



TRAFFIC SAFETY COMMITTEE MEETING PACKET

FOR

**Thursday, May 27, 2021
6 p.m.**

Meeting held virtually through Teams.

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



Traffic Safety Committee

Date & Time:	Thursday - May 27, 2021 6:00 pm
Location:	Pursuant to House Bill 4212 (2020), this meeting will be conducted electronically and will be live streamed at https://www.youtube.com/user/CityofSherwood .
Attendees	
T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Jon Carlson-Police Captain
Tiffany Yandt-Vice Chair	Angie Hass-Executive Assistant
Tony Bevel	Bob Galati-City Engineer
Dorian Libal	Julia Hajduk-Community Development Director
Ruthanne Rusnak	
Mike Smith (PAB Liasion)	
Chris West (PAB Liasion)	

Agenda

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of Minutes (Chair)
4. Business (Chair)
 - a. Chair & Vice Chair Selections – Effective 7/1/2021
 - b. Discuss Community Traffic Safety Education Options
 - c. Review & Approval of Quarterly Report Format for the City Council
 - d. Issues / Complaints
 - i. Tracking Sheets (2020 & 2021) Review
 - ii. Update: 2020-009 - status / progress update, Captain Carlson
 - iii. Update: 2020-012 – status on recommendations made to the City / Public Works, Captain Carlson
 - iv. Update: 2021-001 – traffic data collected from traffic tubes, Bob Galati
 - v. Update: 2021-002 - status / progress update, City Staff
5. Committee Comments
6. 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.

7. Adjourn (Chair)



Traffic Safety Committee Status Report - City Council "2020-2021"

May 1, 2021

Your Traffic Safety Committee has been hard at work. Since the first meeting took place, 5/14/2020, they have received and reviewed 17 requests from Sherwood residents. They have met monthly for approximately 1.5 hours each meeting to thoroughly discuss and review requests. Often, requests were carried forward to future meetings to allow for additional information to be provided prior to the Committee making a decision or recommendation. Fourteen requests were received in "2020" and three have been received so far in "2021".

Pending Issues / Requests

#2020-007	No Parking signs on Lavender Place <i>(Approved / In Progress)</i>
#2020-009	Crosswalks, signage and ADA ramps @ SW Meinecke Pkwy & SW Sequoia Terr <i>(Approved / In Progress)</i>
#2020-012	Additional streetlights @ SW Ladd Hill & SW Sunset
#2021-001	Traffic light & extra patrol @ SW Ladd Hill & SW Sunset
#2021-002	Relocate crosswalk signal on Sherwood Blvd across from new School District Offices
#2021-003	Mini roundabout @ SW 1st & SW Oak to deter speeders

Closed Issues / Requests

#2020-001	Stop sign @ SW Whitney & SW Denali <i>(Approved & Completed)</i>
#2020-002	Pedestrian safety concerns @ SW Cinnamon Hill PI & SW Sunset <i>(Nearby crosswalk already going in @ Sunset & Pine.)</i>
#2020-003	Flashing crosswalk sign @ SW Sunset & SW Timbrel <i>(On CIP list for future single lane roundabout.)</i>
#2020-004	Additional stop signs @ SW Villa, SW Wildlife Haven & SW Railroad <i>(Recommended project inclusion into the 5 year CIP list.)</i>
#2020-005	No Parking signs on both sides of SW Haide <i>(Non-issue @ this time. Will revisit if it becomes an issue.)</i>
#2020-006	Crosswalk paint & signage @ SW 1 st & SW Ash <i>(Crosswalk paint approved. Current signage deemed adequate.)</i>
#2020-008	Blinking yellow LED light for pedestrian crossing @ SW Sunset & SW Woodhaven <i>(Recommended project inclusion into the 5 year CIP list.)</i>
#2020-010	Marked crosswalks & trim or remove bushes @ SW Meinecke Pkwy & HWY 99 <i>(Area is responsibility of ODOT. City staff to submit request to ODOT.)</i>
#2020-011	Extend "No Parking" zone and/or paint curbs red @ SW Huntington Ln & SW Yorkshire Wy <i>(Will be addressed through enforcement & education by the SPD.)</i>
#2020-013	Flashing crosswalk sign at crosswalk on Cedar Brook Way <i>(Proposed changes not recommended by City Engineer or Transportation Engineer.)</i>
#2020-014	Paint curbs red in "No Parking" zone along Cedar Brook and in crosswalk along Berkshire Terr & Cedar Brook Way <i>(SPD will continue w/frequent patrols of this area.)</i>

The Traffic Safety Committee will begin providing quarterly status update reports to the City Council. The first quarterly report will include the months of April, May and June and will be dated July 1, 2021.

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

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

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
20-008	Request blinking yellow LED light for pedestrians to activate when crossing Sunset @ Woodhaven.	C	10/1/2020	12/10-Approved w/Modifications. City staff to make a request to City Council that this CIP project be moved up on the priority list. 12/31-Project inclusion into the 5 year CIP list is part of the City budgeting process which begins in Feb/Mar. Addition of this project to CIP is months away.
20-009	Trim or remove bushes at SW Meinecke Pkwy & SW Sequoia Terr / Need marked crosswalks. <i>12/31/2020-ammended to request that bushes be removed altogether.</i>	P	10/20/2020	12/10-City Engineer to update and share previous report for this area at January meeting. 12/31-Requestor ammends request. To be discussed at Jan meeting. 1/28/2021-Modifications approved by TSC-City staff to proceed with next steps: Signage, Striping, ADA Ramps 2/25/21-Forwarded to City Manager for approval. 3/25/2021-Request approved and forwarded on to Public Works for implementation.
20-010	Trim or remove bushes at SW Meinecke Pkwy & HWY 99 / Need marked crosswalks.	C	10/20/2020	12/10-This area is ODOT's responsibiity. City staff will submit request to ODOT.
20-011	Extend No Parking Zone and/or Curbs Painted Red-Visibility Issue at Huntington Ln & Yorkshire Way	C	10/21/2020	12/10-Will be addressed through enforcement and education by the Sherwood PD.
20-012	Additional Street Lights @ the corner of Sunset & Ladd Hill Rd	P	10/23/2020	12/10-City Engineer to check on ownership/management of light fixtures and see if replacing is feasible. Committee members to research further on their own. 1/28/2021-City Engineer will gather photometric data. 2/25/21-Light Meter purchased. Hope to have data by March meeting. 3/25/2021-Hope to have data by April meeting. 4/22/2021-Data provided and recommendations made. Public Works to replace light element on NW corner, then re-evaluate.

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

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
20-013	Flashing Crosswalk Sign Requested at Crosswalk that goes across Cedar Brook Way	C	11/3/2020	1/28/2021-City Engineer will meet with Transportation Engineer to discuss possible options.2/25/21-Proposed changes not recommended by City Engineer or Transportation Engineer.
20-014	Request for curbs to be painted in No Parking zone along Cedar Brook, as well as in crosswalk along Berkshire Terr / Cedar Brook Way	C	11/3/2020	1/28/2021-Police Department will continue with frequent patrols of this area.

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

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2021

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2021-001	Concerns for intersection @ Ladd Hill & Sunset/traffic light & extra patrol proposed.	P	2/10/2021	3/25/2021-City staff to gather information to provide to committee at April meeting.
2021-002	Request to relocate crosswalk signal at the new School District Office (formerly Hopkins Elementary) to Hawks View Elementary.	P	2/19/2021	3/25/2021-City staff to coordinate with the Sherwood School District. City to review school zones and signs and relocate signs as appropriate. Ms. Hajduk will check with City Attorney on requirements to place "traffic control change" signs.
2021-003	Request for Mini Roundabout @ 1st & Oak to help deter speeding.	C	3/9/2021	4/22/2021-Data collected did not warrant a mini roundabout at this intersection at this time. If issues progress, will take another look.

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Meeting Minutes

DRAFT



Traffic Safety Committee

Date & Time:	April 22, 2021 - 6:00 pm
Location:	Meeting held virtually through Teams.

T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Jeff Groth-Police Chief
Tiffany Yandt-Vice Chair	Jon Carlson-Police Captain
Tony Bevel	Angie Hass-Executive Assistant
Dorian Libal	Bob Galati-City Engineer
Ruthanne Rusnak	Julia Hajduk-Community Development Director
Mike Smith (PAB Liaison)	TVF&R Staff
Chris West (PAB Liaison)	DFM, Patrick Fuirst

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=IEQPhAEA4GI>

1. Call to Order

Chair Wuertz called the meeting to order at 6:05 p.m.

2. Roll Call

Committee Members Present: Chair Jason Wuertz, Vice Chair Tiffany Yandt (joined at 6:40 due to technical difficulties), Ruthanne Rusnak, Mike Smith and Chris West

Committee Members Absent: Tony Bevel (joined for the last 5 minutes)

3. Approval of Minutes

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

4. Business

a. Welcome new committee member, Mr. Dorian Libal

Chair Wuertz welcomed Mr. Libal. Mr. Libal said that he was looking forward to being a part of this committee. He has been in Sherwood for three years and in Washington County for 25, or so, years. He manages the traffic signals for Washington County. Hopefully, his knowledge will come in handy.

b. Issues / Complaints

i. Review Tracking Sheets - 2020 & 2021 (Exhibit "A")

Chair Wuertz stated that the items listed on the agenda are also on the tracking sheet and suggested that if anyone saw something on the tracking sheet that they wanted to talk about that wasn't on the agenda, this would be a good time to bring it up.

Mr. West mentioned that they had previously discussed that City staff would be putting something together for the City Council and Police Advisory Board, showing what the Traffic Safety Committee had been and is currently working on. He wondered what the status of that document was.

Captain Carlson stated that Ms. Hass had been working on the document and asked her where she was with it. Ms. Hass stated that the Chief had forwarded the draft on to Ms. Hajduk for her review and suggestions. Ms. Hajduk said that she had just received a copy that day and thought that it would just be a matter of days before it was completed.

ii. Update: 2020-007, appeal process update, Ms. Hajduk

This discussion begins at the 4:45 minute mark of the YouTube video.

Ms. Hajduk provided a recap of all that the Traffic City Committee and City staff did prior to placing the No Parking signs on Lavender Place. She did confirm with City staff that there is no appeal process. She referred to the City Municipal Code, #10.12.010 (e) (8) and proceeded to read aloud. Chair Wuertz asked what all that code applied to and wondered if it pertained to other boards and commissions as well. Ms. Hajduk stated that it pertained to signage only. A conversation ensued regarding the process and if it needed to be revised. It was decided that the current process allows significant opportunities for the public to chime in before a decision becomes finalized. Ms. Hajduk added that as this request was the first one like this for the Traffic Safety Committee, they will do things just a little differently in moving forward.

Mr. West moved that request #2020-007 be closed out, as completed. Ms. Rusnak seconded the motion. All present committee members voted in favor.

iii. Update 2020-009, status / progress update, Captain Carlson

This discussion begins at the 12:43 minute mark of the YouTube video.

Captain Carlson reported that this project is still in the planning process and is in the hands of Public Works. There was a discussion regarding whether or not the committee should close this request out, since their part in the process has been completed. After the discussion it was decided to leave it (and any other pending

items) in the open status and only include on the meeting agenda, if there are updates to provide. Captain Carlson said that was something that they could do.

iv. Update 2020-012, photometric data, City Engineer-Mr. Galati

This discussion begins at the 18:46 minute mark of the YouTube video.

Mr. Galati provided the committee with a memo on the results of the photometric analysis of the nighttime lighting conditions at the intersection of Sunset Blvd and Ladd Hill Road / Main Street. **(See Exhibit “B”)**. He went over the data with the committee.

Mr. West shared his concern with trimming the tree and putting in a brighter bulb on one of the corners. He wondered how that might affect the residents living in the apartment complex nearby. Mr. Galati explained that the trees are in the public right of way. In addition, if the lights are set up correctly, they won't illuminate behind them that much as they mostly illuminate downwards.

Mr. Libal agreed that intersection needs more lighting. He explained that if the lighting did interfere with the apartment complex, there are “shrouds” that can be placed on the backside of the fixtures that block the light from going backwards. There are many of these all throughout the county.

Chair Wuertz stated that he felt this request was a perfect opportunity for this committee to help get something that does not meet the standards, to meet the standards, while helping to improve the pedestrian and vehicle safety. It's not going to necessarily be cheap, but it's not outrageous. This is a heavily used intersection that is adjacent to a school. He supported the effort recommended, which would be to replace the fixture on the northwest corner and add another fixture on the south corner. He believed it would provide the most benefit on the southeast corner.

Mr. Rusnak wondered if the school crossing guards would be able to change up which crosswalks they use. Mr. Wuertz thought that they might be able to, if there was a reason to do so.

Mr. West made a motion to recommend that the City look into replacing the light element on the northwest corner and after completed, re-evaluate how the other corners are with the light meter. After that is completed, the Traffic Safety Committee can assess where best to put something else. Mr. Galati suggested that they recommend that the City replace the unit with an LED on the northwest corner and then let Public Works determine which of the other two corners is most appropriate to put in a light fixture. Mr. West moved that be included in his motion. Mr. Smith seconded the motion and all present committee members voted in favor.

v. Update 2021-001, provide requested stats, Captain Carlson

This discussion begins at the 31:00 minute mark of the YouTube video.

Captain Carlson had been asked to see how many crashes had occurred in the intersection of SW Ladd Hill Road / SW Sunset Blvd / SW Main Street. He looked back as far as 2015 and found two. One was in November of 2019 and was a car / pedestrian accident. The other one was in January 2016 and was a hit and run that resulted in a DUII arrest. The average speed was 28 mph and he stated that he was a little surprised, as he thought it would be a little higher than that. The maximum speed was 45 mph. Eighty-five percent of the traffic was going 30 mph, or less. The total volume was almost 11,000 cars during a three-week period. Eighty-three percent of the vehicles were within the 23-33 mph speed limit. Only 3% of the vehicles were travelling over 10 mph above the speed limit.

Mr. West explained the visibility challenges of pulling out from SW Willow onto Ladd Hill and speeding concerns. Per the data, it doesn't seem to be that big of an issue. However, it used to be and Officers used to park on Willow. That was a great spot to tag people coming down from the hill. Given the data, things are fine right now.

Mr. Smith stated that he was really surprised at the data, as he lives in that area and hears the cars. He wondered if having the traffic trailer out for the measuring may have skewed the data. Captain Carlson explained that is a constant patrol spot that they always hit. When the trailer is up there, usually the speeds do decrease for a while. Once the trailer is pulled and some time has passed, the speeds usually creep up again.

Chair Wuertz said that when he was working in Newberg, they had traffic counters. These are tubes that are put across the road that have a little box chained to a tree or a sign post and collect traffic counts as well as speed and other data. The benefit to using these, is they're not as obvious and have a less likelihood to change a driver's behavior. This could help provide a better picture of what's actually going on. Captain Carlson and Mr. Galati both stated that the City has traffic tubes. Mr. Galati said that there are two set ups that they can utilize. Chair Wuertz asked if those were something that they could add to their toolbox when speed complaints come in. Mr. Galati replied that those are available to them. Chair Wuertz expressed that he, too, was surprised at the results of the speed study that Captain Carlson supplied.

Mr. West offered a motion that, given the data they now have, that they continue with extra patrols when they can be done and if there are a lot of tickets issued, they would then re-evaluate. He didn't really want to close out this request as he felt that the use of the trailer really helped to bias the numbers.

Chair Wuertz made a suggestion that the City wait a few weeks and then maybe put out the traffic tubes for some more data before making a decision.

Mr. West stated that bicyclists also go ripping down that hill into the intersection. He asked Captain Carlson if bicyclists are supposed to obey the stop sign at the intersection and Captain Carlson stated that they are.

Mr. West modified his motion to wait a couple weeks and deploy the tubes to see if there is a different data set to evaluate. Mr. Smith seconded the motion and added that he would love to see additional data. Chair Wuertz asked Mr. Galati if that was something that they could support and stated that it didn't have to be within a few weeks, just whenever they could fit it in. Mr. Galati said that they could, when they could fit it in. As they are getting into their busy season, he thought he could probably get it on the schedule in late May. All present committee members voted in favor.

vi. Update 2021-002, status / progress update, City Staff

This discussion begins at the 42:35 minute mark of the YouTube video.

Captain Carlson stated that some of the research that they came up with showed that the school district office does have students in the building for testing during COVID, but it is basically just an administrative office. The crosswalk is approximately 310 feet away from Hawks View Elementary property line. The only issue would probably be those signs on Sherwood Blvd coming into Old Town before the new district office. The signs are approximately 800, or so, feet past Hawks View property line. The crosswalk itself is within the ORS for crosswalks.

Ms. Rusnak wondered what harm it would do to have the signs further away. Captain Carlson explained that it makes a difference if a driver is speeding in a 20 mph school zone, versus a 25 mph residential zone. Ms. Rusnak wondered if the simple solution would be to just turn the sign off. Her concern was that it sounded like a very expensive thing to change, but maybe it was something that the City just needed to do.

Mr. West stated that at the previous month's meeting, it was mentioned that the school district has some financial responsibility in this too, since it was their decision to change the utilization of the old Hopkins Elementary School. He referred to an e-mail that the committee had been copied on from Jim Rose stating that the crosswalk is still very useful in protecting kids. Mr. West suggested that maybe the school district needs to put crossing guards at the other crossing point. One thing that he does feel needs to be done, is moving the school zone signage. Although the person who had put in the request (#2021-002) didn't delineate that, the committee's research has flagged that as an issue.

Mr. Libal explained that the school zone flashers that are currently installed are definitely unique, as far as school zone flashers go. He compared them to the ones on Edy Road that both face the same direction. In his position with the county, it would not be a problem for him to shut down the one that is in front of the new School District Office and keep the one in front of Hawks View running. He shared some other options that are available for school zone safety and wondered what the committee might be considering.

Ms. Hajduk said that in regards to the cost of relocating the signal, she didn't feel that the committee needed to worry too much about that. There had been some discussion between the City Manager and the Chief, via e-mail, about this idea. If the signal light were to be moved, they would look to the school district to contribute significantly to the cost. What the committee can chime in on is whether or not they think it is a good idea. Ultimately, the City will have to determine whether or not they can or want to afford it.

Chair Wuertz stated that, in his mind, the issue of the school zone and the signage for the school zone is a separate issue and one that will be taken care of, not as part of this agenda item, but it came about because of their discussions. He thought that they may need to focus on the request to relocate the traffic signal from the current location to the Hawks View crosswalk.

Ms. Rusnak shared her concern with turning both signals off and thought it might cause some confusion for pedestrians who might be thinking that they still work.

Mr. Libal offered some clarification and stated that he was just talking about turning off the school zone beacon that drops the speed to 20 mph and the other one right underneath the traffic signal. He wasn't talking about turning the traffic signal off, just the two opposing 12" yellow flashers right underneath the signal. Typically, the school zone beacons are not usually more than 150' from the edge of a school property.

Mr. Smith pointed out that in the e-mail they had been copied on; Jim Rose stated that the school district was told that moving the traffic signal to Hawks View would be too close to the three-way stop intersection. He wondered if that was really an issue.

Mr. Galati stated that they would probably need to do an analysis. The locating of any type of ped crossing signalized intersection needs to meet the criteria. His gut reaction was that it didn't seem like there would be an issue with locating the signal where the current ped crossing is for the elementary school. Traffic backup occurs anyway because people tend to stop out in traffic and let their kids out. He wasn't

sure about re-using the same equipment, as it is older. There would have to be a check on that to be sure that they could reutilize the signal equipment, cabinets, etc. If not, they would have to purchase new ones and it would not be a cheap alternative. His gut reaction was that they could do it, from a technical sense.

Mr. Libal shared that a less expensive option might be a rectangular rapid flash beacon. Having actual push buttons for those, you could make them flash at whatever time you wanted them to from 10 seconds to a minute. They are as easy to install as a school zone beacon. They are very visible and people definitely pay attention to them, especially in front of a school.

Chair Wuertz stated that these beacons had been discussed in the past and that they had learned that the City Council is opposed to the rapid flashing rectangular beacons. Mr. Galati said that he didn't think they were opposed to them, it's just not a primary option for them that they want to keep going to for every solution. He feels that there are appropriate locations for those uses. More discussion ensued.

Chair Wuertz was in favor of making some sort of motion to request that the City do a feasibility analysis and a cost estimate to look at what options are available. Some of these options include the following: can the signal be relocated, can the equipment be reused, is the new location appropriate, does it meet sight distance, etc. He would also be interested to understand what it would look like to put a signal there, the cost, etc., as well as something other than a signal such as rectangular rapid flashing beacons, or the hawk signals. He suggested leaving the request open and see what the City comes back with. Most likely, this is something that is going to be high dollar that they are just going to end up recommending that the City include in a future budgeting cycle.

Mr. West agreed and proceeded to make a motion to move that they ask the City to do a little bit of investigation and analysis on what could be done to have some kind of crossing installed at Hawks View and remove the existing crossing light in front of the admin building. Mr. Smith seconded the motion. Prior to the committee vote, Mr. West added that he felt it was important to have a crossing close to the school for the kids and the committee needs to do their due diligence to make that happen.

Mr. Smith felt that they needed to make a recommendation that the school zone sign be changed as soon as possible, to be accurate, so that when tickets are being given out, they're being given out in a legitimate way.

Ms. Rusnak asked if, since some of this was not included in the request that came to them, this is in their purview to make recommendations. She wondered if they

can just bring stuff that they are aware of and is that okay? The committee members nodded that they believed it was okay.

Chair Wuertz repeated Mr. West's motion details before the committee members voted.

Mr. Smith repeated his motion to as speedily as possible, move the erroneous school zone sign within an accurate distance of the school zone so that it is valid rather than in its invalid state.

All present committee members voted in favor of both motions.

Ms. Hajduk stated that there is really no place on the agenda for the committee members to just sort of discuss non-agenda items. The City Council, as well as other boards and commissions, have a place on their agendas for comments. That might be something they would like to add to their agenda in moving forward.

Chair Wuertz thanked Ms. Hajduk and said that was a good suggestion.

Chair Wuertz said that, in the past, the City has actively pursued State, Safe Routes to School grants. He wondered if, down the road, this turns into something, it seems like it could fit well within that sort of type of project.

vii. NEW: 2021-003, mini roundabout @ 1st & Oak

This discussion begins at the 1 hour and 8 minute mark of the YouTube video.

Captain Carlson reported that they had put the radar trailer at 1st and Oak to get some data. Information had been collected and was included in the meeting packet. **(See Exhibit "C".)** He proceeded to go over the stats with the committee. He added that Officers had put in just under three hours of focused patrol. During that time, two vehicles were stopped. Neither for speed. Based on the criteria that they have, there is not a speeding problem in that area.

Committee members weighed in on their experiences with that stretch of road and did not have concerns for speeding.

Considering all of the data collected, Mr. Smith made a motion to deny the request for a mini roundabout at 1st and Oak and that Officers continue monitoring. If the situation declines and Officers start giving out a lot of speeding tickets, they can then take another look at it.

Ms. Rusnak read aloud some of the request and wondered if it might be more of a noise complaint than a speed complaint. Chair Wuertz thought that was a good question.

In regards to the motion on the table, Mr. West proceeded to second the motion. All present committee members voted in favor.

5. Citizen Comment

A citizen comment had been received by City staff on April 14, 2021 regarding request #2020-007. The citizen comment was read aloud by Ms. Hass and begins at the 1 hour and 13 minute mark of the YouTube video. **(See Exhibit “D”).**

Chair Wuertz asked the committee members if there was anything else they'd like to discuss.

Mr. West welcomed Mr. Libal to the TSC and said that it gets crazy, but they do get things done, sometimes. It will be nice to have him, with his experience, to help guide them. Mr. Libal responded by saying that he was happy to be there and happy to help in any way that he can. It's been quite a ride for him the last 10 years, or so. He was working for Clackamas County and now for Washington County. He's enjoyed being able to give back to the community that he works for. Now he can continue and expand on that and hopefully help out the City that he lives in, on top of all that. He thinks being on this committee will be a lot of fun and he's looking forward to it.

Chair Wuertz thanked everyone for participating in the meeting. He felt it was a good meeting and that they made some good progress.

6. Adjourn

The meeting was adjourned at 7:25 p.m.

Next meeting scheduled for May 27th.

Approval of Minutes:

Chair Jason Wuertz

Date

Attest:

Angie Hass

Date

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

Exhibit "A"

<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. Request for pedestrian crossing installation.	C	2/4/2020	Crosswalk currently going in at nearby location (Sunset & Pine). Request denied, 8/27/2020.
20-003	Flashing crosswalk sign at Sunset and Timbrel	C	4/22/2020	12/10-City staff checking to see if this is included in a future CIP. 12/31-CIP calls out single lane roundabout. Nothing more is defined in project description.
20-004	Request for two additional stop signs at Villa, Wildlife Haven & Railroad	C	8/20/2020	Recommendation for this to be added to the CIP list. The City Council will need to first approve. (9/24/20)12/10-City staff to see if this has been added to the CIP list. 12/31-Project inclusion into the 5 year CIP list is part of the City budgeting process which begins in Feb/Mar. Addition of this project to CIP is months away.
20-005	Requesting No Parking signs on both sides of Haide Rd (new high school)	C	8/25/2020	Issue does not exist at this time. Will revisit if it becomes an issue. (8/27/2020)
20-006	Crosswalk @ 1st & Ash by traffic circle needs signage & appropriate paint on roadway.	C	9/2/2020	Mr. Galati will gather more information re: what is still to be done and when and will let committee members know at the 10/22/2020 meeting.

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

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
20-007	Driveway obstruction on Lavender PI/Request curb to be marked as "No Parking Zone" and painted red.	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. 3/25/2021-Ms. Hajduk looking into appeal process. Will report back to committee at April meeting.
20-008	Request blinking yellow LED light for pedestrians to activate when crossing Sunset @ Woodhaven.	C	10/1/2020	12/10-Approved w/Modifications. City staff to make a request to City Council that this CIP project be moved up on the priority list. 12/31-Project inclusion into the 5 year CIP list is part of the City budgeting process which begins in Feb/Mar. Addition of this project to CIP is months away.
20-009	Trim or remove bushes at SW Meinecke Pkwy & SW Sequoia Terr / Need marked crosswalks. <i>12/31/2020-ammended to request that bushes be removed altogether.</i>	P	10/20/2020	12/10-City Engineer to update and share previous report for this area at January meeting. 12/31-Requestor ammends request. To be discussed at Jan meeting. 1/28/2021-Modifications approved by TSC-City staff to proceed with next steps: Signage, Striping, ADA Ramps 3/3/2021-City Manager approved. Project forwarded to Public Works for scheduling / completion.
20-010	Trim or remove bushes at SW Meinecke Pkwy & HWY 99 / Need marked crosswalks.	C	10/20/2020	12/10-This area is ODOT's responsibiity. City staff will submit request to ODOT.
20-011	Extend No Parking Zone and/or Curbs Painted Red-Visibility Issue at Huntington Ln & Yorkshire Way	C	10/21/2020	12/10-Will be addressed through enforcement and education by the Sherwood PD.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
20-012	Additional Street Lights @ the corner of Sunset & Ladd Hill Rd	P	10/23/2020	12/10-City Engineer to check on ownership/management of light fixtures and see if replacing is feasible. Committee members to research further on their own. 1/28/2021-City Engineer will gather photometric data. 2/25/21-Light Meter purchased. Hope to have data by March meeting. 3/25/2021-Hope to have data by April meeting.
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	Proposed modifications not recommended / approved. 1/28/2021-Police Department will continue with frequent patrols of this area.

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

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2021

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2021-001	Concerns for intersection @ Ladd Hill & Sunset/traffic light & extra patrol proposed.	P	2/10/2021	3/25/2021-City staff to gather information to provide to committee at April meeting.
2021-002	Request to relocate crosswalk signal at the new School District Office (formerly Hopkins Elementary) to Hawks View Elementary.	P	2/19/2021	3/25/2021-City staff to coordinate with the Sherwood School District. City to review school zones and signs and relocate signs as appropriate. Ms. Hajduk will check with City Attorney on requirements to place "traffic control change" signs.
2021-003	Request for Mini Roundabout @ 1st & Oak to help deter speeding.	N	3/9/2021	

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Home of the Tualatin River National Wildlife Refuge

Exhibit "B"

2020-012

MEMORANDUM

Date: April 7, 2021
To: Traffic Safety Committee
From: Bob Galati P.E., City Engineer
Topic: Intersection Lighting Report for Sunset Blvd & Ladd Hill/Main Street

City staff (Andrew Stirling, Eng Tech III) has performed a basic photometric analysis of the night-time lighting conditions at the intersection of Sunset Boulevard & Ladd Hill Road/Main Street. An exhibit of the results is attached for reference.

The standard lighting for an Arterial/Arterial intersection, stated in City standards, related to low pedestrian conflict area (County standards define low, medium, and high) is 1.8 foot-candles.

The NE corner ADA ramp location is compliant with standards at 1.9 foot candles due to a recently installed LED fixture located just behind the landing at this location.

The NW corner ADA ramps are suffering from lack of adequate illumination (0.5 and 0.6 foot-candles) due to some tree obscuration and will also likely need to be upgraded from the existing Low Pressure Sodium (LPS) fixture to the brighter LED like the NE corner has in order to adequately illuminate these ramps.

The SW and SE intersections corners were observed to be significantly out of compliance with illumination standards with readings between 0.1 and 0.2 foot-candles. There were no light poles present in the vicinity of the SW and SE corners.

Generally, luminosity standards for street lighting at intersections is between 1.5 to 2.0 foot-candles (fc). This includes a color intensity of approximately 3,000 k° (more yellow than bright white).

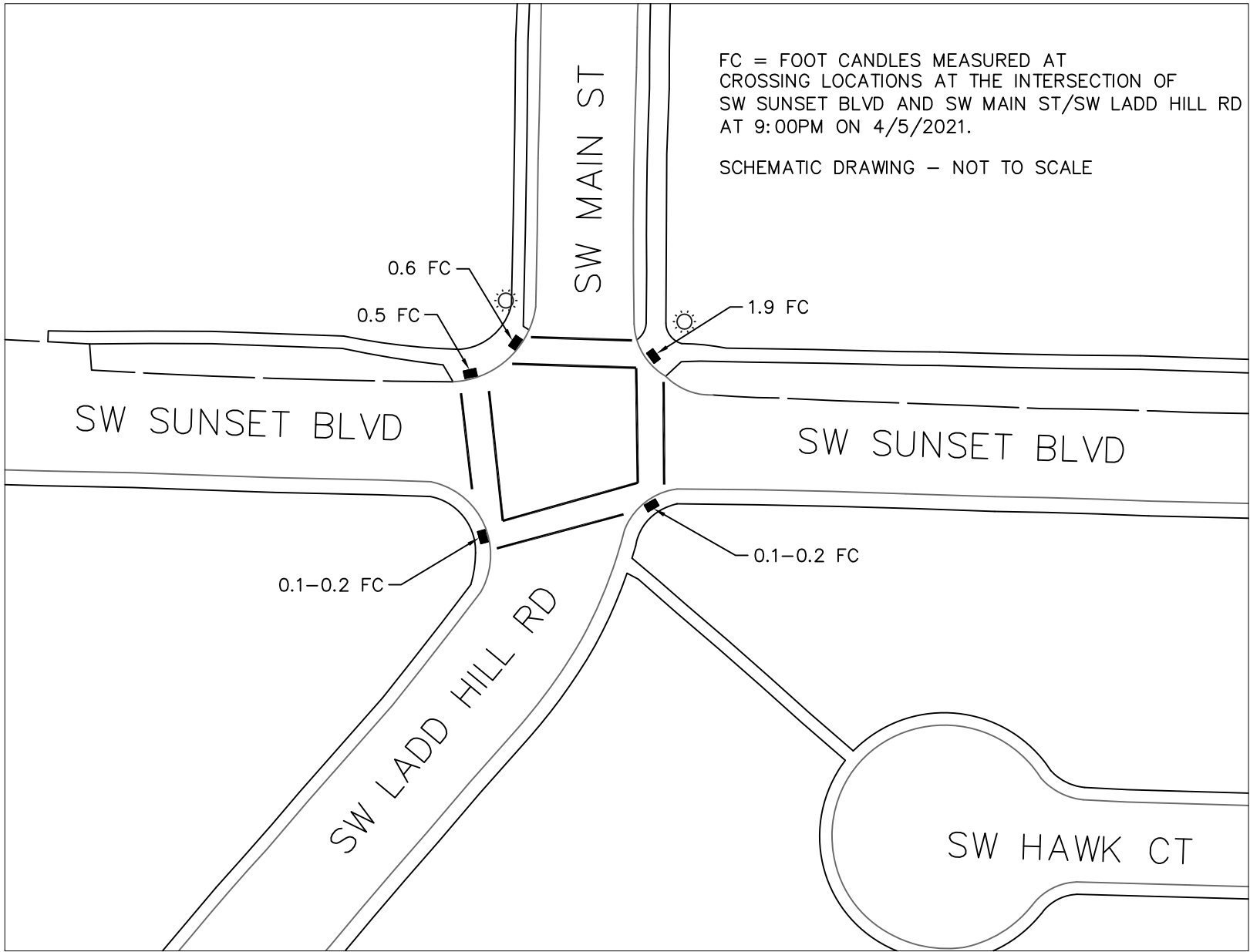
The analysis shows that the recent replacement of the street lighting element at the NE intersection corner with an LED fixture unit, increased the lighting level to 1.9 foot-candles (fc) within the zone of the street light. However, the remaining three intersection corners are not within the standard level established for intersections.

Recommendation:

To bring the intersection more into compliance with street lighting standards, the following recommendations are made:

- 1) Trim back overhanging tree limbs to allow more unobstructed light to reach the ground.
- 2) Upgrade existing intersection lighting to LED fixtures, or add an additional LED fixture in the SW corner of the intersection.

It is anticipated that these actions will balance out the intersection lighting to a better degree.



FC = FOOT CANDLES MEASURED AT CROSSING LOCATIONS AT THE INTERSECTION OF SW SUNSET BLVD AND SW MAIN ST/SW LADD HILL RD AT 9:00PM ON 4/5/2021.

SCHEMATIC DRAWING - NOT TO SCALE



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

Exhibit "C"



2021-003

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: 09-Mar-21

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

1st and Oak St.

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

The 2 block stretch between Oregon Street and the stop sign at Pine Street is a spot of frequent speeding. We hear and see drivers gun their engines on this small stretch of road throughout the day and night.

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

I'd like to suggest adding a mini roundabout (like the one shown below) at the intersection of 1st and Oak Streets. Putting a barrier like this in the middle of this stretch would make people less inclined to hit a high speed, knowing they would need to brake after only 1 block.

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





City Staff Report / Info
Traffic Safety Committee
Request #2021-003
April 2021

1st Street & Oak Street Traffic Safety Stats

Provided by: SPD / Captain Carlson

Start date: 03/19/2021

End date: 04/06/2021

Posted Speed Limit: 25

Average speed: 19

Max speed: 31

85th percentile: 22

Total volume: 10,040

Over 10mph speed limit: Zero

26-31 speed limit: 137/1.4%

Under speed limit: 9,903

From: Jon Carlson <CarlsonJ@SherwoodOregon.gov>

Sent: Thursday, March 25, 2021 8:12 AM

To: Bob Galati <GalatiB@SherwoodOregon.gov>

Subject: RE: Traffic Safety Complaint/Request Form

Bob,

I could not find any traffic related issues on this stretch of roadway. See responses in **red** below.

Jon Carlson
Patrol Captain
Sherwood Police Department
P: 503-925-7107
F: 503-925-7159

From: Bob Galati <GalatiB@SherwoodOregon.gov>
Sent: Wednesday, March 10, 2021 9:00 AM
To: Angela Hass <HassA@SherwoodOregon.gov>
Subject: RE: Traffic Safety Complaint/Request Form

Given the request's location I would like to have some information from the PD.

- 1) How many complaints of speed have we received on this stretch of road? **Just the current one.**
- 2) How many tickets have been issued on this stretch of road? **Zero citations for speed.**
- 3) How many accidents and of what type have we had on this stretch of road? **I could find Zero crashes.**

This is a short section of road, of which my office window looks out onto. It is also a narrow 2-lane road (i.e. no parking lanes included in paved width), and putting in a small roundabout is not supportable. I suggest that enhanced patrol be used first before we look into any engineered solution.

Bob Galati, PE
City Engineer

From: Bob Galati <GalatiB@SherwoodOregon.gov>
Sent: Thursday, March 25, 2021 9:26 AM
To: Jon Carlson <CarlsonJ@SherwoodOregon.gov>
Subject: RE: Traffic Safety Complaint/Request Form

Jon,

Thanks for the info. That information finalizes my opinion to not support a physical change to the roadway.

Bob Galati, PE
City Engineer



April 14, 2021

Subject: Letter of Support for City Report #2020-007 identifying SW Lavender Place parking and public safety concerns

Dear TSC and To Whom It May Concern:

As a family man and concerned parent, I'm compelled to write this Citizen Comment to strongly agree with TSC decision and City Engineer Bob J. Galati's reported concern for driveway access and public safety as related to the SW Lavender Place parking situation.

The detailed report (City ENG. Report #2020-007, dated 10/28/20) prepared by City Engineer Bob J. Galati, PE detailed specific parking safety concerns with the SW Lavender Place driveway drops for the two (2) dead-end lots. The two (2) dead-end lots were designed as a driveway drop and in his words, "no parking should be allowed along the frontage of the driveway drop, as this interferes with unencumbered access to the driveway."

City Engineer Bob J. Galati, PE concluded, due to parking safety concerns, there should be no parking occurring on the dead-end and up to the next driveway on the West side as well as the east and north sides of SW Lavender Place along its entirety. He detailed multiple safety related reasons to enforce these parking restrictions.

As a family man and father of young children, I'd like to share some of my own thoughts & observations related to and in addition to the parking safety concerns detailed in Mr. Galati's report.

- In accordance with Oregon code 811.550 parking is **prohibited** in front of a public or **private** driveways
- In case of emergency, Emergency vehicles will **NOT** be able to reach properties encumbered by vehicles blocking driveway drop at dead-end
- With vehicles parked at the end of the street, it creates a blind spot and it's extremely difficult to exit safely, risking injuries to our SW Lavender Place neighborhood children/residents
- City did posted notice of proposed sign and several homeowners had questions; clear clarification was given in response to questions as well as on **NO Parking** sign location
- As far as I've seen, most if not all household in Sherwood comes with two-car Garage and two-car driveway AND it seems most of the homeowners utilize these convenient parking features

Benefits of avoiding areas designated as **No Parking**

- Driveways are not obstructed, allowing households to freely enter and exit driveways
- Peace of mind for complying with the **No Parking** Laws
- Dead-end as well as the east and north sides of SW Lavender Place will become less congested and safer for kids; Less cars = less congestion
- There is a lot of available parking on Sydney Street that is not frequently utilized (See attached daily images this is less than 100 Ft away). In addition, as included in Bob's review the area between driveway drops and along the West side is open for parking

After reviewing City Engineer Bob J. Galati report and listening to his presentation, TSC and the City Manager agreed that parking in front of the driveway at dead-end should be **restricted**. **No Parking** signs were installed on March 09, 2021 and the whole process from request to sign installation took more than five (5) months. This issue was thoroughly reviewed by the TSC, City Engineer and City Manager before decision is made. I do not think there is any reason to revisit this case.

The safety of my family and the families in our neighborhood are my primary concern in addition to having unfettered access to driveway for two (2) end lots.

I hope this letter and the detailed report (City ENG. Report #2020-007, dated 10/28/20) prepared by City Engineer Bob J. Galati, PE clarifies the parking safety concerns, why no parking should be permitted, and all the benefits that come with it. This is not only for the benefit of **both** households at dead end, it's also a safer environment for everyone that lives in the neighborhood.

Thank you all for the time and attention you have dedicated to trying to create a safer environment for our neighborhood. We greatly appreciate it!!!

Sincerely,
Aldin Lojic and Family
SW Lavender Place Residents

Attachments: City Report #2020-007, dated 10/28/20
 Sydney Street daily images of available parking