



Home of the Tualatin River National Wildlife Refuge

CITY COUNCIL MEETING PACKET

FOR

Tuesday, March 4, 2025

**Sherwood City Hall
22560 SW Pine Street
Sherwood, Oregon**

6:00 pm City Council Work Session

7:00 pm City Council Regular Meeting

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



Home of the Tualatin River National Wildlife Refuge

6:00 PM CITY COUNCIL WORK SESSION

1. **Sherwood Police Department Annual Report**
(Ty Hanlon, Police Chief)

7:00 PM REGULAR CITY COUNCIL SESSION

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **CONSENT AGENDA**
 - A. **Approval of February 4, 2025, City Council Meeting Minutes** (Sylvia Murphy, City Recorder)
 - B. **Approval of February 18, 2025, City Council Meeting Minutes** (Sylvia Murphy, City Recorder)
 - C. **Resolution 2025-013, Appointing Aaron Wiebe to the Sherwood Budget Committee**
(David Bodway, Finance Director)
 - D. **Resolution 2025-014, Naming the Sherwood Center for the Arts Main Hall "Meara Boughey Theatre"** (Chanda Hall, Arts Center Manager)
 - E. **Resolution 2025-015, Adopt City Council Goals and Deliverables for FY2025-26**
(Craig Sheldon, City Manager)
6. **CITIZEN COMMENTS**
7. **CITY MANAGER REPORT**
8. **COUNCIL ANNOUNCEMENTS**
9. **ADJOURN**

How to Provide Citizen Comments and Public Hearing Testimony: Citizen comments and public hearing testimony may be provided in person, in writing, or by telephone. Written comments must be submitted at least 24 hours in advance of the scheduled meeting start time by e-mail to Cityrecorder@Sherwoodoregon.gov and must clearly state either (1) that it is intended as a general Citizen Comment for this meeting or (2) if it is intended as testimony for a public hearing, the specific public hearing topic for which it is intended. To provide comment by phone during the live meeting, please e-mail or call the City Recorder at Cityrecorder@Sherwoodoregon.gov or 503-625-4246 at least 24 hours in advance of the meeting start time in order to receive the phone dial-in instructions. 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.

How to Find out What's on the Council Schedule: City Council meeting materials and agenda are posted to the City web page at www.sherwoodoregon.gov, generally by the Thursday prior to a Council meeting. When possible, Council agendas are also posted at the Sherwood Library/City Hall and the Sherwood Post Office.

To Schedule a Presentation to the Council: If you would like to schedule a presentation to the City Council, please submit your name, phone number, the subject of your presentation and the date you wish to appear to the City Recorder, 503-625-4246 or Cityrecorder@Sherwoodoregon.gov

ADA Accommodations: If you require an ADA accommodation for this public meeting, please contact the City Recorder's Office at (503) 625-4246 or Cityrecorder@Sherwoodoregon.gov at least 48 hours in advance of the scheduled meeting time. Assisted Listening Devices available on site.

AGENDA

SHERWOOD CITY COUNCIL March 4, 2025

6:00 pm City Council Work Session

7:00 pm City Council Regular Session

**Sherwood City Hall
22560 SW Pine Street
Sherwood, OR 97140**

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



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
February 4, 2025

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 6:00 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse, Dan Standke, and Doug Scott. Councilor Keith Mays was absent.
3. **STAFF PRESENT:** Assistant City Manager Kristen Switzer, Interim City Attorney Sebastian Tapia, Interim Public Works Director Rich Sattler, IT Director Brad Crawford, Police Chief Ty Hanlon, HR Director Lydia McEvoy, Community Development Director Eric Rutledge, Records Technician Katie Corgan, and City Recorder Sylvia Murphy.
4. **TOPIC:**

A. TSP (Transportation System Plan) Update

City Engineer Jason Waters presented the “Sherwood Transportation Plan Scoping” PowerPoint presentation (see record, Exhibit A) and recapped that the TSP was updated in 2005 and 2016, and this update would be led by the Engineering Department with the assistance of Senior Planner Joy Chang. He referred to the 2016 update and explained that it was restricted by the Transportation and Growth Management funds that ODOT administered, which funneled the entire project through ODOT. He reported that an additional work session to discuss the update would be held on February 18th and noted that the scope of work had not been finalized, so this was an opportunity for Council to discuss the project. Mr. Waters reported that there were requirements for the TSP, including cross-sections for the SDCs and SDC credits and outlined that TSPs did not address street lighting levels or mid-block crossing warrants. He commented that Council could expand the scope of the TSP to evaluate arterial streets and collectors as well as street lighting levels and mid-block crossing warrants. He introduced Kittleson & Associates consultant Phill Worth and Mr. Worth provided background on his professional experience and the project team. He outlined that a TSP was a 20-year planning document that described a transportation system and outlined projects, programs, and policies to meet community goals for transportation. He stated that the TSP was a part of and companion to the city’s Comprehensive Plan and served as the foundation for how a community lived, worked, played, and grew over time. He noted that the TSP was a state requirement, but it was up to Council and the community to develop the plan. He spoke on the probability of a long project list and fiscally constrained TSPs and aspirational TSPs. Mayor Rosener referred to MSTIP funding and the need for the city to be grant-ready for TSP projects. Mr. Worth explained that the TSP would be done in coordination with ODOT, Metro, Washington County, and neighboring cities and would inform Metro’s Regional Transportation Plan and the County’s TSP. He outlined that a TSP was required to have community engagement; goals, objectives and performance measures; analyzation of existing conditions; analyzation of future conditions; solution development and evaluation; a funding program; and a TSP document. He recapped why it was

important to update the TSP now and explained that there were new legal requirements, such as CFEC. Other reasons included: the recommendation that a TSP be updated every 10 years, confirmation and refinement of goals for transportation, extension of the timeframe to plan for 2045/46, it would inform CIP updates, and it would inform land development conditions of approval. Mr. Worth reported that a TSP was required to accomplish the five objectives of: define and classify future transportation network; identify and prioritize improvements needed in the next 20 years; identify areas/improvements that require additional study or analysis; determine metrics for evaluating system performance; and determine fiscal constraints. He continued that a TSP should set standards or provide design guidance, inform improvements needed with near term development, consider future transportation trends and innovations, and advance policies and programs that support the transportation system including Safe Routes to School. Mr. Worth reported that a TSP could investigate transportation needs of expansion areas, such as Sherwood West; develop alternative performance measures and standards; and advance new policy directives (e.g. Vision Zero). He provided an overview of the project timeline on page 10 of the presentation and reported that the TSP update would take 18-21 months to complete. He explained that the goal was to get the TSP ready for Council's adoption and create a placeholder for what would become the Sherwood West component of the TSP. Once that document was ready for adoption, the TSP could be updated. He displayed a list of questions for Council to consider and discuss on page 12 of the presentation and asked for feedback. Councilor Giles spoke on his desire for the creation of a local bus service, similar to Wilsonville, and referred to the development of Sherwood West. Council discussed TriMet and funding sources for Wilsonville's program. City Engineer Waters clarified that the TSP had a transit section that could be expanded upon to include things like new technologies. Councilor Standke referred to emergency vehicles and routes and asked if police and TVF&R were involved in the TSP process. Mr. Worth replied that a representative from the city's emergency services would participate in one of the TSP subcommittees in order to ensure their needs were addressed. Mr. Waters added that someone from TVF&R and the Police Department would be on the TAC for the TSP update, and the update would be circulated to the Washington County Consolidated Communications Agency. Councilor Scott asked that the TSP identify and prioritize all of the connection gaps in the pedestrian network based on hazard level. Council President Young referred to the question of "What transportation challenges does Sherwood face now or in the future?" and commented that some community members felt that the city planned its transportation after development was planned. Councilor Brouse asked if the Traffic Safety Committee would be involved in the TSP process and City Engineer Waters replied that a representative from the Committee would be on the TAC. Councilor Scott referred to Sherwood Boulevard and Century Drive traffic issues and stated he would like that intersection addressed immediately. Mr. Waters put forward the idea of having Council identify their top priority locations to address traffic/pedestrian safety issues and discussion occurred. Mayor Rosener referred to minimum engineering standards versus more robust standards, particularly near school zones, and stated that that should be a part of the conversation. Discussion regarding the traffic congestion issues near Sherwood High School occurred. Mayor Rosener referred to preemption from the state and CFEC regulations and spoke on his desire to identify gaps and collaborate with developers to address those gaps. City Engineer Waters spoke on the possibility of the city prioritizing adjusting signal controllers to address traffic issues. Councilor Giles asked for information on traffic management technologies that were available to cities. Mayor Rosener asked for information on what other cities were doing and referred to the Vision Zero program and the possibility of reducing neighborhood speed limits. Mr. Waters commented that Sherwood would be the first city to complete their TSP update post-CFEC regulations. Council and Mr. Worth spoke on the need for Council to provide feedback on what areas they wanted to abide by current standards and areas they wanted to push the limits. Councilor Giles asked that Sherwood's trails and paths also be evaluated for potential multi-modal usage. Councilor Standke referred to the occasional seasonal flooding of parts of the Stella Olsen Park trails and asked if the TSP would address those issues. Mr. Waters replied that it was a seasonal gap in the system and ideas for addressing those issues would likely be considered

for the aspirational list versus the financially constrained list. Councilor Brouse asked how the TSP update fit into the Old Town Strategic Plan and Mr. Waters replied that the Old Town Strategic Plan would be factored into the TSP. Councilor Giles referred the buildout timelines of Sherwood West and commented regarding completing the TSP update now and Mr. Waters replied that the Sherwood West portion of the TSP would be adopted as an update when the time came. Mr. Worth stated that Council would hold another work session on this topic at the February 17th Council meeting.

B. Youth Advisory Board Discussion

Assistant City Manager Kristen Switzer presented the “Sherwood Youth Advisory Council” PowerPoint presentation (see record, Exhibit B) and provided a recap of the work completed thus far. Ms. Switzer explained that she wanted feedback and direction from Council on the formation of a Youth Advisory Council (YAC). She recapped that last year, Council and the Sherwood School District successfully created a Youth Advisory Board. She outlined that Council had expressed their desire to now create an in-house Youth Advisory Board. She explained that a YAC was a group of individuals who offered counsel and support to organizations and governing bodies. They actively participated in projects, community initiatives, and acted as ambassadors. Their primary role was to provide a youthful perspective, engage their community, and help the organization achieve its mission. She recapped the benefits of a YAC on page 3 of the presentation as: youth engagement, community impact, and stronger connections. She stated the draft mission statement was, “The mission of the Sherwood YAC is to educate, engage, and empower youth from the community by providing them with opportunities to actively participate in local government, develop leadership skills, and make a positive impact.” Council expressed their happiness with the draft mission statement. Assistant City Manager Switzer outlined the purpose of a YAC on page 5 of the presentation as: explore innovative methods, such as creating and engaging in community projects and positive youth-focused activities, to raise awareness about the issues impacting Sherwood’s youth; provide review and comment to elected officials and City decision-makers regarding public issues, projects, and proposals that have an impact on youth; work with the Mayor, City Council, city departments and other community organizations to create civic engagement opportunities for local youth; and promote civic engagement and produces future leaders of the community. Mayor Rosener spoke on the importance of a YAC as a tool to expose more young people to careers in local government. Ms. Switzer provided an overview of the possible projects and activities the YAC could participate in on page 7 of the presentation. Councilor Giles stated that the Sherwood Chamber of Commerce could also be a partner for the YAC. Ms. Switzer stated that it was recommended that the YAC be comprised of a minimum of 7 members but could have up to 11 members serving on the board. The YAC should meet once a month, September through June, with the day and time being set at the beginning of each academic year. Councilor Scott commented that he worried about the YAC not meeting throughout the summer since many of the activities they could participate in occurred in the summertime. Discussion regarding the time span of the program occurred and Councilor Scott suggested six two-year terms and five one-year terms so there would be membership consistency. Ms. Switzer reported that there were budget considerations and recommended the development of a budget to include staff time, materials and supplies, and travel and training (Capital Day, NLC Conference, etc.). She stated that the YAC could also assist in pursuing grant funding opportunities for specific projects or initiatives. Councilor Scott stated there should be minimum participation levels required in order for them to be eligible to attend the NLC Conference or other significant events and discussion occurred. Council President Young suggested that only second-year YAC members should be eligible for NLC Conference participation. Discussion regarding possible eligibility requirements for participation in the NLC Conference occurred. Council President Young asked for an estimate of approximate staff time to support the YAC. Assistant City Manager Switzer replied that necessary staff time varied from board to board, but she estimated that 10-15 hours of staff time would be needed to

support the YAC. Councilor Scott asked if staff had the bandwidth to support the board and Ms. Switzer replied that staff was committed to making the YAC work and discussion occurred. Councilor Scott commented that the YAC could be adopted as a two-year pilot program, allowing staff and Council the opportunity to adjust as needed. An audience member spoke on the considerable interest for YAC among Sherwood youth and discussion occurred. Mayor Rosener asked that an ordinance and resolution be drafted to create the committee and assign a liaison. He asked who would like to serve as the Council liaison for the YAC. Councilor Brouse stated she would serve as the Council liaison and Councilor Scott would serve as the alternate. Interim City Attorney Sebastian Tapia referred to the use of “Council” in the name and stated that there were rules that needed to be followed, and Council determined that “Youth Advisory Committee” or similar was acceptable.

5. ADJOURN

Mayor Rosener adjourned the work session at 7:04 pm and convened a regular session.

REGULAR SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:12 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse, Dan Standke, and Doug Scott. Councilor Keith Mays was absent.
- 3. STAFF PRESENT:** Assistant City Manager Kristen Switzer, Interim City Attorney Sebastian Tapia, Interim Public Works Director Rich Sattler, IT Director Brad Crawford, Police Chief Ty Hanlon, HR Director Lydia McEvoy, Community Development Director Eric Rutledge, and City Recorder Sylvia Murphy.

4. APPROVAL OF AGENDA:

MOTION: FROM COUNCILOR SCOTT TO SWITCH THE AGENDA ORDER TO HEAR PRESENTATIONS BEFORE CITIZEN COMMENTS. SECONDED BY COUNCIL PRESIDENT YOUNG. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR (COUNCILOR MAYS WAS ABSENT).

MOTION: FROM COUNCILOR BROUSE TO APPROVE THE AGENDA AS AMENDED. SECONDED BY COUNCIL PRESIDENT YOUNG. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR (COUNCILOR MAYS WAS ABSENT).

Mayor Rosener addressed the next agenda item.

5. CONSENT AGENDA:

- A. Approval of January 11, 2025, City Council Meeting Minutes**
- B. Approval of January 21, 2025, City Council Meeting Minutes**

MOTION: FROM COUNCILOR BROUSE TO APPROVE THE CONSENT AGENDA. SECONDED BY COUNCIL PRESIDENT YOUNG. MOTION PASSED 6:0; ALL PRESENT MEMBERS VOTED IN FAVOR (COUNCILOR MAYS WAS ABSENT).

Mayor Rosener addressed the next agenda item.

6. PRESENTATIONS:

A. Recognition of Eagle Scout Award Recipients

Jasmine Spurling came forward and provided background information on her Eagle Scout project. She stated that it had taken her a long time to decide what she wanted her project to be and presented a PDF of the project planner she had utilized throughout the project. She explained that her project involved her working with a private preschool in Tigard to construct a new playhouse with unique toys and features and a picnic table. She provided an overview of her brainstorming process and project timeline, and stated she was very happy with the final product. Council congratulated Ms. Spurling on her achievement. Councilor Brouse asked how she came to the decision to work with a preschool in Tigard versus somewhere in Sherwood. Ms. Spurling explained that a family friend worked at the preschool. Councilor Brouse asked what Ms. Spurling's plans were for the future and Ms. Spurling replied that she wanted to continue her work impacting the next generation and the environment. Council presented Ms. Spurling with a certificate.

Derek Liu explained that he created an archery booth to use at the Sherwood Robin Hood Festival and it was designed to be a free activity for kids. He explained he chose the archery booth because it appealed to him, and he felt it would be a fun activity for kids. He explained he experienced many technical difficulties building the booth so that it was safe for children, but it was relatively simple to construct. He spoke on his experience building the booth and reported that Home Depot and Sherwin-Williams had donated materials for his project, and he received a lot of help from his Troop and parents. He stated he was very pleased with the final product. Council President Young asked how many volunteer hours the project had taken, and Mr. Liu replied close to 200 hours. Council congratulated Mr. Liu on his achievement. Councilor Brouse asked Mr. Liu what his plans were for the future and Mr. Liu replied that he was currently studying physics in college, and he hoped to become a physics professor. Mayor Rosener stated Mr. Lui's certificate would be mailed to him. Mayor Rosener addressed the next agenda item.

7. CITIZEN COMMENTS:

Sherwood resident Dave Sweeney came forward and referred to a notice the residents of Shady Grove had received regarding planned tree removal for construction purposes. He stated that if the city did not intervene in the next several days, the trees would be removed. He asked that the city and Council call the developer to ask them to pause their tree removal plans and asked that the city buy the small strip of land with the trees on it. He spoke on available grant opportunities and referred to Metro's capital grant "Nature in Neighborhoods" grants and encouraged the city to explore those options. Mayor Rosener addressed the next agenda item.

8. CITY MANAGER REPORT:

Assistant City Manager Kristen Switzer reported on the Cultural Arts Commission's Lunar New Year event. She reported that an open house for the Old Town Strategic Plan would be held on February 13th at the Arts Center. She thanked Public Works for their work prepping roads for upcoming winter conditions. She reported that notices would go out regarding necessary traffic detours during the pedestrian bridge project. Mayor Rosener addressed the next agenda item.

9. COUNCIL ANNOUNCEMENTS:

Councilor Standke stated that the Library Advisory Board had not met since Council's last meeting. He reported on his attendance at the most recent Sherwood School Board meeting. He shared highlights, attendance numbers, graduation rates, and reported there were funding deficits. He referred to comments made at a previous Council meeting regarding concerns around the lack of safety measures around Sherwood elementary schools and reported that the School Board had already approved phase one of their security update. He reported on an upcoming theater production scheduled for February.

Councilor Scott reported that the most recent Parks and Recreation Advisory Board meeting was cancelled due to a lack of a quorum.

Councilor Brouse thanked MUSA Martial Arts for their Taekwondo demonstration at the Arts Center. She congratulated the nominees and award winners for the Sherwood Chamber of Commerce banquet. She reported there would be a ribbon cutting ceremony at a new coffee shop. She reported she would attend the upcoming Senior Advisory Board where they would continue their work on making Sherwood an age-friendly city. She reported she would attend the Water Consortium meeting.

Councilor Giles reported he had no Planning Commission news to share. He stated that he had recently written an article about the Statue of Liberty and shared an excerpt from his article.

Council President Young reported that the most recent Police Advisory Board meeting was cancelled due to a lack of a quorum. She reported on her attendance at the Region 1 Area Commission on Transportation meeting. She recapped the work session held prior to this meeting to discuss the formation of a Youth Advisory Board. She reported on her attendance at the Sherwood Chamber of Commerce banquet awards event.

Mayor Rosener spoke on his attendance at the Taekwondo demonstration at the Arts Center. He provided an overview of the state of the current legislative session and explained that the city would continue to lobby Salem regarding housing and preemption of local control. He reported that WCCLS was currently evaluating what the next library levy would look like.

Council President Young spoke on SB 538, which advocated for disability support for children with developmental disabilities who had very high behavior health or medical needs.

Councilor Standke spoke on the recent adoption of a supplemental budget and referred to the opioid settlement money and asked for community feedback on how those funds should be spent.

10. ADJOURN:

Mayor Rosener adjourned the regular session at 8:10 pm.

Attest:

Sylvia Murphy, MMC, City Recorder

Tim Rosener, Mayor



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
February 18, 2025

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 6:02 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse (remote), and Doug Scott. Councilor Keith Mays arrived at 6:17 pm and Councilor Dan Standke was absent.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Interim City Attorney Sebastian Tapia, Interim Public Works Director Rich Sattler, IT Director Brad Crawford, Police Chief Ty Hanlon, Community Development Director Eric Rutledge, Economic Development Manager Erik Adair (remote), Senior Planner Joy Chang, City Engineer Jason Waters, Planning Manager Sean Conrad, and City Recorder Sylvia Murphy.

Consultant: Kittleson & Associates consultant Phill Worth.

4. TOPICS:

A. TSP (Transportation System Plan) Update

Senior Planner Joy Chang stated that the Council previously met on February 4, 2025 for an introduction to a TSP and received 11 questions to will assist with the scope of the TSP update. Ms. Chang presented a PowerPoint (see record, Exhibit A) with the questions listed and stated that page 3 of the presentation outlined the timeline of the TSP work which included the Old Town Strategic Plan work.

Mr. Worth stated that in addition to the 11 questions, supplemental questions have been provided in the presentation. He stated that they are seeking guidance from the council to assist with interpreting the scope of the TSP. He addressed question 1: What is appreciated most about Sherwood.

Council President Young replied how Sherwood is laid out, the walkability, connectivity, and trails, ease of accessing Old Town. Councilor Giles commented that he sees three transportation systems: local, recreational and getting out and through town for commuters. He commented about looking at traffic circles. Councilor Scott spoke of livability, stated he believes the TSP in Sherwood functions well. Spoke of connectivity and local streets and importance of flow. He stated that the six corners area was still a problem, and there were other challenges related to this intersection. Mayor Rosener spoke of importance of pedestrian traffic, and not being in favor of traffic circles due to safety, stated the TSP is a 20-30 year plan and focusing on school safety and needing to identify long-term projects. He provided examples of Brookman and Chapman Roads and crossing over Hwy 99. He stated he believes the TSP works well, but not so much

regionally and mentioned the challenges with local county roads, such as Edy Road. He provided the example of growth in Yamhill County and keeping traffic on main arterials and off of side streets. He spoke of Sherwood being a family centric city and being a very dense community and the importance of focusing on trails, pedestrian safety, and walkability. He mentioned the use of under crossings in high traffic volume areas. He spoke of ODOT and their prioritization of Hwy 99 and provided an example of the intersection at Hwy 99 and Sunset Blvd and the city prioritizing safety. Examples of Sunriver and pedestrian traffic, and traffic circles was provided. Councilor Brouse stated she concurred with what had been stated and provided the example of the City of Sisters Oregon and their system. She spoke of challenges with Old Town being far removed from Hwy 99 and how to get people to Old Town.

Mr. Worth stated question 2 had been addressed in the feedback and addressed question 3 and asked what other challenges existed. Mayor Rosener spoke of the city having the ability to lower speed zones in residential areas and having future conversations on this topic. Comments were received that reduced speeds could deter cut-through traffic from residential areas. Councilor Mays spoke of Tualatin-Sherwood Road, Roy Rogers Road, Hwy 99 volumes and cut-through traffic and not having control of these roads. He spoke of these roads dividing the community, and mentioned that the bridge and under crossings are big things to consider. He spoke of the Sherwood West area and not creating divisions with that development. Council President Young asked regarding a potential amendment to the plan with the future development of Sherwood West. Ms. Chang provided a timeline and said that they will be looking at scenario planning with Sherwood West and future updates to the TSP. Comments were received regarding bike paths and sidewalks that were broken up and did not have consistent flow and if the city's GIS system could identify holes in path flows to be able to complete a full path. Discussion occurred regarding the development around the Ridges school and the reimbursement district in that area. Comments were received about being creative in developments. Mr. Worth commented regarding hearing feedback on "gaps" in the system and prioritizing improvements and said the plan can focus on closing the gaps and having these improvements first. He stated this was the guidance he was looking for. Discussion followed and staff informed of the information that can be captured with the city's GIS system. Discussion followed regarding the various types of "traffic", to include walkers, bicyclist, and runners and various types of paths to accommodate. Mayor Rosener spoke of a high level of priorities that are focused on safety in school zones, safety in walking zones, and the like. Comments were received to look at the "gaps" that currently exist. Ms. Chang stated that the city will have a contract with Kittleson and Associates to look at school zones in terms of safety and that work will also inform on determining priorities. Mr. Worth stated that the city can expect the TSP to have pedestrian, bicycle, and motor-vehicle freight elements, referred to as multimodal plans. Comments were received regarding capturing "people walking or biking" traffic counts and Mr. Worth commented that technology is evolving but it is not nearly as developed as counting vehicles. He explained of their ability to capture certain types of data to inform the plan. Comments were received regarding high-speed powered bicyclist, electric bikes and other technology and having policies in place backed up with ordinances. Discussion followed regarding high-speed bicyclist. Mayor Rosener asked that the School District be involved in the gathering of information for the plan and provided examples of railroad crossings, one-mile walk zones, and sidewalks on both sides of a street. Ms. Chang stated that they would be part of the process as either citizen advisory or technical advisory committee members. She said that there will be a focus on elementary school zones.

Mr. Worth addressed question 4.a and asked for feedback. He asked if the current Council goals and objectives are good enough to work with or should there be a refreshment or a start from scratch? Councilor Scott stated he did not want to start from scratch and suggested a review, refine and refresh. Mayor Rosener agreed and suggested that proposed updates be brought back based on what the consultant heard.

Mr. Worth addressed question 5. Council President Young asked regarding the planning commission and what type of input they would be providing and the challenges they would face. Comments were received regarding segments of the TSP that were in the purview of the city to change and other areas that required input from regional partners, such as ODOT and Washington County. Ms. Chang referred to the Council goals and objectives being broad, such as quality of life and supporting planned growth. Council comments were received regarding narrowing these down and if there was value in highlighting projects that were important to the health of the system that the city, a developer, or the county have been waiting to do and prioritizing those. Mayor Rosener agreed and commented regarding the city being grant ready and securing funding on projects. Councilor Scott referred to the Parks Master Plan that listed projects and said there was no reason why we should not do the same with the TSP and have some general prioritization that is subject to change in the future. Mr. Worth addressed question 8 and asked what performance measures or elevation criteria should they be using to prioritize projects and said near the end of this process we will have a list of 100 projects and have funding for 25 projects and asked how do we set priorities? Mayor Rosener commented regarding higher level goals such as safety in school walk zones and said the council will identify the priorities. Brief discussion occurred regarding decision making tools and identifying values. Mr. Worth commented that the discussion is what he wanted to hear, and the need to have the information come back to the council several times to gather insight and guidance. He commented regarding the need to create valuation framework that the city can use that's reflective of what is heard from the community. Councilor Giles commented that he would like to maintain a list of all the projects in the back of the plan and identifying the priority projects. Discussion occurred. Councilor Mays asked if there was value in identifying on a short-list of projects funding sources and he provided examples. Discussion followed and Mr. Worth commented regarding identifying the range of available funding sources. Ms. Chang added that with the creation of a project list it will also inform the CIP list and explained. Mayor Rosener provided an example of a county project that could still be a city priority.

Mr. Worth addressed question 9 and asked what was essential for the TSP to accomplish? Mayor Rosener replied, safety, walkability, and connecting east and west and not letting Elwert create north and south. Mr. Worth replied, breaking down barriers, creating a stronger connected network, ensuring it's complete by filling in the gaps. Mayor Rosener added that trails need to be inter-connected throughout the city. Comments were received to also expand the trail system if possible and Metro's Regional Plan was mentioned. Discussion occurred regarding previous city TSP's and Mr. Worth added to have a TSP that creates an expectation that can be met. Mr. Worth addressed question 10 and asked for key challenges that lay ahead. Councilor Scott commented regarding unforeseen regulatory changes and Mayor Rosener agreed and commented regarding HB2001 and the governor's bill from last year and said that there is one currently in process that has him questioning if the city should even do Sherwood West. He stated that staff just completed an analysis today that he will share and said there is a lot going on in Salem with the recent CFEC ruling and the size of residential streets. He said we need to be thinking creatively and understanding what's happening in Salem with changing rules and making sure we are building that into our plan. Comments were received regarding local transit system and not having something to use and funding challenges. Councilor Scott commented regarding funding challenges and asked what about challenges to "implementing" a TSP update? Discussion occurred regarding funds and Mayor Rosener added that there is money out there, we just need to be ready to get it. Discussion followed. Mr. Worth commented regarding the challenges of developing the TSP and asked how we identify the best, most competitive, most high-valued projects that lead to a plan that finds the funding that gets to the implementation. Mayor Rosener provided the example of the underpass at Cedar Creek. Discussion occurred regarding multimodal transportation, receiving feedback from the community and the challenges of appropriately weighing the feedback received. Mr. Worth commented regarding CFEC and being an overlay to the TSP process, and how that will place additional

emphasis on reaching out to members of the community that are generally understood to be among the disadvantaged, whatever that disadvantage could be. He said the council's help to open their eyes to who and where they are and how to reach them is of importance to them. Council President Young asked if the CFEC informs the TSP update and Mr. Worth and staff confirmed. Mr. Worth addressed question 11 and asked for other input or guidance. Councilor Giles mentioned Sunset Blvd. and the trees and this being a showcase street in Sherwood. Councilor Scott mentioned street standards and design and reviewing them and reimagining them. Mr. Worth indicated they had a good start with the information received. Ms. Chang addressed page 3 of the presentation and the project timelines and stated a webpage had been created and recruitments for citizen advisory committee members will begin next week. Mayor Rosner addressed the next agenda topic.

B. 2025 City Council Goals

City Manager Sheldon asked if the Council wanted to go through all the goals or just those needing clarification, comments were received just those needing clarification. Assistant City Manager Kristen Switzer presented a presentation and provided a handout (see record, Exhibit B). She explained that the red text was what was heard in the Council goal setting session, the black text under Deliverables has not changed and on the far right it identified how the work will be done and measured. She confirmed that the goals the council spoke of removing had been removed and said there were still some items that were questionable on whether or not they were needed. She addressed Goal 1 Economic Development, bringing jobs to Sherwood that provide wages that allow people to live and work in Sherwood. She stated that there were conversation and asked if this still needed to be listed? She stated we will be doing this every year and asked if we wanted to undertake an analysis to identify trends. Council President Young commented that she believed we had done this, and comments were received in agreement. Community Development Director Eric Rutledge reminded that there was an analysis that was done by Bruce Coleman the former Economic Development Manager and explained that the analysis was enough information for staff to move forward. He provided examples of trend changes that could change the direction. Kristen addressed the red text under pillar one and asked for other comments. None were received. She addressed Pillar 2 Infrastructure and said a goal was added to support major intersection improvements and said staff was looking for clarification on "complete design of Chapman and Hwy 99 intersection". City Manager Sheldon asked if this was to actually fund the project to move forward, or to seek funding? Councilor Mays stated an alignment had not been adopted and we need an alignment, a concept of the design, and to do the designing at least for this year's goal. He said the first step is to collectively agree on an alignment, and this needed to include communication with partners. Mayor Rosener added that he believed it needed to be in the TSP and agreed that communications with the county and state needed to occur. Councilor Mays referred to the Brookman area and how development is on hold due to the lack of an alignment. Councilor Scott was in favor of keeping it on the list to keep the Council informed. Mayor Rosener clarified this year's goal was to get an alignment. Councilor Mays added that it will be difficult as it involves Brookman, Chapman Road, the railroad and the gas line. City Manager Sheldon referred to the city's Master Plans and amendments that will be needed. He said he believed updates to the plans could occur in July or August. Kristen addressed Pillar 3 Livability and Workability and said two goals or rephrasing were added; evaluate opportunities to promote environmental initiatives that are achievable and impactful. She said this was in regard to comments provided by Councilor Standke and what staff heard was that we needed further evaluation. Mayor Rosener replied if we were going to do something it should be real. Kristen explained that staff reworded community spaces as there were two different goals about community enhancements and parks, and then there was also something with arts. She stated staff was trying to make it more concise by combining them into one. She stated staff still needed feedback and further definition on the Ice Age Regional Trail, also something brought forward by Councilor

Standke in regard to connectivity and further development of the trail. Kristen clarified that it was not previously a deliverable. Eric Rutledge further clarified where this came from and stated there was a little segment in the Parks Master Plan that was missing. He confirmed that nothing had changed. Councilor Scott commented that the Parks Master Plan can have a quick amendment to fix it, and Eric confirmed and stated that would also fix our GIS. City Manager Sheldon stated he would speak with Councilor Standke to see if it needed to be on the list. Mayor Rosener suggested the review of the Metro Regional Master Plan. Councilor Mays asked, could Councilor Standke want the city to advocate and urge Metro to finish the connections that are within their control? Council President Young referred to language of, seek funding to support Mental Health Program and staff confirmed this was an error on the document and not in the proper place. Council President Young asked regarding review use of TLT funds considered specifically toward art initiative and said she thought we talked about actually using some TLT funds for art and some for chamber. Kristen stated she believed the intent was to review how it was being used. Comments were received and Mayor Rosener stated to remove the reference to art. He stated that TLT funds are eligible for certain spending categories and if the LOC and other cities get their way, the list will expand coming out of the session. He stated there are multiple funding sources we can be pursuing and wanted to make sure when we looked at that that we decide the things for TLT. Kristen addressed Pillar 4 Public Safety and explained some of the blue items should have been red as staff tried to recategorize them as they were repetitive with references to pedestrian and driver safety. Police Chief Hanlon added that something that did not get captured here was the discussion regarding the police academy and incorporating it into the overall City Citizen's Academy. Brief discussion followed and there was agreement to include it with the City's Citizen's Academy. Mayor Rosener referred to discussions of Vision Zero and potentially lowering our speed limits and said he did not see it here and asked if this is something that can be given to the Traffic Safety Advisory Board as a project and they can provide a recommendation back to the Council. Kristen addressed Fiscal responsibility and stated the add on was to explore opportunities for technological enhancements and innovations in technology. Councilor Mays said it's important to empower our team within the city to be more efficient and leverage tools and technology. Discussion occurred regarding use of opensource AI. IT Director Brad Crawford said staff was working on a policy and said it can be used but has to get approved. Discussion followed. Brad indicated that there was something in the upcoming budget for AI. Kristen addressed Pillar 6 and said it got smaller mainly because we have been accomplishing things, and we have been rolling things into our daily work. Councilor Giles commented about the branding discussion and expressed concerns with the new website going up and this topic being put off. Comments were received that we need to do it and it was still listed on the goals. Councilor Giles expressed concerns with the expense of branding and then rebranding. Discussion followed regarding having a modern, forward looking brand. Mayor Rosener stated "innovation" was placed under fiscal responsibility and he feels like there should be a reference to it in every category and wanted to make sure we are not looking at it in terms of a fiscal thing. Councilor Scott commented regarding "innovation" not necessarily being a goal or deliverable, but more toward our mission statement and overall core values. He stated we should be innovative in everything we do. Discussion followed. Council President Young stated it's in our core values and in our mission statement. Kristen noted that staff would look at including that and making it part of this document.

5. ADJOURN

Mayor Rosener adjourned the work session at 7:30 pm and convened an executive session.

EXECUTIVE SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:36 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Keith Mays, Taylor Giles, Renee Brouse (remote), and Doug Scott. Councilor Dan Standke was absent.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, and Interim City Attorney Sebastian Tapia.
4. **TOPIC:**
 - A. **ORS 192.660(2)(e), Real Property Transactions**
5. **ADJOURN**

Mayor Rosener adjourned the executive session at 7:56 pm.

Attest:

Sylvia Murphy, MMC, City Recorder

Tim Rosener, Mayor

TO: Sherwood City Council

FROM: David Bodway, Finance Director

Through: Craig Sheldon, City Manager and Sebastian Tapia, Interim City Attorney

SUBJECT: Resolution 2025-013, Appointing Aaron Wiebe to the Sherwood Budget Committee

Issue:

Shall the City Council appoint Aaron Wiebe to the Sherwood Budget Committee?

Background:

A vacancy exists in Position 2 on the Sherwood Budget Committee. The mayor has recommended this appointment to Council. In accordance with City Council Rules of Procedure, all such appointments are subject to the approval of City Council by resolution.

Note: Position numbers were established with the adoption of Resolution 2019-066 for the purpose of managing terms.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-013, appointing Aaron Wiebe to the Sherwood Budget Committee.



RESOLUTION 2025-013

APPOINTING AARON WIEBE TO THE SHERWOOD BUDGET COMMITTEE

WHEREAS, a vacancy exists within Position 2 on the Sherwood Budget Committee; and

WHEREAS, the Mayor has recommended to Council that Aaron Wiebe be appointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

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

Section 1. The Sherwood City Council hereby appoints Aaron Wiebe to Position 2 of the Sherwood Budget Committee for a term expiring at the end of June 2028.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 4th of March 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Chanda Hall, Arts Center Manager

Through: Kristen Switzer, Assistant City Manager and Sebastian Tapia, Interim City Attorney

SUBJECT: Resolution 2025-014, Naming the Sherwood Center for the Arts Main Hall
“Meara Boughey Theatre”

Issue:

Should the City Council approve the naming of Sherwood Center for the Arts Main Hall “Meara Boughey Theatre?”

Background:

The Friends of the Sherwood Center for the Arts, with the support of Sherwood Center for the Arts (SCA) staff, brought forward the idea of naming the main hall “Meara Boughey Theatre” at the November 19, 2024, City Council meeting. Meara Boughey grew up in Sherwood and volunteered and performed at Sherwood Center for the Arts. City Councilors expressed support and asked for a recommendation from the Sherwood Cultural Arts Commission. After a presentation at their December 16, 2024, meeting, the Cultural Arts Commission voted to formally recommend this action to Council. The Friends of the SCA will cover all costs associated with this naming, and Arts Center staff will determine placement and design.

Financial Impacts:

There are no financial impacts to the city from this proposed action.

Recommendation:

Staff respectfully recommends City Council’s adoption of Resolution 2025-014, naming the Sherwood Center for the Arts Main Hall “Meara Boughey Theatre.”



RESOLUTION 2025-014

**NAMING THE SHERWOOD CENTER FOR THE ARTS MAIN HALL THE
"MEARA BOUGHEY THEATRE"**

WHEREAS, the Main Hall of the Sherwood Center for the Arts has not been formally named, nor is there any identifying signage in the lobby; and

WHEREAS, the Friends of the Sherwood Center for the Arts presented to City Council on November 19, 2024 their wish to name the Main Hall after former Sherwood resident Meara Boughey and City Council asked for an official recommendation from the Sherwood Cultural Arts Commission; and

WHEREAS, the Sherwood Cultural Arts Commission made a formal recommendation to name the Main Hall "The Meara Boughey Theatre" at the December 16, 2024 meeting; and

WHEREAS, all associated costs will be covered by the Friends of the Sherwood Center for the Arts; and

WHEREAS, City staff researched the City Policy for Naming of Parks, Recreation Areas, and Facilities, and this is consistent with existing policy; and

WHEREAS, the intent of the naming policy is to honor and memorialize Sherwood citizens who have positively impacted this community; and

WHEREAS, the Sherwood Cultural Arts Commission, Sherwood Center for the Arts staff, and the Friends of the SCA are unanimous in support of this resolution.

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

Section 1. The Sherwood City Council hereby approves naming the Main Hall at Sherwood Center for the Arts "The Meara Boughey Theatre."

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 4th of March 2025.

Attest:

Tim Rosener, Mayor

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Craig Sheldon, City Manager

SUBJECT: Resolution 2025-015, Adopting City Council Goals and Deliverables for FY2025-26

Issue:

Shall the City Council adopt City Council Goals and Deliverables for FY2025-26?

Background:

On January 11, 2025, the Sherwood City Council held a special meeting to review and discuss the current list and status of goals and deliverables that were adopted in 2024 and to consider and develop revised objectives for the upcoming 2025-26 fiscal year. The City contracted with Strategic Government Resources (SGR) who lead the meeting and the discussion.

Staff worked to refine and create a final working document to help define and clarify City Council's priorities and objectives for FY2025-26. The final work product is provided as Exhibit A to the resolution.

By approving this resolution, the City Council is clearly identifying its priorities for the upcoming FY2025-26. The purpose of adoption of this resolution is to provide to internal and external stakeholders the City Council's priorities.

Financial Impacts:

There are no additional direct financial impacts as a result of approval of this resolution, however funding will need to be identified and approved through the budget process.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-015, adopting City Council Goals and Deliverables for FY2025-26.



RESOLUTION 2025-015

ADOPTING CITY COUNCIL GOALS AND DELIVERABLES FOR FY2025-26

WHEREAS, the Sherwood City Council historically meets early in each calendar year in a goal setting session to identify specific Council Goals and Deliverables for the upcoming year and budget priorities for the upcoming fiscal year; and

WHEREAS, Council held a special meeting on January 11, 2025 to discuss and update their previous Council Goals and Deliverables that were approved by Resolution 2024-019; and

WHEREAS, the results of these meetings are identified in the attached as Exhibit A, FY2025-26 City Council Goals and Deliverables document; and

WHEREAS, by approving this document by resolution, Council is clearly identifying its priorities for the benefit of City staff to implement as well as for the public and stakeholders to understand the Council's priorities and objectives for FY2025-26.

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

Section 1. The Sherwood City Council hereby approves the FY2025-26 Council Goals and Deliverable worksheet, attached as Exhibit A to this Resolution.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 4th of March 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

FY2025-26 Sherwood City Council Goals

Mission Statement

"Provide high quality services for all residents and businesses through strong relationships and innovation in a fiscally responsible manner."

Core Values

*Citizen Engagement
Community Livability
Community Partnerships
Community Pride
Fiscal Responsibility
Transparent Government
Quality Service
Forward Thinking*

Pillar 1: Economic Development

- ◇ Promote Strong Diverse Economic Growth Opportunities
- ◇ Support New Commercial and Industrial Development in Targeted Employment Areas
- ◇ Encourage Balancing of Sherwood's Tax Base
- ◇ Bring Jobs to Sherwood that Provide Wages that Allow People to Live and Work in Sherwood
- ◇ Continue Revitalization of Old Town by Exploring Tools that Encourage it's Distinctive Character

Pillar 2: Infrastructure

- ◇ Build Key Pedestrian Connectors (Including Between Sherwood East and West and Cedar Creek Pedestrian Wildlife Undercrossing)
- ◇ Support major intersection improvements
- ◇ Continue to invest in Sherwood Broadband Utility as an Important Infrastructure for Sherwood and Beyond
- ◇ Continue Steps to Develop a New Public Works Facility
- ◇ Undertake Important Facility and Infrastructure Master Plans

Pillar 3: Livability

- ◇ Support and Promote Community Wellbeing
- ◇ Work to Improve the Interconnectivity and Walkability of the Trail System

- ◇ Promote and Monitor Diverse Housing that will Accommodate a Wide Variety of Life Stages and Needs
- ◇ Evaluate opportunities to promote environmental initiatives that are achievable and impactful
- ◇ Invest in Community Enhancements, Parks and Public Spaces

Pillar 4: Public Safety

- ◇ Continue Police Career Cycle Planning
- ◇ Encourage Pedestrian, Bicycle and Driver Safety
- ◇ Enhance Overall Community Safety

Pillar 5: Fiscal Responsibility

- ◇ Pursue, Evaluate and Position the City to Maximize Available Revenue Sources
- ◇ Invest in Business Process Improvements to Improve Efficient Service Delivery to Sherwood Residents
- ◇ Be Transparent and Proactive in the Regular Reporting of the City's Fiscal Condition
- ◇ Explore opportunities for technological enhancements/innovation

Pillar 6: Citizen Engagement

- ◇ Improve Effective Communication and Citizen Engagement
- ◇ Apply an Organizational Lens of Diversity, Equity, Inclusion, and Accessibility When Offering Services and Amenities to our Citizens
- ◇ Engage Youth in Local Government

DRAFT

2025-2026 City Council Goals

Pillar 1: Economic Development

- Goals:
- ◊ Promote Strong Diverse Economic Growth Opportunities
 - ◊ Support New Commercial and Industrial Development in Targeted Employment Areas
 - ◊ Encourage Balancing of Sherwood's Tax Base
 - ◊ Bring Jobs to Sherwood that Provide Wages that Allow People to Live and Work in Sherwood
 - ◊ Continue Revitalization of Old Town by Exploring Tools that Encourage it's Distinctive Character

Deliverable Time Frame

2025/26	2026/27	2027/28
---------	---------	---------

Deliverables:

Promote Strong Diverse Economic Growth Opportunities				
Improve Development Code to Promote Stronger Economic Development	X	X		Code Audit and Stakeholder Meetings to Determine Opportunity for Improvement; Process Amendments. Associate or Senior Planner will complete project by Q1 FY 26/27. Evaluate opportunities to adjust development code to attract targeted industries.
Explore economic development opportunities utilizing Sherwood's broadband service as an asset	X	X	X	Analyze industries where diverse broadband options are crucial and also meet economic development goals. Develop a plan to market to these industries.
Support New Commercial and Industrial Development in Targeted Employment Areas				
Maintain and facilitate collaborations with schools on programmatic and facility partnerships	X	X	X	Assist schools with connections to local business community, explore collaborations on higher-education's technical training (tying training to City's targeted industries). Event funding and organization around local training and workforce needs and enhancement.
Actively explore out-of-state and out-of country industry prospects	X	X	X	Develop connections through participation at SelectUSA Conference and SEMICON West and other regional and international site selector and targeted trade shows for Council approved target industries.
Explore financing options available to support necessary infrastructure for economic development	X	X	X	Consider funding options (state economic development loans) and/or grant programs.
Pursue development in Sherwood west that includes a broad housing mix, and affordable housing options, hospitality and leisure options, and pedestrian friendly configuration.	X	X	X	Develop Sherwood West Master Plans with early council and CAC engagement.
Encourage Balancing of Sherwood's Tax Base				
Create Annexation Policies & Processes to Manage our Growth Goals as it Relates to Infrastructure, School Capacity, & Long-Term Community Needs	X			Adopt new annexation policy in 2025 and implement on ongoing basis. Code will be adopted in 2025.
Target Metrics for Jobs/Housing Balance	X			Identify goals and benchmarks for ratio of commercial / industrial to residential assessed property values.
Bring Jobs to Sherwood that Provide Wages that Allow People to Live and Work in Sherwood				
Explore potential use of incentives (expedited review, financial tools/URA)	X	X		Council feedback received at 9/17/24 Work Session. Non-financial incentives are priority. Financial will also be pursued.
Continue Revitalization of Old Town by Exploring Tools that Encourage it's Distinctive Character				
Complete Old Town Strategic Action Plan	X	X		Complete an Old Town Strategic Plan that may include: Old Town code update, vision for Cannery PUD, develop distinct branding. Refine goals & objectives of Old Town area with stakeholder assistance.

DRAFT

2025-2026 City Council Goals

Pillar 2: Infrastructure

Goals:

- ◇ Build Key Pedestrian Connectors (Including Between Sherwood East and West and Cedar Creek Pedestrian Wildlife Undercrossing)
- ◇ Support major intersection improvements
- ◇ Continue to invest in Sherwood Broadband Utility as an Important Infrastructure for Sherwood and Beyond
- ◇ Continue Steps to Develop a New Public Works Facility
- ◇ Undertake Important Facility and Infrastructure Master Plans

Deliverable Time Frame

2025/26	2026/27	2027/28
---------	---------	---------

Deliverables:

Build Key Pedestrian Connectors				
Construct Pedestrian Bridge Over Highway 99W	X	X		Substantial Completion in September 2025; Overall completion January 2026
Cedar Creek Pedestrian Wildlife Undercrossing	X	X		Update Flood Plain Maps- Started October of 2024 - (18-24 Months to complete)
Support major intersection improvements				
Complete design of Chapman/99W Intersection	X	X	X	Identify alignment options.
Continue to invest in Sherwood Broadband Utility as an Important Infrastructure for Sherwood and Beyond				
Complete Sherwood Broadband Fiber to the Home Build Out	X	X	X	Benchmarks include: homes passed, mainline installed, service drops installed, customers signed up and support cases.
Explore grant opportunities for broadband expansion/enhancement	X	X	X	Continue to apply for broadband infrastructure grants and look for grant opportunities that can support and leverage existing broadband infrastructure.
Continue Steps to Develop a New Public Works Facility				
Identify Funding Sources	X	X	X	Pursue State and Federal Funding/Grant Opportunities.
Design for Brownfield Clean Up Project	X	X	X	Identify needs and funding sources for clean up .
Undertake Important Facility and Infrastructure Master Plans				
Update 2014 Transportation Master Plan	X	X	X	Started January 2025 with an approximate completion date of January 2027.
Update 2015 Water Master Plan	X	X	X	Start July 2025 with approximate completion of January 2027 (budget pending). Updates needed after Sherwood West MP.
Update 2016 Storm Master Plan	X	X	X	Start July 2025 with approximate completion of January 2027 (budget pending). Updates needed after Sherwood West MP.
Update 2016 Sanitary/Sewer Master Plan	X	X	X	Start July 2025 with approximate completion of January 2027 (budget pending). Updates needed after Sherwood West MP.

DRAFT

2025-2026 City Council Goals

Pillar 3: Livability & Workability

Goals:

- ◇ Support and Promote Community Wellbeing
- ◇ Work to Improve the Interconnectivity and Walkability of the Trail System
- ◇ Promote and Monitor Diverse Housing that will Accommodate a Wide Variety of Life Stages and Needs
- ◇ Evaluate opportunities to promote environmental initiatives that are achievable and impactful
- ◇ Invest in Community Enhancements, Parks and Public Spaces

Deliverables:	Deliverable Time Frame			
	2025/26	2025/26	2026/27	
Support and Promote Community Wellbeing				
Improve Access to Mental Health Resources for the Community	X	X	X	Number of community members served through the PEARL program at the Senior Center.
Work to Improve the Interconnectivity and Walkability of the Trail System				
Explore trail connectivity improvements as part of TSP update.	X	X		Evaluate opportunities to improve trail connectivity.
Cedar Creek Trail/Ice Age Tonquin Trail	X	X	X	Apply for funding to complete segments of the Ice Age Tonquin Trail (Cedar Creek Trail) within Sherwood.
Analyze trail requirements for new development	X	X		Planning and engineering staff to analysis how well development code achieves trail dedication and construction as part of development.
Promote and Monitor Diverse Housing that will Accommodate a Wide Variety of Life Stages and Needs				
Outreach to development community to discuss industry trends	X	X		Staff will set up discussions with key developers/builders to learn about industry trends and their impact on Sherwood and implications for Sherwood West planning.
Discuss housing industry trends and put forth action items as needed	X			Schedule work session with council to hear about desired housing outcomes to inform Sherwood West planning and code updates citywide.
Actively Participate, as Needed, with Legislature and Rule Making Committees	X	X	X	Continue work with lobbyist.
Evaluate opportunities to promote environmental initiatives that are achievable and impactful				
Practice environmental stewardship where financially feasible and economically viable	X			Ensure development code standards requiring environmental protection are met. Encourage developers to go beyond code requirements where feasible.
Review benefits and topics of a Climate Action Plan (what would be the scope, and required research)	X			Schedule to discuss potential Climate Action Plan with City Council.
Review benefits and offer perspectives for amending City tree code	X	X		Planning Department will analyze existing code and potential areas for improvement. i.e. clear and objective standards, residential subdivisions vs employment land.
Invest in Community Enhancements, Parks and Public Spaces				
Identifying and prioritize investments in public art	X	X	X	Identify an annual art project that may include interactive arts, large art, aesthetic treatments in targeted areas (old town), arts grant program, commercial design standards and art showings.
Review use of TLT funds-consider gearing specifically toward art initiatives	X	X		Undertake financial opportunities to support art initiatives.
Design Concepts for Single-Story Flex Building on Lot in Front of Arts Building	X	X		Re-evaluate Cannery PUD and Old Town Overlay. Will be incorporated into Old Town Strategic Plan scope, or a separate contract in FY 25-26.
Acquire Park Land in Sherwood West Area	X	X	X	Identify appropriate land for trails, passive and active parks.

DRAFT

2025-2026 City Council Goals

Pillar 4: Public Safety

Goals:

- ◇ Continue Police Career Cycle Planning
- ◇ Encourage Pedestrian, Bicycle and Driver Safety
- ◇ Enhance Overall Community Safety

Deliverables:	Deliverable Time Frame			
	2025/26	2026/27	2027/28	
Continue Police Career Cycle Planning				
Programs to Recruit and Retain Officers	X	X	X	Continue to be nimble/flexible in attracting and retaining key law enforcement positions
Encourage Pedestrian, Bicycle and Driver Safety				
Improve Safety on County Owned Roads in Sherwood and UGB	X	X	X	Complete Edy/Elwert design study, Complete Edy Rd 100% design. Advocate for funding for Brookman and Tonquin roads.
Evaluate further measures that can be taken to expand pedestrian safety, primarily in school zones	X			Complete evaluation of elementary school zones. Possible tie into safe routes to school program.
Establish Traffic Safety Advisory Board	X			Complete the creation of the board.
Enhance Overall Community Safety				
Discuss need for increased law enforcement coverage-MHRT	X	X		Increased mental health calls bring into question the need for more coverage by MHRT. Cost and personnel.
Proactively review law enforcement needs for planned Sherwood West area	X	X	X	Includes input on land use design, staffing needs, street configuration.
Evaluate financial impact and opportunities from opioid settlement dollars	X			Work session needed. Need to define use at the direction of Council then implement.

DRAFT

2025-2026 City Council Goals

Pillar 5: Fiscal Responsibility

Goals:

- ◊ Pursue, Evaluate and Position the City to Maximize Available Revenue Sources
- ◊ Invest in Business Process Improvements to Improve Efficient Service Delivery to Sherwood Residents
- ◊ Be Transparent and Proactive in the Regular Reporting of the City's Fiscal Condition
- ◊ Explore opportunities for technological enhancements/innovation

Deliverable Time Frame

Deliverables:

2025/26	2026/27	2027/28
---------	---------	---------

Pursue, Evaluate and Position the City to Maximize Available Revenue Sources				
Pursue Federal and State Grants	X	X	X	Number of grants identified and applied for.
Explore current and prospective revenue opportunities	X	X	X	Evaluate cost allocation, user fees and charges for services. Offer solutions to address possible revenue restrictions imposed on City.
Invest in Business Process Improvements to Improve Efficient Service Delivery to Sherwood Residents				
Actively pursue best-practice and innovative efforts in financial management	X	X	X	Evaluate innovative procurement options.
Comprehensive review of strategies to mitigate inflationary pressures on capital and operating budgets	X	X	X	Success will be measured by the number of strategies developed and the estimated savings or revenue generation.
Explore process improvements, collaboration and efficiency opportunities	X	X	X	Identify and implement process improvements, strategies and efficiencies to streamlining the management administrative functions.
Identify Long Term Sustainable Funding Model for Library	X	X	X	Identify sources and develop action plan to address potential funding shortages.
Be Transparent and Proactive in the Regular Reporting of the City's Fiscal Condition				
Evaluate Open Gov to Ensure it's Effectiveness as a Tool for City's Website	X			Evaluate effectiveness of Open Gov as a tool and determine if it meets the City's transparencies, efficiencies and communication goals.
Explore opportunities for technological enhancements/innovation				
Utilize staff and expert outside assistance to evaluate opportunities for technological efficiencies	X	X	X	Finalize an official Artificial Intelligence policy and begin using AI and other software tools to build efficiency to business processes. Where possible develop baselines so efficiency can be tracked.

DRAFT

2025-2026 City Council Goals

Pillar 6: Citizen Engagement

Goals:

- ◇ Improve Effective Communication and Citizen Engagement
- ◇ Apply an Organizational Lens of Diversity, Equity, Inclusion, and Accessibility When Offering Services and Amenities to our Citizens
- ◇ Engage Youth in Local Government

Deliverables:	Deliverable Time Frame			
	2025/26	2026/27	2027/28	
Improve Effective Communication and Citizen Engagement				
Develop and Implement Branding Communication and Marketing Strategies	X	X	X	Evaluate in-house or consultant collaborations Includes review of public information function, employee coordination, coordinated citywide department efforts on any marketing/branding initiative.
Update Citizen Academy Program	X	X	X	Implement Citizen Academy Program Fall of 2025.
Apply an Organizational Lens of Diversity, Equity, Inclusion, and Accessibility When Offering Services and Amenities to our Citizens				
Develop standards, KPIs and benchmarks for inclusionary events and activities for all residents	X	X	X	Include review of best practices from other jurisdictions.
Engage Youth in Local Government				
Youth Advisory Board	X	X	X	Promote youth engagement in the Sherwood community.

Sherwood City Council Meeting

Date: March 4, 2025

List of Meeting Attendees:

Request to Speak Forms: None

Documents submitted at meeting:

Sherwood Police Department Annual Report – Exhibit A

Sherwood Police Department Photo Enforcement Program – Exhibit B

[illegible]

Sherwood City Council Meeting Date:

March 4, 2025

ATTENDANCE SHEET

NAME

ADDRESS

PHONE

Chanda	Sca	625-4261

2024 Annual Report - Sherwood Police Department

Committed to Safety, Community, and Innovation. Welcome to the Sherwood PD 2024 Annual Report. This report serves as an overview of transparency, accountability, and our vision for the future. Join us as we highlight our achievements, address challenges, and share our goals.

 **by Ty Hanlon**

<u>03.04.2025</u>	<u>City Council</u>
Date	Gov. Body
<u>Work Session</u>	<u>Exh. A</u>
Agenda Item	Exhibit #

Chief's Message – Year in Review

A Word of Appreciation

I want to take a moment to express my sincere appreciation for the unwavering dedication, hard work, and commitment of the men and women of the Sherwood Police Department. Law enforcement is a profession that is constantly evolving—challenging, unpredictable, and at times demanding in ways few can truly understand. Yet, time and again, our officers and staff rise to meet these challenges with courage, compassion, and integrity.

It is these qualities that set us apart and allow us to perform at the highest level in service to our community. Whether responding to emergencies, engaging with the public, or embracing new strategies and technology to enhance safety, our team remains steadfast in our mission. The work we do matters, and it is an honor to serve alongside such dedicated professionals.

To our community, thank you for your trust and partnership. Your support is invaluable, and together, we continue to build a safer and stronger Sherwood.

2024 Highlights

Community Engagement Milestones

- Social media following grew from **4,500 to nearly 50,000 followers**
- Successful community events: **Cruisin' Sherwood, Robin Hood Festival, National Night Out, Winter Festival, Coffee with a Cop, Fishing with a Cop, Bowling with a Cop**
- **Crimey Chronicles** gained popularity, increasing community interaction

Operational Achievements

- **Calls for Service Analysis (2022-2024)** shows an **increase in proactive policing**

Technology & Training Advancements

- **Drones Operations**
- **Comprehensive training programs** covering de-escalation, crisis response, and leadership development

2024 Summary

In 2024, the Sherwood Police Department demonstrated significant progress across key metrics. The following numbers highlight our commitment to proactive policing and community service:

19,201

Calls for Service

Demonstrating community trust in our response.

13,588

Self-Initiated Activity

Showing proactive officer engagement.

+30%

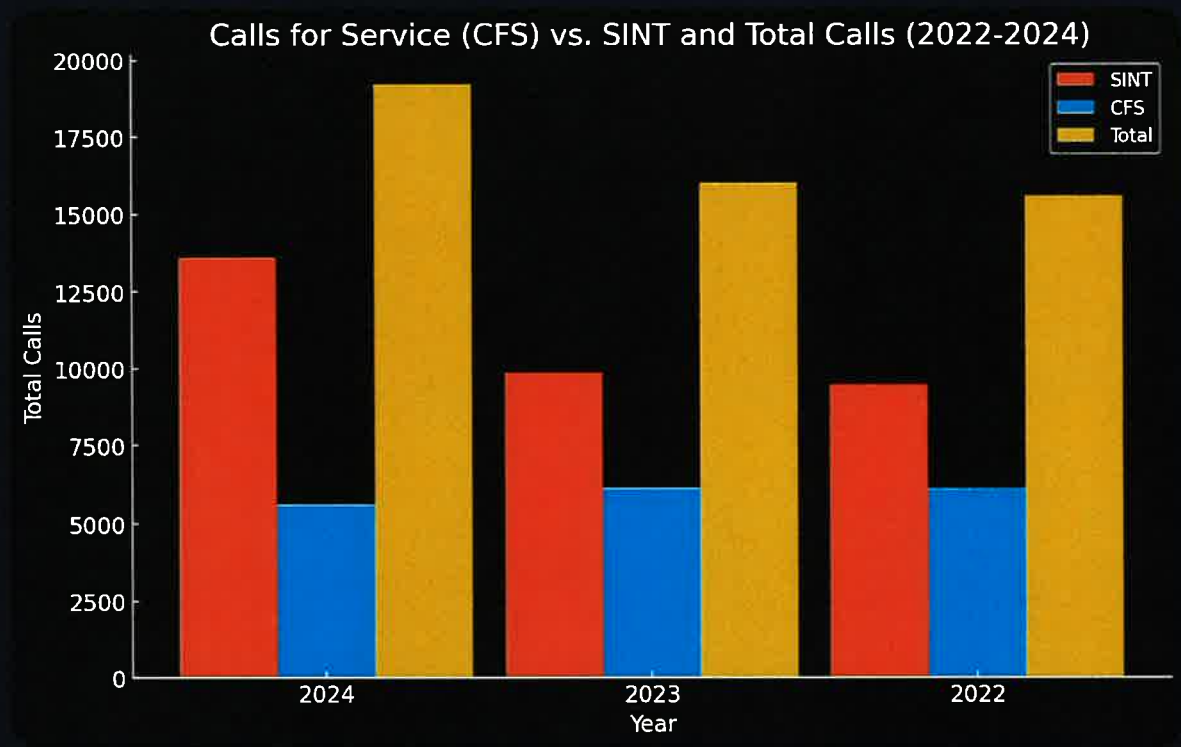
Growth in Proactive Policing

Increase in officer-initiated activity.

These figures reflect our dedication to serving and protecting the Sherwood community through proactive engagement and efficient response strategies. Officer-initiated calls increased significantly from 9,859 in 2022 to 13,588 in 2024, showing enhanced proactive policing efforts. Dispatch-initiated calls (CFS) showed a slight decrease from 6,133 in 2022 to 5,613 in 2024, reflecting community trends. Overall calls for service grew from 15,584 in 2022 to 19,201 in 2024, demonstrating our increased community presence.

Sherwood PD Annual Activity Summary: 2022-2024

This chart summarizes the annual activity for the Sherwood Police Department, breaking down Calls For Service (CFS) and Self-Initiated Activity (SINIT) for the past three years.



Community Engagement



Cruisin Sherwood



National Night Out



Turkey Trot



Bowling with a Cop



Robin Hood Festival



Coffee with a Cop



Toy Drive



Easter Egg Hunt



4th July Parade

We engage with our community through events like Cruisin Sherwood and the Robin Hood Festival. Our social media following has grown. We use Crimey Chronicles to share lighthearted content alongside serious updates.

Mission & Vision



Values

Core Values

Our core values drive everything we do. We commit to service, integrity, and professionalism in all our actions.

Commitment to Service

We are dedicated to serving the Sherwood community. We strive to protect and improve the quality of life for all residents.

Integrity & Innovation

We uphold the highest standards of integrity. We continuously seek innovative solutions to meet evolving challenges.

Goals & Accomplishments



2024 Goals

- **Enhancing** community engagement
 - Social Media, Community Events
- **Reducing** retail theft
 - Proactive working with retailers
- **Preemptive** hiring through new CCP program
 - onboarding new officers prior to retirement
- **Training**- 80-100 hours avg per year officer
 - continued training- well above average for metro area



Major Milestones

Department Growth & Collaboration

- Strengthened **partnerships with the school district and interagency task forces.**
- Increased **school resource officer (SRO) involvement (2nd Full Year)**, ensuring student safety and engagement
- Enhanced **Mobile Field Force (MFF) & CART** capabilities for large-scale incidents.
- Utilizing **Drones** for officer safety and investigations.

Specialized Units

K9 Unit

Our K9 Unit significantly impacted public safety with successful deployments.

1

Mobile Field Force (MFF)

The MFF played a vital role in public safety events.

2

3

MHRT

The Mental Health Response Team offered specialized intervention.

4

5

6

Drones

Drone technology advancements aided search & rescue efforts.

CART

The Crash Analysis Team handled major accident investigations.

SROs

School Resource Officers enhanced community and school safety.

MHRT 2024 Summary

Annual report slides summarizing the impact of the Mobile Health Response Team.

Key Insights & Impact

Calls for Service

2,885 calls (Jan–Sept 2024)

Minimal Law Enforcement Action

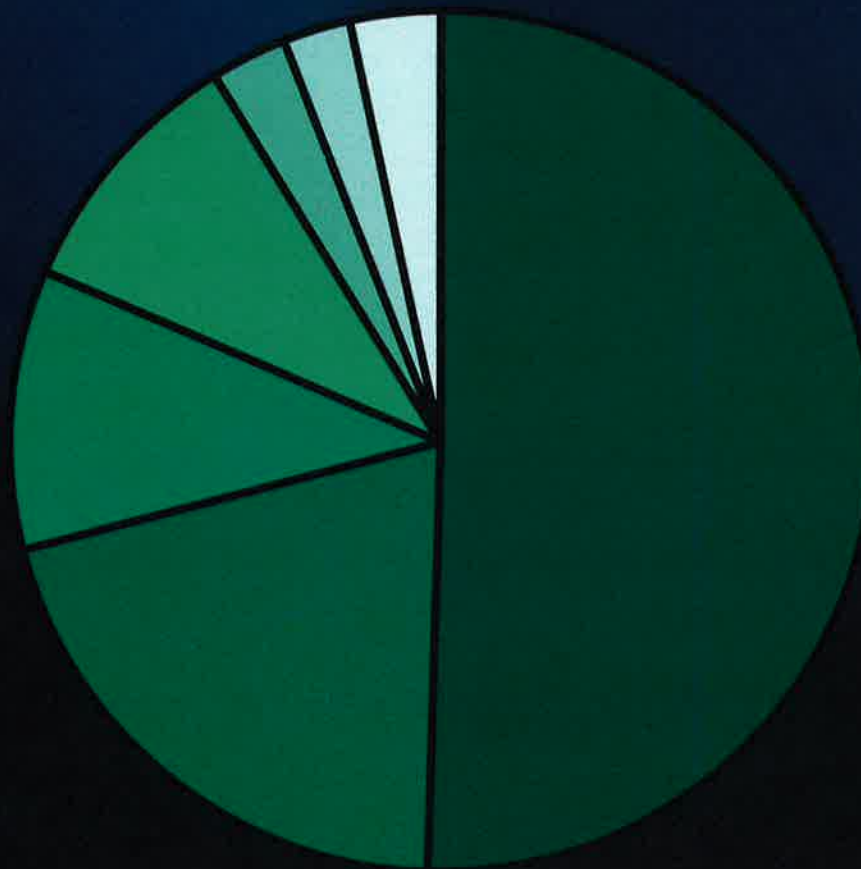
Regional Coverage

Serving six cities & WCSO

Service Engagement

65% received mental health services

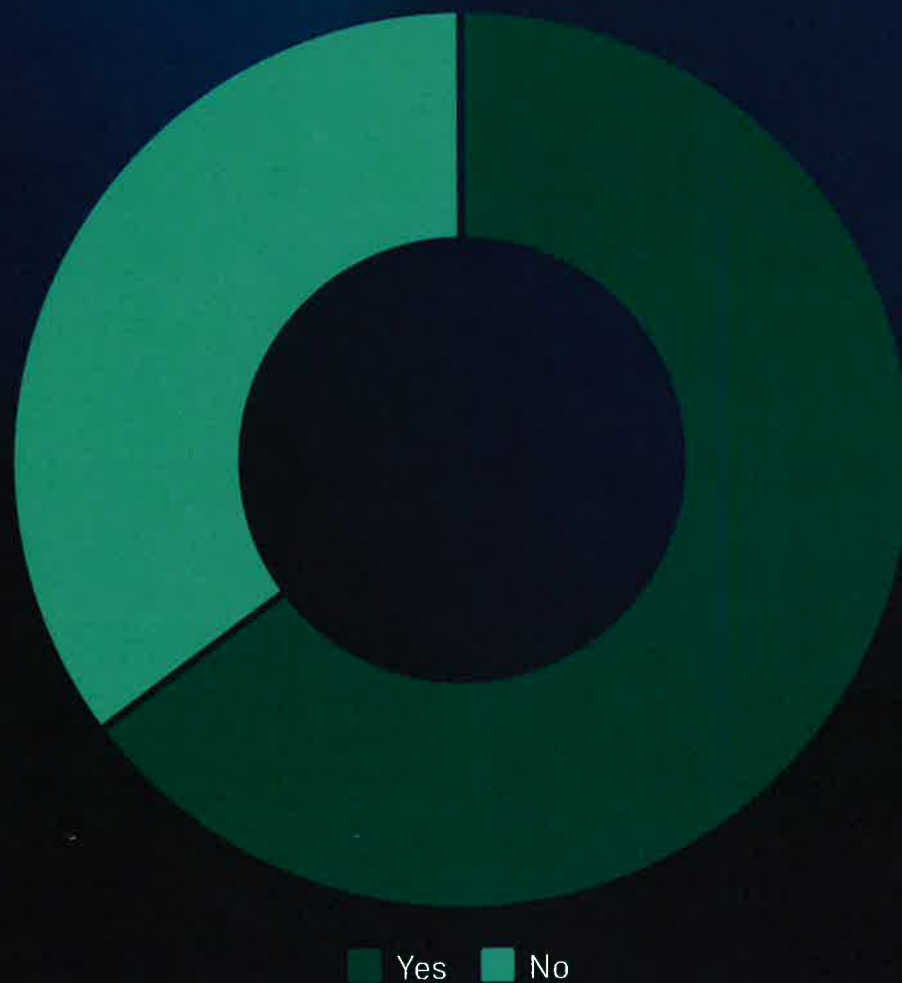
Calls for Service Breakdown



WCSO Beaverton Tigard Hillsboro Tualatin Sherwood Other Agencies

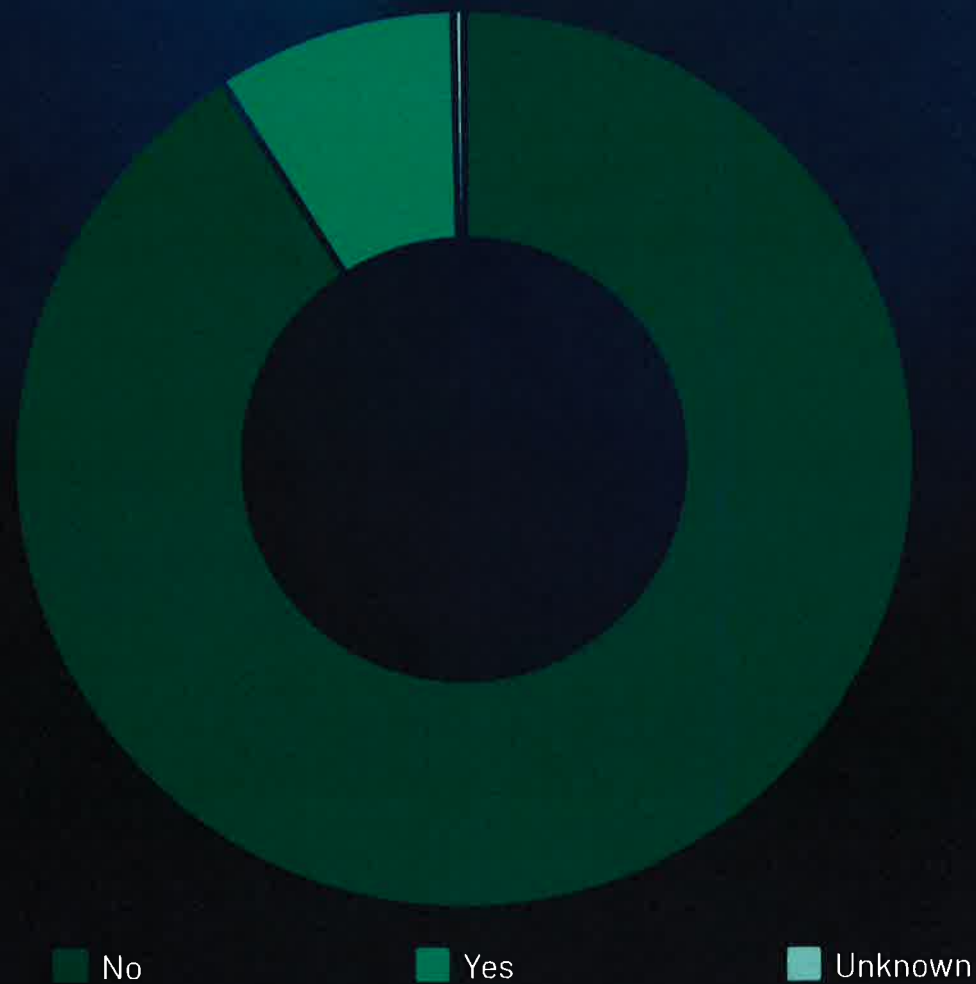
Breakdown of calls for service by jurisdiction.

Mental Health Services Provided



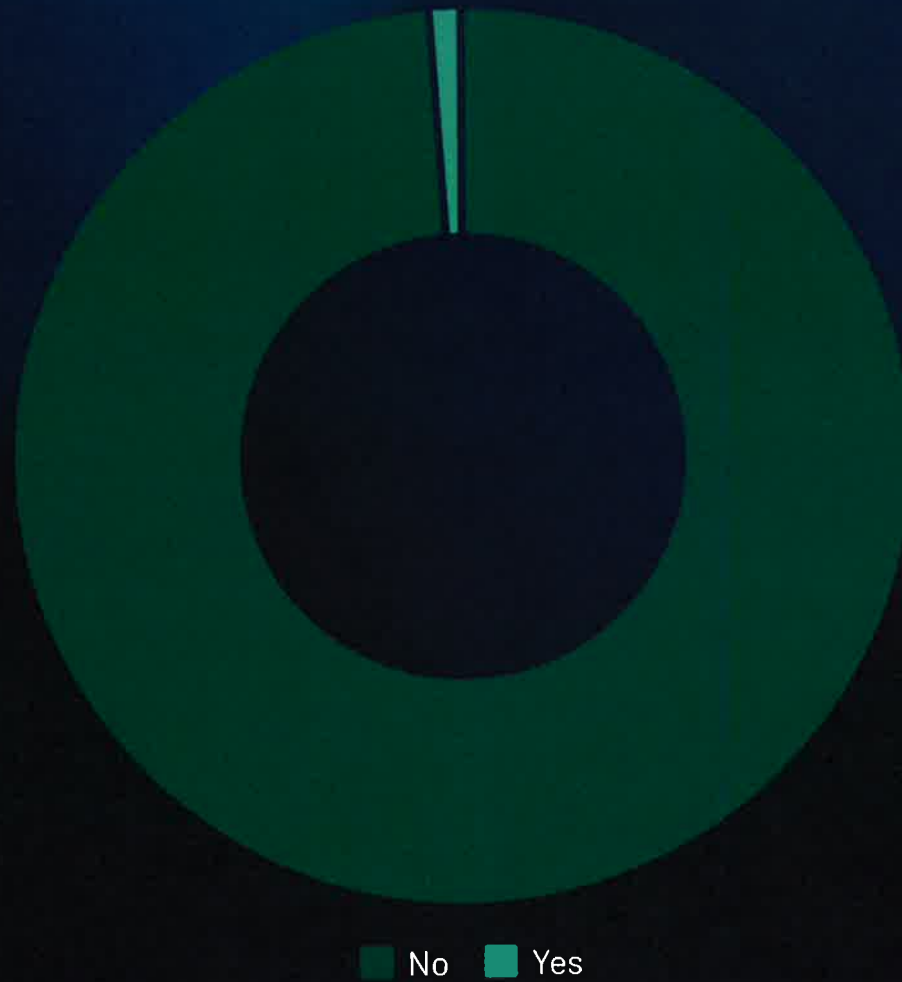
65% of cases received mental health support.

Police Custody Involvement



Police custody involved in 9% of cases.

Use of Force Cases



Use of force in 1% of cases.

Partnerships & Moving Forward

1

Strengthening Partnerships

LifeWorks NW & County
Behavioral Health

2

Improving Operations

Training & response times

3

Expanding Efforts

Community-based crisis
intervention

Key Takeaways

1

High Engagement

Strong service connections

2

Reduced Force

Minimal law enforcement action

3

Collaboration

Key partnerships vital

Training & Technology Advancements

On average, our officers participate in 80-100hrs of training on annual basis



Goals for 2025

1

Expanding Mental Health Initiatives

2

Enhancing Technology

3

Strengthening Community Policing

We are committed to expanding mental health response initiatives. We will enhance technology & training. Strengthening community policing efforts is a key priority.



Our Commitment

Refinements & Next Steps

We will continue to refine our strategies. We will take the next steps toward continuous improvement.

Data-Driven Decisions

We are using data-driven visuals to inform our decisions. We will make interactive deep dives into statistics.

Engaging Communication

We maintain a warm, community-focused message. We balance fun content with professional updates.

Photo Enforcement Program: Speed vs. Redlight (2022-2024)

Comparative analysis of traffic enforcement data in Sherwood, showing speed and red light violations captured by automated systems.

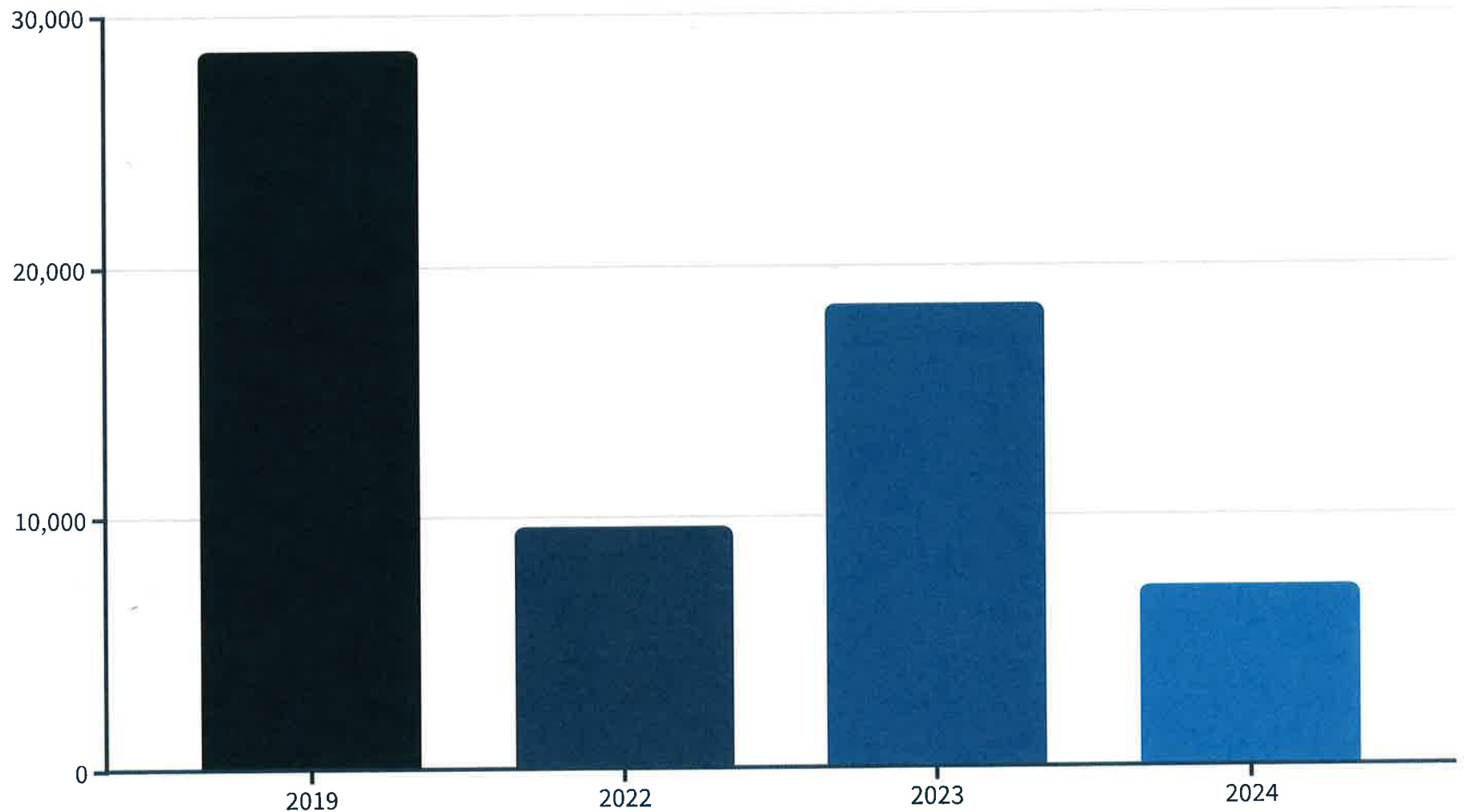
TH by Ty Hanlon



<u>03.04.2025</u>	<u>City Council</u>
Date	Gov. Body
<u>Work Session</u>	<u>Exh. B</u>
Agenda Item	Exhibit #

Speed Violations (2022-2024)

Speed violation counts have fluctuated significantly in recent years due to construction. 2023 higher number of speeding violations due to the lowered construction zone speed.



Speed Violations by Year

1

2022

9,599 total speed incidents

9,206 notices printed (96%)

2

2023

18,428 total speed incidents

17,924 notices printed (97%)

3

2024

7,134 total speed incidents

6,831 notices printed (96%)



Redlight Violations by Year

855

2022

691 notices printed (81%)

1046

2023

838 notices printed (80%)

850

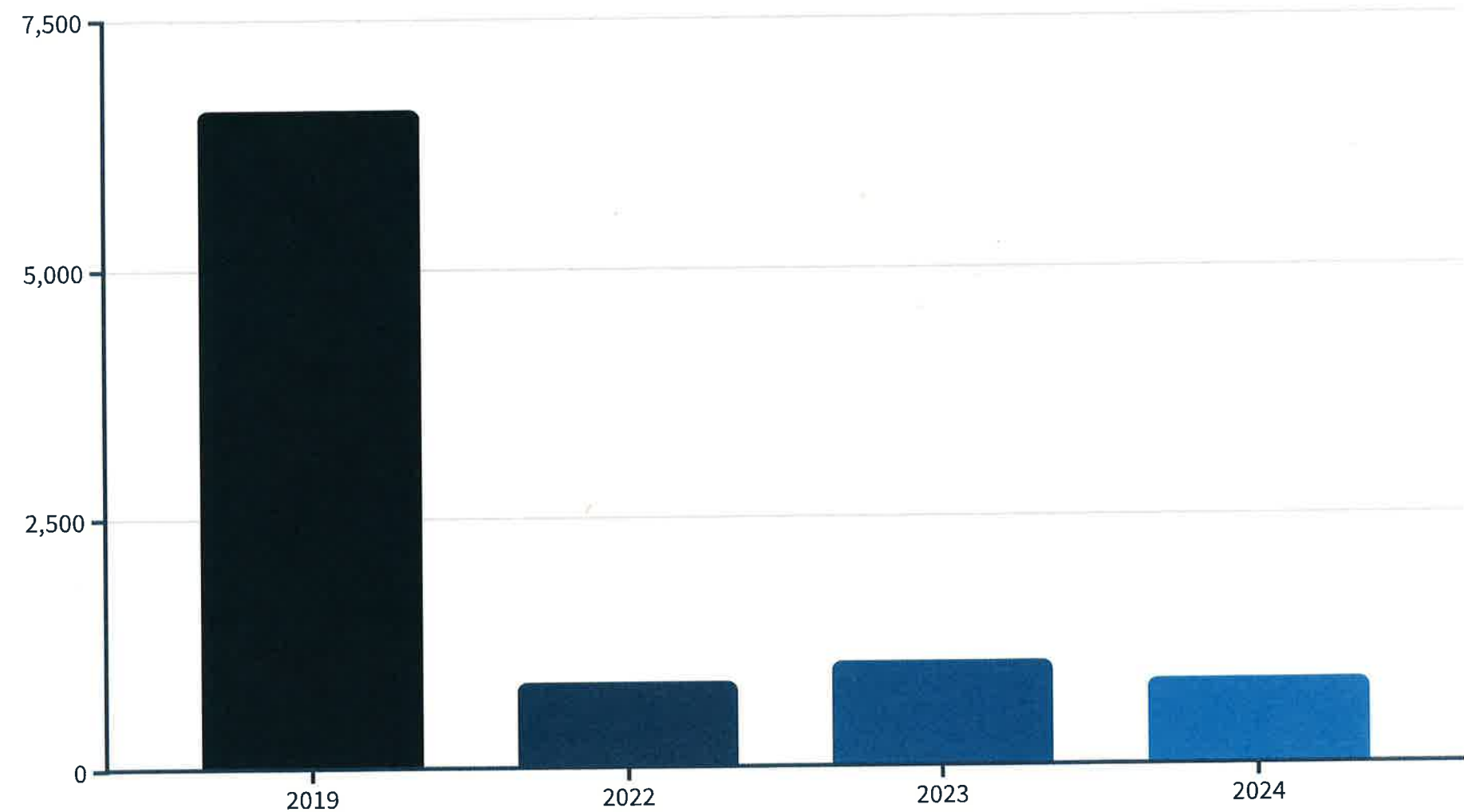
2024

772 notices printed (91%)

Enforcement efficiency improved in 2024 with higher percentage of notices issued.



Red Light Violations (2022-2024)



Camera Performance Comparison

SHE-PASU-01

Highest volume camera for both violation types

Consistent performance across years

SHE-PATS-01

Mainly speed violations

Low rejection rate (1-3%)

SHE-PASU-03

More technical issues than other cameras



Top Rejection Reasons

1

Camera Malfunctions

Driver unidentifiable images: 192 in 2023

2

Missing Data

Image missing: 164 in 2023

3

Flash Issues

Scene image flash inappropriate: 46 in 2023

4

Video Sync

Video not in sync: 52 in 2024



System Effectiveness Summary



1

Overall Success

90%+ notices printed

2

Technical Improvements

Better camera performance in 2024

3

Ongoing Challenges

Registration issues persist

4

Future Focus

Reduce camera malfunctions

Approved Minutes



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
March 4, 2025

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 6:02 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse, Keith Mays and Dan Standke. Councilor Doug Scott was absent.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, IT Director Brad Crawford, Police Chief Ty Hanlon, Community Development Director Eric Rutledge, HR Director Lydia McEvoy, and City Recorder Sylvia Murphy.
4. **TOPICS:**

A. Sherwood Police Department Annual Report

Police Chief Ty Hanlon presented the 2024 Annual Police Department Report (see record, Exhibit A) and stated the last report was done in 2016. Chief Hanlon provided 2024 highlights and recapped Community Engagement efforts, Operational Achievements and Technology and Training Advancements. He stated the police department had acquired three drones from the Sherwood Police Foundation and has three operators and planned on bringing on a couple more. He stated the drones were a great tool for searching and officer safety. He recapped the number of calls for service being 19,201 and said this was a combination of 911 calls and self-initiated calls. He further explained data from 2022 to 2024. He explained the increase in self-initiated calls and said these are traffic stops, business checks, walking parks, contacting someone, showing up at events, etc. He said a goal of theirs for 2024 was to reduce retail thefts and explained loss prevention services at retailers were down therefore they were not receiving a lot of calls from retailers. He said of the 19,201 calls these were handled by 17 officers as staffing numbers were down by 2.5 people. He recapped community engagement and recapped various events attended by the department that were non-enforcement related and said they have a full schedule of events for 2025. He recapped values, mission, integrity and accountability and said he added innovation and health and wellness as these have become important to the success of law enforcement agencies. He explained there were year-round health and wellness programs and opportunities for officers. He recapped Goals and Accomplishments, including the CCP (Career Cycle Program) and explained prior practice of hiring when there was a vacancy and with this program they can train and prepare in advance of retirements. He explained training and standards that must be met and the opportunity for officers to sign up for additional training to enhance their knowledge. He spoke of the partnership with the Sherwood School District and the addition of a second SRO (School Resource Officer) and this being their second year with the additional SRO. He explained Mobile Field Force (MFF) and CART. He stated Sherwood had two officers on the MFF who respond to any type of disruption within Washington County. He recapped Specialized Units to include canine, Drones, MFF, CART (Crash Analysis

Team), Mental Health Response Team (MHRT) and SROs. Chief Hanlon provided a summary of the MHRT and said our team consists of Tigard, Tualatin and Sherwood. He said there is one clinician, and their time is shared amongst these three cities and they respond to all mental health related calls. He added that Washington County also provides support when needed. He recapped the data for MHRT calls in Washington County, approximately 3000 calls, including calls resulting in police custody. He stated of the 3000 calls only 1% were Use of Force cases. He stated all jurisdictions have different policies regarding use of force and provided an example of Sherwood's policy. He recapped Partnerships and Moving Forward and explained that there is a facility in Tigard, Just Compassion (nonprofit), that will be opening soon, and they have the ability to house individuals in mental health crisis or provided needed resources. He stated this was a great benefit as officers don't need to transport individuals to Washington County. Councilor Giles asked regarding clinician training and Chief Hanlon explained. Mayor Rosener asked regarding the percentage of mental health support services provided (65%) and asked for an explanation of the other 35%. Chief Hanlon stated he did not have the specific data but knows that some people don't accept the services that are offered. Brief discussion occurred regarding the many variables that could occur with mental health. Councilor Mays referred to the breakdown in calls for service in Sherwood (72) and Chief Hanlon explained the data and said if Sherwood supported a call received in Tualatin, the call data would fall under Tualatin. He further explained the higher data numbers in other jurisdictions being partially due to available transit stations in those areas and available services. Chief Hanlon addressed drone training, taser training, canine, classroom, firing range, body-wrap restraints. He shared information on Washington County mock-city training facility and Sherwood's ability to connect with the County when they are using the facility. He spoke of Sherwood's canine and her tracking abilities. He addressed the Police Academy and said it's a 16-week program, followed by 4 months of training with an FTO (Field Training Officer) in the field and having to meet training requirements before they can be on their own. He briefly explained the Police Reserve program and the benefits of the program and reduced risk of investment losses. Mayor Rosener commented regarding different training styles across the US in comparison to us locally, with cooperative training amongst different agencies. Chief Hanlon addressed Goals for 2025 of expanding mental health initiatives, enhancing technology, and strengthening community policing. He spoke of Sherwood's officers supporting and doing things in the community outside the scope of their jobs. Councilor Standke asked regarding data-driven decisions and if there were any tracking for racial bias and asked if that was public information? Chief Hanlon replied yes, they do track, and they are required to report to the State of Oregon. He stated its complaint driven and Sherwood has not had any complaints in 2023-24. He said every time they have a traffic stop (stop data) the officer has to identify ethnicity as best as possible, without asking. He said the data shows if citations are issued to one race verses another or to different genders and said he feels Sherwood has done a really good job in this area. Mayor Rosener stated that the State has reports, and referred to Veil of Darkness Reports that look at day and nighttime traffic stops and can compare those ratios and can develop score-cards for departments. Chief Hanlon added that Sherwood's data goes to the County and is reported to the state.

Chief Hanlon addressed the Photo Enforcement Program (see record, Exhibit B) and shared 2022-2024 speed violations data. He stated he added data from 2019 as well because it was the last year that the city did not have construction or the pandemic affecting violations. He stated there were 26,627 violations in 2019, 9500 violations in 2022, 18,428 violations in 2023 and 7134 violations in 2024. He explained that the cameras were down in 2022-2024 for various reasons. Discussion followed. Chief Hanlon stated that all cameras are now operating in 2025. He explained the data shows citation issuance being 96% to 97% during 2022-2024. He stated that RedFlex screens the violations and then the Sherwood police department screens violations. He provided data on redlight violations and stated these were low in volume. He shared data from 2019 and stated there were 6608 violations and the numbers for 2022-2024 were consistent. He explained

that right-turn violations have gone away and are now yields. He shared information on camera performance comparisons and said that Sunset Blvd was the highest volume due to the reduced speed coming into town. He explained the top rejected reasons as camera malfunctions, weather related that makes drivers unidentifiable, lost data when vendors were changed, images and video sync were other reasons. He stated it's been a successful program in trying to correct behavior. He recapped System Effectiveness Summary and stated since 2010, 90% of the violations were from outside the 97140 zip code. He explained challenges with vehicle registrations and camera malfunctions. Comments were received regarding ability to issue citation for other reasons such as driving in the dark without lights on or driving without a front license plate. Chief Hanlon explained these were secondary types of violations and said legislation changed this a while ago. He further explained secondary and primary purpose for stopping a vehicle. Brief discussion followed. He explained that there was a fix-a-ticket program for certain types of violations. Brief discussion occurred regarding the photo redlight/speed system and Chief Hanlon stated it was a good system. Comments were received regarding having cameras in other locations and Mayor Rosener stated that state laws were recently updated allowing the city to place them most anywhere and believes this is a project that should be done starting with the traffic safety committee. Councilor Mays asked if Chief Hanlon sees this as a value or compliment to the force for the community. Chief Hanlon replied yes, 100% and explained that Hwy 99 was difficult to enforce as there was not a location for an officer to sit and patrol. Mayor Rosener added that this type of enforcement allows police officers to be doing other things, proactive policing in the city. Brief discussion occurred regarding mobile units and best placement for them.

5. ADJOURN

Mayor Rosener adjourned the work session at 6:52 pm.

REGULAR SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:00 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse, Keith Mays and Dan Standke. Councilor Doug Scott was absent.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, IT Director Brad Crawford, Police Chief Ty Hanlon, Community Development Director Eric Rutledge, Sherwood Arts Center Manager Chanda Hall, and City Recorder Sylvia Murphy.

4. APPROVAL OF AGENDA:

Mayor Rosener stated that after a conversation with staff, Resolution 2025-015 would be pulled to allow for corrections. He confirmed with staff that the resolution would come back at the next Council meeting.

MOTION: FROM COUNCILOR KEITH MAYS, TO ADOPT THE AMENDED AGENDA, SECONDED BY COUNCIL PRESIDENT KIM YOUNG. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. COUNCILOR DOUG SCOTT WAS ABSENT.

5. CONSENT AGENDA

- A. Approval of February 4, 2025, City Council Meeting Minutes**
- B. Approval of February 18, 2025, City Council Meeting Minutes**

C. Resolution 2025-013, Appointing Aaron Wiebe to the Sherwood Budget Committee

D. Resolution 2025-014, Naming the Sherwood Center for the Arts Main Hall “Meara Boughey Theatre”

MOTION: FROM COUNCIL PRESIDENT KIM YOUNG TO ADOPT THE CONSENT AGENDA, SECONDED BY COUNCILOR RENEE BROUSE. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. COUNCILOR DOUG SCOTT WAS ABSENT.

Mayor Rosener addressed Resolution 2025-014 and stated the Boughey family was unable to attend tonight's meeting and stated staff was working with the family to schedule a more formal dedication at the Arts Center.

6. CITIZEN COMMENTS

There were no citizen comments, and Mayor Rosener addressed the next agenda item.

7. CITY MANAGER REPORT

City Manager Sheldon reported that staff was currently working on a Transportation System Plan (TSP) update. He said the city was currently recruiting for a citizens advisory committee for this update and the time commitment would be 18-24 months, April 2025 through 2026, with monthly meetings starting in May of this year. He stated the recruitment closed March 14th and the application can be found on the city's website under the 2026 TSP Update. Chief Hanlon reminded of the annual Police Department Awards Banquet that recognizes Sherwood police officers and is based on nominations from within the department. He stated that there was a nomination that was received nominating the Sherwood Police Foundation and he explained the work of the foundation. He stated a member of the foundation who was not at the recent gala is on the council and recognized Councilor Renee Brouse. Councilor Brouse stated she has been on the foundation for 8 years. Chief Hanlon presented Councilor Brouse with an award for her time and work on the foundation. He stated Council President Kim Young was also on the foundation and was recognized a few weeks back at the Police Advisory Board meeting. City Manager Sheldon reported that Hwy 99 at Sunset would be closed this Friday, 9:00 pm to Monday at 5:00 am for work on the span of the pedestrian bridge that goes over Hwy 99. He stated there will be additional public noticing for more work and a closure the weekend of March 21st. He stated the city's IT department has been working on cameras to capture the construction, and additional public works and police officers will also be working. He stated that staff was also working on getting an area where people can watch from, and information would be available on social media as the project progressed. Councilor Giles mentioned he has received complaints from people getting screws in their tires and City Manager Sheldon replied he would let the contractor know. Chief Hanlon commented regarding additional support the city would be receiving from Washington County and King City during road closures.

8. COUNCIL ANNOUNCEMENTS

Councilor Standke reported on a recent Sherwood School Board meeting and their policy discussion regarding student cell phone use, reported on receipt of their accreditation report for the high school and discussion on inter-district transfers. He reported that the School Board had a vacancy due to a resignation. He reported on the Sherwood Library Advisory Board meeting and WCCLS discussion regarding a levy that is being proposed with an increase and with a decrease in Sherwood services. He said discussion were still occurring. He stated National Library Week is April 6-12, 2025. Mayor Rosener confirmed that the library

levy expired June 2026. Councilor Standke confirmed and said it will expire within the second year of our 2-year budget and said WCCLS said there would be a 1-2% increase in funding. Mayor Rosener added that the WCCLS would be holding a meeting on May 19.

Councilor Mays reported on a WCCCA budget committee meeting where they made a recommendation to the WCCCA board for their service districts with a proposed 9% increase. He reported on the Sherwood Cultural Arts Commission and their discussion of the Community Enhancement Program (CEP), and their discussion of art on the pedestrian bridge. He commented on the 10th Anniversary celebration of the Arts Center.

Councilor Brouse congratulated staff for the anniversary celebration and said it was well attended. She reported she attended the Centro Cultural celebration of the Latino community, attended the Sherwood Main Street meeting where they discussion the CEP. She reported on a ribbon cutting at a new Sherwood business, Ascend Beauty Bar. She thanked Councilor Mays for filling in on the Senior Advisory Board vacancy interviews. She reported on the Water Consortium and their writing a letter of support for HB3634 to grow skilled water workers. She reported the Rotary Wine Festival was scheduled for November 8, 2025 to be held at the Red Berry Barn in Sherwood.

Councilor Giles reported on the planning commission and a recent training held for new commissioners. He thanked all those that attended and encouraged people who have an interest in government to start with the commission. He reported on the Old Town Overlay event with 40-50 people from Sherwood in attendance and said it was well attended with great engagement. He stated he attended a meeting regarding a universal health plan for Oregon and said more information can be found on the website of the Universal Health Plan Governance Board. He congratulated Sherwood high school men's and women's basketball teams for making it to the first round of playoffs.

Council President Young commented regarding the naming of Meara Boughey main hall at the Sherwood Arts Center and said Mera was a beacon of light, always joyful and in a good mood, and a good friend. She stated Meara had recently graduated from Chapman University and moved to New York to start her life in music and theatre and within months was diagnosed with leukemia. She reported on the Sherwood Police Foundation Gala event scheduled on May 2nd and said tickets were available on the foundations website and said this is their main fundraiser to support the Sherwood Police department. She reported on the CEP and said grant applications were currently being accepted and the application period closed on April 15th and more information can be found on the city's website. She reported on the Community Development Block Grant (CDBG) program policy advisory board meeting and recapped the recent work of the board and possible limitation of program due to federal grant funding. She reported she attended a recent Police Advisory Board meeting and received a snapshot of the presentation received in today's work session.

Mayor Rosener reported he recently met with Jason Snider a new Washington County Commissioner and discussed the city and said Jason would be attending a future council work session and there will be an opportunity for further discussion. He reported on his lobbying work in Salem on behalf of the city, League of Oregon City's (LOC), and the local Mayor's Consortium specifically to preempt local control and planning for housing and infrastructure. He reported that he and a few other councilors would be leaving for Washington DC to attend the National League of City's Conference and will be accompanied by five Sherwood high school students attending programs for youth in government. He stated this was also an opportunity for the city to met with federal officials and lobby for city needs. He stated that Metro and Multnomah County were

having funding problems around affordable housing services and said he sits on the Presidents Metro Council Work Group and reported on the makeup of the group and the work they are doing.

Councilor Young added that Mayor Rosener was recently interviewed on KOIN news and did a great job speaking on Sherwood West and the pedestrian bridge project, and said the interview was available on YouTube.

9. ADJOURN

Mayor Rosener adjourned the meeting at 7:25 pm.

Attest:



Sylvia Murphy, MMC, City Recorder



Tim Rosener, Mayor