



Home of the Tualatin River National Wildlife Refuge

CITY COUNCIL MEETING PACKET

FOR

Tuesday, June 3, 2025

**Sherwood City Hall
22560 SW Pine Street
Sherwood, Oregon**

5:15 pm City Council Work Session

6:00 pm Community Enhancement Program (CEP) Meeting
(See CEP Meeting Agenda)

7:00 pm City Council Regular Meeting

City Council Executive Session
(ORS 192.660(2)(d), Labor Negotiator Consultations)
(Following the 7:00 pm Regular Council Meeting)

This meeting will be live streamed at
<https://www.youtube.com/user/CityofSherwood>



Home of the Tualatin River National Wildlife Refuge

5:15 PM CITY COUNCIL WORK SESSION

1. **Old Town Strategic Plan Update**
(Sean Conrad, Planning Manager)

6:00 PM COMMUNITY ENHANCEMENT PROGRAM MEETING

1. **See CEP Meeting Agenda**

7:00 PM REGULAR CITY COUNCIL SESSION

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **CONSENT AGENDA**
 - A. **Approval of May 20, 2025 City Council Meeting Minutes** (Sylvia Murphy, City Recorder)
 - B. **Resolution 2025-031, Reappointing Amanda van Arcken to the Sherwood Police Advisory Board** (Ty Hanlon, Police Chief)
 - C. **Resolution 2025-032, Reappointing Brian Dorsey to the Sherwood Police Advisory Board** (Ty Hanlon, Police Chief)
 - D. **Resolution 2025-033, Reappointing Chris West to the Sherwood Police Advisory Board** (Ty Hanlon, Police Chief)
 - E. **Resolution 2025-034, Reappointing Lisa Patterson to the Sherwood Traffic Safety Board** (Ty Hanlon, Police Chief)
 - F. **Resolution 2025-035, Reappointing Tiffany Yandt to the Sherwood Traffic Safety Board** (Ty Hanlon, Police Chief)
 - G. **Resolution 2025-036, Appointment of City Council Liaison Assignments** (Sebastian Tapia, Interim City Attorney)
 - H. **Resolution 2025-037, Appointing Lester Nishimura to the Sherwood Cultural Arts Commission** (Chanda Hall, Arts Center Manager)
 - I. **Resolution 2025-038, Reappointing Rodney Lyster to the Sherwood Parks & Recreation Advisory Board** (Kristen Switzer, Assistant City Manager)
 - J. **Resolution 2025-039, Reappointing David Scheirman to the Sherwood Parks & Recreation Advisory Board** (Kristen Switzer, Assistant City Manager)

6. CITIZEN COMMENTS

AGENDA

SHERWOOD CITY COUNCIL June 3, 2025

5:15 pm City Council Work Session

6:00 pm CEP Meeting

7:00 pm City Council Regular Session

**City Council Executive Session
(ORS 192.660(2)(d), Labor Negotiator
Consultations) (Following the 7:00 pm
Regular Council Meeting)**

**Sherwood City Hall
22560 SW Pine Street
Sherwood, OR 97140**

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7. PRESENTATIONS

- A. Recognition of 2025 Robin Hood Festival Association Maid Marian Court (Mayor Rosener)
- B. Recognition of Retiring TVF&R Volunteer Battalion Chief Chris Childers (Mayor Rosener)
- C. 2025 TVF&R Annual State of the District Presentation (TVF&R Chief Hitt)

8. CITY MANAGER REPORT

9. COUNCIL ANNOUNCEMENTS

10. ADJOURN TO EXECUTIVE SESSION

11. EXECUTIVE SESSION

- A. ORS 192.660(2)(d), Labor Negotiator Consultations (Sebastian Tapia, Interim City Attorney)

12. ADJOURN

How to Provide Citizen Comments and Public Hearing Testimony: Citizen comments and public hearing testimony may be provided in person, in writing, or by telephone. Written comments must be submitted at least 24 hours in advance of the scheduled meeting start time by e-mail to Cityrecorder@Sherwoodoregon.gov and must clearly state either (1) that it is intended as a general Citizen Comment for this meeting or (2) if it is intended as testimony for a public hearing, the specific public hearing topic for which it is intended. To provide comment by phone during the live meeting, please e-mail or call the City Recorder at Cityrecorder@Sherwoodoregon.gov or 503-625-4246 at least 24 hours in advance of the meeting start time in order to receive the phone dial-in instructions. 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.

How to Find out What's on the Council Schedule: City Council meeting materials and agenda are posted to the City web page at www.sherwoodoregon.gov, generally by the Thursday prior to a Council meeting. When possible, Council agendas are also posted at the Sherwood Library/City Hall and the Sherwood Post Office.

To Schedule a Presentation to the Council: If you would like to schedule a presentation to the City Council, please submit your name, phone number, the subject of your presentation and the date you wish to appear to the City Recorder, 503-625-4246 or Cityrecorder@Sherwoodoregon.gov

ADA Accommodations: If you require an ADA accommodation for this public meeting, please contact the City Recorder's Office at (503) 625-4246 or Cityrecorder@Sherwoodoregon.gov at least 48 hours in advance of the scheduled meeting time. Assisted Listening Devices available on site.



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
May 20, 2025

1. **CALL TO ORDER:** Mayor Rosener called the work session to order at 6:04 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse (remote), Doug Scott, and Dan Standke. Councilor Keith Mays was absent.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Interim City Attorney Sebastian Tapia, IT Director Brad Crawford, Library Manager Adrienne Dolman Calkins, Police Chief Ty Hanlon, HR Director Lydia McEvoy, Interim Public Works Director Rich Sattler, and City Recorder Sylvia Murphy.
4. **TOPICS:**

A. WCCLS Service Boundary and Funding Allocation

Mayor Rosener briefly explained the Washington County library levy and stated tonight's information will show how funds are allocated to libraries within Washington County. Assistant City Manager Kristen Switzer stated there was a lot of information to present and staff had been working on this process for about a year. Library Manager Adrienne Doman Calkins presented a PowerPoint presentation (see record, Exhibit A) and explained the purpose for the presentation and the information that staff planned on covering to include: background, funding, levy cycles and levy rates, evaluating funding and governance, service area boundaries (draft map), funding allocation methodology (formula) (draft) and upcoming dates. Adrienne stated that Sherwood public library was one of 13 members of the WCCLS (Washington County Cooperative Library Services) and stated there was an IGA that outlined governance structure, roles and responsibilities and funding distributions. She explained that WCCLS is a department of Washington County that had two sources of funding: transfer from Wa. County general fund and a five-year local option levy approved by voters in 2020. She said that more than two-thirds of WCCLSs funding was allocated to member libraries. Councilor Scott asked where the remaining third went and Adrienne replied to WCCLS' internal operations. Adrienne stated at the beginning of this levy cycle which began in FY2021-22, the funding allocation was approximately 60% coming from Wa. County general fund and 40% coming from the levy. Adrienne explained the chart on page 9 of the exhibit and said that WCCLS had been dipping into their reserves. Councilor Scott asked for information in dollar amounts versus percentages and asked regarding the timeline of the reserve's depletion. Adrienne replied she would have to get that information on the dollar amounts and Kristen added that the WCCLS current levy will be up and believes they have enough reserves to last one year. Adrienne added that there is a policy to have 3 months of reserves, and it would be a Washington County Board of Commissioners decision to change their policy. Mayor Rosener reminded that Sherwood is doing a biennium budget, and this reflect one year and the remainder is unknown. Councilor Brouse asked if the reserves were

coming from Wa. County as part of the levy. Adrienne replied that the reserves were part of the departmental budget for WCCLS. Discussion followed regarding what was funding the reserves. Staff replied they were not sure as it was a WCCLS budget but knows that the reserve fund had been rolling from each fiscal year. Adrienne continued and stated that 65% of the Sherwood library funding came from the WCCLS and 35% from the city and explained the chart on page 11. Council comments were received regarding the percentage that the city allocated had increased over the years. Adrienne continued and stated the Sherwood library budget for FY2024-25 was \$1,610,405 with WCCLS contributing \$1,041,836, and the city contributing \$561,195. She recapped the information on page 12 including library personnel costs of \$1,441,835 with 11 FTE. Adrienne addressed page 15 and said that the current levy cycle and IGA goes through FY2025-26. She said the next WCCLS levy was expected to be on the November 2025 ballot as a replacement levy (increased rate). She added that Washington County Public Safety will also seek a replacement levy on the November 2025 ballot and said they and the WCCLS have typically taken turns going for renewal and replacement levies and this will be the first time they are both on the same ballot. Councilor Scott asked who's turn it was, and Adrienne replied that it was WCCLS' turn. Adrienne addressed page 16 and said the current WCCLS levy rate was \$0.22 per \$1000 of assessed property value and said the county was doing additional polling for a \$0.37 levy rate and if approved in the first year, typically homeowners with an assessed value (not market value) of about \$360,000 would pay \$132. She said this information was from the consultants working on the polling. Adrienne explained the graph on page 17 and the polling from EMC Research and added that the second round of polling is currently being conducted, and the data appears to be similar to the first round. Mayor Rosener referred to polling and commented that they are probably polling based on setting minimum service levels which the County funds for, and said his understanding is they have not asked any questions of if a voter would support an increase with a decrease in services. Kristen Switzer added that when people were asked if they would support an increase of 0.37 for continued service levels at the same amount, this was the response they received and said she agrees that they are not asking the right questions. Council asked regarding the ballot language and Adrienne responded that the ballot language is not yet available. Discussion followed regarding impacts of service levels to Washington County cities and voter awareness. Adrienne explained levy timelines and answered council questions. She stated that the current levy expires June 2026 and pending the election results, the replacement levy would begin July 2026. She stated that a stakeholder kickoff meeting for the levy was scheduled for June 11th. Adrienne recapped Evaluating Funding and Governance and referred to page 20 and said the County hired Merina+CO to work on the project and that work had been in place since March 2024. Adrienne informed the Council that representatives from each member library, the WCCLS Executive Board and WCCLS Policy Group had been attending work sessions led by Merina+CO and Washington County and there are two draft proposals, one on the service area map and one on the funding allocation methodology that are moving to the Board of County Commissioners for discussion. Adrienne explained the voting on the proposals outlined on page 22 and said there would need to be six cities that voted yes and two non-profits for a proposal to be passed along to the Board. Discussion followed regarding a "proposal" and if the Board of Commissioners would vote on it as proposed or send it back. Adrienne addressed Service Area Boundaries and the Sherwood Public Library boundary on page 24 and explained the number and percentage of people served. Adrienne explained the map on page 25 showing the Sherwood city boundary within the service areas and said they also considered school district boundaries shown on page 26 and how they align with the service areas. She said they agreed that school districts were important to work with, but they would not be a final determinate on the service areas. Discussion followed regarding the maps and what determined the service areas and Adrienne stated drive time, library usage and number of visits were factors. Adrienne further explained library usage was based on check-out data and referred to the map on page 27. Adrienne referred to the map on page 28 and said this was a Merina+CO draft map aligned with voter precincts and explained. Discussion followed. Adrienne addressed the graph on page 29, Service Boundary Methodologies and said the data

was from Merina+CO and showed populations. Discussion followed. Kristen referred to the formula and said Sherwood's high and low end up being the same thing and therefore a few thousand people wasn't going to make a difference in the proposed formula. Adrienne addressed the draft Funding Allocations Methodologies on page 31 and said the consultants were taking a hybrid approach. She addressed page 32 and explained. Discussion followed and Adrienne explained the chart on page 33 and confirmed the dots on the chart were current staffing levels with operating hours of 45 hours per week. Council discussion followed. Councilor Giles asked regarding the FTE count and Adrienne replied it's an average of all FTE. Adrienne addressed the graph on page 34 and stated examples A & B was new updated information with the new calculation of merging materials and supplies. Discussion followed and Kristen added that Sherwood's numbers didn't change and explained. Mayor Rosener asked how other county libraries felt about the proposed methodology and provided an example. Adrienne referred to the proposal of centralized collection management and said this is planned for year two of the next levy cycle and said WCCLS would keep the collection budget and they would purchase the materials but may not do it in the same manner or at the same current level. Discussion followed on how the centralized system would work and had been working. Kristen stated that the centralized process was passed in December and Sherwood was not in favor. Councilor Scott asked if they currently manage our entire collection and Adrienne replied that the city owned 52,000 items that were shared. Discussion followed regarding the prior, current methodology and proposed methodology. Adrienne spoke on funding allocations and said it has not been figured out yet and discussion followed regarding \$4 million in savings. Adrienne referred to page 35 Funding Allocation Formula Assumptions Direct Library Costs per FTE and explained and discussion followed. Adrienne referred to page 36 DRAFT Sherwood Allocation and said this is a draft of Sherwood's funding allocation (assuming passage of levy) and said this was based on the new map that showed new population figures. Council discussion followed regarding the effects to the libraries that would lose funding with service area changes to include Tualatin, Tigard and Beaverton. Discussion followed regarding the increase in the levy offsetting the decrease in the County's contributions. Adrienne addressed page 38 and explained Funding and Governance Timeline. Councilor Brouse asked regarding Sherwood staff levels and Adrienne explained how the process would work.

5. ADJOURN

Mayor Rosener adjourned the work session at 6:53 pm and convened a regular Council meeting.

REGULAR SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:03 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse (remote), Doug Scott, Dan Standke and Keith Mays (remote).
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Interim City Attorney Sebastian Tapia, IT Director Brad Crawford, Library Manager Adrienne Dolman Calkins, Police Chief Ty Hanlon, HR Director Lydia McEvoy, Interim Public Works Director Rich Sattler, Intern Law Clerk Nicholas Westly, Finance Director David Bodway (remote) and City Recorder Sylvia Murphy.

4. APPROVAL OF AGENDA:

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

MOTION: FROM COUNCIL PRESIDENT KIM YOUNG TO ADOPT THE AGENDA. SECONDED BY COUNCILOR TAYLOR GILES. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

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

5. CONSENT AGENDA:

- A. Approval of May 6, 2025 City Council Meeting Minutes**
- B. Resolution 2025-026, Authorizing the City Manager to execute a construction contract for the Gleneagle Regional Storm Water Facility Project**
- C. Resolution 2025-027, Adopting a plan of action for Financial Control Deficiencies**
- D. Resolution 2025-028, Adopting the Capital Improvement Plan (CIP) for FY2025-27**
- E. Resolution 2025-029, Authorizing an Interfund Loan from the Water Fund to the 2021 URA Capital Projects Fund**
- F. Resolution 2025-030, Authorizing the City Manager to Sign a Construction Contract with North Sky Communications for Broadband Construction**

MOTION: FROM COUNCIL PRESIDENT KIM YOUNG TO ADOPT THE CONSENT AGENDA. SECONDED BY COUNCILOR TAYLOR GILES. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

Mayor Rosener addressed the next agenda item.

6. CITIZEN COMMENTS

No comments were received, and Mayor Rosener addressed the next agenda item.

7. PRESENTATIONS

A. National League of Cities Conference – Youth Attendance Recap

Mayor Rosener stated that the city recently created a Youth Advisory Board similar to other city boards and committees. He said that Sherwood attended the National League of Cities Conference annually and this year the city took five Sherwood students. The students Trevor Tsui, Jack Weggeland, Jenessa Rose and Kylie Johnson introduced themselves and presented a presentation of photos from their trip (see record, Exhibit B). Student Cassi Maciejewski was not present, and teacher/chaperone Sarah McCusker was in the audience. The students shared their experience with the Council and spoke of the benefits and what they had learned from the conference and their experience.

8. CITY MANAGER REPORT

City Manager Sheldon reported on the recent annual City Volunteer Appreciation dinner, informed of the upcoming Budget Committee meeting scheduled on May 22, provided an update on the Pedestrian Bridge project and informed of an upcoming CEP (Community Enhancement Program) meeting scheduled for June 3.

City Attorney Sebastain Tapia introduced Intern Law Clerk Nicholas Westly and provided a background on his education and professional experience. Mr. Tapia explained that he met Nicholas at the NW Career Fair where Nicholas expressed interest in working for Sherwood. Mr. Tapia stated that Nicholas was court certified

and was working on various city projects. Nicholas provided additional information and stated he had a master's degree in accounting and is a CPA. Nicholas shared his interests in law and informed the Council of the various departments and projects he'd been working with at the city. Nicholas answered various council questions, and the Council welcomed him to Sherwood.

Mayor Rosener addressed the next agenda item.

9. COUNCIL ANNOUNCEMENTS

Councilor Standke reported on a recent Sherwood School Board meeting and said the Sherwood School District had a National Merit Honors student. He reported on a cell phone policy the district was implementing next school year.

Councilor Scott mentioned that there was an upcoming city budget committee meeting this week and reported on his attendance at the recent City Volunteer Appreciation Dinner. He thanked staff for coordinating the event and thanked the many volunteers at the city.

Councilor Giles reported on an upcoming planning commission meeting and their work on an annexation policy. Councilor Giles commented on the recent passing of volunteer and former council member Linda Henderson and stated her memorial will be held on March 31st.

Councilor Brouse reported she was out of the country and missed the volunteer dinner. She reported on the opening of the Sherwood Saturday Market this coming weekend. She reported on the recent Open Mic event and recognized the passing of Linda Henderson.

Councilor Mays commented on the passing of Linda Henderson and spoke of her influence and service at the city.

Council President Young reported on her attendance at the Bike and Roll event at Middleton Elementary. She spoke on her relationship with Linda Henderson and her recent passing. She spoke of the many contributions Linda made to the Sherwood community including her 12 years on the city council and volunteering on other city boards.

Mayor Rosener spoke of the passing of Linda Henderson and her contributions to the community.

10. ADJOURN

Mayor Rosener adjourned the regular session at 7:58 pm and convened to a URA Board of Directors meeting.

Attest:

Sylvia Murphy, MMC, City Recorder

Tim Rosener, Mayor

Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Ty Hanlon, Chief of Police
Through: Craig Sheldon, City Manager

SUBJECT: Resolution 2025-031, Reappointing Amanda van Arcken to the Sherwood Police Advisory Board

Issue:

Shall the City Council reappoint Amanda van Arcken to the Sherwood Police Advisory Board?

Background:

Amanda van Arcken holds position #8 on the Police Advisory Board and her term expires in June 2025 and she is seeking reappointment.

Chair Brian Dorsey, Council Liaison Kim Young, and Staff Liaison Chief Ty Hanlon recommended to Mayor Rosener that Amanda van Arcken be reappointed to the Board to fill position #8 which expires in June 2028. The mayor has recommended this reappointment to the City Council. In accordance with City Council Rules of Procedure, all such appointments are subject to the approval of City Council by resolution.

Note: Position numbers were established with the adoption of Resolution 2019-066 for the purpose of managing terms.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-031, reappointing Amanda van Arcken to the Sherwood Police Advisory Board.



RESOLUTION 2025-031

REAPPOINTING AMANDA VAN ARCKEN TO THE SHERWOOD POLICE ADVISORY BOARD

WHEREAS, position #8 on the Police Advisory Board is currently held by Amanda van Arcken and the term of this position expires on June 30, 2025; and

WHEREAS, Amanda van Arcken is seeking reappointment to this position with a new expiration date of June 30, 2028; and

WHEREAS, Police Advisory Board Chair Brian Dorsey, Council Liaison Kim Young and Staff Liaison Chief Ty Hanlon support the reappointment of Amanda van Arcken to this position; and

WHEREAS, the Mayor has recommended to Council that Amanda van Arcken be reappointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby reappoints Amanda van Arcken to the Sherwood Police Advisory Board, position #8, for a term expiring at the end of June 2028.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 3rd day of June, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Ty Hanlon, Chief of Police
Through: Craig Sheldon, City Manager

SUBJECT: Resolution 2025-032, Reappointing Brian Dorsey to the Sherwood Police Advisory Board

Issue:

Shall the City Council reappoint Brian Dorsey to the Sherwood Police Advisory Board?

Background:

Brian Dorsey holds position #9 on the Police Advisory Board and his term expires in June 2025 and he is seeking reappointment.

Council Liaison Kim Young, and Staff Liaison Chief Ty Hanlon recommended to Mayor Rosener that Brian Dorsey be reappointed to the Board to fill position #9 which expires in June 2028. The mayor has recommended this reappointment to the City Council. In accordance with City Council Rules of Procedure, all such appointments are subject to the approval of City Council by resolution.

Note: Position numbers were established with the adoption of Resolution 2019-066 for the purpose of managing terms.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-032, reappointing Brian Dorsey to the Sherwood Police Advisory Board.



RESOLUTION 2025-032

REAPPOINTING BRIAN DORSEY TO THE SHERWOOD POLICE ADVISORY BOARD

WHEREAS, position #9 on the Police Advisory Board is currently held by Brian Dorsey and the term of this position expires on June 30, 2025; and

WHEREAS, Brian Dorsey is seeking reappointment to this position with a new expiration date of June 30, 2028; and

WHEREAS, Council Liaison Kim Young and Staff Liaison Chief Ty Hanlon support the reappointment of Brian Dorsey to this position; and

WHEREAS, the Mayor has recommended to Council that Brian Dorsey be reappointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby reappoints Brian Dorsey to the Sherwood Police Advisory Board, position #9, for a term expiring at the end of June 2028.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 3rd day of June, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Ty Hanlon, Chief of Police
Through: Craig Sheldon, City Manager

SUBJECT: Resolution 2025-033, Reappointing Chris West to the Sherwood Police Advisory Board

Issue:

Shall the City Council reappoint Chris West to the Sherwood Police Advisory Board?

Background:

Chris West holds position #6 on the Police Advisory Board and his term expires in June 2025 and he is seeking reappointment.

Chair Brian Dorsey, Council Liaison Kim Young, and Staff Liaison Chief Ty Hanlon recommended to Mayor Rosener that Chris West be reappointed to the Board to fill position #6 which expires in June 2028. The mayor has recommended this reappointment to City Council. In accordance with City Council Rules of Procedure, all such appointments are subject to the approval of City Council by resolution.

Note: Position numbers were established with the adoption of Resolution 2019-066 for the purpose of managing terms.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-033, reappointing Chris West to the Sherwood Police Advisory Board.



RESOLUTION 2025-033

REAPPOINTING CHRIS WEST TO THE SHERWOOD POLICE ADVISORY BOARD

WHEREAS, position #6 on the Sherwood Police Advisory Board is currently held by Chris West and the term of this position expires on June 30, 2025; and

WHEREAS, Christ West is seeking reappointment to this position with a new expiration date of June 30, 2028; and

WHEREAS, Police Advisory Board Chair Brian Dorsey, Council Liaison Kim Young and Staff Liaison Chief Ty Hanlon support the reappointment of Christ West to this position; and

WHEREAS, the Mayor has recommended to Council that Christ West be reappointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby reappoints Chris West to the Sherwood Police Advisory Board, position #6, for a term expiring at the end of June 2028.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 3rd day of June, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Ty Hanlon, Chief of Police
Through: Craig Sheldon, City Manager

SUBJECT: Resolution 2025-034, Reappointing Lisa Patterson to the Sherwood Traffic Safety Board

Issue:

Shall the City Council reappoint Lisa Patterson to the Sherwood Traffic Safety Board?

Background:

Lisa Patterson holds position #2 on the Traffic Safety Board (formerly Traffic Safety Committee) and her term expires in June 2025 and she is seeking reappointment.

Record Note: Via Ordinance 2025-002, Committee was changed to a Board. All existing committee members shall remain in their positions and will serve their remaining terms as the Traffic Safety Board.

Chair Jason Wuertz and Staff Liaison Captain Dan O'Loughlin recommended to Mayor Rosener that Lisa Patterson be reappointed to the Board to fill position #2 which expires in June 2028. The mayor has recommended this reappointment to City Council. In accordance with City Council Rules of Procedure, all such appointments are subject to the approval of City Council by resolution.

Note: Position numbers were established with the adoption of Resolution 2019-066 for the purpose of managing terms.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-034, reappointing Lisa Patterson to the Sherwood Traffic Safety Board.



RESOLUTION 2025-034

REAPPOINTING LISA PATTERSON TO THE SHERWOOD TRAFFIC SAFETY BOARD

WHEREAS, position #2 on the Sherwood Traffic Safety Board is currently held by Lisa Patterson and the term of this position expires on June 30, 2025; and

WHEREAS, Lisa Patterson is seeking reappointment to this position with a new expiration date of June 30, 2028; and

WHEREAS, Traffic Safety Board Chair Jason Wuertz and Staff Liaison Captain Dan O'Loughlin support the reappointment of Lisa Patterson to this position; and

WHEREAS, the Mayor has recommended to Council that Lisa Patterson be reappointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby reappoints Lisa Patterson to the Sherwood Traffic Safety Board, position #2, for a term expiring at the end of June 2028.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 3rd day of June, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Ty Hanlon, Chief of Police
Through: Craig Sheldon, City Manager

SUBJECT: Resolution 2025-035, Reappointing Tiffany Yandt to the Sherwood Traffic Safety Board

Issue:

Shall the City Council reappoint Tiffany Yandt to the Sherwood Traffic Safety Board?

Background:

Tiffany Yandt holds position #5 on the Traffic Safety Board (formerly Traffic Safety Committee) and her term expires in June 2025 and she is seeking reappointment.

Record Note: Via Ordinance 2025-002, Committee was changed to a Board. All existing committee members shall remain in their positions and will serve their remaining terms as the Traffic Safety Board.

Chair Jason Wuertz and Staff Liaison Captain Dan O'Loughlin recommended to Mayor Rosener that Tiffany Yandt be reappointed to the Board to fill position #5 which expires in June 2028. The mayor has recommended this reappointment to City Council. In accordance with City Council Rules of Procedure, all such appointments are subject to the approval of City Council by resolution.

Note: Position numbers were established with the adoption of Resolution 2019-066 for the purpose of managing terms.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-035, reappointing Tiffany Yandt to the Sherwood Traffic Safety Board.



RESOLUTION 2025-035

REAPPOINTING TIFFANY YANDT TO THE SHERWOOD TRAFFIC SAFETY BOARD

WHEREAS, position #5 on the Sherwood Traffic Safety Board is currently held by Tiffany Yandt and the term of this position expires on June 30, 2025; and

WHEREAS, Tiffany Yandt is seeking reappointment to this position with a new expiration date of June 30, 2028; and

WHEREAS, Traffic Safety Board Chair Jason Wuertz and Staff Liaison Captain Dan O'Loughlin support the reappointment of Tiffany Yandt to this position; and

WHEREAS, the Mayor has recommended to Council that Tiffany Yandt be reappointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby reappoints Tiffany Yandt to the Traffic Safety Board, position #5, for a term expiring at the end of June 2028.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 3rd day of June, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Sebastian Tapia, Interim City Attorney

SUBJECT: Resolution 2025-036, Appointment of City Council Liaison Assignments

Issue:

Shall the City Council amend the City Council Liaison assignments for 2025?

Background:

At the beginning of each new calendar year, the mayor appoints city councilors to various liaison assignments for both city and non-city commissions and boards and committees as the mayor deems necessary. Mayor Rosener has made such appointments, but two new boards were recently created. Amended assignments are outlined in Exhibit 1 of the Resolution. The primary role of the liaison member is to convey information to and from Council.

Chapter 6.II.A.1 of the Rules of Procedure for City Council stipulates that the mayor's appointments are approved by the consent of the City Council by resolution.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-036, Appointment of City Council Liaison Assignments.



RESOLUTION 2025-036

APPOINTMENT OF CITY COUNCIL LIAISON ASSIGNMENTS

WHEREAS, the Rules of Procedure for City Council in Chapter 6 outline the process for appointment of Councilor Liaisons to both city and non-city commissions, boards and committees; and

WHEREAS, Mayor Tim Rosener has appointed Councilors to their respective assignments as outlined in the attached Exhibit 1; and

WHEREAS, Councilor liaison assignments are required to be approved by consent of City Council.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The amendments to Council Liaison assignments for 2025 as outlined in the attached Exhibit 1 are approved.

Section 2. This Resolution shall be effective on July 1, 2025.

Duly passed by the City Council this 3rd day of June 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Boards and Commissions - 2025 Council Liaison Assignments

Planning Commission
Parks and Recreation Advisory Board
Library Advisory Board
Culture Arts Commission
Police Advisory Board
Budget Committee
Senior Advisory Board
Traffic Safety Board
Youth Advisory Board

New - 2025

Liaison	Alternate
Taylor Giles	Kim Young
Doug Scott	Dan Standke
Dan Standke	Renee Brouse
Keith Mays	Dan Standke
Kim Young	Doug Scott
Tim Rosener	Kim Young
Renee Brouse	Keith Mays
Dan Standke	Tim Rosener
Renee Brouse	Doug Scott

Old - 2024

Liaison	Alternate
Dan Standke	Keith Mays
Doug Scott	Taylor Giles
Taylor Giles	Dan Standke
Keith Mays	Taylor Giles
Kim Young	Renee Brouse
Tim Rosener	Kim Young
Renee Brouse	Doug Scott

Other Boards and Organizations

Chamber of Commerce
Comm Development Block Grant Adv BD
Willamette River Water Coalition
Regional Water Providers Consortium
Willamette Intake Facilities Commission
WCCC
Metro in General
Washington County in General
Sherwood YMCA BOM
Sherwood SSD/YSAT
Transportation System Plan

Liaison	Alternate
Doug Scott	Taylor Giles
Kim Young	Taylor Giles
Keith Mays	Kim Young
Renee Brouse	Doug Scott
Keith Mays	Kim Young
Tim Rosener	Kim Young
Tim Rosener	Kim Young
Tim Rosener	Kim Young
Taylor Giles	Renee Brouse
Dan Standke	Kim Young
Keith Mays	Tim Rosener

Liaison	Alternate
Kim Young	Dan Standke
Keith Mays	Kim Young
Renee Brouse	Doug Scott
Keith mays	Kim Young
Tim Rosener	Kim Young
Tim Rosener	Kim Young
Tim Rosener	Kim Young
Taylor Giles	Kim Young

TO: Sherwood City Council

FROM: Chanda Hall, Arts Center Manager

Through: Kristen Switzer, Assistant City Manager

SUBJECT: Resolution 2025-037, Appointing Lester Nishimura to the Sherwood Cultural Arts Commission

Issue:

Should the City Council appoint Lester Nishimura to the Sherwood Cultural Arts Commission?

Background:

The Cultural Arts Commission currently has one vacancy in position number 1, with a term expiring June 2026. Arts Commissioners Jane Parisi-Mosher and Michelle Nedwek, City Council liaison Keith Mays, Arts Center Manager Chanda Hall interviewed Lester Nishimura and unanimously recommend his appointment. Mayor Rosener has recommended this appointment to Council. In accordance with City Council Rules of Procedure, all such appointments are subject to the approval of City Council by resolution.

Financial Impacts:

There are no financial impacts from this proposed action.

Recommendation:

Staff respectfully recommends City Council's adoption of Resolution 2025-037, appointing Lester Nishimura to the Sherwood Cultural Arts Commission.



RESOLUTION 2025-037

APPOINTING LESTER NISHIMURA TO THE SHERWOOD CULTURAL ARTS COMMISSION

WHEREAS, the Cultural Arts Commission currently has a vacancy in position number 1; and

WHEREAS, the term of office for this vacancy expires in June 2026; and

WHEREAS, the city advertised the vacancy on the City's website, Center for the Arts website, and social media; and

WHEREAS, Lester Nishimura applied to be appointed and was interviewed by the interview panel; and

WHEREAS, the interview panel considered all of the applicants and recommended to the Mayor that Lester Nishimura be appointed to fill the vacancy; and

WHEREAS, the Mayor has recommended to City Council that Lester Nishimura be appointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby appoints Lester Nishimura to Position 1 of the Cultural Arts Commission for a term expiring at the end of June 2026.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 3rd day of June, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Kristen Switzer, Assistant City Manager
Through: Craig Sheldon, City Manager

SUBJECT: Resolution 2025-038, Reappointing Rodney Lyster to the Sherwood Parks and Recreation Advisory Board

Issue:

Shall the City Council reappoint Rodney Lyster to the Sherwood Parks and Recreation Advisory Board?

Background:

Rodney Lyster holds position #2 on the Sherwood Parks and Recreation Advisory Board and the term of this position expires on June 30, 2025. Rodney is seeking reappointment to this position with a new expiration date of June 30, 2028.

Mayor Rosener has recommended this appointment to Council. In accordance with Council Rules, all such appointments are subject to City Council's approval by resolution.

Note: Position numbers were established with the adoption of Resolution 2019-066 for the purpose of managing terms.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-038, Reappointing Rodney Lyster to the Sherwood Parks and Recreation Advisory Board.



RESOLUTION 2025-038

**REAPPOINTING RODNEY LYSTER TO THE SHERWOOD PARKS AND RECREATION
ADVISORY BOARD**

WHEREAS, Rodney Lyster holds Position #2 on the Parks and Recreation Advisory Board and the term of this position expires on June 30, 2025; and

WHEREAS, Rodney Lyster is seeking reappointment to this position with a new expiration date of June 30, 2028; and

WHEREAS, the Mayor has recommended to City Council that Rodney Lyster be reappointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby reappoints Rodney Lyster to Position #2 of the Parks and Recreation Advisory Board for a term expiring at the end of June 2028.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 3rd day of June, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Kristen Switzer, Assistant City Manager
Through: Craig Sheldon, City Manager

SUBJECT: Resolution 2025-039, Reappointing David Scheirman to the Sherwood Parks and Recreation Advisory Board

Issue:

Shall the City Council reappoint David Scheirman to the Sherwood Parks and Recreation Advisory Board?

Background:

David Scheirman holds Position #7 on the Parks and Recreation Board and the term of this position expires on June 30, 2025. David is seeking reappointment to this position with a new expiration date of June 30, 2028.

Mayor Rosener has recommended this appointment to Council. In accordance with Council Rules, all such appointments are subject to City Council's approval by resolution.

Note: Position numbers were established with the adoption of Resolution 2019-066 for the purpose of managing terms.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2025-039, Reappointing David Scheirman to the Sherwood Parks and Recreation Advisory Board.



RESOLUTION 2025-039

**REAPPOINTING DAVID SCHEIRMAN TO THE SHERWOOD PARKS AND RECREATION
ADVISORY BOARD**

WHEREAS, David Scheirman holds Position #7 on the Parks and Recreation Board and the term of this position expires on June 30, 2025; and

WHEREAS, David Scheirman is seeking reappointment to this position with a new expiration date of June 30, 2028; and

WHEREAS, the Mayor has recommended to City Council that David Scheirman be appointed; and

WHEREAS, in accordance with Council Rules of Procedure, all such appointments are subject to the approval of the City Council by resolution.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby reappoints David Scheirman to Position #7 of the Parks and Recreation Advisory Board for a term expiring at the end of June 2028.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 3rd day of June, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder