



Home of the Tualatin River National Wildlife Refuge

CITY COUNCIL MEETING PACKET

FOR

Tuesday, October 6, 2026

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

5:45 pm City Council Work Session

7:00 pm City Council Regular Meeting

URA Board of Directors Meeting
(Following the 7:00 pm Regular City Council Meeting)

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



5:45 PM CITY COUNCIL WORK SESSION

- 1. Old Town Site D Discussion**
(Eric Rutledge, Community Development Director)
- 2. Commercial Police Fee Follow Up**
(David Bodway, Finance 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 September 15, 2026, City Council Meeting Minutes** (Sylvia Murphy, City Recorder)
 - B. Resolution 2026-062, Appointing the Budget Officer for Biennial Budget Fiscal Years 2027-29**
(Craig Sheldon, City Manager)
 - C. Resolution 2026-063, Authorizing the City Manager to Execute an Intergovernmental Agreement with the Cities of Tualatin, West Linn, and Lake Oswego for a Subregional Transit Study**
(Eric Rutledge, Community Development Director)
 - D. Resolution 2026-064, Approving the Cultural Arts Commission's Recommended Design for the Cannery Square Restroom Wrap** (Kristen Switzer, Assistant City Manager)
 - E. Resolution 2026-065, Authorizing the Award of two Building Plan Review and Inspection Service Contracts to Clair Company and Northwest Code Professionals**
(Jared Bradbury, Building Official)
- 6. CITIZEN COMMENTS**
- 7. PRESENTATIONS**
 - A. Proclamation, Water Professionals Appreciation Week October 3rd – 11th, 2026**
(Mayor Rosener)
- 8. PUBLIC HEARINGS**
 - A. Resolution 2026-066, Adopting a Supplemental Budget for biennial year 2025-27 and making appropriations** (David Bodway, Finance Director)

AGENDA

**SHERWOOD CITY COUNCIL
October 6, 2026**

5:45 pm City Council Work Session

7:00 pm City Council Regular Session

**URA Board of Directors Meeting
(Following the 7pm City Council Meeting)**

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

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

AMENDED MEETING MATERIALS – Item 8.B, Resolution 2026-067

B. Resolution 2026-067, Amending Section 1 of the City's Schedule of Fees for Business Licenses and Staff Rates (David Bodway, Finance Director)

9. CITY MANAGER REPORT

10. COUNCIL ANNOUNCEMENTS

11. ADJOURN TO URA BOARD OF DIRECTORS MEETING

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 are available on site.



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
September 15, 2026

WORK SESSION

1. **CALL TO ORDER:** Council President Young called the meeting to order at 5:32 pm.
2. **COUNCIL PRESENT:** Council President Kim Young, Councilors Keith Mays, Renee Brouse, Taylor Giles, and Dan Standke. Mayor Tim Rosener and Councilor Doug Scott were absent.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Systems Analyst Mark Swanson, City Attorney Ryan Adams, Paralegal Josh Cook, Police Captain Corey Jentzsch, Public Works Director Rich Sattler, Community Development Director Eric Rutledge, Senior Center Manager Maiya Martin Burbank, Human Resources Director Lydia McEvoy, Deputy City Recorder Colleen Resch, and City Recorder Sylvia Murphy.

OTHERS PRESENT: Senior Advisory Board members Zana Mays, Rick Vauble, Farrah Burke, Caz Thomson, Cliff Taylor, and Jen Myers. Washington County Commissioner Jason Snider.

4. TOPICS:

Sherwood Senior Advisory Board Roundtable

Council President Young asked for introductions and welcomed the Senior Advisory Board. Senior Center Manager Maiya Martin Burbank informed the Council of their strengths and accomplishments over the past year. She discussed the efforts of establishing an age-friendly and dementia-friendly program for businesses. She provided an Age-Friendly Sherwood handout that described the programs (see record, Exhibit A). She explained the everyday operations of the Senior Center, their transportation needs, and grant opportunities. The board members provided comments in addition to Maiya's information. Maiya informed the Council of the Center's upcoming events and encouraged them to visit.

Council President Young thanked the Senior Advisory Board and addressed the next item on the agenda.

Washington County Update, Commissioner Jason Snider

Commissioner Snider provided updates and information regarding regional concerns. He discussed the upcoming Commissioner transitions, LAM Research's strategic investment program, and the vehicle registration program. He commented on the County jail and courthouse expansion. He referred to the ongoing discussions regarding electric scooters and bikes. He discussed the drone as a first responder program and coordination efforts. Councilor Standke explained safety concerns on Brookman Road (a county road) and asked if the County had plans to improve the corridor. Councilor Mays said there was a tool in the

past that bonded against Major Streets Transportation Improvement Program (MSTIP) county funds to build roads immediately. He said Brookman Road would benefit from the re-establishment of that program. Councilor Giles commented on the lack of connectivity and discussed possible stop gap measures. Councilor Giles discussed flock camera concerns and discussion followed. Councilor Mays thanked Commissioner Snider for his representation.

Council President Young addressed the next item on the agenda.

Discuss City Manager Performance Process

City Attorney Ryan Adams said it was time for the annual City Manager review and asked for Council feedback on the process. He said Council President Young and Councilor Brouse volunteered to lead the process. Human Resources Director Lydia McVoy explained the previous review process and recommended the process of surveying the Council and Senior Leadership team. Discussion followed. Council President Young said they would meet with Lydia to move the process forward.

Council President Young adjourned the work session at 6:55 pm.

REGULAR SESSION

1. **CALL TO ORDER:** Council President Young called the meeting to order at 7:03 pm.
2. **COUNCIL PRESENT:** Council President Kim Young, Renee Brouse, Taylor Giles, and Dan Standke. Mayor Rosener, Councilors Doug Scott, and Keith Mays were absent.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Systems Analyst Mark Swanson, City Attorney Ryan Adams, Police Captain Corey Jentzsch, Public Works Director Rich Sattler, Community Development Director Eric Rutledge, Human Resources Director Lydia McEvoy, and City Recorder Sylvia Murphy.

4. APPROVAL OF AGENDA:

MOTION: FROM COUNCILOR BROUSE TO APPROVE THE AGENDA. SECONDED BY COUNCILOR GILES. MOTION PASSED 4:0. ALL PRESENT MEMBERS VOTED IN FAVOR. (MAYOR ROSENER, COUNCILORS DOUG SCOTT, AND KEITH MAYS WERE ABSENT).

Council President Young addressed the next item on the agenda.

5. CONSENT AGENDA:

- A. Approval of September 1, 2026, City Council Meeting Minutes
- B. Resolution 2026-060, Authorizing the City Manager or Designee to Apply for a Business Oregon Regional Infrastructure Grant for Phase II of the Columbia Street Extension Study
- C. Resolution 2026-061, Appointing Ty Bailey to the Sherwood Planning Commission

MOTION: FROM COUNCILOR BROUSE TO ADOPT THE CONSENT AGENDA. SECONDED BY COUNCILOR GILES. MOTION PASSED 4:0, ALL PRESENT MEMBERS VOTED IN FAVOR. (MAYOR ROSENER, COUNCILORS DOUG SCOTT AND KEITH MAYS WERE ABSENT).

Council President Young addressed the next item on the agenda.

6. CITIZEN COMMENTS:

None. Council President Young addressed the next agenda item.

7. CITY MANAGER REPORT:

City Manager Craig Sheldon said the International Walk to School Day was Wednesday, October 7, at Middleton Elementary School at 7:15 am.

8. COUNCIL ANNOUNCEMENTS:

Councilor Giles reported that the Planning Commission would be discussing the tree code at their next meeting.

Councilor Brouse reported that the Youth Advisory Board would meet on Thursday.

Councilor Standke reported that he attended the Sherwood School Board meeting and provided updates. He said the Library Advisory Board would meet tomorrow.

Council President Young discussed the possible public safety fee and suggested outreach approaches that might be successful to inform the public and businesses in the community. Discussion followed. Mr. Sheldon said a work session was scheduled for October to further discuss a public safety fee, and stated staff would be asking for direction from the Council.

9. ADJOURN:

Council President Young adjourned the meeting at 7:14 pm.

Attest:

Sylvia Murphy, MMC, City Recorder

Tim Rosener, Mayor

TO: Sherwood City Council

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

SUBJECT: **Resolution 2026-062, Appointing the Budget Officer for Biennial Budget Fiscal Years 2027-29**

Issue:

Shall the City Council appoint a Budget Officer for Fiscal Years 2027-29?

Background:

Oregon budget law requires that a Budget Officer be appointed by City Council or designated by the Charter for each budget cycle. The Budget Officer prepares or supervises preparation of the budget document.

City staff is recommending the City Manager, Craig Sheldon, be appointed as the Budget Officer for the upcoming fiscal year.

Recommendation:

Staff respectfully recommends City Council adoption of Resolution 2026-062, appointing the Budget Officer for Biennial Budget Fiscal Years 2027-29.



RESOLUTION 2026-062

APPOINTING THE BUDGET OFFICER FOR BIENNIAL BUDGET FISCAL YEARS 2027-29

WHEREAS, Oregon budget law requires that a Budget Officer be appointed by the City Council or designated by Charter for each budget cycle; and

WHEREAS, the Budget Officer is responsible for preparing the proposed budget for presentation to the Budget Committee, publishing required notices, and compliance with budget law; and

WHEREAS, in the Charter, the City Manager prepares and administers the city budget.

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

Section 1. Craig Sheldon, City Manager is hereby appointed as the Budget Officer.

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

Duly passed by the City Council this 6th day of October 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Eric Rutledge, Community Development Director
Through: Craig Sheldon, City Manager and Ryan Adams, City Attorney

SUBJECT: **Resolution 2026-063, Authorizing the City Manager to execute an Intergovernmental Agreement with the Cities of Tualatin, West Linn, and Lake Oswego for a Subregional Transit Study**

Issue:

Shall the City Council adopt Resolution 2026-063, authorizing the City Manager to execute an Intergovernmental Agreement with the cities of Tualatin, West Linn, and Lake Oswego for a subregional transit study?

Background

The cities of Sherwood, Tualatin, Lake Oswego, and West Linn wish to undertake a joint transit study in response to the unique travel patterns and transit needs of the southern Metro area. The study will examine existing service and travel demand to identify options for improving transit service throughout the area. Under the proposed agreement, Tualatin will lead the study, and the four cities will share its costs equally. The cost of the study is estimated to be \$160,000, with Sherwood's portion being \$40,000.

Under the IGA, the four cities will hire a consultant who will assess current routes, service frequency, costs, revenues, ridership, and paratransit service. The study will also examine travel within the four-city area and trips into and out of it, forecast future demand, and estimate realistic ridership for potential service options. It will then evaluate improvements to existing services, coordination with adjacent providers, and alternative ways to deliver service. The work will consider examples from other communities, as well as the funding, governance, and regulatory issues involved in implementing the options.

Financial Impacts:

Each city would pay 25 percent of the approved study cost. The estimated study cost is \$160,000, making Sherwood's estimated share \$40,000. The IGA caps the project at \$200,000 without a written amendment signed by all parties, making Sherwood's share at that cap \$50,000.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2026-063, authorizing the City Manager to execute an Intergovernmental Agreement with the cities of Tualatin, West Linn, and Lake Oswego for a subregional transit study.



RESOLUTION 2026-063

**AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT
WITH THE CITIES OF TUALATIN, WEST LINN, AND LAKE OSWEGO FOR A
SUBREGIONAL TRANSIT STUDY**

WHEREAS, the cities of Tualatin, Lake Oswego, Sherwood, and West Linn wish to jointly assess transit services, revenues, ridership, and travel demand and evaluate options for improving local and subregional mobility; and,

WHEREAS, the proposed intergovernmental agreement designates Tualatin as the lead city to procure and administer a consultant contract for the study and provides for an equal sharing of costs among the four cities; and

WHEREAS, the study is estimated to cost \$160,000, of which Sherwood's estimated 25 percent share is \$40,000, and the agreement establishes a project do not exceed cost of \$200,000 unless amended in writing by all parties.

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

Section 1: The City Council approves the Intergovernmental Agreement by and between the City of Tualatin, City of Lake Oswego, City of Sherwood, and City of West Linn regarding Sharing of Costs for Subregional Transit Service Study, attached as Exhibit A and incorporated by reference.

Section 2: The City Manager is authorized to execute the agreement on behalf of the City of Sherwood, with any nonmaterial changes approved by the City Attorney, and to take actions necessary to carry out the agreement. Sherwood's contribution under this authorization shall not exceed \$50,000 without further Council authorization.

Section 3: This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 6th day of October 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

**INTERGOVERNMENTAL AGREEMENT BY AND
BETWEEN CITY OF TUALATIN, CITY OF LAKE
OSWEGO, CITY OF SHERWOOD AND CITY OF
WEST LINN REGARDING SHARING OF COSTS FOR
SUB-REGIONAL TRANSIT SERVICE STUDY**

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is made and entered into by and between the City of Tualatin, the City of Lake Oswego, the City of Sherwood, and the City of West Linn, each an Oregon municipal corporation. The purpose of this Agreement is to set forth the terms for sharing the costs necessary to fund a Sub-Regional Transit Service Study. Each city shall be individually referred to by name or collectively as "the Parties" as appropriate.

RECITALS

WHEREAS, ORS 190.003 - 190.010 authorizes cities to enter into intergovernmental agreements for the performance of any or all functions and activities that a party to the agreement has the authority to perform; and

WHEREAS, the Parties wish to collectively investigate how to improve public transit and envision the next generation of transit in our sub-region, namely by assessing the transit services, revenues, ridership, and travel demand patterns in the sub-region and identifying solutions and alternative transit delivery options that will improve mobility for local and sub-regional travel; and

WHEREAS, the Parties agree that a Sub-Regional Transit Service Study ("Transit Study" or "Project") is the best way to accomplish the above-stated goals; and that it is the best interests of the Parties that the City of Tualatin act as the lead contracting agency to conduct an intermediate procurement and award a contract to the firm most qualified to conduct a Transit Study; and

WHEREAS, the Parties agree to cooperate with each other, coordinate with the firm conducting the Transit Study, and share in the costs related to funding the Transit Study.

AGREEMENT

NOW, THEREFORE, it is mutually agreed that the Parties voluntarily enter into this Intergovernmental Agreement to fund the Project referenced in the Recitals above, which will work to identify sub-regional transit needs, define effective and implementable solutions, and shape potential funding and governance solutions. Specifically, the Parties agree as follows:

TERMS

1. Start and End Dates.

The Agreement shall be effective when signed by all the Parties and shall remain in effect until the Project has been completed and all invoices are paid, unless terminated earlier as set out below.

2. Responsibilities of the Parties.

2.1. Project Contract Administration. The City of Tualatin shall enter into a personal services agreement with a consultant to conduct the Transit Study and shall pay the consultant for work performed pursuant to that agreement. While the consultant may collaborate and communicate with all the Parties regarding the Project, the Parties understand and agree that the City of Tualatin's designated project manager shall serve as the consultant's sole point of contact for contract administration, and only the project manager may provide direction regarding the work to be performed, approve deliverables, authorize additional work, modify the scope of work, approve changes to applicable schedules or otherwise bind Tualatin under that agreement. Any amendment that increases the total contract amount or materially modifies the scope of work must be approved in writing by all Parties.

2.2. Cost Sharing; Invoicing. The Parties agree that Project costs shall be divided equally among the Parties, with each party bearing a 25 percent share of the total obligation. Estimated total cost of the Project is \$160,000.00. The Parties understand that the estimated costs are used to determine Project budget and for use within this Agreement, and that final Project costs will be based on all work required to be performed pursuant to the agreement referenced in Section 2.1. No Party shall be obligated to contribute more than its proportional share of the approved Project budget unless otherwise agreed in writing by all Parties. In addition, the Parties agree that the Project Do Not Exceed ("DNE") cost is \$200,000.00 unless an amendment to increase the DNE is agreed to and signed by all the Parties. The City of Tualatin shall issue quarterly invoices to the cities of Lake Oswego, Sherwood and West Linn individually, to be paid by each within thirty (30) days of receipt. The City of Tualatin shall provide the cities of Lake Oswego, Sherwood and West Linn with a final statement of Project expenses within thirty (30) days of the completion of the Project.

3. Compliance With Applicable Laws; Equal Opportunity.

The Parties shall comply with all federal, state and local laws and ordinances applicable to the work performed under the Agreement including, but not limited to the following, as applicable: Title VI of the Civil Rights Act of 1964, Section V of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (Pub L No. 101-336), ORS 659A.142 and all regulations and administrative rules established pursuant to those laws, and all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. No person shall be denied or subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of race, color, religion, gender, sexual orientation, national origin, disability, age, or marital status. Any

violation of this provision shall be grounds for cancellation, termination or suspension of the Agreement in whole or in part by the Parties.

4. Indemnification And Hold Harmless.

Each party shall defend, indemnify, and hold harmless the other Parties, including their officers, agents, and employees, against all claims, demands, actions and suits (including all attorney fees and costs at trial and on appeal) arising from the indemnitor's performance of this Agreement where the loss or claim is attributable to the negligent acts or omissions of that party. Such indemnification shall be subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.302, and the Oregon Constitution. The Parties agree to promptly notify the other in writing of any such claim or demand to indemnify and agree to cooperation with each other in a reasonable manner to facilitate the defense of any such claim or demand.

5. Independent Contractor.

Each party is an independent contractor with respect to each other party and has no control over the work performed by the other. No party is an agent or employer of another party. No party nor its employees is entitled to participate in a pension plan, insurance, bonus, or similar benefits provided by any other party.

6. Insurance.

The Parties agree to maintain insurance levels or self-insurance in accordance with ORS 30.282, for the duration of this Agreement at levels necessary to protect against public body liability as specified in ORS 30.269 to 30.274.

7. No Third-Party Beneficiaries.

This Agreement is between the Parties and creates no third-party beneficiaries. Nothing in this Agreement gives or shall be construed to give or provide any benefit, direct, indirect, or otherwise to third parties unless such third parties are expressly described as intended to be beneficiaries of its terms.

8. Notice.

Except as otherwise expressly provided in this Agreement, any communications between the Parties or notices to be given shall be given in writing by personal delivery, mailing with postage prepaid to the Parties, or by email at the addresses set forth below. Any communication or notice so addressed and mailed shall be deemed to be given five (5) days after mailing. Any communication or notice by personal delivery shall be deemed to be given when actually delivered.

For the City of Tualatin

Name: Mike McCarthy, City Engineer
Address: 18880 SW Martinazzi Ave., Tualatin OR 97062
Email: mmccarthy@tualatin.gov

For the City of Lake Oswego

Name: Will Farley, Assistant City Engineer, with copies to the City Attorney's Office
Address: PO Box 369 / 380 A Avenue
Lake Oswego, Oregon 97034
Email: wfarley@ci.oswego.or.us and cao@lakeoswego.city

For the City of Sherwood

Name: Eric Rutledge, Community Development Director
Address: 22560 SW Pine St
Sherwood, Oregon 97140
Email: rutledge@sherwoodoregon.gov

For the City of West Linn

Name: Steve Koper, Community Development Director
Address: 22500 Salamo Rd
West Linn, Oregon 97068
Email: skoper@westlinnoregon.gov

9. Remedies; Non-Waiver.

The remedies provided under this Agreement shall not be exclusive. The Parties shall also be entitled to any other equitable and legal remedies that are available. No waiver, consent, modification or change of terms of this Agreement shall bind the Parties unless in writing and signed by all parties. Such waiver, consent, modification, or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of a party to enforce any provision of this Agreement shall not constitute a waiver by a party of that or any other provision.

10. Oregon Law, Dispute Resolution, Venue and Forum.

This Agreement shall be construed according to the laws of the State of Oregon. The Parties shall negotiate in good faith to resolve any dispute arising out of this Agreement and shall attempt to informally resolve any dispute concerning any party's performance of the terms of this Agreement, or regarding the terms, conditions, or meaning of this Agreement. Notwithstanding Section 8, the Parties may communicate via email or as otherwise agreed to resolve any dispute informally. This Section is not intended to limit or restrict the use by a party of any remedies set forth in Section 9. If the Parties are unable to resolve any dispute within fourteen (14) calendar days, the Parties are free to pursue any legal remedies that may be available. Any litigation between the parties arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Washington County Circuit Court, and if in the federal courts, in the United States District Court for the District of Oregon-Portland Division.

11. **Termination.**

This Agreement may be terminated by mutual written agreement of all the Parties.

12. **Counterparts.**

This Agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

13. **Captions.**

Captions and headings used in this Agreement are for convenience only and shall not be construed or interpreted so as to enlarge or diminish the rights or obligations of the Parties hereto.

14. **Severability.**

If any section, subsection, sentence, clause, phrase or portion of this Agreement is, for any reason, held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this Agreement. All provisions concerning indemnity survive the termination of this Agreement.

15. **Amendment.**

This Agreement may only be amended in writing and signed by all of the Parties.

16. **Entire Agreement.**

This writing is the final expression of the Agreement between the Parties with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement.

The foregoing is hereby agreed upon by the Parties and executed by the duly authorized representatives of the Parties.

City of Tualatin:

By: _____
City Manager

Date: _____

APPROVED AS TO FORM

Tualatin City Attorney

City of Sherwood:

City of Lake Oswego:

By: _____
Title:

Date: _____

APPROVED AS TO FORM

Lake Oswego City Attorney

City of West Linn:

By: _____
Title: _____

Date: _____

APPROVED AS TO FORM

Sherwood City Attorney

By: _____
Title: _____

Date: _____

APPROVED AS TO FORM

West Linn City Attorney

TO: Sherwood City Council

FROM: Kristen Switzer, Assistant City Manager

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

SUBJECT: Resolution 2026-064, Approving the Cultural Arts Commission's Recommended Design for the Cannery Square Restroom Wrap

Issue:

Should the City Council accept the Cultural Arts Commission's recommended design for the Cannery Square restroom wrap?

Background:

The City issued a call for artists in Spring 2026 for the Cannery Square Restroom Wrap. The Cultural Arts Commission reviewed and scored 22 designs that met the submission requirements and identified three finalists: "The Living Seasons of Sherwood," "Sherwood ACD," and "Cannery Square." The three designs are included in the attached *Cannery Square Art Finalists* exhibit.

"Sherwood ACD," which features a deer, received the highest score and is the Commission's recommended design. The designs were blind scored, so commissioners did not know the artists' identities during the selection process. The top-scoring design was submitted by Arisa de Olde, a former youth representative on the Cultural Arts Commission.

Staff recommends moving forward with the Commission's recommendation for the Cannery Square restroom wrap. Should Council be interested, there may be future opportunities to consider other submitted designs for utility boxes throughout the community.

Recommendation: Staff respectfully recommends City Council adoption of Resolution 2026-064, Approving the Cultural Arts Commission's Recommended Design for the Cannery Square Restroom Wrap.



RESOLUTION 2026-064

**APPROVING THE CULTURAL ARTS COMMISSION'S RECOMMENDED DESIGN FOR THE
CANNERY SQUARE RESTROOM WRAP**

WHEREAS, the City of Sherwood issued a call for artists in Spring 2026 seeking designs for the Cannery Square Restroom Wrap; and

WHEREAS, the Cultural Arts Commission reviewed and scored 22 designs that met the submission requirements; and

WHEREAS, the designs were blind scored, so commissioners did not know the artists' identities during the selection process; and

WHEREAS, the Commission identified three finalists: "The Living Seasons of Sherwood," "Sherwood ACD," and "Cannery Square"; and

WHEREAS, "Sherwood ACD," featuring a deer and submitted by Arisa de Olde, received the highest score; and

WHEREAS, the Cultural Arts Commission recommends "Sherwood ACD" for the Cannery Square restroom wrap.

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

Section 1. The City Council approves the Cultural Arts Commission's recommendation of "Sherwood ACD," by Arisa de Olde, as shown in Exhibit A (option 3), as the design for the Cannery Square restroom wrap.

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

Duly passed by the City Council this 6th day of October 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Cannery Square Art Finalists

Option 2: The Living Seasons of Sherwood



Option 3: Sherwood ACD



Option 12: Cannery Square



Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Jared Bradbury, Building Official

Through: Eric Rutledge, Community Development Director, Craig Sheldon, City Manager and Ryan Adams, City Attorney

SUBJECT: Resolution 2026-065, Authorizing the award of two Building Plan Review and Inspection Service contracts to Clair Company and Northwest Code Professionals

Issue:

Shall the City Council authorize the award of two building plan review and inspection service contracts to Clair Company and Northwest Code Professionals?

Background:

The City uses on-call firms to supplement Building Department staff when application volume, project complexity, or inspection demand requires additional capacity. The City issued a competitive request for proposals (RFP) to establish contracts for future services.

Staff evaluated the proposals using the criteria in the solicitation, including each firm's qualifications, relevant experience, capacity to provide the requested services, and proposed pricing. Based on that review, staff recommend contracts with Clair Company and Northwest Code Professionals. Both firms can support Oregon building code work, and having two firms available will help the City respond to changing workloads and service needs.

The contracts will be on-call. Staff will assign work under the applicable contract based on the service required, firm availability, and contract terms. Selection does not guarantee either firm a minimum volume of work. The contracts are proposed to be for three years, with two additional one-year extensions as the discretion of the city.

Financial Impacts:

There are no immediate financial impacts associated with entering into on-call services contracts. As services are needed, fees associated with these services will be paid from a percentage of the building plan review fees that are collected at the time of building permit application. The 2025-2027 budget includes funding for this service. The estimated fees for service will be budgeted in future years based on anticipated cost and workload. This item is being brought to council as the contract amount may exceed \$250,000 over the three to five year period.

Recommendation:

Staff respectfully recommends approval of Resolution 2026-065, authorizing the award of two building plan review and inspection service contracts to Clair Company and Northwest Code Professionals.



RESOLUTION 2026-065

AUTHORIZING THE AWARD OF TWO BUILDING PLAN REVIEW AND INSPECTION SERVICE CONTRACTS TO CLAIR COMPANY AND NORTHWEST CODE PROFESSIONALS

WHEREAS, the City requires qualified firms to supplement its building plan review and inspection capacity as service needs arise; and

WHEREAS, the City issued a competitive request for proposals for on-call building plan review and inspection services and evaluated responses under the criteria stated in the solicitation; and

WHEREAS, the evaluation identified Clair Company and Northwest Code Professionals as firms qualified to provide the requested services; and

WHEREAS, the request for proposals was for a contract award of up to three years, with the opportunity for two additional one-year extensions; and

WHEREAS, contracts with both firms will give the City additional capacity and flexibility to assign work based on the type of service needed, availability, and the terms of each contract.

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

Section 1. The City Council approves the selection of Clair Company and Northwest Code Professionals for on-call building plan review and inspection services.

Section 2. The City Manager is authorized to execute separate professional services contracts with Clair Company and Northwest Code Professionals, in forms approved by the City Attorney, for the services, rates, terms, and maximum compensation established in the final contracts.

Section 3. Services may be assigned to either firm as needed under its contract. This resolution does not guarantee a minimum amount of work to either firm.

Section 4. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 6th day of October 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: David Bodway, Finance Director

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

SUBJECT: Resolution 2026-066, Adopting a Supplemental Budget for biennial year 2025-27 and making appropriations

Issue:

Shall the City Council adopt a supplemental budget and approve the corresponding appropriations for biennial year 2025-27?

Background:

Pursuant to ORS 294.463, Oregon Municipalities can transfer appropriation between existing categories during the budget year and pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets.

The purposes for the appropriations have been detailed in Exhibit 1 and sorted by the source of funding for each expenditure. Please refer to that exhibit for additional information.

Financial Impacts:

The financial impacts are detailed in Exhibit 2 to the Staff Report as well as in the Resolution itself. The net impact by fund is shown in the increases / (decreases) of "Total Unappropriated and Reserve Amounts".

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2026-066, adopting a supplemental budget for biennial year 2025-27 and making appropriations.

Exhibit 1
Requested appropriations by source of funding

GENERAL FUND

1. The beginning fund balance in the General Fund was lower than expected by \$1,170,222. This is due to most of the revenue buckets coming in less than anticipated, especially in development, where the city saw the greatest gap. The economy and other world events have hampered the city regarding development. The city is expected to receive an additional \$467,746 in intergovernmental funds from Washington County for WCCLS. Miscellaneous revenue of \$130,758 is from insurance proceeds for city vehicles. Transfers in of \$103,758 consist of funds from the Community Investment Fund to assist the General Fund in paying for a few City Council-initiated projects as noted below in the Community Investment Fund.
2. Additionally, the administration appropriation is being increased by \$42,922 to account for a few city council-initiated projects.
3. Community Development appropriation is being increased by \$60,930, this amount accounts for some of city council-initiated projects that were not budgeted.
4. Public works appropriation is being increased by \$130,758 to utilize the insurance proceeds noted above to replace totaled vehicles.
5. Reserved for future years is being reduced by \$702,475 to account for the revenue shortfall discussed above. City staff will be working to eliminate this gap through various measures and replenishing this amount through future supplemental budgets this fiscal year.

Additional beginning fund balance	\$ (1,170,222)
Intergovernmental	467,746
Misc. Revenue	130,758
Transfer In	103,853
Total to General Fund	(467,865)
Administration	42,922
Community Development	60,930
PW Operations	130,758
Total proposed FY24-25 uses of funds	\$ 234,610
Remaining funds – Reserve for Future Years	\$ (702,475)

PUBLIC ART FUND

1. The beginning fund balance in the Public Art Fund was lower than budgeted by \$3,195 due to the additional costs associated with the roundabout Art project and lower than expected earnings on investments. The Capital Department appropriation is being increased by \$1,082 to account for the carryover costs for the roundabout Art and the difference is being taken from contingency, leaving \$114,425 still in contingency.

Additional beginning fund balance	\$ (3,195)
Total to Public Art Fund	(3,195)
Capital Department	1,082
Contingency	(4,277)
Total proposed BY25-27 uses of funds	\$ (3,195)

ECONOMIC DEVELOPMENT AND PROMOTION FUND

1. The beginning fund balance in the Economic Development and Promotion Fund was lower than projected by \$20,401. This was due to timing of the Old Town Strategic Plan, as this fund paid for a portion of those costs and that project crossed fiscal years. The operations budget is being reduced by this amount \$20,401 but staff expect to make up most of this difference through additional transfers from higher than anticipated TLT revenue collections.

Additional beginning fund balance	\$ (20,401)
Total to Econ. Develop. and Prom. Fund	(20,401)
Operations Department	(20,401)
Total proposed BY25-27 uses of funds	\$ (20,401)

COMMUNITY INVESTMENT FUND

1. The beginning fund balance for the Community Investment Fund was higher than projected by \$148,509. Additionally, this fund has loaned money to other city funds in prior fiscal years. Due to the timing of these interfund loans, interest revenue was higher than originally budgeted.
2. Contingency is being increased by \$44,656 and the transfer out appropriation is being increased by \$103,853 to assist the General Fund in paying for some Council initiated projects such as the Special Election, Columbia Street Feasibility Study, Local Option Levy Analysis.

Additional beginning fund balance	\$ 148,509
Total to Community Investment Fund	\$ 148,509
Contingency	44,656
Transfer Out to General Fund	103,853
Total proposed BY25-27 uses of funds	\$ 148,509

Exhibit 2

Supplemental Budget, Appropriations and Financial Impacts BY 25-27

Fund	General	TLT	Public Art	ED & Promotion	Community Investment	Grants	General Construction	Street Operations	Street Capital	Water	Sanitary	Storm	Sherwood Broadband	Total
Resources														
Beginning fund balance	(1,170,222)	20,038	(3,195)	(20,401)	148,509	68,139	(1,758,982)	1,000,893	1,541,771	3,572,497	537,276	2,606,510	(3,335,820)	3,207,013
Intergov	467,746	-	-	-	-	-	-	-	-	-	-	-	-	467,746
Charges for services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure Development Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc Revenue	130,758	-	-	-	-	-	-	-	-	-	-	-	-	130,758
Transfers in	103,853	-	-	-	-	-	-	-	-	-	-	-	-	103,853
Total Resources	(467,865)	20,038	(3,195)	(20,401)	148,509	68,139	(1,758,982)	1,000,893	1,541,771	3,572,497	537,276	2,606,510	(3,335,820)	3,909,370
Requirements														
Administration	42,922	-	-	-	-	-	-	-	-	-	-	-	-	42,922
Comm. Development	60,930	-	-	-	-	-	-	-	-	-	-	-	-	60,930
Public Safety	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PW Operations	130,758	-	-	-	-	-	-	-	-	-	-	-	-	130,758
Operations Department	-	-	-	(20,401)	-	-	-	-	-	-	-	-	-	(20,401)
Capital Department	-	-	1,082	-	-	-	-	-	-	-	-	-	-	1,082
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	103,853	-	-	-	-	-	-	-	-	103,853
Contingency	-	20,038	(4,277)	-	44,656	-	-	-	-	-	-	-	-	60,417
Total Appropriations	234,610	20,038	(3,195)	(20,401)	148,509	-	-	-	-	-	-	-	-	379,561
Total Unappropriated and Reserve Amounts	(702,475)	-	-	-	-	68,139	(1,758,982)	1,000,893	1,541,771	3,572,497	537,276	2,606,510	(3,335,820)	3,529,809
Total Requirements	(467,865)	20,038	(3,195)	(20,401)	148,509	68,139	(1,758,982)	1,000,893	1,541,771	3,572,497	537,276	2,606,510	(3,335,820)	3,909,370



RESOLUTION 2026-066

ADOPTING A SUPPLEMENTAL BUDGET FOR BIENNIAL YEAR 2025-27 AND MAKING APPROPRIATIONS

WHEREAS, on June 24, 2025, the City of Sherwood budget for biennial years 2025-27 was adopted and funds were appropriated by the City Council; and

WHEREAS, the City of Sherwood has since received or expects to soon receive unanticipated revenues and a supplemental budget is required in order to expend those revenues; and

WHEREAS, beginning fund balances either exceeded or fall short of projections due to savings in the later part of fiscal year 2025-2026 or revenue and expenditures failing to meet budgeted/projected expectations; and

WHEREAS, certain unplanned events have occurred during the course of this budget year; and

WHEREAS, in order not to overspend appropriations in any category of expenditures, it is necessary to transfer appropriations within several funds from certain expenditure categories to other expenditure categories; and

WHEREAS, the purpose of all new and transferred appropriations are detailed in Exhibit 1 attached hereto; and

WHEREAS, pursuant to ORS 294.463, Oregon Municipalities can transfer appropriation between existing categories during the budget year; and

WHEREAS, pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets; and

WHEREAS, in accordance with local budget law, notice was published on October 2, 2026 of the public hearing that was held before the City Council on October 6, 2026.

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

Section 1. **Adoption of an BY25-27 Supplemental Budget.** The City Council of the City of Sherwood, Oregon hereby adopts the supplemental budget for BY25-27 in the sum of \$3,909,370.

Section 2. Making Appropriations. The additional amounts for the fiscal year beginning July 1, 2026 shown below are hereby appropriated as follows:

Fund	General	TLT	Public Art	ED & Promotion	Community Investment	Grants	General Construction	Street Operations	Street Capital	Water	Sanitary	Storm	Sherwood Broadband	Total
Resources														
Beginning fund balance	(1,170,222)	20,038	(3,195)	(20,401)	148,509	68,139	(1,758,982)	1,000,893	1,541,771	3,572,497	537,276	2,606,510	(3,335,820)	3,207,013
Intergov	467,746	-	-	-	-	-	-	-	-	-	-	-	-	467,746
Charges for services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure Development Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc Revenue	130,758	-	-	-	-	-	-	-	-	-	-	-	-	130,758
Transfers in	103,853	-	-	-	-	-	-	-	-	-	-	-	-	103,853
Total Resources	(467,865)	20,038	(3,195)	(20,401)	148,509	68,139	(1,758,982)	1,000,893	1,541,771	3,572,497	537,276	2,606,510	(3,335,820)	3,909,370
Requirements														
Administration	42,922	-	-	-	-	-	-	-	-	-	-	-	-	42,922
Comm. Development	60,930	-	-	-	-	-	-	-	-	-	-	-	-	60,930
Public Safety	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PW Operations	130,758	-	-	-	-	-	-	-	-	-	-	-	-	130,758
Operations Department	-	-	-	(20,401)	-	-	-	-	-	-	-	-	-	(20,401)
Capital Department	-	-	1,082	-	-	-	-	-	-	-	-	-	-	1,082
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	103,853	-	-	-	-	-	-	-	-	103,853
Contingency	-	20,038	(4,277)	-	44,656	-	-	-	-	-	-	-	-	60,417
Total Appropriations	234,610	20,038	(3,195)	(20,401)	148,509	-	-	-	-	-	-	-	-	379,561
Total Unappropriated and Reserve Amounts	(702,475)	-	-	-	-	68,139	(1,758,982)	1,000,893	1,541,771	3,572,497	537,276	2,606,510	(3,335,820)	3,529,809
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Section 3. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 6th day of October, 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Exhibit 1
Requested appropriations by source of funding

GENERAL FUND

1. The beginning fund balance in the General Fund was lower than expected by \$1,170,222. This is due to most of the revenue buckets coming in less than anticipated, especially in development, where the city saw the greatest gap. The economy and other world events have hampered the city regarding development. The city is expected to receive an additional \$467,746 in intergovernmental funds from Washington County for WCCLS. Miscellaneous revenue of \$130,758 is from insurance proceeds for city vehicles. Transfers in of \$103,758 consist of funds from the Community Investment Fund to assist the General Fund in paying for a few City Council-initiated projects as noted below in the Community Investment Fund.
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3. Community Development appropriation is being increased by \$60,930, this amount accounts for some of city council-initiated projects that were not budgeted.
4. Public works appropriation is being increased by \$130,758 to utilize the insurance proceeds noted above to replace totaled vehicles.
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1. The beginning fund balance in the Economic Development and Promotion Fund was lower than projected by \$20,401. This was due to timing of the Old Town Strategic Plan, as this fund paid for a portion of those costs and that project crossed fiscal years. The operations budget is being reduced by this amount \$20,401 but staff expect to make up most of this difference through additional transfers from higher than anticipated TLT revenue collections.

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Operations Department	(20,401)
Total proposed BY25-27 uses of funds	\$ (20,401)

COMMUNITY INVESTMENT FUND

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Total to Community Investment Fund	\$ 148,509
Contingency	44,656
Transfer Out to General Fund	103,853
Total proposed BY25-27 uses of funds	\$ 148,509

TO: Sherwood City Council

FROM: David Bodway, Finance Director
Through: Craig Sheldon, City Manager and Ryan Adams, City Attorney

SUBJECT: Resolution 2026-067, Amending Section 1 of the City's Schedule of Fees for Business Licenses and Staff Rates

Issue:

Should the City of Sherwood amend the Fee Schedule?

Background:

Recently, Finance staff were made aware that the Business License schedule was not the intended schedule and was the instead schedule from a prior year. Staff would like to correct this error and update the Business License schedule.

Additionally, staff would like to update the language used in section A of the fee schedule to include contracted services as the City Attorney is no longer an employee and is instead a contracted service. As well as add clarifying language on how final employee counts are calculated and the discount businesses receive that are within city limits.

To avoid including unnecessary pages in this agenda packet, only the pages and subsection (as indicated in the resolution) of the fee schedule which would be amended by this resolution are included in the exhibit to the resolution. If this resolution is approved, these pages / subsections of the current fee schedule would be changed to read as reflected in the exhibit. The remainder of the fee schedule would remain as-is.

Financial Impacts:

This updated fee schedule has very minimal financial impact on the City's finances.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2026-067, Amending Section 1 of the City's Schedule of Fees for business licenses and staff rates.



Home of the Tualatin River National Wildlife Refuge

The City of Sherwood, Oregon Master Fees and Charges

Effective 10/6/2026

SECTION 1 GENERAL CHARGES FOR SERVICE

A. Staff and Contracted Services Rates

The following fees shall be charged for the services of City Staff and contracted services.

For individuals listed on the salary schedule and or contracted with the City.

Fully loaded hourly rate applicable at time of service

B. Business License

Persons conducting business with the City of Sherwood and who are subject to being licensed under the provisions of sections 5.04 shall pay a business license fee.

Number of Employees

0-2	\$ 105.00	\$ 105.00
3-5	\$ 158.00	\$ 150.00
6-10	\$ 315.00	\$ 250.00
11-20	\$ 630.00	\$ 325.00
21-35	\$ 945.00	\$ 500.00
36-50	\$ 1,418.00	\$ 700.00
51-74		\$ 900.00
75-100		\$ 1,100.00
101-149		\$ 5,000.00
150+		\$ 7,500.00

10% discount for businesses located in city limits

Final employee counts that end in a partial FTE are rounded down

C. Liquor License

The Oregon Liquor Control Commission (OLCC) solicits the city's recommendation on applications for new, renewed, or changed liquor licenses. (ORS 471.164- 471.168)

Original application	\$ 100.00
Temporary license	\$ 35.00
Change in ownership, location, or privilege	\$ 75.00
Renewal of license	\$ 35.00



RESOLUTION 2026-067

AMENDING SECTION 1 OF THE CITY'S SCHEDULE OF FEES FOR BUSINESS LICENSES AND STAFF RATES

WHEREAS, the Sherwood Municipal Code authorizes certain administrative fees and charges to be established by Resolution of the City Council; and

WHEREAS, the current Fee Schedule was adopted on June 16, 2026 through Resolution 2026-045, with an effective date of July 1, 2026; and

WHEREAS, the City wishes to correct the business license rates as approved prior to June 16, 2026; and

WHEREAS, the City wishes to update the language in section A to include contracted services; and

WHEREAS, the City wishes to add clarifying language on how final employee counts are calculated and the discount businesses receive that are within city limits.

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

Section 1. The City of Sherwood FY2026-27 Fee Schedule is hereby amended as follows

1. **Section 1, Business License:** of the Fee Schedule is amended to read as set forth in Exhibit A, attached hereto.
2. **Section 1, Staff Rates:** of the Fee Schedule is amended to read as set forth in Exhibit A, attached hereto.

Section 2. **Effective Date:** This Resolution shall become effective October 6, 2026.

Duly passed by the City Council this 6th day of October, 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder



Home of the Tualatin River National Wildlife Refuge

The City of Sherwood, Oregon Master Fees and Charges

Effective 10/6/2026

SECTION 1
GENERAL CHARGES FOR SERVICE

A. Staff and Contracted Services Rates

The following fees shall be charged for the services of City Staff and contracted services.

For individuals listed on the salary schedule and or contracted with the City.

Fully loaded hourly rate applicable at time of service

B. Business License

Persons conducting business with the City of Sherwood and who are subject to being licensed under the provisions of sections 5.04 shall pay a business license fee.

Number of Employees	Fee
0-2	\$ 105.00
3-5	\$ 150.00
6-10	\$ 250.00
11-20	\$ 325.00
21-35	\$ 500.00
36-50	\$ 700.00
51-74	\$ 900.00
75-100	\$ 1,100.00
101-149	\$ 5,000.00
150+	\$ 7,500.00

10% discount for businesses located in city limits

Final employee counts that end in a partial FTE are rounded down

C. Liquor License

The Oregon Liquor Control Commission (OLCC) solicits the city's recommendation on applications for new, renewed, or changed liquor licenses. (ORS 471.164- 471.168)

Original application	\$ 100.00
Temporary license	\$ 35.00
Change in ownership, location, or privilege	\$ 75.00
Renewal of license	\$ 35.00