



Home of the Tualatin River National Wildlife Refuge

MEETING AGENDA

Parks & Recreation Advisory Board

Monday, May 1, 2023 at 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 MARCH MEETING MINUTES**
- 5. CITIZEN COMMENTS**
- 6. NEW BUSINESS**
 1. Cedar Creek Trail (Jason Waters, City Engineer, P.E.)
 2. Park SDC Forecast (Kristen Switzer, Community Services Director)
 3. Tree Removal (Harry Banister, Operations Supervisor)
- 7. PARK MAINTENANCE REPORT** (Harry Banister, Operations Supervisor)
- 8. STAFF UPDATES** (Kristen Switzer, Community Services Director)
- 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.



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SHERWOOD PARKS BOARD MEETING MINUTES
22560 SW Pine St., Sherwood, Or
May 1, 2023

WORK SESSION

1. **CALL TO ORDER:** Board Chair Amer called the meeting to order at 7:00pm
2. **BOARD PRESENT:** Brian Amer, David Scheirman, Steve Munsterman, Manny Sanchez, John Clifford, Joy Kuczer, Rodney Lyster, City Councilor Doug Scott

STAFF PRESENT: Community Services Director Kristen Switzer, Volunteer Coordinator Tammy Steffens, Operation Supervisor Harry Banister, City Engineer Jason Waters

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

MOTION: FROM SCHEIRMAN TO APPROVE THE MARCH MEETING MINUTES.
SECONDED BY SANCHEZ. MOTION PASSES.

5. **CITIZEN COMMENTS:**

Constantin Predoaica came before the Board regarding pickleball. He stated that there are two benches in between the two tennis courts at Snyder Park. He suggested that it would be safer to have those benches moved to the perimeter of the court along the fence. In doing so it would create enough room to add two additional pickleball courts. He requested that an additional lockbox/Jobox be put outside the courts for equipment since the existing one is being used by a private pickleball club.

Following Mr Predoaica's comments, there was much discussion among the Board. Amer requested staff to evaluate the option of moving the benches and asked Switzer to have pickleball be added to the agenda for the next meeting. There was discussion regarding making the courts available to reserve/rent, times, fees, public vs private pickleball clubs, tennis vs pickleball, liability issues if we rent courts. Switzer stated she would research how neighboring municipalities deal with pickleball courts and bring the information back to the board at the next meeting.

6. NEW BUSINESS

a. Cedar Creek Trail (Jason Waters):

Waters reported that they are working on design plans for feeder trails to the senior center. There were three different options and the most likely one is from the trail directly to Sherwood Blvd passing the senior center. They are planning on replacing the sound wall by Alexander that was removed during construction. The new one will be the best available within our budget. Benches have been installed along Alexander near Vintner. They continue to consider what project might be good options for scout projects. Clifford asked how long the orange fencing would remain and Waters responded that he would make sure that all gets removed. Kuczer asked how many feeder trails there will be and Waters said mostly two. Waters noted that the TSP will be redone in summer of 2024. Lyster asked about the height of wooden rails in various places along the trail. Waters stated that he would take a look at those.

b. Park SDC Forecast (Kristen Switzer):

Switzer handed out Exhibit A and reviewed it with the Board. The Board discussed a few of the projects on the list and the importance of prioritizing them. Switzer explained that this will be a working document.

c. Tree Removal (Harry Banister):

Banister reviewed Exhibit B with the Board.

MOTION: FROM SCHEIRMAN TO APPROVE REMOVAL OF THE RECOMMENDED TREES. SECONDED BY SANCHEZ. MOTION PASSES.

7. PARK MAINTENANCE REPORT (Banister)

- Construction on the new play structure at Woodhaven Park is on schedule. Wood chips will be done approximately May 5, 2023.
- Testing has been done on water features. They are waiting on parts for the one at Snyder which should arrive in early June. Cannery Square water feature is ready and will be turned on May 27, 2023.
- The new granite columns were installed at Veterans Memorial Park, emblems will be attached to those columns this week. A walk through is scheduled for next week.
- All poles were raised at Robin Hood Plaza May 1, 2023. Construction is on schedule.
- Flower baskets have been hung through Old Town.
- Seal coating will be applied on various trails in June, weather dependent.
- Lots of mowing going on.

8. STAFF UPDATE (Switzer)

- Switzer brought up having a rededication at Veterans Memorial Park. Amer suggested Memorial Day. Switzer will check with contractor and the American Legion.

- Kuczer asked Switzer about the Robin Hood Theater reader board sign. Switzer confirmed that it arrived at Langer's Entertainment Center in one piece, and they will be displaying it there.

9. COUNCIL LIAISON ANNOUNCEMENT

Councilor Scott announced that the sale of the YMCA building passed the finalizing vote. Signed documents have been returned from YMCA. The process has now entered the due diligence phase. They are expecting close of escrow to be late fall 2023.

They are getting close to finalizing design colors for the arches and aesthetic lighting for the pedestrian bridge. Decision should be made at May 2, 2023 council meeting. Construction should start in 2024.

Clifford asked about the construction going on in the lot next to Symposium. Scott and Banister explained that a delay was created because the PGE issues.

Munsterman asked about a restroom that the City will be funding in the new Planned Unit Development under construction off Murdock. Switzer explained that it might not be eligible for SDC funds and would come out of another fund. Scott stated that 3 flat lots, totaling approximately $\frac{3}{4}$ acre will be dedicated to a new park. Trails will be paved and in line with the trails from the neighboring development.

Scott informed the Board that there was a lot of development going on in the Tonquin Employment Area. A lot of high-tech companies are moving into the space there and more development is continuing. He praised Economic Development Manager, Bruce Coleman, for doing such a great job bringing new businesses to Sherwood and explained the benefits to our tax base.

10. OTHER – None

11. ADJOURNED 8:31PM

Tree Removal May 2023 Open Space (Settlement)
and
Storm Water Quality Facility(Redfern and
Greengate)

May 1st, 2023

Storm Water Quality Facility

23449 SW Redfern Pl.



- Remove approximately 16 Fir, Cedar and Willow Trees, many volunteer
- Many of the trees are in the bottom of swale causing some channeling, trees are also shading grassed causing them to not grow in treatment portion of swale
- Retain number of trees on property owner side for screening and noise control
- Core and plant grasses in bottom of swale for treatment of storm water

Storm Water Quality Facility

23339 SW Greengate Pl.



- Remove approximately 30 trees over 4" in diameter, include a number of Fir and volunteer Willow and Cottonwood trees
- Treatment area grasses of swale non-existent due to shading of trees
- Retain some trees on property owner side for screening and noise control
- Core and plant grasses in bottom of swale for treatment of storm water

Storm Water Quality Facility

20990 SW Settlement Dr.

HALSTEAD'S ARBORICULTURE CONSULTANTS
www.halsteadsarb.com
P.O. Box 1182 • Tualatin, OR 97062
(503) 245-1303

March 3, 2023

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

Subject: Oregon Big Leaf Maple
Reference: Tree Evaluation
Location: Greenspace Behind 20990 SW Settlement Drive, Sherwood, OR

Per your request, I have inspected the tree located within a greenspace behind the residence at 20990 SW Settlement Drive, Sherwood, Oregon. The purpose of this inspection was to evaluate the hazard potential of the tree to surrounding persons and property.

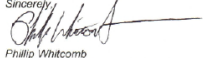
Oregon big leaf maple tree

Description: One 60-foot-tall Oregon big leaf maple tree, (*Acer macrophyllum*). The tree has three trunks with an average diameter of 22-inches as measured 4.5-feet above ground level. The limb spread of the maple tree is approximately 50-feet in diameter. The maple tree has a lean to the west and is encroaching significantly over the backyard, landscape and fence area.


Evaluation: Oregon big leaf maple trees are known for their strong root systems and resistance to blow over. However, this tree is very overcrowded by other trees and will continue to encroach on the residence. The main trunk is already growing into the residences back fence. The main trunk also has pockets of decay and several seam splits.

Results: Due to the trees poor condition and severe encroachment on the neighboring property I recommend removing the tree for safety to persons and property.

If further information is needed, please call.

Sincerely,

Philip L. Whitcomb
ISA Tree Risk Assessor Qualified
Certified Arborist
ISA-PNW #0114A

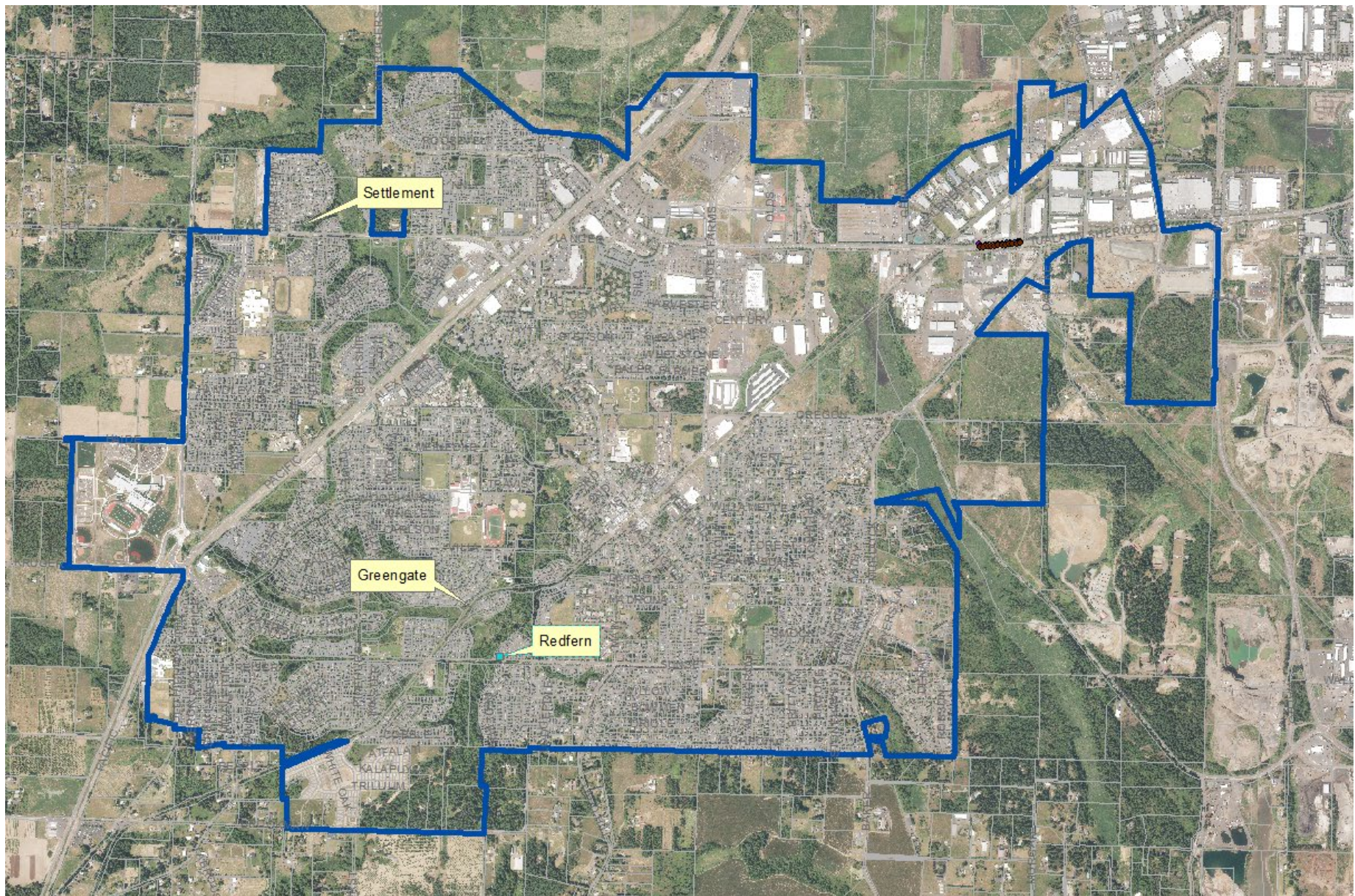
CCB# 0069046

ISA Certified Arborist

Philip L. Whitcomb

Keep America Green - Printed on Recycled Paper



- Remove 1 Big Leaf Maple due to poor condition and severe encroachment to neighboring property
- Plant replacement tree in more suitable area of this open space



Tree Removal Location