



Home of the Tualatin River National Wildlife Refuge

MEETING AGENDA

Parks & Recreation Advisory Board

Monday, November 3, 2025 at 7:00pm

Sherwood City Hall, Community Room

**22560 SW Pine Street
Sherwood, OR 97140**

1. CALL TO ORDER

2. ROLL CALL

A. Introduction of New Member

3. ADJUSTMENTS TO AGENDA

4. APPROVAL OF OCTOBER MEETING MINUTES

5. CITIZEN COMMENTS

6. NEW BUSINESS

A. Review Priorities for 2026 (David Schierman, Chair)

B. Murdock Park Update (Kristen Switzer, Assistant City Manager)

C. Tree Removal Request (Chris Blythe, Interim Operations Supervisor)

7. PARK MAINTENANCE REPORT (Chris Blythe, Interim Operations Supervisor)

8. STAFF UPDATES (Kristen Switzer, Assistant City Manager)

9. COUNCIL LIAISON ANNOUNCEMENTS (Doug Scott, City Councilor)

10. OTHER

11. ADJOURN

How to Provide Citizen Comments:

Citizen comments may be provided in person, in writing, or by telephone. Sign-up forms will be available at the meeting for anyone who wishes to provide comments in person. Written comments must be submitted at least 24 hours in advance of the scheduled meeting start time by email to steffent@sherwoodoregon.gov and must clearly state that it is intended as a general Citizen Comment for this meeting. To provide comment by phone during the live meeting, email steffent@sherwoodoregon.gov or call 503-625-4213 at least 24 hours in advance of the meeting start time in order to receive dial-in instructions. In-person and telephone comments are limited to 4 minutes per person. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their name and by their city of residence." Anonymous comments will not be accepted into the meeting record.

ADA Accommodations:

If you require ADA accommodations for this public meeting, please contact steffent@sherwoodoregon.gov or call 503-625-4213 at least 48 hours in advance of the scheduled meeting time.



SHERWOOD PARKS BOARD MEETING MINUTES
22560 SW Pine St., Sherwood, OR
November 4, 2025

REGULAR SESSION

1. **CALL TO ORDER:** Board Chair Scheirman called the meeting to order at 7:00pm
2. **BOARD PRESENT:** David Scheirman, Jim Craig, Steve Munsterman, Jim Booker, Zander Brown, Rodney Lyster, Joshua Gaylord, City Councilor Doug Scott

Gaylord introduced himself as being born and raised in Sherwood. He attended University of Oregon. He works at Amazon. He and his wife are expecting their first baby.

STAFF PRESENT: Assistant City Manager Kristen Switzer, Volunteer Coordinator Tammy Steffens, Interim Operations Supervisor Chris Blythe

3. **ADJUSTMENTS TO AGENDA:** Add YMCA Update under New Business
4. **APPROVAL OF OCTOBER MEETING MINUTES:**

**MOTION: FROM CRAIG TO APPROVE THE OCTOBER MEETING MINUTES.
SECONDED BY BROWN. MOTION PASSES.**

5. **CITIZEN COMMENTS:** Carole Dinger of Wilsonville representing the Ladd Hill Neighborhood Association addressed the Board regarding Magnus Tree Farm which is now for sale. She said their association has been fighting the World Forestry Center and Department of Justice to keep Magness Tree Farm as it was intended to be when it was donated. She stated that the City of Sherwood would be a great partner to take over and run it. Their association has contacted Metro who is not in a position to partner at this time.

6. **NEW BUSINESS**

- A. **YMCA Update (Jennifer Lawrence)**

- Lawrence shared:

- Food pantry has seen a 30% increase from September to October. Resources are becoming more restrictive, so the YMCA is looking for people to hold food drives. They are serving approximately 80 families per week.
- Their Small Group Training space is getting new furniture delivered this month.
- She invited everyone to a Town Hall with their CEO and Board Chair on the future of the YMCA on Wednesday, November 19, 2025, at 9:00am. She is hoping that it will be recorded for people who aren't able to attend.
- Give & Gobble is coming up on Thanksgiving. Anyone not able or interested in walking or running is encouraged to volunteer.
- They will be giving free haircuts and cookies with Santa on December 14, 2025.
- The stairs to the slide in the pool are back in place.
- The floor in the universal locker room has been repaired and it is back open.

B. Review Priorities for 2026 (Scheirman)

Switzer handed out Exhibit A. Scheirman suggested adding circuit-type fitness equipment for seniors at Langer Park. The Board all agreed that was a good idea. It was also agreed by all that the priorities Scheirman would take to City Council for 2026 goal setting would be:

1. Murdock Park
2. Langer Park fitness equipment
3. Sherwood West Land acquisition

Scheirman instructed Switzer to add "Trails Discussion" to the next meeting agenda. He also requested that staff bring a map of what all phases of Cedar Creek Trail will look like when completed. Booker suggested discussing potential Scout projects on trails and trailheads. Munsterman requested a maintenance list being created for parks and trails.

C. Murdock Park Update (Switzer)

Switzer reported that City Council is expected to approve the contract with Lango Hanson to have construction documents done so that the plan is shovel ready. This will help staff when applying for grants.

D. Tree Removal Request (Blythe)

Blythe reviewed Exhibit B with the Board.

MOTION: FROM MUNSTERMAN TO APPROVE THE TREE REMOVAL REQUEST. SECONDED BY CRAIG. MOTION PASSES.

7. PARKS MAINTENANCE REPORT (Blythe)

- a) Leaf pick-up has started in the parks
- b) Lights have been strung on the street trees in Old Town
- c) The shade sails in Robin Hood Festival Plaza have been removed for the season
- d) Approximately 24 large lit snowflakes will be added to light poles through Old Town

8. STAFF UPDATE (Switzer)

Switzer invited everyone to the Veterans Day Ceremony on November 11, 2025, at 11:00am at the Sherwood Center for the Arts. She also announced that new public art has been added to the Oregon Street roundabout. Bronze sculptures were installed - one buck, one doe, and two fawns. Feedback from the community has been very positive.

9. COUNCIL UPDATE (Scott)

Council held a special meeting last week to discuss adding two Amendments to the City Charter. These will be on the ballot at a special election in January. The first one is to enshrine the rules for how land is annexed in the City. The second one reasserts the City's commitment to transparency in the process for land use decisions. Scott also reported that at the November 4, 2025, work session they will get a presentation by Clean Water Services regarding their long-range plans. They'll also be discussing the Old Town Strategic Action Plan, and the vacant lot between the Sherwood Center for the Arts and the railroad tracks.

10. OTHER – Booker announced that he will be leading a group from the senior center to walk the new pedestrian bridge on Friday, November 7, 2025, at 10:00am. He also shared that he was able to get a contact name at Clean Water Services and will be contacting them to discuss how they deal with tree removal in storm water facilities. He also shared that he felt that the sale of Magness Tree Farm by the World Forestry Center was important to discuss and see what can be done. Munsterman stated that awareness is key, he wasn't sure that the City could do anything considering that the property is outside city limits but that it's good to share the information with people. He also felt that spreading awareness of the local food banks is important. Lyster announced that the Chehalem Parks and Recreation Board is all new and will be meeting on Wednesday, November 19, 2025, at 5pm to discuss allowing mountain bikers back in Riley Park.

11. ADJOURN 7:53pm



Tree Removal - Open Spaces

Parks Board

November 3, 2025

Senior Center 21907 SW Sherwood Boulevard

- No assessment required
- Ash tree has perished

