



Home of the Tualatin River National Wildlife Refuge

# Parks & Recreation Board MEETING NOTES

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	04.06.15 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Tammy Steffens

## ATTENDEES

Parks & Recreation Board		Council Liaison	
X	David Scheirman, Chair	X	Jennifer Kuiper, City Councilor
X	Mary Reid, Vice Chair		
X	Brian Stecher		
X	Eric Evans		
—	James Forsyth		
X	Lu Vanderburg		
X	Marney Jett		
X	David Sorensen		
X	John Clifford		
		City Staff	
		X	Kristen Switzer, Community Services Director
		X	Tammy Steffens, Volunteer Coordinator

## MEETING NOTES

- Call to Order/Roll Call (Scheirman)
  - The meeting was officially called to order at 7:00 pm.
- Adjustments to the Agenda (Scheirman)
  - None.
- Introduction of new member (Clifford)
  - John Clifford introduced himself to the Board. He has been a resident of Sherwood for 18 years. Has served on the Planning Commission for the last four years. He and his wife have two daughters. He is a Landscape Architect.
- Citizen Comment (Scheirman)
  - None
- Approval of Minutes (Scheirman)
  - Reid motioned to approve the March 2, 2015 minutes. Evans seconded. All in favor; motion passed.*

## 6. Woodhaven Park - Phase 2 (Switzer)

- There will be a Neighborhood Meeting on April 20 at 7pm on the Mezzanine level of City Hall. Notices have been sent out to the surrounding neighbors per planning requirements. The comments received at the Open House will be reviewed in May.

## 7. Dog Park (Switzer)

- Designs are being worked on in preparation to take out to bid. Construction will likely start in July 2015. Cost for the Dog Park will go in the fiscal budget for 2015-16.
- *Reid moved to discourage use of SDC funds to fund Dog Park, Evans seconded; all in favor; motion passed.*

## 8. Tree Removal (Switzer)

- Switzer received a list from Public Works of trees on Stellar Drive recommended for removal. An Arborist's Report accompanied the list and it was unclear if the trees needed to be completely removed or just pruned. Switzer will follow up with Public Works and will report back at the May meeting.

## 9. Reports

- Community Gardens (Switzer)
  - Switzer reported that some staff and council members took a tour of two community gardens in Beaverton. Research has been done and input may be requested from the Parks and Recreation Board in the future.
- Sherwood West Advisory Committee (Jett)
  - Jett reported that the committee has held their second public meeting. They have voted and adopted a charter, revised public involvement plan, have a page on the City's website, and staff is currently meeting with property owners.
- Sports Fields and Gyms
  - Youth soccer played 8 games at Snyder Park in the month of March.
  - Youth Lacrosse finished their tryouts and evaluations and are now practicing at Snyder, Middleton and SMS.
  - Youth softball and baseball are practicing in between rain storms at all the different schools.
  - I have at least five spring basketball teams in four of the schools and it looks like we will have some spring volleyball also.
- Field House
  - We are still running four adult leagues.
  - Our last youth session ended at the end of the month.
  - Sherwood youth soccer will run a spring indoor league in our facility resulting in about 14 hours of rental time per week.
  - Rentals are slowing with the end of our youth league and the spring out door season starting.

Monthly Report March 2015					
<u>March-15</u>	<u>Mar-15</u>		<u>YTD</u>		<u>Feb-14</u>
<b>Usage</b>		People		People	People
	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	8	611	23	4720	644
Rentals	86	1548	702	10839	1515
Other (Classes)					
[1] Day Use	7	61	68	504	92
<b>Total Usage</b>		<b>2220</b>		<b>16063</b>	<b>2251</b>
<b>Income</b>	<b>Mar-15</b>	<b>YTD</b>			
Rentals	\$6,175	\$46,509			
League fees (indoor)	\$8,279	\$61,485	-	-	
Card fees (indoor)	\$191	\$3,040			
Day Use	\$137	\$1,532			
Advertising					
Snacks	\$780	\$4,715			
Classes					
<b>Total</b>	<b>\$15,562</b>	<b>\$117,281</b>			
<b>FY 13 14</b>					
<b>Income</b>	<b>Mar-14</b>	<b>YTD</b>			
Rentals	\$5,843	\$37,216			
League fees (indoor)	\$4,854	\$68,635			
Card fees (indoor)	\$347	\$3,399			
Day Use	\$190	\$1,427			
Advertising	\$1,500	\$1,500			
Snacks	\$562	\$4,216			
Classes					
<b>Total</b>	<b>\$13,295</b>	<b>\$116,393</b>			

\*Estimated number of people

#### 10. Council Update (Kuiper)

- Kuiper reported that she will be meeting with Public Works Director Craig Sheldon to better understand how he prepares his requests for budget. She will also be visiting the same community gardens in City of Beaverton that week because she was unable to make the field trip with staff and council.

## 11. Other

- Switzer announced that US Representative Suzanne Bonamici would be taking a tour of the Sherwood Center for the Arts later that week.
- Jett asked if we have funding for both phases of Cedar Creek trail. Switzer answered that because we haven't gotten into design phase we can't say for sure.
- Scheirman commented that the new playground at Stella Olsen as gotten lots of great use and feedback from the community.
- Clifford asked if he needed to complete the form for the Ethic Committee as required of the Planning Commission. Switzer answered that is not necessary for the Parks and Recreation Board.

## 12. Next meeting/adjourn

- Next meeting will be held on Monday, May 4, 2015 at 7:00 pm at City Hall.

Adjourned at 7:40 pm