



Home of the Tualatin River National Wildlife Refuge

CITY COUNCIL MEETING PACKET

FOR

Tuesday, March 3, 2026

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

6:00 pm City Council Executive Session
(ORS 192.660(2)(i), Performance Evaluation)

6:15 pm City Council Work Session

7:00 pm City Council Regular Meeting

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



6:00 pm CITY COUNCIL EXECUTIVE SESSION

1. **ORS 192.660(2)(i), Performance Evaluation**
(Ryan Adams, City Attorney)

6:15 PM CITY COUNCIL WORK SESSION

1. **Annual Housing Report**
(Sean Conrad, Planning Manager)

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 February 17, 2026, City Council Meeting Minutes** (Sylvia Murphy, City Recorder)
 - B. **Resolution 2026-012, Authorizing the City Manager to Execute a Construction Contract for the SW Washington Street & Utility Improvements Project** (Rich Sattler, Public Works Director)
 - C. **Resolution 2026-013, Appointment of Council Liaison Assignments**
(Craig Sheldon, City Manager)
 - D. **Resolution 2026-014, Adopting City Council Goals and Deliverables for FY2026-27**
(Craig Sheldon, City Manager)
 - E. **Resolution 2026-015, Amending the City Attorney's Employment Agreement**
6. **CITIZEN COMMENTS**
7. **CITY MANAGER REPORT**
8. **COUNCIL ANNOUNCEMENTS**
9. **ADJOURN**

AGENDA

SHERWOOD CITY COUNCIL March 3, 2026

**6:00 pm City Council Executive Session
(ORS 192.660(2)(i), Performance
Evaluation)**

6:15 pm City Council Work Session

7:00 pm City Council Regular Session

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

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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
February 17, 2026

WORK SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 5:37 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles (remote), Doug Scott (remote) and Dan Standke.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, IT Director Brad Crawford, Legal Counsel David Wendell, Legal Intern Keegan Sanchez, Community Development Director Eric Rutledge, Public Works Director Rich Sattler, Economic Development Manager Erik Adair, HR Director Lydia McEnvoy, Planning Manager Sean Conrad, Deputy City Recorder Colleen Resch, and City Recorder Sylvia Murphy.

OTHERS PRESENT: Washington County Rental Assistance Division Manager Liz Morris, and Supportive Housing Services City/County Liaison Megan Cohen.

4. TOPICS:

Washington County Housing Dept. Annual Report

Assistant City Manager Kristen Switzer introduced Supportive Housing Services City/County Liaison Megan Cohen and said she was the houselessness liaison for Sherwood. Ms. Cohen discussed the connection points she had made in Sherwood over the past year. She introduced Washington County Rental Assistance Division Manager Liz Morris, and Ms. Morris provided a presentation (see record, Exhibit A). Ms. Morris provided an overview of the conditions in the region and the vision and mission of the Department of Housing. She reported on the number of people served, and the capital projects in FY 2024-25. She stated the need for housing support remains high and provided statistics. She discussed the pathways out of homelessness, programs promoting housing stability, and partnerships investing in affordable communities.

Mayor Rosener addressed the next item on the agenda.

Old Town Strategic Plan – Discuss Incentives

Community Development Director Eric Rutledge provided a presentation regarding potential business and development incentives in the Old Town Strategic Plan (see record, Exhibit B). He stated the Old Town Strategic Plan process began in 2024 and the plan had three main themes: sense of arrival, business health and growth, and infrastructure and development. He said this discussion would focus on incentivizing investment and developing an infrastructure funding plan. He provided five potential actions to incentivize

investments which included: activate and refresh the Old Town Façade Grant Program; offer permit fee relief targeted to specific uses; launch alley activation mini grants; simplify small-scale improvements; and designate a business liaison. He noted these were opportunities to consider and said some would require follow-up actions. He stated that upon adoption of the Strategic Plan there could be a follow-up work session regarding implementation priorities. Councilor Scott commented on the façade grant program and said it was not transformative and he would prefer prioritizing on the other actions. Councilor Mays commented on the suggestion to adjust the URA map to include Old Town. Mr. Rutledge said adjusting the map could be included as an action. Discussion followed. Mr. Rutledge provided four potential actions to develop an infrastructure and funding plan which included: evaluating funding tools; adopting vertical housing designation (VHDZ); leveraging grant and state/federal funds; and city participation. Councilor Mays said he supported keeping the tools in the plan. Discussion followed. Councilor Giles said he would like to hear from developers and have a conversation regarding creative funding sources.

Update on Proposed State Legislation

Mr. Rutledge provided a presentation on the Oregon Legislature 2026 Short Session (see record, Exhibit C). He commented on House Bill 4037 which was proposed by the House Interim Committee on Housing and Homelessness and related to the development of housing. He stated the bill proposed that local governments may provide notice of a land use application only to owners of record of property on the most recent property tax assessment roll where such property is located within 100 feet, or within 500 feet for development of 20 units or more, may not require a public hearing prior to making a decision on the application, and may provide an opportunity for a local appeal only to the applicant. He commented on House Bill 4128 which would establish a 90-day waiting period for certain “covered entities”, defined as institutional real estate investors or entities receiving funding from them, to purchase single-family residences. He commented on Senate Bill 1514 which would repeal SB 3115, and he reminded the Council that SB 3115 required cities to adopt reasonable time, place, and manner regulations for outdoor camping. Discussion followed.

Mayor Rosener said Governor Kotek sent a letter to Department of Homeland Security Secretary Kristi Noem and he was asked to sign the letter with only 24 hours’ notice, which was not enough time to get Council approval. He suggested making a statement to community members who were at risk to inform them what their rights were. He suggested forming a subcommittee and having three Council members draft a statement that the Council supports. Council President Young, Councilor Standke, and Councilor Giles volunteered to draft a statement for the Council to review.

Mayor Rosener adjourned the work session at 6:57 pm.

REGULAR SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:05 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles (remote), and Dan Standke. Councilor Doug Scott was absent.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, IT Director Brad Crawford, Police Chief Ty Hanlon, Legal Counsel David Wendell, Legal Intern Keegan Sanchez, Community Development Director Eric Rutledge, Public Works Director Rich Sattler, HR Director Lydia McEnvoy, and City Recorder Sylvia Murphy.

3. APPROVAL OF AGENDA:

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

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

Mayor Rosener addressed the next item on the agenda.

4. CONSENT AGENDA:

- A. Approval of January 24, 2026, City Council Meeting Minutes
- B. Approval of February 3, 2026, City Council Meeting Minutes
- 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
- 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
- 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

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

5. CITIZEN COMMENTS:

The City Recorder introduced a letter the City Council received from Jennifer Casler regarding the Linda Henderson memorial (see record, Exhibit D).

Ann and Brad Brucker came forward and provided a handout (see record, Exhibit E). Mr. Brucker said they were in the process of renovating an Old Town property and commented on the benefits of the Old Town Façade Grant Program and requested the Old Town Strategic Plan include alleyway paving in Phase I and volunteered their property as a pilot model. Mayor Rosener commented that he would speak with the Bruckers' and addressed the next agenda item.

6. CITY MANAGER REPORT:

Mr. Craig Sheldon reported a Sherwood Broadband customer survey would be sent out soon and a solid food scrap survey would be sent out in early March. He announced the State of the City was scheduled for Wednesday, April 15 at the Sherwood Center for the Arts. He reported that the Community Enhancement Grant program opened February 1, and applications must be submitted by 5 pm on April 15, 2026. He reported the Budget Committee would meet on Thursday, March 5.

7. COUNCIL ANNOUNCEMENTS:

Councilor Giles reported the Planning Commission would meet March 24 to consider a code amendment allowing food cart pods in the Light Industrial zone.

Councilor Standke reported that the Sherwood School Board met last week and he recapped the topics discussed. He said over the past week many residents have contacted City Councilors about Governor Kotek's letter to the Department of Homeland Security, and he provided examples of their concerns. He announced that during the work session the mayor formed a subcommittee of Councilors to address this issue and draft a statement to our citizens for the Council to consider.

Councilor Mays reported on the Cultural Arts Commission meeting and recapped the topics discussed. He thanked the staff and Mayor for hosting a meeting between the Friend of the Refuge and a local developer.

Councilor Brouse commented on the emails the Councilors had received and thanked the citizens for their remarks. She reported that the Senior Center hosted the Sherwood Chamber breakfast last week and thanked staff for their efforts. She stated the Sherwood Youth Advisory Board would meet this Thursday.

Council President Young reported on the Community Development Policy Advisory Board meeting and highlighted some of the program recipients.

Mayor Rosener reiterated Councilor Standke's comments and said a small group of Councilors volunteered to draft a statement to the community regarding their rights and how to prepare and be safe. He commented on his recent meeting with Representative Andrea Salinas. He reported on his efforts at the State Legislature during the 2026 Short Session.

8. ADJOURN TO EXECUTIVE SESSION

Mayor Rosener adjourned the meeting and convened an executive session at 7:35 pm.

EXECUTIVE SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the Executive Session to order at 7:41 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Renee Brouse, Keith Mays, Taylor Giles, Doug Scott (remote), and Dan Standke.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Legal Counsel David Wendell, Legal Intern Keegan Sanchez, and Community Development Director Eric Rutledge.
- 4. TOPICS:**
 - A. ORS 192.660(2)(e) Real Property Transactions**
- 5. ADJOURN:** Mayor Rosener adjourned the executive session at 8:01 pm.

Attest:

Sylvia Murphy, MMC, City Recorder

Kim Young, Council President

Agenda Item: Consent Agenda

TO: Sherwood City Council

FROM: Rich Sattler, Public Works Director

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

SUBJECT: Resolution 2026-012, Authorizing the City Manager to Execute a Construction Contract for the SW Washington St. Street & Utility Improvements Project

Issue: Should City Council authorize the City Manager to enter into a construction contract with the lowest responsive bidder for the construction of street and utility improvements within SW Washington Street?

Background: SW Washington Street (from SW Division St. to SW Tualatin St.) has deficient street pavement, a deficient storm sewer collection system, a deficient sanitary sewer collection system and water services that are in need of replacement.

The proposed street work for SW Washington Street will consist of grinding and tilling the existing surface, cement treating the base rock and subgrade, placement of a new asphalt surface, and installing curb and gutter on both sides of the street. In addition, a section of Division Street will be ground and inlaid with a new asphalt surface.

Sanitary sewer system work will consist of replacing the 6" sewer main with an 8" main via pipe bursting along the southwest side of SW Washington Street.

Storm sewer work will consist of installing a new 12" storm sewer main and catch basins within SW Washington Street (between SW Division St. and SW Tualatin St.).

Within the project there are 7 water services that will be replaced with copper service lines.

The city solicited competitive bids from contractors and opened bids on February 19, 2026, to determine the lowest responsive bid. The lowest responsive bidder was ML Houch Construction Co. with a total bid of \$506,132.00. The required seven (7) day protest period has been completed.

Work is expected to begin March 2026, with completion in summer of 2026. City staff has provided notification to area residents of the upcoming project.

Financials: The construction of the street improvements has a budgeted Base Contract Amount of \$506,132.00 with an additional 18% added for contingency (\$91,103.76). Funding for the project is included in the FY25-27 budget.

Recommendation: Staff respectfully requests City Council adoption of Resolution 2026-012, authorizing the City Manager to execute a construction contract for the SW Washington St. Street & Utility Improvements Project.



RESOLUTION 2026-012

AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT FOR THE SW WASHINGTON ST. STREET & UTILITY IMPROVEMENTS PROJECT

WHEREAS, the City has identified multiple deficiencies to pavement, the storm sewer system, sanitary sewer system; and water service laterals in need of replacement on SW Washington Street; and

WHEREAS, the City completed the design, produced bid documents and solicited contractors using a competitive bidding process per ORS 279C, OAR 137-049; and

WHEREAS, the City opened bids on February 19, 2026, and issued the Notice of Intent to Award with the mandatory seven (7) day protest period being completed; and

WHEREAS, ML Houch Construction Co. has been identified by City staff as the lowest responsive bidder; and

WHEREAS, the City has budgeted for the construction cost of this project within the FY2025/FY2027 budget.

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

Section 1: The City Manager is hereby authorized to execute a construction contract with ML Houch Construction Co. in a base contract amount of \$506,132 with construction contingency of \$91,103.76 (18%) of the base contract amount for the SW Washington St. Street & Utility Improvements Project.

Section 2: This Resolution shall be in effect upon its approval and adoption.

Duly passed by the City Council this 3rd day of March 2026.

Kim Young, Council President

Attest:

Sylvia Murphy, MMC, City Recorder

TO: Sherwood City Council

FROM: Craig Sheldon, City Manager

SUBJECT: Resolution 2026-013, Appointment of City Council Liaison Assignments

Issue:

Shall the City Council amend the City Council Liaison assignments for 2026?

Background:

At the beginning of each new calendar year, the mayor appoints city councilors to various liaison assignments for both city and non-city commissions and boards and committees as the mayor deems necessary. The primary role of the liaison member is to convey information to and from the Council.

Chapter 6.II.A.1 of the Rules of Procedure for City Council stipulates that the mayor's appointments are approved by the consent of the City Council by resolution.

Financial Impacts:

There are no additional financial impacts as a result of approval of this resolution.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2026-013, Appointment of City Council Liaison Assignments.



RESOLUTION 2026-013

APPOINTMENT OF CITY COUNCIL LIAISON ASSIGNMENTS

WHEREAS, the current Rules of Procedure for City Council in Chapter 6 outlines the process for appointment of Councilor Liaisons to both city and non-city commissions, boards and committees; and

WHEREAS, Mayor Tim Rosener has appointed Councilors to their respective assignments as outlined in the attached Exhibit A; and

WHEREAS, Councilor liaison assignments are required to be approved by consent of the City Council.

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

Section 1. The Council Liaison assignments as outlined in the attached Exhibit A are approved for 2026.

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

Duly passed by the City Council this 3rd day of March 2026.

Kim Young, Council President

Attest:

Sylvia Murphy, MMC, City Recorder

Boards and Commissions - 2026 Council Liaison Assignments

Planning Commission
Parks and Recreation Advisory Board
Library Advisory Board
Cultural Arts Commission
Police Advisory Board
Budget Committee
Senior Advisory Board
Traffic Safety Board
Youth Advisory Board

New - 2026

Liaison	Alternate
Taylor Giles	Kim Young
Doug Scott	Dan Standke
Dan Standke	Renee Brouse
Keith Mays	Dan Standke
Kim Young	Doug Scott
Tim Rosener	Kim Young
Renee Brouse	Keith Mays
Dan Standke	Tim Rosener
Renee Brouse	Doug Scott

Old - 2025

Liaison	Alternate
Taylor Giles	Kim Young
Doug Scott	Dan Standke
Dan Standke	Renee Brouse
Keith Mays	Dan Standke
Kim Young	Doug Scott
Tim Rosener	Kim Young
Renee Brouse	Keith Mays
Dan Standke	Tim Rosener
Renee Brouse	Doug Scott

Other Boards and Organizations

Chamber of Commerce
Comm Development Block Grant Adv BD
Willamette River Water Coalition
Regional Water Providers Consortium
Willamette Intake Facilities Commission
WCCC
Metro in General
Washington County in General
Sherwood YMCA BOM
Sherwood SSD/YSAT
Transportation System Plan

Liaison	Alternate
Kim Young	Renee Brouse
Kim Young	Taylor Giles
Keith Mays	Kim Young
Renee Brouse	Doug Scott
Keith Mays	Kim Young
Tim Rosener	Kim Young
Tim Rosener	Kim Young
Tim Rosener	Kim Young
Taylor Giles	Renee Brouse
Dan Standke	Kim Young
Keith Mays	Tim Rosener

Liaison	Alternate
Doug Scott	Taylor Giles
Kim Young	Taylor Giles
Keith Mays	Kim Young
Renee Brouse	Doug Scott
Keith Mays	Kim Young
Tim Rosener	Kim Young
Tim Rosener	Kim Young
Tim Rosener	Kim Young
Taylor Giles	Renee Brouse
Dan Standke	Kim Young
Keith Mays	Tim Rosener

TO: Sherwood City Council

FROM: Craig Sheldon, City Manager

SUBJECT: Resolution 2026-014, Adopting City Council Goals and Deliverables for FY2026-27

Issue:

Shall the City Council adopt City Council Goals and Deliverables for FY2026-27?

Background:

On January 24, 2026, the Sherwood City Council held a special meeting to review and discuss the current list and status of goals and deliverables that were adopted in 2025 and to consider and develop revised objectives for the upcoming 2026-27 fiscal year. The City contracted with Strategic Government Resources (SGR) who lead the meeting and the discussion.

Staff worked to refine and create a final working document to help define and clarify City Council's priorities and objectives for FY2026-27. The final work product is provided as Exhibit A to the resolution.

By approving this resolution, the City Council is clearly identifying its priorities for the upcoming FY2026-27. The purpose of adoption of this resolution is to provide to internal and external stakeholders the City Council's priorities.

Financial Impacts:

There are no additional direct financial impacts as a result of approval of this resolution, however funding will need to be identified and approved through the budget process.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2026-014, adopting City Council Goals and Deliverables for FY2026-27.



RESOLUTION 2026-014

ADOPTING CITY COUNCIL GOALS AND DELIVERABLES FOR FY2026-27

WHEREAS, the Sherwood City Council historically meets early in each calendar year in a goal setting session to identify specific Council Goals and Deliverables for the upcoming year and budget priorities for the upcoming fiscal year; and

WHEREAS, Council held a special meeting on January 24, 2026, to discuss and update their previous Council Goals and Deliverables that were approved by Resolution 2025-015; and

WHEREAS, the results of these meetings are identified in the attached as Exhibit A, FY2026-27 City Council Goals and Deliverables document; and

WHEREAS, by approving this document by resolution, Council is clearly identifying its priorities for the benefit of City staff to implement as well as for the public and stakeholders to understand the Council's priorities and objectives for FY2026-27.

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

Section 1. The Sherwood City Council hereby approves the FY2026-27 Council Goals and Deliverable worksheet, attached as Exhibit A to this Resolution.

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

Duly passed by the City Council this 3rd of March 2026.

Kim Young, Council President

Attest:

Sylvia Murphy, MMC, City Recorder

FY2026-27 Sherwood City Council Goals

Mission Statement

"Provide high quality services for all residents and businesses through strong relationships and innovation in a fiscally responsible manner."

Core Values

*Citizen Engagement
Community Livability
Community Partnerships
Community Pride
Fiscal Responsibility
Transparent Government
Quality Service
Forward Thinking*

Pillar 1: Economic Development

- ◇ Promote Strong Diverse Economic Growth Opportunities
- ◇ Support New Commercial and Industrial Development in Targeted Employment Areas
- ◇ Encourage Balancing of Sherwood's Tax Base

Pillar 2: Infrastructure

- ◇ Cedar Creek Pedestrian & Wildlife Undercrossing
- ◇ Support major intersection improvements
- ◇ Continue to invest in Sherwood Broadband Utility as an Important Infrastructure for Sherwood and Beyond
- ◇ Continue Steps to Develop a New Public Works Facility
- ◇ Undertake Important Facility and Infrastructure Master Plans

Pillar 3: Livability

- ◇ Support and Promote Community Wellbeing
- ◇ Work to Improve the Interconnectivity and Walkability of the Trail System
- ◇ Promote and Monitor Diverse Housing that will Accommodate a Wide Variety of Life Stages and Needs
- ◇ Evaluate opportunities to promote environmental initiatives that are achievable and impactful
- ◇ Invest in Community Enhancements, Parks and Public Spaces

- ◇ Bring Jobs to Sherwood that Provide Wages that Allow People to Live and Work in Sherwood
- ◇ Continue Revitalization of Old Town by Exploring Tools that Encourage its Distinctive Character

Pillar 4: Public Safety

- ◇ Encourage Pedestrian, Bicycle and Driver Safety
- ◇ Enhance Overall Community Safety

Pillar 5: Fiscal Responsibility

- ◇ Pursue, Evaluate and Position the City to Maximize Available Revenue Sources
- ◇ Invest in Business Process Improvements to Improve Efficient Service Delivery to Sherwood Residents
- ◇ Be Transparent and Proactive in the Regular Reporting of the City's Fiscal Condition
- ◇ Explore opportunities for technological enhancements/innovation

Pillar 6: Citizen Engagement

- ◇ Improve Effective Communication and Citizen Engagement
- ◇ Apply an Organizational Lens of Diversity, Equity, Inclusion, and Accessibility When Offering Services and Amenities to our Citizens
- ◇ Engage Youth in Local Government

Pillar 1: Economic Development

Goals:

- ◊ *Promote Strong Diverse Economic Growth Opportunities*
- ◊ *Support New Commercial and Industrial Development in Targeted Employment Areas*
- ◊ *Encourage Balancing of Sherwood's Tax Base*

Deliverables:	Deliverable Time Frame		
	2026/27	2027/28	2028/29
Promote Strong Diverse Economic Growth Opportunities			
<i>Improve Development Code to Promote Stronger Economic Development</i>	X	X	
<i>Explore economic development opportunities utilizing Sherwood's broadband service as an asset</i>	X	X	X
Support New Commercial and Industrial Development in Targeted Employment Areas			
<i>Maintain and facilitate collaborations with schools on programmatic and facility partnerships</i>	X	X	X
<i>Actively explore out-of-state and out-of country industry prospects</i>	X	X	X
<i>Explore financing options available to support necessary infrastructure for economic development</i>	X	X	X
<i>Explore potential use of incentives (expedited review, financial tools/URA)</i>	X	X	
Encourage Balancing of Sherwood's Tax Base			
<i>Explore possible KPIs that better assess the ratio of employment to housing</i>	X		

Pillar 2: Infrastructure

Goals:

- ◊ Cedar Creek Pedestrian & Wildlife Undercrossing
- ◊ Support major intersection improvements
- ◊ Continue to invest in Sherwood Broadband Utility as an Important Infrastructure for Sherwood and Beyond
- ◊ Continue Steps to Develop a New Public Works Facility
- ◊ Undertake Important Facility and Infrastructure Master Plans

Deliverables:	Deliverable Time Frame		
	2026/276	2027/28	2028/29
Cedar Creek Pedestrian Wildlife Undercrossing			
<i>Pursue Feasibility Study</i>		X	X
<i>Pursue Funding</i>	X	X	X
Support major intersection improvements			
<i>Complete design of Chapman/99W Intersection</i>	X	X	X
<i>Improve Safety on County Owned Roads in Sherwood and UGB</i>	X	X	X
<i>Edy/Elwert Intersection</i>	X	X	X
Continue to invest in Sherwood Broadband Utility as an Important Infrastructure for Sherwood and Beyond			
<i>Complete Sherwood Broadband Fiber to the Home Build Out</i>	X	X	X
<i>Explore grant opportunities for broadband expansion/enhancement</i>	X	X	X
Continue Steps to Develop a New Public Works Facility			
<i>Identify Funding Sources</i>	X	X	X
<i>Design for Brownfield Clean Up Project</i>	X	X	X
Undertake Important Facility and Infrastructure Master Plans			
<i>Update 2014 Transportation Master Plan</i>	X	X	X
<i>Update 2015 Water Master Plan</i>	X	X	X
<i>Update 2016 Storm Master Plan</i>	X	X	X
<i>Update 2016 Sanitary/Sewer Master Plan</i>	X	X	X
<i>Develop a Master Plan and determine future needs for City Buildings- Public Works, Police Department, City Hall, Library and Art Center</i>			X
<i>Determine future of PW/Field House Facility</i>			X

Pillar 3: Livability & Workability

Goals:

- ◇ *Support and Promote Community Wellbeing*
- ◇ *Work to Improve the Interconnectivity and Walkability of the Trail System*
- ◇ *Promote and Monitor Diverse Housing that will Accommodate a Wide Variety of Life Stages and Needs*
- ◇ *Evaluate opportunities to promote environmental initiatives that are achievable and impactful*
- ◇ *Invest in Community Enhancements, Parks and Public Spaces*
- ◇ *Bring Jobs to Sherwood that Provide Wages that Allow People to Live and Work in Sherwood*
- ◇ *Continue Revitalization of Old Town by Exploring Tools that Encourage its Distinctive Character*

Deliverables:	Deliverable Time Frame		
	2026/27	2027/28	2028/29
Support and Promote Community Wellbeing			
<i>Continue Age Friendly City Initiative</i>	X	X	X
<i>Thoughtfully evaluate transit offerings, existing resources, and options to best serve Sherwood residents</i>	X	X	X
Work to Improve the Interconnectivity and Walkability of the Trail System			
<i>Explore trail connectivity improvements and enhancements (potentially Maps, Wayfinding, App)</i>		X	X
<i>Cedar Creek Trail/Ice Age Tonquin Trail</i>	X	X	X
<i>Analyze trail requirements for new development</i>	X	X	
Promote and Monitor Diverse Housing that will Accommodate a Wide Variety of Life Stages and Needs			
<i>Outreach to development community to discuss industry trends</i>	X	X	
<i>Discuss housing industry trends and put forth action items as needed</i>	X		
<i>Actively Participate, as Needed, with Legislature and Rule Making Committees</i>	X	X	X
Evaluate opportunities to promote environmental initiatives that are achievable and impactful			
<i>Practice environmental stewardship where financially feasible and economically viable</i>	X		
<i>Review benefits and topics of a Climate Action Plan (what would be the scope, and required research)</i>	X	X	
<i>Review benefits and offer perspectives for amending City tree code</i>	X	X	
Invest in Community Enhancements, Parks and Public Spaces			

<i>Identifying and prioritize investments in public art</i>	X	X	X
<i>Review use of TLT funds</i>	X	X	
<i>Design Concepts for Single-Story Flex Building on Lot in Front of Arts Building</i>	X	X	
<i>Acquire Park Land in Sherwood West Area</i>	X	X	X
Bring Jobs to Sherwood that Provide Wages that Allow People to Live and Work in Sherwood			
<i>Pursue development in Sherwood west that includes a broad housing mix, and affordable housing options, hospitality and leisure options, and pedestrian friendly configuration.</i>	X	X	X
Continue Revitalization of Old Town by Exploring Tools that Encourage its Distinctive Character			
<i>Complete Old Town Strategic Action Plan</i>	X	X	

Pillar 4: Public Safety

Goals:

- ◊ *Encourage Pedestrian, Bicycle and Driver Safety*
- ◊ *Enhance Overall Community Safety*

Deliverables:	Deliverable Time Frame		
	2026/27	2027/28	2028/29
Encourage Pedestrian, Bicycle and Driver Safety			
<i>Evaluate further measures that can be taken to expand pedestrian safety, primarily in school zones</i>	X	X	X
Enhance Overall Community Safety			
<i>Discuss need for increased law enforcement coverage-MHRT</i>	X	X	
<i>Proactively review law enforcement needs (including Sherwood West)</i>	X	X	X
<i>Analyze/Explore lowering residential speed zones</i>		X	X
<i>Establish framework and reporting for items reviewed through Traffic Safety Board</i>		X	X

Pillar 5: Fiscal Responsibility

Goals:

- ◊ *Pursue, Evaluate and Position the City to Maximize Available Revenue Sources*
- ◊ *Invest in Business Process Improvements to Improve Efficient Service Delivery to Sherwood Residents*
- ◊ *Be Transparent and Proactive in the Regular Reporting of the City's Fiscal Condition*
- ◊ *Explore opportunities for technological enhancements/innovation*

Deliverables:	Deliverable Time Frame		
	2026/27	2027/28	2028/29
Pursue, Evaluate and Position the City to Maximize Available Revenue Sources			
<i>Pursue Federal and State Grants</i>	X	X	X
<i>Explore current and prospective revenue opportunities</i>	X	X	X
Invest in Business Process Improvements to Improve Efficient Service Delivery to Sherwood Residents			
<i>Actively pursue best-practice and innovative efforts in financial management</i>	X	X	X
<i>Comprehensive review of strategies to mitigate inflationary pressures on capital and operating budgets</i>	X	X	X
<i>Explore process improvements, collaboration and efficiency opportunities</i>	X	X	X
Be Transparent and Proactive in the Regular Reporting of the City's Fiscal Condition			
<i>Continue quarterly budget meetings</i>	X	X	X
Explore opportunities for technological enhancements/innovation			
<i>Utilize staff and expert outside assistance to evaluate opportunities for technological efficiencies</i>	X	X	X

Pillar 6: Citizen Engagement

Goals:

- ◇ *Improve Effective Communication and Citizen Engagement*
- ◇ *Apply an Organizational Lens of Diversity, Equity, Inclusion, and Accessibility When Offering Services and Amenities to our Citizens*
- ◇ *Engage Youth in Local Government*

Deliverables:	Deliverable Time Frame		
	2026/27	2027/28	2028/29
Improve Effective Communication and Citizen Engagement			
<i>Develop and Implements Branding Communication and Marketing Strategies</i>	X	X	X
<i>Pursue more cross-engagement opportunities between Boards, Commissions and the City Council</i>		X	X
<i>Develop tools and strategies to recruit Board and Commission members</i>	X	X	X
Apply an Organizational Lens of Diversity, Equity, Inclusion, and Accessibility When Offering Services and Amenities to			
<i>Develop standards, KPIs and benchmarks for inclusionary events and activities for all residents</i>	X	X	X
Engage Youth in Local Government			
<i>Empower the Youth Advisory Board to identify, develop, and implement one tangible community improvement project that reflects youth priorities and aligns with Council goals</i>	X	X	X

TO: Sherwood City Council

FROM: Craig Sheldon, City Manager

SUBJECT: Resolution 2026-015, Amending the City Attorney's Employment Agreement

Issue:

Shall the City Council approve extending the employment contract between the City Attorney and the City of Sherwood?

Background:

On January 20, 2026, a committee consisting of Council President Young and Councilors Brouse and Standke met with the City Attorney to discuss amendments to his employment contract. Rather than negotiating or requesting amendments to the employment contract, the City Attorney requested a shift from employee to contractor status. After the meeting, the committee recommended to Council that the City extend the present contract pending negotiations between the City Attorney and the City to move toward a contractor status as an employee relationship. The Council accepted the recommendation of the committee, and upon reaching consensus, directed staff to bring an amendment extending the City Attorney's contract for two years, pending further negotiations. The City Attorney declined to request an adjustment to compensation pending negotiations.

Financial Impacts:

There is no fiscal impact.

Recommendation:

Staff respectfully recommends City Council approval of Resolution 2026-015, Amending the Employment Agreement with the City Attorney extending the contract duration for two years, through January 1, 2029.



RESOLUTION 2026-XXX

AMENDING THE EMPLOYMENT AGREEMENT WITH THE CITY ATTORNEY

WHEREAS, Ryan Adams has been employed by the City of Sherwood as its City Attorney since January 2023, and Adams and the City are parties to an employment agreement dated March 5, 2024, which is effective through January 1, 2027 ("Agreement"); and

WHEREAS, Council is pleased with the City Attorney's work and it appears to Council that it is necessary and appropriate to amend the Agreement to extend the term for an additional two years, pending further negotiations.

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

Section 1. The Sherwood City Council hereby approves an extension to the employment agreement between the City of Sherwood and Ryan Adams, attached hereto as Exhibit A, and authorizes the Mayor to execute said amendment on behalf of the City.

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

Duly passed by the City Council this 3rd day of March 2026.

Tim Rosener, Mayor

Attest:

Sylvia Murphy, MMC, City Recorder

EXHIBIT A

Amendment to the Employment Agreement between James Ryan Adams and City of Sherwood, Oregon

This Amendment to the Employment Agreement between James Ryan Adams and the City of Sherwood, Oregon, dated March 5, 2024, as previously amended ("Agreement"), is made and entered into by James Ryan Adams and the City of Sherwood, Oregon on March 3, 2026.

The parties hereby agree to replace section 3 of the agreement so that it will read in its entirety as follows:

Section 3: Term. The term of this Agreement shall commence on March 5, 2024 (the "Effective Date") and, unless earlier terminated consistent with the terms hereof, continue until January 1, 2029.

All other terms and conditions of the Agreement shall remain in full force and effect.

In negotiating and drafting the terms of this Amendment, Adams is representing himself only and not the legal or other interests of City. Adams has provided no advice to City regarding the legal effect of this Amendment.

City of Sherwood

James Ryan Adams

Tim Rosener, Mayor
March 3, 2026

James Ryan Adams
March 3, 2026