



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