



MEETING AGENDA

Parks & Recreation Advisory Board

Monday, March 2, 2026, 7:00pm

Sherwood City Hall, Community Room

22560 SW Pine Street
Sherwood, OR 97140

1. CALL TO ORDER
2. ROLL CALL
3. ADJUSTMENTS TO AGENDA
4. APPROVAL OF FEBRUARY MEETING MINUTES
5. CITIZEN COMMENTS
6. NEW BUSINESS
 - A. YMCA Update (Jennier Lawrence, YMCA Executive Director)
 - B. Follow-up discussion on Trails (Darren Caniparoli, Operations Supervisor)
 - C. Identifying small projects/priorities from the Parks Master Plan project (David Scheirman, Chair)
 - D. Tree Removal Request (Darren Caniparoli, Operations Supervisor)
7. PARK MAINTENANCE REPORT (Darren Caniparoli, 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 steffenst@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 steffenst@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 steffenst@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
April 6, 2026

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, Joshua Gaylord, Zander Brown, Tara Khodadadian, City Councilor Doug Scott

STAFF PRESENT: Assistant City Manager Kristen Switzer, Volunteer Coordinator Tammy Steffens, Operations Supervisor Darren Caniparoli

3. **ADJUSTMENTS TO AGENDA:** None
4. **APPROVAL OF DECEMBER MEETING MINUTES:**

MOTION: FROM CRAIG TO APPROVE THE FEBRARY MEETING MINUTES WITH CORRECTION. SECONDED BY GAYLORD. MOTION PASSES.

5. **CITIZEN COMMENTS:** Tracey Enright of Sherwood came before the Board. She lives in The Reserve at Cedar Creek off Brookman. She encouraged the Board to look into connecting a trail from that neighborhood to the Red Fern Trail. She explained how dangerous Brookman was to walk on and how beneficial a trail would be to link them to Old Town.

6. NEW BUSINESS

A. YMCA Update (Jennifer Lawrence)

- o DuckyPoolooza is March 21, 2026. This is a fundraiser for water safety
- o For Youth Development, they have Spring Break camps coming up, Lego Steam Day Camp, Science Club Camp, Rookie Indoor Soccer, Basketball Skills & Drills, and Rec Coed Volleyball
- o Y Talks coming up include Preventing Heart Disease on March 12, Age Café on March 18, and Healthy Brain & Body on March 19

- o Healthy Kids Day is on April 18

B. Follow-up Discussion on Trails (Caniparoli)

Caniparoli shared Exhibit A and gave the following highlights:

- o He reviewed the biennium budget and noted that funding has been set aside as a match for a potential grant to support the design phase of the Highway 99 undercrossing. At this time, no additional funding is allocated for other trail projects.
- o The TSP is approximately three to four months into an 18-month process
- o Booker asked how trails get identified/created, Caniparoli answered through the Parks Master Plan
- o Craig asked if there had been any discussion regarding signage, Caniparoli answered that there hadn't been at this time

C. Identifying Small Projects/Priorities from the Parks Master Plan Project (Scheirman)

- **Craig** – Signage/Wayfinding on trails
- **Brown** – Nothing at this time
- **Gaylord** – Little Free Libraries at parks, stump play area with natural play elements, circuit equipment along circular trails, Stella Olsen Park dog waste bags and water station, Robin Hood-themed artistic cutouts, lighting along Cedar Creek Trail, sensory swing, lighting on basketball courts at Snyder and Woodhaven parks, direct path from sidewalk to restrooms at Stella Olsen Park
- **Scheirman** – Trail-based recreation – multiple fitness station along trail at Snyder, native plantings in Woodhaven area to attract butterflies and birds, add some amenities at Atley Estates, signage/wayfinding on trails, bike parking at parks, disc golf at Snyder, shade sails and/or giant games at Cannery Square, Pioneer Park walking loop
- **Munsterman** – Circuit equipment, park furnishings, historical signage
- **Booker** – Trail connectors that would be primitive trails connecting 1) Glen Eagle to Cedar Creek, 2) Woodhaven Park to Stellar Drive, 3) Brookman area to Red Fern Trail
- **Khodadadian** – Shade sails, lighting on trails, fencing around parks – Cinamon Hills being a good first option, and also suggested hosting events like a 5K, color run, fitness-oriented events with a registration fee that would raise money to put into parks and trails

Scott informed the Board that historically the CEP Grant Applications that were smaller, more singular, were the projects that were easier for the committee to approve. He reminded the Board that the committee had approximately \$75,000-\$100,000 to distribute between all requests. Switzer let the Board know that the deadline for applications is April 15, 2026. Scheirman suggested that the Board

not apply for a grant to fund the circuit equipment at Langer Park geared towards older adults because the manager of the senior center was going to be applying for a large grant that would cover all of that. Switzer explained that a connector trail from Woodhaven Park to Stellar Drive was on the Woodhaven Park Master Plan but had to be cut due to the cost of it being prohibitive. Scott asked what the City was able to do legally for “primitive” trails. He asked what the ADA requirements were and how they affected the requirements. Switzer stated that we would need to consult with legal counsel.

After discussion it was determined that the priorities would be bike parking, circuit/workout equipment at Snyder Park, benches along the Cedar Creek Trail, and the Glen Eagle to Cedar Creek Trail connector. Scheirman will work on the CEP Grant application process.

D. Tree Removal Request (Caniparoli)

Caniparoli reviewed Exhibit B with the Board.

**MOTION: FROM GAYLORD TO APPROVE THE TREE REMOVAL REQUEST.
SECONDED BY BROWN. MOTION PASSES.**

7. PARKS MAINTENANCE REPORT (Caniparoli)

- The street tree lights throughout Old Town have been removed
- Crews have been pressure washing the parks
- Crews have been spreading bark dust in the parks
- Trail inspections and maintenance are taking place
- Crews are getting irrigation ready for watering season
- Crews are preparing for the busy season

8. STAFF UPDATE (Switzer)

Switzer reported that State of the City will be April 15, 2026. A survey will be going out this week to the community about food scraps and compost going into yard debris bins. The library will be getting a new small meeting pod that was funded partially by CEP Grant money. City Manager Craig Sheldon and Mayor Tim Rosener will be going to Washington DC to meet with lobbyists regarding funding for city projects.

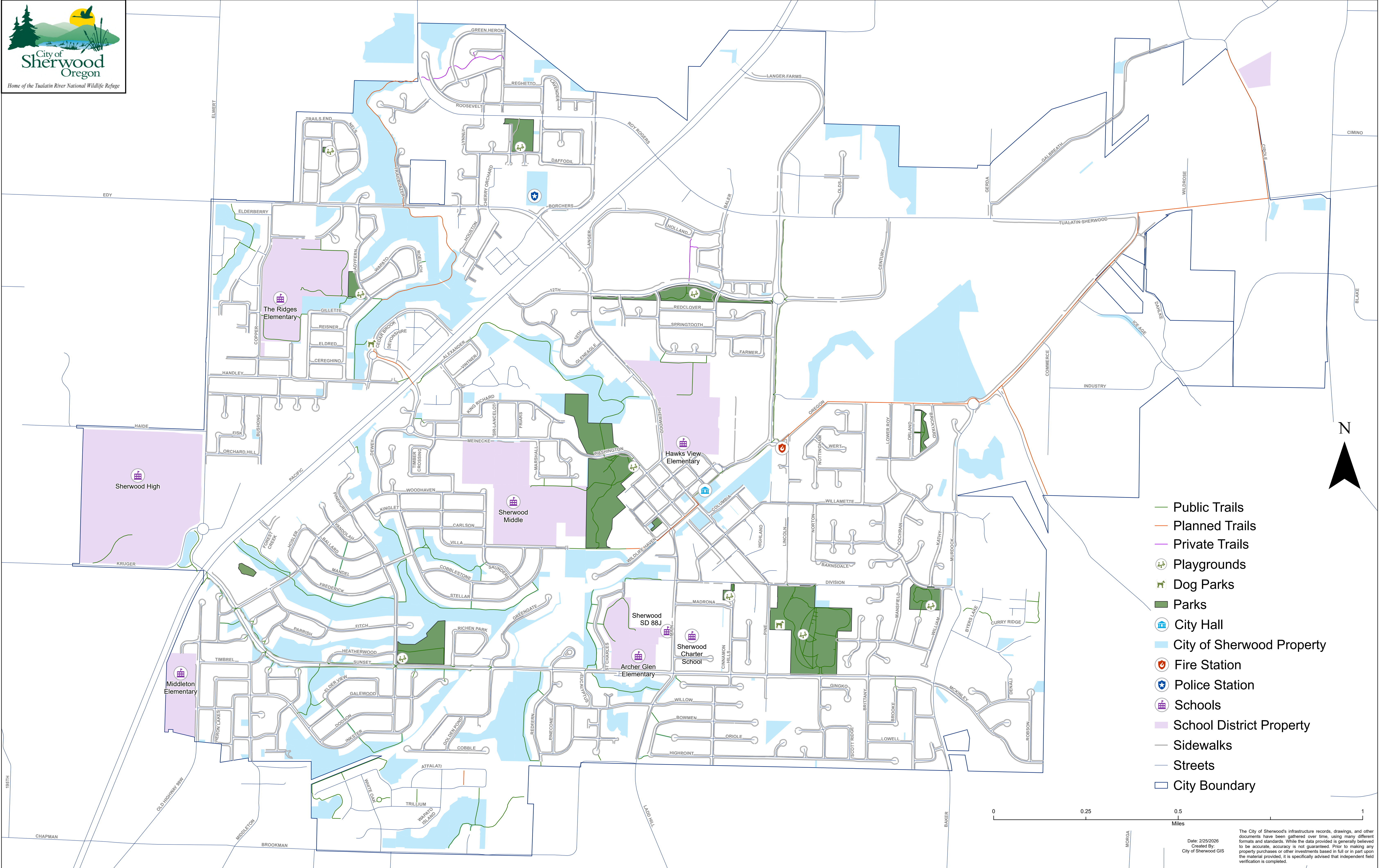
9. COUNCIL UPDATE (Scott)

Scott stated that City Council had two meetings since the last Parks Board meeting. They formally adopted the Home Rule Charter as approved by the City Electors at the January 13, 2026, Special Emergency Election. They received an update from Metro. They are in the final stages of updating the Old Town Strategic Plan. They received an update from the Washington County Housing Department. At the March 3, 2026, meeting, they will be filing the housing report with the State and Metro. They'll also be renewing Council Member's liaison assignments and adopting Council goals.

10. OTHER - None

11. ADJOURN 8:15pm

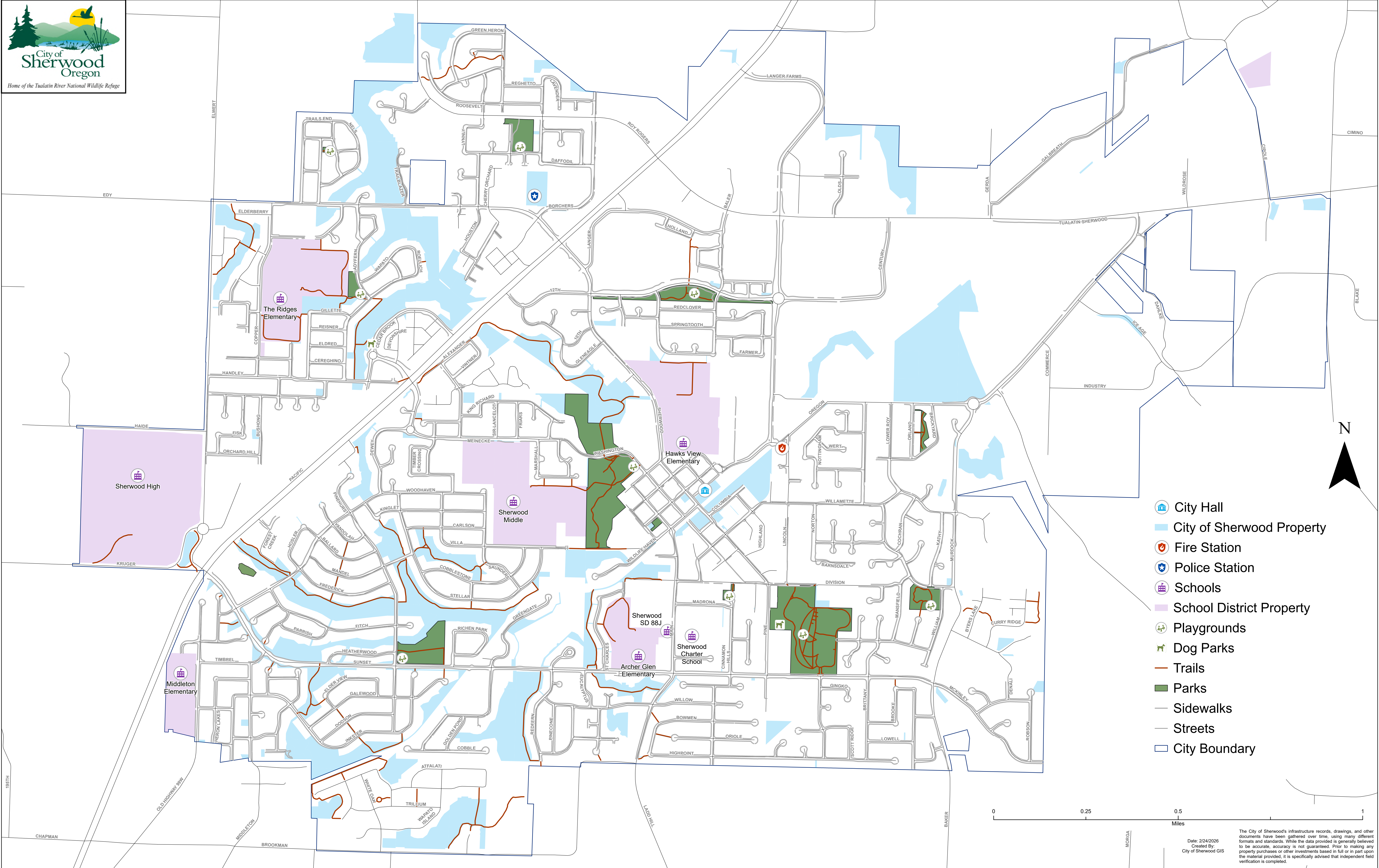
City of Sherwood Trail System



Date: 2/25/2026
Created By:
City of Sherwood GIS

The City of Sherwood's infrastructure records, drawings, and other documents have been gathered over time, using many different formats and standards. While the data provided is generally believed to be accurate, accuracy is not guaranteed. Prior to making any property purchases or other investments based in full or in part upon the material provided, it is specifically advised that independent field verification is completed.

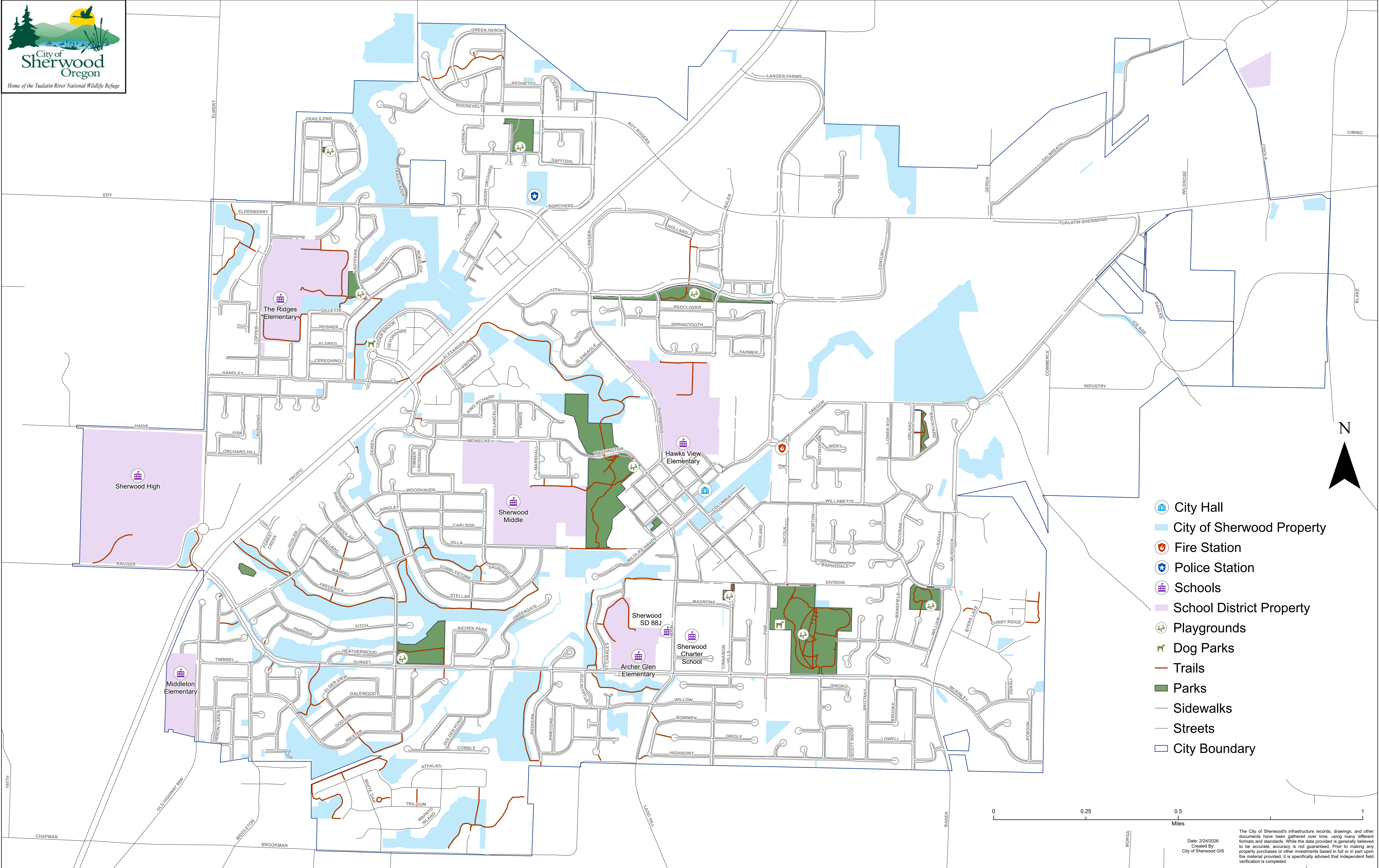
City of Sherwood Trail System



Date: 2/24/2026
Created By:
City of Sherwood GIS

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Tree Removal -Open Spaces

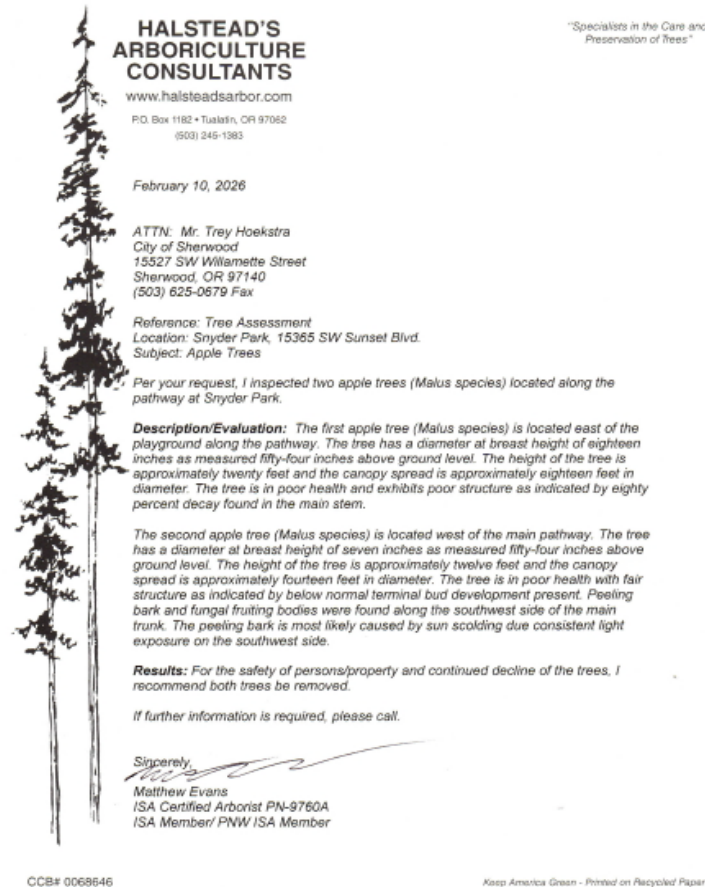
Parks Board

March 2, 2026



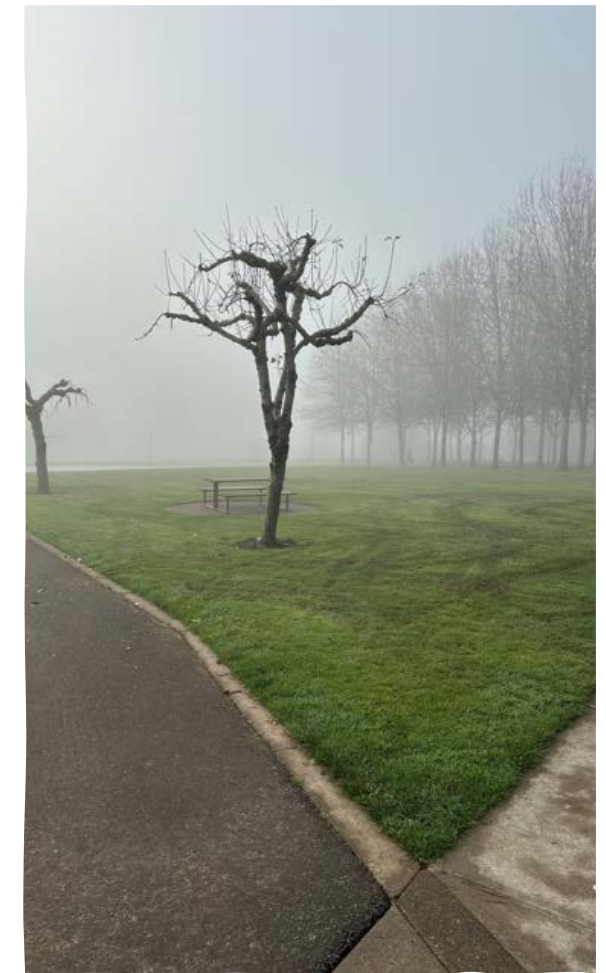
Tree #1

Apple Trees at Snyder Park
15365 SW Sunset Blvd.



Removal of two apple trees:

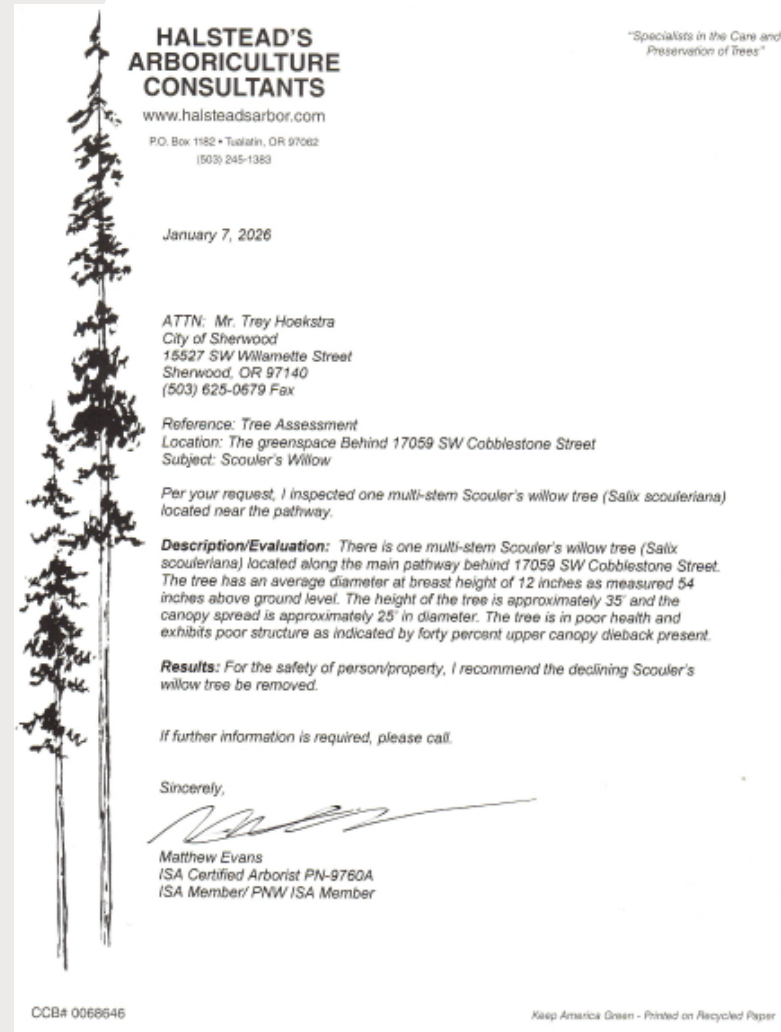
- First tree (18" dbh) is in poor health and exhibits poor structure (80% decay found in main stem).
- Second tree (7" dbh) is in poor health with fair structure (fungal, peeling bark).



Tree #2

Scouler's Willow in Greenspace 17059 SW Cobblestone Street

- Removal of Scouler's Willow (dbh 12")
- Tree is in poor health and poses safety risk to persons and property



Douglas Fir Tree in Greenspace

17376 SW Carlson Street

- Removal of Douglas Fir tree (dbh 15")
- Tree is deceased with tip decay present and is in close proximity to residential dwelling and moderate pedestrian traffic along pathway



HALSTEAD'S ARBORICULTURE CONSULTANTS

www.halsteadsarbor.com

P.O. Box 1182 • Tualatin, OR 97062
(503) 245-1983

"Specialists in the Care and
Preservation of Trees"

December 29, 2025

ATTN: Mr. Trey Hoekstra
City of Sherwood
15527 SW Willamette Street
Sherwood, OR 97140
(503) 625-0679 Fax

Reference: Tree Assessment
Location: Green Space Behind 17376 SW Carlson St., Sherwood, OR.
Subject: Douglas Fir Tree

Per your request, I inspected one Douglas fir tree (*Pseudotsuga menziesii*) located in the green space behind the address listed above to determine the tree's hazard potential.

Description/Evaluation: There is one Douglas fir tree (*Pseudotsuga menziesii*) located within the greenspace. The tree has a diameter at breast height of fifteen inches as measured 54 inches above ground level. The tree's approximate height is fifty feet with a canopy spread of fifteen feet. The tree is completely dead with tip decay present. Decay was found within the main stem approximately three feet above ground level.

Results: Due to the tree's close proximity to the residential dwelling, moderate pedestrian traffic along the pathway and the safety of persons and property, I recommend the tree be removed.

If further information is required, please call.

Sincerely,


Matthew Evans
ISA Certified Arborist PN-9760A
ISA Member/ PNW ISA Member



Alder Tree in Stella Olson Park

- Tree has died. No arborist assessment needed.

