



# Parks & Recreation Board MEETING NOTES

APPROVED

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	06.06.2011 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Denise Berkshire

## ATTENDEES

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| <p><b>Parks &amp; Recreation Board</b></p> <ul style="list-style-type: none"> <li>X David Scheirman, Chair</li> <li>X David Bonfiglio, Vice Chair</li> <li>X Brian Stecher</li> <li>X Thad Overturf</li> <li>Frank Funk</li> <li>X Marney Jett</li> <li>X Lynn Snyder</li> <li>X Mary Reid</li> <li>X Lu Vanderburg</li> </ul> | <p><b>Council Liaison</b></p> <ul style="list-style-type: none"> <li>X Bill Butterfield, City Councilor</li> </ul> <p><b>City Staff</b></p> <ul style="list-style-type: none"> <li>X Kristen Switzer, Community Services Director</li> <li>X Denise Berkshire, Event &amp; Volunteer Coordinator</li> </ul> |
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## 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)**
  - Scout Project by Ethan Scheirman was added to the Other Section of the agenda.
  
3. **Citizen Comment (Scheirman)**
  - Ken Kolb of 15887 SW Bailer Way in Sherwood sited Brain William’s news report June 2011, “There are more families with dogs than families with children.” Kolb feels that is representative of his neighborhood. Kolb explained that there are dogs everywhere in Sherwood, and he feels that we can no longer deny that we need a place in Sherwood for dog parks. He shared what other communities do, and how they have become creative. He feels there is a great location at the intersection of Pinehurst St. and Sunset Rd. (Woodhaven Park). Kolb noticed that Woodhaven Park was on a previous City Council agenda and was tabled due to drainage issues. Kolb requested that dog parks not be tabled based on funding. Kolb explained that Home Depot allows dogs in their facility, and they might be interested in supporting a dog park near their facility. Kolb stated for the record that he is not a dog owner. His concern is that without a reasonable area for dogs, more of the parks that were designed for people will be taken over by dogs.
  
  - Lovey of 16100 SW Century Drive in Sherwood takes her dog the park, and does not let her dog in the grass because people are not picking up after their dogs. Lovey feels that if

there is support from the City and the PRB, than folks will take pride in their parks and pick up after their dogs.

- Julianna Helwig of 23077 SW Main Street #5 in Sherwood stated that Sherwood has a lot of boy scouts and eagle scouts seeking projects to receive their badges. A dog park would be a great project for the scouts. Scouts are responsible for securing funding for their projects, and Helwig thinks it would be great if the City could assist with funding or even offer the land. Scout projects are great because they provide valuable experiences and help scouts develop as citizens while contributing to society.
- Rick Spies of 17374 SW Woodhaven Drive has been contemplating a dog park for a couple of years. Spies owns two dogs and has considered starting a grassroots movement to begin a dog park. He doesn't remember people's names; he remembers the dog's names. Dog parks are not only for dogs, they provide a social area for people as well. There are not very many places in Sherwood to bring people together, and dogs bring people together. Spies has asked numerous citizens what they think about a dog park and only one person has expressed a negative reaction to him. Another reason for a dog park is the recent City Ordinance which has increased dog restrictions. Most people that he knows go to dog parks in Wilsonville and Lake Oswego. Spies feels that we should use this opportunity to build the Sherwood community. He is interested in what land may be available for a dog park. He has done a bunch of research and created a website that would provide a forum for communication. The PRB asked if Spies had a problem loading his dogs to go to a dog park. Spies would prefer to have a location where a large population can walk to the dog park. The area next to the theater is close to HWY 99, so if a dog got loose it could get hit by a car. Also, many residents cannot walk to that location, which increases driving and traffic congestion etc. Spies also commented that flat locations tend to become a mud hole quickly.
- Bill Sampson of 23636 SW Sanders Terrace supports Woodhaven Park as a dog park. He and his wife have a yellow lab. Every weekend they go to Champoeg State Park to run her in the dog park, and they stop and shop over in Newberg. Having a dog park in Sherwood encourages citizens to shop in the community.
- Roslyn Wong of 23375 SW Williams Ave expressed that if we have a dog park, we get to meet our neighbors and those folks we wouldn't normally get to meet. Nearly all neighboring cities have dog parks with the exception of King City. Some of the cities have land leases and purchased the land for dog parks for residents. Sherwood should do the same so Sherwood residents don't have to use other communities. She does not have an issue with the location of a dog park as long as there is one.
- Scheirman explained that the Parks and Recreation Board will be discussing dog parks and key points including land, funding, and location later in the meeting.

#### **4. Approval of Minutes (Scheirman)**

- *Mary Reid motioned to approve the May 2, 2011 minutes. Marney Jett seconded. All in favor; motion passed.*

#### **5. Tree Code Update (Monahan)**

- Monahan reiterated that the Planning Department is now handling street tree removal by issuing permits (with the exception of trees in parks which remains the discretion of the PRB). Monahan updated the PRB on the process.
- Monahan passed out the Tree Code Update (see record).

- The Planning Department has received a lot of public input and feedback on their values pertaining to trees and Sherwood.
- The Planning Department has reviewed neighboring community codes. They are looking to adjust the Municipal Code so residential and commercial applicants have their own set of criteria.
- On June 14, 2011 the Planning Commission will be discussing the Tree Code Update. The commission will be providing staff direction on how to proceed.
- Reid shared that Lake Oswego has a pretty extensive tree code. Monahan explained the Planning Department would like the City of Sherwood's code to be clear, fair and flexible. After reviewing Lake Oswego's tree code they felt it is strict and has limited options.

## **6. Review Project Priority List (Scheirman)**

- The board reviewed the *Project Priority List*. Scheirman explained that the list is in priority, but it is flexible and has been modified based on opportunities and interest.
- Butterfield shared that some items have been added and deleted from the list as a result of non-profit groups offering opportunities, interest, and available funding. The list is adapted to adjust with the times and current citizen values.
- The board discussed overall parks vs. special interest parks (Cedar Creek Trail vs. Skate Park). It was proposed to look at both types of parks and identifying if an opportunity arises. Special interests need a champion citizen to generate interest, develop momentum, and raise funds.
- The PRB would like to add the dog park to the list, but because it is a special interest park it should not take priority over a community-wide park.
- The PGE land near the Regal Theater has a lot of space, and there may be some opportunities for land acquisition or funding. Staff is working on adding the PGE land to the agenda for the August meeting.
- The PRB identified that there really isn't a central location in Sherwood for a dog park.
- Finding the right place at the right time will provide an opportunity for a dog park.
- The PRB discussed the back side/west slope of Snyder Park as an option. The four remaining lots were voted on during the development of Snyder Park, and the PRB voted to keep the lots in the park. Confirmation is needed on the decision that was made. This may be an option if the City already owns the land. There is value in having a park that citizens can walk to rather than drive.
- If the PRB have areas they would like to be considered, staff can research those locations and report back in August.
- Mary Reid motioned to add a dog park to the PRB Priority List as #8, and move the skate park to #7. Thad Overturf seconded. All in favor; motion passed.

## **7. Updates & Reports**

### *Restrooms at Stella Olsen Park Update (Switzer)*

- The Stella Olsen Memorial Park restrooms are on the same schedule as Snyder Park for maintenance.

### *Public Works Monthly Report (Switzer)*

- The parks team has been maintaining all facilities, parks, streetscapes and sports fields. The activities include the following:
  - Mowing, weed eating, edging, stripping, playground inspections, minor playground repairs, sweeping turf fields, made 4 turf repairs on the soccer field at Snyder Park, maintained ball fields, trash runs, spraying, doggy bag replacements, start-up of water feature, fertilizing, vandalism repairs, started irrigation, made repairs to irrigation, and cleaning shelters
- Completed 438 work orders in the month of May

- Several asphalt repairs completed throughout the trail system
- Completed re-surfing of asphalt trails at Oregon Trail Park and Murdock Park
- Switzer shared a tree removal request for Langer Park with the board. There are dying trees in Langer Park, which is managed by the HOA. The board discussed the drainage issues in the park.
- *Mary Reid motioned to allow removal of the dying trees. Lynn Snyder seconded. All in favor; motion passed.*
- Switzer shared Public Works PowerPoint Report (see record). The report included numerous trees that need to be removed to clear culverts
- *Mary Reid motioned approval for Public Works to remove the requested trees. Marney Jett seconded. All in favor; motion passed.*

*Recreation Monthly Report (Switzer)*

**Active Rec happenings during the month of May 2011**

- Youth Lacrosse held twenty league games during the month of May at the high school and Snyder Park.
- They also held the Sherwood Shoot Out tournament on May 14<sup>th</sup> and 15<sup>th</sup> that was twenty six more games that brought ten teams into town from in and around the Portland Metro area.
- Youth Track held a youth track meet on May 7<sup>th</sup> that brought in 305 competitors to town.
- Youth soccer held their competitive tryouts on May 9<sup>th</sup> through the 12<sup>th</sup>.
- Youth baseball was able to get in 36 league games at Hopkins, the middle school and Snyder Park during the month of May. They were able to play most of their rookie games at Archer Glen and Middleton approximately forty more games.
- Gilgan did not receive a report from youth Softball, but he assumes they got in 10 to twenty games at the High School during the month of May.
- All baseball and softball tournaments for the month were partially or completely rained out.

**Field House  
Monthly Report May 2011**

<u>May-11</u>	<u>May-11</u>		YTD	
<u>Usage</u>	<u>Count</u>	Est. People <u>Served</u>	<u>Count</u>	Est. People <u>Served</u>
Leagues	3	330	31	5624
Rentals	36	1008	685	21176
Other (Classes)	1	9	5	67
[1] Day Use	8	26	92	938
<b>Total Usage</b>		<b>1373</b>		<b>27805</b>

**FY 10-11**

<u>Income</u>	<u>May-11</u>	<u>YTD</u>
Rentals	\$2,225.00	\$49,154.00
League fees (indoor)	\$400.00	\$63,639.00
Card fees (indoor)	\$50.00	\$3,212.00
Day Use	\$50.00	\$1,795.00
Merchandise		
Snacks	\$351.00	\$5,684.00
Classes	\$560.00	\$2,896.25
<b>Total Income</b>	<b>\$3,636.00</b>	<b>\$126,380.25</b>

**FY 09-10**

<u>Income</u>	<u>May-10</u>	<u>YTD</u>
Rentals	\$1,652.50	\$36,831.75
League fees (indoor)	\$9,040.00	\$81,824.00
Card fees (indoor)	\$190.00	\$5,249.07
Day Use	\$147.10	\$1,374.10
Merchandise		
Snacks	\$287.00	\$4,413.00
Classes	\$35.00	\$1,355.00
<b>Total Income</b>	<b>\$11,351.60</b>	<b>\$131,046.92</b>

- Switzer explained that the decrease in the Year to Date is due to outstanding invoices. At the end of the fiscal year, it should be close to 2010 revenues.
- The board asked about the condition of the Ridge School baseball fields. Switzer explained when they are in good condition, they are scheduled for use but often times there is standing water.
- On June 7, 2011 City Council will be asked to adopt the Fee Schedule. Included in the FY 11 – 12 Fee Schedule is an increase in the Player Fee (e.g. \$12 for residents is increased to \$15). There is also a new fee for opening and closing the SHS stadium and restrooms.

*Tonquin Trail Update (Stecher)*

- Stecher shared the most recent update on the Tonquin Trail project. He recommends focusing on Cedar Creek Trail first.
- Butterfield shared that Mayor Mays is actively involved and trying to identify funding sources for Cedar Creek Trail.

*Cultural Arts/Community Center Steering Committee Update (Stecher)*

- The URA Board is having a work session to discuss the Community Center on June 7, 2011. It is open to the public if anyone is interested in attending.

**8. Council update (Butterfield)**

- Butterfield, Vanderburg, and the Junior Baseball of Oregon (JBO) met to discuss City and JBO responsibilities for maintaining fields. They agreed that JBO will rake, mow and pick up trash after the games. JBO wanted to be able to do more of the maintenance, and it

provided good communication between the organizations. Everyone now understands that Lance Gilgan is the contact if there is an issue with the fields.

- Butterfield explained that he understands the PRBs frustration with the lack of funding, but encourages the board to complete their priority project and have it shovel ready.

#### **9. Other**

- Ethan Scheirman is a Life Scout with Troop 224 in Sherwood. Ethan is working toward his Eagle Scout Project and he proposed his concept of creating a bike rack at the new Stella Olsen Memorial Park restrooms. It would be unique to the park (not the standard bike tubing) and have the City's logo on the structure. He is aware there is a requirement for the bike rack. The troop has 50 – 60 kids, so he would also include the litter patrol throughout the park as part of his project. This will help him fill the requirements for his Eagle Scout rank by showing leadership and decision making. The estimated time frame of the project depends on funding sources. There are two bike racks currently located in the park, which may not be in the best location. Staff explained the process for the City's Volunteer Program and that he first should submit a volunteer application. Once the application is received, he will need to coordinate with the Building Department and Planning Department and explain his project.
- The PRB would like to see the design and progress of the project if the project moves forward.
- Kristen will have Parks Master Plan printed for new members.

**Adjourned at 8:40 pm.**

***Next Meeting Date:*** *The next meeting will be held on Monday, July 11, 2011, 7:00 pm at Woodhaven Park.*