Chief replied that they had done that in the past and the Foundation had sponsored that program. Last year, they started doing something a little different, Shop With A Cop, which is something that several agencies do. They made the decision this year to not do the regular Shop With A Cop, because he didn't feel comfortable putting others and officers in that position. Other departments are still doing it, however. He just didn't feel comfortable doing that in a COVID Extreme Risk county. Instead, they have identified some needy families that can use some extra help this holiday season. Officers will be delivering some pretty good-sized gift cards to those families to help them out with their Christmas this year. The Foundation is sponsoring this program. Officers will wear Santa hats and/or other holiday accessories when they deliver the cards to the different homes. The PD is hoping that things improve next year so that they can resume the Shop With a Cop program.

Mr. Dorsey reported that 92 seniors were served Thanksgiving meals out of the Marjorie Stewart Senior Center. It is always a wonderful effort they do every year. He wanted to let anyone who might be watching know that they are still looking for volunteers to help deliver hot meals. They

have a very unique program. He added that he has worked with Meals on Wheels for quite a while. He applauded the Sherwood Police Officers who also helped out, showing that community consciousness as they were able to serve our seniors in that way.

Mr. Dorsey spoke a bit about the Officer Down Memorial website page. It is a really interesting website that is devoted to sharing information about those officers and those in Corrections that have passed on. One of the interesting stats on that page spoke to the number of deaths this year. Of the 281 deaths, 164 were related to COVID.

He asked the Chief if officers and staff will be required to get the vaccine when it is available. He also wondered what the time line was for them, as first responders. The Chief stated that his understanding is that there is no specific time line, but he has seen a couple different things. One, is that there is a group of folks defined as essential workers and first responders. Law enforcement has been included in that category. He has also seen something from the State of Oregon that suggested that first responders might be more in front of the line in terms of essential workers. There are a couple different groups that will be offered vaccinations ahead of them. The Chief said that he didn't have an answer, yet, to Mr. Dorsey's first question. His sense is that employers cannot require vaccination. He really didn't know how that was going to play out, yet, though. Mr. Dorsey asked, for those choosing not to get the vaccination, come next February – or so, will those individuals be required to wear masks until there is enough of a penetration, until the Governor lifts that restriction? The Chief replied that they will continue to follow the guidelines and recommendations from the State, the Oregon Health Authority, OSHA and the CDC. From what he's read, the requirement to wear masks will continue until they get to the point where they are very clearly on the other side of the pandemic. He wasn't sure how they would define that or when that will happen, but he did not anticipate, for anybody, that once they receive the vaccination, they can stop wearing a mask. At this point, he didn't think that would be the position they would take with their police officers. Officers will continue to be in positions where they are potentially exposed to the virus and why tempt fate? Even though the tests and availability of the vaccines are very encouraging, they have a-ways to go before they are out of the woods. He doesn't want to risk the health and safety of one of their officers with, what some might consider "false security". He believed that masks will continue to be worn by officers, as well as the general public for a while.

Mr. Silverforb has an extensive background in HR and has been reading \ receiving a lot of information in regards to this topic. Many employers are asking the question whether or not they will be able to require their employees to receive the vaccine. There is no set answer on this. What it is really going to boil down to, is it will depend on what kind of job they have and their exposure to the general public. As it stands right now, if an employee is being required to get a vaccine and they refuse, then the employer will have to ask them to work from home. They will learn more as this thing goes on.

Vice Chair Foster commented that the holiday lights (the new additions, in particular) in Old Town are really cool. It seems like there are a lot of people down there enjoying them, safely. It is amazing how many people, families with their children and couples are bundling up and walk through Old Town after dark to enjoy the lights.

Chair Lohman welcomed Economic Development Manager, Bruce Coleman and said that they were really glad to have him in attendance. They look forward to his presentation shortly.

Chair Lohman shared he and his wife's experience with travelling over the Thanksgiving holiday and stated that it was a good experience. One of the easiest travel experiences that they've had. The airports were clean and the airplanes were immaculate. He wanted to share this, as he considered it a blessing. With 2020 being so difficult and crazy, he has so much to be thankful for and believed that the Board Members would echo the same sentiments. He thanked our police, fire departments and the officials for making Sherwood the great place that it is and is thankful for where we're at.

In looking at the agenda, Chair Lohman wondered what the group thought about tabling one or more of the Business topics until the next meeting. He believed that the January meeting was going to be cancelled due to the SWOT Report presentations to the City Council.

The Chief shared his thoughts on changing up the agenda and added that there hadn't yet been a date set or a decision made on whether there was going to be a joint meeting with the City Council to go over the SWOT Reports. He thought there was a possibility that the PAB would have a regular meeting in January, but he didn't know for sure.

All Board Members were in favor of tabling item 5C until the next PAB meeting.

Chair Lohman announced that he will be unavailable February 10th to March 29th. As there will be two PAB meetings during that time period, he wanted to give everyone a heads up. In the event that he is not able to attend virtually, he asked Vice Chair Foster if she would be comfortable with and available to run those meetings. Vice Chair Foster stated that as far as she knew, she would be available to do that. She will let him know if something comes up.

5. Business (Chair)

- a. Economic Development Update, Tonquin Employment Area-Bruce Coleman, City of Sherwood Economic Development Manager.** *This presentation and discussion begins at the 28:15 minute mark of the YouTube video.*

Chief Groth shared that in addition to Mr. Coleman being present that evening, Community Development Director, Julia Hajduk, was also in attendance.

Mr. Coleman's position is a newer position with the City. He has been with the City for just a little over a year. He is one of those guys that, if you look up the term in the dictionary for "hit the ground running", Mr. Coleman's picture will be there. Mr. Coleman has not ceased to set an amazing pace for economic development in Sherwood. As Mr. Coleman goes through his presentation, the Board members will see how beneficial this is, specifically, for the Police Department. This is good business for the entire city and community. When you drill down to the Police Department and what the future looks like, being able to stay appropriately funded, it comes down to the commitment of the City Council to build infrastructure and focus on economic development. That is certainly what Mr. Coleman has done.

Ms. Hajduk thanked the Board for having them. Mr. Coleman comes to them with tons and tons of experience. The City is so lucky to have him. Mr. Coleman came to Sherwood from California, by way of Texas and is new to Oregon. He is doing a great job.

Mr. Coleman thanked everyone for asking him to provide an update and thanked Ms. Hajduk for helping to put together and run the PowerPoint that evening. He then proceeded to share his PowerPoint titled, City of Sherwood Economic Development Initiatives". **(See Exhibit "A" for PowerPoint slides and YouTube recording for full presentation and conversation.)**

Once the presentation was completed, Mr. Coleman proceeded to answer questions from the various Board Members.

Councilor Young wrapped up by stating that the City Council had been making economic development a high priority for at least the last two years prior to finding Mr. Coleman. At that time, it was decided to hire a temporary, limited duration, Economic Development Manager. They wanted someone with experience and when they found Mr. Coleman, they definitely hit the jackpot. He is absolutely dynamic – you can tell by his energy at this and any meeting that he's in. The City Council is very excited and happy with what he's doing for the City of Sherwood.

b. SWOT Report 2020

The discussion for the 2020 Strengths, Weaknesses, Opportunities and Threats Report begins at the 1 hour and 32 minute mark of the YouTube recording.

The Board referred to the previous year's report and after much discussion and reflection, the 2020 SWOT report was created. **(See Exhibit "B".)**

c. Police Policy Review: 309-Conducted Energy Device & 310-Officer Involved Shootings.

These policies will be reviewed at the next Police Advisory Board meeting.

6. Traffic Safety Update (Chair & TSC Liaisons)

This update begins at the 2 hour and 19 minute mark of the YouTube video recording.

Updates were provided by Mr. Smith and Mr. West. It was stated that the committee managed to change several of the requests from open or pending to closed at the December 10th meeting. Mr. Smith commented that with several of the requests, the possible solutions to the issues were out of the committee's reach. Some will need to be referred to ODOT and / or added to the City's Capital Improvement Project list, which is more long term. Chair Lohman asked about the feedback from the citizens placing the requests, once learning of the outcome. The Chief shared a little bit about the process and stated that some folks may not respond at all, some might share their disappointment; others have expressed their gratitude, etc. Angie agreed that it was a mixed bag, depending on the outcome of the request. Mr. West added that he felt the committee has been very thorough and City staff has provided a lot of good input. When more information was needed in order to make a decision, City staff took the time to conduct a traffic study, etc. He went on to share a few more specifics. He stated that the PAB should be very pleased with their part in helping to get the Traffic Safety Committee up and going and how well it's working in such a short time, especially in this COVID era.

7. Councilor News

Councilor Young's update begins at the 2 hour and 26 minute mark on the YouTube video recording for this meeting.

Councilor Young stated that she would keep it short, due to the late hour. One of the things she was going to talk about was something that Mr. Coleman had brought up, regarding the grant that the City received to review the Sherwood West Concept Plan. The City Council will be approving a contract with a consultant to start working on that.

There will be a Swearing-In Ceremony at their January 5th meeting, via Zoom. The City Council will begin using Zoom for their meetings instead of Microsoft Teams.

The topic of backyard chickens is back on their Forecast Agenda. It's been approximately five years since this has been discussed.

Councilor Young expressed her gratitude to the City of Sherwood's Public Works and Community Services teams for all of the holiday lighting they put up in Old Town. It has made it more pleasant down there and felt that everyone has needed just a little bit of joy. She wanted folks to know that the money spent was not part of the City's budget, but was from a specific grant received from the County for mental health and psyche. The funds were designated to help

replace some of the events that weren't able to happen during COVID, such as the parade and the tree lighting ceremony, etc. Also to help to draw community members to the downtown core to help small businesses that are still trying to stay open.

8. Staff Report(s)

The Chief was happy to report that everyone in the department is healthy. Recruitment continues to fill the positions they've got. In regards to the holiday lighting that Councilor Young spoke of, he was thrilled that the PD got lights up this year.

9. Citizen Comment

N/A

10. Adjourn (Chair)

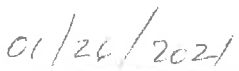
The meeting was adjourned at 9:30 p.m.

The next meeting is scheduled for January 21st at 7 p.m.

Approval of Minutes:



Chair Ralph Lohman

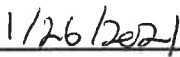


Date

Attest:



Angie Hass, Executive Assistant



Date



Exhibit "A"

City of Sherwood Economic Development Initiatives

PRESENTATION TO THE
SHERWOOD POLICE
ADVISORY BOARD

DECEMBER 17, 2020

What is Economic Development?

Economic Development recognizes that new jobs/community wealth are created by **private sector**.

Private sector as the “engine of economic growth/prosperity”.

Role of local economic development: Encourage private sector investment in community.

Economic Development utilizes community’s competitive business advantages and overcomes challenges to facilitate/speed up business investment.

Economic Development focuses on “Businesses, People and Places”

Why Do Economic Development?



- Promote creation of jobs in community.
- Retain existing jobs.
- Raise incomes/family-wage jobs.
- **Increase property tax base for public services.**
- **Create more stable, diversified local economy.**
- Improve local quality of life.
- Assist local companies.
- Increase local self-sufficiency.
- Increase services/amenities available in community.

Components of Economic Development

Think of it as “4 legged table”.

Existing Business
Retention/Expansion.

Business Attraction/Recruitment.

Business Creation/Entrepreneurship
Eco-System Development.

Workforce/Talent Development

Sherwood Business Advantages

Trained/Skilled
Workforce

Key factor in
business location
decision.

Sherwood
experiencing growth

Attractive to mid
career workers

Over next 20 yrs.,
share of 55-70 highly
skilled population to
increase.

Larger share of
residents under 20
yrs than
Region/State

Sherwood's Business Advantages

OUR PEOPLE

- Sherwood's median family income is well above Washington County, Portland Region, and State – 2012-2016
- 40% of Sherwood households earned more than \$100,000
- Educational Attainment:
 - Larger share of residents with Bachelor's, Graduate or Professional School degree (46%) than Washington County (41%), Portland Region (40%) and Oregon (31%)

Sherwood's Business Advantages

OUR LOCATION

- Key location in Southwest Corridor of Greater Portland.
- Metro Portland growth corridor
- Proximity to I-5, 99W, I-205.
- PDX Airport/Hillsboro Airport proximity.
- Location in Washington County – 2nd most populated in Oregon.
- Available land for industrial/corporate park development (Tonquin Employment Area/TEA)
- Sherwood Broadband
- Plans to widen Tualatin-Sherwood Road

Sherwood's Business Advantages



- Our safe community.
- Well regarded Sherwood School District
- Access to numerous colleges/universities.
- Small town environment/strong “sense of place”.
- Quality of life: Unique Old Town, parks, events, Sherwood Center for the Arts, Tualatin River National Wildlife Reserve, community spirit.
- Relatively affordable housing – by West Coast standards.
- Gateway to Oregon Wine Country

Sherwood's Challenges/Opportunities

Regional issues:
Portland's negative
image; Lack of Tier 1
research university
compared to peers

Sherwood: Need for
additional "shovel-
ready" corporate sites.

Infrastructure funding
challenges – current
and future
employment areas.

Direct access to I-5.

Lack of business
incentives such as
Enterprise
Zone/Opportunity
Zone.

Relatively limited
developable land in
Tonquin Employment
Area

Need to plan now for
future employment
areas in Sherwood

Economic Development in Sherwood

Economic Development is very high City Council Goal.

DRAFT 2040 VISION STATEMENT FOR ECONOMIC DEVELOPMENT:

Thriving and Diversified Economy:

In 2040, the Sherwood economy has grown to include a variety of businesses big and small that offer stable employment opportunities, higher-wage jobs, and expanded tax base to protect and maintain Sherwood's quality of life. Sherwood provides a great destination for both residents and visitors.

Sherwood Economic Development Business Retention & Expansion



- Initiated Business Visitation Program to existing businesses.
- ID specific business needs
- Connect businesses to business support services: Workforce programs, Capital/financing sources, Technical resources (i.e. manufacturing/export initiatives).
- Assist with permitting issues/Business Ombudsman.
- Assist businesses to find buildings/sites for growth.
- Small business educational programs – Chamber/City partnership
- COVID-19 business grant programs

Sherwood Economic Development Business Attraction

Key Target Industries

- ⑩ Technology companies.
- ⑩ Advanced Manufacturing/Light Manufacturing
- ⑩ Clean Tech.
- ⑩ Professional/business services.
- ⑩ Food products.
- ⑩ Software/media.
- ⑩ Outdoor/athletic wear design.
- ⑩ Health-related businesses.
- ⑩ FDI/International companies.
- ⑩ Other growing, innovative companies.



Sherwood Economic Development Business Attraction Initiatives

- Getting Sherwood “on the map for business growth”
- Business networking in region: commercial brokers/developers, target industry events, NAIOP, SIOR, TAO, OMEP, site selectors, etc.
- Participating in regional economic development activities: Greater Portland Inc., Westside Economic Alliance, WashCo EDP meetings
- Business/broker tours
- Media releases
- Business View Magazine article/getting articles in press
- Economic Development website updates
- Responding to business RFP’s

Sherwood Economic Development Business Attraction Initiatives

- “Capacity Building”
- Identifying infrastructure financing opportunities for key employment sites.
- URA
- Annexation opportunities (TEA)
- Contacting business park developers
- Pursuing infill business park development opportunities
- “Red Team” meetings

Employment Development Sites/ Activities

Tonquin Employment Area (TEA)

- 200 acre industrial site – multiple owners
- SW Tualatin-Sherwood Road, SW Oregon, SW 124th Ave, SW Tonquin Rd.
- UGB and major recent annexations

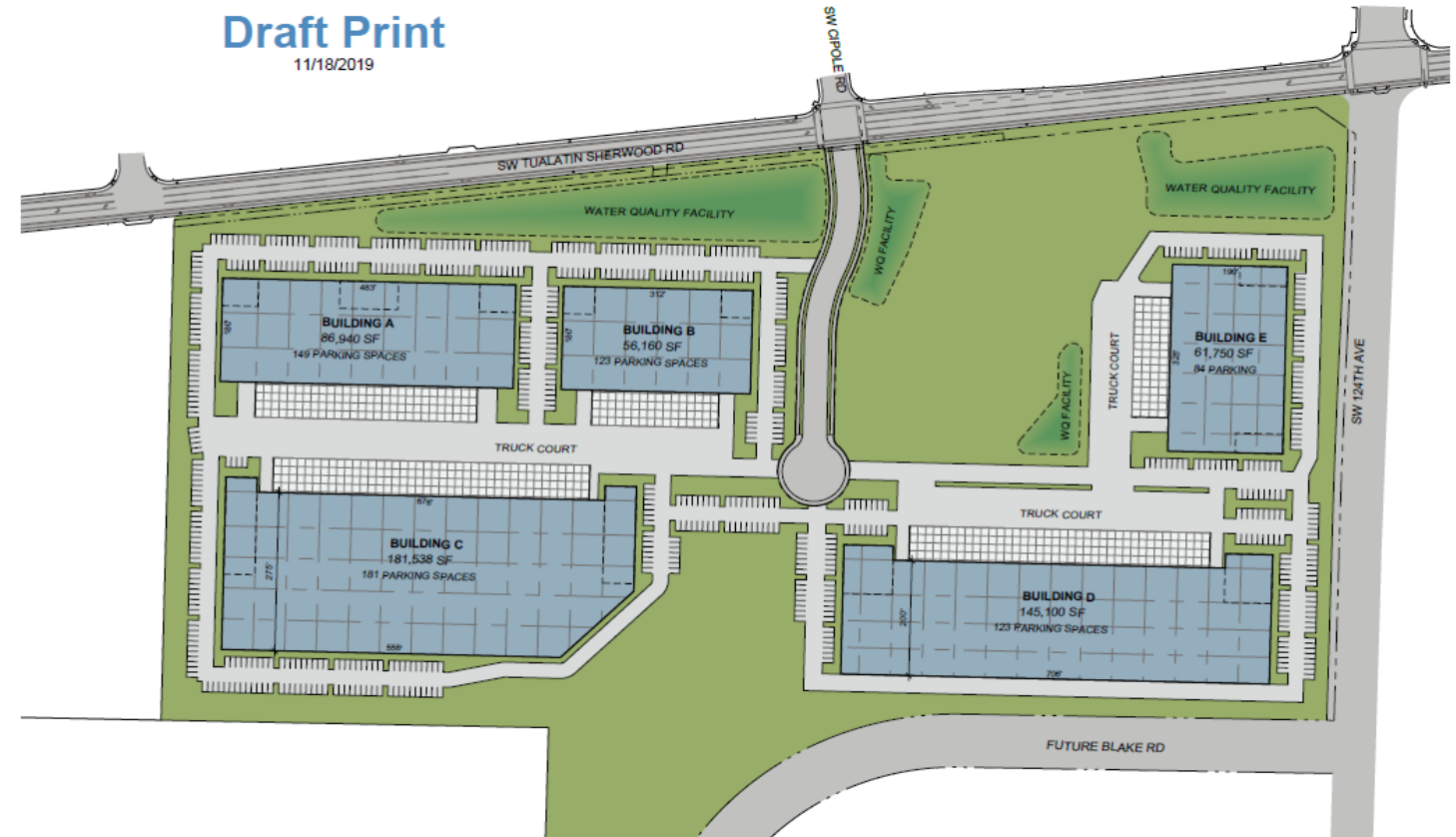


Employment Development Sites/Activities

Tonquin Employment Area (TEA)

T-S Corporate Park

- Trammell Crow – developer
- Southwest Corner T-S Rd & 124th
- 47 acres
- Annexed into City recently
- 5 new industrial buildings
- Approximately 535,000 SF
- Spec development
- Grading underway; Delivery 4th Qtr 21



Employment Development Sites/Activities

Tonquin Employment Area

Sherwood Commerce Center/Harsch Investments

- Extensive Due Diligence underway
- East side of Oregon Street, south of Tualatin-Sherwood Rd.
- 40 acres, expandable to 60 acres
- Potential for 3 – 6 new industrial buildings/multi-tenant buildings
- Annexed site
- Pre-application stage

Other Sites

- Polley site
- Kerr Site



Other Employment Development Sites/Activities



Cipole Industrial Park

- North side of Tualatin Sherwood Road at Cipole
- Phelan Development – Newport Beach CA
- Recently completed – 3 new spec industrial buildings
- 235,000 SF

Other Employment Development Sites/Activities

Century Drive Industrial Park

- New infill industrial development
- Pre-application – Proposed 3 new buildings
- Century Drive at T-S Road

Galbraith Sites

Olds Place

Oregon Street Industrial

Other Potential Future Opportunities

- Sherwood West Concept Plan – Technology Park & Other Opportunities
- Sherwood North Concept Plan – Office/Retail Opportunity
- 99 W Infill Parcels
- Additional Hotel Developments
- Old Town Mixed Use Infill - “Main Street” Placemaking
- Food & destination businesses
- Restaurant/Wine Country-related businesses



Additional Economic Development Initiatives

- BUSINESS CREATION/ENTREPRENEURSHIP
- Working with Sherwood Chamber
- Co-Working Center
- Washington County Venture Catalyst
- Connecting with area universities/colleges & tech incubators/maker's spaces
- Encouraging homegrown innovative companies
- WORKFORCE/TALENT DEVELOPMENT



Contact Information

Bruce Coleman

Economic Development Manager

City of Sherwood

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503.217.9012 Mobile

colemanb@sherwoodoregon.gov



2020 Annual Boards & Commissions Report to City Council – SWOT
Police Advisory Board

Strengths

- We represent a cross-section of the Sherwood community.
- We are passionate about maintaining a positive relationship between the SPD and Community.
- We maintain positive public perception.

Weaknesses

- Public communication and education.
- COVID limitations.

Opportunities

- Public re-engagement post COVID.

Threats

- Not engaging in, or showing complacency towards, the conversations/discussions regarding policing.

1. What are your two or three most significant accomplishments for this past year as a board or commission?

- A.** Helped establish the Traffic Safety Committee.
- B.** Worked in concert with City Council to strengthen municipal code language regarding standards of policing and routine police policy review.
- C.** Heightened awareness of the Police Advisory Board.

2. What are your two or three major goals for the upcoming year as a board or commission?

- A.** Continue consistent review of police policies and provide input as necessary.
- B.** Gain a deeper understanding of the implications and impacts of recreational marijuana and Ballot Measure 110.
- C.** Re-implement police-community programs like the Police Citizen Academy, post COVID.