



Home of the Tualatin River National Wildlife Refuge

# Parks & Recreation Board MEETING NOTES

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	04.01.13 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Jennifer Ortiz

## ATTENDEES

<b>Parks &amp; Recreation Board</b>		<b>Council Liaison</b>	
X	David Scheirman, Chair	X	Bill Butterfield, City Councilor
X	Mary Reid, Vice Chair		
X	Brian Stecher		<b>City Staff</b>
--	Thad Overturf	X	Kristen Switzer, Community Services Director
X	Lu Vanderburg	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Marney Jett	--	Michelle Miller, Associate Planner
--	Lynn Snyder		
X	Michael Damann		
	VACANT		

## 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)
  - Switzer will be giving the update on the Cedar Creek Trail Project in place of Miller tonight.
3. Citizen comment (Scheirman)
  - None
4. Approval of minutes (Scheirman)
  - *Reid motioned to approve the February 4, 2013 minutes. Stecher seconded. All in favor, motion passed.*
5. Cedar Creek Trail project update (Switzer)
  - Switzer shared that Council approved the membership for LTAC as recommended by the PRB. A resolution was passed at the Council meeting on March 5, 2013. The LTAC will act as the primary citizen advisory board for the Cedar Creek Trail Project. Miller is currently working on gathering members to serve on the technical committee. Miller is also working on coordinating an IGA with ODOT that will need Council approval. A Council hearing is tentatively set for May 21, 2013. Switzer also shared that the Ice Age Tonquin Trail Master Plan was approved by City Council February 19, 2013; and by Metro Council

on February 28, 2013. The board thanked Stecher for his involvement with the Master Plan. He has been on the board for this project for two and a half years.

- Reid mentioned that she noticed some construction crews working on Hwy 99W near Glen Eagle recently. She asked if this had anything to do with the Cedar Creek Trail Project. Switzer explained that there was land sliding, so ODOT added a concrete barrier in that area. She noted that the barrier has nothing to do with the trail system.

**6. Eagle Scout Project report and update- Stella Olsen Park (Switzer)**

- Switzer handed out pictures of the Eagle Scout Project that was recently completed at Stella Olsen Park (See record, exhibit A). The project was completed in one day, with the help of many volunteers. Switzer shared that the City is happy with the results.

**7. Reports & Updates**

- Park Maintenance Update (Switzer)
  - Switzer had no update for the board. Stecher shared that Public Works removed all of the concrete surrounding Stella Olsen Park’s play structure. The concrete was replaced and is now ADA accessible.
- Recreation Monthly Report (Switzer)
  - With today being April 1st, we do not have a report for the month of March yet.
  - January Recreation Report
    - Sherwood Youth Basketball held 81 recreational games in various gyms during the month of January.
    - Sherwood Youth Basketball also held their girls tournament January 26-27. This tournament brought teams in from Corvallis, Oregon City, Forest Grove, Molalla, Canby, and other surrounding cities.
    - Sherwood Youth Basketball also played approximately 48 classic games at SMS during the month of January.
    - Sherwood Youth Soccer started practices for the classic spring season. They will practice at Snyder Park and at LRMS until lacrosse and baseball seasons start.

<b>Monthly Report - January 2013</b>					
<b><u>January-13</u></b>	<b><u>Jan-13</u></b>	<b>-</b>	<b><u>YTD</u></b>		<b><u>Dec-11</u></b>
-					
<b><u>Usage</u></b>		People		People	People
-	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	7	658	22	3254	938
Rentals	98	2532	507	11132	2236
Other (Classes)					
[1] Day Use	13	73	50	294	106
<b>Total Usage</b>		<b>3263</b>		<b>14680</b>	<b>3280</b>
<b><u>Income</u></b>	<b><u>Jan-13</u></b>	<b><u>YTD</u></b>			
Rentals	\$6,425	\$30,782			
League fees (indoor)	\$7,820	\$40,616	-	-	

Card fees (indoor)	\$280	\$2,346			
Day Use	\$214	\$1,102			
Advertising					
Snacks	\$775	\$2,961			
Classes					
<b>Total</b>	<b>\$15,514</b>	<b>\$77,807</b>			
<b>FY 11-12</b>					
<b><u>Income</u></b>	<b><u>Jan-12</u></b>	<b><u>YTD</u></b>			
Rentals	\$5,450	\$27,733			
League fees (indoor)	\$11,088	\$45,938			
Card fees (indoor)	\$430	\$2,501			
Day Use	\$204	\$721			
Merchandise					
Snacks	\$1,023	\$2,967			
Classes		\$175			
<b>Total</b>	<b>\$18,195</b>	<b>\$80,035</b>			
**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.					

- February Recreation Report
  - Sherwood Youth Basketball played 101 recreational games in various gyms during the month of February.
  - Sherwood Youth Basketball also played approximately 52 classic games at SMS during the month.
  - Basketball season is wrapping up. Spring teams will continue through April.
  - Sherwood Youth Soccer played 9 games at Snyder Park during the month.
  - Youth baseball, softball, lacrosse and track will be in full swing within the next couple of weeks.

<b>Monthly Report - February 2013</b>					
<b><u>February-13</u></b>	<b><u>Feb-13</u></b>	<b>-</b>	<b><u>YTD</u></b>		<b>-</b>
<b><u>Usage</u></b>		People		People	People
<b>-</b>	<b><u>Count</u></b>	<b><u>Served*</u></b>	<b><u>Count</u></b>	<b><u>Served*</u></b>	<b><u>Served*</u></b>
Leagues	8	700	23	3954	585
Rentals	110	2750	617	13882	2886
Other (Classes)					17
[1] Day Use	11	71	61	365	147
<b>Total Usage</b>		<b>3521</b>		<b>18201</b>	<b>3635</b>

<b><u>Income</u></b>	<b><u>Feb-13</u></b>	<b><u>YTD</u></b>			
Rentals	\$6,192	\$36,974			
League fees (indoor)	\$8,070	\$48,686	-	-	
Card fees (indoor)	\$648	\$2,994			
Day Use	\$206	\$1,308			
Advertising					
Snacks	\$707	\$3,668			
Classes					
<b>Total</b>	<b>\$15,823</b>	<b>\$93,630</b>			
<b><u>FY 11-12</u></b>	<b><u>Feb-11</u></b>	<b><u>YTD</u></b>			
Rentals	\$4,600	\$32,333			
League fees (indoor)	\$14,057	\$59,995			
Card fees (indoor)	\$719	\$3,220			
Day Use	\$218	\$939			
Merchandise					
Snacks	\$951	\$3,918			
Classes		\$175			
<b>Total</b>	<b>\$20,545</b>	<b>\$100,580</b>			
**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 update.

**8. Council updates (Butterfield)**

- Butterfield shared that the old cannery building will be removed by the end of April. He also mentioned that budget discussions are starting. The first Budget Committee meeting will be held toward the end of April.

**9. Other**

- Reid shared she attended the YMCA Dine and Dance event held at Bella Via recently. There was a good turnout and the event was nicely done.
- Vanderburg asked Switzer if the HOAs report to the City regarding the maintenance of parking strips. He mentioned that Showplace, the landscaping company hired by the HOA, did an iron application on the parking strip and along the white fence near Woodhaven Park. He noted that they applied the wrong product at a very high concentration. Vanderburg said that his dog's paws turned black from the highly concentrated iron. Switzer will notify Sheldon.

**10. Next meeting/adjourn**

- The next meeting will be held Monday, May 6, 2013 at 7:00 pm at City Hall.

Adjourned at 7:23 pm