



Home of the Tualatin River National Wildlife Refuge

CITY COUNCIL MEETING PACKET

FOR

Tuesday, February 17, 2026

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

5:30 pm City Council Work Session

7:00 pm City Council Regular Meeting

City Council Executive Session
(ORS 192.660(2)(e), Real Property Transactions)
(Following the Regular City Council Meeting)

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



5:30 PM CITY COUNCIL WORK SESSION

- 1. Washington County Housing Dept. Annual Report**
(Kristen Switzer, Assistant City Manager)
- 2. Old Town Strategic Plan - Discuss Incentives**
(Eric Rutledge, Community Development Director)
- 3. Update on Proposed State Legislation**
(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 January 24, 2026, City Council Meeting Minutes** (Sylvia Murphy, City Recorder)
 - B. Approval of February 3, 2026, City Council Meeting Minutes** (Sylvia Murphy, City Recorder)
 - C. Resolution 2026-009, Approving the City Recorder's Canvassing of the Washington County Election returns of the January 13, 2026 Special Emergency Election and directing the City Recorder to enter the results into the record** (Sylvia Murphy, City Recorder)
 - D. Resolution 2026-010, Amending the City of Sherwood Home Rule Charter as approved by the City Electors at the January 13, 2026, Special Emergency Election** (Ryan Adams, City Attorney)
 - E. Resolution 2026-011, Approval of a Memorandum of Agreement (MOA) between the City of Sherwood and AFSCME Local 1777 extending the current Collective Bargaining Agreement through June 30, 2028** (Lydia McEvoy, HR Director)
- 6. CITIZEN COMMENTS**
- 7. CITY MANAGER REPORT**
- 8. COUNCIL ANNOUNCEMENTS**
- 9. ADJOURN TO EXECUTIVE SESSION**
 - A. ORS 192.660(2)(e), Real Property Transactions** (Ryan Adams, City Attorney)

AGENDA

SHERWOOD CITY COUNCIL February 17, 2026

5:30 pm City Council Work Session

7:00 pm City Council Regular Session

**City Council Executive Session
(ORS 192.660(2)(e), Real Property
Transactions
(following the Regular Council Session)**

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

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

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 are available on site.



SHERWOOD CITY COUNCIL MEETING MINUTES
20495 SW Borchers Dr., Sherwood, Or
January 24, 2026

WORK SESSION – GOAL SETTING

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 9:10 am.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Keith Mays, Doug Scott, Taylor Giles, Dan Standke, and Renee Brouse.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, IT Director Brad Crawford, Finance Director David Bodway, Police Chief Ty Hanlon, Community Development Director Eric Rutledge, HR Director Lydia McEvoy, Public Works Director Rich Sattler, Economic Development Manager Erik Adair, Communications and Engagement Coordinator Sarah Lopez, City Engineer Jason Waters, and City Recorder Sylvia Murphy.

OTHERS PRESENT: SGR consultant Jeff Tyne.

4. TOPICS:

A. Goal Setting Facilitation

Mayor Rosener welcomed SGR consultant Jeff Tyne and asked staff to introduce themselves. Staff provided a proposed agenda (see record, Exhibit A). Mr. Tyne said the discussion would include the state of the organization, strategic observations, and goal updates. He explained that the purpose of the session was to assess progress, confirm priorities, and shape direction for the next 1 to 3 years within the existing budget. City Manager Craig Sheldon provided a quick reflection of the last year, future trends and perspectives, and the importance of communication and citizen engagement. He stated the current city goals were tied directly to the FY 25-27 budget, and any new goals or deliverables could require either finding new funding sources or adjusting current priorities to reallocate resources. He commented on the budget challenges of the last year and the positions cut from the budget which stretched departments thin. He referred to future trends which included growing complexity, rising expectations, limited staff, the need for clear priorities and achievable timelines, growth and change, ongoing development, infrastructure needs, regional pressure, financial sustainability and improving existing services and assets, and relationships. He commented regarding increased focus on communication engagement and potential improvements.

Mr. Tyne asked each Council member to answer one of the following questions: what were you most excited about for Sherwood in the next 1-3 years; what kept you up at night regarding the city; or what was your highest municipal priority for the upcoming year. Mayor Rosener discussed the TriMet cuts and the success of the Sherwood West Concept Plan. Council President Young responded that the city budget kept her up at night. Councilor Scott said a priority should be how to secure more revenue to support the needs and wants

of the community in the future and optimize current funds. Councilor Standke commented on finances, utilizing current resources, and the Transportation System Plan (TSP) update. Councilor Giles commented on the need for branding and housing affordability. Councilor Brouse commented on budget constraints, middle housing, and engagement with Sherwood West. Councilor Mays commented on building out Sherwood Broadband, producing jobs in the community, and revenue constraints. Mayor Rosener said even in the light of the financial challenges, the city must continue to be bold and ambitious to set and achieve goals.

Mr. Tyne referred to the “FY2025-26 Sherwood City Council Goals” handout (see record, Exhibit B). He provided a presentation on the City of Sherwood Pillars – Deliverable Progress (see record, Exhibit C). He addressed **Pillar 1: Economic Development** and provided an overview of its five goals and associated deliverables. Discussion occurred regarding the need for diverse growth opportunities with Sherwood West and existing businesses and supporting new commercial and industrial development in the targeted employment areas. Economic Development Manager Erik Adair provided an overview of the economic development pillar deliverables which included code updates to encourage stronger economic development. Community Development Director Eric Rutledge suggested ways to implement the economic development tool of fast tracking and potential pathways to adopt. Discussion followed regarding potential data centers and Council requested staff present more information and a potential data center policy in a future work session. Mr. Rutledge provided an update on Sherwood West, the appeal process, and the comprehensive master planning. Discussion followed regarding target metrics for the jobs/housing balance. Mr. Rutledge provided an update for the Old Town Strategic plan and Councilor Scott requested another work session to discuss incentives before the plan was considered by the Planning Commission. Mr. Tyne addressed **Pillar 2: Infrastructure** and provided an overview of its five goals and associated deliverables. Discussion occurred regarding the deliverable “Cedar Creek Pedestrian Wildlife Undercrossing” and the Council agreed that it should be moved to a goal. IT Director Brad Crawford provided an update on Sherwood Broadband and new marketing strategies and new products. Mr. Sheldon provided an update on the new Public Works facility. Councilor Mays commented on a potential future bond for the Public Works building and a future Library expansion. Councilor Scott agreed that a conversation was needed. Mr. Tyne addressed **Pillar 3: Livability** and provided an overview of its five goals and associated deliverables. Assistant City Manager Kristen Switzer spoke of the access to mental health and the deliverable and reported on the offerings at the Senior Center. She said the Senior Center was physically at capacity. Discussion followed. Mr. Sheldon provided an update on trail connectivity and Councilor Standke suggested adding a trail navigation map and an improvement list of efficiencies and gaps to the deliverable list. Mr. Rutledge said the deliverable “to analyze trail requirements for new development” would be assigned to a planner and a work session would be scheduled in the spring/summer of 2026. Mr. Rutledge provided an update on promoting and monitoring diverse housing. Councilor Scott suggested defining what affordability means for Sherwood and partnering with developers for Sherwood West. Mr. Rutledge discussed opportunities to promote environmental initiatives and said a tree code update was a priority for the Planning Commission and asked the Council for direction. The Council asked staff to provide more information on the need and the pros and cons. The Council discussed TLT (Transient Lodging Taxes) funds and staff reported that they were continuing to evaluate potential rate increases. Mr. Tyne addressed **Pillar 4: Public Safety** and provided an overview of its three goals and associated deliverables. Police Chief Ty Hanlon discussed police career cycle planning and continually looking to be innovative and creative with hiring and retention. Mayor Rosener referred to the deliverable of “evaluate further measures to expand pedestrian safety, primarily in school zones” and suggested reducing speed limits on residential streets to 20 mph. Discussion followed. Mr. Rutledge provided an update on the deliverable of “improve safety on county owned roads in Sherwood and the Urban Growth Boundary (UGB)”. Discussion followed about the future of Elwert Road and the realignment project. Mr. Tyne addressed the deliverable of “proactively review law enforcement needs for planned Sherwood West area” and the Council suggested tasking the current committees such as the Police Advisory Board to gather

information. He said he was hearing the need for a conversation regarding current facilities and budgetary needs and gaps. Discussion followed about future potential election dates for a levy or bond. He suggested staff provide the Council with information regarding outreach and election deadlines. Mr. Tyne addressed **Pillar 5: Fiscal Responsibility** and provided an overview of its four goals and associated deliverables. Mr. Sheldon provided an update on the progress of pursuing federal and state grants. Discussion followed regarding opportunities for technological enhancements and innovations. Mr. Tyne addressed **Pillar 6: Citizen Engagement** and provided an overview of its three goals and associated deliverables. Mr. Sheldon reported the Citizen Academy was offered in October/November 2025 and said staff were evaluating future program offerings. Councilor Scott said he would support a web-based program in the future. Discussion followed. Communications and Engagement Coordinator Sarah Lopez addressed the deliverable of “develop and implement branding communication and marketing strategies” and said she had met with three different rebranding/marketing companies to learn the services they offered, strategy, and pricing. She asked the Council for input and direction on what problems we were trying to solve and what we were trying to accomplish. Mayor Rosener said we needed to engage our constituents and asked what tools were needed. Councilor Scott suggested first doing the rebranding and said the implementation could take longer. Councilor Giles commented on the current logo and said a new logo should showcase the new pedestrian bridge. Councilor Brouse suggested engaging the community regarding the rebranding and logo. Council President Young asked what had been budgeted for rebranding. Mr. Sheldon said \$80,000 for FY 2025-27. Ms. Switzer addressed the deliverable of “apply an organizational lens of diversity, equity, inclusion, and accessibility when offering services and amenities to our citizens” and said this is a regular part of our daily operations. Discussion followed regarding accessibility and ways to make events and city amenities accessible and following up with progress at the next goal setting. Councilor Standke commented on engagement and suggested planning for joint meetings between various city boards and commissions and making it a deliverable. Mr. Tyne said he would provide staff with requested edits, and Mayor Rosener thanked the Council and staff for their input.

5. ADJOURN:

Mayor Rosener adjourned the work session at 1:35 pm.

Attest:

Sylvia Murphy, MMC, City Recorder

Tim Rosener, Mayor



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
February 3, 2026

WORK SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 5:30 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles, Doug Scott and Dan Standke.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Legal Intern Keegan Sanchez, IT Systems Analyst Mark Swanson, Community Development Director Eric Rutledge, Public Works Director Rich Sattler, Deputy City Recorder Colleen Resch, and City Recorder Sylvia Murphy.

OTHERS PRESENT: YMCA of Columbia-Willamette President and CEO Bess Goggins, Sherwood YMCA South Region Executive Director Jennifer Lawrence, Sherwood YMCA Chief Operating Officer Eddie White Jr., TriMet Regional Government Affairs John Serra, TriMet Planning and Policy Director Tom Mills, TriMet Chief Public Affairs Officer JC Vannatta, and TriMet Board of Directors member Robert Kellogg.

4. TOPICS:

1. YMCA Update

YMCA of Columbia-Willamette President and CEO Bess Goggins introduced herself and said she was hired in May 2025. She introduced Sherwood YMCA South Region Executive Director Jennifer Lawrence and Sherwood YMCA Chief Operating Officer Eddie White Jr. She commented on the agreement between the YMCA and the City of Sherwood which started in 1998. She shared a few statistics and said the Sherwood YMCA had 2,500 memberships and 80% of the members lived in the city. She provided a brief overview of the programing and said this spring the YMCA would provide after school enrichment to the four elementary schools. She said in December 2025 the Sherwood Chamber of Commerce awarded the YMCA with the "Age Friendly Business Award". She said the YMCA held a Town Hall and she discussed her takeaways, which included that the YMCA was not as relevant as it used to be. Discussion followed regarding the next steps, potential reinvestments, funding streams, community events, and member retention. The Council thanked the YMCA for the update.

Mayor Rosener addressed the next item on the agenda.

2. TriMet Proposed Service Cuts

City Manager Craig Sheldon provided a Jurisdiction Ridership Report, (see record, Exhibit A) provided by TriMet and introduced TriMet Regional Government Affairs John Serra. Mr. Serra provided a presentation (see record, Exhibit B). He introduced TriMet Planning and Policy Director Tom Mills, TriMet Chief Public Affairs Officer JC Vannatta, and TriMet Board of Directors member Robert Kellogg. Mr. Serra stated the discussion would include TriMet's budget situation, specifically how they were proposing to address the budget crisis with service cuts. Mr. Vannatta provided an overview of the region's status which included layoffs, high vacancy, high teleworking rates, and elevated public safety concerns. He provided an overview of TriMet's status concerning ridership, transit dependence, low-income fare programs, declining tax revenue, and reduced fare revenue. He explained why TriMet was in this situation which included reductions in ridership, increased inflation costs, investments in safety, and capital maintenance backlogs. He said the goal was to balance the budget by July 1, 2028, and solve the \$300 million budget deficit. He stated the cuts would include administrative reductions, raise revenue, and service cuts. He discussed the internal and external actions being used to address the budget deficit. Mr. Mills provided an overview of the service cuts being proposed and stated this was the first round of cuts. He discussed the proposal timeline and said the service cuts were expected to begin on August 23, 2026. The Council provided the TriMet team with their feedback, suggestions for alternatives, and concerns regarding service cuts. Mr. Kellogg said the exercise was to come up with a proposal to cut enough money and continue to provide a service and see where there was opportunity for growth. He agreed that we needed to rethink the 40-year hub and spoke on model of transportation. Discussion followed regarding the need for long-term planning and future opportunities. Mayor Rosener commented on suggested alternative service routes. The Council thanked TriMet for the update.

Mayor Rosener addressed the next item on the agenda.

3. Linda Henderson Memorial Discussion

Due to time constraints, Mayor Rosener suggested reopening the work session after the URA Board of Directors meeting to address this item. Council agreed.

Mayor Rosener adjourned the work session at 7:10 pm

REGULAR SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:12 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles, Doug Scott, and Dan Standke.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Legal Intern Keegan Sanchez, Police Chief Ty Hanlon, IT Systems Analyst Mark Swanson, Community Development Director Eric Rutledge, Public Works Director Rich Sattler, Building Official Jared Bradbury, and City Recorder Sylvia Murphy.
- 4. APPROVAL OF AGENDA:**

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

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

Mayor Rosener addressed the next item on the agenda.

5. CONSENT AGENDA:

- A. Approval of January 20, 2026 City Council Meeting Minutes**
- B. Resolution 2026-007, Authorizing the City Manager to enter into a contract for the Sanitary Sewer, Stormwater, and Water System Master Plans update**
- C. Resolution 2026-008, Adopting a plan of action for control deficiencies**

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

6. CITIZEN COMMENTS:

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

7. PUBLIC HEARING:

- A. Ordinance 2026-001, Amending Chapter 15.04 of the Sherwood Municipal Code to reflect the current Oregon Building Code**

Building Official Jared Bradbury provided a presentation (see record, Exhibit C). He said this was the second hearing to adopt the latest state building codes on a rolling basis by removing year references and allowing automatic updates when the state adopted new codes. He stated that no comments had been received, and staff recommended approval of Ordinance 2026-001.

Mayor Rosener opened the public hearing. With no public testimony received Mayor Rosener closed the public hearing. Mayor Rosener asked for Council discussion.

MOTION: FROM COUNCILOR BROUSE TO READ CAPTION AND ADOPT ORDINANCE 2026-001 AMENDING CHAPTER 15.04 OF THE SHERWOOD MUNICIPAL CODE TO REFLECT THE CURRENT OREGON BUILDING CODE. SECONDED BY COUNCIL PRESIDENT YOUNG. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

8. CITY MANAGER REPORT:

Mr. Sheldon reported that the Community Enhancement Program (CEP) grant application was available and due on April 15, 2026, by 5 pm. He reported that Brookman Road at Oberst Road would be closed until February 16, 2026.

9. COUNCIL ANNOUNCEMENTS:

Councilor Giles reported that the Planning Commission meeting last week was cancelled.

Councilor Brouse thanked staff for the Goal Setting session. She reported that the next Sherwood Chamber meeting was scheduled for February 10.

Councilor Mays thanked staff and the Council for the Goal Setting session. He reported that he attended the LOC Board meeting and provided a brief recap.

Councilor Scott commented on the success of the Goal Setting session. He reported that he attended the Parks Board meeting and provided a brief recap.

Councilor Standke reported that he attended the Traffic Safety Board meeting and they discussed the school zone crossing issue that Council had been considering with the RRFBs and the hybrid pedestrian signals and they asked Council to reconsider the decision to support hybrid pedestrian signals due to the cost. He reported on the Library Advisory Board meeting and said they were looking for additional direction from Council. Mayor Rosener asked if a joint session would be beneficial. Councilor Standke said yes. He addressed immigration enforcement and said our community deserved to know that constitutional protections apply to all people of Sherwood, citizens and non-citizens alike.

Council President Young reported on her work with the CDBG program and reviewing grant applications.

Mayor Rosener commented on the legislative session and said he would be lobbying on behalf of cities. He said there was immigration information on the city's website. He said the Sherwood Education Foundation would be hosting a Sip and Sing event.

10. ADJOURN TO URA BOARD OF DIRECTORS MEETING

Mayor Rosener adjourned the meeting and continued the work session at 7:40 pm, after the URA Board of Directors meeting. (See URA Board meeting records).

WORK SESSION (Continued)

Mayor Rosener called the meeting to order at 7:50 pm.

3. Linda Henderson Memorial Discussion

Council President Young said at a previous Council work session, it was decided to gather additional information. She stated that she and Assistant City Manager Switzer met with Robyn Folsom. She stated Robyn indicated she was supportive of whatever decision the Council made. Councilor Young stated she also spoke with other community members involved in Linda's circle for input on potentially renaming the Center for the Arts or Stella Olsen Park Stage in memory of Linda Henderson. She stated the option that received the most support was to rename the Center for the Arts. Assistant City Manager Switzer provided a presentation with different mockup options (see record, Exhibit D) and explained. Councilor Young commented on receiving additional feedback from a long time Sherwood resident who expressed concerns with renaming and the loss of the original naming intent. Council discussion followed. Councilors Giles, Brouse, and Standke said they preferred renaming the Stella Olsen Stage to the Linda Henderson Memorial Amphitheater. Mayor Rosener and Councilors Mays, Young, and Scott said they preferred renaming the Sherwood Center for the Arts. Discussion followed about naming conventions. Mayor Rosener suggested placing a plaque inside the building memorializing Linda. Councilor Young asked regarding Council action needed to officially rename a facility, and Ms. Switzer suggested having something come back to the Council similar with naming a park. City Attorney Adams asked if the Council wanted an ordinance which was more permanent, and comments were received in favor of an ordinance. Mr. Adams commented regarding an ordinance being part of the city code and requiring a public hearing.

Mayor Rosener adjourned the work session at 8:15 pm and convened an executive session.

EXECUTIVE SESSION

1. **CALL TO ORDER:** Mayor Rosener called the Executive Session to order at 8:19 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles, Doug Scott, and Dan Standke.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer (left after topic 4.A), City Attorney Ryan Adams, and Community Development Director Eric Rutledge (left after topic 4.A.)
4. **TOPICS:**
 - A. **ORS 192.660(2)(e) Real Property Transactions**
 - B. **ORS 192.660(2)(i) Performance Evaluations**

5. **ADJOURN:**

Mayor Rosener adjourned the executive session at 9:22 pm.

Attest:

Sylvia Murphy, MMC, City Recorder

Tim Rosener, Mayor

TO: Sherwood City Council

FROM: Sylvia Murphy, MMC, City Recorder

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

SUBJECT: Resolution 2026-009, Approving the City Recorder's Canvassing of the Washington County Election returns of the January 13, 2026 Special Emergency Election and directing the City Recorder to enter the results into the record

ISSUE:

Should the City Council approve the official January 13, 2026 special emergency election results as provided by the Washington County Elections Division?

BACKGROUND:

Via this resolution, the City Recorder/City Elections Official is seeking City Council approval of Exhibit A to the resolution, the Abstract of Votes from the January 13, 2026 special emergency election. Upon approval of the election results, the City Recorder will take all necessary steps to enter the election results into the record.

FINANCIAL IMPACTS:

There are no financial impacts of the adoption of this resolution, however the city is responsible for the entire cost of the special election. Costs are unknown from the date of this report.

RECOMMENDATION:

Staff respectfully recommends City Council adoption of Resolution 2026-009, Approving the City Recorder's Canvassing of the Washington County Election returns of the January 13, 2026 special emergency election and directing the City Recorder to enter the results into the record.



RESOLUTION 2026-009

APPROVING THE CITY RECORDER'S CANVASSING OF THE WASHINGTON COUNTY ELECTION RETURNS OF JANUARY 13, 2026 SPECIAL EMERGENCY ELECTION AND DIRECTING THE CITY RECORDER TO ENTER THE RESULTS INTO THE RECORD

WHEREAS, the Washington County Elections Manager has duly and regularly certified the results of a special emergency election held on January 13, 2026; and

WHEREAS, the City Elections Officer, consistent with the duties imposed on that office, will canvass the votes and enter the results into the record following adoption by the City Council; and

WHEREAS, the certified election results are attached as Exhibit A to this resolution, and the City Council deems it appropriate to accept the official results and to direct the City Recorder to take all required actions relative thereto.

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

Section 1. The City Council hereby accepts and approves the official results of the January 13, 2026, special emergency election as shown in Exhibit A to this Resolution.

Section 2. The City Recorder is hereby directed to enter a copy of this Resolution into the record of the proceedings of this Council and to canvass the votes.

Section 3. This Resolution is and shall be effective from and after its adoption by the City Council.

Duly passed by the City Council on this 17th of February, 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

Ballots Cast per Contest with Precincts
Washington County, Sherwood Special Election, January 13, 2026
All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes
Official Results

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2026-02-06
09:14:20

Total Ballots Cast: 3113, Registered Voters: 14369, Overall Turnout: 21.66%

Question 34-347 City of Sherwood (Vote for 1)

| Precinct | Ballots Cast | Reg. Voters | Total Votes | Yes | | No | | Over Votes | Under Votes |
|--------------|-----------------|----------------|----------------|------|--------|-----|-------|---------------|----------------|
| Precinct 424 | 1211 | 5750 | 1210 | 1136 | 93.88% | 74 | 6.12% | 0 | 1 |
| Precinct 435 | 1222 | 5220 | 1217 | 1134 | 93.18% | 83 | 6.82% | 0 | 5 |
| Precinct 442 | 680 | 3399 | 679 | 641 | 94.40% | 38 | 5.60% | 0 | 1 |
| Total | 3113 | 14369 | 3106 | 2911 | 93.72% | 195 | 6.28% | 0 | 7 |



I, Dan Forester, Washington County
Elections Division Manager and designee
of the Ex-Officio County Clerk, do hereby
certify this to be a true and correct
copy of the original.

Date: 2-6-26

By: [Signature]

Ballots Cast per Contest with Precincts
Washington County, Sherwood Special Election, January 13, 2026
All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes
Official Results

Page: 2 of 2
2026-02-06
09:14:20

Total Ballots Cast: 3113, Registered Voters: 14369, Overall Turnout: 21.66%

Question 34-348 City of Sherwood (Vote for 1)

| Precinct | Ballots Cast | Reg. Voters | Total Votes | Yes | | No | | Over Votes | Under Votes |
|--------------|-----------------|----------------|----------------|------|--------|-----|--------|---------------|----------------|
| Precinct 424 | 1211 | 5750 | 1208 | 1001 | 82.86% | 207 | 17.14% | 0 | 3 |
| Precinct 435 | 1222 | 5220 | 1218 | 1008 | 82.76% | 210 | 17.24% | 0 | 4 |
| Precinct 442 | 680 | 3399 | 675 | 555 | 82.22% | 120 | 17.78% | 0 | 5 |
| Total | 3113 | 14369 | 3101 | 2564 | 82.68% | 537 | 17.32% | 0 | 12 |



Don Forester, Washington County
Elections Division Manager and designee
of the Ex-Officio County Clerk, do hereby
certify this to be a true and correct
copy of the original.

Date: 2-6-26

By: [Signature]

TO: Sherwood City Council

FROM: Ryan Adams, City Attorney

SUBJECT: Resolution 2026-010, Amending the City of Sherwood Home Rule Charter as approved by the City Electors at the January 13, 2026, Special Emergency Election

ISSUE:

Should the City Council amend the Sherwood Home Rule Charter as approved by the City electors at the January 13, 2026, Special Emergency election?

BACKGROUND:

Via Resolution 2026-010, the City Council adopted on February 17, 2026, the certified Washington County election results. Ballot Measures 34-347 and 34-348 appeared on the January 13, 2026, ballot with the following Captions and Summaries:

Ballot Measure 34-347

Caption: *Amends Charter: Enshrines Citizen Involvement in Land Use Decisions*

Summary: *A Yes vote will amend the City Charter committing Sherwood to citizen involvement in land use decisions, consistent with Statewide Land Use Goal 1. It directs the City Council to establish ordinances ensuring transparency and meaningful public participation throughout the land use process, including notice, hearings, and appeals. These procedures, rooted in the city's home rule authority, cannot be preempted by state laws that limit public engagement. Key requirements include: No Type III or higher land use application may be decided without at least one duly noticed neighborhood meeting and one public hearing before the City Council or delegated body. Appeals require a public hearing based on procedures set by ordinance. For Type II or higher applications, mailed notice must be sent in advance to all property owners within 1,000 feet of the subject property, using classifications and timelines set by ordinance. Additional methods, such as published or electronic notices, may also be mandated. This amendment has no direct fiscal impact identified and will not alter the City's current land use processing procedures.*

With the passage of ballot measure 34-347, the City Charter shall be amended as follows:

Section 49. - Citizen Involvement in Land Use Decisions

"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:

Resolution 2026-010, Staff Report

February 17, 2026

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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, using procedures set by ordinance; and

Mailed notice in advance of neighborhood meetings and public hearings must be sent to all property owners 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.

Ballot Measure 34-348

Caption: *Amends Charter: Establishes City Authority Over Annexation Decisions*

Summary: *A Yes vote will amend the City Charter to make two changes to Section 3. - Boundaries relating to annexation. First, this amendment would add clarifying language that voter approved annexation is required in all cases, except with respect to health hazard abatement. Second, this amendment declares that the procedures governing review of annexation requests i.e. hearings, notices, annexation agreements are foundational components of open and democratic governance within the City. This amendment grants the City exclusive authority to review, approve, or deny annexation requests subject to procedures and standards adopted by the Sherwood City Council through ordinance. These procedures cannot be preempted by state laws that alter or constrain the City's annexation authority. The amendment ensures local control over annexation decisions and confirms home rule authority. No direct fiscal impact has been identified.*

With the passage of ballot measure 34-348, the City Charter shall be amended as follows:

Section 3. -Boundaries.

"The City includes all territory within its boundaries as they now exist or are legally modified. Unless required by a public health emergency as defined by ORS 222.850 and ORS 222.855, annexations may only take effect with the approval of city voters. The city recorder will maintain as a public record an accurate and current description of the boundaries.

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 review, 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"

Section 3. – Boundaries.

~~*The city includes all territory within its boundaries as they now exist or are legally modified. Unless required by state law, annexations may only take effect with the approval of city voters. The city recorder will maintain as a public record an accurate and current description of the boundaries.*~~

The City Charter amendment text is attached as Exhibit A to the resolution and the amended City Charter is attached as Exhibit B to the resolution.

FINANCIAL IMPACTS:

There are no significant financial impacts of the adoption of this resolution.

RECOMMENDATION:

Staff respectfully recommends City Council adoption of Resolution 2026-010, Amending the City of Sherwood Home Rule Charter as approved by the City Electors at the January 13, 2026, Special Emergency Election.



RESOLUTION 2026-010

AMENDING THE CITY OF SHERWOOD HOME RULE CHARTER AS APPROVED BY CITY ELECTORS AT THE JANUARY 13, 2026 SPECIAL EMERGENCY ELECTION

WHEREAS, with the adoption of Resolution 2026-009, the City Council accepted the City Recorder's canvassing of the official results of the January 13, 2026, Special Emergency Election as provided by the Washington County Elections Manager; and

WHEREAS, as documented in the official results of the election, the City's electors approved Ballot Measures 34-347 and 34-348 amending the City's Home Rule Charter; and

WHEREAS, as such, the City Council now finds it appropriate to amend the Sherwood Home Rule Charter to incorporate the voter-approved changes.

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

Section 1. The City Council hereby approves the amendments to Section 3. – Boundaries, and the addition of Section 49. - Citizen Involvement in Land Use Decisions as noted in the attached Exhibit A and furthermore hereby adopts an amended City Home Rule Charter, attached as Exhibit B.

Section 2. The City Recorder is hereby directed to enter a copy of this Resolution into the record of the proceedings of this Council and to take such other actions necessary, including the correction of any scriveners errors, to effectuate the amendments to the Sherwood City Charter.

Section 3. This Resolution is and shall be effective from and after its adoption by the City Council.

Duly passed by the City Council on this 17th of February, 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

City of Sherwood Ballot Measure 34-347 – City Charter Amendment

Section 49. Citizen Involvement in Land Use Decisions

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, using procedures set by ordinance; and

Mailed notice in advance of neighborhood meetings and public hearings must be sent to all property owners 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.

City of Sherwood Ballot Measure 34-348 – City Charter Amendment

Section 3. Boundaries.

The City includes all territory within its boundaries as they now exist or are legally modified. Unless required by a public health emergency as defined by ORS 222.850 and ORS 222.855, annexations may only take effect with the approval of city voters. The city recorder will maintain as a public record an accurate and current description of the boundaries.

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 review, 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.

~~Section 3. Boundaries.~~

~~The city includes all territory within its boundaries as they now exist or are legally modified. Unless required by state law, annexations may only take effect with the approval of city voters. The city recorder will maintain as a public record an accurate and current description of the boundaries.~~

SHERWOOD CITY CHARTER

PREAMBLE

We, the voters of Sherwood, Oregon exercise our power to the fullest extent possible under the Oregon Constitution and laws of the state, and enact this Home Rule Charter.

Chapter I NAMES AND BOUNDARIES

Section 1. Title, Effective Date and Review.

This charter shall be referred to as the Sherwood City Charter and takes effect January 1, 2020. This charter shall be reviewed at least every six years, with the appointment of a charter review committee by the City council.

Section 2. Name.

The City of Sherwood, Oregon, continues as a municipal corporation with the name City of Sherwood.

Section 3. Boundaries.

The City includes all territory within its boundaries as they now exist or are legally modified. Unless required by a public health emergency as defined by ORS 222.850 and ORS 222.855, annexations may only take effect with the approval of city voters. The city recorder will maintain as a public record an accurate and current description of the boundaries.

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 review, 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.

Chapter II POWERS

Section 4. Powers.

The city has all powers that the constitutions, statutes and common law of the United States and Oregon expressly or impliedly grant or allow the city, as fully though this charter specifically stated each of those powers.

Section 5. Construction.

The charter will be liberally construed so that the city may exercise fully all powers possible under this charter and under United States and Oregon law.

Section 6. Distribution.

The Oregon Constitution reserves initiative and referendum powers as to all municipal legislation to city voters. This charter vests all other city powers in the council except as the charter otherwise provides. The

council has legislative, administrative and quasi-judicial authority. The council exercises legislative authority by ordinance, administrative authority by resolution, and quasi-judicial authority by order. The council may not delegate its authority to adopt ordinances. The council appoints members of commissions, board and committees established by ordinance or resolution.

Chapter III COUNCIL

Section 7. Council.

The council consists of a mayor and six councilors appointed or elected from the City.

Section 8. Mayor.

The mayor presides over and facilitates council meetings, preserves order, enforces council rules, and determines the order of business under council rules. The mayor is a voting member of the council. The mayor must sign all records of council decisions. The mayor serves as the political head of the city government.

Section 9. Council President.

At its first meeting each year, the council must elect a president from its membership. The president presides in the absence of the mayor and acts as mayor when the mayor is unable to perform duties.

Section 10. Rules.

In January after each general election, the council must by resolution adopt council rules. The rules must be approved by a majority of the council.

Section 11. Meetings.

The council must meet at least once a month at a time and place designated by its rules, and may meet at other times in accordance with council rules. The council shall afford an opportunity for general public comment at each regular meeting. The process for creation of council meeting agendas shall be prescribed by council rules. A number of councilors equal to a majority of a quorum may cause an item to be added to the agenda of a future meeting.

Section 12. Quorum.

A quorum to conduct business shall be defined as a majority of the council and mayor positions that are not vacant. A smaller number may meet and compel attendance of absent members as prescribed by council rules.

Section 13. Vote Required.

- (a) The express approval of a majority of the councilors voting on a motion is necessary for any council decision, except when this charter requires unanimous approval, supermajority approval, or approval by a majority of the council.
- (b) Unanimous approval shall mean approval by all of the council and mayor positions that are not vacant.
- (c) Supermajority approval shall mean approval by not less than five council and/or mayor positions.
- (d) Approval by a majority of the council shall mean approval by a majority of the council and mayor positions that are not vacant.

Section 14. Record.

A record of council meetings must be kept in a manner prescribed by the council rules and Oregon public records and meetings law.

Chapter IV LEGISLATIVE AUTHORITY

Section 15. Ordinances.

The council will exercise its legislative authority by adopting ordinances. The enacting clause for all ordinances must state "The City of Sherwood ordains as follows:"

Section 16. Ordinance Adoption.

- (a) Except as this provision provides otherwise, adoption of an ordinance requires reading of the proposed ordinance by title at two separate meetings separated by at least six days, and approval by a majority of council, which approval may occur at the meeting at which the second reading is conducted or a subsequent meeting.
 - (1) The text of the proposed ordinance shall be posted and available to the public on the City's website at least six days in advance of each meeting at which the ordinance will be read or considered pursuant to this section.
 - (2) At each meeting that the ordinance is read or considered pursuant to this section, the title of the ordinance shall be read and public comments shall be accepted, prior to any vote of the council on adoption.
 - (3) An ordinance may be adopted at a single meeting of the council by unanimous approval upon being read by title twice.
- (b) Any substantive amendment to a proposed ordinance must be read aloud or made available in writing to the public before the council adopts the ordinance at that meeting.
- (c) After the adoption of an ordinance, the vote of each member must be entered into the council minutes.
- (d) After adoption of an ordinance, the city recorder must endorse it with the date of adoption and the recorder's name and title. The city recorder must submit the ordinance to the mayor for approval. If the mayor approves the ordinance, the mayor must sign and date it.
- (e) If the mayor vetoes the ordinance, the mayor must return it to the city recorder with written reasons for his veto within 10 days of receipt of the ordinance. If the ordinance is not so returned, it takes effect as if approved.
- (f) At the first council meeting after veto by the mayor, the council will consider the reasons of the mayor and again vote on the ordinance. If a majority of council votes to adopt the ordinance, it will take effect.

Section 17. Effective Date of Ordinances.

Ordinances normally take effect on the 30th day after adoption and approval by the mayor, or adoption after veto by the mayor, or on a later day provided in the ordinance. An ordinance adopted by unanimous approval may take effect as soon as adopted, or on such other date less than 30 days after adoption which may be specified, if it contains an emergency clause, and is not subject to veto by the mayor.

Chapter V ADMINISTRATIVE AUTHORITY

Section 18. Resolutions.

The council will normally exercise its administrative authority by approving resolutions. The approving clause for resolutions may state "The City of Sherwood resolves as follows:"

Section 19. Resolution Approval.

- (a) Approval of a resolution or any other council administrative decision requires approval by the council.
- (b) Any substantive amendment to a resolution must be read aloud or made available in writing to the public before the council adopts the resolution at a meeting.
- (c) After approval of a resolution or other administrative decision, the vote of each member must be entered into the council minutes.
- (d) After approval of a resolution, the city recorder must endorse it with the date of approval and the recorder's name and title.

Section 20. Effective Date of Resolutions.

Resolutions and other administrative decisions take effect on the date of approval, or on a later day provided in the resolutions.

Chapter VI QUASI-JUDICIAL AUTHORITY

Section 21. Orders.

The council will normally exercise its quasi-judicial authority by approving orders. The approving clause for orders may state "The City of Sherwood orders as follows:"

Section 22. Order Approval.

- (a) Approval of an order or any other council quasi-judicial decision requires approval by the council.
- (b) Any substantive amendment to an order must be read aloud or made available in writing to the public at the meeting before the council adopts the order.
- (c) After approval of an order or other council quasi-judicial decision, the vote of each member must be entered in the council minutes.
- (d) After approval of an order, the city recorder must endorse it with the date of approval and the recorder's name and title.

Section 23. Effective Date of Orders.

Orders and other quasi-judicial decisions take effect on the date of final approval, or on a later day provided in the order.

Chapter VII ELECTIONS

Section 24. Councilors.

- (a) At each general election, three councilors will be elected for four-year terms.
- (b) No councilor shall serve on the council more than three consecutive terms. For purposes of this subsection, "terms" include terms to which the councilor was either elected or appointed, regardless of whether the councilor served the full four years of the term.

Section 25. Mayor.

At each general election, a mayor will be elected for a two-year term.

Section 26. State Law.

City elections must conform to state law except as this charter or ordinances provide otherwise. All elections for city offices must be nonpartisan.

Section 27. Qualifications.

- (a) The mayor and each councilor must be a qualified elector under state law, and reside within the city for at least one year immediately before election or appointment to office.
- (b) No person may be a candidate at a single election for more than one city office.
- (c) Neither the mayor, nor a councilor may be employed by the city.
- (d) The council is the final judge of the election and qualifications of its members.

Section 28. Nominations and Declarations of Candidacy.

The council must adopt an ordinance prescribing the manner for a person to declare candidacy or be nominated to run for mayor or a city councilor position.

Section 29. Terms.

The term of an officer elected at a general election begins at the first council meeting of the year immediately after the election, and continues until the successor qualifies and assumes the office irrespective of any applicable term limit.

Section 30. Oath.

The mayor and each councilor must swear or affirm to faithfully perform the duties of the office and support the constitutions and laws of the United States and Oregon, and the laws of the City of Sherwood.

Section 31. Vacancies.

The mayor or a council office becomes vacant:

- (a) Upon the incumbent's:
 - (1) Death;
 - (2) Adjudicated incompetence;
 - (3) Recall from the office; or
 - (4) Election to a different elected office.
- (b) Upon declaration by the council after the incumbent's:
 - (1) Failure to qualify for the office within 10 days of the time the term of office is to begin;
 - (2) Absence from the city for 45 days without council consent, or all meetings in a 60 day period;
 - (3) Ceasing to reside in the city;
 - (4) Ceasing to be a qualified elector under state law;
 - (5) Conviction of a public offense punishable by loss of liberty;
 - (6) Resignation from the office; or
 - (7) Removal under Section 33(i).

Section 32. Filling Vacancies.

- (a) A mayor or councilor vacancy shall be filled by appointment by a majority of council within 45 days of the date of vacancy. The appointee's term of office runs from appointment until the vacancy is filled by election or until expiration of the term of office if no election is required to fill the vacancy.
- (b) An election is required if 13 months or more remain in the office term. The election must be held at the next available election date. The person elected will fill the vacancy for the remainder of the term.

Chapter VIII APPOINTIVE OFFICERS

Section 33. City Manager.

- (a) The office of city manager is established as the administrative head of the city government. The city manager is responsible to the mayor and council for the proper administration of all city business. The city manager will assist the mayor and council in the development of city policies, and carry out policies established by ordinances and resolutions.
- (b) A majority of the council must appoint and may remove the manager. The appointment must be made without regard to political considerations and solely on the basis of education, experience, and competency in local government management.
- (c) The manager need not reside in the city.
- (d) The manager may be appointed for a definite or an indefinite term, and may be removed at any time by a majority of the council. The council must fill the office by appointment as soon as practicable after the vacancy occurs.
- (e) The manager must:
 - (1) Attend all council meetings unless excused by the mayor or council;
 - (2) Make reports and recommendations to the mayor and council about the needs of the city;
 - (3) Administer and enforce all city ordinances, resolutions, franchises, leases, contracts, permits, and other city decisions;
 - (4) Appoint, supervise and remove city employees, except the municipal judge, municipal judges pro tem, the city attorney, and city attorney office employees;
 - (5) Organize city departments and administrative structure;
 - (6) Prepare and administer the annual city budget;
 - (7) Administer city utilities and property;
 - (8) Encourage and support regional and intergovernmental cooperation in alignment with council policies, goals, and objectives.
 - (9) Promote cooperation among the council, staff and citizens in developing city policies, and building a sense of community;
 - (10) Perform other duties as directed by the council;
 - (11) Delegate duties, but remain responsible for acts of all subordinates.
- (f) The manager has no authority over the council or over the judicial functions of the municipal judge.
- (g) The manager and other employees designated by the council may sit at council meetings but have no vote. The manager may take part in all council discussions.
- (h) When the manager is temporarily disabled from acting as manager or when the office becomes vacant, the council must appoint a manager pro tem. The manager pro tem has the authority and duties of manager, except that a pro tem manager may appoint or remove employees only with council approval.
- (i) No council member may directly or indirectly attempt to coerce the manager or a candidate for the office of manager in the appointment or removal of any city employee, or in administrative decisions. Violation

of this prohibition is grounds for removal from office by a majority of the council after a public hearing. In council meetings, councilors may discuss or suggest anything with the manager relating to city business.

- (j) The manager may not serve as city recorder or city recorder pro tem.

Section 34. City Recorder.

- (a) The office of city recorder is established as the council clerk, city custodian of records and city elections official. The recorder must attend all council meetings unless excused by the City Manager.
- (b) The City Manager must appoint and may remove the recorder. The appointment must be made without regard to political considerations and solely on the basis of education and experience.
- (c) When the recorder is temporarily disabled from acting as recorder or when the office becomes vacant, the City Manager must appoint a recorder pro tem. The recorder pro tem has the authority and duties of the recorder.

Section 35. City Attorney.

The office of city attorney is established as the chief legal counsel of the city government. The City attorney shall be either an employee of the City or a firm under a written contract approved by the council. A majority of the council must appoint and may remove the attorney or contracted firm. If the attorney is an employee of the City, the attorney must appoint and supervise, and may remove any city attorney office employees.

Section 36. Municipal Court and Judge.

- (a) A majority of the council may appoint and remove a municipal judge. A municipal judge will hold court in the city at such place as the council directs. The court will be known as the Sherwood Municipal Court.
- (b) All proceedings of this court will conform to state laws governing justices of the peace and justice courts.
- (c) All areas within the city and areas outside the city as permitted by state law are within the territorial jurisdiction of the court.
- (d) The municipal court has jurisdiction over every offense created by city ordinance. The court may enforce forfeitures and other penalties created by such ordinances. The court also has jurisdiction under state law unless limited by city ordinance.
- (e) The municipal judge may:
 - (1) Render judgments and impose sanctions on persons and property;
 - (2) Order the arrest of anyone accused of an offense against the city;
 - (3) Commit to jail or admit to bail anyone accused of a city offense;
 - (4) Issue and compel obedience to subpoenas;
 - (5) Compel witnesses to appear and testify and jurors to serve for trials before the court;
 - (6) Penalize contempt of court;
 - (7) Issue processes necessary to enforce judgments and orders of the court;
 - (8) Issue search warrants; and
 - (9) Perform other judicial and quasi-judicial functions assigned by ordinance.
- (f) The council may appoint and may remove municipal judges pro tem.
- (g) The council may transfer some or all of the functions of the municipal court to an appropriate state court.

Chapter IX PERSONNEL

Section 37. Compensation.

The mayor and councilors may be compensated for expenses incurred while conducting the City's business using the same standard that applies to city employees. This will be the council's official compensation package and only compensation.

Section 38. Merit Systems.

The council by resolution will determine the rules governing recruitment, selection, promotion, transfer, demotion, suspension, layoff, and dismissal of city employees based on merit and fitness.

Chapter X PUBLIC IMPROVEMENTS

Section 39. Procedure.

The council may by ordinance provide for procedures governing the making, altering, vacating, or abandoning of a public improvement. A proposed public improvement may be suspended for one year upon remonstrance by owners of the real property to be specially assessed for the improvement. The number of owners necessary to suspend the action will be determined by ordinance.

Section 40. Special Assessments.

The procedure for levying, collecting and enforcing special assessments for public improvements or other services charged against real property will be governed by ordinance.

Chapter XI MISCELLANEOUS PROVISIONS

Section 41. Debt.

City indebtedness may not exceed debt limits imposed by state law. A charter amendment is not required to authorize city indebtedness.

Section 42. Solid Waste Incinerators.

The operation of solid waste incinerators for any commercial, industrial, or institutional purpose is prohibited in the city. This applies to solid waste defined by ORS 459.005(24), and includes infectious wastes defined by ORS 459.386(2). This prohibition does not apply to otherwise lawful furnaces, incinerators, or stoves burning wood or wood-based products, petroleum products, natural gas, or to other fuels or materials not defined as solid waste, to yard debris burning, or to small-scale specialized incinerators utilizing solid waste produced as a byproduct on-site and used only for energy recovery purposes. Such small-scale incinerators are only exempt from this prohibition if they are ancillary to a city permitted or conditional use, and may not utilize infectious wastes or any fuels derived from infectious wastes. This prohibition does not apply to solid waste incinerators lawfully permitted to operate before September 5, 1990, but does apply to any expansion, alteration or modification of such uses or applicable permits.

Section 43. Repealed.

Section 44. Ordinance Continuation.

All ordinances consistent with this charter in force when it takes effect remain in effect until amended or repealed.

Section 45. Repeal.

All charter provisions adopted before this charter takes effect are repealed.

Section 46. Severability.

The terms of this charter are severable. If any provision is held invalid by a court, the invalidity does not affect any other part of the charter.

Section 47. Vote Required on Certain Taxes, Charges, and Fees.

After July 1, 2015, any ordinance, resolution or order approved by a majority of the City Council that imposes a new city tax, charge, or fee and/or increases by more than two percent annually any city utility tax, charge, or fee including but not limited to water charges, sewer and surface water charges, and street utility fees that are imposed on residential properties occupied by owners and/or occupants within the City of Sherwood boundaries, shall not be effective unless ratified by a majority vote of the City's qualified electors voting in an election where at least 50 percent of the registered voters cast a ballot, or the election is held in May of an even numbered year or November of any year.

Section 48. Vote Required for Sale of Certain Real Property.

Before the city may sell or subdivide any parcel of real property owned by the city which is greater than five acres in size and which is being used primarily for park or recreation purposes, the city council must authorize such sale or subdivision by supermajority vote.

Section 49. Citizen Involvement in Land Use Decisions.

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, using procedures set by ordinance; and Mailed notice in advance of neighborhood meetings and public hearings must be sent to all property owners 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.

TO: Sherwood City Council

FROM: Lydia McEvoy, HR Director

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

SUBJECT: Resolution 2026-011, Approval of a Memorandum of Agreement (MOA) between the City of Sherwood and AFSCME Local 1777 extending the current Collective Bargaining Agreement through June 30, 2028

Issue:

Shall the City Council adopt a resolution to approve an MOA to extend the collective bargaining agreement with AFSCME Local 1777 through June 30, 2028?

Background:

The City of Sherwood and AFSCME Local 1777 are parties to a Collective Bargaining Agreement (CBA) that is currently scheduled to expire on June 30, 2026. The parties would like to mutually agree to enter into a Memorandum of Agreement (MOA) to extend the term of the existing CBA by two additional years, through June 30, 2028.

The Oregon Public Employee Collective Bargaining Act (PECBA), ORS 243.650–243.806, allows parties to amend or extend a collective bargaining agreement at any time by mutual consent. The proposed MOA was negotiated in accordance with this authority and is contingent upon ratification by the AFSCME Local 1777 membership and approval by City Council.

Summary of Agreement

The key provisions of the Memorandum of Agreement include:

- **Term Extension:** Extends the current CBA from its existing expiration date of June 30, 2026, through June 30, 2028.
- **Compensation Adjustments:** Establishes cost-of-living adjustments (COLAs) for July 1, 2026, and July 1, 2027, using the same CPI-W West Index formula currently in effect, with a minimum increase of 2% and a maximum increase of 4.5%.
- **No Other Changes:** All other terms and conditions of the existing CBA remain unchanged and in full force and effect.
- **Non-Precedential:** The MOA does not obligate either party to future extensions or modifications.

Approval of the MOA supports labor stability, continuity of operations, and predictable long-term financial planning for the City. The agreement reflects a mutually agreed-upon extension and avoids the need for immediate negotiation.

Financial Impact:

The fiscal impacts associated with the COLA adjustments are consistent with the wage adjustment structure already in place under the existing CBA. Future cost impacts will depend on CPI-W West Index values for the applicable years and will be incorporated into future biennial budget planning, projected to not exceed \$50,000 across all City funds. No additional fiscal impact is associated with approval of the extension itself beyond those anticipated adjustments.

Recommendation:

City Staff respectfully recommends City Council adoption of Resolution 2026-011, Approval of a Memorandum of Agreement (MOA) between the City of Sherwood and AFSCME Local 1777 extending the current Collective Bargaining Agreement through June 30, 2028.



RESOLUTION 2026-011

APPROVAL OF A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE CITY OF SHERWOOD AND AFSCME LOCAL 1777 EXTENDING THE CURRENT COLLECTIVE BARGAINING AGREEMENT THROUGH JUNE 30, 2028

WHEREAS, the City of Sherwood and AFSCME Local 1777 are parties to a Collective Bargaining Agreement governing wages, hours, and other terms and conditions of employment; and

WHEREAS, the current Collective Bargaining Agreement is scheduled to expire on June 30, 2026; and

WHEREAS, the City and AFSCME Local 1777 desire to mutually agree to enter into a Memorandum of Agreement (MOA) to extend the term of the existing Collective Bargaining Agreement through June 30, 2028; and

WHEREAS, the Memorandum of Agreement establishes cost-of-living adjustments for the extended term using the same CPI-W West Index formula currently in effect; and

WHEREAS, the Oregon Public Employee Collective Bargaining Act (ORS 243.650–243.806) authorizes public employers and labor organizations to amend or extend collective bargaining agreements by mutual consent; and

WHEREAS, the Memorandum of Agreement is contingent upon ratification by AFSCME Local 1777 membership and approval by the Sherwood City Council.

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

Section 1. The City Council hereby approves the Memorandum of Agreement, attached hereto as Exhibit A, between the City of Sherwood and AFSCME Local 1777 extending the Collective Bargaining Agreement through June 30, 2028.

Section 2. The City Manager is authorized to execute the Memorandum of Agreement on behalf of the City, subject to ratification by the AFSCME Local 1777 membership.

Section 3. Except as amended by the Memorandum of Agreement, all other terms and conditions of the existing Collective Bargaining Agreement shall remain in full force and effect.

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

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Duly passed by the City Council this 17th day of February, 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

DRAFT MEMORANDUM OF AGREEMENT

Between

The City of Sherwood, Oregon

and

AFSCME Local 1777

This Memorandum of Agreement (“Agreement” or “MOA”) is entered into between the City of Sherwood (“City”) and AFSCME Local 1777 (“Union”).

1. Purpose

The parties mutually agree to amend the current Collective Bargaining Agreement (“CBA”), which expires June 30, 2026, in order to:

1. Extend the term of the Agreement through June 30, 2028 and
2. Establish Cost of Living adjustments (COLAs) for the additional years using the same formula as the July 1, 2025 COLA

This Agreement is being entered into pursuant to the parties’ authority under the Oregon Public Employee Collective Bargaining Act (PECBA), ORS 243.650–243.806, which allows the parties to amend or extend a collective bargaining agreement at any time by mutual consent.

2. Amendment to Article 22 – Compensation. Article 22 will be amended as follows:

Article 22, Section 1. Wage Scales shall be amended to read as follows:

Section 1. Wage Scales.

Effective July 1, 2024, the City shall institute a new pay scale of seven (7) steps. Step 1 shall be the existing step 1 wage in effect for each pay range on June 30, 2024. Step 7 shall be the existing step 13 wage in effect for each pay range on June 30, 2024. There shall be a 4% increment between each step. Employees shall be placed on the lowest step which is equal to or higher than their pay rate in effect on June 30, 2024.

Effective July 1, 2024, the wage scale is increased at Step 1 by 4% for all classifications. Steps will be adjusted accordingly maintaining existing ratios between the steps as shown in Schedule A.

Effective July 1, 2025, the wage scale will be increased by a percentage equal to the CPI-W, West Index, for the 12 months ending December 31, 2024, with a minimum 2% and a maximum 4.5% for all classifications. Steps will be adjusted accordingly maintaining existing ratios between the steps as shown in Schedule A.

Effective July 1, 2026, the wage scale will be increased by a percentage equal to the CPI-W, West Index, for the 12 months ending December 31, 2025, with a minimum 2% and a maximum 4.5% for all classifications. Steps will be adjusted accordingly maintaining existing ratios between the steps as shown in Schedule A.

Effective July 1, 2027, the wage scale will be increased by a percentage equal to the CPI-W, West Index, for the 12 months ending December 31, 2026, with a minimum 2% and a maximum 4.5% for all

classifications. Steps will be adjusted accordingly maintaining existing ratios between the steps as shown in Schedule A.

3. Amendment to Article 28 - TERM OF AGREEMENT. Article 28 will be amended as follows:

Article 28 – Terms of Agreement shall be amended to read as follows:

ARTICLE 28 – TERMS OF AGREEMENT

~~Section 1. This Agreement shall be effective upon execution and shall remain in full force and effect until June 30, 2026.~~ **This Agreement shall be effective upon execution and shall remain in full force and effect until June 30, 2028.**

Section 2. This Agreement shall automatically be renewed from year to year thereafter unless either party shall notify the other, in writing, by December 1st that it wishes to modify the Agreement.

(note: Section 2 is unchanged; the parties acknowledge that this automatic renewal provision will apply after June 30, 2028, unless modified by a future agreement.)

4. Continuation of All Other Terms

Except as expressly modified above with respect to **Article 22, Section 1** and **Article 28, Section 1**, all other terms and conditions of the CBA remain unchanged and in full force and effect.

5. Disputes

Disputes of this agreement are governed by the grievance process contained in the collective bargaining agreement.

6. Ratification and Approval

This Agreement is contingent upon:

1. Ratification by the membership of AFSCME Local 1777, and
2. Approval by the Sherwood City Council at a duly noticed public meeting.

This MOA becomes effective upon the date of the final signature following both approvals.

7. Non-Precedent

This Agreement is non-precedential. It shall not be construed as obligating either party to agree to future extensions or modifications of any kind.

For the City of Sherwood:

For AFSCME Local 1777:

Name:

Name:

Title:

Title:

Date:

Date: