



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
September 2, 2025

REGULAR SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:01 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Keith Mays, Doug Scott (remote), Dan Standke and Taylor Giles. Councilor Renee Brouse was absent.
- 3. STAFF AND LEGAL COUNSEL PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Police Captain Cory Jentzsch, IT Director Brad Crawford, Community Development Director Eric Rutledge, City Recorder Sylvia Murphy.

4. APPROVAL OF AGENDA:

Mayor Rosener addressed approval of the agenda and asked for a motion.

MOTION: FROM COUNCIL PRESIDENT YOUNG TO ADOPT THE AGENDA. SECONDED BY COUNCILOR GILES. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. COUNCILOR BROUSE WAS ABSENT.

Mayor Rosener addressed the next agenda item and asked for a motion.

5. CONSENT AGENDA:

- A. Approval of August 5, 2025 City Council Meeting Minutes**
- B. Resolution 2025-062, Appointing David deBos to the Sherwood Police Advisory Board**

MOTION: FROM COUNCIL PRESIDENT YOUNG TO ADOPT THE CONSENT AGENDA. SECONDED BY COUNCILOR MAYS. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. COUNCILOR BROUSE WAS ABSENT.

Mayor Rosener addressed the next agenda item.

6. CITIZEN COMMENTS:

No comments were received. Mayor Rosener addressed the next agenda item, and the City Recorder read the public hearing statement.

7. PUBLIC HEARING:

A. Ordinance 2025-004, Amending the Sherwood Zoning and Community Development Code to Add Chapter 16.81 – Annexation Code and Amend Chapter 16.72 Procedures for Processing Development Permits

Community Development Director Eric Rutledge provided a brief presentation for the second hearing (see record, Exhibit A). He noted the only change from the previous hearing was to add a code amendment to require the Planning Commission to review annexations with a recommendation to the City Council. With no questions for staff, Mayor Rosener opened the public hearing.

With no public testimony received Mayor Rosener closed the public hearing. Mayor Rosener asked for Council discussion.

Councilor Mays stated he supported the code amendments and said it would provide certainty for the City and developers.

Councilor Scott noted the Council had an extensive discussion at the first hearing and encouraged interested parties to view the first hearing.

Councilor Giles highlighted the purpose of the annexation code which was to provide the City with tools so it can grow in a controlled manner.

Council President Young referred to the years of planning Sherwood West and said the annexation agreements would be useful for following the concept plan and avoiding surprises.

Mayor Rosener stated this was about creating certainty and holding to the promise we made to the community when we approved the Sherwood West Concept Plan. With no other Council comments, the following motion was stated.

MOTION: FROM COUNCILOR MAYS TO READ CAPTION AND ADOPT ORDINANCE 2025-004, AMENDING THE SHERWOOD ZONING AND COMMUNITY DEVELOPMENT CODE TO ADD CHAPTER 16.81 – ANNEXATION CODE AND AMEND CHAPTER 16.72 PROCEDURES FOR PROCESSING DEVELOPMENT PERMITS. SECONDED BY COUNCILOR GILES. MOTION PASSED 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. COUNCILOR BROUSE WAS ABSENT.

8. CITY MANAGER REPORT:

City Manager Craig Sheldon announced that Oregon Trail would be closed September 5-6. The Pedestrian Bridge Grand opening was scheduled for Saturday, September 27 from 10 am to noon. He reported that the upcoming Citizen's University was scheduled to start on October 2 and the course would be six weeks long. He stated that the Citizen's University would be designed to engage and inform community members about local government. Councilor Standke asked Mr. Sheldon about the debris on the pedestrian bridge and Mr. Sheldon said a video had been forwarded to the contractor regarding the issue. Councilor Standke asked Police Captain Jentzsch about e-bikes and the law. Officer Jentzsch stated there are different levels of bikes and speeds allowed and noted that e-bikes without pedals should not be on sidewalks. Mayor Rosener

congratulated Office Jentzsch on his recent promotion and welcomed City Attorney Ryan Adams back from his military deployment.

9. COUNCIL ANNOUNCEMENTS:

Councilor Giles referred to the City's new website and said there was a feature that allowed you to add all the upcoming meetings to your calendar.

Councilor Standke reported that he attended the Traffic Safety Board meeting last Thursday and said he was impressed with the Board and stated they discussed e-bikes on the new pedestrian bridge and previewed the Safe Routes to School preliminary findings.

Councilor Mays commented on the pedestrian bridge opening and thanked all those involved. He reported that he attended the Cultural Arts Commission meeting last week and said they were working on getting the restroom at the Cannery Plaza wrapped and they reviewed the proposals for medallions on the pedestrian bridge.

Councilor Scott reported the Parks Board would meet next week and said he participated in the interviews for the vacant position and said they were close to making a recommendation. He reported that he attended the Police Advisory Board meeting in Councilor Young's absence and said the Board was very dedicated and they discussed the pedestrian bridge.

Councilor Young reported that she attended the dedication of the Meara Boughey Theatre at the Sherwood Center for the Arts and said it was very well attended. She stated that she participated in interviews for the vacancy on the Police Advisory Board. Councilor Giles added that he toured the Family Promise Center in Councilor Young's absence and said it was a refurbished hotel with a commercial kitchen and was a remarkable facility and there were volunteer opportunities.


Mayor Rosener reported on the special session at the Oregon Legislature regarding the Transportation Bill and said the reason it was important to Sherwood was because cities receive funding from the state highway funds and those funds need to be protected from being reduced. He reported that he attended the Oregon Mayor's Association annual conference in Baker and said it had a great downtown. He reminded the Council that the League of Oregon Cities conference was coming up.

10. ADJOURN

Mayor Rosener adjourned the regular session at 7:30 pm.

Attest:


Sylvia Murphy, MMC, City Recorder


Tim Rosener, Mayor