



AGENDA



Traffic Safety Committee

Date & Time:	Thursday - February 24, 2022 6:00 pm
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	
T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Jon Carlson-Police Captain
Tiffany Yandt-Vice Chair	Angie Hass-Admin Assistant III
Tony Bevel	Bob Galati-City Engineer
Dorian Libal	Julia Hajduk-Community Development Director
Lisa Patterson	
Laurie Zwingli (PAB Liasion)	
Diane Foster (PAB Liasion)	

Agenda

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of Minutes (Chair)
4. Business (Chair)
 - a. March Meeting during Spring Break – consider cancellation
 - b. Issues / Complaints
 - i. Tracking Sheets (2020, 2021 & 2022) Review / Questions
 - ii. Update: 2021-004: Captain Carlson
 - iii. Update: 2021-005: Bob Galati
 - iv. Update: 2021-006: Captain Carlson
 - v. Update: 2021-008: Captain Carlson
 - vi. Update: 2022-001: Captain Carlson
 - vii. Update: 2022-002: Captain Carlson
 - viii. Update: 2022-003: Captain Carlson
5. Committee Comments (Chair)
6. Citizen Comment (Chair/Staff)

Pursuant to Executive Order 20-16, citizen comments must be submitted in writing to policeinformation@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.
7. Adjourn (Chair)



Meeting Minutes



Traffic Safety Committee

Date & Time:	February 24, 2022 - 6:00 pm
Location:	Meeting held virtually through Zoom.



T.S.C. Members:	City Staff:
Jason Wuertz-Chair (Joined at 6:27 p.m.)	Jon Carlson-Police Captain
Tiffany Yandt-Vice Chair	Angie Hass-Administrative Assistant III
Tony Bevel	Bob Galati-City Engineer
Dorian Libal	
Lisa Patterson	
Diane Foster (PAB Liaison)	
Laurie Zwingli (PAB Liaison)	

This meeting was live-streamed (and recorded) through the City of Sherwood's YouTube channel.

The video is available for viewing: <https://www.youtube.com/watch?v=EKxHD4PRpww&t=40s>.

1. Call to Order

Vice Chair Yandt called the meeting to order at 6:07 p.m.

2. Roll Call

Committee Members Present: Chair Jason Wuertz, Vice Chair Tiffany Yandt, Tony Bevel, Dorian Libal, Lisa Patterson, Diane Foster and Laurie Zwingli

Committee Members Absent:

3. Approval of Minutes

Ms. Foster moved that the January meeting minutes be approved as written and Mr. Libal seconded the motion. All present committee members voted in favor.

Captain Carlson was able to share a little bit of information regarding the fatal vehicle / pedestrian incident the weekend prior. It is still under investigation, so he had limited information. He did want to help clear up some of the false rumors and statements that had been going around. One clarification he wanted to make was the location of the girls when there were hit. They were on the sidewalk and not trying to cross the street at the time they were hit. The PD had received several e-mails regarding Edy Road. One of the hang-ups that they run into, is that Edy Road is a county road. Any requests for improvement need to go through the county, including lowering the speed limit. He has been told that in the past, the City has asked the county to lower the speed

limit, which was denied. There has been some talk about partnering with the school district on some grants and he will elaborate on that a bit more later in the meeting. Currently, the school district is in talks with the City about partnering with them and working on grants through a program called “Safe Routes to School” and eligible sidewalk projects. This was already in the works, but will most likely pick up speed given this most recent tragic event.

Ms. Zwingli asked a few questions about the driver of the vehicle and how or why this happened. Captain Carlson stated that they didn’t yet know the details. The investigation is ongoing and interviews had taken place that day. Mr. Bevel asked when something like this happens, do officers automatically take breath samples, etc. Captain Carlson stated that they do. The driver, in this case is cooperating and consented to Field Sobriety Tests. He also consented to urine and blood tests. Those samples have been sent off to labs to be tested.

Captain Carlson stated that City staff will be conducting a speed analysis on Edy Road. Results should be available to the TSC at the next meeting.

4. Business

a. March Meeting during Spring Break – consider cancellation

There was a brief discussion regarding committee members’ availability during spring break. All but one person was available and it was decided to proceed with the meeting date of March 24th.

b. Issues / Complaints

i. Tracking Sheets (2020-2022) Review (Exhibit “A”)

Please refer to the Tracking Sheets for more information on the requests discussed at this meeting.

Captain Carlson provided an update for request #2020-009. This request is closed, but he wanted to let everyone know that the truncated domes were installed that day. This was the final piece of this request.

ii. Update: 2021-004, Status / Progress Update, Captain Carlson

The discussion for this request begins at the 10:32 minute mark of the YouTube video.

As the truncated dome installation piece of this request is part of a future Public Works project, the decision was made to close this request. Mr. Galati offered an explanation as to why it will be a little while before the whole intersection can be updated. Ms. Foster made the motion to close and Mr. Libal seconded the motion. All present committee members voted in favor.

iii. Update: 2021-005, Status / Progress Update, Bob Galati

The discussion for this request begins at the 15:40 minute mark of the YouTube video.

Mr. Galati has had traffic counters set out at the Crooked River and HWY 99 intersection. He has also set them out at Timbrel and Sunset. He should have information that he will be able to relate to the TSC at the next meeting. This will help to determine if there is speeding taking place. He still needs to meet with the City's Traffic Consultant in order to get the ped counts scheduled. Once the traffic count studies have been completed at these two locations, he will get set up on Edy Road with all four traffic counters. He will set them out at different locations along Edy Road so that he has a more complete picture of what's going on at Edy Road. Mr. Libal told Mr. Galati that he appreciates what he's doing. Mr. Galati stated that they're doing what they can.

iv. Update: 2021-006, Status / Progress Update, Captain Carlson

The discussion for this request begins at the 17:42 minute mark of the YouTube video.

Captain Carlson reported that the curb painting request had been sent to Public Works. Public Works let him know that they are waiting for the drier and warmer weather before they can paint. Captain Carlson will let the committee know once Public Works informs him of a completion date.

v. Update: 2021-008, Status / Progress Update, Captain Carlson

The discussion for this request begins at the 18:47 minute mark of the YouTube video.

Captain Carlson stated that as Mr. Galati had just reported, the traffic speed study has been set up. Once the data has been collected, the results will be shared with the committee. The ped count study will be scheduled soon.

The City and school district are continuing to work together on putting in for grants. The grant request will include flashing crosswalk lights. They are looking at placing those types of lights at four different places in the City.

Ms. Patterson asked if there is anything that a TSC member might be able to do to help with the grant application, Safe Routes to School, process. She also wondered if they were planning on working with the county for any of the county roads that might need some flashing beacons. Captain Carlson stated that at this point, the school district is in preliminary talks with the City on how they're going to do the grant write up. If someone is interested in being a part of that, he can reach out to the City and see what they say about having a committee member assist. Mr. Galati believed that the City Council will be putting in letters of recommendation, which is a very high standard for getting any grant application processes going. Having the TSC involved, would be a good secondary source of support. In regards to the county being involved, he stated that the county would have to be on board as a lot of the areas where they're requesting the rectangular rapid flashing beacons (RRB's), are located on county roads.

vi. Update: 2022-001, Status / Progress Update, Captain Carlson

The discussion for this request begins at the 22:48 minute mark of the YouTube video.

Captain Carlson reported that officers have been doing extra patrols at the area of SW Handley and Roellich. He should have information to provide the TSC at the March meeting.

vii. Update: 2022-002, Status / Progress Update, Captain Carlson

The discussion for this request begins at the 23:33 minute mark of the YouTube video.

Captain Carlson stated that they are conducting extra patrols, traffic enforcement and education in this area as well. They are also looking to see if the parking spaces are up to standards.

viii. Update: 2022-003, Status / Progress Update, Captain Carlson

The discussion for this request begins at the 24:10 minute mark of the YouTube video.

Captain Carlson stated that this is similar to the last two requests. He hopes to have some stats for the TSC at the March meeting.

Ms. Patterson asked if there is an education piece that is still being coordinated with this request, as well. Captain Carlson stated that officers are giving out warnings. She mentioned that at the last meeting they had also discussed the possibility of getting something out through social media to help with the education piece. Putting something out about the dangers of parking on corners, etc. She wondered if that is still in the process. Captain Carlson stated that is something that he is planning on doing.

Ms. Foster added that they talked about this at the last Police Advisory Board meeting as well and the Chief liked the idea of the education piece and posting information on social media.

5. Committee Comments

In light of recent events and some of the types of requests the TSC has, Ms. Patterson wondered about doing a more holistic review of some of the crosswalk requests. Mr. Galati stated that the transportation plan included a lot of pedestrian corridor analysis for safety. He wasn't sure if the school district was included, but it did include safety end point connections and where there were gaps in that system. They do have the transportation plan as a base line to start with. It has a complete listing of those areas that were identified in the last update. This will help to provide for that connectivity and safety for those major routes for pedestrians to get from point A to point B. This is not complaint driven but a result of an analysis of a system. He suggested that they could look at that as a committee and then start looking at which ones really need to be done first.

6. Citizen Comment

N/A

7. Adjourn

The meeting was adjourned at 6:37 p.m.

Next meeting is scheduled for March 24th.

Approval of Minutes:


_____ 04/06/2022
Chair Jason Wuertz Date

Attest:


_____ 4/6/2022
Angie Hass Date

TRAFFIC SAFETY COMPLAINTS / REQUESTS

Exhibit "A"

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
20-001	Sherwood View Estates / Stop &/or Speed Limit Signs	C	1/1/2020	Sign approved by committee, 9/24/2020. City Manager approved and stop sign installed on 10/28/2020. Speed limit signs determined to be unnecessary.
20-002	SW Sunset & SW Cinnamon Hill PI- Drivers not stopping for pedestrians. Drivers go too fast through area.	C	2/4/2020	Crosswalk currently going in at nearby location (Sunset & Pine). Request denied, 8/27/2020.
20-003	Flashing crosswalk sign at Sunset and Timbrel	C	4/22/2020	12/10-City staff checking to see if this is included in a future CIP. 12/31-CIP calls out single lane roundabout. Nothing more is defined in project description.
20-004	Request for two additional stop signs at Villa, Wildlife Haven & Railroad	C	8/20/2020	Recommendation for this to be added to the CIP list. The City Council will need to first approve. (9/24/20)12/10-City staff to see if this has been added to the CIP list. 12/31-Project inclusion into the 5 year CIP list is part of the City budgeting process which begins in Feb/Mar. Addition of this project to CIP is months away.
20-005	Requesting No Parking signs on both sides of Haide Rd (new high school)	C	8/25/2020	Issue does not exist at this time. Will revisit if it becomes an issue. (8/27/2020)
20-006	Crosswalk @ 1st & Ash by traffic circle needs signage & appropriate paint on roadway.	C	9/2/2020	Mr. Galati will gather more information re: what is still to be done and when and will let committee members know at the 10/22/2020 meeting. Crosswalk to be repainted/striped. Current Signage deemed adequate.
20-007	Driveway obstruction on Lavender PI/Request curb to be marked as "No Parking Zone" and painted red.	C	9/24/2020	12/10-No Parking Signs approved and will go through City approval process. Basketball Hoop still needs to be addressed and followed up on. 1/28/21-notification signs need to be posted prior to No Parking signs. 2/25/21-Next step: sign installation. 3/25/2021-Ms. Hajduk looking into appeal process. Will report back to committee at April meeting. 4/22/2021-Closed

O=Open/C=Closed/P=Pending/N=New

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
20-008	Request blinking yellow LED light for pedestrians to activate when crossing Sunset @ Woodhaven.	C	10/1/2020	12/10-Approved w/Modifications. City staff to make a request to City Council that this CIP project be moved up on the priority list. 12/31-Project inclusion into the 5 year CIP list is part of the City budgeting process which begins in Feb/Mar. Addition of this project to CIP is months away.
20-009	Trim or remove bushes at SW Meinecke Pkwy & SW Sequoia Terr / Need marked crosswalks. <i>12/31/2020-ammended to request that bushes be removed altogether.</i>	C	10/20/2020	12/10-City Engineer to update and share previous report for this area at January meeting. 12/31-Requestor ammends request. To be discussed at Jan meeting. 1/28/2021-Modifications approved by TSC-City staff to proceed with next steps: Signage, Striping, ADA Ramps 2/25/21- Forwarded to City Manager for approval. 3/25/2021-Request approved and forwarded on to Public Works for implementation. 6/24/2021-All work complete except for truncated dome installation - due to be completed by end of June. 9/23/2021-Mr. Galati stated that the truncated dome installation is part of a project listed on the CIP List (Ice Age Tonquin Trail Improvement Project). The TSC voted in favor of closing out this request, as it is only a matter of time before all is complete.
20-010	Trim or remove bushes at SW Meinecke Pkwy & HWY 99 / Need marked crosswalks.	C	10/20/2020	12/10-This area is ODOT's responsibility. City staff will submit request to ODOT.
20-011	Extend No Parking Zone and/or Curbs Painted Red-Visibility Issue at Huntington Ln & Yorkshire Way	C	10/21/2020	12/10-Will be addressed through enforcement and education by the Sherwood PD.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
20-012	Additional Street Lights @ the corner of Sunset & Ladd Hill Rd	P	10/23/2020	12/10-City Engineer to check on ownership/management of light fixtures and see if replacing is feasible. Committee members to research further on their own. 1/28/2021-City Engineer will gather photometric data. 2/25/21-Light Meter purchased. Hope to have data by March meeting. 3/25/2021-Hope to have data by April meeting. 4/22/2021-Data provided and recommendations made. Public Works to replace light element on NW corner, then re-evaluate. 9/23/2021-Data indicates that additional light/pole should be installed. Checking with Public Works to see if possible. 10/28/2021-Captain Carlson waiting for approval from City Manager. Checking with Public Works on time line. 1/27/2022-City Manager has approved this project and materials have been ordered by the Public Works Department. They are waiting on receipt of the supplies and are hoping for a spring completion.
20-013	Flashing Crosswalk Sign Requested at Crosswalk that goes across Cedar Brook Way	C	11/3/2020	1/28/2021-City Engineer will meet with Transportation Engineer to discuss possible options.2/25/21-Proposed changes not recommended by City Engineer or Transportation Engineer.
20-014	Request for curbs to be painted in No Parking zone along Cedar Brook, as well as in crosswalk along Berkshire Terr / Cedar Brook Way	C	11/3/2020	1/28/2021-Police Department will continue with frequent patrols of this area.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2021

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2021-001	Concerns for intersection @ Ladd Hill & Sunset/traffic light & extra patrol proposed.	C	2/10/2021	3/25/2021-City staff to gather information to provide to committee at April meeting.6/24/2021-Traffic count/speed data acquisition for Ladd Hill Rd tentatively scheduled for late July or early August. 9/23/2021-TSC voted to close this request with the the PD to continue with regular and frequent focused patrols.
2021-002	Request to relocate crosswalk signal at the new School District Office (formerly Hopkins Elementary) to Hawks View Elementary.	C	2/19/2021	3/25/2021-City staff to coordinate with the Sherwood School District. City to review school zones and signs and relocate signs as appropriate. Ms. Hajduk will check with City Attorney on requirements to place "traffic control change" signs. 6/24/2021-School zone signs have been moved. Flashing sign has been modified from 20 to 25 mph. Yellow backing will be replaced with white. 9/23/2021-Everything has been completed. Request Closed.
2021-003	Request for Mini Roundabout @ 1st & Oak to help deter speeding.	C	3/9/2021	4/22/2021-Data collected did not warrant a mini roundabout at this intersection at this time. If issues progress, will take another look.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2021

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2021-004	Request for truncated domes at curb cuts at the Senior Center entrance on Sherwood Blvd.	P	5/17/2021	6/24/2021-Request reviewed by TSC. City staff to collect more data to present at July meeting. 9/23/2021-Public Works will be asked to add this request to their list of intersections to be reconstructed to meet ADA standards. City staff will ask Public Works if they can, at minimum, paint basic pedestrian crossing striping at the intersection as soon as possible. 10/28/2021 - Status not yet received from Public Works. 1/27/2022 - Pedestrian Crossing Striping has been completed. Reconstruction of the truncated domes is on the Public Works Department's list, to meet ADA standards. This is part of a larger project to be done down the road.
2021-005	Request for stop sign, speed bumps and/or crosswalk @ SW Old HWY 99 & SW Crooked River Ln.	P	5/20/2021	6/24/2021-Request reviewed by TSC. City staff to collect more data to present, hopefully, at August meeting. 9/23/2021-City Engineer will get assistance from firm to conduct a speed and ped count analysis, as funding is available. 10/28/2021-Captain Carlson to request approval for funds to conduct analysis. 1/27/2022-City Manager has approved funding to hire an outside agency for the ped counts. Traffic counts scheduled by City Engineer in the next week. City Engineer to schedule pedestrian counts with outside agency, DKS.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2021

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2021-006	Request for No Parking Zone between SW Hosler Wy & YMCA entrance.	P	5/20/2021	6/24/2021-Request reviewed by TSC. City staff to collect more data to present at July meeting. 9/23/2021-Request to Public Works to paint the curb lines yellow at the 20-foot mark at the intersection at SW Hosler Way and Woodhaven, including the curb with the fire hydrant. After the painting has been completed, the SPD can then enforce the code for parking along those areas as well as within the required six inches of the curb. City Engineer to gather info on the pedestrian crossing. Will present at Oct Meeting. 10/28/2021-City Engineer still working on gathering data. Captain Carlson checking with Public Works on status for painting request. 1/27/2022-City Engineer had spoken to Public Works about painting the striping. Captain Carlson to check with Public Works on time line.
2021-007	Speed hump modification on Division Street between Snyder Park entrance & Cuthill Place	C	8/25/2021	Request has already been reviewed by the City Engineer and City staff. Recommendations are included with Request Form. 9/23/2021-City Engineer to conduct speed study before the holiday season and present results to the TSC. 10/28/2021-Data collected - TSC determined no additional action is needed. Request is closed out.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2021

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2021-008	Safety concerns for intersection at Sunset & Timbrel / Suggestions to include: 1) Offer bus rides for kids that cross there. 2) Require crossing guards until 8:15 a.m. on school days and potentially after school until 3:45-4. 3) Install a push to walk flashing light	N	7/15/2021	10/28/2021-Captain Carlson to make recommendation to City Council to conduct traffic and ped count studies to see if this needs to be adjusted and/or moved up on the current CIP List. It is currently scheduled in the long term. 1/27/2022-Captain Carlson received response back from the Sherwood School District (SSD) regarding numbers 1 & 2. For #3, the SSD would like to work with the City on getting a grant to pay for flashing crosswalk lights. Motions made at Jan meeting: Request for speed and pedestrian counts by the City, adjust crossing guards times at crosswalk and school zone beacons. Talk to SSD about grant options.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2022

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2022-001	Complaint received by the City of Sherwood in 2019 - forwarded to the TSC for review: Concern regarding pedestrians crossing at Handley & Roellich.	P	Received by City Staff-March 2019 / Forwarded to TSC 1/13/2022	Complaint was received by Mayor Mays and then reviewed by the City Engineer in March of 2019. 1/5/2022-New City Manager requested the TSC to review information gathered at the 1/27/2022 meeting. 1/27/2022-Captain Carlson to increase police presence on Handley to see if there is still an issue. Then go from there.
2022-002	Corners in Old Town at Attrells & Park. Cars park on corners, making it difficult to see pedestrians, especially children. Would like "no parking" stripes on each corner of side streets in Old Town.	P	12/15/2022	1/27/2022-The PD and City will help to educate drivers regarding parking in Old Town, in part, with social media posts. Police will help to educate with warnings. Will revisit after a month.
2022-003	No stop signs and poor visibility due to parked cars at SW Park and 1st Street in Old Town.	P	12/20/2021	1/27/2022-As this is similar to 002-this will be revisited after the feedback is received for 002.

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