



AGENDA



<u>Traffic Safety Committee</u>	
Date & Time:	Thursday - October 27, 2022 6:00 pm
Location:	Sherwood Police Department, Community Room 20495 SW Borchers Drive, Sherwood
<u>Attendees</u>	
T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Dan O'Loughlin-Police Captain
Tiffany Yandt-Vice Chair	Jason Waters-Civil Engineer
Tony Bevel	Chris Pierce-Traffic Officer
Dorian Libal	Angie Hass-Executive Assistant
Lisa Patterson	Sabrina Sharp-Admin Assistant II
Diane Foster (PAB Liaison)	
Mike Smith (PAB Liaison)	

This meeting will be live streamed at <https://www.youtube.com/user/CityofSherwood>.

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of Minutes (Chair)
4. Business (Chair & Staff)
 - a. November & December Meetings
 - b. 2022 SWOT Report
 - c. Traffic Safety Requests
 - i. Update: 2020-012: New street light has been approved and all supplies were ordered several months ago (still waiting). Revisit decision to close out.
 - ii. Update: 2021-008 (connected to #2022-009): Signs were approved and have been installed at Sunset & Timbrel.
 - iii. **NEW:** 2022-011: Parking concerns and visibility on Murdock near intersection with Fair Oaks Subdivision.
 - iv. **NEW:** 2022-012: Request for "No Parking" around area of 14175 SW Galbreath Drive.
5. Committee Comments (Chair)
6. Citizen Comments

How to Provide Citizen Comments: Citizen comments may be provided in person or in writing. Sign-up forms will be available at the meeting for anyone who wishes to provide comments in person. Written comments must be submitted at least 24 hours in advance of the scheduled meeting start time by email to policeinformation@sherwoodoregon.gov and must clearly state that it is intended as a general Citizen Comment for this meeting. Comments are limited to 4 minutes per person. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their name and by their city of residence." Anonymous comments will not be accepted into the meeting record.
7. Adjourn (Chair)

If you require an ADA accommodation for this public meeting, please contact the Sherwood Police Department at (503) 625-5523, #2 or policeinformation@sherwoodoregon.gov at least 48 hours in advance of the scheduled meeting time.



Meeting Minutes



Traffic Safety Committee

Date & Time:	October 27, 2022 - 6:00 pm
Location:	Sherwood Police Department-Community Room 20495 SW Borchers Drive, Sherwood



T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Dan O'Loughlin-Police Captain
Tiffany Yandt-Vice Chair	Jon Carlson-Police Captain
Tony Bevel	Sabrina Sharp-Admin Assistant II
Dorian Libal	
Lisa Patterson	
Diane Foster (PAB Liaison)	
Mike Smith (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=-7kfOPema8o>

1. Call to Order

Vice Chair Yandt called the meeting to order at 6:17 pm. Due to the lack of a quorum, the official meeting start time was delayed.

2. Roll Call

Committee Members Present: Vice Chair Tiffany Yandt, Tony Bevel, Dorian Libal, and Mike Smith

Committee Members Absent: Chair Jason Wuertz, Diane Foster, and Lisa Patterson

City Staff Members Present: Captain Jon Carlson, Captain Dan' O Loughlin (via Zoom) and Admin Assistant II- Sabrina Sharp

3. Approval of Minutes

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

4. Business

a. November & December Meetings

Captain Carlson stated that the next scheduled meeting would fall on Thanksgiving and will be cancelled. In addition, the December meeting will also be cancelled due to it falling too close to Christmas. The next meeting will be held on Thursday, January 26, 2023.

b. 2022 SWOT Report

(Please see 2021 report, **Exhibit "A"**, and 2022 template, **Exhibit "B"**.)

This discussion begins at the 5:30 minute mark of the YouTube video.

Captain Carlson referred the committee to last year's SWOT report to review as a template for this year's report. Vice Chair Yandt stated that the strengths, weaknesses, opportunities, and threats would mostly be the same from last year's report.

Mr. Smith suggested a shorter SWOT report. Captain Carlson asked if the committee wanted to add any additional strengths to the report. Captain O'Loughlin added that one of the strengths of the committee is that they can come up with viable solutions to problems and are able to work together well. Mr. Libal expressed that an open dialogue is also one of the committee's strong suits, which helps the process run smoothly.

Vice Chair Yandt asked about the committee's weaknesses and a brief discussion ensued. She suggested to remove the first weakness from the previous year's SWOT report but keep the other three, and Mr. Smith agreed. Captain Carlson expressed that the limited budget sometimes side rails the committee. However, Mr. Smith indicated that this would fall under availability of funding, which was already listed as a weakness in last year's report. Mr. Bevel discussed the lack of media exposure weakness, and Mr. Smith stated that this weakness could be used as an opportunity to increase the committee's social media presence. Mr. Libal suggested that a flyer could be created to increase the community's knowledge of the TSC. Mr. Bevel added that these flyers could be put up in the library and Mr. Libal suggested for the flyers to be placed at the police trailer during community events, such as the Robin Hood Festival.

Captain Carlson asked if the TSC had any additional weaknesses to add to the report. Captain O'Loughlin expressed that he would like to turn a weakness into an opportunity by using the new technology in the Community Room to display maps of the complaint locations. Mr. Libal & Mr. Smith agreed and loved the idea of providing visual aids on the monitor during the meetings. The committee discussed the threats that they face and indicated that the pandemic challenges from last year's SWOT report can be removed from the list. They also added that the citizens do not know what the procedures of the TSC are and this is one of their biggest threats.

Captain Carlson asked what the TSC's most significant accomplishments were for this year. Mr. Bevel expressed that they helped get the ball rolling on the Edy Road speeding issue and the rest of the committee agreed. Mr. Smith discussed their progress on the Langer Farms Pkwy issue and stated that the committee was able to address all complaints that were received this year. The committee then moved on to discuss their goals for the upcoming year. They indicated that in-person meetings can be removed from last year's report but would like more visibility and to increase the number of complaints they receive and process to remain on the list for this year. Vice Chair Yandt stated that if more people were aware of the committee, then they would receive more complaints.

After a brief discussion, all present TSC members created their 2022 SWOT Report. Their completed report will be submitted to the City of Sherwood's City Council.

c. Traffic Safety Requests

Please refer to the Tracking Sheets (Exhibit "C") for more information on the requests discussed at this meeting.

- i. Update: 2020-012: New streetlight has been approved and all supplies were ordered several months ago (still waiting). Revisit decision to close out.**

This discussion begins at the 26:06-minute mark of the YouTube video.

Captain Carlson expressed that this request has been approved. However, the streetlight has not been installed yet. He indicated that staff is still awaiting supplies, and Public Works will notify the PD once the request is complete. He added that City staff will notify the committee once the streetlight has been installed.

Mr. Smith made a motion to close out request 2020-012. Mr. Libal seconded the motion and all present committee members voted in favor.

- ii. Update: 2021-008 (connected to #2022-009): Signs were approved and have been installed at Sunset & Timbrel.**

This discussion begins at the 27:48-minute mark of the YouTube video.

Captain Carlson stated that the signage has been installed at Sunset & Timbrel. Vice Chair Yandt asked for more information on request #2022-009. Captain Carlson explained that request #2022-009 was regarding safety concerns for the pedestrian crossing at Woodhaven & Sunset. The suggestion would be to add crossing beacons and change a double left-hand turn lane to a single turn lane.

Vice Chair Yandt asked if the committee wanted to close out request #2021-008 but leave request #2022-009 open or if both requests should be kept open. A brief

discussion ensued, and it was decided that the committee would close out request #2021-008 but would leave request #2022-009 open.

Mr. Smith made a motion to close out request #2021-008 but leave request #2022-009 open. Mr. Libal seconded the motion and all present committee members voted in favor.

iii. NEW: 2022-011: Parking concerns and visibility on Murdock near intersection at Fair Oaks Subdivision. (See Exhibit “D”.)

The discussion for this request begins at the 30:16-minute mark of the YouTube video

Captain O’Loughlin stated that the complainant provided photos and has concerns about the reduced visibility down Murdock Rd. He indicated that the PD assessed this area and determined that there is some blockage on the right side from the parked vehicles on Murdock, but not to the degree that there is a safety concern. He stated that if you are looking left to see if there is traffic coming down the hill, the trees/shrubbery that is a part of private property is blocking visibility along the curb. He stated that the complaint was forwarded to Code Compliance to address the issue with the homeowner so this can be rectified.

In addition, the property owner has been contacted and educated on the City’s Municipal Code. Once these shrubs/trees have been trimmed and comply with the City ordinance, the issue will be resolved and will no longer be a safety concern. Mr. Smith asked if the committee needed to wait to close the request until after the issue has been resolved. Captain Carlson expressed that staff can always update the committee of the status even after a request has already been closed out.

Mr. Smith made a motion to close out request #2022-011. Mr. Libal seconded the motion and all present committee members voted in favor

iv. NEW: 2022-012: Request for “No Parking” around area of 14175 SW Galbreath Drive (See Exhibit “E”.)

This discussion begins at the 39:35-minute mark of the YouTube video.

Captain Carlson stated that the complaint is that there is not enough room for semi-trucks or trailers to back in the driveway or pull out onto Galbreath Drive. The requester would like both sides of the driveway to be no parking zones and would like to potentially lengthen the no parking zone across the street. Mr. Bevel asked for clarification on the complaint location and Captain Carlson indicated that the business is located behind the Cat Adoption Team. Mr. Libal expressed that the driveway is already painted yellow, and no one should be parking there.

Mr. Smith stated that there are two parking spaces that are not painted yellow that can be removed to create more space for the trucks to turn around.

Captain O'Loughlin expressed that once the area was assessed, there were no difficulties turning left onto Galbreath towards Cipole as there is no parking allowed on that side of the street. In addition, if the two parking spots were removed, it would make it easier for drivers to turn right onto Galbreath towards Tualatin-Sherwood Rd. Mr. Bevel stated that the DMV and the Cat Adoption Team have plenty of parking spaces. Therefore, cars would not need to park along the street and these parking spots should be removed.

Captain Carlson stated that the main issue is that the turn area is too tight, and trucks would have to back down the road. Mr. Smith stated that these truck drivers already have a way out and it would not be necessary to remove the two available parking spots. Mr. Libal suggested to reduce one parking spot instead of two and stated that there are no issues turning right onto Galbreath Dr, if there are no cars parked in the no parking zone across the street. Captain O'Loughlin agreed and indicated that it is possible to turn right at that location if the driver were to pull to the far left of the driveway. Mr. Libal stated that backing into the driveway is more of an issue for the trucks rather than leaving. Captain O'Loughlin agreed and indicated that the issue of backing up would not be an issue for this committee.

Mr. Smith moved to take no action, and Mr. Libal seconded the motion. Mr. Bevel opposed Mr. Smith's motion and an additional discussion ensued. Mr. Bevel expressed that the committee should be making it easier for businesses and not harder. Mr. Smith indicated that this issue is an issue of convenience for the business and is not a traffic concern. Mr. Libal stated that removing two parking spots would not accomplish anything since there are too many obstacles in the way. Captain O'Loughlin agreed with Mr. Libal and Mr. Smith's assessment and indicated that PD staff will monitor the area and will inform the committee if they start to see any issues at this location.

The previous motion made by Mr. Smith and seconded by Mr. Libal to take no action and close out request #2022-012 was approved by all present committee members.

5. Committee Comments

N/A

6. Citizen Comments

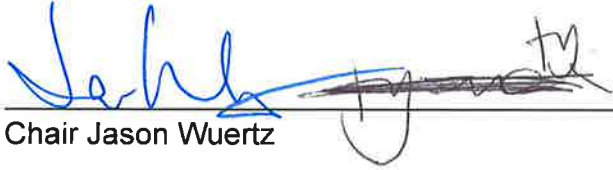
N/A

7. Adjourn

With nothing further to discuss, the meeting was adjourned at 7:15 p.m.

The next meeting is scheduled for January 26 at 6 p.m.

Approval of Minutes:


Chair Jason Wuertz

1/26/23

Date

Attest:


Sabrina Sharp

1/26/23

Date



2022 Annual Boards & Commissions Report to City Council – SWOT
Traffic Safety Committee
City Council Meeting (TIME & DATE) (TBD)
LOCATION OR VIRTUAL (TBD)

TEMPPLATE

Strengths

-
-
-
-

Weaknesses

-
-
-
-

Opportunities

-
-
-
-

Threats

-
-
-
-

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

- A.
- B.
- C.

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

- A.
- B.
- C.



2021 Annual Boards & Commissions Report to City Council – SWOT

Traffic Safety Committee

City Council Meeting (TIME & DATE) (TBD)

LOCATION OR VIRTUAL (TBD)

Strengths

- Consistently meet to review citizens' concerns and issues.
- Willingness to look at every complaint and strive to reach reasonable corrections.
- Number of issues the committee addressed.

Weaknesses

- Still working through the most efficient process for addressing the various issues.
- Lack of media exposure / community knowledge of TSC.
- The Capital Improvement Projects timeline.
- The availability of funding.

Opportunities

- More education and outreach to the community.
- Better use of social media platforms, monitor, proactive.

Threats

- Lack of interest and knowledge of the TSC.
- Not able to please everyone.
- Challenges due to the pandemic.
- Availability of funding.

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

- A. Lighting issues at Ladd Hill / Sunset (2020-012).
- B. Crosswalk / visibility issues off Meinecke Road (2020-009).
- C. Process improvement.
- D. Number of complaints the committee addressed in the year.

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

- A. Start having in person meetings.
- B. More visibility, let people know we are here.
- C. Increase the number of complaints we receive / process.

TRAFFIC SAFETY COMPLAINTS / REQUESTS Exhibit "C"

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

Project #	Brief Description of Request	*Status	Date Rec'd	Notes
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 Pl- 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	Revisit 4/28/2022	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. <i>3/24/2022-Committee will revisit this at the 4/28 meeting to decide whether or not request warrants being on the CIP List.</i> 4/28/2022-SPD to look into past complaints/issues at this intersection. Mr. Galati and Chair Wuertz will present their suggestions at the 5/26 meeting. 7/28/2022-Mr. Galati will write out specifics for bollard installation. Once completed, Captain Carlson will submit to the City Manager for pre-approval.
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.

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>
20-007	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
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 responsibiity. City staff will submit request to ODOT.

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>
20-011	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.
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. 6/23/2022-Public Works reported that the necessary supplies for the new street light should be arriving soon.
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.

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

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.	C	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. 2/24/2022-Decision to close out this request, as truncated domes are already on the list for a future project.

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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>
2021-005	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. 3/24/2022-Speed Count Analysis reviewed. TSC will do more comprehensive review, once Ped County Study is completed. <i>(Not ready for 4/28 meeting. Add to May meeting agenda?)</i> 7/28/2022-Ped count study on hold until the new school year begins.

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

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.	C	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.4/28/2022-Captain Carlson reported that Public Works is hesitant to paint curbs. They are looking into a yellow adhesive tape. SPD will continue with extra patrols of that area. Folks are still parking where they shouldn't. 5/26/2022-Officers giving out warnings for parking too close to crosswalks and intersections. PSA to go out at the beginning of the next month. 6/23/2022-Captain Carlson reported that striping has been placed by Public Works. So far, folks have not been parking in the areas of concern. 7/28/2022-Striping has been completed, no parking issues since, PSA had been sent out and enforcement still taking place.

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

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>
2021-007	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 & 2022-009	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	P	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. 3/24/2022-Captain Carlson to request additional signs (City Manager). Ms. Hajduk to add request for traffic study analysis to be completed from Pinehurst to HWY 99 on Sunset to CIP List. 4/28/2022-Ped count study not yet completed. Mr. Galati feels that speeding is an issue. City is adding a comprehensive pedestrian crossing study to the CIP. City staff has meeting scheduled w/school district. Suggestion to keep this request on TSC's radar. More updates provided at next month's meeting. 7/28/2022-Ped count study on hold until the new school year begins.

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

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.	C	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. 3/24/2022-Capt Carlson reported that no issues were observed by officers when conducting a focused patrol (1/13-3/15/2022, 4.6 hours total). Will send update to City Manager. TSC voted to close out request.

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2022

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<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
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.	C	12/15/2021	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. 4/28/2022-Capt Carlson met with Public Works. Per state statute, you are not supposed to park within 20 feet of a crosswalk. It was determined that some of the parking spaces do not meet that statute. Public Works is working on a way to meet the requirements without eliminating too many parking spaces. 5/26/2022-Public Works is still working out how best to make updates. SPD will be putting out a PSA soon regarding enforcement and education. 6/23/2022-Public Works removed striping for some of the parking spaces. Removing parking spaces created buffer for busses when turning on the tight corners.7/28/2022-Some parking spaces had been removed. Parking spaces laid with brick cannot be removed. Mr. Galati will work up some potential plans for the committee. 9/22/2022-A social media post will be sent out by the PD reminding drivers of parking laws by stop signs. This request was closed out with a recommendation to the City Manager to add striping, signage and physical barriers where parking is not allowed.

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2022-003	No stop signs and poor visibility due to parked cars at SW Park and 1st Street in Old Town.	C	12/20/2021	1/27/2022-As this is similar to 002-this will be revisited after the feedback is received for 002. 4/28/2022-Public Works will be looking at this one at the same time they look into 2022-002. 5/26/2022-Public Works is still working out how best to make updates. SPD will be putting out a PSA soon regarding enforcement and education. 6/23/2022-Captain Carlson reported that there had been no crashes reported over the last 10 years at that intersection or in that area. Decision to close with recommendation for continued patrol.
2022-004.1 & .2	Exit lanes from Walmart main entrance onto Langer Farms. Request to make right or left turn only-no straight through to Target option.	P	2/21/2022	3/24/2022-TSC requests to review previous traffic studies for this location at next meeting. 4/28/2022-Several studies and analysis have been done for this area. Does not make sense to re-open. Decision to get education to drivers regarding stop bars and pedestrians to stop, look and listen before walking into street. Will look into getting copies of previous reports to TSC members for review. 5/23/2022-TIA e-mailed to all TSC members by Julia Hajduk. 6/23/2022-As all committee members hadn't yet had a chance to review the TIA report, this request will remain opened. 9/22/2022-City staff have been working on coming up with a solution and will soon present it to the City Manager. The committee will wait for Chair Wuertz to present his ideas, before closing this request out.

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2022

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2022-005 .1, .2, .3 & (.4-New for 4/28)	Edy Road - Requests to lower speed, add more lighting, sidewalks, bike lanes & crosswalks.	P	2/21 & 22/2022 & 3/24/2022	3/24/2022-City Engineer still waiting for results from traffic study. Will revisit at April meeting. 4/28/2022-Ms. Hajduk to submit MSTIP application for improvements to Edy. City Engineer still working on traffic study for this and 2022-006. Application submitted to the state to reduce speeds on Edy and Elwert from 40 to 35. TSC to write letter of support to submit with the MSTP application. Ms. Hajduk will work with Chair Wuertz to draft a letter and present at the May meeting. 5/26/2022-City Engineer presented a Traffic Volume / Speed Count Analysis. Has submitted letter to county to lower speed to 35. County has approved and now needs the state's approval. Mobile speed sign with blue and red lights will be moved from Sunset to Edy Rd soon. Public outreach and speed enforcement will help with speeding. 6/23/2022-Mr. Galati forwarded the MSTIP letter. Data has been collected by the State. Recommendations have been forwarded to ODOT. 7/28/2022-No updates to report.
2022-006	SW Elwert & Haide-lower speed limit, speed bumps on north and southbound on Elwert - OR - stop signs with flashing lights.	P	3/4/2022	4/28/2022-See above. 5/26/2022-See above. 6/23/2022-See above. Committee will wait until decision has been made regarding speed reduction from the State, before closing this request.

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2022

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2022-007	Request for flashing lights @ crosswalk located at Cedar Brook Way & Meinecke Pkwy.	C	3/17/2022	4/28/2022-A similar request had already been submitted to the City, prior to the formation of the TSC. At that time, trees were cut down to improve sightline and parking spaces were moved back from crosswalk. This is also similar to TSC request #'s 2020-13 & 2020-14. Will reach out to HOA for clarification on specifics. 5/26/2022-HOA not available to provide clarification. 6/23/2022-Angie will check back in with HOA. 7/28/2022-HOA Board Member provided in person clarification of concerns. TSC moved that since modifications had already been made with trees and parking spaces removed, suggestion to the HOA for education piece to residents, setting up crossing guard schedule w/in community and possibly use orange cones and flags during school hours.
2022-008 (new #: 2022-004.2)	Concerns for Intersection at Walmart & SW Langer Farms Pkwy -Possible solution could be traffic light. Suggested going back to DKS for review. Pedestrian Crossing is confusing for drivers. Looks like 4-way stop-suggest different signage / striping.	P	7/4/2022	7/28/2022: See 2022-004.2
2022-009 & 2021-008	Concerns for ped crossing at Woodhaven and Sunset . Suggestion to add crossing beacons and change double left hand turn lane to single turn lane.	P	7/18/2022	As this request is so similar to #2021-008, the two will share the same agenda item number in moving forward.

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TRAFFIC SAFETY COMMITTEE - 2022

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2022-010	Parking concern on Saint Charles Way to pathway. Visibility issue in busy area. Propose "No Parking" signs.	P	9/7/2022	9/22/2022-The TSC recommended that a mid-block crosswalk, striping and signage be added on Saint Charles Way. Mr. Galati offered to type everything up and send the recommendation to City Manager, Keith Campbell, for review and approval.
2022-011	Parking along Murdock Rd near Fair Oaks Drive-Intersection. Parked cars impair visibility when drivers exit Fair Oaks subdivision.	N	10/4/2022	
2022-012	Driveway of 14175 SW Galbreath Drive-Request to make both sides of driveway "No Parking" zones as well as other side of street.	N	10/10/2022	



Sherwood Police Department
20495 SW Borchers Drive
Sherwood, OR 97140
Ph: 503-625-5523 ♦ Fax: 503-925-7159



Exhibit "D"

Traffic Safety Request Form

In accordance with the City of Sherwood's Municipal Code, citizens interested in requesting any action regarding traffic safety shall complete and submit this form to the Sherwood Traffic Safety Committee for review and consideration. Upon receipt of a completed form, city staff will review the proposed request and forward it to the committee for formal review. Contact with the applicants regarding the request will be included in the review process.

Completed forms shall be submitted to:

Sherwood Traffic Safety Committee
c/o Sherwood Police Department
20495 SW Borchers Drive ■ Sherwood, OR 97140
policeinformation@sherwoodoregon.gov

Feel free to attach additional sheets containing pictures, maps, or additional text if the space provided is insufficient.

1. Requestor's Contact Information:

Name: _____
Address: _____
Phone Number: _____
Email: _____
Date form submitted: 10/4/2022

2. Please identify the specific location/intersection of concern:

SW Fair Oaks Drive and SW Murdock Road

3. Please describe the nature of the traffic problem which concerns you:

We are requesting a review of the permissible parking along Murdock Road near its intersection with Fair Oaks Drive. Cars parked along the east side of Murdock impair visibility for cars exiting the Fair Oaks Subdivision. The exiting cars must edge out onto Murdock to determine when it's safe to continue when cars are parked too close to that intersection.

4. Please describe what actions (if any) you feel would reduce your traffic concerns:

We are requesting that parking on the east side of Murdock be restricted near the intersection with Fair Oaks Drive to facilitate safe access to both north and southbound traffic on Murdock Road.

Please attach any photographs and/or diagrams that document the problem.

Northbound



Southbound





2022-012

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Exhibit "E" Traffic Safety Request Form

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c/o Sherwood Police Department
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policeinformation@sherwoodoregon.gov

Feel free to attach additional sheets containing pictures, maps, or additional text if the space provided is insufficient.

1. Requestor's Contact Information:

Name: [Redacted]
Address: [Redacted]
Phone Number: [Redacted]
Email: [Redacted]
Date form submitted: _____

2. Please identify the specific location/intersection of concern:

Driveway of 14175 SW Galbreath Drive & Galbreath Drive

3. Please describe the nature of the traffic problem which concerns you:

There is not enough room for Maxi (53') and even smaller semi truck/trailers to back in and on pull out onto galbreath Drive from our lot - we do not have room for trucks and trailers to turn around or drive through.

4. Please describe what actions (if any) you feel would reduce your traffic concerns:

Make both sides of our driveway no parking zones and potentially make access the street no parking zone longer

Please attach any photographs and/or diagrams that document the problem.

14175 SW Galbreath Dr



An aerial satellite-style photograph showing a street intersection. A large, rectangular, vacant lot with sparse, dry vegetation occupies the right side of the frame. A road, labeled 'SW Galbreath Dr', runs diagonally from the bottom left towards the top right. Several cars are visible on the road. To the left of the road, there are trees and a parking lot with a few vehicles. In the top right corner, another road is partially visible, labeled 'SW'. A blue location pin icon is located in the top left corner.

SW Galbreath Dr

SW

- A. 103' YELLOW CURB
- B. 29' YELLOW CURB
- C. 27' DRIVEWAY WIDTH
- D. 60' TOTAL CURB - 20' YELLOW CURB
- E. 32' STREET WIDTH

** Trucks do have ability to turn left (north) up Galbreath Dr.

