



Home of the Tualatin River National Wildlife Refuge

SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
September 16, 2025

WORK SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 5:32 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles, Doug Scott and Dan Standke.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Community Development Director Eric Rutledge, Project Manager Joy Chang, Library Manager Adrienne Doman Calkins, City Engineer Jason Waters, IT Director Brad Crawford, Public Works Director Rich Sattler, Human Resources Director Lydia McEvoy, Deputy Recorder Colleen Resch, and City Recorder Sylvia Murphy.

OTHERS PRESENT: Jason Wuertz with the Sherwood Traffic Safety Board, Assistant County Administrator Marni Kuyl, Consultant Chris Bell with Bell & Associates, Pride Disposal representatives Kristin Leichner and Eric Anderson, Nick Gross with Kittelson & Associates, Chief Operations Officer Brady Strutz with Sherwood School District, Washington County District Attorney Kevin Barton, Commander Danny DiPietro with Washington County Sheriff's Office, and Washington County Commissioner Jason Snider.

4. TOPICS:

1. Elementary School Crossing Assessment Study

Project Manager Joy Chang introduced Nick Gross with Kittelson & Associates and Brady Strutz with the Sherwood School District. She provided a presentation on Sherwood Elementary School crossings, that included Archer Glen, Hawks View, and Ridges (see record, Exhibit A). Mr. Gross provided an overview of the assessment methodology which included existing conditions and crash history, walk audits, input from city staff, school district staff, public feedback, proposed improvements, and implementation phasing and near-term and long-term solutions. He addressed the issues and safety concerns at Archer Glen which included drivers failing to yield to crossing guards and pedestrians, mailbox obstruction, high vehicle volumes and driver impatience, lack of marked pedestrian space in pick-up/drop-off areas and crossing outside of designated crosswalks. He discussed potential conceptual treatments for Archer Glen, including parking lot modifications and Ms. Chang stated that parking lot improvements would be the School Districts responsibility. Mayor Rosener asked if a Safe Routes to School grant could be used for the suggested improvements and Ms. Chang said yes. Mr. Gross provided high level planning cost estimates on page 8 of the presentation (see record, Exhibit A). He addressed the issues and safety concerns at Hawks View which included outdated flashing beacons, high pedestrian volumes at main entrance, high vehicle conflicts at northern driveway, high pedestrian use at southern driveway, turning movements conflicting with crossing

guards, no crosswalks at 3rd and Pine, outdated crossing infrastructure at District Office, new trail access of the Cedar Creek Trail, and crash history. He discussed conceptual treatment for Hawks View and provided high level planning cost estimates on page 15 (see record, Exhibit A). He addressed the issues and safety concerns at the Ridges Elementary School which included Copper Terrace/Edy Road crossing, parents parking in restricted zones, crash history, Nursery Way/Copper Terrace left-turn conflicts, and tree obstruction of traffic control devices. He discussed conceptual treatment for the Ridges and provided high level planning cost estimates on page 20 of the presentation (see record, Exhibit A).

Ms. Chang discussed the differences between rectangular rapid flashing beacon (RRFB) and pedestrian hybrid beacon (PHB) and stated RRFBs are more common in Oregon, commonly used when crossing one travel lane in each direction, and typically cost \$50-100k while the PHBs are less common in Oregon, commonly used when crossing two travel lanes in each direction, and typically cost 4-6 times more than RRFBs. She stated the Sherwood Traffic Safety Board (TSB) was presented with these findings on August 28, 2025, and they were overall in favor of the findings. She introduced the TSB Chair Jason Wuertz and said he was available to answer questions. She addressed next steps which included finalizing the report by incorporating TSB and City Council input, including the conceptual treatments as part of the Transportation System Plan (TSP) Update, and identifying grants or other funding opportunities for the conceptual improvements.

Mayor Rosener asked if the School District was involved in the assessment. Mr. Strutz stated yes, they fully participated in the process.

Council President Young asked if there was a high priority school. Mr. Gross said they did not rank the schools against each other and said the TSP will serve as a valuable holistic look at risk and exposure.

Councilor Giles referred to the island by Hawks View and stated he was confused that there were now new best practices and also commented on the height of the signs at Middleton Elementary which made it difficult to see students. Mr. Gross commented on the signs at Middleton and said they may be improperly installed and should not obstruct the visibility of somebody waiting to cross the street. He commented on the island at Hawks View and said the raised curbs would be extended to provide more protection.

Mayor Rosener thanked the presenters and addressed the next item on the agenda.

2. Washington County Update on Levies

Assistant County Administrator Marni Kuyl came forward as a public employee to share educational information about the proposed library levy, Measure 34-345 and stated she was subject to political restrictions under Oregon law. She provided a presentation (see record, Exhibit B) of public library services in Washington County, current funding, what Measure 34-345 would fund, how much the measure would cost, and what would happen if the measure failed. She said if passed the proposed measure would authorize an increase in property taxes of \$0.37 per \$1000 of assessed property value and would be in effect from July 2026 through June 2031. She provided an additional handout regarding local option levy revenue projections which assume a 4.25% growth in assessed values (see record, Exhibit C).

Mayor Rosener reminded the public that staff cannot advocate for or against any legislation. He stated Washington County Commissioner Jason Snider was available for questions.

Councilor Keith Mays asked if Washington County was committed to a schedule of general fund dollars during the five-year levy. Commissioner Snider commented on the challenges of not knowing what was going to happen, and said the County was committed, assuming the increase in growth was at 4.25%. He stated if that doesn't materialize or things change then they must reevaluate. Discussion followed regarding budget constraints and attempting to maintain the current level of library services with a proposed levy.

Mayor Rosener thanked the presenters and addressed the next topic.

Washington County District Attorney Kevin Barton and Commander Danny DiPietro with the Washington County Sheriff's Office provided a presentation (see record, Exhibit D) and a handout on Measure 34-346 Proposed Public Safety Local Option Levy (see record, Exhibit E). Mr. Barton stated the County has had public safety levies for about 25 years and it had been a vital component of the public safety ecosystem. He stated the proposed levy would fund public services in Washington County, including police, prosecution, mental health, domestic violence, and other services. He stated if passed, the measure would authorize collection of property taxes for a 5 year period beginning in 2026 and cost property owners \$0.66 per \$1000 of assessed property value. He said when compared with the current levy this increase would work out to be \$6 more per month for a home assessed at \$348,600. Discussion followed regarding the services provided by Washington County Sheriff's office and how the County funds those public services.

Mayor Rosener asked if the proposed levy was about maintaining current level of service. Mr. Barton said it certainly maintains the current level of services and it addresses the increased cost of doing business. Discussion followed.

Mayor Rosener suggested recessing the work session due to time and holding the regular session and reconvening the work session. Mayor Rosener recessed the work session at 7:00 pm.

REGULAR SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:02 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles, Doug Scott and Dan Standke.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Finance Director David Bodway, Community Development Director Eric Rutledge, IT Director Brad Crawford, Public Works Director Rich Sattler, Human Resources Director Lydia McEvoy, 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 YOUNG TO ADOPT THE AGENDA. SECONDED BY COUNCILOR BROUSE. 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 September 2, 2025 City Council Meeting Minutes
- B. Resolution 2025-063, Authorizing the City Manager to Execute a Construction Contract for the SW Sunset Boulevard Pavement Rehabilitation Project
- C. Resolution 2025-064, Appointing Alexander Brown to the Sherwood Parks & Recreation Advisory Board

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

Mayor Rosener addressed the next agenda item.

6. CITIZEN COMMENTS:

None.

7. CITY MANAGER REPORT:

City Manager Craig Sheldon offered to schedule another work session on the Elementary Crossing Assessment Study since the time constraints did not allow for ample questions.

8. COUNCIL ANNOUNCEMENTS:

Council President Young reminded the public that the Pedestrian Bridge grand opening was Saturday, September 27th from 10 am to noon and would begin on the Sherwood High School side of the bridge.

Councilor Standke reported that he attended the Sherwood School Board meeting, where they discussed policy changes.

9. ADJOURN TO CONTINUED WORK SESSION:

Mayor Rosener adjourned the meeting at 7:05 pm and reconvened the work session.

WORK SESSION (Continued)

Mayor Rosener called to order the continuation of the work session at 7:11 pm.

3. Solid Waste Report

City Manager Craig Sheldon introduced Chris Bell with Bell & Associates and Pride Disposal representatives Kristin Lechner and Eric Anderson. Mr. Sheldon said this issue was discussed at a work session on July 15, 2025 and two City Councilors were absent. Assistant City Manager Kristen Switzer provided a presentation and stated there was no new information from the July 15, 2025 presentation (see record, Exhibit F). Ms. Switzer noted the presentation was emailed to the Council on September 12 (see record, Exhibit G). Mr. Bell briefly explained the process the city took every year when reviewing collection rates. He reminded the Council that the current rates went into effect on January 1, 2025 and there was a 10% increase for the 35 gallon cart and an 11% increase for commercial collection and the largest component to the increase was the cost of disposal. He provided an overview of the adjusted 2024 results and reported that the return on

revenues for residential carts was 4.24%, 4.80% for commercial containers, 5.90% for drop boxes, and 4.78% for composite. He discussed the increased costs for collection services which included a 5.51% increase for Metro Disposal fee, a 3.0% increase for driver's wages, a 75% increase for fuel (natural gas) expense due to the sunset of fuel tax credits on December 31, 2024, a 2.3% increase for organic waste, a glass rebate of \$77 per ton, a 4.2% reduction of commingle recycling processing, a 3% administrative cost, and a 13.5% increase for truck depreciation. He noted two automated cart trucks were delivered in 2025 and one front load truck was delivered in October 2024. Mr. Bell commented on the solid waste disposal increased costs and said the total tip fee had increased nearly 70.8% since 2017 while the CIP over the same period was 35%. He discussed the metro disposal fee which included the contracted operations, Metro transportation costs, and other Metro administrative costs and said those costs comprised the metro disposal fee of \$162.14 per ton which was effective July 1, 2025. He said the impact on 2025 metro disposal fee was the residential rate payer, paying \$9.91 per customer per month and \$45.43 per commercial 4 yard.

Mr. Bell referred to the projected 2025 results and said he predicted a composite 9.10% increase in return on revenues. He addressed the proposed residential cart collection rates for 2026 and said the most popular 35 gallon cart had a proposed increase rate of \$1.51. He presented a proposed commercial collection rate increase for 2026 and said he was proposing a pass through on the disposal increase alone of \$9.53 for 4 yard weekly and said drop box rates for 2026 would be a combination of the labor and fuel costs. He said the medical waste collection rate increase was proposed at 7.5% which covered the increased disposal cost with the autoclave system. He reminded the Council that Trilogy Medical was constructing an autoclave in Clackamas that was expected to open in August 2025 but had experienced a few delays.

Councilor Giles reminded the Council of the previous work session discussion regarding gathering data on how many customers were mixing food in their yard debris and asked for the status. Mr. Bell stated removing this comingling option would reduce the rates by \$1.44. Ms. Leichner said that it would be difficult to figure out without doing a survey and noted it was a relatively small percentage. She said it was a service that customers requested but that did not mean everybody was utilizing the service. She stated in the Metro region there was a requirement for commercial customers to get rid of their food scraps. She said currently there was not a mandatory food waste program for residential users but that was something that could be implemented later. Discussion followed. Mayor Rosener asked the Council if they supported doing a survey and the consensus was that the information could be useful for the 2027 rates.

Councilor Mays commented on the electric truck versus compressed natural gas (CNG) trucks and said he was in favor of CNG because they were half the price and fuel costs were still low. He said that it had a definite impact on the rate payer. Ms. Switzer provided slide 14 from the July 15, 2025 Council meeting that addressed the question of what is the cost and rate impact of the electric trucks on the Sherwood rate payers (see record, Exhibit H). Councilor Standke asked for the makeup of the fleet and Ms. Leichner said they had 47 trucks and 2 were electric. Councilor Standke asked what the ideal fleet was, and Ms. Leichner said this year they purchased 2 electric and 3 CNG vehicles. Ms. Leichner said the price of the electric trucks had dropped by \$178,000. Councilor Scott referred to slide 14 and noted the electric trucks cost \$605,000 more than CNG and asked why, and if it was because of climate. Ms. Leichner said many of the communities they serviced had climate action plans. Discussion followed.

Mayor Rosener asked for directions from Council to staff. He stated the consensus was to prepare a resolution for the proposed rate increases and work toward a plan to gather information from the community on the mixed organic waste and yard debris cans.

5. ADJOURN:

Mayor Rosener adjourned the work session at 8:02 pm and convened an executive session.

EXECUTIVE SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 8:09 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Keith Mays, Taylor Giles, Renee Brouse, Doug Scott and Dan Standke.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Human Resources Director Lydia McEvoy, City Attorney Ryan Adams and outside legal counsel Steven Schuback.
- 4. TOPIC:**

ORS 192.660 (2)(d) Labor Negotiator Consultations, (2)(h) Legal Counsel and, (2)(f) Exempt Public Records. Discussion on topic (2)(f), Exempt Public Records did not occur.

5. ADJOURN

Mayor Rosener adjourned the executive session at 9:04 pm.

Attest:



Sylvia Murphy, MMC, City Recorder



Tim Rosener, Mayor