



Home of the Tualatin River National Wildlife Refuge

SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
May 19, 2026

WORK SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 5:32 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Taylor Giles, Renee Brouse, Dan Standke, and Doug Scott. Councilor Keith Mays arrived at 5:50 pm.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Systems Analyst Mark Swanson, City Attorney Ryan Adams, Community Development Director Eric Rutledge, Economic Development Manager Erik Adair, Human Resources Director Lydia McEvoy, Deputy City Recorder Colleen Resch, and City Recorder Sylvia Murphy.

OTHERS PRESENT: TVF&R Deputy Chief of Strategic Services Patrick Fale, Public Affairs Manager Stefan Myers, and Deputy Chief of Administration Laura Hitt.

4. TOPICS:

TVF&R Annual Update

Public Affairs Manager Stefan Myers introduced himself and Deputy Chief of Strategic Services Patrick Fale and Deputy Chief of Administration Laura Hitt. Ms. Hitt provided a presentation on the State of the District (see record, Exhibit A). She stated the topics would include an incident snapshot, wildfire season, EMS landscape, bond and capital projects, and the Struggle Well program. She referred to the Sherwood incident response report for 2025 and said the total incident responses were 1,803 compared to 1,930 in 2024. Mr. Fale commented on preparing for wildland season and said TVF&R actively prepares with drills and education. Councilor Standke referred to the expansion into Sherwood West and asked how that changed our wildfire risk profile. Mr. Fale said development must maintain buffer zones between the built-up and flashy fuels to reduce the risk. Councilor Brouse asked for the definition of built-up. Mr. Fale said built-up refers to using non-combustible materials, hardy plank siding, and architectural composite roofing. He said buffer zones refer to grass, curbs, and sidewalks. Mayor Rosener noted that in the past the State had preempted local control on enforcing built-up standards and asked if TVF&R lobbied in terms of safety and materials. Mr. Fale said TVF&R is the only exempt fire department in the State, and they adopted their own local code and that code could be different from the State fire code. He noted TVF&R does not have as much leverage in building code. Ms. Hitt discussed the evolving EMS landscape and said they were working on a few programs to respond to the needs of the community, such as the advanced practice community paramedic program which was a single person on a unit that was trained to a higher critical care. She noted they started a care facility outreach program to work with staff on training to handle low acuity type of incidents. She discussed the bond and capital projects and provided renderings for newly constructed stations and some of

the objectives they consider during the design process. She said Sherwood's Station 33 was slated for a major remodel and said they had also been working with city staff on a potential relocation. Mayor Rosener thanked TVF&R for their partnership with the possible relocation which would open downtown to extend Columbia Street. Mr. Fale said TVF&R was aware of the Sherwood West expansion and said they were planning to build a station near Roy Rogers Road and Beef Bend Road to help respond to the expansion. Mr. Fale discussed a new proactive behavioral health program called Struggle Well and said the program had been very impactful.

Mayor Rosener adjourned the work session at 6:02 pm and convened a Solid Waste Community Enhancement Program (CEP) Meeting. See CEP meeting records.

REGULAR SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:22 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Keith Mays, Taylor Giles, Renee Brouse, Doug Scott, and Dan Standke.
3. **STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, City Attorney Ryan Adams, Systems Analyst Mark Swanson, Police Chief Ty Hanlon, Public Works Director Rich Sattler, Community Development Director Eric Rutledge, Planning Manager Sean Conrad, Youth Services Librarian Jaime Thoreson, and City Recorder Sylvia Murphy.

4. APPROVAL OF AGENDA:

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

MOTION: FROM COUNCILOR BROUSE TO APPROVE THE AGENDA. SECONDED BY COUNCIL PRESIDENT YOUNG. 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 May 5, 2026, City Council Meeting Minutes**
- B. **Resolution 2026-025, Authorizing the City Manager to sign a four-and-one-half-year Intergovernmental Agreement with Metro for the Solid Waste Community Enhancement Program**
- C. **Resolution 2026-026, Granting an easement at 16470 and 16480 Gleneagle Drive**

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

Mayor Rosener addressed the next item on the agenda.

6. CITIZEN COMMENTS:

Sean Begley approached the Council and commented regarding connecting the Middlebrook neighborhood with the rest of Sherwood via walking and riding paths. He said Middlebrook had approximately 1,000 residents and this was a safety issue. He said Brookman Road was not safe for walking and biking.

Emily Sharp came forward on the same topic and said she purchased her home in Middlebrook under the assumption that there would be connective trails into the rest of Sherwood. She said as a mother of children there was a safety concern.

Mayor Rosener stated he agreed with the need for connectivity and would consider discussing options. Councilor Giles suggested bringing concerns to the Traffic Safety Board and the Parks and Recreation Board. Councilor Mays said the railroad was an obstacle in that area. City Manager Sheldon said staff would come back to Council with some options. Councilor Standke said he had met with the residents of Middlebrook and staff to consider connectivity options and there would be more information to follow.

7. PRESENTATION:

A. Recognition of Sherwood Public Library Teen Volunteers

Youth Services Librarian Jamie Thoreson introduced Duncan Losli and Lina Bolen and spoke of their volunteer services and tenure as Sherwood youth volunteers. Mayor Rosener presented certificates and congratulated them on their outstanding volunteer service with the Teen Volunteer Club.

Mayor Rosener addressed the next agenda item, and the City Recorder read the public hearing statement.

8. PUBLIC HEARING:

A. Resolution 2026-018, Adopting the Old Town Strategic Action Plan

Planning Manager Sean Conrad provided a presentation (see record, Exhibit B). He said the purpose of the Old Town Strategic Action Plan was to promote the ongoing revitalization of "Old Town" as the traditional heart of the community. He stated the Strategic Action Plan should reflect the interests of Old Town businesses, the community's vision, and that of decision makers to be the road map with actionable steps focused on a 5-year timeframe. He stated the three elements of the plan included business health and growth, sense of arrival, and infill and development. He said the plan emphasized redevelopment along Pine Street and Columbia Street. He said the plan provided a long-term vision for the redevelopment of Old Town and gave both the public and developers a snapshot of what that could look like. He stated the Planning Commission held a public hearing on March 24 and made several recommendations for the Council to consider. He said at the April 7th City Council Public Hearing the Council considered the Planning Commission's recommended changes and directed staff to make changes to the plan. He stated the changes included removing the rezoning recommendation of the Public Works/Field House parcel, removing the text of the Field House site presenting an opportunity to establish a retail node with a larger formal retail, adding a requirement for parking evaluation of City owned properties before sale, lease, or redevelopment, adding language recognizing the potential need to expand Cannery Square to provide additional event capacity as the city grows, and clarify that the 75% storefront transparency standard applied to the ground floor storefront zone only, with separate upper-story window standards recommended for upper floors. He stated all the changes have been made to the plan.

With no questions from the Council, Mayor Rosener opened the public hearing. With no public testimony received, Mayor Rosener closed the public hearing.

Mayor Rosener asked for Council discussion or questions. Discussion followed and the consensus of the Council was support for the plan.

With no questions from the Council, Mayor Rosener asked for a motion.

MOTION: FROM COUNCIL PRESIDENT YOUNG TO APPROVE RESOLUTION 2026-018, ADOPTING THE OLD TOWN STRATEGIC ACTION PLAN. SECONDED BY COUNCILOR BROUSE. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

Mayor Rosener addressed the next agenda item.

B. Resolution 2026-024, Authorizing the City Manager to Execute a Purchase and Sale Agreement for a 0.98-acre Property Located at 22468 SW Pacific Highway

Community Development Director Eric Rutledge provided a presentation (see record, Exhibit C). He said the purpose of the resolution was to authorize the City Manager to execute a Purchase and Sale Agreement (PSA) for a 0.98-acre property located at 22468 SW Pacific Highway. He said the property was zoned Office Commercial (OC) and undeveloped. He said to sell the property the city must hold a public hearing per ORS 221.725. He said the buyer was a residential developer and owns the two parcels to the south totaling approximately 6 acres. He referred to a parcel to the north which the developer could also acquire which would allow this potential development to connect to the road. He said this was a key location for high density residential (HDR) or commercial mixed use along Pacific Highway. He referred to the PSA and said the \$415,000 sale price was based on Broker Opinion Value and required the development of affordable housing on the property, or on a consolidated property under the buyer's control. He said the buyer is required to make a good faith effort to change the zone on the property from OC to HDR. He stated the amount and type of affordable housing depends on whether the zone change occurs. He said the buyer was required to start construction on the project by July 1, 2031, and obtain certificate of occupancy by July 1, 2033. He noted if the buyer fails to comply with the terms of the sale, the city could declare default.

With no questions from the Council, Mayor Rosener opened the public hearing. With no public testimony received, Mayor Rosener closed the public hearing.

Mayor Rosener asked for Council discussion or questions.

Councilor Scott said he supported the resolution and said more diverse housing was needed in Sherwood.

Council President Young said she supported the resolution and appreciated that the buyer was willing to pursue affordable housing and had experience in that realm.

Councilor Giles said he supported affordable housing and a variety of housing.

Councilor Brouse agreed with the other Councilors and thanked staff for their efforts. Mayor Rosener agreed and asked for a motion.

MOTION: FROM COUNCIL PRESIDENT YOUNG TO APPROVE RESOLUTION 2026-024, AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE AND SALE AGREEMENT FOR A 0.98-ACRE PROPERTY LOCATED AT 22468 SW PACIFIC HIGHWAY. SECONDED BY COUNCILOR BROUSE. MOTION PASSED 7:0, ALL PRESENT MEMBERS VOTED IN FAVOR.

9. CITY MANAGER REPORT:

City Manager Sheldon reported that the water features would be open this weekend.

10. COUNCIL ANNOUNCEMENTS:

Mayor Rosener suggested keeping the announcements short due to the remainder of the agenda business.

Councilor Mays reported the Police Foundation gala was a success and thanked the foundation for their efforts.

Councilor Giles asked residents to go to sherwoodbigideas.com and provide feedback to him regarding logo ideas and indicated this was a personal initiative.

Council President Young reported that the Sherwood Police Foundation raised \$115,000 on Friday at the gala.

11. RECONVENED TO WORK SESSION:

Mayor Rosener adjourned the meeting at 8:10 pm and reconvened to a work session.

WORK SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 8:15 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Keith Mays, Taylor Giles, Renee Brouse, Doug Scott, and Dan Standke.
- 3. STAFF PRESENT:** City Manager Craig Sheldon, Assistant City Manager Kristen Switzer, Systems Analyst Mark Swanson, City Attorney Ryan Adams, Public Works Director Rich Sattler, Community Development Director Eric Rutledge, and City Recorder Sylvia Murphy.

OTHERS PRESENT: Washington County Senior Transportation Planner Julie Sosnovske.

4. TOPICS:

A. Edy and Elwert Road Alignment Study

Community Development Director Eric Rutledge introduced Washington County Senior Transportation Planner Julie Sosnovske and provided a presentation (see record, Exhibit D). He said the Elwert and Edy Road Realignment Feasibility Study had been underway for a few months and the purpose of the work session was to check in and ask for feedback. He stated there would be two work sessions on this topic. Ms. Sosnovske said the project started with the Sherwood West Concept Plan (SWCP) and the recommended

realignment of Elwert and Edy Road to reduce environmental impacts. She noted whether or not the road got aligned, it needed to be improved to serve urban traffic, pedestrians, and bicycles. She stated the County approved Major Street Transportation Improvement Program (MSTIP) 3F funding for the Edy Road complete street project and added funding for the realignment feasibility study. She noted this was a joint project between Sherwood and the County. She provided an overview of the project and said there were three potential alternative alignments which included the SWCP alignment, a traffic signal option, and a roundabout option. She said the outcome of the study would be planning level cost estimates. She discussed the project elements which included public and stakeholder engagement, data collection, alignment alternatives, and feasibility analysis. Mr. Rutledge discussed the schedule and said the City Council directed staff to move forward with the comprehensive planning for Sherwood West which he estimated to be a three-year process. He commented on the importance of the realignment feasibility study and said the findings would influence comprehensive planning. He noted the realignment feasibility study would be completed by the end of the year and then the design process would start and that would take approximately one year. Mr. Rutledge discussed the study outcomes which included evaluation of alternatives, planning level cost estimates, and informing the SWCP, Transportations Plan, and Edy Road MSTIP project. Ms. Sosnovske discussed project goals which included safety and livability, mobility and function, land use and environment, and feasibility. Mr. Rutledge asked the Council for feedback on the proposed goals. Councilor Mays said his priority was safety and livability. Councilor Giles said his priority was safety and livability. Mayor Rosener commented on the number of children in Sherwood and said pedestrian safety was his priority. Councilor Giles suggested potentially providing paths along Chicken Creek in the future. Councilor Scott said his priority was safety and livability, second was land use and environment, and the overarching consideration was feasibility. Councilor Standke suggested the feasibility study included a trail corridor overlaid on the map and suggested grade separated crossings. Mr. Rutledge presented the SWCP alignment on page 8 and Ms. Sosnovske discussed the alternatives being considered. Mr. Rutledge thanked the Council for their feedback and said there would be another work session in the future.

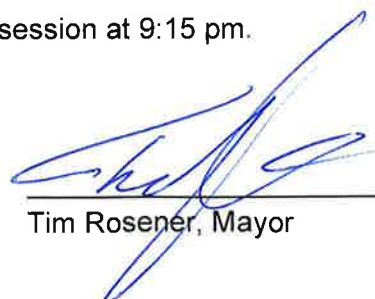
Mayor Rosener adjourned the work session at 8:45 pm and convened an Executive Session.

EXECUTIVE SESSION

1. **CALL TO ORDER:** Mayor Rosener called the Executive Session to order at 8:46 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Kim Young, Councilors Keith Mays, Taylor Giles, Renee Brouse, Doug Scott, and Dan Standke.
3. **STAFF PRESENT:** City Manager Craig Sheldon and Legal Counsel Dave Wendell.
4. **TOPICS:**
 - A. **ORS 192.660(2)(a) Employment of Public Officers**
5. **ADJOURN:** Mayor Rosener adjourned the executive session at 9:15 pm.

Attest:


Sylvia Murphy, MMC, City Recorder


Tim Rosener, Mayor