



## MEETING AGENDA

MEETING TITLE: Parks and Recreation Advisory Board  
DATE & TIME: **Monday August 2, 2021, at 7:00PM**  
LOCATION: Sherwood City Hall, 22560 SW Pine Street

### ATTENDEES

#### **Parks & Recreation Board**

John Clifford, Vice Chair  
Brian Amer  
Joy Kuczer  
Steve Munsterman  
Brian Carideo  
Donovan Cutsforth  
Rodney Lyster  
Manny Sanchez  
David Scheirman

#### **Council Liaison**

Russell Griffin, City Councilor

#### **City Staff**

Kristen Switzer, Interim Assistant City Manager  
Tammy Steffens, Volunteer Coordinator  
Jason Waters, P.E., Civil Engineer  
Harry Banister, Operation Supervisor

### AGENDA

1. Call to Order/Roll Call (Clifford)
2. Introduction of new member (Clifford)
3. Adjustments to the Agenda (Clifford)
4. Approval of Minutes (Clifford)
5. Citizen Comment (Clifford)
6. Election of Chair (Clifford)
7. Cedar Creek Trail Update (Waters)
8. Parks Maintenance Update (Banister)
9. Council Updates (Griffin)
10. Other
11. Adjourn

**Upcoming Meetings:** September- tour of Cedar Creek Trail



# Parks & Recreation Board MEETING MINUTES

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	8.02.2021 7:00 PM
LOCATION	Microsoft Teams/Live on YouTube
FACILITATOR	John Clifford / Brian Amer
NOTES TAKEN BY	Tammy

## ATTENDEES

Parks & Recreation Board		Council Liaison	
-		X	Russell Griffin, City Councilor
X	John Clifford, Vice Chair		
X	Brian Amer		
X	Steve Munsterman	X	<b>City Staff</b> Kristen Switzer, Community Services Director
-	Joy Kuczer	X	Tammy Steffens, Volunteer Coordinator
X	Brian Carideo	X	Harry Banister, Operation Supervisor
X	Donovan Cutsforth	X	Jason Waters, Civil Engineer
X	Rodney Lyster		
X	Manny Sanchez		

## MEETING NOTES

- 1. Call to Order/Roll Call (Clifford)**
  - 7:03pm
- 2. Introduction of New Members (Clifford)**
  - David Scheirman was introduced to the Board. Scheirman previously served on the Board 2002-2016 including serving as Chair for a portion of that time. He has 6 years experience serving on a board in another town, as well. He retired from firefighting 2 years ago.
- 3. Adjustments to the Agenda (Clifford)**
  - None
- 4. Approval of Minutes (Clifford)**

*Amer moved and Munsterman seconded that the June minutes be approved. All in favor; motion passed.*
- 5. Citizen Comment (Clifford)**
  - Steffens read a citizen comment that had been emailed to the Board (Exhibit A). Clifford responded that those comments provided good clarification.
- 6. Election of Chair (Clifford)**
  - Due to Eric Kneifel moving out of state, there was a need for a new Chair to be elected. Carideo nominated Brian Amer. Amer accepted nomination  
*Carideo moved and Sanchez seconded for Brian Amer to serve as Chair. All in favor; motion passed.*

## 7. Cedar Creek Trail Update (Waters)

Waters provided the following Cedar Creek Trail updates (Exhibit B):

- The contractor has started tree removal and clearing down in the Cedar Creek greenway, due west of SW Gleneagle Drive and north of Stella Olsen Park. The tree removal & clearing activities will continue for approximately 2-3 weeks along the length of the corridor.
- Waters will reach out to church and senior center to inform them of current work being done on trail as well as post signs and a QR code.
- There is a new webpage with all the construction information:  
<https://www.sherwoodoregon.gov/engineering/project/cedar-creek-trail-construction>

## 8. Parks Maintenance Update (Banister/Switzer)

- Summer months have brought a lot more parks users than last year.
- The playground parts needed at Snyder Park have been hard to acquire, however, the new representative was able to get the parts needed for the water feature. There is a shortage of CO2 so they have been using other chemicals to control the PH level.
- Parks staff is helping with Music on the Green and planning on helping with the upcoming Movies in the Park
- Amer commented that the parks are looking very good.
- Switzer gave presentation regarding tree removal (Exhibit C). Munsterman commented that it would be good to have a plan to control cottonwoods before they get so tall. He doesn't recommend having them anywhere near any structures.

***Munsterman moved and Scheirman seconded to approve the proposed tree removal. All in favor; motion passed.***

## 9. Council Updates (Griffin)

Griffin provided the following Council updates:

- Three candidates will be interviewing for the City Manager position on August 7. There have been strong candidates throughout the process. Griffin also praised Switzer for doing such a great job during the interim.
- They will be having the second reading of the Public Art Plan at the next meeting. The Cultural Arts Commission has been doing a great job. There will be a mural going on the side of Symposium Coffee.
- Sherwood West Committee is moving forward. They have been getting lots of feedback from the community.
- Council is planning on turning the Robin Hood Theater parking lot into a Festival Plaza that will be set up and used for festivals but also serve as parking the rest of the year.
- August 28 is Cruisin' Sherwood. They are looking for volunteers.
- September 24-25 is the Robin Hood Festival. There will be lots of great entertainment and lots of fun!
- Griffin welcomed Scheirman back to the board.
- Washington County is starting construction on Tualatin-Sherwood Road that will go through 2024.
- Griffin asked Switzer to give an update on the property purchased off Roy Rogers Road. Switzer reported:
  - A red house and just over 7 acres off of Roy Rogers Road was purchased for future use. This property could possibly have a connection to the Cedar Creek Trail. It could be used for a future park, a future community garden. There are lots of options to consider.

**10. Other**

- Lyster asked about an update on Pickle Ball. Amer commented that the group's immediate concerns had been addressed.

**11. Adjourn**

- 7:57pm

**From:** [Jim Harvey](#)  
**To:** [Kelsey Beilstein](#)  
**Subject:** Parks Board meeting follow-up (June 7 2021)  
**Date:** Sunday, July 18, 2021 11:02:52 AM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you are expecting this email and/or know the content is safe.

Hello,

This email is intended as a citizen comment, made by Jim Harvey, citizen of Sherwood Oregon living at 29464 SW Heater Road.

In the June 7 meeting of the Parks Board, there was an item on the agenda regarding play of pickleball, usage of courts at Snyder Park and the request for more designated playing times. The discussion of the Board surrounding this agenda item included a few comments that were made which I'd like to add factual clarification in order to correct assumptions made.

1. A comment was made that the Sherwood Pickleball Club collected money for allowing players to use the courts. In fact, the club does collect annual dues of \$10 per player or \$25 per family. However the dues are not for use of the courts, they are for the supplies that are purchased in order to enable play. There are no permanent nets set up by the city as are in place for other dedicated courts throughout the Portland metro area, so the club purchases those nets as well as balls. Nets and balls have to be replaced in order to have sufficient supply for the players. There is no "profit" being made by the club. As a matter of fact, annual dues were reduced this last year because we had such an influx of new players that the funds on hand plus new dues covered the continual expenses.
2. Given that it's a public facility, any citizen could use one of the courts during a dedicated Pickleball time window. They'd just need to have their own net and balls. We have seen that happen in the past; we've also had small groups show up that didn't want to pay the drop-in fee of \$2.00 or wanted to play separately, yet we still let them borrow our equipment while we were there.
3. Another comment in the meeting that was made as a suggestion was perhaps looking for parking lots with sufficient room to play that could be striped for pickleball. While we'd certainly welcome more court availability, this game is much like tennis in that shots made don't always stay in play! Additionally, an asphalt surface would change the bounce of the ball and reduce the life of the ball due to the rough, weathered nature of the paving material and frequently uneven surface. Playing in an enclosed area like a tennis court (which has a special surface with specific coatings applied) keeps the ball close by no matter what. Imagine a tennis court with no fence surrounding it – chasing errant shots around would certainly be good exercise but defeat the intent of the gathering and the game while waiting for the ball to roll to a stop.
4. I don't recall it being addressed, but Sherwood School District facilities are a natural opportunity for the Parks Board to partner for expanded play time opportunities. Any existing tennis court already has the right type of surface and fencing around it, and can accommodate two pickleball courts. The only city expense would be for striping. I'm sure we

could find a few residents and members of the club that'd meet with district officials if we had the endorsement of the Parks Board, and if funding was needed some commitment to include that in a future budget as a line item expense.

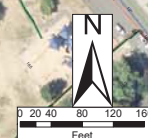
Thank you for your further consideration in support of this fast-growing sport.

Sincerely,  
Jim Harvey

# Cedar Creek Trail | Stella Olsen Park to Pacific Hwy



Map data provided by METRO and the City of Sherwood. The City of Sherwood's infrastructure records, drawings, and other documents have been gathered over many years, using many different formats and standards. While the data provided is generally believed to be accurate, occasionally it proves to be incorrect; thus its accuracy is not guaranteed. 1 in = 80 ft



# Cedar Creek Trail | Stella Olsen Park to Pacific Hwy



Map data provided by METRO and the City of Sherwood. The City of Sherwood's infrastructure records, drawings, and other documents have been gathered over many years, using many different formats and standards. While the data provided is generally believed to be accurate, occasionally it proves to be incorrect; thus its accuracy is not guaranteed. 1 in = 80 ft

# Cedar Creek Trail | Stella Olsen Park to Pacific Hwy



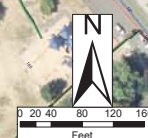
ODOT's trail contractor is currently working between A. and B. (along SW Alexander Lane)

# Cedar Creek Trail | Stella Olsen Park to Pacific Hwy



- Legend**
- CC Trail | Main Path
  - CC Trail | Shoulders
  - CC Trail | Handrails
  - CC Trail | Retaining Walls
  - CC Trail | Reinforced Fill
  - CC Trail | Fill Material
  - CC Trail | Cut Slope
  - Existing Trails
  - Meters
  - Water Main
  - Stormwater Outfalls
  - Stormwater Main
  - Sanitary Main
  - Contours\_5
  - Floodplain (approx.)

Migratory Bird Treaty Act (MBTA) restrictions end on August 1st (next week!). ODOT TRAIL CONTRACTOR'S WORK WILL BEGIN IN-EARNEST WITHIN THIS AREA (B. to C.) THE FIRST WEEK OF AUGUST AND CONTINUE THROUGH FALL.

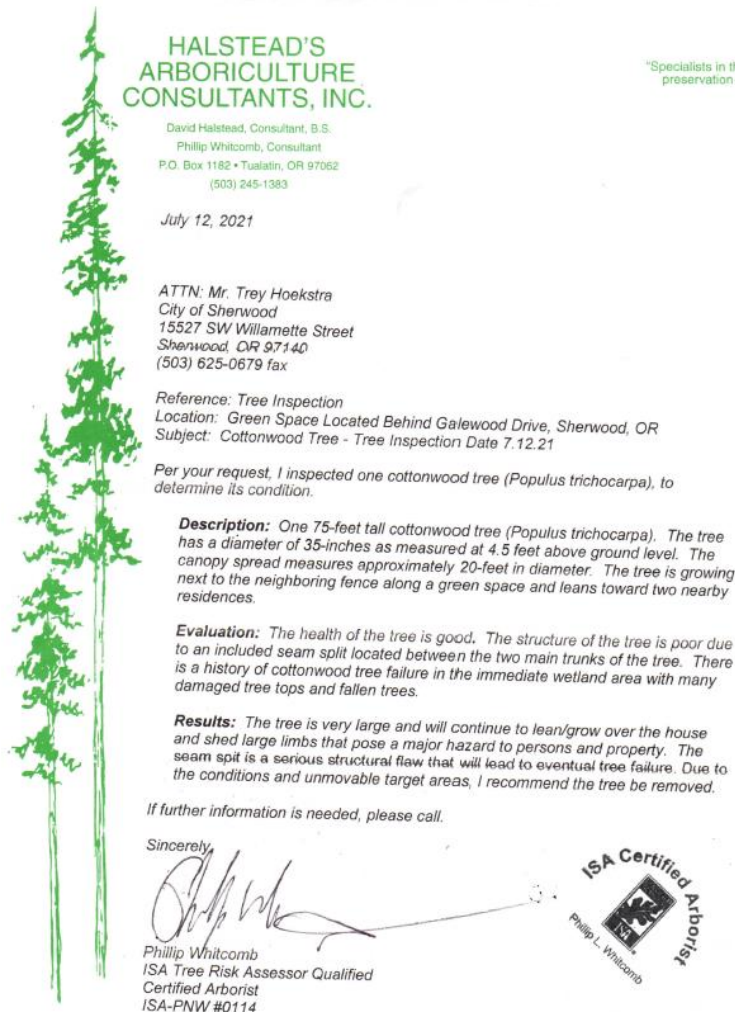


# Tree Removal August 2021

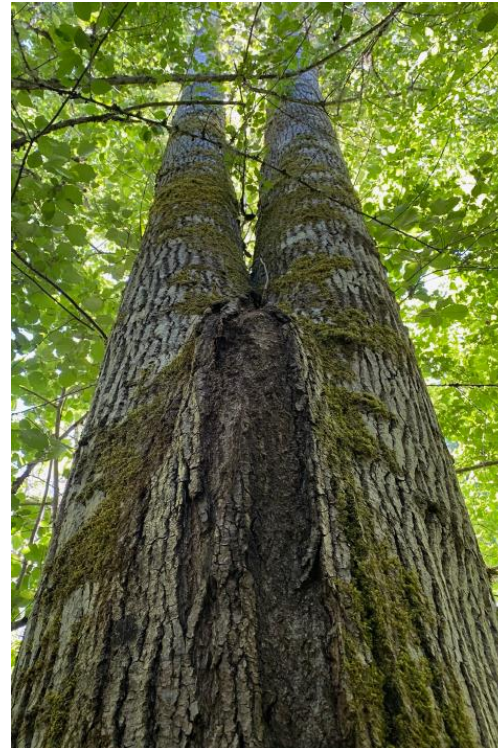
## Open Space-Galewood and Nursery

August 2<sup>nd</sup> , 2021

# Open Space-17354 Galewood



- Arborist recommends removal due to structure and safety
- Plant different species tree this coming fall



# Open Sapce-21149 Nursery Way

## HALSTEAD'S ARBORICULTURE CONSULTANTS, INC.

David Halstead, Consultant, B.S.  
Phillip Whitcomb, Consultant  
P.O. Box 1182 • Tualatin, OR 97062  
(503) 245-1383

"Specialists in the care and  
preservation of trees"

May 13, 2021

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

Reference: Tree Inspection  
Location: Green Space Located Behind 21149 Nursery Way, Sherwood, OR  
Subject: Cottonwood Tree - Tree Inspection Date 4.30.21

Per your request, I inspected one cottonwood tree (*Populus trichocarpa*), to determine its condition.

**Description:** One thirty-foot tall cottonwood tree (*Populus trichocarpa*). The tree has a diameter of 9-inches as measured at 4.5 feet above ground level. The canopy spread measures approximately 8-feet in diameter. The tree is growing next to the neighboring fence along a green space.

**Evaluation:** The health and structure of the tree is good. The tree's roots are causing a lot of damage to the artificial turf located in the backyard of the neighboring residence. There are many roots sprouting up under the turf and landscape causing upheaval and tripping hazards.

**Results:** The only way to prevent/mitigate the roots from disturbing the wall and backyard area is to remove the tree. Root barriers are ineffective in this situation. I recommend the tree be removed and the stump treated to stop root growth before the damage becomes too serious to mitigate effectively.

If further information is needed, please call.

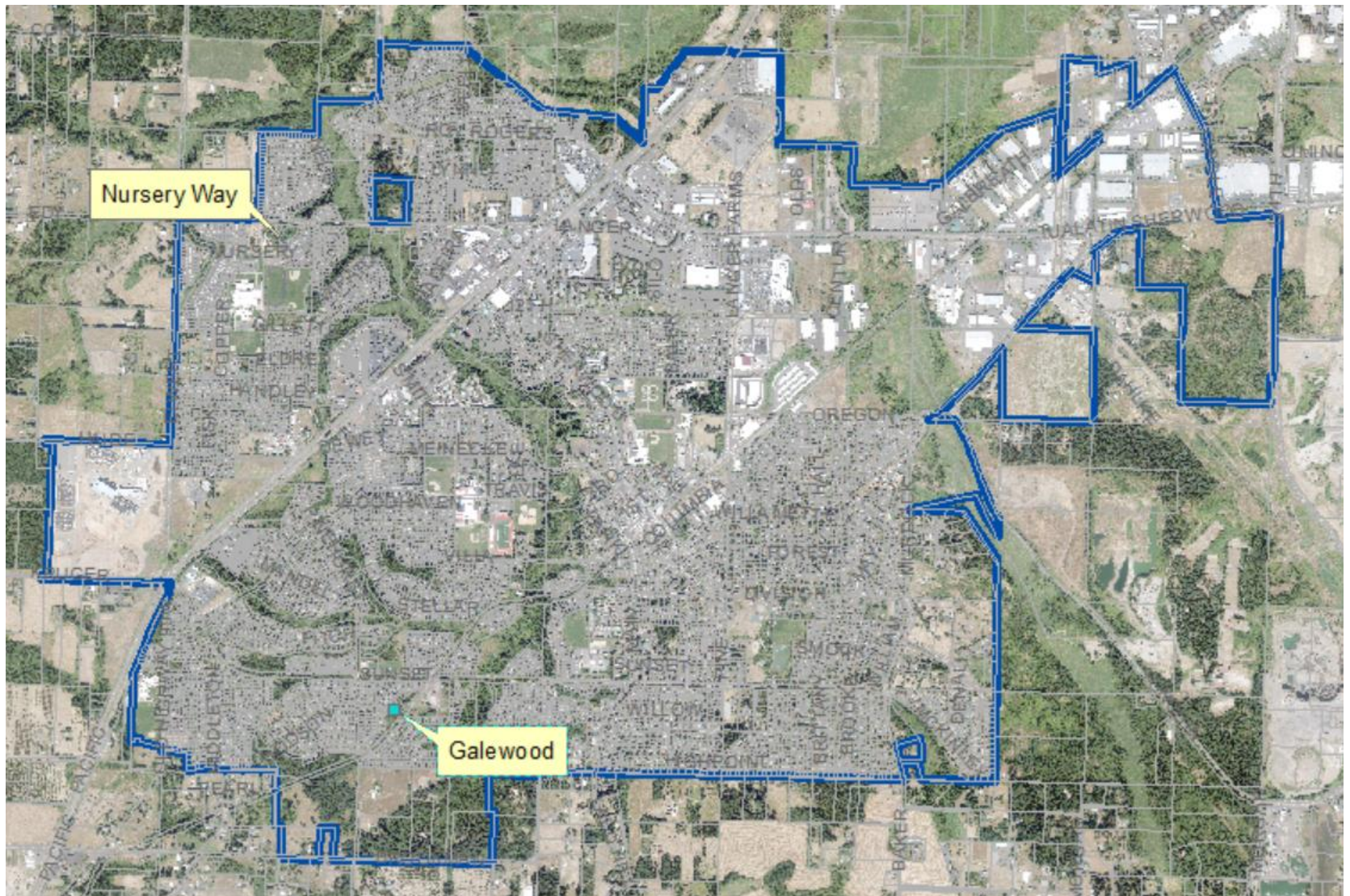
Sincerely,



Phillip Whitcomb  
ISA Tree Risk Assessor Qualified  
Certified Arborist  
ISA-PNW #0114



- Cottonwood causing damage to adjacent property artificial turf
- Arborist recommends tree removal and treatment of stump to prevent future root growth from causing damage



# Tree Removal Location