



Home of the Tualatin River National Wildlife Refuge

Parks & Recreation Board MEETING NOTES APPROVED

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	09.10.12 7:30 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	David Bonfiglio, Vice Chair		
--	Brian Stecher		City Staff
X	Thad Overturf	X	Kristen Switzer, Community Services Director
X	Lu Vanderburg	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Marney Jett		
X	Lynn Snyder		
X	Mary Reid		
--	Michael Damann		

MEETING NOTES

1. **Call to Order/Roll Call (Scheirman)**
 - The meeting was officially called to order at 7:35 pm.
2. **Adjustments to the agenda (Scheirman)**
 - No adjustments were made to the agenda.
3. **Approval of minutes (Scheirman)**
 - *Mary Reid motioned to approve the August 6, 2012 minutes. Thad Overturf seconded. All in favor; motion passed.*
4. **Eagle Scout Project – Stella Olsen Park (Switzer)**
 - Switzer handed out a packet summarizing the bike rack project proposed for Stella Olsen Park. She explained that it would be constructed next to the restrooms at the park. It would take one or two weekends to complete. The Eagles Scout would also have the assistance of 30-40 volunteers for the project, including skilled professionals. Switzer asked the PRB if they have any questions or concerns about the project. They all agreed that the project looks great. *Mary Reid motioned to approve the project; David Bonfiglio seconded. David Scheirman abstained. All in favor; motion passed. (See Exhibit A)*

5. Reports

- **Park Maintenance Update (Switzer)**
 - No information to update

- **Recreation Monthly Report – August 2012 (Switzer)**
 - Youth baseball started their fall league at Snyder Park and Hopkins Elementary on August 19. This league plays on Sundays only.
 - Youth softball will be starting their fall league on September 9th at the high school. This league also plays on Sundays only.
 - Youth soccer is in full swing. They held their Jamboree at the high school on August 25th. They will start games September 8th.
 - Youth football will also start games on September 8th.
 - Youth football hosted a referee training for Tualatin Valley Youth Football League officials. This included officials from all over the Portland Metro area.
 - Youth cheerleading and youth volleyball is in full swing as well.

Monthly Report August 2012					
<u>August-12</u>	<u>Aug-12</u>	-	<u>YTD</u>		<u>Aug-11</u>
-					Est.
<u>Usage</u>		People		People	People
-	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served</u>
Leagues	3	315	3	630	700
Rentals	19	266	84	1176	2325
Other (Classes)					
[1] Day Use	5	11		28	16
Total Usage		592		1834	3041
<u>Income</u>	<u>Aug-12</u>	<u>YTD</u>			
Rentals	\$1,100	\$4,520			
League fees (indoor)	\$1,870	\$5,846	-	-	
Card fees (indoor)	\$30	\$140			
Day Use	\$48	\$124			
Advertising					
Snacks	\$129	\$223			
Classes					
Total	\$3,177	\$10,853			
FY 11-12					
<u>Income</u>	<u>Aug-11</u>	<u>YTD</u>			
Rentals	\$4,560	\$5,165			

League fees (indoor)	\$6,325	\$6,905			
Card fees (indoor)	\$130	\$190			
Day Use	\$9	\$30			
Merchandise					
Snacks	\$192	\$312			
Classes					
Total Income	\$11,216	\$12,602			
**Estimated number of people served based on fact that all rentals have a varying number of people. Each team also will carry a different # of people on their roster.					

- **Tonquin Trail Update (Stecher)**
 - No information to update.

6. Council update (Butterfield)

- Butterfield gave a Community Center update. He said that they are working with Capstone to release them of their duties. The City will be taking on the project for financial reasons. He said that the project is still moving forward, it is just moving at a very slow pace. Original construction should have begun in July. Now they are looking at possibly next summer for ground breaking. Butterfield also shared that the fountain at Cannery Square Plaza is functional, but it is still not what the City had originally agreed on.

7. Other

- None

8. Next meeting/adjourn

- The next meeting will be held Monday, October 1, 2012 at 7:00 pm at City Hall.

Adjourned at 7:58 pm