



Home of the Tualatin River National Wildlife Refuge

CITY COUNCIL MEETING PACKET

FOR

Tuesday, November 4, 2025

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

5:30 pm City Council Work Session

6:30 pm URA Board of Directors Work Session
(Work Session Only, No Regular Meeting – See URA Board Agenda)

7:00 pm City Council Regular Meeting

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



5:30 PM CITY COUNCIL WORK SESSION

1. **Clean Water Services (CWS) State of the District Presentation** (Craig Sheldon, City Manager)
2. **Old Town Strategic Action Plan**
(Erik Adair, Economic Development Manager)

6:30 PM URBAN RENEWAL AGENCY BOARD WORK SESSION

1. **Arts Center Vacant Lot Development Discussion**
(Eric Rutledge, Community Development Director)

7:00 PM CITY COUNCIL REGULAR SESSION

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **CONSENT AGENDA**
 - A. **Approval of October 21, 2025 City Council Meeting Minutes** (Sylvia Murphy, City Recorder)
 - B. **Resolution 2025-076, Appointing Akwasi Cobbinah as the Youth Advisory Board Representative to the Transportation System Plan Update Citizen Advisory Committee**
(Joy Chang, Project Manager)
 - C. **Resolution 2025-077, Authorizing the City Manager to Enter into an Intergovernmental Agreement (IGA) with Metro for the Installation, Service and Maintenance of a Sharps Collection Box to be located at the Marjorie Stewart Senior Community Center**
(Maiya Martin Burbank, Senior Center Manager)
 - D. **Resolution 2025-078, Authorizing the City Manager to Execute a Contract for Murdock Park Master Plan Construction-Ready Design Documents** (Rich Sattler, Public Works Director)
 - E. **Resolution 2025-079, Approving the first amendment to Employment Agreement between the City of Sherwood and City Manager Craig Sheldon** (Lydia McEvoy, Human Resource Director)
6. **CITIZEN COMMENTS**
7. **PRESENTATION**
 - A. **Recognition of Noelle Gush, National American Miss Oregon Preteen** (Tim Rosener, Mayor)

AGENDA

SHERWOOD CITY COUNCIL November 4, 2025

5:30 pm City Council Work Session

**6:30 pm URA Board of Directors
Work Session**

7:00 pm City Council Regular Session

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

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

8. CITY MANAGER REPORT

9. COUNCIL ANNOUNCEMENTS

10. 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
October 21, 2025

WORK SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 5:37 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles, Doug Scott (remote) and Dan Standke.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Community Development Director Eric Rutledge, Finance Director David Bodway, Economic Development Manager Erik Adair, IT Director Brad Crawford, Human Resources Director Lydia McEvoy, City Engineer Jason Waters, Public Works Director Rich Sattler, Project Manager Joy Chang, Deputy City Recorder Colleen Resch, and City Recorder Sylvia Murphy.

OTHERS PRESENT: Nick Gross with Kittleson & Associates, Chief Operations Officer Brady Strutz with Sherwood School District, and Land Use Attorney Carrie Richter with Bateman Seidel.

4. TOPICS:

1. Elementary School Crossing Assessment Study

Mayor Rosener thanked the project team and stated this was the second work session on this topic. 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 the Ridges (see record, Exhibit A). Mr. Gross provided a summary of the proposed conceptual treatments for each school and the outcomes and recommendations. He commented on the Archer Glen midblock crossing and said the recommendation included installing a pedestrian refuge island with rectangular rapid flashing beacons (RRFBs). He commented on Hawks View midblock crossing in front of the school and said the recommendation included replacing beacons with RRFBs, upgrading the pedestrian refuge island, installing curb extensions, and upgrading curb ramps. The recommendation for the southern driveway included installing a raised crosswalk across the driveway and upgrading sidewalks and curb ramps. The recommendation for the northern driveway included a raised crosswalk and installing a refuge island with RRFBs. He stated the recommendation for the midblock crossing at the School District building included removing the outdated half-signal, upgrading the pedestrian refuge island, and upgrading sidewalks and curb ramps. He commented on the Ridges crossing at Edy Road and Copper Terrace and said the recommendation was to continue coordinating and planning for the widening of Edy Road.

Mayor Rosener asked for Council questions and comments.

Councilor Standke referred to the light in front of the School District Office at Hawks View that was recommended for removal and asked for an explanation. Mr. Gross said the primary driver was the proximity to where they were recommending a new and improved crossing and all guidance suggested not placing two enhanced crossings within 300 feet of each other. He stated this was a discussion for one or the other. He noted the signal was outdated and did not meet ADA compliance requirements. Councilor Giles asked if there was data regarding which type of crossing was safer. Mr. Gross said the RRFBs targets motorist yielding to someone crossing and said research showed the installation resulted in 70-80% of motorist yielding. He compared RRFBs to the existing half signal and said it rests in a red phase and that should be 100% compliance. Councilor Scott asked why remove a signal that has close to 100% compliance and replace it with a signal that has 70% compliance. Mr. Gross explained that the discussion was about what the existing half signal was serving versus what moving and consolidating the crossing to the location of the north driveway and connection to the trail and closer to the current school. Discussion followed. Councilor Brouse asked Mr. Strutz if the School District had an opinion. He said the priority was student safety particularly at the crossing in front of Hawks View. Mayor Rosener directed the project team to analyze the scenario and the cost of putting in a stop signal, instead of the proposed RRFBs. He suggested updating the code with specific standards, so as future development occurred, and future schools were built this conversation wouldn't be needed. Ms. Chang summarized the Council direction to keep the existing light at the midblock crossing at the School District building, add another hybrid signal at the midblock crossing at Hawks View, and not add RRFBs at the north school driveway. She said they would do some analysis regarding the costs and consider the proposal for the other two schools. She suggested generating a policy through the Transportation System Plan (TSP) update to formalize the type of signals required.

Mayor Rosener addressed the next item on the agenda.

2. Transient Lodging Tax (TLT) Discussion

Economic Development Manager Erik Adair, Community Development Director Eric Rutledge, and Finance Director David Bodway provided a presentation on Transient Lodging Tax (TLT) (see record, Exhibit B). Mr. Adair said Sherwood instituted a TLT in 2019, which was a visitor tax that reinvested in state and local tourism economy. The total TLT rate in Sherwood was 13.5% and made up 1.5% TLT for state, 9% TLT for Washington County, and 3% TLT for Sherwood. He said the 9% county TLT was split into several allocations and 2.39% out of the 9% was returned to the cities where the lodging occurred. He stated Washington County collected Sherwood's TLT through an IGA. He commented on the state rules of how TLT were spent and said 70% must be used for tourism and no more than 30% could be used to fund general city services. He stated Sherwood TLT allocated 30% to the general fund, 33.3% to the arts fund, and 66.6% to economic development. He provided TLT comparisons throughout Oregon and said the official statewide average per city was 7.7%. He said Sherwood had one hotel and a couple dozen short term rentals which provided \$86,000 per year from the 3% TLT. He stated the County TLT shared revenues provided another \$75,000 per year. He provided TLT revenue scenarios with the current baseline of 3% compared to raising the percentage from 4-7%. He provided information concerning what raising the TLT would do to the nightly rates at the Hampton Inn Sherwood and noted if the city raised the TLT to 6% it would add an additional \$5.10 per night. Discussion followed regarding the interest in raising the TLT in the future. Mayor Rosener requested more information on total TLT rates per city and continued discussions of where the TLT funds were being spent in Sherwood and neighboring cities.

Mayor Rosener addressed the next item on the agenda.

3. Update on Charter Amendment

City Attorney Ryan Adams and Land Use Attorney Carrie Richter provided a presentation on possible Charter amendments and draft ballot language (see record, Exhibit C). Ms. Richter explained Home Rule which provided that cities got to determine their political organization and the procedures under which they operate. She said they have put together a packet of potential Charter amendments that rely on the procedural Home Rule authority to protect the land use citizen involvement procedures as they currently exist in the code. She stated they were very deliberate in the language, making it clear that we were not proclaiming new procedures, we were enshrining the procedure that the city already has as a means to protect them from state preemption taking them away. Mr. Adams said these proposed amendments were trying to preserve the ability of City Council and citizens to have the most input possible in what happened in Sherwood. Mayor Rosener explained that in the last legislative session the legislature passed laws that challenged the public process and would revert several land use decisions to staff decisions without any public input other than 100 foot notice. Mr. Adams stated it is the purview of Council to set policy, and it is the role of staff to execute that policy and that is what we were trying to preserve. Mr. Adams read the proposed Charter amendment – Public Participation on page 3 (see record, Exhibit C):

As a city that is of the people, by the people, and for the people, Sherwood is committed to hearing from the people. Sherwood is entrusted to ensure citizen involvement in land use decisions, as mandated by Statewide Land Use Goal 1. The City Council shall establish, by ordinance, procedures to ensure transparency and meaningful public participation in all phases of the land use process, including notice, hearings, and appeals. These procedures are inherent to Sherwood's political form and are rooted in Sherwood's home rule authority. These procedures shall not be preempted by state laws that limit public engagement and include: No Type III or higher land use application, as specified by adopted city ordinance, shall be decided without at least one duly noticed neighborhood meeting and one public hearing before the City Council or its delegated decision-making body. A public hearing shall also be held before deciding any appeal, allowing public testimony and the submission of new evidence; and Mailed notice in advance of neighborhood meetings and public hearings must be sent to all property owners and occupants within 1,000 feet of the subject property for all Type II or higher applications, using the classifications and timelines prescribed by ordinance. Additional notice methods, such as published or electronic notices may also be required.

Mr. Adams said this enshrined in the Charter most of what the city already does, and the delicate part of the language is if there were going to be a conflict with state law we want the Charter language to be clear about what the city's procedures were because we do not want state law to preempt the city's Home Rule authority. Councilor Giles asked if this could be done since the bill had already been passed. Ms. Richter commented on SB 974 that it purports to constrain the notice area and said it failed to make the second change to the statute that said local government procedures don't apply. She said she suspected this was a typographical mistake and the state would probably fix it, but right now we were using the city's code for noticing requirements. She commented on another legal reason that we were not too late and explained and provided an example that the city had a "cone" in which it can regulate and if the state comes and regulates in that cone the city can take that cone space back because it is part of their procedures and their political form. Mayor Rosener asked if the city should enshrine Goal 1 in our Charter because the state could change Goal 1. Ms. Richter said we could add a comma after Goal 1 and put the title of Goal 1, which was *Citizen Involvement*. Councilor Scott suggested adding language to state Goal 1 as it was written as of the date of passing this amendment. Mr. Adams said they will have a conversation regarding the concern.

Mr. Adams referred to page 4 of the presentation which provided draft ballot measure text and an explanatory statement for the proposed Public Participation Charter amendment and said Charter amendments must include a caption, question, and summary for the ballot according to state law (see record, Exhibit C). He stated the laws were strict in how they were written and allowed 10 words for a caption, 20 words for a question, and 175 words for a summary. He said if approved by Council the language would be sent to Washington County Elections Office.

Mr. Adams read the second proposed Charter amendment – Annexations on page 5 of the presentation (see record, Exhibit C):

Determining the city's jurisdictional boundaries is declared to be a matter inherent to its political form. The city shall have the exclusive authority to initiate, approve, or deny annexation requests subject to the procedures and standards adopted by ordinance of the City Council. These procedures shall not be preempted by state laws that modify or eliminate this authority.

He said the reason this was important to use the language *political form* was because the city's Home Rule is still rooted in that political form and that was a matter of local concern. He noted that putting clear and unambiguous language helped preserve that right. He said there was not a lot of case law, and this was an untested area. Council President Young referred to the current Charter language that said annexations must be by a vote of the people. Mayor Rosener suggested leaving the vote of the people language in the Charter and adding the new language because the state law could be challenged in the future and thrown out and then the Charter would still be valid with voter approved annexations. Mr. Adams said they would have a conversation regarding the concern.

Mr. Adams referred to page 6 of the presentation which provided draft ballot measure text and an explanatory statement for the proposed Annexation Charter amendment (see record, Exhibit C). Councilor Giles referred to the language "inherent to its political form" and said this may be confusing to voters. Mr. Adams said yes, we could explain this better.

Mr. Adams discussed the election process in Oregon and said there were authorized elections and an election in January was possible if the City Council deems it an emergency. He said he had drafted a resolution finding that this was an emergency and explaining that it was the abrogation and erosion of Home Rule to the city. He said the timeline was short and suggested the Council hold a special meeting next week. The Council agreed to meet Tuesday, October 28 at 6 pm. Mayor Rosener thanked staff for their efforts.

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 7:07 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles, and Dan Standke. Councilor Scott was absent.

- 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, Economic Development Manager Erik Adair, IT Director Brad Crawford, Public Works Director Rich Sattler, Human Resources Director Lydia McEvoy, Police Captain Jon Carlson, 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 6:0, ALL PRESENT MEMBERS VOTED IN FAVOR. COUNCILOR SCOTT WAS ABSENT.

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

5. CONSENT AGENDA:

- A. Approval of October 7, 2025 City Council Meeting Minutes**
- B. Resolution 2025-071, Appointing Joshua Gaylord to the Sherwood Parks and Recreation Advisory Board**
- C. Resolution 2025-072, Authorizing the City Manager to Execute a Construction Contract Amendment for the Sunset-Timbrel Crosswalk Safety Project**

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

Mayor Rosener addressed the next agenda item.

6. CITIZEN COMMENTS:

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

7. CITY MANAGER REPORT:

City Manager Craig Sheldon asked Assistant City Manager Kristen Switzer to talk about the Veterans Appreciation event. Ms. Switzer said on November 11, Veteran's Day, at 11 am there would be brunch at the Sherwood Center for the Arts. She said there would be musical entertainment and comments from the Mayor. RSVPs were appreciated.

Council President Young referred to the Sunset-Timbrel Crosswalk Safety Project and asked for a timeline. Public Works Director Rich Sattler said there was a February 2026 completion date.

8. COUNCIL ANNOUNCEMENTS:

Councilor Standke reported that the School Board met last week and passed policy updates, both required and optional, without changes from the first reading. Sherwood High School Bowmen Theatre would perform

“Hadestown” on November 8, 9, and 11 through 15. He reported that he attended the Library Advisory Board meeting last week and they discussed the levy. He stated that he attended the protests over the weekend.

Councilor Mays reported that the Cultural Arts Commission did not meet yesterday, and their meeting was moved to next Monday. He reported that the Water Coalition Board met last week and decided their quarterly meetings would now be remote. He reported that he attended the WCCCA 911 CEO Board meeting, and they were expecting a large number of hirings.

Councilor Brouse reported that she attended the Water Consortium Board meeting, and they discussed the upcoming programs and budget. She reported that the Youth Advisory Board met and conducted a goal setting session. She reported that she attended the Senior Advisory Board meeting, and they conducted a SWAT analysis. She said Chamber networking would be held on November 18 at the Springs. She said the annual Chamber lunch would be on December 9 at Al's Garden Center. She announced the Sherwood Wine Festival, hosted by the Sherwood Rotary Club, would be held on November 8 at the Red Berry Barn from 1-7 pm.

Councilor Giles reported that he attended ribbon cuttings for Chick fil A and the Tualatin Sherwood Road and Roy Rogers Road improvement event. He reported that he attended the Planning Commission meeting, and they discussed a proposed multifamily development across from Cannery Square. He commented on the public comments which included parking concerns. He commented on the beautiful trees down Sunset Blvd and urged the city to review the tree code. Mayor Rosener clarified that the proposed multifamily development was on a private lot across from the Arts Center and Cannery Square. He said the hearing would continue until next Tuesday at 7 pm.

Council President Young reported that she attended ribbon cuttings for the Tualatin Sherwood Road and Roy Rogers Road, Chick fil A, and the Goldfish Swim School.

Mayor Rosener reported that he attended the Washington County Coordinating meeting and Tri Met provided a presentation on a \$300 million dollar budget deficit and they discussed service cuts. He stated that he met with the new Tigard Mayor. He encouraged residents to come see Pirates of Pinehurst. He stated that he attended the Sherwood Education Foundation Board meeting and announced the annual fundraiser next year would be a sip and sing event.

9. ADJOURN TO CONTINUED WORK SESSION

Mayor Rosener adjourned the meeting at 7:27 pm and reconvened the work session.

WORK SESSION (Continued)

Mayor Rosener called to order the continued work session at 7:30 pm

4. Discussion Memorial Dedication Options

Assistant City Manager Kristen Switzer discussed naming of memorial options for Linda Henderson and said she served on the City Council for 12 years and devoted many years to public service helping shape Sherwood's parks, arts, and civic programs. Ms. Switzer stated following Linda's passing in 2025, Council and community members expressed interest identifying a lasting public tribute that reflected her values, character, and legacy of service. She said the purpose of the work session was to provide a structured

approach for naming or dedicating a public space in Linda Henderson's memory. She stated that options included major city facilities, parks or park features, and public art installations or landscape memorial spaces. She provided three options in a presentation (see record, Exhibit D) to consider and said option A was to rename the Stella Olsen stage to "Linda Henderson Community Stage", option B was to rename the Snyder Park shelter or provide a garden similar to a butterfly garden, and option C was to rename the Sherwood Center for the Arts to "Linda Henderson Center for the Arts". She provided the rationale for option A and stated Linda Henderson was a founding member of the Sherwood Foundation for the Arts and a driving force behind community performances at Stella Olsen Park. She provided the rationale for option B and said Linda Henderson was on the Parks Board before serving on the City Council and was instrumental in the design of Snyder Park. She provided rationale for option C and stated Linda Henderson played a crucial role in getting the Sherwood Center for the Arts built. Councilor Standke asked what had been done in the past in terms of dedication and memorials and if so, what the process was. Mayor Rosener said the city had not made a dedication for an elected official in the past. Mayor Rosener spoke of her service, which spanned many areas, particularly the arts and parks. Discussion followed. Councilor Mays suggested that Ms. Switzer and Council President Young have conversations with interested parties and hold an additional work session with mockups of potential signage for both the Stella Olsen stage and the Center for the Arts. Councilor Standke suggested developing a mechanism for honoring other notable community citizens in the future.

Mayor Rosener adjourned the work session and convened an executive session at 8:00 pm.

EXECUTIVE SESSION

1. **CALL TO ORDER:** Mayor Rosener called the Executive Session to order at 8:05 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, Finance Director David Bodway, Police Chief Ty Hanlon, and City Attorney Ryan Adams.

4. TOPIC:

A. ORS 192.660(2)(d) Labor Negotiator Consultations

5. ADJOURN

Mayor Rosener adjourned the executive session at 8:40 pm.

Attest:

Sylvia Murphy, MMC, City Recorder

Tim Rosener, Mayor

Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Joy Chang, TSP Update Project Manager

Through: Craig Sheldon, City Manager, Ryan Adams, City Attorney

SUBJECT: Resolution 2025-076, Appointing Akwasi Cobbinah as the Youth Advisory Board Representative to the Transportation System Plan Update Citizen Advisory Committee

Issue:

Shall City Council approve the appointment of Akwasi Cobbinah, the Youth Advisory Board representative to the Transportation System Plan Update Citizen Advisory Committee?

Background:

On May 6, 2025, the City Council adopted Resolution 2025-025, establishing both a Citizen Advisory Committee (CAC) and a Technical Advisory Committee (TAC) to support the development of the City of Sherwood's Transportation System Plan (TSP) Update.

The purpose of the CAC is to provide broad-based community input on transportation needs, priorities, and policies. The committee was designed to ensure representation from a diverse range of community interests, including residents of different neighborhoods, transit users, business stakeholders, and youths.

To ensure that the perspectives of Sherwood's younger population are included, staff recommended a representative from the Youth Advisory Board to serve on the CAC.

Mr. Cobbinah's experience as an active member of Sherwood's Youth Advisory Board makes him a strong candidate for this role.

As a CAC member, Mr. Cobbinah will serve in a volunteer capacity for the duration of the TSP Update process. He will be expected to attend meetings, review draft materials, and provide input that reflects the needs and perspectives of Sherwood's younger adult residents.

This appointment aligns with the City's goal of ensuring broad and inclusive community participation in the Transportation System Plan Update.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution. Mr. Cobbinah will serve as a volunteer, and staff support for the CAC is included in the existing TSP Update project budget.

Recommendation:

Staff respectfully recommends City Council adoption of Resolution 2025-076, Appointing Akwasi Cobbinah as the Youth Advisory Board Representative to the Transportation System Plan Update Citizen Advisory Committee.



RESOLUTION 2025-076

APPOINTING AKWASI COBBINAH AS THE YOUTH ADVISORY BOARD REPRESENTATIVE TO THE TRANSPORTATION SYSTEM PLAN UPDATE CITIZEN ADVISORY COMMITTEE

WHEREAS, the City Council adopted Resolution No. 2025-025 on May 6, 2025, establishing a Citizen Advisory Committee (CAC) and a Technical Advisory Committee (TAC) to assist in the development of the City's Transportation System Plan (TSP) Update; and

WHEREAS, the CAC was created to ensure broad community representation and to provide input on transportation needs, priorities, and strategies from a diverse cross-section of the community, including youth and younger residents; and

WHEREAS, the City Council seeks to appoint a representative from the Sherwood Youth Advisory Board to the CAC to ensure that the perspectives and needs of younger adults in the community are reflected in the TSP Update process; and

WHEREAS, the Sherwood Youth Advisory Board has recommended Akwasi Cobbinah to serve as their representative on the Citizen Advisory Committee.

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

Section 1. The City Council hereby appoints Akwasi Cobbinah as the Youth Advisory Board representative to the Transportation System Plan Update Citizen Advisory Committee (CAC).

Section 2. Mr. Cobbinah shall serve on the CAC in a volunteer capacity for the duration of the TSP Update process, providing input, attending meetings, and representing the perspectives and interests of younger adults in the community.

Section 3. This Resolution shall become effective immediately upon its adoption.

Duly passed by the City Council this 4th day of November, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Resolution 2025-076, Exhibit A

Citizen Advisory Committee Roster Transportation System Plan Update	
Participants	Name
City resident at large	Alexander Whitaker
City resident at large	Lisa Patterson
City resident at large	James Booker
City resident at large	Shauna ONeil
Sherwood West resident at large	Hella Betts
Sherwood School District	Brady Strutz
Sherwood Traffic Safety Board	Jason Wuertz
Sherwood Planning Commissioner	Tyler Barnes
Sherwood Senior Advisory Board	Clifton Taylor
Sherwood Youth Advisory Board	Akwasi Cobbinah
Sherwood City Councilor	Keith Mays
Sherwood Mayor	Tim Rosener (Alternate)

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

TO: Sherwood City Council

FROM: Maiya Martin Burbank, Senior Center Manager and Kristen Switzer, Assistant City Manager
Through: Craig Sheldon, City Manager and Ryan Adams, City Attorney

SUBJECT: Resolution 2025-077, Authorizing the City Manager to Enter into an Intergovernmental Agreement (IGA) with Metro for the Installation, Service and Maintenance of a Sharps Collection Box to be located at the Marjorie Stewart Senior Community Center

Issue:

Shall the City Council adopt Resolution 2025-077, authorizing the City Manager to enter into an Intergovernmental Agreement (IGA) with Metro for the installation, servicing, and maintenance of a sharps collection box at the Marjorie Stewart Senior Community Center?

Background:

Metro, a municipal corporation of the State of Oregon, received a harm-reduction grant to support the establishment of sharps collection sites across the region. As part of this effort, Metro invited the City of Sherwood to participate in a four-year pilot program to install and maintain a sharps collection box within city limits.

Following discussions between City staff and Metro representatives, an Intergovernmental Agreement (IGA) was developed by Metro and reviewed by the City's legal counsel. The agreement outlines the responsibilities of both parties in siting, operating, and maintaining the sharps collection box.

Under the proposed IGA, the city agrees to the placement of the collection box at the Marjorie Stewart Senior Community Center, located at 21907 SW Sherwood Blvd, Sherwood, OR 97140. Metro and its designated service providers will have access to the site for installation, servicing, cleaning, and any necessary repairs.

This sharps collection box is part of Metro's regional pilot program intended to evaluate public demand, usage patterns, and associated costs. Metro will fully fund the installation, operation, and maintenance of the collection box for the duration of the four-year pilot period.

Financial Impact:

There is no financial impact to the City's budget associated with entering into the Intergovernmental Agreement. Metro has agreed to cover all costs related to the installation, operation, servicing, and maintenance of the sharps collection box for up to four years following installation.

Recommendation:

Staff respectfully recommends that the City Council adopt Resolution 2025-077, authorizing the City Manager to enter into an Intergovernmental Agreement with Metro for the installation, servicing, and maintenance of a sharps collection box to be located at the Marjorie Stewart Senior Community Center.



RESOLUTION 2025-077

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH METRO FOR THE INSTALLATION, SERVICE, AND MAINTENANCE OF A SHARPS COLLECTION BOX TO BE LOCATED AT THE MARJORIE STEWART SENIOR COMMUNITY CENTER

WHEREAS, it has become increasingly difficult for residents to safely dispose of used medical sharps; and

WHEREAS, improper disposal of sharps poses health and safety risks to the community and staff; and

WHEREAS, the City of Sherwood and Metro desire to enter into an Intergovernmental Agreement (IGA) to facilitate the operation of a sharps collection box pilot program; and

WHEREAS, the pilot program is intended to assess public demand, usage, and associated costs; and

WHEREAS, Metro and the City of Sherwood are each units of local government authorized to enter into intergovernmental agreements pursuant to ORS 190.010–190.030; and

WHEREAS, Metro will fund the installation, operation, and maintenance of the sharps collection box for a period of up to four years; and

WHEREAS, Metro will be responsible for the cleaning, servicing, installation, and repair of the collection box; and

WHEREAS, Metro will also fund the removal of the box at the conclusion of the four-year pilot period, unless otherwise directed by the City of Sherwood.

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

Section 1. The City Manager is hereby authorized to execute an Intergovernmental Agreement, attached hereto as Exhibit A, with Metro and to take such additional actions as may be necessary to finalize and implement said agreement.

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

Duly passed by the City Council this 4th day of November, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Intergovernmental Agreement

Metro Contract No. 940520

This INTERGOVERNMENTAL AGREEMENT ("IGA"), is made and entered into as of November 15th, 2025 ("Effective Date") by and between City of Sherwood ("Agency") and Metro, a municipal corporation of the State of Oregon ("METRO").

RECITALS

WHEREAS, METRO is a unit of local government authorized to enter into intergovernmental agreements pursuant to ORS 190.010-190.030; and

WHEREAS, Agency is a unit of local government authorized to enter into intergovernmental agreements pursuant to ORS 190.010-190.030; and

WHEREAS, each party desires to enter into an Intergovernmental Agreement to help facilitate the operations of the sharps collection box pilot program.

IN CONSIDERATION of their mutual promises and the terms and conditions set forth below, the Parties agree as follows:

1. PURPOSE. This IGA is intended to further the Parties' mutual purpose of siting, operating and maintaining the sharps collection box identified in this IGA. Generally, Agency agrees to the siting of the collection box at Marjorie Stewart Senior Community Center located at 21907 SW Sherwood Blvd, Sherwood, OR 97140 and to allow METRO's access, whether directly or through its service providers, to this site for servicing, cleaning, installation and repair of the collection box. This sharps collection box is part of a pilot program designed to assess demand, usage and associated costs. Once installed, Metro will fund the pilot box for up to four years.

2. TERM. This IGA begins on November 15, 2025 and terminates on January 31, 2030.

3. DEFINITIONS.

- A. "Servicing" means the actions and activities necessary to maintain and operate a sharps collection box including, but not limited to:
- a. Data collection.
 - b. Collecting photos capturing box conditions.
 - c. Basic box cleaning and litter pick up around the box within a three-foot radius around the box.
 - d. Removing and replacing sharps container bins when greater than 50 percent full, and transporting the sharps to an authorized disposal location, with all such actions being performed in compliance with all applicable laws, statutes, rules, and other regulations of any kind.

Intergovernmental Agreement

- e. Responding to and resolving non-routine service calls the resolution of which may include decontamination (as that term is defined in 29 CFR 1910.1030) of a damaged collection box.
- B. “Cleaning” means disinfecting collection box deposit door handles and exterior surfaces, providing basic graffiti removal from collection boxes, and replacing collection box sharps containers or transport tubs as needed.
- C. “Collection box” means a secure metal receptacle designed to house a rigid plastic sharps container for the collection of sharps by the public that is installed and maintained under the umbrella of the sharps collection box program.
- D. “Installation” means the installation or removal of any collection box at or from a site.
- E. “Repair” means the repair of the collection box, meaning any reasonably-required maintenance or repair, whether on-site or off-site.

4. RESPONSIBILITIES OF Agency. Agency will:

- A. Allow service providers retained by METRO access to the collection box, together with all appurtenances reasonably appropriate for such access, for the purpose of servicing, cleaning, installation and repair of the collection box.
- B. Notify METRO seven business days in advance to request collection box removal from the site.
- C. Ensure Agency staff are informed of each parties’ obligations under this contract, including not referring calls to other agencies.
- D. Identify and advise METRO on suitable property location for box placement.
- E. Notify METRO of any construction or other activities that may impact access to the box.
- F. Notify METRO for any needed public communications.
- G. Maintain communication with METRO to address timely questions and concerns.
- H. Provide guidance on the necessary permits for box placement.

Intergovernmental Agreement

5. RESPONSIBILITIES OF METRO. METRO will:

- A. Post contact information on each sharps collection box for reporting any issues to appropriate METRO contact.
- B. Post sharps collection box information to appropriate METRO website.
- C. Contract with service providers for servicing, cleaning, installation and repair of the collection box.
- D. Train METRO staff to be familiar with procedures each party is obligated to, including not referring calls to other agencies.
- E. Notify Agency seven business days in advance prior to removing collection box.
- F. Notify Agency of any changes to the service providers retained by METRO to access the collection box for the purpose of servicing, cleaning, installation and repair of the collection box.

6. NOTICE.

- A. All notice and any other communication to METRO, whether required, voluntary, or otherwise, relating to performance of this IGA must be provided to METRO's Authorized Representative as follows:

Abigail Herrera
Senior Solid Waste Planner
Metro
Waste Prevention and Environmental Services Department
600 NE Grand Avenue
Portland, OR 97232
(503) 459-7119
abigail.herrera@oregonmetro.gov

with copy to:

Shane Abma
Office of Metro Attorney
600 NE Grand Avenue
Portland, OR 97232
MetroAttorney@oregonmetro.gov

Intergovernmental Agreement

- B. METRO must provide all notice and any other communication to Agency, whether required, voluntary, or otherwise, relating to performance of this IGA to Agency's Authorized Representative as follows:

Maiya Marin Burbank
Center Manager
Marjorie Stewart Senior Community Center
21907 SW Sherwood Blvd
Sherwood, OR 97140
503-625-5644
burbankm@sherwoodoregon.gov

- C. Any communication described in this Section 6 required to be in writing under this IGA, or desired to be made in writing, may, in the sole discretion of the Party making such communication, be delivered to the other Party via email.

7. TERMINATION. Either party may terminate this IGA upon 30 days written notice.

8. INDEMNIFICATION. Subject to the conditions and limitations of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300, Agency will indemnify, defend and hold harmless METRO from and against all liability, loss and costs arising out of or resulting from the acts of Agency, its officers, employees, contractors and agents in the performance of this IGA. Subject to the conditions and limitations of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300 METRO will indemnify, defend and hold harmless Agency from and against all liability, loss and costs arising out of or resulting from the acts of METRO, its officers, employees, contractors and agents in the performance of this IGA.

9. INSURANCE. Each Party is responsible for providing worker's compensation insurance as required by law. Neither Party is required to provide or show proof of any other insurance coverage. METRO will be responsible for ensuring any contractor/vendor providing services to METRO under this IGA has reasonable insurance coverage.

10. ADHERENCE TO LAW. Each Party must comply with all federal, state and local laws, ordinances, rules and all other regulations applicable to this IGA.

11. NON-DISCRIMINATION. Each Party must comply with all requirements of federal and state civil rights and rehabilitation statutes and local non-discrimination ordinances.

12. SUBCONTRACTS AND ASSIGNMENT. Neither Party will subcontract or assign any part of this IGA without the written consent of the other Party, except that METRO may subcontract for performance of all or any part of the servicing without any further authorization or consent from Agency.

13. DAMAGE. Notwithstanding METRO's obligation under this IGA to service the collection boxes, if the collection box is no longer commercially reasonable due to damage to that collection box,



Intergovernmental Agreement

METRO will promptly remove the collection box or cause the collection box to be removed from the site in which it is installed and transported and properly disposed.

14. ENTIRE AGREEMENT; AMENDMENT. This IGA constitutes the entire agreement between the Parties. Each Party represents to the other and acknowledges that neither of them has made any representations or warranties to the other not expressly set forth in this IGA. This IGA may be modified, amended, or extended only by the written agreement of the Parties.

15. COUNTERPARTS; FACSIMILE SIGNATURES. This Agreement may be executed in a number of counterparts, each of which is deemed an original and all of which constitute one and the same Agreement. This Agreement may be executed by electronic, digital, or facsimile signature and any such signature is considered to have the same binding legal effect as a hand-written signature.

This IGA is executed by the signatures indicated below of the Parties' authorized representatives, effective November 15, 2025.

FOR METRO:

By: _____

Printed Name: _____

Title: _____

Date: _____

Approved as to Form:

By: _____

Shane Abma, Senior Metro Attorney

Date: _____

FOR City of Sherwood:

By: _____

Printed Name: _____

Title: _____

Date: _____

Reviewed:

By: _____

Date: _____

TO: Sherwood City Council

FROM: Rich Sattler, Public Works Director

Through: Craig Sheldon, City Manager and Ryan Adams, City Attorney

SUBJECT: Resolution 2025-078, Authorizing the City Manager to Execute a Contract for Murdock Park Master Plan Construction-Ready Design Documents

Issue:

Shall City Council authorize the City Manager to enter into a contract with Lango Hansen Landscape Architects to complete construction-ready design documents for Murdock Park?

Background:

In 2021, the City adopted the Parks and Recreation Master Plan, which identified Murdock Park as a priority and high-impact project. Following Council direction, staff initiated development of the Murdock Park Master Plan through a competitive Request for Proposals (RFP) process. Lango Hansen Landscape Architects was selected as the consultant to lead the effort, and the Murdock Park Master Plan was approved by City Council on November 19, 2024 (Resolution No. 2024-074).

Lango Hansen has submitted a proposal to provide construction documentation services as noted in the RFP, representing the next phase of the Murdock Park project. The proposed work includes completion of a geotechnical study; stormwater management design including a new stormwater garden and required drainage; wetland improvements, redesign of the pedestrian bridge and pond overlook; design of a new irrigation system, planting plan, and strategies for a future playground design. In addition, the consultant will assist with grant proposal preparation, land use applications, and permitting requirements.

The project will include construction document submittals at 30%, 60%, and 90% completion milestones, with one round of public engagement incorporated into the design process. Work is scheduled to begin in November 2025, with anticipated completion by May 2026.

Completing construction-ready design documents now puts the City in a better position to pursue grants and/or seek funding opportunities to be able to implement park improvements.

Financials: The proposed contract amount for construction-ready design documents is \$191,370. With a recommended 10% contingency (\$19,137), the total projected cost is \$210,507. This amount is within the \$300,000 budgeted for this phase of the Murdock Park project in the 2025–2027 Budget.

Recommendation: Staff respectfully requests City Council adoption of Resolution 2025-078, Authorizing the City Manager to Execute a Contract for Murdock Park Master Plan Construction-Ready Design Documents.



RESOLUTION 2025-078

AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT FOR MURDOCK PARK MASTER PLAN CONSTRUCTION-READY DESIGN DOCUMENTS

WHEREAS, the City adopted the 2021 Park and Recreation Master Plan and Murdock Park was prioritized as being a high-impact, quick win project; and

WHEREAS, the City Council approved the Murdock Park Master Plan per Resolution 2024-074 in November 2024; and

WHEREAS, the City's consultant, Lango Hansen Landscape Architects developed work plan for construction-ready design documents for Murdock Park Master Plan to be completed by Spring 2026.

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

Section 1. The City Manager is authorized to enter into a contract with Lango Hansen Landscape Architects in the amount of \$191,370.00 and to execute change orders to this contract in an amount not to exceed \$19,370.00.

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

Duly passed by the City Council this 4th day of November, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Lydia McEvoy, Human Resources Director

Through: Council President Young, Councilor Scott, Mayor Rosener and Ryan Adams, City Attorney

SUBJECT: **Resolution 2025-079, Approving the first amendment to Employment Agreement between the City of Sherwood and City Manager Craig Sheldon**

Issue:

City Council consideration of an amendment to the City Manager's Employment Agreement to adjust Paid Time Off (PTO) provisions, Administrative Leave, and salary in order to recognize strong performance, maintain alignment with non-represented employee policies and ensure competitive and equitable benefits.

Background:

The City Manager's Employment Agreement was approved by Council on August 6, 2024, through Resolution 2024-061. The Agreement contained a provision for an annual Performance Related Pay increase between 0-5%. In October 2025, through the Human Resources Department, the Council conducted a performance evaluation of the City Manager by surveying Councilors and City Manager's direct reports. The performance evaluation demonstrated very strong performance by the City Manager with high approval ratings from both Council and direct reports. A working group consisting of Councilors and the HR Director reviewed the agreement, discussed a potential performance related increase and identified several benefit areas where the terms differ from those applied to other non-represented employees, which could be improved in the City Manager's Employment Agreement.

These changes bring the City Manager's leave and compensation structure into closer alignment with non-represented employees while promoting a healthy work-life balance. The minimum PTO use provision supports wellness and sustainability in a high-stress leadership role, and the one-time administrative leave adjustment provides flexibility without creating an ongoing fiscal impact. The proposed First Amendment reflects these changes while maintaining all other provisions of the original agreement. The amendment has been reviewed for consistency with Section 6(C) of the Employment Agreement, which requires that any modification be made in writing and approved by the Council.

Financial Impacts:

The 2% salary increase results in a new annual base salary of \$211,654.08. The one-time Administrative Leave increase has no direct financial cost beyond existing payroll obligations. The revised PTO cap and cash-out timing may affect future payout timing but are not expected to create material fiscal impacts as it is partially offset by the requirement to take a minimum of 40 hours PTO per year.

Recommendation:

Staff recommends adoption of Resolution 2025-079, Approving the first amendment to Employment Agreement between the City of Sherwood and City Manager Craig Sheldon.



RESOLUTION 2025-079

APPROVING THE FIRST AMENDMENT TO THE EMPLOYMENT AGREEMENT BETWEEN THE CITY OF SHERWOOD AND CITY MANAGER CRAIG SHELDON

WHEREAS, the City and Manager entered into an Employment Agreement effective August 6, 2024, approved by City Council as Resolution 2024-061 ("Agreement"); and

WHEREAS, the City Council desires to make limited adjustments to the City Manager's compensation and leave provisions to maintain alignment with the City's Non-Represented employee policies, recognize the City Manager's strong performance and support a healthy work-life balance; and

WHEREAS, the proposed First Amendment to the City Manager Employment Agreement includes the following changes:

1. Increasing the maximum Paid Time Off (PTO) accrual from 216 hours to 328 hours, consistent with Non-Represented employees with the same length of service;
2. Allowing annual PTO cash-outs to occur once per year at a time of the Manager's choosing, rather than being restricted to December;
3. Requiring a minimum of 40 hours of PTO to be taken each calendar year;
4. Providing a one-time increase of 40 hours of Administrative Leave in calendar year 2026 (for a total of 80 hours that year only, non-carryover); and
5. Increasing the Manager's base salary by 2% effective August 6, 2025, resulting in an annual base salary of \$211,654.08.

WHEREAS, Section 6(C) of the Agreement provides that no amendment shall be valid unless in writing and signed by both parties after Council approval; and

WHEREAS, City Council finds it to be in the best interest of the city to approve and authorize execution of the First Amendment to the City Manager Employment Agreement.

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

Section 1. The City Council hereby approves the *First Amendment to the Employment Agreement* between the City of Sherwood and City Manager Craig Sheldon, attached hereto as *Exhibit A* and incorporated by reference.

Section 2. The Mayor is authorized to execute the *First Amendment to the Employment Agreement* on behalf of the City of Sherwood.

Section 3. This Resolution shall become effective immediately upon its adoption.

Duly passed by the City Council this 4th day of November, 2025.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

FIRST AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT

This First Amendment to the Employment Agreement (“Amendment”) is entered into this 4th day of November, 2025, by and between the City of Sherwood, Oregon (“City”) and Craig Sheldon (“Manager”), collectively referred to as “the Parties.”

RECITALS

WHEREAS, the City and Manager entered into an Employment Agreement effective August 6, 2024, approved by City Council as Resolution 2024-061 (“Agreement”); and

WHEREAS, the City Council desires to make certain limited adjustments to the Manager’s compensation and leave benefits to ensure alignment with Non-Represented employee provisions and to encourage adequate rest and work-life balance; and

WHEREAS, Section 6(C) of the Agreement provides that no amendment shall be valid unless in writing and signed by both parties after Council approval;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the City and Manager agree as follows:

1. Amendments to Section 3(F) — Paid Time Off (PTO)

Section 3(F) of the Agreement is amended to read in its entirety as follows:

Paid Time Off (PTO).

Manager shall accrue 216 hours of Paid Time Off annually, earned in equal installments during each pay period.

The maximum accrual bank shall not exceed 328 hours. Accrual shall cease once this limit is reached and will resume when the balance falls below the maximum.

Manager shall have the option to cash out any PTO balance exceeding 80 hours once per calendar year, at a time of Manager’s choosing, consistent with City payroll procedures.

Manager shall take a minimum of 40 hours of PTO each calendar year, to promote health and work-life balance.

2. Amendment to Section 3(G) — Administrative Leave

The first paragraph of Section 3(G) is amended to add the following language:

For calendar year 2026 only, Manager shall receive a one-time additional 40 hours of Administrative Leave, for a total of 80 hours in that year. Administrative Leave is not considered PTO, shall not be cashed out, and shall not carry over beyond December 31, 2026. Beginning January 1, 2027, the annual Administrative Leave entitlement shall revert to 40 hours per year, consistent with the original Agreement.

3. Amendment to Section 3(A) — Salary Adjustment

Section 3(A) of the Agreement is amended to include the following:

Effective August 6, 2025, Manager's annual base salary shall be increased by two percent (2%) from the current rate of \$207,504, resulting in a new annual salary of \$211,654.08, to be paid in accordance with the City's standard payroll schedule.

4. Effect of Amendment

Except as expressly modified herein, all terms and conditions of the Employment Agreement dated August 6, 2024, shall remain in full force and effect. This Amendment shall be attached to and become part of the original Agreement.

5. Execution

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the dates written below.

CITY OF SHERWOOD, OREGON

By: _____

Tim Rosener, Mayor

Date: _____

Attest: _____

City Recorder

CRAIG SHELDON

City Manager

Signature: _____

Date: _____