



Home of the Tualatin River National Wildlife Refuge

Parks & Recreation Board MEETING NOTES Approved

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	05.05.14 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
X	James Forsyth	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Lu Vanderburg	X	Michelle Miller, Senior Planner
X	Marney Jett		
	VACANT		
	VACANT		

MEETING NOTES

- Call to Order/Roll Call (Scheirman)
 - The meeting was officially called to order at 7:01 pm.
- Adjustments to the agenda (Scheirman)
 - None
- Citizen comment (Scheirman)
 - None
- Approval of minutes (Scheirman)
 - Reid motioned to approve the April 7, 2014 minutes. Vanderburg seconded. All in favor; motion passed.*
- Cedar Brook PUD Tract K Park Dedication (Miller)
 - Miller shared a PowerPoint and handout regarding the Cedar Brook PUD Tract K Park Dedication (see record, exhibits A and B). She explained that there are four options. She would like the PRB to determine which option they prefer. Their recommendation will be forwarded to the Planning Commission, and then to Council where an ultimate decision will be made and a public hearing will be held. The board discussed the options. **Stecher**

moved to recommend option 4, where the property is retained by the developer, the trail easement is obtained, the amenities are not built, and a fee in lieu is paid. Reid seconded. All in favor; motion passed.

6. Cedar Creek Trail (Miller)

- Miller has no update at this time. She explained that they are still in a holding pattern with ODOT.

7. Reports & Updates

a. Park Maintenance Update (Switzer)

- Switzer shared a PowerPoint regarding various hazardous tree removals (see record, exhibit C). The board discussed the circumstances and many agreed that the HOA responsible for the mowing of Langer Park needs to be reminded not to trim or mow too closely to the trees. All agreed that the trees need to be removed and replaced.

b. Recreation Monthly Report – April 2014 (Switzer)

- Spring Basketball continued to use the gyms in April.
- The Youth Track Club held their Sherwood Invite on April 26. They had 600 athletes attend from all over the Portland Metro area.
- Youth Soccer played their last four games in April. They also held one State Cup game at Snyder Park. Fall Classic tryouts are starting next week.
- Youth baseball was able to hold 15 games at some of the baseball fields this month. That number should ramp up with better weather and the younger teams starting to play.
- Youth softball held about 20 games during the month of April at the high school.
- The Greater Portland Soccer District held 8 adult games on Sundays at Snyder Park during the month of April.
- The Sherwood Chamber of Commerce was sent a tournament schedule for the spring/summer so that they can alert members of what's going on in town.

Field House

- Sherwood Youth Soccer rented the field house for a total of 74.5 hours for their youth indoor spring league.
- We are still running 4 nights of adult leagues on Thursday nights. We are in need of women's teams.
- Pre-school play days are slowing down with the better weather. We will drop down to one day a week in June.
- We are getting ready to take care of some summer cleaning which will take place in the next month or so.

Monthly Report April 2014					
April-14	Apr-14	-	YTD		Apr-13
-					Est.
Usage		People		People	People
-	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	4	350	27	5650	585
Rentals	97	1455	676	11275	1825

Other (Classes)					
[1] Day Use	10	57	67	521	110
Total Usage		1862		17446	2520
<u>Income</u>	<u>Apr-14</u>	<u>YTD</u>			
Rentals	\$2,605	\$39,821			
League fees (indoor)	\$5,747	\$74,381	-	-	
Card fees (indoor)	\$130	\$3,529			
Day Use	\$199	\$1,626			
Advertising		\$1,500			
Snacks	\$275	\$4,491			
Classes					
Total	\$8,956	\$125,348			
FY 12 13	-	-			
<u>Income</u>	<u>Apr-13</u>	<u>YTD</u>			
Rentals	\$3,215	\$45,612			
League fees (indoor)	\$7,665	\$59,243			
Card fees (indoor)	\$150	\$3,438			
Day Use	\$99	\$1,581			
Advertising					
Snacks	\$512	\$4,821			
Classes					
Total	\$11,641	\$114,695			
*Estimated number of people served based on all rentals. Each team will carry a different # of people on their roster.					

- c. Lighting Project (Switzer)
 - o Switzer shared that the Field Lighting Project is moving forward. MUSCO will be conducting some tests soon.

- d. Dog Park (Switzer)
 - o Switzer shared that the PRB's recommendation has been forwarded to Council. It will be up to them to figure out how it will be paid for and maintained. There are currently no funds set aside in the budget for a dog park. By next meeting we will be farther along with design and will be ready to start setting up neighborhood meetings.

8. Council updates (Butterfield)

- Butterfield shared that labor negotiations are underway for the Police Department. Also, there will be a Youth Substance Abuse presentation at tomorrow night's Council meeting.

9. Other

- Stecher shared that he was walking through Snyder Park the other day and noticed a City maintenance worker cleaning up trash that had been left from tournaments held over the weekend. He mentioned that it was a large amount of trash. He asked if organizations pay a cleaning deposit when they reserve the fields. Switzer said that the City's Field Use Agreement requires organizations to leave the fields clean or they could be charged an additional fee. Switzer will follow up with Lance Gilgan, the City's Recreation Coordinator, in addition to the Public Works Department.

10. Next meeting/adjourn

- The next meeting will be held Monday, June 2, 2014 at 7:00 pm at City Hall.

Adjourned at 8:14 pm