



Parks & Recreation Board MEETING NOTES

Approved

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	07.07.14 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		
--	Lynn Snyder	X	Kristen Switzer, Community Services Director
--	James Forsyth	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Lu Vanderburg	X	Michelle Miller, Senior Planner
X	Marney Jett	X	Craig Christensen, P.E., Engineering Associate II
X	David Sorensen		
--	Eric Evans		

MEETING NOTES

1. Call to Order/Roll Call (Scheirman)
 - The meeting was officially called to order at 7:02 pm.
2. Introduction of new members (Scheirman)
 - Scheirman introduced the PRB's new member, David Sorensen. Sorensen shared his background and expressed his excitement in being a part of the PRB.
3. Adjustments to the agenda (Scheirman)
 - None
4. Citizen comment (Scheirman)
 - None
5. Approval of minutes (Scheirman)
 - *Reid motioned to approve the May 5, 2014 minutes. Stecher seconded. All in favor; motion passed.*
6. Cedar Creek Trail (Miller)
 - Miller provided an updated on the Cedar Creek Trail Project (see record, Exhibit A). She will be setting up a fieldtrip for the LTAC to visit trails in the area that are similar to the Cedar Creek Trail Project. Once the plans are in place, she will extend an invitation to the

PRB members as well. Butterfield asked when construction is scheduled to begin. Miller explained that the design and environmental permitting will take a year. They hope to get started shortly thereafter.

7. Columbia Street Regional Stormwater Facility (Christensen)

- Christensen shared information regarding the Columbia Street Water Quality Facility Project and request for tree removal (see record, Exhibit B). *Reid motioned to approve the removal of the trees as requested. Jett seconded. All in favor; motion passed.*

8. Dog Park (Switzer)

- Switzer shared a very rough draft of the dog park design that was received today (see record, Exhibit C). They have proposed a main gate and a small dog area. This draft includes a wood chip perimeter with grass. There will be no lights installed, so it will be open from sunrise to sunset. Reid mentioned that it would be beneficial to shift the main gate up in order to enlarge the small dog area since the upper triangle portion is just open space. Switzer shared that the group can definitely look into making changes and adjustments. She would like the PRB to get the plan to where they like it and then hold an open house for the public. Switzer shared that she is not sure about the picnic table placement. Vanderburg would like to see the hydrant moved away from the entrance. The board would also like to see the wood chips down the middle removed and just have a perimeter of some kind. Reid commented that there is a need for potty bags and it doesn't look like any are slated. Switzer shared that this is a really rough draft. She will come back in August with a refined product.

9. Lighting Project (Switzer)

- Switzer shared that the lighting project is moving forward. Sheldon is finalizing the contract and construction will begin within the next couple of weeks.

10. Reports & Updates

a. Park Maintenance Update (Switzer)

- Switzer shared that the over-seeding and top-dressing of the sport fields is about half done. She also shared that the playground structure at Stella Olsen Park will be replaced this year. There will be 6 choices available for the PRB to review at the August 4th meeting. Sheldon would like the PRB to narrow the choices down to 4 and then they will hold an open house so that the public can vote for their favorite one. She explained that the Budget Committee approved the Refurbishment Plan, and this play structure is one of the items included in that plan. She added that the new play structure at Murdock Park has been a hit with kids so far.

b. Recreation Monthly Report (Switzer)

- May Recreation Report
 - Spring basketball has finished up in the gyms.
 - The Youth Track Club continues to practice at SMS, but will move to the high school after graduation is over.
 - Youth soccer held tryouts for their competitive teams in May and is already vying for any field space they can get.
 - Youth softball held 35 recreational games at the high school complex in May. They held their U14 tournament on May 3rd and 4th. They were rained out on Sunday, but Saturday they had teams attend from all over the region.
 - Youth Lacrosse held their Sherwood Shoot Out on May 3rd and 4th. The series consisted of 22 games, and included teams from as far away as

Bend. In addition to the tournament, they played approximately 32 league games at Snyder Park and the high school in May.

- Youth Baseball held approximately 112 league games at various locations during the month of May. They also held two tournaments during the month; one on the 3rd and 4th, and one on the 30th and 1st. They were rained out on the 4th, but played 36 pool play games on the 3rd. The YMCA had great weather at the end of the month. 57 total games were played during their federal tournament. In addition, they played approximately 112 league games during the month.
- Greater Portland Soccer District only held 3 games at Snyder on Sundays. They will play many more in June.
- As the weather continues to improve, we are slowing down in the field house. Dennis will start working 6 days a week as we start to change our hours around.
- We are still running four adult leagues at night with about 22 teams.

Monthly Report May 2014					
<u>May-14</u>	<u>May-14</u>	<u>-</u>	<u>YTD</u>		<u>May-13</u>
-					Est.
<u>Usage</u>		People		People	People
-	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	4	350	27	6000	312
Rentals	94	1504	770	12779	1580
Other (Classes)					
[1] Day Use	3	21	70	542	53
Total Usage		1875		19321	1945
<u>Income</u>	<u>May-14</u>	<u>YTD</u>			
Rentals	\$5,770	\$45,591			
League fees (indoor)	\$3,725	\$78,206	-	-	
Card fees (indoor)	\$30	\$3,559			
Day Use	\$33	\$1,659			
Advertising		\$1,500			
Snacks	\$256	\$4,747			
Classes					
Total	\$9,814	\$135,262			
FY 12 13	-	-			
<u>Income</u>	<u>May-13</u>	<u>YTD</u>			
Rentals	\$4,970	\$50,582			
League fees (indoor)	\$2,085	\$61,328			
Card fees (indoor)	\$40	\$3,470			
Day Use	\$129	\$1,710			

Advertising					
Snacks	\$286	\$5,107			
Classes					
Total	\$7,510	\$122,197			
*Estimated number of people served based on all rentals. Each team will carry a different # of people on their roster.					

- June Recreation Report
 - Youth track is winding down and should be finished up by the end of the month.
 - Youth soccer's competitive teams are practicing at Snyder and Middleton.
 - Youth softball held the last of their league games in June. They also held their 'Under 10 Open' that brought 15 teams to town from all over the region.
 - Youth lacrosse has finished up their season.
 - Youth baseball held 72 league games during the month of June. They also held their American Tournament, which brought 26 teams to town.
 - We had 650 participants and volunteers here on June 22 for the Special Olympics. They played softball on all four fields at the high school, and had 20 bocce ball courts on the football field.
 - Greater Portland Soccer District played 12 games at Snyder Park in June.
 - All of the dasher boards and hallway walls were cleaned at the field house in June.
 - With the good weather, June rentals were down.
 - We are planning on resurfacing / staining the front desk and wooden benches in July.
 - We are still running four nights of adult leagues.

Monthly Report June 2014					
<u>June-14</u>	<u>Jun-14</u>	<u>-</u>	<u>YTD</u>		<u>Jun-13</u>
-					Est.
<u>Usage</u>		People		People	People
-	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	4	350	27	6350	338
Rentals	29	580	799	13359	1064
Other (Classes)					
[1] Day Use	4	9	74	551	5
Total Usage		939		20260	1407
<u>Income</u>	<u>Jun-14</u>	<u>YTD</u>			
Rentals	\$1,775	\$47,366			
League fees (indoor)	\$3,735	\$81,941	-	-	

Card fees (indoor)	\$130	\$3,689			
Day Use	\$15	\$1,674			
Advertising		\$1,500			
Snacks	\$100	\$4,847			
Classes					
Total	\$5,755	\$141,017			
FY 12 13	-	-			
<u>Income</u>	<u>Jun-13</u>	<u>YTD</u>			
Rentals	\$4,770	\$55,352			
League fees (indoor)	\$5,800	\$67,128			
Card fees (indoor)	\$150	\$3,620			
Day Use	\$25	\$1,735			
Advertising	\$1,500	\$1,500			
Snacks	\$179	\$5,286			
Classes					
Total	\$12,424	\$134,621			
This ends the 2013-2014 fiscal year					
*Estimated number of people served based on all rentals. Each team will carry a different # of people on their roster.					

11. Council updates (Butterfield)

- Butterfield shared that things are looking good. There is not much to update on at this time.

12. Other

- Switzer shared that the Community Center walls are going up. The project is estimated to be completed in December.

13. Next meeting/adjourn

- The next meeting will be held Monday, August 4, 2014 at 7:00 pm at City Hall.

Adjourned at 7:36 pm