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| MEETING TITLE | Sherwood Parks & Recreation Board |
| DATE & TIME | 03.02.15 7:00 PM |
| LOCATION | Sherwood City Hall—Community Room  |
| FACILITATOR | David Scheirman |
| NOTES TAKEN BY | Jennifer Ortiz |

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| **ATTENDEES** |

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|  | **Parks & Recreation Board** |  | **Council Liaison** |
| X | David Scheirman, Chair |  X | Jennifer Kuiper, City Councilor |
| -- | Mary Reid, Vice Chair |  |  |
| X | Brian Stecher |  | **City Staff** |
| X | Eric Evans | X | Kristen Switzer, Community Services Director |
| X | James Forsyth | X | Jennifer Ortiz, Department/Program Coordinator |
| X | Lu Vanderburg | X | Michelle Miller, Senior Planner |
| X | Marney Jett |  |  |
| X | David Sorensen |  |  |
| X | VACANT |  |  |

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| **MEETING NOTES** |

1. Call to Order/Roll Call (Scheirman)
* The meeting was officially called to order at 7:00 pm.
1. Adjustments to the Agenda (Scheirman)
* Switzer added the Cedar Creek Trail update to the agenda.
1. Citizen Comment (Scheirman)
* None
1. Approval of Minutes (Scheirman)
* *Stecher motioned to approve the February 2, 2015 minutes. Vanderburg seconded. All in favor; motion passed.*
1. Cedar Creek Trail Update (Miller)
* Miller handed out an update for Cedar Creek Trail (see record; exhibit A). Miller added that she is keeping the LTAC updated.
1. Woodhaven Park - Phase 2 Design Update (HHPR)
* Kristen introduced HHPR and added that at the last meeting there was interest in a bridge and trail connection at the north end of the park. Switzer talked to Bob Galati and Stefanie Slyman from HHPR about it. The addition of the bridge was not in the original scope of work and it would entail more permitting, design, and possible construction cost. It would most likely delay the project. In the end, Switzer has asked them to stick with the original plan. This connection is something we can look at in the future, but it will not be in the design tonight.
* Stefanie from HHPR presented information. The goal is to identify major elements and they have come up with 3 options. All 3 options include the same major elements. The main difference being the layout. Each design includes; a 10ft wide trail, open play area, pedestrian bridge over water quality facility leading to viewing area, butterfly garden, restroom and shelter, playground improvements, additional benches and pathways around playground and sandbox, sport court, location for future community gardens and parking.
* Option 2 changes the parking layout. Stecher is not in favor of trading park land for asphalt. He would still like to add the bridge.
* Option 3 parking layout appears to take the least amount of space for parking and leaves more available park land. Stecher likes option 3 because it takes up less space for parking.
* Discussion continued regarding parking. Comments were made that people on Pinehurst may appreciate the parking lot because it may take some of the cars off of Pinehurst. Discussion followed regarding the need for a parking lot. Jett commented that they drove to the park from across town because of the sandpit and that it is somewhat of a destination park- not just used by those who can walk there. Improving the park will attract even more people.
* Galati mentioned that from an engineering standpoint, option 3 is the most problematic for parking. Would need to provide upgrades in roadway for safety. Option 2 and 3 split entry and exit so make it would be easier to work with. The flow in and out of the parking lot was discussed as well as right turn only entrances and exits as an option. It was mentioned that it could create a problem if people used it to turn around. Vanderburg asked about parallel street parking. Galati said it would be much more cost effective to build on site. Anything we do will have to be passed by a traffic engineer.
* Scheirman asked if we could consider decreasing the number of parking spaces. Switzer said she wasn’t aware of any reason we could not do that. Vanderburg asked if there is any lighting planned. HHPR responded that only security and parking lot lights are planned.
* Evans mentioned he would like to see a full court sport court- others agreed. Evans asked what the life of the playground was and when it would be due for replacement. Switzer responded she wasn’t sure but would look into it.
* HHPR asked if all three options should be taken to the neighborhood meeting or if it should be scaled down. Discussion continued. All agreed to take Option 1 to the neighborhood meeting but with less parking and a full court sports court.
1. Reports
2. Park Maintenance (Switzer)
	* Switzer reported that the Stella Olsen play structure is packed every day. People seem to love it! Kuiper commented that a community member emailed her and asked to add more picnic tables. Switzer said she would talk to Craig about it.
3. Recreation Monthly Report (Switzer)

Sports Fields and Gyms

* Youth soccer has continued to practice at Snyder Park during the month of February. They also played 12 games up there during the month. They will be moving practice to the Ridges as they are out of season and the Lacrosse club will now get Snyder Park.
* Youth basketball played 100 recreational games 3rd grade through high school during the month of February they also played 59 classic games at SMS during the same time. For a total of 159 games in the month of February.
* Greater Portland Soccer District rented 9 hours at Snyder Park during the month of Feb.
* Most of the spring sports Lacrosse, Baseball, and Softball did some of their tryouts or evaluations during the month and will finish up during the first part of March.
* Switzer has had at least 5 requests for spring Basketball space and is trying to fill those.

Field House-

* Repaired the drinking fountain this month.
* Public Works scheduled a “high“ cleaning this month. This entailed cleaning the high ducting and ledges that cannot be reached with our normal janitorial crew.
* We are still running 4 night a week of adult leagues.
* Pre- School play was a bit slower this month as we had such great weather in February.

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| **Monthly Report February 2015**  |
|   |   |   |   |   |   |
| **February-15** | **Feb-15** |  | **YTD** |   | **Feb-14** |
|  |   |   |   |   |   |
| **Usage** |   | People  |   | People  | People  |
|  | Count | Served\* | Count | Served\* | Served\* |
| Leagues | 8 | 611 | 23 | 3659 | 644 |
| Rentals | 112 | 1680 | 625 | 9291 | 945 |
| Other (Classes) |   |   |   |   |   |
| [1] Day Use  | 10 | 98 | 61 | 443 | 99 |
| **Total Usage** |   | **2389** |   | **13393** | **1688** |
|  |   |   |   |   |   |
|  |   |   |   |   |   |
| **Income** | **Feb-15** | **YTD** |   |   |   |
| Rentals | $8,261  | $40,334 |   |   |   |
| League fees (indoor) | $10,155  | $53,206 |   |   |   |
| Card fees (indoor) | $343  | $2,849 |   |   |   |
| Day Use | $303  | $1,395 |   |   |   |
| Advertising |   |   |   |   |   |
| Snacks | $880  | $3,935 |   |   |   |
| Classes |   |   |   |   |   |
| **Total**  | **$19,942** | **$101,719** |   |   |   |
|  |   |   |   |   |   |
| **FY 13 14** |  |  |   |   |   |
| **Income** | **Feb-14** | **YTD** |   |   |   |
| Rentals | $5,100  | $31,373 |   |   |   |
| League fees (indoor) | $11,200  | $63,781 |   |   |   |
| Card fees (indoor) | $205  | $3,052 |   |   |   |
| Day Use | $287  | $1,237 |   |   |   |
| Advertising |   |   |   |   |   |
| Snacks | $547  | $3,654 |   |   |   |
| Classes |   |   |   |   |   |
| **Total**  | **$17,339** | **$103,097** |   |   |   |

1. Council Update (Kuiper)
* Kuiper reported that during the next work session the council will be talking about community gardens. Locations won’t be discussed, just what is involved and what is the investment.
1. Other
* Jett reported on Sherwood West. They had their first meeting and went over charter, history of population, public involvement, etc. Water and sewer master plans were discussed. Next meeting is scheduled for April 2.
* Jett asked about the Parks Master Plan and where the sports complex was supposed to go. She mentioned that City of Tigard looking into developing the area North of Al’s and building a sports complex. That is not far from the area that we had looked at.
1. Next meeting/adjourn
* Next meeting will be held on Monday, April 6, 2015 at 7:00 pm at City Hall.

Adjourned at 8:14 pm