



AGENDA



Traffic Safety Committee

Date & Time:	Thursday – May 23, 2024 6:00 pm
Location:	Sherwood Police Department, Community Room 20495 SW Borchers Drive, Sherwood
<u>Attendees</u>	
T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Dan O'Loughlin-Police Captain
Tiffany Yandt-Vice Chair	Chris Pierce-Traffic Officer
Tony Bevel	Jason Waters-City Engineer
Dorian Libal	Joy Chang-Senior Planner
Lisa Patterson	Sabrina Sharp-Admin Assistant II
Richard Amicci (PAB Liaison)	

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

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of Minutes (Chair)
4. Citizen Comments (Chair)

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

5. Business (Chair)
 - a. July Meeting Cancellation
 - b. Chair/Vice Chair Nominations
 - c. June Term Expirations (Jason Wuertz & Tony Bevel)
 - d. New Traffic Safety Requests
 - Request #2024-001: Requesting no parking signs on one side of the street at SW Woodhaven Dr between Hosler & YMCA, concerns regarding sight distance at three-way intersection of SW Hosler Way, SW Woodhaven Dr, & SW Frederick Ln **(connected to request #2024-001.1)**
 - Request #2024-001.1: Requesting no parking on both sides of SW Woodhaven Dr from crosswalk to intersection of Woodhaven/Frederick, restricting parking on one side of Woodhaven south of Frederick, or no parking on both sides **(connected to request #2024-001)**
 - Request #2024-002: Requesting painted curb of at least 8 ft in each direction on SW Fitch Ct, and a "no turn around" sign added at the beginning of Fitch Ct.
 - e. Pending Traffic Safety Requests

- Request #2022-005: Request to lower speed limit, add more lighting, sidewalks, bike lanes & crosswalks on Edy Rd. (**connected to request #2022-005.1, 2022-005.2, 2022-005.3, & 2022-005.4**)
 - Updated by City Engineer
- Request #2022-010: Parking concern on Saint Charles Way to pathway, requesting “no parking” signs in area.
 - City Engineer suggested barricade installation, will provide updates.
- Request #2023-001 & #2023-001.1: Concern regarding Sherwood High School parking lot traffic & Haide Rd. residents request additional traffic measures.
 - Update provided by Police Captain & City Engineer
- Request #2023-005: Requesting improvements to Villa Rd (road repavement, speed limit signs, painted lines, etc.) (**connected to request #2023-005.1**)
 - Item will remain pending until City Engineer receives further direction from the Public Works Director.
- Request #2023-006: Request for speed bumps at 3-way stop at Division St & Park Row Ave
 - Awaiting City Manager/ City Council approval for stop sign installation per TSC request. Update by City Engineer
- Request #2023-007: Requesting no parking on one side of Smith Ave between Meinecke & Vintner
 - Item will remain on pending list until GIS mapping is completed.

f. City Engineer update on pending City projects (GIS map)

- Update provided by City Engineer

6. Committee Comments (Chair)

7. Adjourn (Chair)

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



Meeting Minutes



Traffic Safety Committee

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<u>Attendees</u>	
T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Dan O’Loughlin-Police Captain
Tiffany Yandt-Vice Chair	Jason Waters-City Engineer
Tony Bevel	Joy Chang-Senior Planner
Dorian Libal	Chris Pierce-Traffic Officer
Lisa Patterson	Sabrina Sharp-Admin Assistant II
Richard Amicci (PAB Liaison)	

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

The video is available for viewing: <https://www.youtube.com/watch?v=jmST4KhnetE>

1. Call to Order

Chair Jason Wuertz called the meeting to order at 6:07 pm.

2. Roll Call

Committee Members Present: Chair Jason Wuertz, Vice Chair Tiffany Yandt, Dorian Libal, Tony Bevel, Richard Amicci, and Lisa Patterson

Committee Members Absent: None

City Staff Members Present: Police Captain Dan O’Loughlin, City Engineer Jason Waters, Senior Planner Joy Chang, Traffic Officer Chris Pierce, and Admin Asst II Sabrina Sharp

3. Approval of Minutes

Mr. Amicci moved to approve the January meeting minutes as written and Mr. Libal seconded the motion. All committee members voted in favor.

4. Citizen Comments

Karie Bourdet spoke on the speeding issue on Willamette Street and stated that she is concerned for her children's safety. She also indicated that there were no speed limit signs, speed bumps, or anything in the roadway that helps to slow down drivers on this road.

Jerry Turner commented on the speeding issues on Willamette Street from Lincoln Street all the way down to Hall Street and requested 20-mph speed signs for the residential area.

Captain O'Loughlin stated that city staff would reach out to the complainants to have them fill out official request forms. He added that extra speed enforcement could be performed in this area.

Traffic Officer Pierce spoke on the complaint and indicated that a speed trailer could be placed at the location to monitor speeds and compile traffic data in the area.

5. Business (Chair)

a. July Meeting Cancellation

This discussion begins at the 6:55 minute mark of the YouTube video.

The July meeting will be cancelled due to Captain O'Loughlin's schedule unavailability.

b. Chair/Vice Chair Nominations

This discussion begins at the 7:35 minute mark of the YouTube video.

Jason Wuertz stated that he would like to renew his term and remain the TSC Chair unless someone else would like to take on the responsibility.

Vice Chair Yandt stated that she would like to remain Vice Chair unless someone else was interested in the role.

Mr. Libal made a motion to nominate Jason Wuertz as Chair and Tiffany Yandt as Vice Chair and the motion was seconded by Ms. Patterson. All members voted in favor.

c. June Term Expirations (Jason Wuertz & Tony Bevel)

This discussion begins at the 8:02 minute mark of the YouTube video.

Both Mr. Wuertz and Mr. Bevel have decided to renew their terms for another two years.

d. New Traffic Safety Requests

- **Request #2024-001: Requesting no parking signs on one side of street at SW Woodhaven Dr between Hosler & YMCA, concerns regarding sight distance at three-way intersection of SW Hosler Way, SW Woodhaven Dr, & SW Frederick Ln (connected to request #2024-001.1) (See Exhibit A)**

This discussion begins at the 10:49 minute mark of the YouTube video.

Captain O'Loughlin discussed the complaint location and stated that there is a crosswalk and the street narrows on both sides of the street, which makes it difficult to see if there are cars coming down the street. He also added that the sight distance issue was founded and that this is a dangerous spot. He added

that while the City does not typically like to restrict parking, restricting the parking would be the best course of action to alleviate this traffic issue. He stated that city staff recommends restricting the parking along the north side of the road from Hosler Way to the first crosswalk. He indicated that it is only necessary to remove parking on one side of the street, not both sides.

Ms. Patterson asked if people typically park on Woodhaven Drive and Captain O'Loughlin stated that those who live in the nearby townhomes usually park there as they do not have much parking, but that they would be able to find parking elsewhere on the street. Mr. Libal asked if the curb would be painted yellow to indicate no parking, or if there would be a sign posted. Mr. Waters stated that he was not sure which method they would utilize, but that either option would be effective.

Mr. Amicci asked if community members would have problems finding a place to park by the YMCA to get to the pedestrian bridge once it has been built. Mr. Waters indicated that this could be a future problem if there were events going on at the time. Captain O' Loughlin expressed that there is no data for that, but there is ample parking space at the high school, but that the parking lot at the YMCA could potentially be affected.

Chair Wuertz stated that there was a 2021 case with a similar issue. Mr. Amicci stated that he is very familiar with this area and indicated that this is an issue especially where the road narrows and causes visibility issues. He added that you cannot see if there are any cars coming from the northwest side, and parking should not be allowed from the crosswalk down to Hosler.

Mr. Libal made a motion to recommend the city to restrict parking from Hosler Way to the pathway on the north side of Woodhaven with a "no parking" sign and a yellow painted curb, and Vice Chair Yandt seconded the motion. All committee members voted in favor.

Vice Chair Yandt asked how soon the signage could be put up once approved by the City Manager. Mr. Waters stated that he can get the request over to the City Manager within the next week and signage could possibly be installed within 60 days after approval.

- **Request #2024-001.1: Requesting no parking on both sides of SW Woodhaven Dr from crosswalk to intersection of Woodhaven/Frederick, restricting parking on one side of Woodhaven south of Frederick, or**

restricting parking on both sides of the street. (connected to request #2024-001) (See Exhibit B)

This discussion begins at the 14:48 minute mark of the YouTube video.

City staff only recommends restricting parking on one side of the street, as sight distance is only an issue on one side.

Mr. Libal made a motion to recommend the city to remove parking from Hosler Way to the pathway on the north side of crosswalk with a “no parking” sign and a painted curb, and Ms. Yandt seconded the motion. All committee members voted in favor.

- **Request #2024-002: Requesting painted curb of at least 8 feet in each direction on SW Fitch Ct, and “no turn around” sign added to Fitch Ct. (See Exhibit C)**

This discussion begins at the 27:42-minute mark of the YouTube video.

Captain O’Loughlin spoke on the complaint location and stated that while the view is somewhat obstructed, there is room for drivers to turn and eliminating parking in this area would not be feasible. He added that the video provided by the complainant shows a sight distance issue on SW Pinehurst Drive, however, this was due to a lawn maintenance truck and trailer being parked on the road, which is not normally there. He also indicated that when normal sized vehicles are parked on the street, it does not create a sight distance issue. He explained that if the city were to remove parking on SW Pinehurst, then they would need to remove parking at every intersection within the Woodhaven neighborhood as well.

Mr. Waters indicated that cars are not supposed to be parked within 20 feet of a crosswalk, or a stop sign, and if that is occurring, then perhaps PD staff can provide some extra enforcement as well as provide this information to the public. He added that while he does not recommend removing any parking at this location, he does recommend a “no outlet” sign to be installed at the cul de sac on Fitch Court. He added that he could put in a request to add some supplemental “no outlet” plaques to be placed above the street sign, instead of one big “no outlet” sign that would be placed in front of someone’s yard. Captain O’Loughlin stated that the city supports the requested signage but does not support the elimination of parking.

Mr. Libal asked for clarification regarding the verbiage of the sign and whether it would read as “no turn around” or “no outlet.” Mr. Waters clarified that the sign would read “no outlet,” to inform drivers that Fitch Court is not a through street. Mr. Waters added that the no outlet sign would be the easiest solution

and signs would be ordered tomorrow and installed soon. He also stated that since painting curbs can be costly, they are only recommended in the downtown areas.

Ms. Patterson made a motion to take no action regarding the removal of parking, and to recommend “no outlet” signs to be installed on SW Fitch Ct. Mr. Libal seconded the motion and all committee members voted in favor.

Please refer to the Tracking Sheets (Exhibit “D”) for more information on the requests discussed at this meeting.

e. Pending Traffic Safety Requests

- **Request #2022-005: Request to lower speed limit, add more lighting, sidewalks, bike lanes & crosswalks on Edy Rd. (connected to request #2022-005.1, 2022-005.2, 2022-005.3, & 2022-005.4)**

This discussion begins at the 42:31-minute mark of the YouTube video.

Since the last 35-mph speed limit sign was installed on Borchers Rd; this item can be closed out. A motion was made by Mr. Amicci and seconded by Ms. Patterson to close out request #2022-005. All committee members voted in favor.

- **Request #2022-010: Parking concern on Saint Charles Way to pathway, requesting “no parking” signs in area.**

This discussion begins at the 43:52-minute mark of the YouTube video.

Mr. Waters indicated that upper management has requested for notices to be mailed out to residents notifying them of the signage change and they wanted to wait to receive feedback from community members. He added that he did receive feedback from a resident who utilizes the crosswalk at this location, and they suggested to change the configuration of the barricade. He also stated that he should have more information at next month's meeting and requested to table the discussion until then.

- **Request #2023-001: Concern regarding Sherwood High School parking lot traffic & Haide Rd. residents request additional traffic measures. (connected to request #2023-001.1)**

This discussion begins at the 44:58 -minute mark of the YouTube video.

Captain O’Loughlin expressed that school administration staff sent out the initial announcement regarding the additional drop off area in weekly newsletters to parents on January 12, 2024, and a secondary email was sent out on February 9, 2024. In addition, PD staff also posted this change on social media on the same date as the secondary email.

Captain O’Loughlin expressed that of the approximate 1,700 students that attend Sherwood High School, 550 have parking passes and drive themselves to and from school, 293 students take the AM bus, and 255 take the PM bus.

He added that he does not have any statistics for the students who utilize other means of transportation, such as: walking, carpooling, or those who are dropped off and picked up by parents/guardians.

He also added that no stopping/standing signs have already been installed on Haide & Orchard Hill Ln & Fisk Terrace to alleviate the issue of those drivers who were parking along these streets and blocking traffic. He added that no further action will be taken regarding the suggestion to restripe Elwert as this is within Washington County's jurisdiction and feels the City has done all they can to alleviate the issue that is within their control. He also expressed that while this request will be closed out, it will remain on the GIS map.

A motion was made by Mr. Libal to close request #2023-001 and Mr. Amicci seconded the motion. All committee members voted in favor.

- **Request #2023-005: Requesting improvements to Villa Rd (road repavement, speed limit signs, painted lines, etc.) (connected to request #2023-005.1)**

This discussion begins at the 52:31-minute mark of the YouTube video.

Mr. Waters stated that he spoke with the Public Works Director and asked if there were any paving projects planned for this area and was informed that the while the area needs improvement, it will be more of a long-term project. Mr. Waters stated that while there are no immediate plans for improvement in this area, they are necessary. Captain O'Loughlin stated that this item will remain pending until the GIS map is complete.

- **Request #2023-006: Request for speed bumps at 3-way stop at Division St & Park Row Ave**

This discussion begins at the 54:03-minute mark of the YouTube video.

Mr. Waters stated that notices were mailed out to all residents informing them of the addition of the third stop sign at the location. He also added that the stop sign should be installed sometime next week, and traffic control change signs will be put up notifying drivers of the pattern change. He indicated that this item can be removed and closed out at next month's meeting as the signs should be installed by then.

*****During 57:18 of the meeting, Captain O'Loughlin stated that he received an email informing him that the stop signs at the intersection of Division and Park Row have been installed by City staff. *****

A motion was made by Mr. Amicci and seconded by Mr. Libal to close item #2023-006. All committee members voted in favor.

- **Request #2023-007: Requesting no parking on one side of Smith Ave between Meinecke & Vintner**

This discussion begins at the 55:10-minute mark of the YouTube video.

Mr. Waters indicated that he could not find anything from past plans where parking was restricted in this area. He added that the city would not be restricting any parking at this time. However, staff will keep this item on the TSP update, and it will be added to the GIS map once completed. Ms. Patterson asked if the items that do not require any additional discussion could be added to a separate list.

f. City Engineer update on pending City projects (GIS map)

Mr. Waters stated that the GIS mapping project is still pending. However he may be able to do a demonstration at next month's meeting. A brief discussion on the pedestrian bridge progress took place, and Mr. Waters expressed that he could provide periodic status updates on this project to the committee.

6. Committee Comments

Mr. Amicci stated that he put in a request to the City of Beaverton's Traffic Committee, and while the request he entered was not within their jurisdiction, he thought it was interesting being on the other end of a traffic safety request.

Chair Wuertz was concerned about the lack of visibility of this committee, and suggested ways to make the TSC more visible to citizens. Vice Chair Yandt suggested using the PD Facebook page to inform community members of the committee. Chair Wuertz expressed that he would like to hear more feedback from residents. Mr. Waters replied that if the city receives too many requests, it may not have the staffing to handle them all at this time, but it would be beneficial to the city in the long run to make more traffic safety improvements. Ms. Sharp added that the PD received a few requests that did not fall under the purview of the TSC, and, therefore, were not put on the agenda for discussion.

Mr. Amicci indicated that he heard that there may be a possibility that the TSC would be a full committee instead of subcommittee to the Police Advisory Board, and would, therefore, need more members. He added that by having the TSC as its own committee and bringing on additional members, it could potentially bring in more requests from the public. Mr. Amicci indicated that the Police Advisory Board received a public comment from someone who had a traffic safety issue but were not aware of the Traffic Safety Committee. Ms. Patterson asked if the link for the Traffic Safety Request Form could be added to letters that are sent out to residents to increase the committee's visibility as well.

Ms. Chang stated that The Archer is the city's newsletter that is released every two months and sometimes showcases the different committees within the city. She added that the Planning Department will post new project updates and announcements on social media, as well as in the newsletter. She also explained the process that Planning utilizes for the Sherwood West project and indicated that a mass email with updates is sent out to inform

all parties who sign up on the “interested parties” list. Mr. Waters expressed that it would be helpful if there was a portal on the city website to report potholes or other traffic issues, which could be possible when the city revamps the website.

Mr. Libal suggested creating a QR code for the TSC request form to post at the library and at all public areas within the city. He also thought that it would be a good idea to post this at the upcoming city events as well. Ms. Chang asked if the request form was on the police page on the website and Captain O’Loughlin replied that it was. He also clarified that when the complaints are sent elsewhere, they are funneled to PD staff for review to determine whether it will be placed on the agenda. He added that most traffic complaints regarding speed are sent through to non-emergency dispatch, where an officer will respond and handle the issue at hand. He also indicated that there are many requests that do not get sent to the committee. However, he does believe that the committee could market better.

Captain O’Loughlin explained that once a request has been closed out by the committee, city staff will send a letter to the requester informing them of the decision. Mr. Amicci stated that he liked the QR code idea and thought that marketing once a year at the summer events such as Robin Hood, would be sufficient. Captain O’Loughlin agreed with Vice Chair Yandt and stated that he would talk to the PD’s Police Information Officer (PIO) to make a social media post about the TSC. Mr. Waters asked how staff sponsored requests would work as far as adding the request to the agenda, and how to keep track of it. Chair Wuertz stated that he was on board with adding staff requests to the agenda as well. Mr. Amicci indicated that it was easy to find the request form on the city’s website, as opposed to Beaverton’s, which was difficult to find.

Ms. Chang spoke on her progress with the Safe Routes to School grant and indicated that she submitted a grant request for enhanced crossing at the intersection of Sunset and Timbrel. She added that the city was invited to apply for the second half of the grant and is currently working on the second part of the application. She also asked if the committee would sign a support letter in favor of the grant. She clarified that while the application is not due until the end of July, she would draft a letter for the City Engineer, the Police Chief, and the Traffic Safety Committee Chair to sign. She added that she would be informed whether the city was approved for the grant or not sometime in September.

7. Adjourn

With nothing further to discuss, the meeting was adjourned at 7:28 pm

The next meeting is scheduled for June 27, 2024 at 6 p.m.

Approval of Minutes:



Chair Jason Wuertz

06/28/2024

Date

Attest:



Sabrina Sharp-Admin. Asst II

6/28/24

Date



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



Traffic Safety Request Form

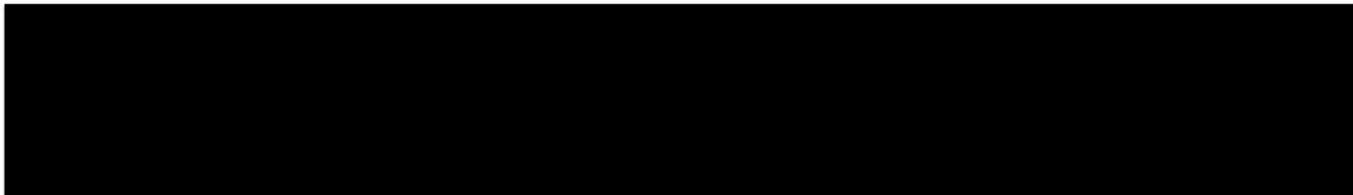
2024-001
Exhibit A

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

Completed forms shall be submitted to:

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

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



Date form submitted: 1-28-24

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

Hosler / Woodhaven / Frederick

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

Cars pile up on both sides of the street, right at the corners of the intersection, both SW and NW corners. It is impossible to see, when turning right, from Hosler onto Woodhaven, at this intersection. The cars also block view of children crossing Woodhaven, from Forrest Creek Condos, in the morning

and only one car can pass at a time

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

I would love to see the section of Woodhaven, between Hosler and YMCA, on the Forrest Creek Condos side, marked as a "no parking this side of street" zone, all times of day. There was yellow tape applied to the intersection at one point, but was pulled off.

When dark going to school

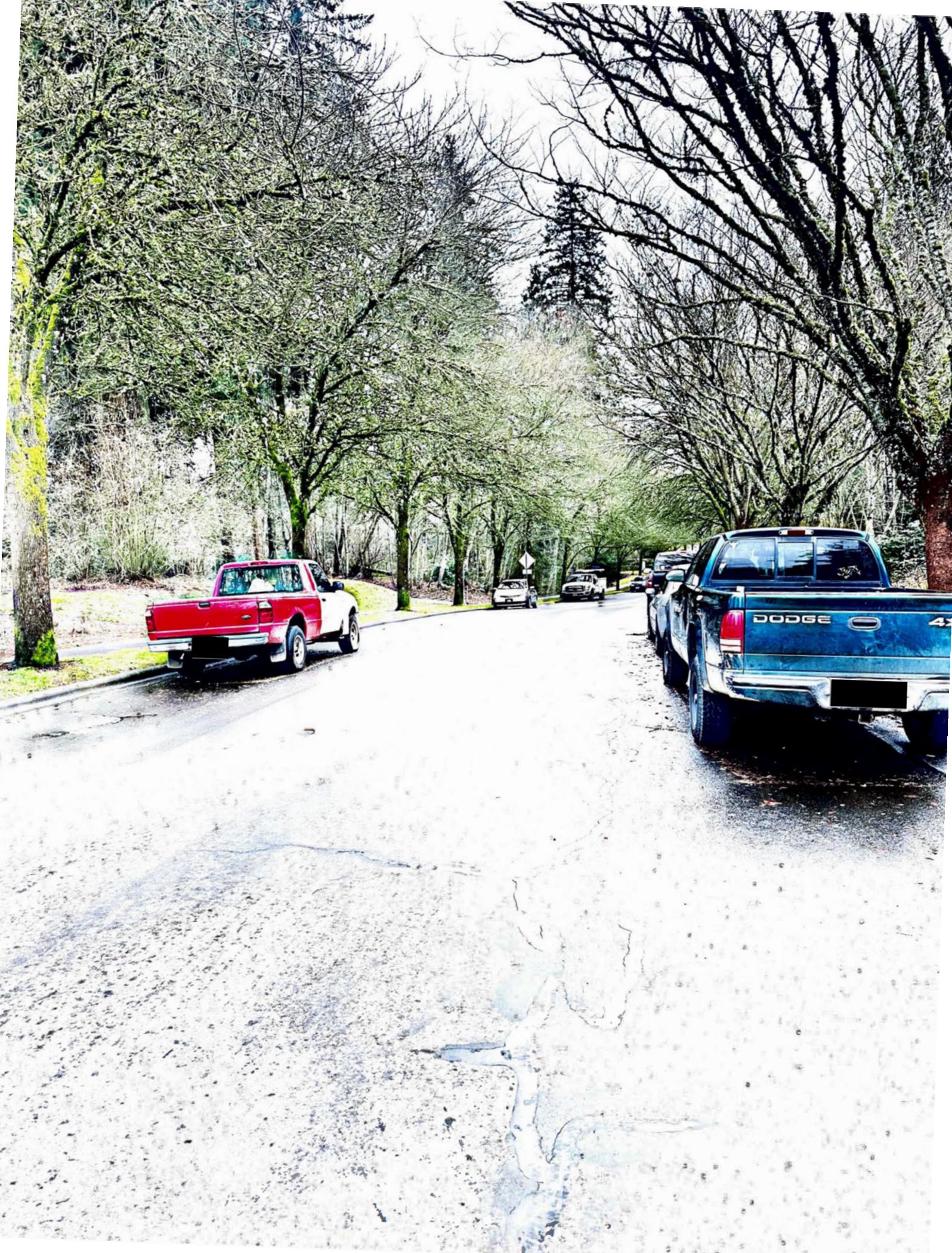
Please attach any photographs and/or diagrams that document the problem.



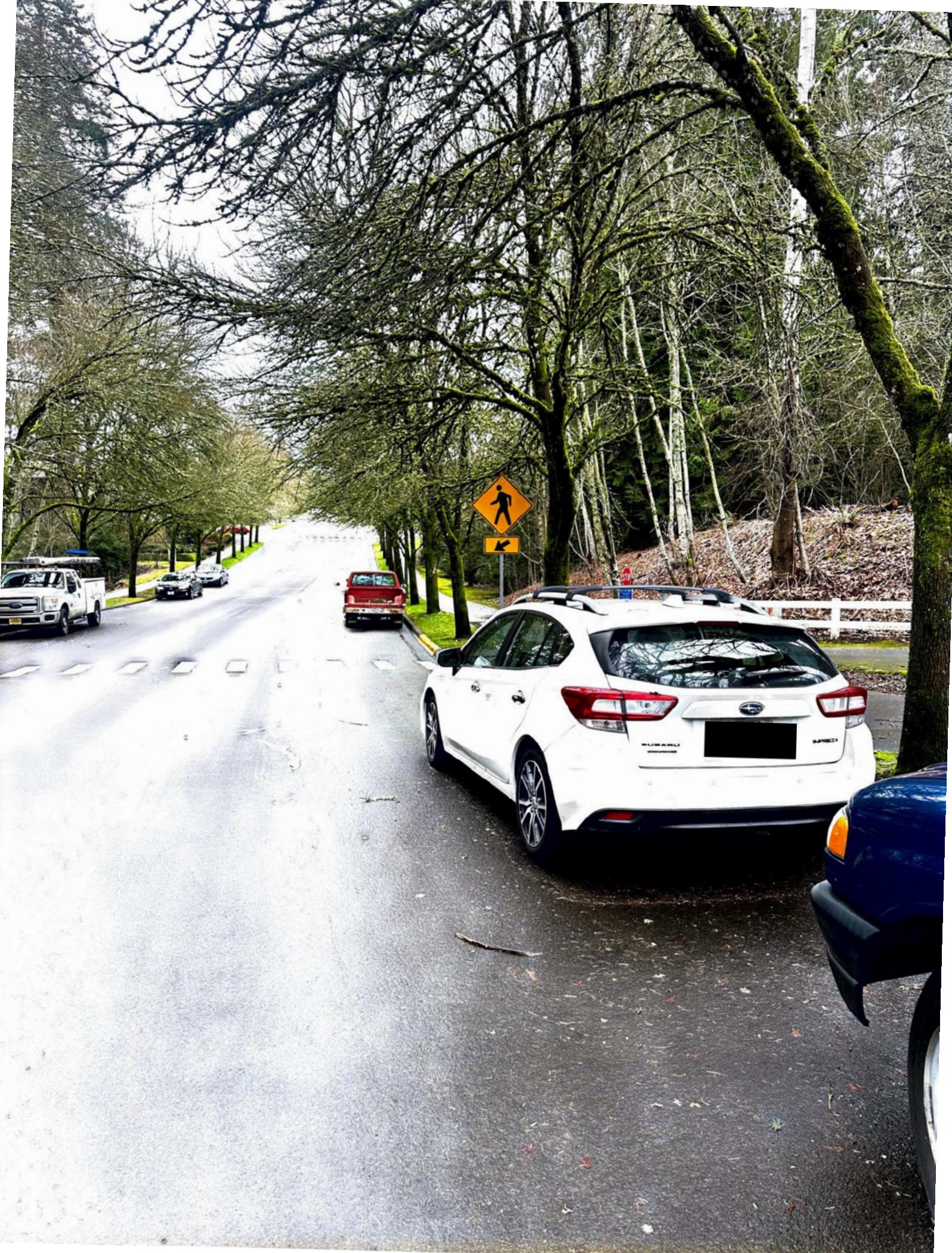
SW Hosler Way

STOP













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



Exhibit B

Traffic Safety Complaint/Request Form

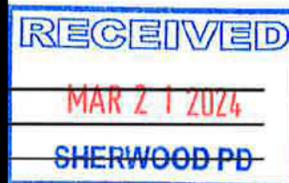
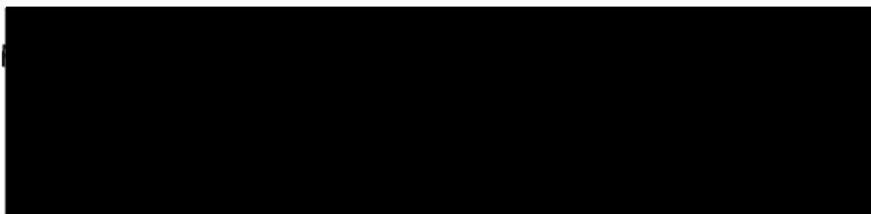
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1.



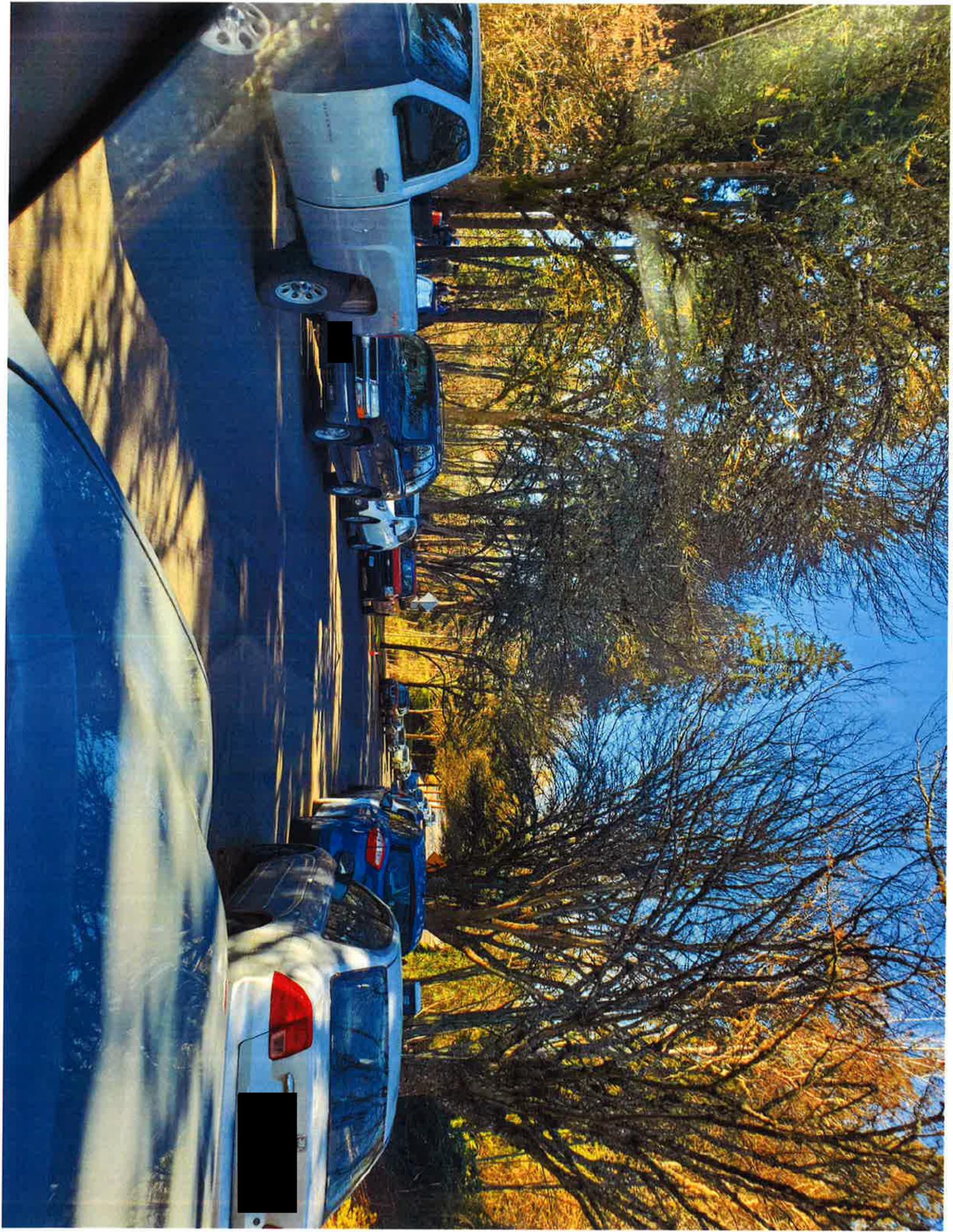
Date form submitted: 3/20/2024

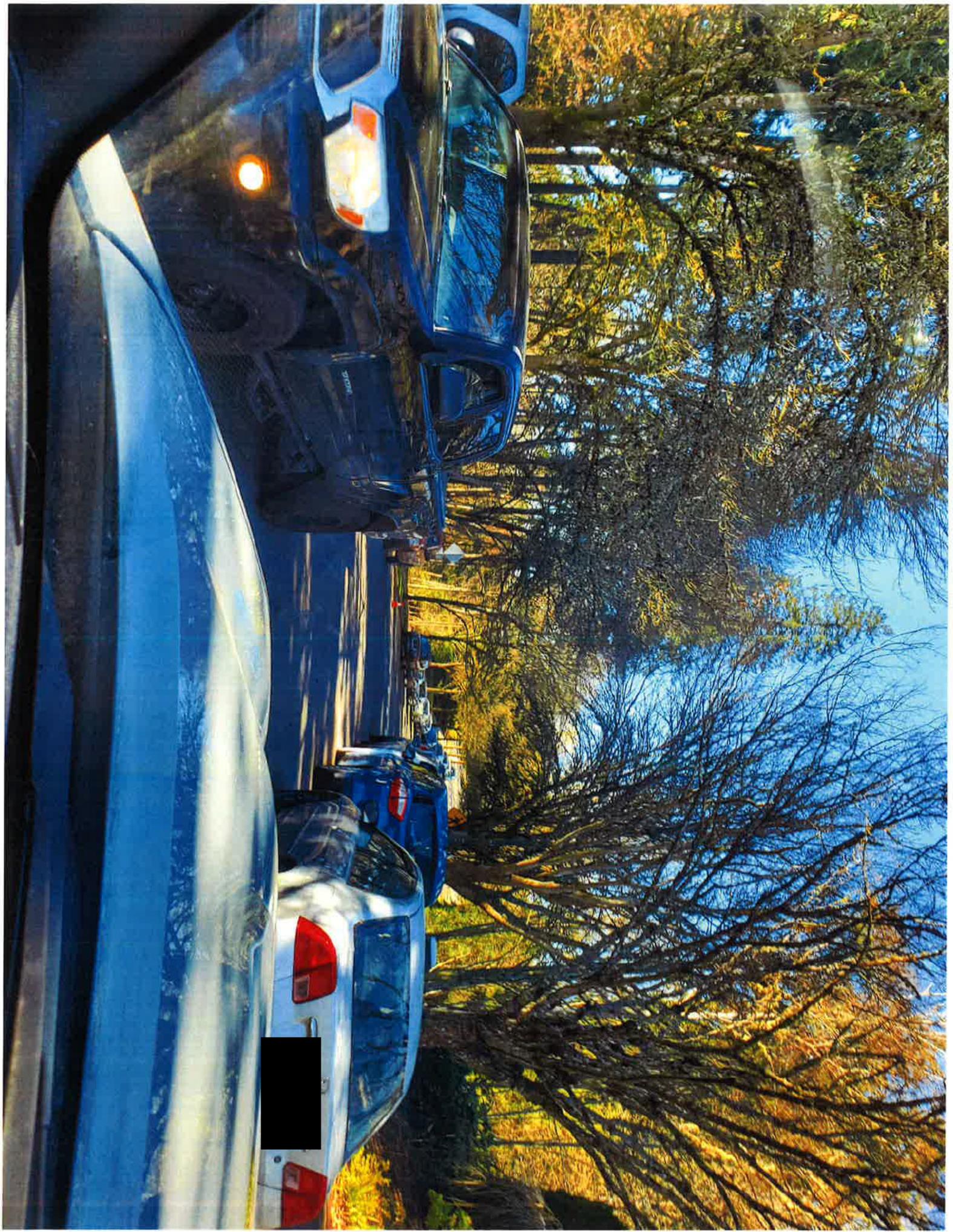
2. Please identify the specific location/intersection of concern:
SW Woodhaven Dr, SW Frederick Ln

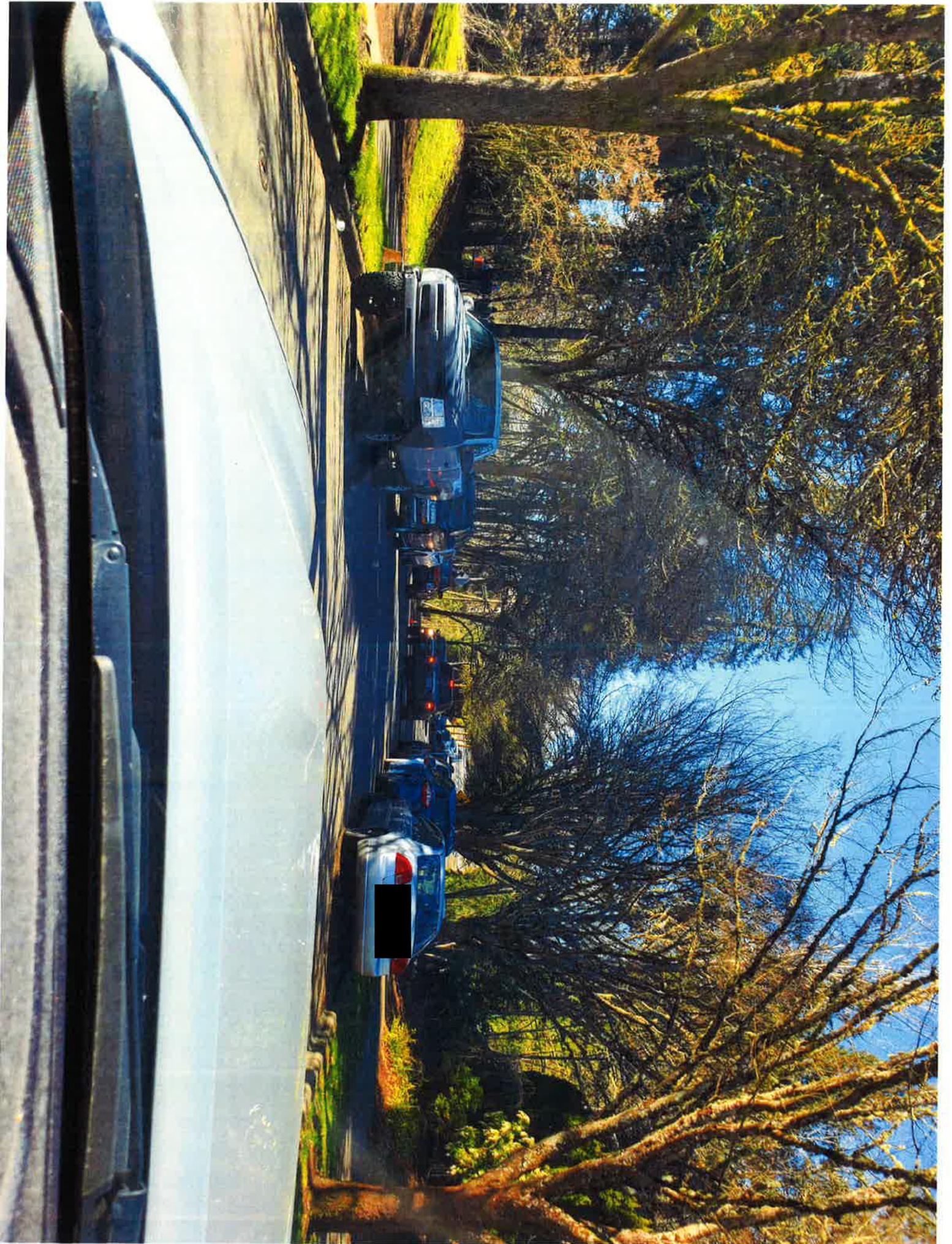
3. Please describe the nature of the traffic problem which concerns you:
The width of Woodhaven Dr. is constricted to one car width at this intersection south to the greenspace crosswalk due to cars parked on both side of the street. This makes driving difficult and dangerous to pedestrians. It is dangerous to pedestrians (especially students during school commute hours) crossing at the greenspace crosswalk. This stretch of Woodhaven is particularly busy with vehicle traffic, and pedestrian traffic.

4. Please describe what actions (if any) you feel would reduce your traffic concerns:
Post signs for no parking both sides of the street, from the greenspace crosswalk north to the intersection of SW Woodhaven Dr & SW Frederick Ln. This stretch of road is narrower than the portion of the road south of the crosswalk. Alternate solutions may include: restricting parking on Woodhaven south of Frederick Ln to the West side of the street; restrict parking on both sides of Woodhaven south of Frederick Ln.

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











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



Traffic Safety Request Form

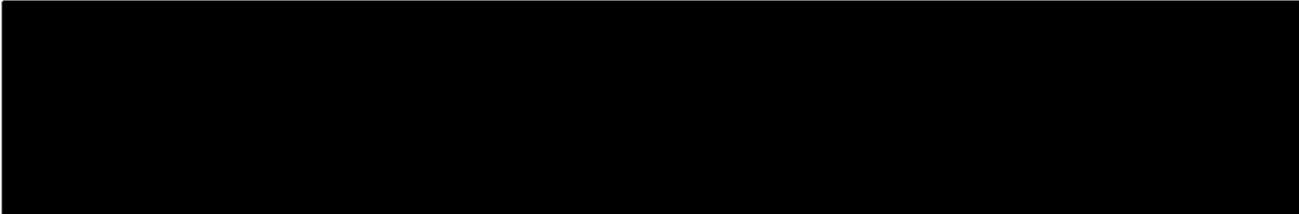
2024-002
Exhibit C

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

Completed forms shall be submitted to:

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

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



Date form submitted: March 22, 2024

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

Fitch Court and Pinehurst

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

There are always people parking on Pinehurst on either side of the culdesac. All 8 neighbors in the culdesac have almost gotten been hit/hit someone trying to pull out of our street. You have to be almost halfway into the street to be able to see incoming cars or pedestrians. I fear that a child on a bike or a family walking will be hit. Since the Woodhaven park has been redone people often use the culdesac as a turnaround. We have lots of small kids that play and have had a couple

of very close encounters. People drive SO fast into the culdesac and we've witnessed two accidents so far. two cars get hit by doing this.

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

For the first issue of parking, we believe that the curb should be painted at least 8 feet in each direction so that we are able to see to pull out. As for the second issue, the homeowners in Fitch Ct request a no turn around sign be added at the beginning of the street.

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

[Redacted]

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you are expecting this email and/or know the content is safe.

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

Hello!

I've attached our request. All homeowners in Fitch Court have agreed and are willing to provide you multiple examples of times where they've almost been hit or have almost hit a pedestrian due to the parking. It is kind of difficult to tell from photos but when there are cars on both sides on Pinehurst we have to pull halfway out into the road to be able to see oncoming traffic. Thank you for taking a look into our request!

Thank you,

[Redacted]























TRAFFIC SAFETY COMPLAINTS / REQUESTS

Exhibit D

TRAFFIC SAFETY COMMITTEE - 2022

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2022-001	Complaint received by the City of Sherwood in 2019 - forwarded to the TSC for review: Concern regarding pedestrians crossing at Handley & Roellich.	C	Received by City Staff-March 2019 / Forwarded to TSC 1/13/2022	Complaint was received by Mayor Mays and then reviewed by the City Engineer in March of 2019. 1/5/2022-New City Manager requested the TSC to review information gathered at the 1/27/2022 meeting. 1/27/2022-Captain Carlson to increase police presence on Handley to see if there is still an issue. Then go from there. 3/24/2022-Capt Carlson reported that no issues were observed by officers when conducting a focused patrol (1/13-3/15/2022, 4.6 hours total). Will send update to City Manager. TSC voted to close out request.
2022-002	Corners in Old Town at Attrells & Park. Cars park on corners, making it difficult to see pedestrians, especially children. Would like "no parking" stripes on each corner of side streets in Old Town.	C	12/15/2021	1/27/2022-The PD and City will help to educate drivers regarding parking in Old Town, in part, with social media posts. Police will help to educate with warnings. Will revisit after a month. 4/28/2022-Capt Carlson met with Public Works. Per state statute, you are not supposed to park within 20 feet of a crosswalk. It was determined that some of the parking spaces do not meet that statute. Public Works is working on a way to meet the requirements without eliminating too many parking spaces. 5/26/2022-Public Works is still working out how best to make updates. SPD will be putting out a PSA soon regarding enforcement and education. 6/23/2022-Public Works removed striping for some of the parking spaces. Removing parking spaces created buffer for busses when turning on the tight corners. 7/28/2022-Some parking spaces had been removed. Parking spaces laid with brick cannot be removed. Mr. Galati will work up some potential plans for the committee. 9/22/2022-A social media post will be sent out by the PD reminding drivers of parking laws by stop signs. This request was closed out with a recommendation to the City Manager to add striping, signage and physical barriers where parking is not allowed.

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TRAFFIC SAFETY COMMITTEE - 2022
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<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2022-003	No stop signs and poor visibility due to parked cars at SW Park and 1st Street in Old Town.	C	12/20/2021	1/27/2022-As this is similar to 002-this will be revisited after the feedback is received for 002. 4/28/2022-Public Works will be looking at this one at the same time they look into 2022-002. 5/26/2022-Public Works is still working out how best to make updates. SPD will be putting out a PSA soon regarding enforcement and education. 6/23/2022-Captain Carlson reported that there had been no crashes reported over the last 10 years at that intersection or in that area. Decision to close with recommendation for continued patrol.
2022-004.1 & .2	Exit lanes from Walmart main entrance onto Langer Farms. Request to make right or left turn only-no straight through to Target option.	C	2/21/2022	3/24/2022-TSC requests to review previous traffic studies for this location at next meeting. 4/28/2022-Several studies and analysis have been done for this area. Does not make sense to re-open. Decision to get education to drivers regarding stop bars and pedestrians to stop, look and listen before walking into street. Will look into getting copies of previous reports to TSC members for review. 5/23/2022-TIA e-mailed to all TSC members by Julia Hajduk. 6/23/2022-As all committee members hadn't yet had a chance to review the TIA report, this request will remain opened. 9/22/2022-City staff have been working on coming up with a solution and will soon present it to the City Manager. The committee will wait for Chair Wuertz to present his ideas, before closing this request out. 2/17/23-added to Feb agenda 2/27/23- As Feb mtg. was cancelled, complaint will be discussed at March mtg. <i>3/23/23- Mr. Waters came up with some solutions by removing stop bar and restriping area to prevent confusion, will be on CIP list, out of TSC scope</i>

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<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2022-005 .1, .2, .3 & (.4-New for 4/28)	Edy Road - Requests to lower speed, add more lighting, sidewalks, bike lanes & crosswalks.	P	2/21 & 22/2022 & 3/24/2022	3/24/2022-City Engineer still waiting for results from traffic study. Will revisit at April meeting. 4/28/2022-Ms. Hajduk to submit MSTIP application for improvements to Edy. City Engineer still working on traffic study for this and 2022-006. Application submitted to the state to reduce speeds on Edy and Elwert from 40 to 35. TSC to write letter of support to submit with the MSTIP application. Ms. Hajduk will work with Chair Wuertz to draft a letter and present at the May meeting. 5/26/2022-City Engineer presented a Traffic Volume / Speed Count Analysis. Has submitted letter to county to lower speed to 35. County has approved and now needs the state's approval. Mobile speed sign with blue and red lights will be moved from Sunset to Edy Rd soon. Public outreach and speed enforcement will help with speeding. 6/23/2022-Mr. Galati forwarded the MSTIP letter. Data has been collected by the State. Recommendations have been forwarded to ODOT. 7/28/2022-No updates to report. 4/27/23-Speed study to be approved within the next couple of months, will be on CIP list and item will remain pending until speed limit signs have been changed to 35 mph 6/27/23- Speed limit change has been approved by state, awaiting installation 10/26/23-City Engineer to follow up with Washington County to find out when speed limit signs will be installed. 1/25/24-City Engineer stated there was a speed limit sign missing at Edy/Borchers and item will remain pending until sign is put back up Motion needed to close

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<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2022-006	SW Elwert & Haide-lower speed limit, speed bumps on north and southbound on Elwert - OR - stop signs with flashing lights.	C	3/4/2022	4/28/2022-See above. 5/26/2022-See above. 6/23/2022-See above. Committee will wait until decision has been made regarding speed reduction from the State, before closing this request. 4/27/23-Speed study to be approved within the next couple of months, will be on CIP list and item will remain pending until speed limit signs have been changed to 35 mph 6/27/23-Speed limit change has been approved by state, awaiting installation 10/26/23-City Engineer to follow up with Washington County to find out when speed limit signs will be installed . 1/25/24- Speed limit signs have been installed and committee moved to close request #2022-006
2022-007	Request for flashing lights @ crosswalk located at Cedar Brook Way & Meinecke Pkwy.	C	3/17/2022	4/28/2022-A similar request had already been submitted to the City, prior to the formation of the TSC. At that time, trees were cut down to improve sightline and parking spaces were moved back from crosswalk. This is also similar to TSC request #'s 2020-13 & 2020-14. Will reach out to HOA for clarification on specifics. 5/26/2022-HOA not available to provide clarification. 6/23/2022-Angie will check back in with HOA. 7/28/2022-HOA Board Member provided in person clarification of concerns. TSC moved that since modifications had already been made with trees and parking spaces removed, suggestion to the HOA for education piece to residents, setting up crossing guard schedule w/in community and possibly use orange cones and flags during school hours.
2022-008 (new #: 2022-004.2)	Concerns for Intersection at Walmart & SW Langer Farms Pkwy -Possible solution could be traffic light. Suggested going back to DKS for review. Pedestrian Crossing is confusing for drivers. Looks like 4-way stop-suggest different signage / striping.	C	7/4/2022	7/28/2022: See 2022-004.2

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<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2022-009 & 2021-008	Concerns for ped crossing at Woodhaven and Sunset . Suggestion to add crossing beacons and change double left hand turn lane to single turn lane.	C	7/18/2022	As this request is so similar to #2021-008, the two will share the same agenda item number in moving forward. 10/27/22- TSC closed out 2021-008-ped crossing signs have been installed, crossing beacon request is a capital project and is still pending 2022-009 will remain open and is currently pending installation of crossing beacons, <i>4/19/23- on CIP list as request is an extensive city project and is outside of the TSC scope</i>
2022-010	Parking concern on Saint Charles Way to pathway. Visibility issue in busy area. Propose "No Parking" signs.	P	9/7/2022	9/22/2022-The TSC recommended that a mid-block crosswalk, striping and signage be added on Saint Charles Way. Mr. Galati offered to type everything up and send the recommendation to City Manager, Keith Campbell, for review and approval. 4/27/23- Mr. Waters needs to compile more information and will give update at next meeting, keep pending 6/27/23-No updates, need additional info from PW and approval for signage 7/27/23-No updates, City Engineer will conduct additional research 8/24/23- Motion to look into near term options such as signage, barricades, road closure, and additional analysis for crossing sight distance, also discuss options w/ school district 10/26/23-City Engineer suggested barrciades for area, item will remain pending 1/25/24- PW Director agreed with recommendation, item will remain pending until barricades have been installed Motion needed to close
2022-011	Parking along Murdock Rd near Fair Oaks Drive-Intersection. Parked cars impair visibility when drivers exit Fair Oaks subdivision.	C	10/4/2022	10/27/2022- TSC closed out request, but awaiting compliance notice from Dan Miller stating homeowner trimmed trees blocking visibility along Murdock Rd 12/19/2022- Received notice from Dan Miller, homeowner trimmed trees/shrubbery and visibility issue has been resolved. Complainant has been contacted and request closed out.
2022-012	Driveway of 14175 SW Galbreath Drive-Request to make both sides of driveway "No Parking" zones as well as other side of street.	C	10/10/2022	10/27/2022- TSC closed out request, not necessary to add extra no parking zones as drivers have an alternate route out of the driveway and are able to turn out of the driveway without adding extra no parking zones

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<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2023-001	Complaint received by the City of Sherwood in 2022 - forwarded to the TSC for review: Concern regarding SHS parking lot causing overflow onto Haide Rd & Elwert Rd	P	Received by City Staff- Dec 2022 / Forwarded to TSC	<p>Complaint was received by WACO staff and forwarded to City Staff on 12/15/22, added to TSC agenda for 1/26/23 mtg. 1/26/23-TSC discussed complaint and PD staff needs to complete additional analysis, will be tabled until Feb 2/23 mtg. 2/27/23-As Feb mtg. was cancelled, complaint will be discussed at March mtg. 3/27/23-Item will be left as pending until issues have been brought to school district board for action 6/27/23-still awaiting response from school district, no new motions</p> <p><i>Motion from 3/23 mtg-leave request open with the recommendation that staff discuss proposed solutions with school district</i></p> <p><i>Motion from 4/27 mtg-leave request on pending list until school district responds with their input</i> 8/24/23-</p> <p>Request has been elevated to City Manager level, will leave as pending until school district responds or provides input on proposed solutions to alleviate traffic flow. Speed limit/school zone signs will be installed as well to reduce speeding at location 10/26/23-No stopping/standing signs have been installed at Haide, Orchard Hill, and Fisk Terr. Response received from school district, school will not open Krueger Rd to public traffic, but will be opening an additional drop off area,</p> <p><i>Motion from 10/26/23-Recommended that the school district & PD have joint messaging announcing change, however, the committee wanted the item to remain pending on tracking sheet until changes have been implemented.</i> 1/25/24-</p> <p>School district notified parents to utilize additional drop off area in the Fall, but PD staff noticed that there was no change in the traffic flow, SSD will send out another notification and PD would also post on social media to inform the public of the change</p>

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2023-001.1	Concern regarding traffic flow issues at SHS- residents of Haide Rd neighborhood have safety concerns & request additional traffic measures	P	Received 2/23/23	<p>Additional complaint received by City staff on 2/23/23, related to existing request 2023-001</p> <p>3/27/23-Item will be left as pending until issues have been brought to school district board for action</p> <p>6/27/23-still awaiting response from school district, no new motions</p> <p>Motion from 3/23 mtg-leave request open with the recommendation that staff discuss proposed solutions with school district</p> <p>Motion from 4/27 mtg-leave request on pending list until school district responds with their input</p> <p>8/24/23-Request has been elevated to City Manager level, will leave as pending until school district responds or provides input on proposed solutions to alleviate traffic flow.No stopping, standing, or parking signs to be installed on Haide Rd. by City staff 10/26/23-No stopping/standing signs have been installed at Haide, Orchard Hill, and Fisk Terr. Response received from school district, school will not open Kruger Rd to public traffic, but will be opening an additional drop off area.</p> <p>Motion from 10/26/23- Recommended school district & PD have joint messaging announcing change, however, the committee wanted the item to remain pending on tracking sheet until changes have been implemented. 1/25/24-School district notified parents to utilize additional drop off area in the Fall, but PD staff noticed that there was no change in the traffic flow, SSD will send out another notification and PD would also post on social media to inform the public of the change</p>
2023-002	Complaint received in 2021-deemed not in TSC scope, but requester asked for additional items not addressed at SW Kathy St crosswalk area leading to Murdock Park	C	Received by City Staff- Jan 2023 / Forwarded to TSC	<p>Complaint was received by City staff and forwarded to City Engineer-crosswalks installed, requester would like additional signage & flashing lights, added to TSC agenda for 2/23/23 mtg.2/27/23- As Feb mtg. was cancelled, complaint will be discussed at March mtg. 3/23/23- Item will be closed out on TSC side, but will be put on ADA transition plan regarding the ramp not in compliance with ADA standards Motion from 3/23 mtg-Close request on TSC, but add to ADA transition plan to fix ramp and keep on City's radar</p>

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<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2023-003	Requesting speed limit signs, temporary speed trailer, or temporary speed radar signs to be installed on SW Pine St between Division & Sunset	C	Received 2/28/2023	3/23/23-PD will conduct additional patrol regarding stop sign violations, speeding was unfounded, PW will install speed limit signs at location 6/27/23-speed trailer has been installed, awaiting PW to put up speed limit signs at location Motion from 3/23 mtg-Recommend staff to add speed limit signs, provide extra PD patrol, and get ped counts (keep as pending request) Motion from 4/27 mtg-Keep previous motion, but remove ped counts 7/27/23- City Engineer requesting for stop bars to be moved closer, 25 mph speed limit sign, additional warning sign to help with left hand turn to be installed by PW 8/24/23- Motion was made to close request as speed limit signs have been installed.
2023-004	Requesting residential parking district for Orchard Hill Ln & Fisk Terrace, additional patrol 1/2 hr before and after school	C	Received 3/10/2023	3/23/23-PD staff will bring concerns to the school district for action, propose a reduction in student parking fees so residential area is not utilized for parking, Motion from 3/23 mtg- TSC will close request with the recommendation that PD will continue to monitor area to enforce current "no parking" area, out of TSC's purview
2023-005	Requesting improvements to Villa Rd to make it look more like a road rather than a pathway	P	Received 6/12/2023	6/27/23-Item will be left as pending until signage indicating the division between the sidewalk and the road is installed, currently on a Parks Master Plan, item was tabled to future mtg 8/24/23-City Engineer stated it would be an aspirational CIP project, "shared use pathway" signs, striping, or changing road to alley to reduce speed to 15 mph were suggested 10/26/23-No updates to item, City Engineer stated that Villa Rd will have to be repaved and improved. 1/25/24- Item will remain pending until staff receives further direction from upper management. Motion needed to close

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2023-005.1	Requesting to move the park entrance to SW Wildlife Haven Ct	P	Received 7/25/2023	8/24/23-Connected to request #2023-005 since request is similar, City Engineer stated it would be an aspirational CIP project
2023-006	Requesting speed bumps at 3-way stop at Division St & Park Row Ave	P	Received 6/28/2023	7/27/23-City Engineer stated he would review previous records for previous stop signs, review sight distance, researching speed cushions similar to those on Pine St, speed bumps will not be installed, but an additional stop sign would be beneficial to area, need Council approval, TSC requesting for City staff to compile additional data regarding stop sign installation 8/24/23- Motion was made to have resident trim bushes/trees to code, recommend third stop sign provided there is not a past resolution where a third stop sign was removed at complaint location 9/15/23- Trees & bushes have been trimmed and is back in compliance per Dan Miller. 10/26/23-Third stop sign was suggested, City Engineer will need to get additional stop sign approved by upper management. 1/25/24- Item will remain pending until further direction is received by upper management
2023-007	Requesting additional parking on Smith Ave, or no parking on one side of Smith Ave between Meinecke and Vintner	P	Received 7/17/2023	7/27/23-Request tabled to next month's meeting 8/24-More information needed from City staff, item will remain pending as more discussion is needed (Re: no parking signs) 10/26/23-No parking signs will need to be approved by City Manager and City Council before any progress can be made on this request.
2023-008	Requesting paved pathway from Hwy 99 to Cedar Creek Trail, and additional signage routing cyclists from Hwy 99 onto Cedar Creek Trail pathway	C	Received 7/18/2023	7/27/23- Motion was made to install guide signs for bicyclists , Captain O'Loughlin will contact complainant on request
2023-009	Requesting crosswalk on Sunset & Woodhaven	C	Received 10/2/2023	Assigned a project number, but is a duplicate request (#2022-009), item has been added to CIP list and item will be automatically entered on GIS map for records purposes.

