



TRAFFIC SAFETY COMMITTEE MEETING PACKET

FOR

Thursday, March 25, 2021
7 p.m.

Meeting held virtually through Teams.

Amended 3/25/2021

(Later start time.)

Pursuant to Executive Order 20-16, this meeting will be conducted electronically and will be live streamed at <https://www.youtube.com/user/CityofSherwood>.



AGENDA
Amended 3/25/2021
(Later start time.)



Traffic Safety Committee

Date & Time:	Thursday - March 25, 2021 7:00 pm
Location:	Pursuant to House Bill 4212 (2020), this meeting will be conducted electronically and will be live streamed at https://www.youtube.com/user/CityofSherwood .
Attendees	
T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Jon Carlson-Police Captain
Tiffany Yandt-Vice Chair	Angie Hass-Executive Assistant
Tony Bevel	Bob Galati-City Engineer
Ruthanne Rusnak	Jeff Groth-Police Chief
Mike Smith	Julia Hajduk-Community Development Director
Chris West	TVF&R Staff:
Vacant	DFM, Patrick Furst

Agenda

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of Minutes (Chair)
4. Business (Chair)
 - a. Vacant position status update
 - b. Issues / Complaints
 - i. Tracking Sheets (2020 & 2021) Review
 - ii. Update: 2020-007-status update
 - iii. Update: 2020-009-status update
 - iv. Update: 2020-012-photometric data
 - v. NEW-2021-001, Sunset Blvd & Ladd Hill Road/Proposed traffic light and/or extra patrol
 - vi. NEW-2021-002, Sherwood Blvd/Request to move crosswalk signal from new School District office to Hawks View Elementary

5. Citizen Comment (Chair/Staff)

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

6. Adjourn (Chair)

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
20-001	Sherwood View Estates / Stop &/or Speed Limit Signs	C	1/1/2020	Sign approved by committee, 9/24/2020. City Manager approved and stop sign installed on 10/28/2020. Speed limit signs determined to be unnecessary.
20-002	SW Sunset & SW Cinnamon Hill Pl- Drivers not stopping for pedestrians. Drivers go too fast through area.	C	2/4/2020	Crosswalk currently going in at nearby location (Sunset & Pine). Request denied, 8/27/2020.
20-003	Flashing crosswalk sign at Sunset and Timbrel	C	4/22/2020	12/10-City staff checking to see if this is included in a future CIP. 12/31-CIP calls out single lane reoundabout. Nothing more is defined in project description.
20-004	Request for two additional stop signs at Villa, Wildlife Haven & Railroad	C	8/20/2020	Recommendation for this to be added to the CIP list. The City Council will need to first approve. (9/24/20)12/10-City staff to see if this has been added to the CIP list. 12/31-Project inclusion into the 5 year CIP list is part of the City budgeting process which begins in Feb/Mar. Addition of this project to CIP is months away
20-005	Requesting No Parking signs on both sides of Haide Rd (new high school)	C	8/25/2020	Issue does not exist at this time. Will revisit if it becomes an issue. (8/27/2020)
20-006	Crosswalk @ 1st & Ash by traffic circle needs signage & appropriate paint on roadway.	C	9/2/2020	Mr. Galati will gather more information re: what is still to be done and when and will let committee members know at the 10/22/2020 meeting.
20-007	Driveway obstruction on Lavender Pl/Request curb to be marked as "No Parking Zone" and painted red.	P	9/24/2020	12/10-No Parking Signs approved and will go through City approval process. Basketball Hoop still needs to be addressed and followed up on. 1/28/21-notification signs need to be posted prior to No Parking signs. 2/25/21-Next step: sign installation.
20-008	Request blinking yellow LED light for pedestrians to activate when crossing Sunset @ Woodhaven.	C	10/1/2020	12/10-Approved w/Modifications. City staff to make a request to City Council that this CIP project be moved up on the priority list. 12/31-Project inclusion into the 5 year CIP list is part of the City budgeting process which begins in Feb/Mar. Addition of this project to CIP is months away

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

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20-010	Trim or remove bushes at SW Meinecke Pkwy & HWY 99 / Need marked crosswalks.	C	10/20/2020	12/10-This area is ODOT's responsibility. City staff will submit request to ODOT.
20-011	Extend No Parking Zone and/or Curbs Painted Red-Visibility Issue at Huntington Ln & Yorkshire Way	C	10/21/2020	12/10-Will be addressed through enforcement and education by the Sherwood PD.
20-012	Additional Street Lights @ the corner of Sunset & Ladd Hill Rd	P	10/23/2020	12/10-City Engineer to check on ownership/management of light fixtures and see if replacing is feasible. Committee members to research further on their own. 1/28/2021-City Engineer will gather photometric data. 2/25/21-Light Meter purchased. Hope to have data by March meeting.
20-013	Flashing Crosswalk Sign Requested at Crosswalk that goes across Cedar Brook Way	C	11/3/2020	1/28/2021-City Engineer will meet with Transportation Engineer to discuss possible options.2/25/21-Proposed changes not recommended by City Engineer or Transportation Engineer.
20-014	Request for curbs to be painted in No Parking zone along Cedar Brook, as well as in crosswalk along Berkshire Terr / Cedar Brook Way	C	11/3/2020	1/28/2021-Police Department will continue with frequent patrols of this area.

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TRAFFIC SAFETY COMMITTEE - 2021

CITY OF SHERWOOD

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2021-001	Concerns for intersection @ Ladd Hill & Sunset/traffic light & extra patrol proposed	N	2/10/2021	3/25/2021 Agenda
2021-002	Request to relocate crosswalk signal at the new School District Office (formerly Hopkins Elementary) to Hawks View Elementary.	N	2/19/2021	3/25/2021 Agenda

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



2021-001

Traffic Safety Complaint/Request Form

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

Completed forms shall be submitted to:

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

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

1. Requestor's Contact Information:

Name: _____
Address: _____
Phone Number: _____
Email: _____
Date form submitted: 02/10/2021

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

Sunset Blvd/SW Ladd Hill Rd

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

This intersection has many issues that I believe may be remedied with a light instead of a four way stop. I hear people honking/shouting because of the confusion it presents. I have also noticed that people speed along that section of Ladd Hill Road; I do not have a radar gun, but I am almost certain some people are going at least 10MPH over the posted 25MPH limit.

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

A traffic light would help. Perhaps a patrol for monitoring speeding, aggressive and reckless driving behavior. I have lived here for several months and I have never seen a patrol (it's otherwise a safe/quiet neighborhood.) But for the sake of community safety, I feel that this area needs to be monitored more carefully.

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

SW Sunset Blvd

SW Sunset Blvd

SW Sunset Blvd

SW Ladd Hill Rd



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SW Willow Dr

SW

SW Ladd Hill Rd

SW Bowmen Ln

SW Bowmen L

Google



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

2021-002



Traffic Safety Complaint/Request Form

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

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

1. Requestor's Contact Information:

Name: _____
Address: _____
Phone Number: _____
Email: _____
Date form submitted: 2-18-21

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

Old Hopkins Elementary/New District Office and Hawk's View Elementary

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

The pedestrian crosswalk traffic signal is no longer required at its current location.

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

Move the crosswalk signal to Hawk's View Elementary.

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





Meeting Minutes

DRAFT



Traffic Safety Committee

Date & Time:	February 25, 2021 - 6:00 pm
Location:	Meeting held virtually through Teams.

T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Jeff Groth-Police Chief
Vacant-Vice Chair	Jon Carlson-Police Captain
Tony Bevel	Angie Hass-Executive Assistant
Ruthanne Rusnak	Bob Galati-City Engineer
Mike Smith	Julia Hajduk-Community Development Director/Not Present
Chris West	TVF&R Staff
Tiffany Yandt	DFM, Patrick Furst

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=L9X8Dso2PvQ&t=14s>

1. Call to Order

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

2. Roll Call

Committee Members Present: Chair Jason Wuertz, Tony Bevel, Ruthanne Rusnak, Mike Smith, Chris West and Tiffany Yandt

Committee Members Absent: N/A

3. Approval of Minutes

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

4. Business

a. New Vice Chair Selection-due to resignation of Patti Spreen

After a brief conversation, Mr. West nominated Ms. Yandt to fill the vacant Vice Chair position and Ms. Rusnak seconded the motion. All present committee members voted in favor. Ms. Yandt accepted the position.

b. Decision to host Traffic Safety Workshop with Dr. Takallou

It was decided that it would be best to wait until these meetings are held in-person to continue a discussion regarding holding a Traffic Safety Workshop. Since Dr. Takallou

provides a lot of good information, Mr. West suggested that it would better to hold a live presentation open to the public and Chair Wuertz agreed. Captain Carlson thought that was a good idea and stated that this will be put on hold until the TSC meetings are held in-person.

c. Issues / Complaints

i. Review Tracking Sheet (Exhibit “A”)

Chair Wuertz asked if anyone had questions or comments regarding the form. He felt that the form was working well for tracking purposes and liked the form. Hearing no additional comments or questions, Chair Wuertz continued on with the next agenda item.

ii. Update: 2020-007, Captain Carlson

This discussion begins at the 7:55 minute mark of the YouTube video.

Captain Carlson reminded the group that this request is the one that they had approved, regarding the No Parking signs on Lavender Place. He reported that City staff had posted the notices where the proposed signs would be placed. He proceeded to share a few of the comments he received from the homeowners on that street. Overall, the residents were okay with the signs going up. The basketball hoop, which was more of a side issue, had been moved by one of the homeowners, even though it was not technically theirs (the original owners of the hoop had since moved). The next phase will be to put in the signs.

Mr. Smith asked if this request could now be marked “closed”. Captain Carlson suggested that they wait until the signs have been installed. He was hopeful that this would be done by next month’s meeting.

iii. Update 2020-009, Bob Galati, City Engineer-Next Steps

This discussion begins at the 10:15 minute mark of the YouTube video.

Captain Carlson reminded the group that this request was for the area of SW Meinecke and SW Sequoia. Mr. Galati had made a presentation in regards to this request at the January meeting. He believed that the committee had approved to move forward with the signage and striping plan, per Mr. Galati’s recommendation.

Chair Wuertz said that was correct and wondered if there was anything the committee needed to do to move on to the next steps. Mr. Galati believed that the recommendation will now need to go to the City Manager for approval. Once the City Manager approves, it goes to Public Works to begin the installation, etc., with the appropriate warning of “this is what’s going to happen here”.

When the committee accepts a plan that he has presented and it has been approved by the City Manager, Mr. Galati wondered if there might be a way to put this information out on the City website. This would help bring awareness to the public and might help to avoid some phone calls and questions, once the work begins.

Mr. West asked Ms. Hass about the submitted Complaint/Request forms and wondered if they are available on the City website for others to see. Ms. Hass explained that they are included in the meeting packets, with the personal information blacked out, but not posted anywhere else. Mr. West said that he agreed with Mr. Galati about getting the information out there and added that they could maybe even do a social media post. He said that he knew the PD had posted info on their FB page about the traffic signs, but he wasn't aware of anything else that had been posted, such as their deliberations and the results on the different requests that had been submitted. Ms. Hass was not aware of additional social media posts, but mentioned that all of the meeting recordings are available on YouTube, if citizens are interested in what the committee is doing. Information is also available in the meeting packets, including meeting minutes, etc. She will chat about that possibility with City staff and see what they can come up with. She thought that was a good idea.

iv. Update 2020-012, Bob Galati, City Engineer-Photometric Data

This discussion begins at the 16:02 minute mark of the YouTube video.

Captain Carlson reminded the group of what the concern was for this request. The City Engineer was going to find out who owned and/or managed the light fixtures at Sunset and Ladd Hill and see if replacing them was feasible. Mr. Galati stated that they had put a request in to Public Works to replace the units out from a sodium halide to an LED to increase the light in that intersection. He wasn't sure if that had been completed yet. Mr. West stated that the one on the NE corner had been replaced a month or so ago with a really white LED. The one on the NW side is the older, yellowish unit. The one new bulb replacement really changed the lighting in that intersection. There is no lighting on the south side corner; but it is much better lit on the NE corner now than it was when they first received the complaint.

Mr. Galati stated that he had received the light meter and that he is learning how to use it. Once he learns how to use it, he will pass along to others who will actually do the work. Code Compliance Officer, Dan Miller, will check on the different lighting complaints. They have the equipment, now it is just a matter of getting squared away and giving it to people so they can begin the checks.

v. **Update 2020-013, Bob Galati, City Engineer**

This discussion begins at the 20:23 minute mark of the YouTube video.

Mr. Galati had made a call to DKS, the Transportation Engineers for the City of Sherwood, regarding this request. He asked them; at what radius of roundabout do these lights become untenable? He explained how a roundabout like this is approached and that people's heads are not turned a little bit before making their turn, but they are turned a lot. He stated that you just can't accommodate that type of lighting and maintain safe driving habits while you're trying to make the turn. The alignments don't work and the lights at Meinecke are not recommended. With any single lane roundabout of a smaller radius, generally speaking, it is not recommended to put the additional lights in. It would create more of an issue. He stated that where it might be appropriate is on a larger roundabout, such as the ones located at Langer Farms Parkway, on Oregon Street and Murdock, or the one by the new high school. It would be more beneficial to pedestrians at these locations.

He let the committee know that the roundabout located at Langer Farms Parkway is going to be restriped and reconditioned into a single lane roundabout, thereby, eliminating a lot of confusion that they've had with that roundabout. The Engineering Department received that directive about a month ago and the engineering firm is on board. The hope is to have it completed by the end of March.

Mr. Galati shared that at a recent Work Session, the City Council had a chance to weigh in on the rectangular flashing beacons as a method for providing pedestrian crossings and they did not necessarily like them. For him, he would recommend them at mid-block crossings, as that is where they do the most good. He explained that these are approximately \$80,000 a piece to put in. Ms. Rusnak asked Mr. Galati if the reason the City Council didn't like that particular lighting was because of the expense. He stated it was because of how it operated and the looks of it. He added that the light is yellow and there was a question as to why it wasn't red, as red signifies "stop". He said that he didn't have an answer for Ms. Rusnak. He said that there are other ways they can deal with pedestrian crossings that are structurally different and relatively as expensive as the rapid flashing beacons. There are options. He felt that there were many other options that could replace the rapid flashing beacon types, if the Council directs them to.

Chair Wuertz asked Mr. Galati if, before the City Council rules those out as an option for the City of Sherwood, it would be possible for the TSC to weigh in? Mr. Galati suggested that they ask Chief Groth about that, as he didn't know what the format or process for that would be.

Chief Groth advised that the committee focus on requests that come in to the them, as opposed to policy positions on a specific traffic control or traffic calming device. He reminded them that they have a menu of approved devices to draw from that the City Council has already approved. He let them know that he is also working on putting that list together with a little more clarity about exactly every option that they have. In addition to signs or raised curbs, etc., they also have extra patrol and extra police enforcement, etc. He felt that it was most appropriate for the committee to address issues as they're brought to their attention, more than it would be for them to, what might be perceived as, randomly taking a position on something that is not part of a request. If it is something that is connected to a particular request and the committee felt it was appropriate, in light of the information, and that was the best option, then they absolutely should make that recommendation. He didn't know if a policy decision had been made on those things yet.

Chair Wuertz commented that he thought that the committee was involved with coming up with that menu list of options for traffic safety improvements and that then went to the City Council for approval. He was asking for clarification that the Council may pull one of those items off that menu list so it's no longer available to be used.

The Chief didn't feel that was the case and proceeded to explain what had been discussed in the Work Session in regards to the different traffic safety menu options. There had not been any action or decisions made to take the flashing beacon crosswalk signs off the list. There are opinions about those and as long as this committee is addressing specific concerns that come to them, he didn't think there was anything to worry about. Improvements that are significant enough where they're going to add a crosswalk or making improvements to a crosswalk with the addition of those signs, they're probably talking about something that's going to have a cost that's going to be a little bit beyond the norm for this committee. This would be something much more significant than a stop sign.

Mr. West asked if after hearing all, should they close request #2020-013 out? He recalled Mr. Galati saying that the Traffic Engineer Consultant that reviewed this roundabout / crosswalk said that with the radius of that roundabout, the requested fix doesn't make sense. Chair Wuertz said that sounded correct and with that, they could probably close that request out with a motion to deny unless someone wanted to propose another solution.

Mr. West moved that they close out request #2020-013 based on the Traffic Engineering Consultant's recommendation. Ms. Rusnak seconded the motion. All committee members voted in favor of closing out this request.

5. Citizen Comment

N/A

Ms. Rusnak inquired about the two e-mails that had been forwarded to them earlier in the month, in regards to 2020-009, 2020-013 and 2020-014. The committee was told that they didn't need to do anything with the e-mails as they were being shared just for their information. She stated that it sounded to her like the requestors were reiterating their requests. One was about the bushes in front of the LDS Church and the other was about curbs being painted red. She wondered if the committee had any obligation to respond to those e-mails.

Chair Wuertz stated that he believed that the individual requestors are followed up with by City staff when decisions are made. He asked Ms. Hass what the follow up process is with the requestors.

Ms. Hass replied that she does get in touch with the different requestors to let them know what decisions are made by the committee. When she sends them the e-mail responses, she also includes the information for the YouTube video recording noting the start time for the conversation.

Chair Wuertz let the committee members know that there is an effort being made to fill the vacant position, so they will hopefully have another person on the committee sometime soon.

6. Adjourn

With nothing further to discuss, the meeting was adjourned at 6:48 p.m.

Approval of Minutes:

Chair Jason Wuertz

Date

Attest:

Angie Hass

Date

TRAFFIC SAFETY COMPLAINTS / REQUESTS

Exhibit "A"

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

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