



Home of the Tualatin River National Wildlife Refuge

Parks & Recreation Board MEETING NOTES

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	02.03.14 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Jennifer Ortiz

ATTENDEES

Parks & Recreation Board		Council Liaison	
X	David Scheirman, Chair	X	Bill Butterfield, City Councilor
X	Mary Reid, Vice Chair		
X	Brian Stecher		City Staff
X	Lynn Snyder	X	Kristen Switzer, Community Services Director
--	Michael Damann	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Lu Vanderburg		
X	Marney Jett		
--	James Forsyth		
	VACANT		

MEETING NOTES

1. Call to Order/Roll Call (Scheirman)
 - The meeting was officially called to order at 7:01 pm.
2. Adjustments to the agenda (Scheirman)
 - None
3. Citizen comment (Scheirman)
 - Steve Holthouse, of 16780 SW Stellar Dr., explained that he is a dog owner and is interested in knowing the details about the plans for a dog park. Scheirman explained that a dog park is on the list as a future goal, but at this time there are no funds to construct one. He explained that capital projects are funded by system development charges and the last couple of years have been really slim. People have approached the PRB in the past to see what can be done to get a dog park constructed. Discussion happens, but then we never see them again. The same thing happened with the skate park concept. Over 100 people attended a meeting that the City held in order to assess the level of interest in the community. There was traction at the beginning and then it died off. Switzer mentioned that the dog park idea has been brought up many times over the years and has recently become a popular topic again and there has been discussion regarding possible locations. Switzer also shared that she called around to compare the costs and amenities of dog parks in neighboring communities. These dog parks range in size from 1.5 to 4 acres. The amenities that most dog owners would like to see would be water faucets, chips and

grass, a double gate, and a structure or benches. Scheirman shared that the maintenance costs are really important to think about too. Holthouse mentioned that he had heard that there were plans to put a dog park in at Stella Olsen Park. Stecher shared that Mayor Middleton thinks that Stella Olsen Park would be a great location for a dog park. Mayor Middleton recently held a meeting to discuss the possibility of this location. Holthouse shared that he thinks Stella Olsen Park is too small. He explained that some users would love to see two separate areas: one for small dogs, and one for big dogs. This location would not have the space for that. He asked about the possibility of Woodhaven Park. Scheirman shared that Woodhaven Park has been talked about, but there are downfalls to that location. There is no parking, it is next to a wetland area, and there is currently no water run to the park. Jett stated that a long term master plan has already been developed for Stella Olsen Park. There is supposed to be backstage access and another covered area added. She asked if that would mean that the master plan would need to be amended. Jett also noted that Gabriel Park is closed most of the year due to a wetland nearby and Stella Olsen would not be a good location because of this as well. Scheirman stated that the PRB is definitely not against a dog park, but there is a process. There is also the funding and maintenance factor. Jett stated that it comes down to the question: do we do it now, or do we do it right? Snyder stated that the cons are that it is a small space, it would be muddy, and it is on a hill. The chips would need to be backfilled in regularly as part of routine maintenance. The pros are that it could help with the teen issues, and it already has a parking lot. Vanderburg asked about the possibility of the YMCA. Scheirman stated that it is slated for additional parking in the future. Reid asked about the possibility of Snyder Park. There are four lots that the City owns along the west side of the park. The board agreed that this could be a good location. The PRB would like to discuss possible options with the mayor. Switzer asked the board members to check out the Stella Olsen Park location before next meeting.

4. Approval of minutes (Scheirman)

- *Reid motioned to approve the November 4, 2013 minutes. Snyder seconded. All in favor; motion passed.*

5. Annual Election of Chair/Vice Chair (Scheirman)

- *Reid recommended Scheirman as Chair. Jett seconded. Snyder recommended Reid as Vice Chair. Stecher seconded. All in favor; motion passed.*

6. Field Lights (Switzer)

- Switzer shared that SDCs are coming in and the lighting project will be able to move forward. It will cost roughly \$360,000 to light both locations. A lighting fee will be charged back for use and will go to general fund revenue. Jett asked if notification will have to be given since there are new residents near the Edy Ridge field now. Switzer answered that residents within 1000 feet will be notified, so the sooner the better for this project. Snyder asked if any additional poles will need to be installed for the new lighting. Butterfield stated that two additional poles will be added at the middle school. Vanderburg asked when football practice starts. Butterfield answered that football will begin practicing in August. Snyder mentioned that maybe it would be a good idea to light only one field and put the other money toward a dog park. Scheirman stated that there should be more SDCs coming in that can be put toward a dog park. Reid stated that the field lights were higher on the priority list. Switzer shared that she thought it would be either the lights or phase II design for Woodhaven Park, but it looks like both are in the budget. Snyder asked how much phase II will cost. Switzer stated that it will be around \$120,000, but that seems high. That might be a quote for full project plans that are ready to bid. *Reid motioned to*

move forward with the field lighting project at both schools and to continue with the phase II design of Woodhaven Park. Jett seconded. All in favor; motion passed.

7. Priority List for 2014 (Switzer/Scheirman)

- Switzer handed out a copy of the PRB's current priority list (see exhibit A). She noted that the list is not in priority order. She also pointed out that the dog park was added back to the list about six months ago based on citizen interest.

8. Open Space-Storm Water Quality Facility Maintenance Projects and Tree Removal Winter/Spring 2014 (Switzer)

- Switzer shared a PowerPoint presentation with the board (see exhibit B). The PRB had no concerns with the tree removals.

9. Reports & Updates

a. Park Maintenance Update (Switzer)

- No update.

b. Community Center Update (Switzer)

- Switzer shared that the Cultural Arts Community Center Groundbreaking Ceremony had a great turnout. Construction has begun and the facility should be completed by the end of 2014.

c. Recreation Monthly Report (Switzer)

- Switzer shared that the September Recreation Report was never submitted to the PRB for review. In addition, the PRB did not meet for a few months. Tonight the board will review the September, November, December, and January reports (see exhibit C).

d. Cedar Creek Trail Update (Switzer)

- Switzer shared that a proposal review panel was formed and ODOT is very specific in the scoring process. The IGAs have been signed and things are moving forward. Jett asked if the stakeholder group will be contacted soon. Switzer explained that Miller will be contacting them and a kickoff meeting will be planned.

10. Council updates (Butterfield)

- Butterfield shared that positions will be coming up for City Council. It sounds like Linda Henderson and Krisanna Clark will both be running for mayor.
- A review of the agreement between the City and the YMCA is underway. The City owns the facility, but the YMCA is maintaining it.
- Butterfield encouraged all to come to the budget committee meetings. It would be great to involve as many citizens as possible.

11. Other

- Stecher mentioned that the Murdock Park play structure is being installed as we speak. It should be complete within two weeks. Also, the Charter Review Committee is focusing on a couple of different topics. They have been discussing term limits and election by chair or at large.

12. Next meeting/adjourn

- The next meeting will be held Monday, March 3, 2014 at 7:00 pm at City Hall.
Adjourned at 8:35 pm