



**SHERWOOD CITY COUNCIL MEETING MINUTES**  
**22560 SW Pine St., Sherwood, Or**  
**April 1, 2025**

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 5:30 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse, Keith Mays, Doug Scott and Dan Standke.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Interim City Attorney Sebastian Tapia, IT Director Brad Crawford, IT Manager Richard McCord, Police Chief Ty Hanlon, Community Development Director Eric Rutledge, Economic Development Manager Erik Adair, HR Director Lydia McEvoy, Interim Public Works Director Rich Sattler, City Engineer Jason Waters, Finance Director David Bodway, and City Recorder Sylvia Murphy.
- 4. TOPICS:**

**A. Tannery Site Cleanup Project Update**

City Engineer Jason Waters presented a PowerPoint presentation (see record, Exhibit A) and stated in addition to providing the Council with an update, the meeting also served as a public meeting for community involvement planning. Jason stated that several projects were included in the cleanup project, to include information on a sewer project, a regional storm facility street improvement and site preparation. He stated staff were working with the EPA (Environmental Protection Agency) to see if the city could include some of the other projects with the cleanup. John Kuiper with WSP Consulting referred to page one of the exhibit and identified the locations of the wastewater lagoons, wetlands and Rock Creek. He showed the location of the former Frontier Leather Tannery site and the split hide landfill. He stated that the cleanup included metals, hides contaminated with chromium and lead that were buried on site and stated there were wastewater treatment lagoons that have contaminated sediments. He stated at the site outside of the berms there were breaches that made it into the Rock Creek floodplain. He said there are approximately 30,000 cubic yards of contaminated hides, soil, and sediment that needed to be hauled away. John confirmed the treatment lagoons were created by Frontier Leather and were not city facilities. Councilor Mays asked if the lead was from the lead recycling battery plant and John stated that was not an issue and this was chromium and hides and they were not a human health risk they were eco risks. John explained community involvement and stated that part of what needs to be done is part of the EPA grant and having a community involvement plan and that is what has perpetrated this and stated the EPA approved the community involvement plan. He explained the CIP priorities on page 2. He stated the community involvement plan was available on SharePoint and explained Priority Actions through social media, the city's website, flyers, work sessions, direct community activities, and community partner engagement. He explained the timeline on page 3. Mayor Rosener asked regarding the future public works facility and the city's public outreach efforts, and if this

information would be included. John confirmed. John explained the information on page 4 and stated that the tannery cleanup was one of six projects in the area that shared a nexus and said cleanup of the tannery is key to allowing the other projects to move forward. City Engineer Waters reminded that the city received an EPA grant in 2017 that had community involvement and visioning and said this project included visioning for the public works facility. He stated the listed projects overlapped with the cleanup site therefore you couldn't complete them without the cleanup. Mr. Waters referred to the project list on page 4 and explained their disposition. He stated that staff was hoping to complete the Oregon Street Improvements, the Regional Stormwater Facility and the CWS (Clean Water Services) Sewer line project with the cleanup project. Mr. Waters referred to the map on page 5 and identified the site for the future public works facility, Oregon Street improvement location and the locations of the swales for storm treatment, a potential regional facility that could be a natural stream or have the look of a natural facility and not a fenced swale. He identified the current location of the CWS Sanitary Sewer line and the relocation area and said staff would be looking at an access road over the line and potentially a trail. Councilor Mays asked regarding the depth of the line and Mr. Waters replied deep but accessible and indicated 1-2 manholes could be 25 feet deep and the others around 10 feet deep. Councilor Mays asked regarding powerlines and Mr. Waters confirmed the location of an overhead powerline and indicated other lines would be underground and said staff was working with PGE and considering the environmentally sensitive areas. Councilor Giles asked regarding a path and connectivity and Mr. Waters said there were challenges but it was being investigated. John addressed Cleanup Steps and Timeframe on page 6 and said they have met with DEQ and the EPA and everyone is on the same page. He said the community involvement plan was complete and this was part of that process. He stated they were required to put together a Sampling and an Analysis Plan for PFAS and said sampling will be provided by the end of this month. He stated they were getting an archeology firm under contract as required to allow for monitoring and this should happen by the end of the month. He explained next steps of getting a remedial action plan together, project design, and various permits and following this work would be bid documents and contractor selection shortly after 2026. He said they hoped to be doing the excavation of the contaminated media by summer of 2026 and stated that dumping drier soil was a cost savings. He stated the next steps were site restoration, planning and community outreach. Mr. Waters added that they are working very closely with the Rock Creek Phase B Team and they will be participating in meetings with CWS. Mr. Waters spoke of overlapping projects to allow for efficiencies. John referred to page 7 and stated the green areas on the map were areas that will be excavated and said after soil sampling is done, the map will be refined. He said the green areas are the upland areas with mostly hides and the blue areas on the map identify the contaminated sediment areas. Mr. Waters added that it will be an irritative process with permitting and said DSL (Department of State Lands) will have a lot of say about the mitigation and the final look. He said staff will be coming back to the council on a quarterly basis with updates on the project. Councilor Giles asked regarding the site of the future public works facility and Mr. Waters said the site is about 10 acres, and said that DSL could identify a different developable site. Council President Young commented regarding conversations in past years about a partial or full cleanup and Mr. Waters replied a full cleanup will be done as the grant amount of \$5 million allowed for it. City Manager Sheldon commented regarding the sewer line and having four years with the grant and potentially having to dig twice. Councilor Standke asked where the dirt was going, and Mr. Waters replied to the Hillsboro landfill and possibly other landfills. John added unless we find surprises in the soil, it will go to the Hillsboro landfill. Mayor Rosener thanked the presenters and addressed the next agenda item.

## **B. Sherwood Chamber of Commerce – 2025 Business Plan**

Farrah Burke Sherwood Chamber CEO/Executive Director and Chamber Board Member Martin Rakers presented a PowerPoint presentation (see record, Exhibit B). Ms. Burke recapped what the Chamber does

and briefly identified the Board members. She explained the work that is being done of rebuilding and visiting neighboring chambers, looking at best practices and reenvisioning the chamber concept. She stated she feels Sherwood's chamber has a solid foundation with the community. She recapped 2025 Goals of consistent and smooth networking, marketing, communications and events, continuing to operationally uplift and modernize the chamber and partner with the city on economic development. She highlighted achievements that included more engagement in marketing efforts, conducting two networking events per month that indicates growth in attendance, and an increase in membership which was now 167 members. She commented regarding the chamber's current efforts of operational uplift and reducing monthly expenses, looking at daily office space rentals and looking at a move to the downtown area, cloud based management of documents and they will be launching a new website soon and said they have created two new committees for membership and events. She recapped the success of award luncheons, which was a change from the previous evening galas. She stated she received a lot of feedback from their membership which helped determine the changes. She recapped the 2025 Roadmap and upcoming events to include the launch of a new Cruisin' site, the launch of a new Chamber website, the Gold Tournament and the annual Chamber Directory. She stated she was scheduling and planning for the calendar year events, ribbon cuttings and reopening's. She informed of two upcoming new businesses, Studson and The Hot Spot. She recapped their work on the new Chamber website and recapped Chamber involvement points to include the Sherwood Visitors Center and the benefits of the Center; visiting Chambers within the Washington County area and beyond to research best practices; working on the Chamber Directory; connecting the High School to community professionals and job shadowing to include bringing professionals into the High School; connecting with Sherwood Main Street Association and the Robin Hood Festival Association working towards improvements; revitalization of Old Town; attending Sherwood City Council meetings; connecting new businesses to location opportunities and connecting them to City processes. She recapped their finances for 2024 and spoke of opportunities for other revenue and stated many Chambers have alternative revenue streams that are not based on membership or events and said they are working on figuring this out. She provided examples of having multiple magazines and not just a directory, conducting travel trips, conducting Leadership Universities and said some Chambers were subsidized by their city. Council asked if the membership was tiered based on company size and Farrah confirmed and provided an example of the City of Tualatin's tiered membership and explained an opportunity with Sherwood for an automatic membership for a certain fee. Brief discussion occurred regarding the values of Chamber membership. Farrah spoke on the multi-chamber events which occur quarterly. Farrah recapped Chamber CEO salary and benefit information and their goal to reach an annual salary of \$75,000 by 2025 year's end. She recapped their ask of TLT (Transient Lodging Tax) funding for 2025; CEP (Community Enhancement Program) Grant application for Cruisin'; and city representation on their Board as they believe the city's input would be valuable. She recapped Fall 2025-2026 to include more diversified membership, having Ambassadors; membership software; Board recruitment for 2026; and alternate revenue sources. Council members expressed their appreciation for the information and transparency. Councilor Giles commented regarding additional signage during Cruisin' promoting local businesses and Farrah confirmed that conversations were being had and shared other ideas they were exploring and discussion occurred. Council comments were received regarding economic development and the opportunity to work with the city's Economic Development Manager. The Council thanked the Chamber for their presentation and Mayor Rosener addressed the next agenda item.

### **C. Housing Bill Updates**

Mayor Rosener commented regarding the long session currently occurring in Salem and said the legislature was very busy working on about 5000 bills and commented regarding the city's preemption and local control of housing and land use. He stated the city is paying close attention to these and partnering with the League

of Oregon Cities and metropolitan mayors on the issues. He stated Community Development Director Eric Rutledge was doing an amazing job gathering information and helping with analyzing the bills, gathering feedback and getting back to the city's lobbyist, the LOC and the MMC. Community Development Director Eric Rutledge provided the council with materials (see record, Exhibit C) and presented a PowerPoint (see record, Exhibit D). Eric recapped the purpose of the work session was to inform the council and the residents of what's happening, discuss the impacts to existing city limits and neighborhoods and the city's planning areas, mainly Sherwood West, and discuss next steps and any actions the city can take. Eric stated the legislature was about halfway through the session and said there was a deadline and explained the 2025 Legislative Calendar with the session ending on June 29, 2025. Eric stated he would recap five bills today and said four will go in the direction of less local and being a rule in nature and the other was more of a tool. Eric stated the bills he will speak on will be the most impactful and there are others that staff will continue to track. Eric added that bills were changing quickly and today's presentation reflected the most current. Eric stated he is presenting information with staff's read of the bills and said we are not the authors. Eric addressed Senate Bill 974 and said there was an LOC meeting and the Home Builder's Association of Oregon was pushing for this bill and said it as a concern for us. He said it would require cities to waive standards for building design and orientation parking and landscaping for any housing development with 20 or more units. He said this is not density, it's units, and rolling back the standards that we have adopted. Comments were received regarding the 20 units and Eric stated any property of significant size or a multifamily property is going to reach 20 units very quickly. Council comments were received that it's unusual to get less than 20 units and this would include setbacks, and design standard materials. Eric confirmed there was another bill that impacted setbacks and said this one is building design and orientation, and Mayor Rosener added it included parking and parking landscaping. Eric continued and said the bill would set limits for the first time on the amount of time engineering has for their plan review. He explained that it would require quickly going through planning and getting land use review and then concurrently going through building and engineering review. He said currently there are no limits on engineering review, and this would set very quick limits. He explained the impacts to the city on page 3 of exhibit D as impacts to the city limits, impacts to Sherwood West and impacts to staffing and budget. He stated the engineering department will be looking at increased fees to make sure we get through these. Comments were received with an example of prior development and the developers approach and the potential for staff denial. Discussion followed reflecting on prior development and the tools staff has today within the city's fee schedule to charge for services. Eric stated the other concerning part of this bill is that it changed the definition for housing applications under the land use system and made anything related to housing, most applications related to housing and urban housing applications, a limited land use decision. He explained that means that there are limits on public input, public notice, the number of hearings that can be held, etc., it's basically an expedited land use review. Eric added that limited land use is typically a staff decision and not a hearings officer decision. He stated he was concerned that it would redefine PUDs (Planned Unit Developments) as a limited land use decision and stated his understanding is that a limited land use decision can only have one public hearing and that included in a potential appeal. He said it's not wise to have your hearing not be the appeal, we would want that to go before the Council, therefore the PUDs would have to be approved by staff with one public hearing. He stated this is a limited land use decision and there are some current applications that are limited land use decisions. Eric further clarified that some comprehensive plan amendments would also be a limited land use decision. Councilor Mays stated the nature of a PUD is that you get to write your own rules and commented regarding the state changing the standards. Eric confirmed this would bring PUDs into the limited land use decision process. Eric stated with all the reduced timeline provisions that are in multiple bills, we would either need to increase our fees, increase staff to be able to meet the deadlines or we use the staffing we have and be pressured, and it would fall to the consultants to get it right so that we can approve. Council discussion followed with the effects of this including bypassing the planning commission as

a decision will be appealed to the Council. Councilor Scott added that this will significantly decrease public input of the entire process and comments were received regarding decreasing the need for the planning commission. Eric added that many state bills since 2019 have been going in this direction with less discretion by the city and less public involvement. Mayor Rosener added that the impacts on master planning are unclear and said there is nothing here that exempts master planning. He said that once a bill gets to DLCD they will write regulations that will probably address that, and we will have no idea of what those would look like. Eric added that this concerns him as the implementor as it takes effect 91 days after the legislative session ends and there will be no time to do a legislative amendment for us to adopt the changes. Council members expressed concern, and Eric stated the bill is still alive and suggested we lean on our lobbyist. Mayor Rosener added that the city has come out against this as has the MMC. Council discussion followed. Eric addressed Senate Bill 6-1 and said the "dash 1" is an amendment and said this bill is going after the building program, and not planning or land use, and would require building departments to issue permits for middle-family and single-family residents within 45 days of a completed application. He stated Sherwood's building department is on average at about 21 days to issue a permit. He stated it would require partner agencies, if they are commenting, to complete their review within 10 days, and said the really concerning part is, if the building department or partnering agency fail to make decision within that timeframe the permit is automatically approved. He added that in the dash 1 amendment there was nothing that would clarify or demonstrate where responsibility laid, with the jurisdiction or with the builder. Council comments were received regarding concerns over the application not meeting the code. Eric added concerns with who has the liability, the builder, the city? He further expressed the worst-case scenario of the homeowner acquiring a loan for the home that now doesn't meet code. Councilor Young asked regarding the inspection process and capturing code issues through inspections. Eric stated if the plan is approved without meeting the code and the inspector catches that, that it continued to occupancy without meeting the code. Council discussion followed. Eric addressed House Bill 2138-2 and said this is the middle-housing bill that was last updated this afternoon and said it has been significantly scaled down since its release. He said the list is non inclusive and the bill would change the definition of a cottage cluster to include attached units, and currently cottage clusters are only detached. Eric said it would allow row-homes but would still require them to be small units. He added that they could be one and one-half stories. Eric added that it would not allow cities to require transportation impact analysis or offsite improvements for middle-housing developments under 12 units. He said that would apply to infill and redevelopment only. He said it would allow additional housing units on a site where affordability or accessible ownership requirements are met. He said our code currently states we are to have density limits on a site, but if the builder is able to deliver an affordable unit at a certain metric or an accessible unit, meaning ground-floor ADA, then those would be bonuses that are not part of that. Eric added that the bill is catered towards middle housing. He said another concern is that the bill would direct LCDC to undertake rule making that prohibits or restricts siting and design standards that prevent or discourage middle housing. Eric reminded the council of the city's middle housing regulations and "reasonable" siting and design standards and said this would give LCDC the authority to say something is not "reasonable". Eric added that there is also a provision that directs LCDC to review what is permissible discretionary criteria, which would play into the PUDs. Eric stated that currently, a developer can do a clear and objective path, meaning that our code is clear and objective or they can do the discretionary path, which is the PUDs. He said this would allow LCDC to determine what type of discretionary authority a city would have. Mayor Rosener commented regarding the improvements to this bill since its inception and said he still does not like it but does give credit for working with cities on the refinement. He said he believes they are trying to fix the problems that came from the variance bills from last year. Eric added, and HB 2001. Eric addressed House Bill 2258 and said this is also a governor sponsored bill and said this would allow the state to approve building plans, actual construction plans, and for those constructions plans on a specific lot, under what circumstances they can be built. Basically, they are trying to get preapproved plans and preapproved

sites. Eric confirmed this was for all types of homes. Eric stated this would supersede our design standards, parking standards, tree removal, etc., it would supersede basically everything. Eric provided an example of something being approved and said once approved it could be reproduced repeatedly, and the city would have to approve. Mayor Rosener provided an example of a developer getting eight designs approved and developing only those eight designs on a 200 acre site and the city would have little to no control. Council discussion followed regarding designs and size of homes and Eric replied he thought it was for lots that were up to 20,000 square feet. Mayor Rosener referred to conversations regarding "innovation zones" and discussion followed regarding affordability. Councilor Brouse asked for clarification on "LCDC may set conditions related to permit costs, impact analyses on public utilities or transportation, design standards and land use limitations". Eric stated that LCDC can set how much the city can charge to permit a home, and they can dictate what we can study in terms of the impact of that home on the public infrastructure, and the design standards and other general land use. Eric added that this bill is interesting, and it could be fairly minimal but he doesn't know how much it is used and the impact. He said it could have a significant impact and provided the example of a developer platting a subdivision and creating lots that a home can go on, in theory they replicate and our ability to bring in our own code and fees, we would not be able to. Council comments were received regarding not knowing the impact on the city's utilities. Eric said we have a lot of questions and asked at what point does this bill supersede our authority, is it only at the building permit phase or at the land use phase. Eric stated worst case scenario, this would be applied at the land use phase, and LCDC conditions related to permit costs, impacts on public facilities etc., applies at that stage. He said this is most concerning and he does not know if this is the intent, but it's something the city needs to pay attention too. Mayor Rosener added that the way it is written, LCDC can pretty much do what they want in terms of impact analysis. Discussion followed. Eric addressed House Bill 3031 and said this is for funding of infrastructure for housing, and it funds transportation, water, wastewater storm, and said there is a density requirement. He said any of the funding he's seen in the last two years, there's always been a density requirement and it's usually 17 units per acre. He said for Sherwood, that would make only our high-density zone eligible. He said we are at 16 to 24 units per acre for high density, and meet affordability requirements. Discussion occurred regarding affordability and Eric stated it's usually 120% of median family income for the region. Council asked if this was a grant or application process and Eric stated it was a competitive program. Mayor Rosner added that it would be a competitive program run by Business Oregon and they are allocating \$100 million from lottery funds. Eric concluded and said that 25% of funds were to support jurisdictions with less than 30,000 residents. Discussion occurred regarding the 25% and not knowing specifically what the parameters were. Council discussion occurred regarding the legislation that the state has passed and is proposing and concerns with not allowing time to identify the impacts. Councilor Mays commented regarding the impact to housing within the last ten years being short term rentals, such as Air BnB's and asked if Salem has done anything to try and understand the number of units within the state and their locations. Council discussion followed. Council President Young asked regarding the effects of this and Sherwood West and Mayor Rosener replied it's a discussion we need to have. Eric stated in terms of the impact he believes the city is taking the right approach of assuming there is not going to be a carve out for master planning for Sherwood West. He said Sherwood West is going to be a new growth area and generally speaking if there are exceptions, it will apply to existing and any new development. He said the master planning is an interesting question and with BH2001 middle housing and our approach in Sherwood West is going to be very specific to some rule making that occurred after these bills are passed. He stated he recently spoke with the city's land use attorney and said there is not a guarantee that there will be rule making for all of these and said usually it's stated in the legislation that LCDC shall implement or undertake rule making that does these things. He said for many of these bills that language is not there. Councilor Scott asked regarding the appeal for Sherwood West and Eric stated we should hear back this month from DLCD on their position on Metro's decision. Discussion followed. Mayor Rosener suggested having another work session to receive an

update and a subsequent meeting after the legislative session closes. Councilor Scott asked if the city had anything scheduled for Sherwood West planning before the bills were determined. Eric replied that staff was working on an IGA with Metro and an RFP for a consultant and our next step on Sherwood West was to implement an IGA with Metro for a grant to go out for an RFP. Councilor Scott asked regarding the timing of this work and suggested to not do anything until the bills are determined, followed by a Council meeting and then determining next steps. Eric added he thinks in regard to the industrial lands, it will need to move quickly after we figure out where this is, we can still do that.

## **5. ADJOURN**

Mayor Rosener adjourned the work session at 7:08 pm and convened the regular session.

## **REGULAR SESSION**

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:12 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse, Keith Mays, Doug Scott and Dan Standke.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Interim City Attorney Sebastian Tapia, IT Director Brad Crawford, IT Manager Richard McCord, Police Chief Ty Hanlon, Community Development Director Eric Rutledge, Economic Development Manager Erik Adair, HR Director Lydia McEvoy, Interim Public Works Director Rich Sattler, Finance Director David Bodway, and City Recorder Sylvia Murphy.

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

## **4. APPROVAL OF AGENDA:**

**MOTION: FROM COUNCILOR RENEE BROUSE TO ADOPT THE AGENDA, SECONDED BY COUNCIL PRESIDENT KIM YOUNG. 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 March 18, 2025, City Council Meeting Minutes**
- B. Resolution 2025-018, Authorizing the City Manager to execute a construction contract for the Edy Road Grind and Inlay Project**

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

Mayor Rosener addressed the next agenda item.

## **6. CITIZEN COMMENTS**

Sherwood resident Nancy Taylor came forward and commented regarding Clean Water Services (CWS) and their recent news coverage regarding their expenditures. She asked if the Council was sending a letter or planned on meeting with CWS to ask them to conduct an audit and look at their rates. She referenced another printed article and suggested the Council read it as well. Mayor Rosener commented regarding conversations and an upcoming leadership meeting in Washington County as follow up to the CWS news.

Sherwood resident Sean Garland came forward and requested the Council put forward a proclamation proclaiming June as Pride Month. He provided the Council with a list of neighboring and regional cities that have proclaimed June as Pride month and urged the Council to do so. He stated the lack of a statement was a statement within itself.

Mayor Rosener addressed the next agenda item.

## **7. PRESENTATIONS**

### **A. Arbor Day Proclamation**

Mayor Rosener read the proclamation proclaiming April 25, 2025 as Arbor Day. Sherwood Volunteer Coordinator Tammy Steffens came forward and stated the city will be partnering with a Sherwood elementary school to plant trees, approximately 100 trees in a local swale. She stated the city also partners with AKS Surveying and Forestry. She informed the Council as soon as a planting location was determined she would let them know so that they can attend.

Mayor Rosener addressed the next agenda item, and the City Recorder read the public hearing statement.

## **8. PUBLIC HEARING**

### **A. Ordinance 2025-001, Amending Sherwood Municipal Codes 8.04 and 10.08 and removing 9.60 regarding Ticketing and Towing Vehicles**

Interim City Attorney Sebastian Tapia recapped the staff report and provided a presentation (see record, Exhibit E), and stated that the ordinance was a comprehensive review of the city's current municipal code, specific to parking and towing, and some strategic changes and updates based on changes in law. Mr. Tapia stated staff provided previous information and this presentation was only highlights of the public hearing update that he previously provided. He stated one of the features of the changes is a requirement that notifications to the registered owner, the driver of the vehicle, will get information of the vehicle's current location and the date and time of the potential tow. He stated another change was the city is responsible for making reasonable efforts to identify the owner of the vehicle. Mr. Tapia explained the driver's release requirements and hearings process on page two of the exhibit. Mr. Tapia explained Parking Restrictions on page three of the exhibit to include time and location. He referred to the Fee Schedule and said language was removed from the Municipal Code and now resides in the Fee Schedule. He explained prohibited practices and no parking in no-parking zones and explained when an immediate tow would be authorized. Mayor Rosener informed the public that the Council had previously received the information resulting in a brief presentation. Mayor Rosener asked for council questions, and none were received. Mayor Rosener



opened the public hearing to receive testimony, none were received and he closed the hearing. With no further Council discussion, Mayor Rosener asked for a motion.

**MOTION: FROM COUNCIL PRESIDENT KIM YOUNG TO READ CAPTION AND ADOPT ORDINANCE 2025-001 AMENDING SHERWOOD MUNICIPAL CODES 8.04 AND 10.08 AND REMOVING 9.60 REGARDING TICKETING AND TOWING VEHICLES, SECONDED BY COUNCILOR RENEE BROUSE. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.**

Mayor Rosener addressed the next agenda item.

**B. Resolution 2025-019 Amending section 3 of the City's Schedule of Fees for Parking Violations and Police Services and establishing an effective date**

Interim City Attorney Tapia presented a PowerPoint (see record, Exhibit F) and stated he previously provided the amendments in track changes and the presentation showed the final fees if the Council were to adopt. Mr. Tapia recapped a summary of the amendments on page two of the presentation.

Council President Young and Councilor Giles asked for clarification regarding the language of "staff hourly rate" and processing a records request. Mr. Tapia and the City Recorder provided an explanation of the city's policy and processes. Mayor Rosener asked for other Council questions, with none received, he opened the public hearing. No public comments were received, and Mayor Rosener closed the public hearing and the following motion was stated.

**MOTION: FROM COUNCILOR KEITH MAYS TO APPROVE RESOLUTION 2025-019, SECONDED BY COUNCILOR RENEE BROUSE. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.**

Mayor Rosener addressed the next agenda item.

**9. CITY MANAGER REPORT**

City Manager Sheldon reported on the pedestrian bridge project. He thanked the HR Director for scheduling staff training, a management training course that had not been done in nearly ten years. Council asked questions regarding the type of training and Councilor Giles expressed support for future leadership training. Councilor Standke asked regarding beaver dam removal at Stella Olsen Park. Interim Public Works Director Rich Sattler provided an explanation. Councilor Brouse asked regarding a leaning tree near a residential area and Mr. Sattler provided information on the removal of the tree. Council President Young commented regarding park restroom vandalization. Councilor Mays praised staff and the contractors for their work on the pedestrian bridge project.

**10. COUNCIL ANNOUNCEMENTS**

Councilor Giles reported that there was not a recent planning commission meeting. Councilor Brouse wished her daughter a happy birthday. Councilor Mays commented on project management and the Willamette Supply Group and expressed dissatisfaction with their project managers. Councilor Scott wished his wife a happy birthday and reported on an upcoming Parks and Recreation Advisory Board meeting and reported on the Boards prior topic discussions. Councilor Standke reported on the Library Advisory Board meeting and an upcoming library open house celebrating Library Week. He reported the time for the next regular

Library Board meeting has changed due to the State of the City address scheduled on the same day. He reported on the Sherwood School District Board meeting and their district transfers and stated there was a vacant position on the board. He reported on a recent ride-along he did with the Sherwood Police department. Council President Young reported on the recent work session and presentation from the Sherwood Chamber of Commerce and informed of upcoming chamber events. Mayor Rosener reported on an upcoming trip to Washington DC with City Manager Sheldon to try and secure funding for the city's sewer system. He reported on the upcoming State of the City address scheduled for April 16 and praised staff for their work on the pedestrian bridge project. Councilor Standke reminded of the upcoming Trash Palooza event.

## 11. ADJOURN

Mayor Rosener adjourned the meeting at 7:50 pm.

Attest:

  
Sylvia Murphy, MMC, City Recorder

  
Tim Rosener, Mayor