



# Meeting Agenda

---

**Project:** Sherwood TSP Technical Advisory Committee Meeting #1

**Date:** July 29, 2025

**Time:** 3:00 pm to 4:30 pm

**Meeting Location:** Hybrid: In person at Sherwood City Hall, Conference Room A, 22560 SW Pine St, Sherwood, OR, 97140; *and virtually*  
[Via Zoom](#) or by phone: 253-215-8782, Meeting ID: 897 1716 1729, Passcode: 955 238

---

1.	3:00 pm	<b>Welcome, Introductions, and Project Team</b>	Joy Chang / Phill Worth
2.	3:15 pm	<b>Community Comments</b>	Joy Chang
3.	3:20pm	<b>Role of Committee</b>	Phill Worth
4.	3:30 pm	<b>Scope of Work and Schedule</b>	Nick Meltzer
5.	3:50 pm	<b>Input Opportunities and Review Process</b>	Phill Worth
6.	4:05 pm	<b>Goals Discussion</b>	Phill Worth
7.	4:30 pm	<b>Adjourn</b>	All

## Attachments

- A. TAC Roster
- B. Meeting Presentation

<b>Technical Advisory Committee Roster</b> <b>Transportation System Plan</b>	
<b>Name</b>	<b>Agency</b>
Jason Waters	Sherwood Engineering
Sofi Lam (Alternate)	Sherwood Engineering
Rich Sattler	Sherwood Public Works
Kristen Switzer	Sherwood Community Services
Art Graves	Sherwood Planning
Kris Asla	Sherwood Police Department
CJ Doxsee	Washington County Land Use/Transportation
Jeff Owen	Clackamas County
Glen Bolen / Melissa Gonzales-Gabriel	ODOT, Region 1
Brandon Williams	ODOT, Region 2
Jason Arn	Tualatin Valley Fire & Rescue (TVF&R)
Steve Koper	City of Tualatin Representative
Tiffany Genrke	City of Tigard Representative
Mike Weston / Max Carter	City of King City representatives
Laura Kelley	Department of Land Conservation and Development
Alex Page	Tri-Met
André Lightsey-Walker	Metro
TBD	Portland & Western Railroad



City of  
**SHERWOOD**  
Transportation System Plan



# Sherwood Transportation System Plan

Technical Advisory Committee Meeting #1  
July 29, 2025

# Meeting Agenda

- Welcome and Introductions
- Community Comments
- Role of Committee
- Scope of Work and Schedule
- Goals Discussion



*Home of the Tualatin River National Wildlife Refuge*

# Project Team

## Sherwood Team



**Joy Chang**  
Project Manager



**Jason Waters**  
City Engineer



**Richard Sattler**  
Public Works



**Art Graves**  
Planning

## Kittelson Team



**Phill Worth**  
Project Manager



**Nick Meltzer**  
Deputy Project  
Manager



**Russ Doubleday**  
Project Staff



**Lekshmy Hirandas**  
Project Staff



**Pavi Balan**  
Project Staff

# Technical Advisory Committee

## Introductions

- Name
- Organization
- One key item or theme for Sherwood's TSP to consider



# Community Comments

- Welcome and Introductions
- **Community Comments**
- Role of Committee
- Scope of Work and Schedule
- Goals Discussion



*Home of the Tualatin River National Wildlife Refuge*

# Role of Committee

- Welcome and Introductions
- Community Comments
- **Role of Committee**
- Scope of Work and Schedule
- Goals Discussion




*Home of the Tualatin River National Wildlife Refuge*





# Technical Advisory Committee Charge

- Serve as technical experts that represent your agency
  - Bring forward comments and concerns
  - Review technical memos in a timely fashion (2 weeks)
  - Identify opportunities for collaboration among cities and agencies
  - Set aside time for more detailed conversations with project team (as needed)
  - Review notes for TAC and CAC will be shared after the meetings
- 

# Scope of Work and Schedule


- Welcome and Introductions
- Community Comments
- Role of Committee
- **Scope of Work and Schedule**
- Goals Discussion



*Home of the Tualatin River National Wildlife Refuge*



# Background to Sherwood TSP Update

- New Legal Requirements
    - Climate Friendly and Equitable Community (CFEC) rulemaking
    - Requires updates to Transportation System Plans
    - Designates Metro 2040 Centers as Climate Friendly Areas
  - Timing & Benefits
    - Recommended update frequency is 10 years, Sherwood's current TSP is from 2014
    - Confirms and refines community goals for transportation
    - Extends the timeframe of the plan to a new horizon year 2046/47
    - Informs Capital Improvement Plan (CIP) updates
    - Informs land development conditions of approval (development funded improvements)
- 

# Climate Friendly and Equitable Communities

- New transportation planning rules as a result of 2020 Executive Order from Governor Kate Brown, instructing agencies to work on reducing green house gas emissions
- While TSP requirements remain largely the same, CFEC requires additional focus in a few specific areas:
  - Performance measures and targets used to prioritize projects
  - Financially constrained project lists must reduce Vehicle Miles Traveled (unconstrained do not)
  - Equity must be woven into the engagement process and project prioritization process
  - Coordination with other agencies is required
  - Roadway capacity projects (i.e. expansion) require an enhanced review

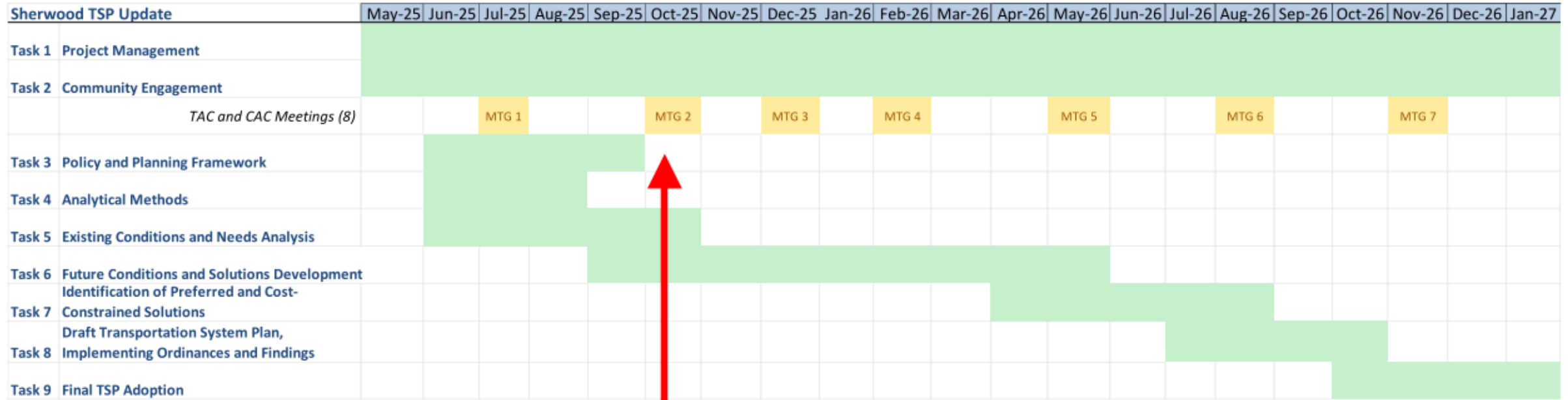
# Scope Tasks & Key Deliverables

- Task 1: Project Management
- Task 2: Community Engagement
- Task 3: Policy and Planning Framework
- Task 4: Analytical Methods
- Task 5: Existing Conditions and Needs Analysis
- TM1: Demographic Profile and Major Equity Analysis
- TM2: Plans, Policy and Code Review
- TM3: Goals, Objectives and Criteria
- TM4: Analysis Methods and Assumptions
- TM5: System Inventory
- TM 6: Existing Conditions

# Scope Tasks & Key Deliverables

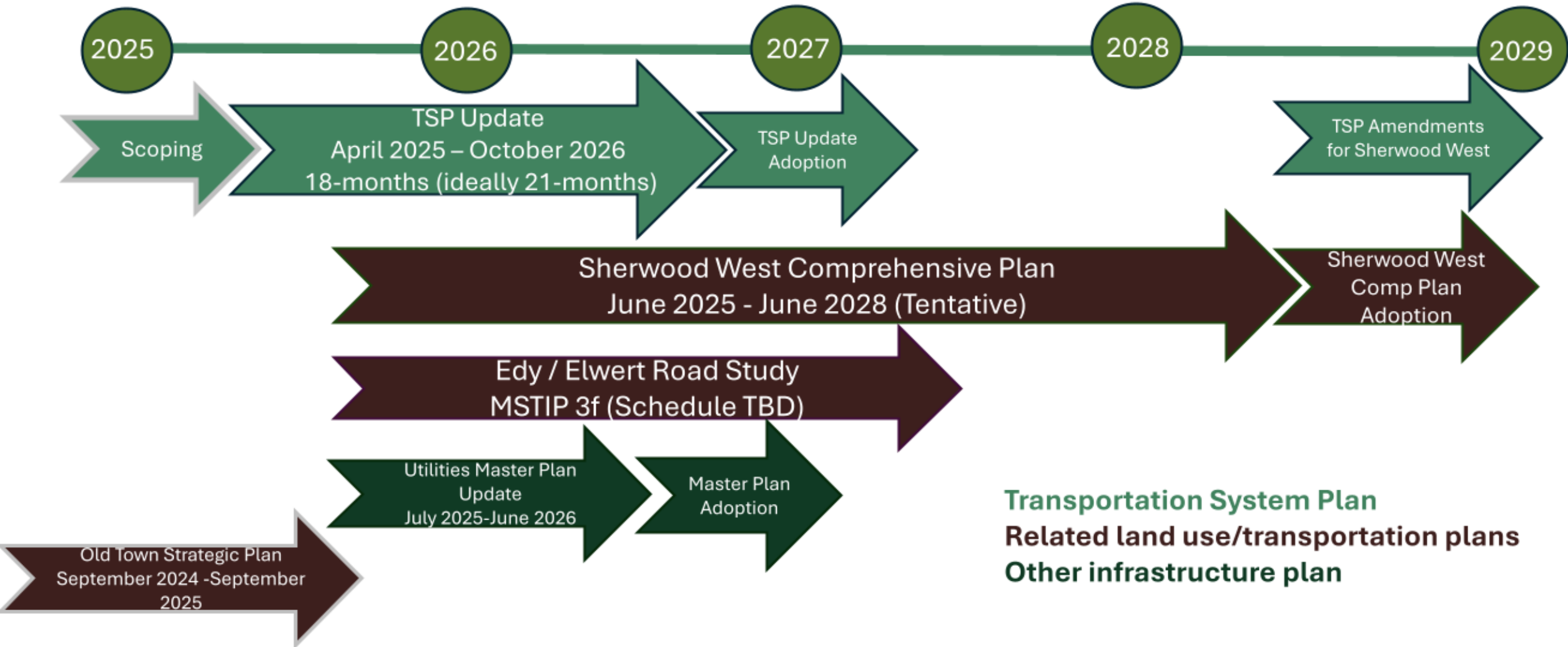
- Task 6: Future Conditions and Solution Development
- Task 7: Identification of Preferred and Cost-Constrained Solutions
- Task 8: Draft TSP and Ordinances
- Task 9: Final TSP
- TM 7: Future System Conditions
- TM8: Solutions Analysis and Funding Program
- TM9: Preferred Solutions
- Draft TSP
- Final TSP

# Schedule: 18 – 21 Month Timeline



Next meeting  
projected in  
October

# Project Timelines Relative to the TSP Update





# Goals Discussion


- Welcome and Introductions
- Community Comments
- Role of Committee
- Scope of Work and Schedule
- **Goals Discussion**



*Home of the Tualatin River National Wildlife Refuge*




# Goal Development

- Reviewed City Council 2025-2026 goals
  - Reviewed Sherwood 2040 Comprehensive Plan
    - Coordinated and Connected Infrastructure
  - Reviewed Metro Regional Transportation Plan
  - Reviewed Oregon Department of Transportation TSP Guidelines
  - Two City Council work sessions, multiple staff work sessions
- 




# Draft TSP Vision Statement



Sherwood plans, designs, and coordinates the provision of a safe, efficient, reliable, and cost-effective transportation system to meet the growing needs of the community. The system comprises many modes of travel, and is designed, equipped, operated, and maintained to sustainably complement adjacent land uses by being seamlessly connected, accessible, resilient, livable, economical, and environmentally friendly. Businesses and neighborhoods thrive and people of all means, ages, and abilities have a variety of viable and evolving travel options to meet their daily needs.




# Draft TSP Goals

- **Safety:** Design and operate the transportation system for the safety and well-being of travelers, minimizing traveler risk by providing low stress, low conflict facilities through context-based design, modal separation, speed management, and other best practices.
  - **Sustainability:** Optimize system efficiency and economic and environmental benefit by minimizing average trip length, reducing vehicle miles traveled per capita, minimizing travel costs, and planning a transportation system that is feasible and cost-effective to build, operate, and maintain.
- 



# Draft Goals

- **Dependable:** Plan and operate the system to be reliable and resilient, providing viable travel options that work effectively to move people and goods within the community and to regional gateways.
  - **Accommodating:** Accommodate the travel needs of residents and businesses by providing viable and evolving travel options to enhance community livability and economic vitality.
  - **Connected:** Seamlessly connect the Sherwood community with a variety of accessible travel options that are designed and operated to promote walking, biking, and transit for people of all means, ages, and abilities.
- 

# Discussion and Adjournment



Source: City of Sherwood Facebook