



TRAFFIC SAFETY COMMITTEE MEETING PACKET

FOR

**Thursday, September 23, 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 - September 23, 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	
Laurie Zwingli (PAB Liasion)	
Diane Foster (PAB Liasion)	

Agenda

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of Minutes (Chair)
4. Business (Chair)
 - a. TSC Member Resignation / Open Seat
 - b. New City Staff Form: Request / Complaint Staff Report
 - c. 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 Mr. Galati to provide update on data gathered from traffic tubes.
 - v. Update: 2021-002 Status / progress update, Captain Carlson.
 - vi. Update: 2021-004 Mr. Galati to provide update on data gathered.
 - vii. Update: 2021-005 Mr. Galati to provide update on data gathered.
 - viii. Update: 2021-006 Mr. Galati to provide update on data gathered.
 - ix. NEW: 2021-007 Speed cushion modifications, Division Street. Mr. Galati & Ms. Hajduk to present.
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 Request / Complaint Staff Report



Date complaint received: Click or tap to enter a date.

Report prepared and/or reviewed by (name all involved):

Concern raised:

- Vehicles speeding
- Vehicles not stopping at stop signs
- Vehicle movement requiring control measures such as stop signs
- Vehicle parking issues
- Pedestrian safety
- Other:

Desired solution or concern **has** **has not been identified previously.**

If it has been identified previously:

	Outcome / Status
TSP	
TSC	
CIP	
Other	

Decision:

- Is not within scope of the TSC
- Is not within the purview of the TSC – No further action required of the TSC
- Forward to staff for additional review and technical input

Additional thoughts from staff:

Questions that the TSC needs to answer (multiple questions may be checked):

Is this a valid issue? Initial determination is based on TSC discussion and anecdotal review. If the TSC finds there is merit, it will be scheduled for additional review after traffic counts and additional staff review can be obtained which will take approximately 2-3 additional months.

Should solution be added to or prioritized in the CIP? If yes, this will be added to the CIP project identification meeting for review and prioritization for staff to forward to Council as part of the CIP development discussions.

Is the solution requested the most appropriate solution, or is there another option that should be tried first?

Does the TSC support the requested solution?

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. 6/24/2021-All work complete except for truncated dome installation - due to be completed by end of June.
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. 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.6/24/2021-Traffic count/speed data acquisition for Ladd Hill Rd tentatively scheduled for late July or early August.
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. 6/24/2021-School zone signs have been moved. Flashing sign has been modified from 20 to 25 mph. Yellow backing will be replaced with white.
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.
2021-004	Request for truncated domes at curb cuts at the Senior Center entrance on Sherwood Blvd.	P	5/17/2021	6/24/2021-Request reviewed by TSC. City staff to collect more data to present at July meeting.
2021-005	Request for stop sign, speed bumps and/or crosswalk @ SW Old HWY 99 & SW Crooked River Ln.	P	5/20/2021	6/24/2021-Request reviewed by TSC. City staff to collect more data to present, hopefully, at August meeting.
2021-006	Request for No Parking Zone between SW Hosler Wy & YMCA entrance.	P	5/20/2021	6/24/2021-Request reviewed by TSC. City staff to collect more data to present at July meeting.
2021-007	Speed hump modification on Division Street between Snyder Park entrance & Cuthill Place	N	8/25/2021	Request has already been reviewed by the City Engineer and City staff. Recommendations are included with Request Form.

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



Home of the Tualatin River National Wildlife Refuge

MEMORANDUM

Date: August 9, 2021
To: Traffic Safety Committee
Jon Carlson, Police Captain
From: Bob Galati, City Engineer
Topic: Complaint No. **2021-004**

Background Information

Complaint No 2021-004 was submitted on 05/17/2021 with a request for installation of truncated domes at the driveway access to the Senior Center on Sherwood Boulevard.

The driveway access is actually a public right-of-way street with the name of N Sherwood Drive. N Sherwood Drive is a 50-wide public right-of-way extending from SW Sherwood Boulevard, south terminating at the north property line of the Sherwood Senior Center (130 feet). N Sherwood Drive has a paved width of approximately 24 feet, and experiences less than 50 vehicles trips per day.

Based on this information, the driveway access is actually a public right-of-way intersection between a local road and an arterial road.

Analysis of Conditions

The existing sidewalk does have sidewalk ramps on the eastbound and westbound sidewalk approaches to the intersection. These sidewalk ramps are non-ADA compliant. In addition the sidewalks are less than the 6-foot wide standard sidewalk width for an arterial road, and do not provide sufficient area behind the existing sidewalk ramp to meet ADA standards. The existing ramps do not present a trip hazard as they slope down to meet pavement grade across the existing ramps. The main issue with the existing ramps are that they have no tactile or visual reference for ADA compliance.

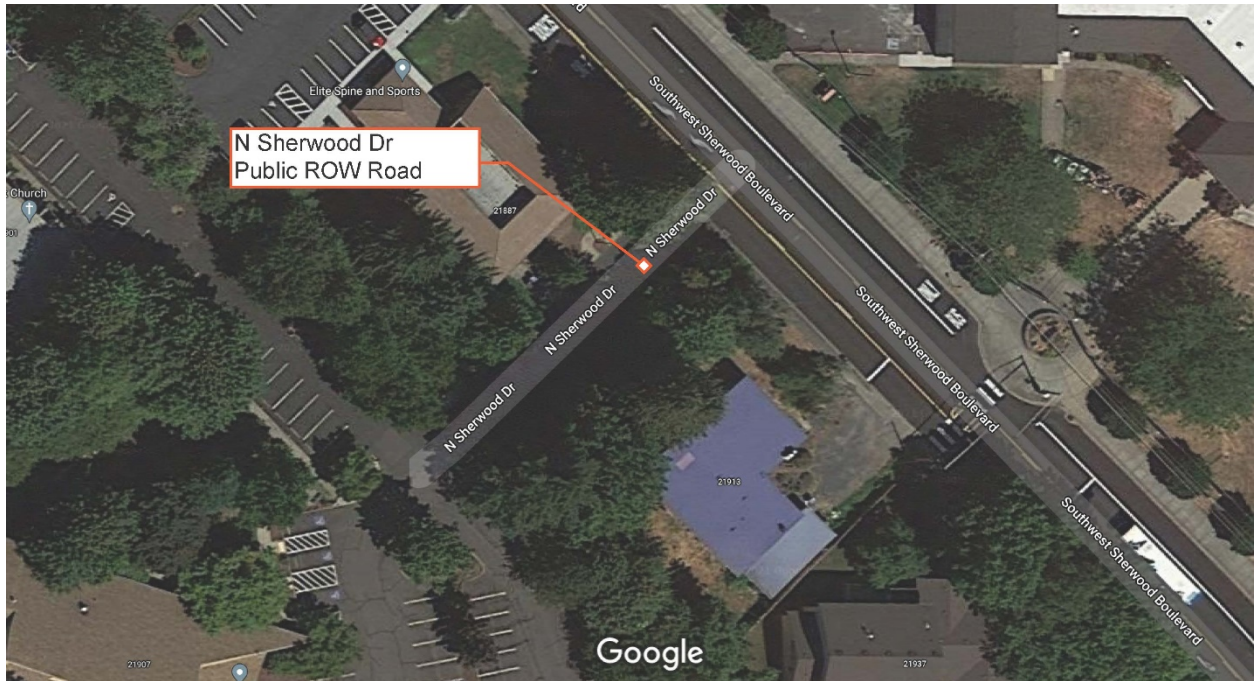
To install ADA compliant sidewalk ramps, the City would need to purchase sufficient right-of-way to install the sidewalk ramps and to provide clear space (landing) behind the ramps meeting ADA standards. The City could not just install the truncated domes without having the entire intersection meet ADA standards, which include side-slopes and landing widths x lengths.

To bring the intersection up to ADA standards it is estimated that the cost of design, right-of-way acquisition, and construction could range between \$35,000 and \$50,000.

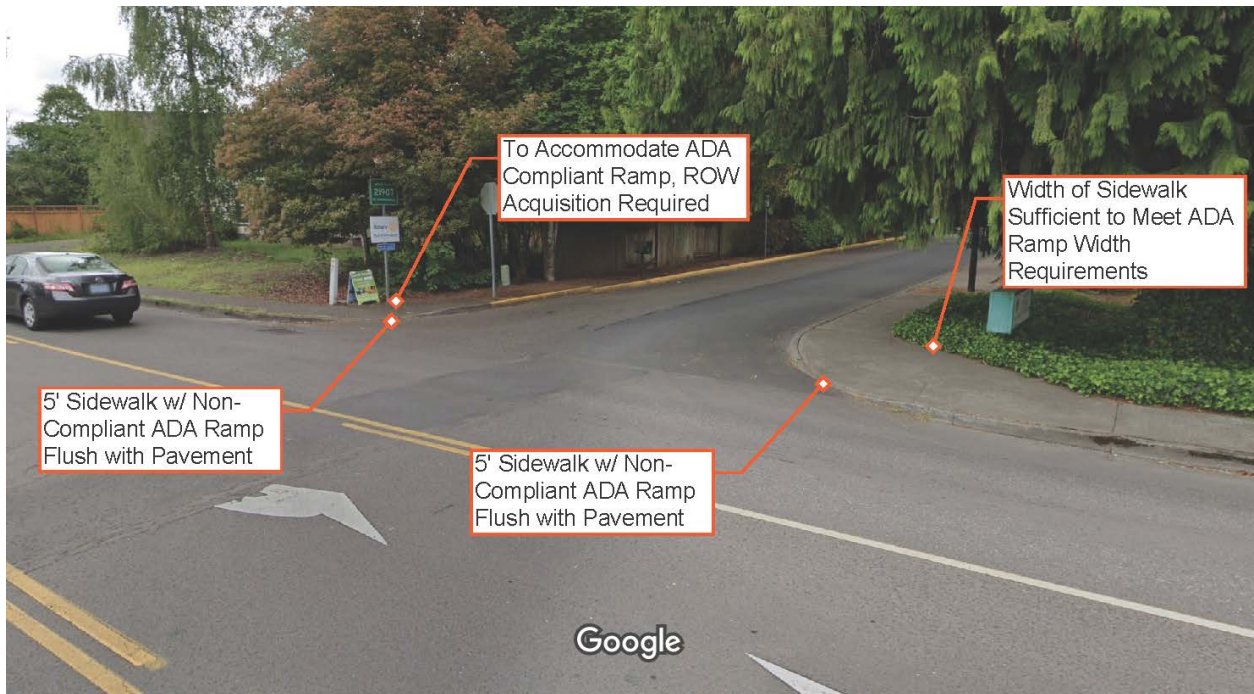
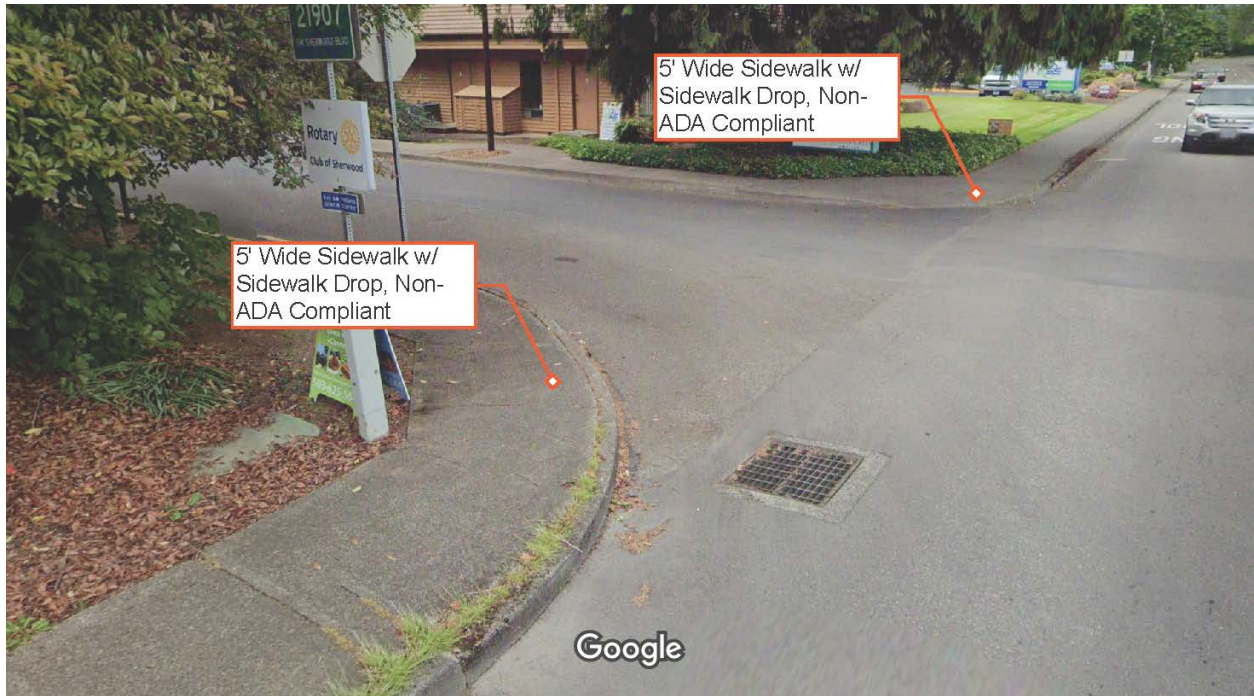
Recommendation

If any work is recommended on this intersection, the whole intersection will need to be reviewed and designed to meet ADA standards. There have been no accident/injuries at this intersection per PD records. I would recommend that this intersection be placed on a Public Works list of intersections which need to be reconstructed to meet ADA standards, and that timing of the construction be determined by Public Works when funds are available.

TSC Complaint No 2021-004
ADA Compliant Sidewalk Drops on N Sherwood Drive
August 9, 2021



TSC Complaint No 2021-004
ADA Compliant Sidewalk Drops on N Sherwood Drive
August 9, 2021





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



2021-007

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: _____

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

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

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

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

When the Division street repavement project was done, the city replaced the original speed hump, which did not comply with any current standards with a speed cushion. Complaints have been received that the speed cushion does not adequately slow traffic. Staff has determined that the design of the speed cushion was done in accordance with the design detail, however traditionally more than 1 is provided to be effective. Three options have been proposed which staff would like TSC feedback and recommendation on:

- 1) Modify the design details for the speed cushion to be more “effective” at slowing traffic. We believe that this means making it higher and perhaps wider.
 - It should be noted that the current detail is within the range of the ITE manual recommended dimensions. See attached detail sheet as well as the excerpt from the ITE recommendations.
 - Changes to the dimensions beyond what is “standard” will require engineering analysis and documentation to ensure safety
- 2) Modify the speed cushion to be a speed hump. This would bring the height from curb to curb with no break in the middle for tires on emergency vehicles.
 - While this option is in your “tool kit” it is not recommended by TVF&R
- 3) Add one or more speed cushions to Division street

Other things to consider: The City has not done traffic speed or volume counts on this road so we are not certain of the magnitude of the issue, however there was a traffic calming measure in place originally so that is why it was replaced with a design that was more compliant with current practices.

Traffic Calming Fact Sheets

May 2018 Update

Speed Cushion

Description:

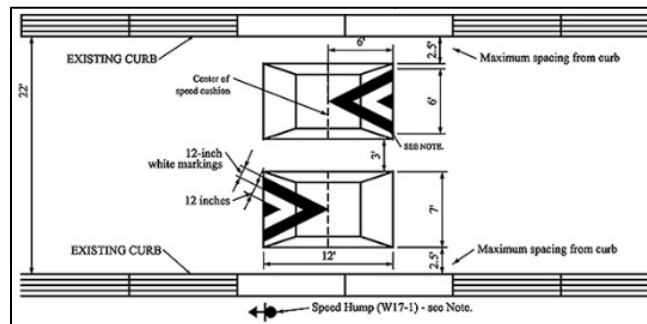
- Two or more raised areas placed laterally across a roadway with gaps between raised areas
- Height and length similar to a speed hump; spacing of gaps allow emergency vehicles to pass through at higher speeds
- Often placed in a series (typically spaced 260 to 500 feet apart)
- Sometimes called speed lump, speed slot, and speed pillow

Applications:

- Appropriate on local and collector streets
- Appropriate at mid-block locations only
- Not appropriate on grades greater than 8 percent



(Source: James Barrera, Horrocks, New Mexico)



(Source: Delaware Department of Transportation)

ITE/FHWA Traffic Calming EPrimer: https://safety.fhwa.dot.gov/speedmgt/traffic_calm.cfm

Design/Installation Issues:

- Two or more cushions at each location
- Typically 12 to 14 feet in length and 7 feet in width
- Cushion heights range between 3 and 4 inches, with trend toward 3 - 3 ½ inches maximum
- Speed cushion shapes include parabolic, circular, and sinusoidal
- Material can be asphalt or rubber
- Often have associated signing (advance-warning sign before first cushion at each cushion)
- Typically have pavement markings (zigzag, shark's tooth, chevron, zebra)
- Some have speed advisories

Potential Impacts:

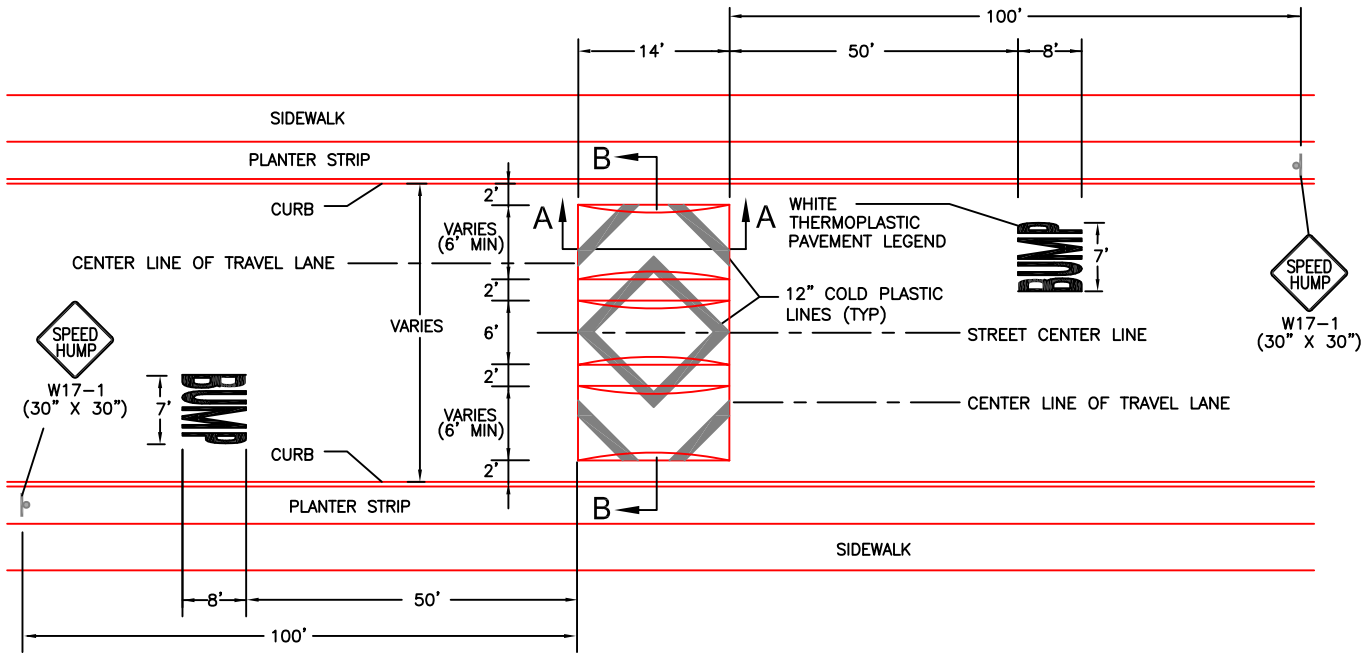
- Limited-to-no impact on non-emergency access
- Speeds determined by height and spacing; speed reductions between cushions have been observed averaging 20 and 25 percent
- Speeds typically increase by 0.5 mph midway between cushions for each 100 feet of separation
- Studies indicate that average traffic volumes have reduced by 20 percent depending on alternative routes available
- Average collision rates have been reduced by 13 percent on treated streets

Emergency Response Issues:

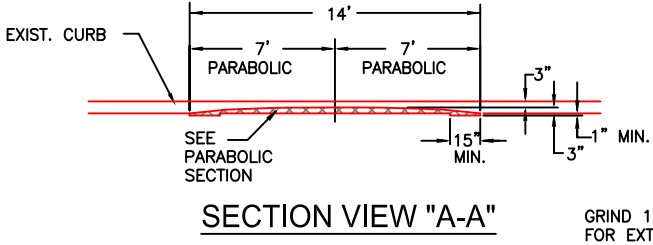
- Speed cushions have minimal impact on emergency response times, with less than a 1 second delay experienced by most emergency vehicles

Typical Cost (2017 dollars):

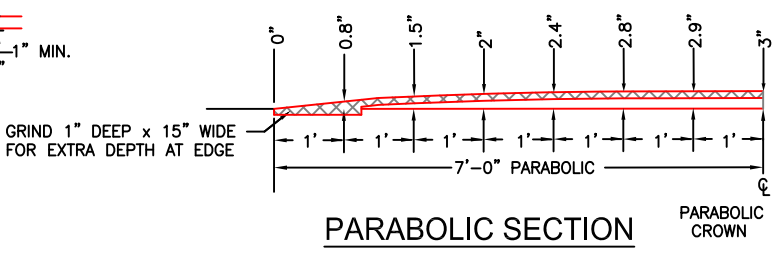
- Cost ranges between \$3,000 and \$4,000 for a set of rubber cushions



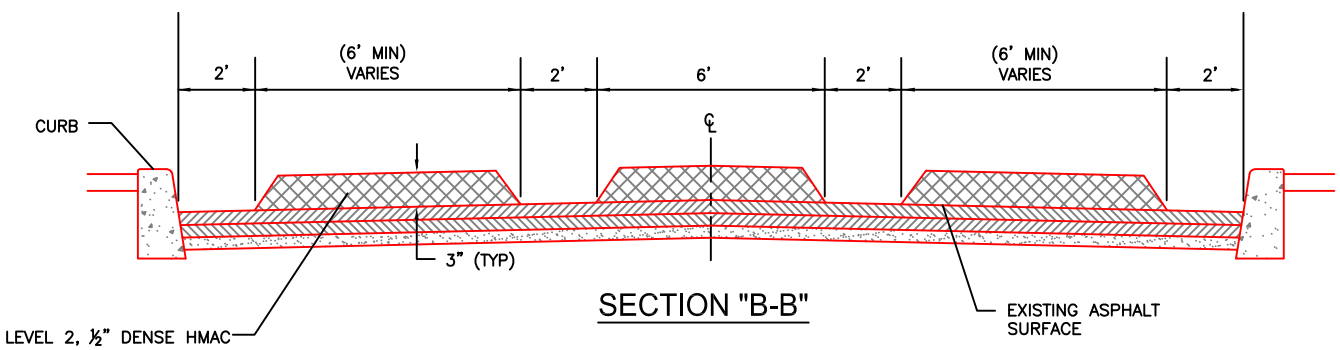
PLAN VIEW



SECTION VIEW "A-A"



PARABOLIC SECTION



SECTION "B-B"

CONSTRUCTION NOTES:

1. GRIND FOR EXTRA DEPTH AT EDGES AS SHOWN.
2. APPLY BITUMAL TACK COAT OVER AIR-BLOWN CLEANED AND SWEEPED ASPHALT CONCRETE.
3. ASPHALT SHALL BE ROOLED FOR COMPACTION PER SPECIFICATIONS.
4. FINISH EDGES BY APPLYING TACK COAT AND SAND SWEEPING. TACK COAT SHALL CONFORM TO ODOT SPECIFICATIONS, TYPE CSS-1, CSS-1H, OR AS APPROVED BY THE CITY ENGINEER.
5. SURFACES OUTSIDE APPROVED WORK AREAS TO BE KEPT CLEAN AND FREE OF BITUMAL AND ASPHALT.



PUBLIC WORKS
ENGINEERING DEPARTMENT

SPEED CUSHION DETAIL

PE: BJK	BY: BJK	DATE: 01-01-07	DWG NO: RD-28
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Meeting Minutes

DRAFT



Traffic Safety Committee

Date & Time:	June 24, 2021 - 6:00 pm
Location:	Meeting held virtually through Teams.



T.S.C. Members:	City Staff:
Jason Wuertz-Chair	Jeff Groth-Police Chief (not present)
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)	
Chris West (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=OFNSCIXMyN0>.

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, Tony Bevel (joined at 6:10 p.m.), Dorian Libal, Ruthanne Rusnak, Mike Smith and Chris West

Committee Members Absent:

3. Approval of Minutes

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

4. Business

a. Issues / Complaints

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

Chair Wuertz asked if anyone had any questions after looking over the updated tracking sheets.

Chair Wuertz inquired about the roundabout at Langer Farms Parkway saying that he thought that they had received a request for that area. It was determined that the TSC had not received a request, but that City staff had talked about the

upcoming plans for the roundabout. Ms. Hajduk stated that the changes to the roundabout had been delayed, but she believed that the project was scheduled to begin fairly soon.

ii. Update: 2020-012, Status on recommendations made to the City / Public Works, Captain Carlson

The discussion for this request begins at the 3:32 minute mark of the YouTube video.

Captain Carlson reported that they are waiting to hear from Public Works as to when the LED lights are going to be installed at the corner of SW Sunset and SW Ladd Hill Road. This request will remain in the “pending” state.

iii. Update: 2021-002, Status / progress update, City Staff

The discussion for this request begins at the 4:25 minute mark of the YouTube video.

Captain Carlson said that the school zone signage has been relocated within the required 320 feet from the school’s property line. The speed radar sign is going to stay where it is and they are going to change the background of the sign from school zone yellow to white. It became too cumbersome to relocate that particular sign. The committee decided to wait until the final piece of the request was completed before closing the request out. Captain Carlson stated that the sign with the white background has been ordered and he believed it would possibly be switched out by the next month’s meeting. This request will remain in the “pending” state.

iv. NEW: 2021-004, Truncated domes at Senior Center entrance (Exhibit “B”)

The discussion for this request begins at the 6:50 minute mark of the YouTube video.

Mr. Galati stated that he did know that the existing stamped concrete texture is currently not ADA compliant. The yellow truncated domes are what should be there if they are to meet their current standards. He was also not sure if the surrounding sidewalk area and ramps meet ADA standards, however, all they would have to do to meet the standard is replace the truncated domes.

Ms. Rusnak asked if truncated domes are required at that location. She was a little unclear as to where, exactly, the person was requesting the domes to be placed. Captain Carlson stated that it was his understanding that it was on the sidewalk as you enter into the Senior Center, along the roadway. She asked if what is there is not ADA compliant. Mr. Galati stated that was correct and added that if you change one thing to become ADA compliant you have to do everything in the surrounding area.

Chair Wuertz also asked for clarification on the location for the requested domes. The way he was reading the request, he thought it was at the two curb returns on Sherwood Blvd. Ms. Hass chimed in to say that she had spoken to the requestor and that was her understanding as well. Chair Wuertz shared a little bit of ADA info

with the group stating that every public street is a crossing and requires accessible curb ramps. Driveways are treated like public streets if they have the traffic like a public street, or in this situation, they look like a public street. A residential driveway would not have those detectable warning surfaces. If this was built today, those curb returns would have ramps with the detectable warning surfaces. He asked Mr. Galati how the City typically responds to accessibility complaints.

Mr. Galati stated that they do have quite a few accessibility requests. Some are even on private residences. They deal with those on a case-by-case basis and try to work something out. He discussed how the entry to the Senior Center is set up, and indicated if you start changing one aspect of that, it opens the door up to all ADA standards and that is what they'd have to review it by. Because it is at grade with Sherwood Blvd. and the pavement is contiguous to it, he would treat it as a public crossing.

Mr. Libal had taken a look at that location on Google Maps and it showed the entrance into the Senior Center as having a separate street name, N Sherwood Drive. He asked if that was correct. Mr. Galati stated that he assumed, from his memory, that was correct, but it is not a public street, as such. The address for the Senior Center is off Sherwood Blvd.

Ms. Rusnak had spoken to the Senior Center Manager, Maiya, and Maiya had wondered if the person putting in the request was the blind person who walks through that area. If so, that is something that the committee needs to consider.

Chair Wuertz shared his experience with these types of things. On a general basis, cities should be making improvements to accessibility components of the public infrastructure throughout the system on an ongoing basis as funds and budgets allow. In addition to that, he feels that cities should encourage a good relationship and communication with the folks in our community that would benefit from accessibility improvements. One of the ways to do that is when someone who would benefit from that type of improvement brings up a specific area that, likely, they travel, and they see a barrier, that should be a very high priority for the City to work with that individual specifically. He didn't see the committee's role, in any way, to deny someone's request for removing an accessible barrier. He would never support denying someone's accessible barrier. They could forward this on to the City staff to evaluate and remove the barrier, as their funding allows. He would also ask the City staff to coordinate and communicate with the individual, specifically, to talk with them and hear their concerns. The folks that would benefit from the removal of barriers can share so much information that you might not

otherwise know. Those focused repairs are sometimes better than the generic ramp replacements that they do as projects, as they may not have anybody that directly benefits from them at that time.

After hearing all, Mr. West made a motion stating that the committee recognizes that this is an important request and asks staff to do a thorough review of what's involved and to report back to the committee. He agreed with Chair Wuertz's comments and that this needs to be put into the queue. Mr. Smith seconded the motion.

Mr. Bevel asked if the city goes street by street looking for these types of concerns in order to make those improvements. Chair Wuertz asked Mr. Galati if the City has an Accessibility Transition Plan and/or has the City done an evaluation City-wide.

Mr. Galati was not aware if an evaluation has been done or not and indicated that this would be more of a Public Works issue. The Engineering Department does not have a listing of every deficient intersection. He does think that Public Works has a listing of intersections that currently have ramps that do not meet ADA standards.

Chair Wuertz restated Mr. West's motion for the group. All present committee members were in favor.

Chair Wuertz added that ADA accessibility is kind of a hot topic in his everyday life, career wise. He would eventually like to hear how the City approaches accessibility throughout the city within the public right of way. If the City does not have a defined plan for bringing curb ramps in and other stuff up to code, he thinks it is extremely important to do so. He added that listening to the community and doing focused projects to improve accessibility in areas that those people benefit from the most, is the best thing that they can do as a city.

v. NEW: 2021-005, Stop signs, speed bumps, crosswalk, etc. @ Old HWY 99 & SW Crooked River Lane (Exhibit "C")

The discussion for this request begins at the 24:58 minute mark of the YouTube video.

Captain Carlson reported that some officers had completed a focused patrol in this area. He asked the committee to refer to the information located in the meeting packet (Exhibit "C"). He read the e-mail message from the officer that felt that a 4-way stop should be placed at SW Heron Lakes and SW Crooked River. The officer had spent a total of 128 hours at that location.

Ms. Rusnak noted that this was one block north of Old HWY 99 West. She had driven over there to take a look at it. She thought it was interesting that a stop sign

was not suggested there, where the traffic would be coming in a lot faster. Others commented that the officer's suggestion for stop signs was not, specifically, where this person is asking for one. Captain Carlson stated that was correct.

The committee members proceeded to check out the location via Google Maps, Street View. Captain Carlson added that the PD had received some speeding complaints on Old HWY 99. When HWY 99 gets backed up, a lot of motorists use Old HWY 99 as a cut through. As a result, there is a high volume of vehicles at times and they do speed. They have had focused patrols out there before, for speeding complaints. It is a pretty long straight away there, with no stop signs.

Mr. Bevel had stopped by that location that morning and felt that it was very reasonable to suggest a stop sign there. In addition to the fact that there is speeding, it is also in a school area. He had spoken to a resident on that street who confirmed that cars go blowing by.

Chair Wuertz reminded the group that at one of their first meetings, they had discussed that stop signs can't be used to help control speed. He wasn't suggesting that a stop sign wasn't needed there, but asked the committee to keep this in mind when making decisions. He would suggest that City staff do a stop sign warrant analysis.

After further discussion by the committee, Mr. Galati stepped in to say that it sounded like the committee was trying to come up with one solution to fix two problems and that doesn't quite work. He stated that stop signs are not designed to, or supposed to, control speed. They need to take a look at doing something different on Old HWY 99 to emphasize their inability to drive the speed limit. Stop signs are to control turn movements and to allow pedestrian movements. He agreed with Chair Wuertz that the City needs to go out and do a warrant analysis of the intersection. He proceeded to share some examples of things that could potentially help control speed. Once they do the analysis, then they will know what the appropriate form of action to take. Mr. Galati reminded the committee that the City Council had approved and provided a whole toolbox of traffic control devices geared toward speed reduction. It is important to use the appropriate tool for the appropriate condition that you're trying to resolve.

Mr. Libal said that he would e-mail Washington County to see if it might be possible to put up a speed limit sign right before the road transitions into the City limits. He asked where, exactly, the road changes from County to City. Captain Carlson stated that it is right before the cemetery, according to the map he looked at.

Mr. Galati stated that he would talk to the County to see what they have the posted speed set at for that section of road. He went on to explain how the process might look for adjusting a speed limit and will do some follow up. He has scheduled an analysis for Ladd Hill Road in August, but feels that this request is more in tune with what appears to be more of a severe case, as it is near a school. Mr. West thought it was a good idea to prioritize this request over Ladd Hill, as there is a stop sign at Ladd Hill Road and Sunset.

Mr. West made a motion that Mr. Galati would investigate, along with the County, what this section of road is designated at for speed and when he has the time, to get the tubes out to get some data for the committee. Chair Wuertz added that he would also like to include a warrant analysis for stop signs at the intersection of Crooked River Lane and Old HWY 99. Mr. Libal seconded the motion.

Mr. Galati suggested that this committee would benefit from a presentation by Dr. Takallou. Dr. Takallou does a good job of explaining why stop signs aren't used for speed control. Mr. Galati shared a bit more on this topic and provided an example of how engineering doesn't stop somebody who is intent on speeding. Chair Wuertz thanked Mr. Galati for the suggestion of inviting Mr. Takallou and stated that the committee had discussed this at a prior meeting and decided they would all benefit more from a presentation, once they are able to all meet in person.

The committee voted in favor of moving forward with Mr. West's motion.

vi. **NEW: 2021-006, No Parking zone between Hosler Way & YMCA on Woodhaven (Exhibit "D")**

The discussion for this request begins at the 1 hour, 1:37 minute mark of the YouTube video.

Captain Carlson provided some background on this request and stated that the City/PD has received several complaints regarding the visibility at that location, especially pulling out of the Y. There are many vehicles parked along Woodhaven between the Y entrance and Hosler Way. The majority of the vehicles belong to the residents of Forest Creek off HWY 99. If you drive down Woodhaven in the evenings, both sides of the street in that area are pretty packed. Ms. Rusnak asked for clarification on which Hosler this was in regards to. Captain Carlson stated that it was the one on the same side as the Y and the closest to the Y.

Chair Wuertz stated that he thinks he understands that there is a visibility issue at the turning movements at the intersection of Hosler and Woodhaven as well at the YMCA driveway and Woodhaven. He thought that was a really long stretch between the two intersections to eliminate parking. He didn't fully understand the issue between the two.

Mr. Libal read the request and stated that the complainant is stating that there is only enough room for one car to get through when cars are parked on both sides of the road.

Ms. Rusnak suggested limiting parking within so many feet of the Y driveway and Hosler, but that wouldn't eliminate the issue of the narrowed spot with cars on both sides. This is an issue on many different streets, but there is a lot more traffic on this street compared to others.

Chair Wuertz stated that this is a really good example of natural traffic calming and explained why. He would like to focus more on potential sight distance issues and visibility at those two locations where people are turning. He noted that there is also a walking pathway on each side of Woodhaven. It might be a good idea to consider some areas of no parking to provide safer turning movements for vehicles and crossing points for pedestrians. He would support asking if staff could check the width of the road to make sure it's sufficient for parking on both sides.

Mr. Galati thought Chair Wuertz had a wise recommendation. He has looked at the area there and has an idea of what he would look at when taking measurements. He will want to figure out what the conditions are and if there can be improvements made without wholesale elimination of parking. He thought he could get to this by the next meeting. He went on to elaborate on what all he will be looking at and why.

After further discussion, Mr. Smith made a motion that Mr. Galati and his team check out the situation there to make sure that the road is wide enough for parking on both sides, while allowing for traffic to get through and how that relates to any possibility of reducing parking along Woodhaven Drive. Ms. Rusnak seconded the motion. All committee members voted in favor.

5. Committee Comments

Mr. Smith shared that this would be the last meeting for he and Mr. West on this committee. They will be rotating off and there will be two new members from the Police Advisory Board coming in next month. He wanted to thank everyone and stated that this committee has been fascinating for him. If his schedule wasn't picking up so much, he would have signed up for a second term. He, in particular, wanted to thank Mr. Galati. Mr. Galati has shown a lot of patience and has done a whole lot of educating for all of them in terms of the realities of traffic control. He thanked all of the committee members and stated that he had really enjoyed being a part of this committee. Chair Wuertz thanked Mr. Smith and said that he appreciated his participation in this committee.

Mr. West wanted to echo what Mr. Smith said. On his tenure with the Police Advisory Board, speed and those sorts of things have been hot topics. He knew that the City Council was getting a lot of requests for solving these issues and that's why they came to the Police Advisory Board for input. Based on staff help with the Chief and others, they followed the model that Newberg and some of the other cities do, when creating this committee. The Police Advisory Board has had some challenges and helped to solve some things for the Chief and City Council. In the little over a year that this committee has been active, they have handled a lot of stuff and solved a lot of issues. He felt really good about being part of that. He thanked everybody for participating. It has been fun and he wished everyone luck. They will have two great members from the Police Advisory Board that are going to join them next month.

Mr. Bevel suggested assigning specific traffic concerns to specific committee members, so they could go in-depth on a specific problem. That committee member could do a detailed study and report back to the TSC. He felt that might help, in going forward.

Mr. West asked Captain Carlson if he had anything to report on the extra patrol assigned on Memorial Weekend. Captain Carlson stated that he hadn't received the numbers yet, but could get them together and report back at the next month's meeting. What he had looked at, it didn't appear that there was much going on for the SPD over the Memorial Holiday Weekend in terms of DUII's.

6. Citizen Comment

N/A

7. Adjourn

The meeting was adjourned at 7:22 p.m.

Next meeting scheduled for July 22nd.

Approval of Minutes:

Chair Jason Wuertz

Date

Attest:

Angie Hass

Date

TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2020

Exhibit "A"

CITY OF SHERWOOD

Project #	Brief Description of Request	*Status	Date Rec'd	Notes
20-001	Sherwood View Estates / Stop &/or Speed Limit Signs	C	1/1/2020	Sign approved by committee, 9/24/2020. City Manager approved and stop sign installed on 10/28/2020. Speed limit signs determined to be unnecessary.
20-002	SW Sunset & SW Cinnamon Hill Pl- Drivers not stopping for pedestrians. Drivers go too fast through area.	C	2/4/2020	Crosswalk currently going in at nearby location (Sunset & Pine). Request denied, 8/27/2020.
20-003	Flashing crosswalk sign at Sunset and Timbrel	C	4/22/2020	12/10-City staff checking to see if this is included in a future CIP. 12/31-CIP calls out single lane roundabout. Nothing more is defined in project description.
20-004	Request for two additional stop signs at Villa, Wildlife Haven & Railroad	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 Pl/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.6/17/2021-Traffic count/speed data acquisition for Ladd Hill Rd tentatively scheduled for late July or early August.
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. 6/17/2021-School zone signs have been moved. Flashing sign has been modified from 20 to 25 mph. Yellow backing will be replaced with white.
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.
2021-004	Request for truncated domes at curb cuts at the Senior Center entrance on Sherwood Blvd.	N	5/17/2021	
2021-005	Request for stop sign, speed bumps and/or crosswalk @ SW Old HWY 99 & SW Crooked River Ln.	N	5/20/2021	
2021-006	Request for No Parking Zone between SW Hosler Wy & YMCA entrance.	N	5/20/2021	

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



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



2021-004

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: 5/17/2021

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

Sherwood Blvd @ Senior Center Entrance

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

There are no truncated domes at the entrance of the driveway to the Senior Center.
These are necessary to help identify the curb cuts.

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

See above.

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



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



2021-005

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: 5/20/2021

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

SW Old Highway 99W and SW Crooked River LN

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

SW Old Hwy 99W has become a pass through road especially when Brookman is closed or 99W is backed up. Cars come through from a busy street that is 55 mph or a country road and don't realize that Old Hwy 99w is 25mph and 20mph during school hours. They are driving way to fast down Old Hwy 99w in a neighborhood full of kids. Our dog was already hit by a car on Old Hwy99w. There is also no crosswalk to cross cont.

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

There should at least be a stop sign on SW Old Highway 99W at the intersection of SW Crooked River LN. There should also be speed bumps or something before the new houses to slow the cars down. There is a speedometer reader but that does nothing. There should also be a crosswalk put in on SW Crooked River LN where it meets SW Old Highway 99w.

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



From: Hector Rodriguez <RodriguezH@SherwoodOregon.gov>

Sent: Tuesday, June 1, 2021 8:28 AM

To: Jon Carlson <CarlsonJ@SherwoodOregon.gov>

Cc: Chris Pierce <PierceC@SherwoodOregon.gov>; Arturo Garcia <GarciaA@SherwoodOregon.gov>

Subject: SW Crooked River at SW Heron Lakes. - Extra patrol

FYI - I was just conducting extra patrol at SW Heron Lakes at SW Crooked River.

You assigned us extra patrol at this intersection for the following, due on 06-20-21.

SW Crooked River / Heron Lakes - Cars running stop signs, speeding, and not stopping for kids in the crosswalk. The issue has been occurring in the afterschool hours from 3pm to 8pm.

I am adding the following into my comments on the extra patrol sheet- but wanted to alert you of this and also cc: Chris and Arturo

S/B SW Heron Lakes at SW Crooked River should have a stop sign. There is a painted crosswalk on the north side of this intersection, but no stop sign. A high number of children use this crosswalk. There is high traffic during school days. There is also no stop sign on N/B SW Heron Lakes at SW Crooked River. In my opinion this should be a four way stop.

Officer Hector Rodriguez
City of Sherwood Police Department

Exhibit "D"



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



2021-006

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: 5-20-2021

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

On Woodhaven Drive between Hosler Way and the entrance to the YMCA

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

There is no visibility for traffic to enter either Hosler Way or cross off of Woodhaven Drive, due to cars parked on both sides of Woodhaven, right up to the stop sign on both sides of Woodhaven Drive. Safety is the top concern of neighbors. Driving and foot traffic have no visibility to cross Woodhaven Drive. When cars are parked on both sides of Woodhaven Drive between Hosler Way and YMCA - only one car has access to road.

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

We are requesting a no parking zone to be set between the entrance of Hosler Way and the entrance of the YMCA. on the one side of Woodhaven Drive. This will allow visibility for both cars and foot traffic to safely cross as well as two way traffic thru Woodhaven Drive, which is the main road of Woodhaven Development and connects all traffic/roads/foot traffic. Please see attached list of neighbors in support of this request.

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