



Parks & Recreation Board MEETING NOTES Approved

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	08.04.14 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
-- Lynn Snyder	X Kristen Switzer, Community Services Director
-- James Forsyth	X Jennifer Ortiz, Events and Volunteer Coordinator
-- Lu Vanderburg	X Craig Sheldon, Public Works Director
X Marney Jett	
X David Sorensen	
X Eric Evans	

MEETING NOTES

1. Call to Order/Roll Call (Scheirman)
 - The meeting was officially called to order at 7:03 pm.
2. Introduction of new members (Scheirman)
 - Scheirman introduced the PRB's newest member, Eric Evans. Evans 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 July 7, 2014 minutes. Stecher seconded. All in favor; motion passed.*
6. Eagle Scout Project – Woodhaven Park Sandbox (Switzer)
 - Switzer introduced Jensen Dowdle, an Eagle Scout that would like to do a project at Woodhaven Park. Dowdle explained his project to the board (see record; exhibit A). Dowdle would like to create a formal box around the sand pit at Woodhaven Park. This will require the area to be leveled and new sand, dirt, and grass seed to be brought in. Reid noticed that the plans call for use of 16 penny nails for the project. She would prefer screws to be used instead. Sheldon agreed. Jett asked when the project will be completed, if approved. Dowdle stated that the project will be done by September

15th. It will take two days to complete. **Reid moved to approve the Eagle Scout Project. Sorensen seconded. All in favor; motion passed.**

7. Draft Dog Park Design (Switzer)

- Switzer shared a draft of the conceptual design for the dog park (see record; exhibit B). She also shared a spec sheet for the water pumps they would like to install (see record; exhibit C). Reid asked if the small dog area can be enlarged. Switzer explained that the recommendation is to keep the small dog area on the smaller side, but she will look into it. Switzer mentioned that she is looking into a shelter as well, but cost is a factor. Stecher asked if there is a double gate at the entrance. Switzer answered, yes. There will be a main gate going in, and then secondary gates entering either the small or large dog areas. Jett asked if the park will be closed at certain times of year. Sheldon explained that it will probably be closed during the rainy season since it will be a grass surface that will get muddy. Reid asked if chips are the best material to use for the pathway. Sheldon shared that he has seen other parks use pea gravel, but it gets stuck in the dog's fur and makes a mess in the car. Switzer shared that they will be holding a public open house soon. After that, then a revised draft will come back to the PRB for final approval. Sorensen noticed that there is a residence directly below where the slated park will be. He asked if the City has talked with the homeowners about the dog park yet. Switzer shared that the City has not spoken with them yet, but will be reaching out to them.

8. Stella Olsen Play Structure (Sheldon)

- Sheldon shared a PowerPoint on the Stella Olsen Park play structure choices (see record; exhibit D). He explained that there are six options and he would like the PRB to narrow it down to three. Those three options will then be presented to the public for input. He would like to give citizens an opportunity to vote for their favorite structure. He would like to get a final recommendation from the PRB at the September meeting in order to bring it before Council in October.

9. Reports & Updates

a. Park Maintenance Update (Sheldon)

- Sheldon shared a PowerPoint with the PRB (see record; exhibit D). He explained last year's completions and upcoming projects for the 2014-2015 budget year. Stecher asked if there is any plan for park name signs to be installed around town. He mentioned that he has heard many people comment on the fact that Snyder Park doesn't have a sign along the road. Sheldon mentioned that it was a topic awhile back, but the project ended up being dropped. Sheldon shared that there are no funds allocated for that project this year.

b. Recreation Monthly Report (Switzer)

- No update this month.

10. Council updates (Butterfield)

- None

11. Other

- Scheirman asked if there is anything in the City's code that refers to signs in parks. Sheldon said that it has been a topic of conversation and will be discussed.

12. Next meeting/adjourn

- Due to Labor Day, the next meeting will be held on Monday, September 8, 2014 at 7:00 pm at City Hall.

Adjourned at 8:21 pm