



TRAFFIC SAFETY COMMITTEE MEETING PACKET

FOR

Thursday, February 24, 2022
6 p.m.

*Meeting held virtually through Zoom.
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 - February 24, 2022 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-Admin Assistant III
Tony Bevel	Bob Galati-City Engineer
Dorian Libal	Julia Hajduk-Community Development Director
Lisa Patterson	
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. March Meeting during Spring Break – consider cancellation
 - b. Issues / Complaints
 - i. Tracking Sheets (2020, 2021 & 2022) Review / Questions
 - ii. Update: 2021-004: Captain Carlson
 - iii. Update: 2021-005: Bob Galati
 - iv. Update: 2021-006: Captain Carlson
 - v. Update: 2021-008: Captain Carlson
 - vi. Update: 2022-001: Captain Carlson
 - vii. Update: 2022-002: Captain Carlson
 - viii. Update: 2022-003: Captain Carlson
5. Committee Comments (Chair)
6. Citizen Comment (Chair/Staff)

Pursuant to Executive Order 20-16, citizen comments must be submitted in writing to policeinformation@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 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>	C	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. 9/23/2021-Mr. Galati stated that the truncated dome installation is part of a project listed on the CIP List (Ice Age Tonquin Trail Improvement Project). The TSC voted in favor of closing out this request, as it is only a matter of time before all is complete.
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.

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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. 4/22/2021-Data provided and recommendations made. Public Works to replace light element on NW corner, then re-evaluate. 9/23/2021-Data indicates that additional light/pole should be installed. Checking with Public Works to see if possible. 10/28/2021-Captain Carlson waiting for approval from City Manager. Checking with Public Works on time line. 1/27/2022-City Manager has approved this project and materials have been ordered by the Public Works Department. They are waiting on receipt of the supplies and are hoping for a spring completion.
20-013	Flashing Crosswalk Sign Requested at Crosswalk that goes across Cedar Brook Way	C	11/3/2020	1/28/2021-City Engineer will meet with Transportation Engineer to discuss possible options.2/25/21-Proposed changes not recommended by City Engineer or Transportation Engineer.
20-014	Request for curbs to be painted in No Parking zone along Cedar Brook, as well as in crosswalk along Berkshire Terr / Cedar Brook Way	C	11/3/2020	1/28/2021-Police Department will continue with frequent patrols of this area.

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TRAFFIC SAFETY 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.	C	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. 9/23/2021-TSC voted to close this request with the the PD to continue with regular and frequent focused patrols.
2021-002	Request to relocate crosswalk signal at the new School District Office (formerly Hopkins Elementary) to Hawks View Elementary.	C	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. 9/23/2021-Everything has been completed. Request Closed.
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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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>
2021-004	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. 9/23/2021-Public Works will be asked to add this request to their list of intersections to be reconstructed to meet ADA standards. City staff will ask Public Works if they can, at minimum, paint basic pedestrian crossing striping at the intersection as soon as possible. 10/28/2021 - Status not yet received from Public Works. 1/27/2022 - Pedestrian Crossing Striping has been completed. Reconstruction of the truncated domes is on the Public Works Department's list, to meet ADA standards. This is part of a larger project to be done down the road.
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. 9/23/2021-City Engineer will get assistance from firm to conduct a speed and ped count analysis, as funding is available. 10/28/2021-Captain Carlson to request approval for funds to conduct analysis. 1/27/2022-City Manager has approved funding to hire an outside agency for the ped counts. Traffic counts scheduled by City Engineer in the next week. City Engineer to schedule pedestrian counts with outside agency, DKS.

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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>
2021-006	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. 9/23/2021-Request to Public Works to paint the curb lines yellow at the 20-foot mark at the intersection at SW Hosler Way and Woodhaven, including the curb with the fire hydrant. After the painting has been completed, the SPD can then enforce the code for parking along those areas as well as within the required six inches of the curb. City Engineer to gather info on the pedestrian crossing. Will present at Oct Meeting. 10/28/2021-City Engineer still working on gathering data. Captain Carlson checking with Public Works on status for painting request. 1/27/2022-City Engineer had spoken to Public Works about painting the striping. Captain Carlson to check with Public Works on time line.
2021-007	Speed hump modification on Division Street between Snyder Park entrance & Cuthill Place	C	8/25/2021	Request has already been reviewed by the City Engineer and City staff. Recommendations are included with Request Form. 9/23/2021-City Engineer to conduct speed study before the holiday season and present results to the TSC. 10/28/2021-Data collected - TSC determined no additional action is needed. Request is closed out.

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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>
2021-008	Safety concerns for intersection at Sunset & Timbrel / Suggestions to include: 1) Offer bus rides for kids that cross there. 2) Require crossing guards until 8:15 a.m. on school days and potentially after school until 3:45-4. 3) Install a push to walk flashing light	N	7/15/2021	10/28/2021-Captain Carlson to make recommendation to City Council to conduct traffic and ped count studies to see if this needs to be adjusted and/or moved up on the current CIP List. It is currently scheduled in the long term. 1/27/2022-Captain Carlson received response back from the Sherwood School District (SSD) regarding numbers 1 & 2. For #3, the SSD would like to work with the City on getting a grant to pay for flashing crosswalk lights. Motions made at Jan meeting: Request for speed and pedestrian counts by the City, adjust crossing guards times at crosswalk and school zone beacons. Talk to SSD about grant options.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2022

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2022-001	Complaint received by the City of Sherwood in 2019 - forwarded to the TSC for review: Concern regarding pedestrians crossing at Handley & Roellich.	P	Received by City Staff-March 2019 / Forwarded to TSC 1/13/2022	Complaint was received by Mayor Mays and then reviewed by the City Engineer in March of 2019. 1/5/2022-New City Manager requested the TSC to review information gathered at the 1/27/2022 meeting. 1/27/2022-Captain Carlson to increase police presence on Handley to see if there is still an issue. Then go from there.
2022-002	Corners in Old Town at Attrells & Park. Cars park on corners, making it difficult to see pedestrians, especially children. Would like "no parking" stripes on each corner of side streets in Old Town.	P	12/15/2022	1/27/2022-The PD and City will help to educate drivers regarding parking in Old Town, in part, with social media posts. Police will help to educate with warnings. Will revisit after a month.
2022-003	No stop signs and poor visibility due to parked cars at SW Park and 1st Street in Old Town.	P	12/20/2021	1/27/2022-As this is similar to 002-this will be revisited after the feedback is received for 002.

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Meeting Minutes

DRAFT



Traffic Safety Committee

Date & Time:	January 27, 2022 - 6:00 pm
Location:	Meeting held virtually through Teams.



T.S.C. Members:	City Staff:
Jason Wuertz-Chair (Absent)	Jon Carlson-Police Captain
Tiffany Yandt-Vice Chair	Ty Hanlon-Police Chief
Tony Bevel	Angie Hass-Administrative Assistant III
Dorian Libal	Bob Galati-City Engineer
Lisa Patterson	
Diane Foster (PAB Liaison)	
Laurie Zwingli (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=WAU4PbwNFM&t=366s>.

1. Call to Order

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

2. Roll Call

Committee Members Present: Vice Chair Tiffany Yandt, Tony Bevel, Dorian Libal, Lisa Patterson, Diane Foster and Laurie Zwingli

Committee Members Absent: Chair Jason Wuertz

3. Approval of Minutes

Ms. Foster moved that the October meeting minutes be approved as written and Mr. Libal seconded the motion. All present committee members voted in favor.

4. Business

a. Welcome New Member, Lisa Patterson

Vice Chair Yandt welcomed the newest Traffic Safety Committee member, Lisa Patterson. She also welcomed the new Sherwood PD Police Chief, Ty Hanlon.

b. Issues / Complaints

i. Tracking Sheets (2020-2022) Review (Exhibit “A”)

Please refer to the Tracking Sheets for more information on the requests discussed at this meeting.

Captain Carlson let everyone know that, per the budget, all of the money that had been slotted for the Traffic Safety Committee (TSC) has been allocated out for this fiscal year. The monies have gone towards the street light project (#2020-012) at Sunset Blvd and Main, traffic count studies, etc.

ii. Update: 2020-012, Status / Progress Update, Captain Carlson

The discussion for this request begins at the 3:18 minute mark of the YouTube video.

Captain Carlson stated that the City Manager has approved this project and Public Works is currently waiting on materials. Receipt of the materials is 12-14 weeks out. They are hoping for a springtime completion date.

Ms. Zwingli wasn't aware that the TSC is allocated a budget and wondered what the budget is. Captain Carlson replied that the TSC is allocated \$100,000.00 every fiscal year.

iii. Update: 2021-004, Status / Progress Update, Captain Carlson

The discussion for this request begins at the 5:05 minute mark of the YouTube video.

Captain Carlson was originally told that Public Works would be able to paint the pedestrian crossing striping lines in a few months, but with the recent nice weather, the painting has already been completed. The reconstruction of the truncated domes, in order to meet ADA standards, is on the Public Works Department's list. This is part of a larger project down the road.

iv. Update: 2021-005, Status / Progress Update, Captain Carlson

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

Captain Carlson reported that the City Manager has approved funding in order to conduct a pedestrian count study from an outside firm. As it had just been approved, he wasn't sure of the time line. Mr. Galati shared that he had the traffic count scheduled for the next Saturday. He will contact DKS about starting on the pedestrian counts, now that the City Manager has approved this.

v. Update: 2021-006, Status / Progress Update, Mr. Galati

The discussion for this request begins at the 7:20 minute mark of the YouTube video.

Captain Carlson asked Mr. Galati if he had been able to collect the necessary data for this request. Mr. Galati stated that he had contacted Public Works about painting the approved striping. Captain Carlson stated that he would check in with Public Works about their anticipated completion date.

vi. Update: 2021-008, Safety Concerns for Crossing at Sunset & Timbrel

The discussion for this request begins at the 8:35 minute mark of the YouTube video.

Captain Carlson stated that this request is regarding the safety concerns with the crossing at Sunset and Timbrel. He had forwarded a part of this request on to the Sherwood School District (SSD) as there were portions that they would need to address. He had just received a response back from the SSD that day, so the TSC had not seen it yet. He went on to read the SSD's response. One of the things mentioned was that the SSD would like to work with the City on getting a grant to help pay for flashing crosswalk lights at that intersection. After some discussion, the committee members agreed that this would best be handled with two separate motions.

Ms. Zwingli made a motion for Captain Carlson to reach out to the SSD to see if crossing guards can lengthen their time at the crosswalk in the mornings (until 8:15) and afternoons (3:45-4), to accommodate the high school students and if they can adjust the scheduled times for the school zone beacons. Also, ask the SSD about the possibility of further discussions regarding grant options. Ms. Foster seconded the motion.

Ms. Patterson made a second motion to get speed and pedestrian counts (approximately \$1,300-\$1,500) completed. Mr. Libal seconded the motion.

All present committee members voted in favor of both motions.

vii. NEW: 2022-001, Handley & Roellich Pedestrian Crossing (Exhibit "B")

The discussion for this request begins at the 39:40 minute mark of the YouTube video.

Vice Chair Yandt read the new complaint aloud. This was a request received by Mayor Mays and the City of Sherwood in March of 2019. The new City Manager has asked that the TSC review the complaint and the data collected by the City Engineer. The meeting packet contained the photos and data collected by the City.

Some of these issues are similar to other requests received.

Mr. Galati explained that the original complaint came from a resident that lived in the apartments along Cedar Brook Way, in regards to how their school age children crossed the street to get to the elementary school. People were turning onto Roellich without stopping.

Mr. Galati took pictures of the intersection to see if there were any sight impediments to a driver seeing a pedestrian wanting to cross the street. In looking at the photos, there really aren't any impediments from seeing people waiting to cross. The ask from the requestor was to put an "all ways" stop at that intersection.

His initial exhibit shows where stop signs and bars could be placed. There are many driveways that come out into the intersection, which could be problematic. He wasn't sure if making it a three way stop would be advisable. He added that this is not the only crossing. The City Manager at the time this request came in asked Mr. Galati how many accidents had occurred there. Mr. Galati stated that he was not aware of any. The former City Manager also inquired as to how much money it would cost for all of the work to be completed. Mr. Galati had replied that the cost would be \$3,000-\$5,000 for each intersection (five) for a total of \$15,000-\$25,000. He was also asked how many other complaints had been received and Mr. Galati replied that there had only been one other, that he knew of.

Ms. Patterson asked if since this request was from 2019, prior to when the new high school was built, could there now be issues that weren't there before. Mr. Galati replied that speeding may be an issue and the volume of vehicles on Handley has gone up considerably. This, however, is a separate issue. He could potentially do a study on the traffic and speeds on Handley, but was not sure if the request at that particular location is a standalone. They would have to take a look at the entirety of Handley Street.

After further discussion, Mr. Libal made a motion to ask Captain Carlson to increase the police presence on Handley during the morning commute times for school and work traffic and again in the afternoons when kids get out of school. This will help the TSC to better determine if there is a problem and then they can go from there. Ms. Zwingli seconded the motion. All present committee members voted in favor.

viii. NEW: 2022-002, No Parking Stripes on Each Side Street Corner in Old Town (Exhibit "C")

The discussion for this request begins at the 1 hour, 9:40 minute mark of the YouTube video.

Mr. Galati provided a brief description on the parking situation in Old Town. He is seeing people parking in areas that they shouldn't be. Public Works has painted in parking stalls, but people ignore those. He said they could, potentially, bump out the curb lines, but he doesn't feel that is a good option. The streets are pretty narrow. He feels that this request would be best dealt with by education. Drivers aren't supposed to block pedestrian crossings or park by or block a stop sign. There are already signs up that are being ignored. He recommended education to start with. Notifying the public of the standards. Ms. Patterson wondered if the first ticket could be a warning. Ms. Zwingli thought that was a good idea and mentioned that is similar to what they recommended on Woodhaven by the YMCA. Captain Carlson stated that the PD could do that. Mr. Bevel shared his thoughts as well.

It was suggested that the PD conduct educational enforcement for a month and ask the City to help get the word out and see what kind of feedback is received in a month or so. Ms. Patterson asked who would be the ones to put that together. Captain Carlson said that the PD and the City have several different social media outlets.

Ms. Patterson made a motion for the PD and the City of Sherwood to help get out educational outreach through social media posts regarding parking in Old Town for the next month. Ms. Zwingli seconded the motion. All present committee members voted in favor.

ix. NEW: 2022-003, Intersection at Park & 1st in Old Town (Exhibit “D”)

The discussion for this request begins at the 1 hour, 23 minute mark of the YouTube video.

As this issue is very similar to 2022-002, Ms. Zwingli suggested that what is being done with 002 might help with this request. Ms. Zwingli made a motion to take a look at this request again, after they get feedback from request 2022-002. Mr. Libal seconded the motion and all present committee members voted in favor.

5. Committee Comments

Ms. Foster talked about the roundabout by the high school and the school zone. The speed is 45 mph where the kids cross the street. It seems too fast and wondered if the school zone could be extended beyond that intersection. Captain Carlson stated that Elwert Road is a Washington County road and not in the City limits. The PD has reached out to Washington County and they are aware of this issue. The Traffic Officer has been reaching out to the county and is working on getting that speed zone changed. Mr. Galati stated that with the county roads, the county has to put in a request to the State Engineer. The City also writes a letter of support. The City of Sherwood has already done this. Elwert Road used to have a 55 mph speed limit, and it has been knocked down to 45. He elaborated on this a bit more and why it is so difficult to get the speeds reduced. His opinion is that the speed limit should be reduced to 35 from Edy Road all the way up to HWY 99. Mr. Bevel asked how long it takes to get a speed changed. Mr. Galati recalled that it takes approximately eight to eleven months to get it through the process.

Captain Carlson told Vice Chair Yandt that she did a great job chairing the meeting that evening. He let Ms. Patterson know that it was great to have her on the committee.

Captain Carlson let all committee members know that due to a new House Bill, the next TSC meeting will be through Zoom. Angie will be sending out the Zoom meeting invites, as per usual. It should be an easy, seamless process.

Chief Hanlon extended his thanks to all of the committee members for volunteering their time to serve on this committee. This is a big deal and really important. He and his family have lived in Sherwood for 27 years and all of his sons went through the Sherwood school system. There wasn't this avenue to express concerns way back when. Livability and traffic has always been probably number one and two in both of the agencies that he's worked for. He really appreciates the committee members taking the time to do what they do. He let them know that he is always available, if they want to reach out.

6. Citizen Comment

N/A

7. Adjourn

The meeting was adjourned at 7:42 p.m.

Next meeting scheduled for February 24th.

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 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

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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>	C	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. 9/23/2021-Mr. Galati stated that the truncated dome installation is part of a project listed on the CIP List (Ice Age Tonquin Trail Improvement Project). The TSC voted in favor of closing out this request, as it is only a matter of time before all is complete.
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.

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>
20-012	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. 9/23/2021-Data indicates that additional light/pole should be installed. Checking with Public Works to see if possible. 10/28/2021-Captain Carlson waiting for approval from City Manager. Checking with Public Works on time line.
20-013	Flashing Crosswalk Sign Requested at Crosswalk that goes across Cedar Brook Way	C	11/3/2020	1/28/2021-City Engineer will meet with Transportation Engineer to discuss possible options.2/25/21-Proposed changes not recommended by City Engineer or Transportation Engineer.
20-014	Request for curbs to be painted in No Parking zone along Cedar Brook, as well as in crosswalk along Berkshire Terr / Cedar Brook Way	C	11/3/2020	1/28/2021-Police Department will continue with frequent patrols of this area.

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TRAFFIC SAFETY 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.	C	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. 9/23/2021-TSC voted to close this request with the the PD to continue with regular and frequent focused patrols.
2021-002	Request to relocate crosswalk signal at the new School District Office (formerly Hopkins Elementary) to Hawks View Elementary.	C	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. 9/23/2021-Everything has been completed. Request Closed.
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. 9/23/2021-Public Works will be asked to add this request to their list of intersections to be reconstructed to meet ADA standards. City staff will ask Public Works if they can, at minimum, paint basic pedestrian crossing striping at the intersection as soon as possible. 10/28/2021 - Status not yet received from Public Works.

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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>
2021-005	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. 9/23/2021-City Engineer will get assistance from firm to conduct a speed and ped count analysis, as funding is available. 10/28/2021-Captain Carlson to request approval for funds to conduct analysis.
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. 9/23/2021-Request to Public Works to paint the curb lines yellow at the 20-foot mark at the intersection at SW Hosler Way and Woodhaven, including the curb with the fire hydrant. After the painting has been completed, the SPD can then enforce the code for parking along those areas as well as within the required six inches of the curb. City Engineer to gather info on the pedestrian crossing. Will present at Oct Meeting. 10/28/2021-City Engineer still working on gathering data. Captain Carlson checking with Public Works on status for painting request.
2021-007	Speed hump modification on Division Street between Snyder Park entrance & Cuthill Place	C	8/25/2021	Request has already been reviewed by the City Engineer and City staff. Recommendations are included with Request Form. 9/23/2021-City Engineer to conduct speed study before the holiday season and present results to the TSC. 10/28/2021-Data collected - TSC determined no additional action is needed. Request is closed out.

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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>
2021-008	Safety concerns for intersection at Sunset & Timbrel / Suggestions to include: 1) Offer bus rides for kids that cross there. 2) Require crossing guards until 8:15 a.m. on school days and potentially after school until 3:45-4. 3) Install a push to walk flashing light	N	7/15/2021	10/28/2021-Captain Carlson to make recommendation to City Council to conduct traffic and ped count studies to see if this needs to be adjusted and/or moved up on the current CIP List. It is currently scheduled in the long term.

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TRAFFIC SAFETY COMPLAINTS / REQUESTS

TRAFFIC SAFETY COMMITTEE - 2022

CITY OF SHERWOOD

<u>Project #</u>	<u>Brief Description of Request</u>	<u>*Status</u>	<u>Date Rec'd</u>	<u>Notes</u>
2022-001	Complaint received by the City of Sherwood in 2019 - forwarded to the TSC for review: Concern regarding pedestrians crossing at Handley & Roellich.	N	Received by City Staff-March 2019 / Forwarded to TSC 1/13/2022	Complaint was received by Mayor Mays and then reviewed by the City Engineer in March of 2019. 1/5/2022-New City Manager requested the TSC to review information gathered at the 1/27/2022 meeting.
2022-002	Corners in Old Town at Attrells & Park. Cars park on corners, making it difficult to see pedestrians, especially children. Would like "no parking" stripes on each corner of side streets in Old Town.	N	12/15/2022	On the agenda for the 1/27/2022 meeting.
2022-003	No stop signs and poor visibility due to parked cars at SW Park and 1st Street in Old Town.	N	12/20/2021	On the agenda for the 1/27/2022 meeting.

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2022-001

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



Exhibit "B"

Traffic Safety Complaint/Request Form

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:

Enhanced enforcement of traffic laws may be the first step to getting everyone's attention to the problem.

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



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

2022-002



Exhibit "C"

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:

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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: 12/15/2021

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

Corners in Old town area of sherwood. Example: Attrells and park area

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

When you try to turn at any of the areas like the above and a car is parked at the corner you cannot see a pedestrian, esp. a child and there is no room to turn if another car is coming from your right. If you continue straight on Main and make the turn at the end heading towards the turn to the Middle school the situation is so tight if someone is parked on the corner.

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

I would like to see stripes indicating no parking on each corner of the side streets in Old town. The crosswalk near Smockville sta. is hard to see if anyone is crossing, esp if a large vehicle parked on the right there. I think every corner should be that way, to ease the ability to turn and the safety of people, esp. kids, crossing the street.

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



2022-003

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



Exhibit "D"

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: 12/20/21

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

Park St. and 1st St. intersection

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

The three way intersection has no stop signs and poor visibility due to cars parked on the street. A large number of people also turn around in the middle of the intersection so they can park on the one side of the street that allows parking. People park on the wrong side of the street in order to pick up/drop their kids off at the bumblebee pre-school. Large numbers of people congregate in front of Gardner real estate during holiday

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

Some combination of adding a stop sign, changing the parking to the other side of the street or adding additional signage. There's a lot of cars and pedestrians and I see a lot of dangerous situations happen on a daily basis. People should not be turning around in the middle of the intersection, parking on the wrong side of the road, speeding around corners. Traffic has increased in this area and something needs to change

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