



*Home of the Tualatin River National Wildlife Refuge*

## MEETING AGENDA

**Parks & Recreation Advisory Board**

**Monday, May 6, 2024 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. Murdock Park Master Plan – Brett Hoornaert (Lango Hansen Landscape Architects)
  2. City Council Goals and Deliverables 2024-25 (Switzer)
  3. Tree Removal Request
    - a. Open Space/Storm Water Quality Facility (Bannister)
    - b. Brookman Sanitary Trunkline (Waters)
- 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](mailto: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](mailto: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](mailto: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**  
**May 6, 2024**

**REGULAR SESSION**

1. **CALL TO ORDER:** Board Chair Scheirman called the meeting to order at 7:00pm
2. **BOARD PRESENT:** David Scheirman, Jim Craig, Rodney Lyster, Cory McLennan, Steve Munsterman, Joy Kuczer, City Councilor Doug Scott

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

3. **ADJUSTMENTS TO AGENDA:** Change agenda item 4 to Approval of "April" Minutes.
4. **APPROVAL OF APRIL MEETING MINUTES:**

**MOTION: FROM MUNSTERMAN TO APPROVE THE APRIL MEETING MINUTES.**  
**SECONDED BY CRAIG. MOTION PASSES.**

5. **CITIZEN COMMENTS:** None

**6. NEW BUSINESS**

1. Murdock Park Mast Plan – Brett Hoornaert (Lango Hansen Landscape Architects): Hoornaert reviewed Exhibit A with the Board and stated that Phase I is complete and we are starting Phase II.

McLennan commented that she liked Option 3 with the sports court from Option 2 and suggested more seating around the play area. Switzer informed the Board that the PUD being developed across Murdock Street would have a sports court in case that affected anyone's preferences. Lyster commented that having the sports court, balls would inevitably roll down the hill so there would need to be a fence. Scott commented that having a sports court would likely affect the best area for winter sledding which residents shared they enjoyed.

Munsterman, Scheirman, and Kuczer all stated that they liked having the lookout covered. Kuczer commented that she felt that the sports court took away from the natural elements highlighted in all three options. She felt that Option 3 didn't have enough seating. She suggested that the sign with the park's name should be in the Northeast corner. She also liked the trails in Option 3. McLennan liked having a flat area, even if no sports court, that could be used for a variety of activities including community members working out or doing yoga.

Craig asked Hoornaert what material would be used for the trails. His concern being safety of younger children if skateboarders got going fast. Hoornaert stated that there were deterrents available.

Switzer suggested to the Board that an online survey be shared with the community to solicit feedback. The City has had success with online surveys in the past. People could also come to an upcoming Park Board meeting and share feedback during Citizen's Comments. Scott suggested to structure the online survey to ask which elements people liked opposed to with option they liked.

Scott stated that a paved, multi-use area would be nice for shuffleboard, bocci ball, yoga, etc, rather than a "sports" court.

2. City Council Goals and Deliverables 2024-25 (Switzer):

Switzer shared Exhibit B with the Board. She reviewed Pillar 3 – Livability and Workability and stated that this section would be the one to mostly impact parks.

3. Tree Removal Request (Banister):

a. Open Space/Storm Water Quality Facility (Banister)

Banister shared Exhibit C with the Board.

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

b. Brookman Sanitary Trunkline (Waters)

Waters shared Exhibit D with the Board.

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

Munsterman suggested that staff should be allowed to use loopers to remove sucker trees while they are still small to save money and staff time to remove them with a chainsaw and chipper when they get bigger.

**7. PARKS MAINTENANCE REPORT (Banister):**

- Parks reservations started May 1

- 53 hanging flower baskets have been hung all around Old Town.
- Home plate and two batter boxes were replaced Snyder Park baseball fields. Aeration and seeding in the outfield were done.
- Normal weekly maintenance schedule has started for the parks. Lots of mowing going on.
- McLennan asked about the possibility of the water features being turned on by Mother's Day. Banister & Switzer explained that the staffing schedule changes when the water features are turned on so that staff is on 7 days a week. It would create added expenses and staffing requirements to open any of the water features earlier than scheduled.

#### **8. STAFF UPDATE (Switzer):**

- Switzer informed the Board that there would be two vacancies on the board. John Clifford's term will be up in June and Brenda Kramer has moved out of state. She encouraged Board members to spread the word.
- Staff is working hard on the budget. The first Budget Committee meeting is scheduled for May 16.
- Sherwood Farmer's Market opened on Saturday, May 4.

#### **9. COUNCIL LIAISON ANNOUNCEMENTS (Scott):**

- Council reviewed the Capital Improvement Plan (CIP) at the last meeting. There are hundreds of items on the list. Scott complimented staff for their hard work on compiling this list.
- This will be the last year of doing a 1-year budget. Starting next year, the City will use a 2-year model which will save staff time.
- Council will be reviewing the Murdock Park Mast Plan at the work session and invited any Board members to come.

#### **10. OTHER:**

Munster asked about the status of talks with the school district. Scott responded that Council has been meeting with the district every six months. At the last meeting they talked about a safe route to school plan. The City has wanted to do this for some time but the district hadn't responded. The current superintendent has been responsive and is in favor of it. This means that a project to support safe routes to school could qualify for federal funds.

Scheirman stated that he enjoyed the volunteer appreciation dinner and encouraged everyone on the Board to attend next year.

#### **11. ADJOURNED 8:13pm**

# MURDOCK PARK MASTER PLAN

## Park Design Concepts



# PROJECT BACKGROUND

## PROJECT STATEMENT

The development of a master plan for Murdock Park is an opportunity to explore how this public space can be enhanced to enrich the lives of the citizens of the City of Sherwood. The master plan will be used to guide future improvements to the park and as such, it will be of the utmost importance that the plan is not only feasible, but that it is collaborative and firmly rooted in the values of the City of Sherwood. This process should result in a design for Murdock Park that is enduring and beloved by the community.

## PROJECT SCHEDULE:





# GUIDING PRINCIPLES

lango.hansen



Based on direction from the 2021 Parks and Recreation Master Plan, the following guiding principles have been established as a starting point for this study.

## Provide Green Solutions:

Add more native vegetation around the stormwater pond, convert turf not being used for recreation to ecolawn or drought resilient plants, increase landscape complexity, and plant more shade trees.

## Promote Health and Accessibility:

The park should be a place for people of all ages, abilities, and recreation interest.

## Enhance the Play Experience:

Build upon the existing playground and incorporate additional amenities, such as nature play elements and climbing features. Consider the location of elements to create a playful space that inspires joy.

## Improve and Expand Park Amenities:

The Plan for Murdock Park must provide recreation amenities consistent with design guidelines for neighborhood parks, such as a picnic shelter overlooking the pond, a restroom, a sport court, and an enhanced path network with additional connections, a longer loop, and embedded measured distances.

## Elevated Park Design:

The design of Murdock Park should inspire delight and be enduring and meaningful to the residents of Sherwood. Opportunities to express Sherwood's identity by integrating cultural, historic, and place-based art and interpretation should be capitalized on.



# EXISTING SITE





# SITE ANALYSIS

## Legend

- Area of Moderate Slopes**  
These areas are sloped enough that consideration will be needed for any programming in these spaces. Maintaining accessible pathways through these areas could require some re-grading.
- Area of Steep Slopes**  
These areas are sloped steeply and could potentially require significant re-grading in order to make these areas viable for park programming.
- Pathway Accessibility**  
These highlighted sections of pathways do not meet the Americans with Disabilities Act (ADA) standards for accessibility due to the slopes being too high.
- There are only two pathway entrances into the park, from the north and the south, limiting accessibility into the park. In addition, there is no paved pathway to the picnic shelter.
- Fences at Property Line**  
The west and south boundaries of the park back onto houses with fences along the property line. Site activities must be designed in a manner that minimizes disturbance to neighbors.
- Tree Condition**  
These trees are in good condition.
- These trees are in okay condition, however they are showing signs of stress or have the potential to become safety and/or maintenance concerns.
- These trees are in poor condition. Although not currently safety concerns, they show signs of decline and should be monitored.
- Existing Culvert**  
The existing culvert is near the end of its design life. As such, there are opportunities to reconsider this crossing and related chain link fences.
- Wetland Setback**  
The pond will be regulated by Clean Water Services, meaning that there will be a 50 ft. planted buffer. This buffer will have strict requirements on the types of programming that can occur in this zone.
- Shallow Bedrock**  
There is bedrock below the surface that will need to be considered for any improvements in the east portion of the site. This could possibly affect what can be built in this area.





# WHAT WE HEARD



**People love the natural and serene feel of the park**  
It was a common sentiment that one of the most loved aspects of the park is its serene, natural feel, particularly as it relates to the pond. Much of the feedback received was supportive of enhancing this feeling and aesthetic and to use this as a theme for enhancements not just adjacent to the pond, but throughout the park.

**Enhance the pond**  
Enhancement and addition of amenities that allowed users access to or views of the pond were popular. Boardwalks, enhancement of the overlook, and the addition of new overlooks were popular programming opportunities.

**Add a restroom, but do it with care**  
There was strong support for including a restroom with a drinking fountain in the plan. There were some concerns raised, however, that such a building would block site lines, potentially making the park unsafe for parents monitoring their children. Proper placement of this element will be important.

**Update the playground for both parents and children**  
It was noted that one of the primary users of this park are parents and their children. Upgrades to the playground, including a preference for nature play elements, more inclusivity, protection from the sun, and more seating for parents, were recorded.

**Adding a sports court is divisive**  
The addition of a basketball and/or sports court received mixed support, with some expressing a desire to have a place for sports in the park and others expressing concern that the noise and activity would detract from the serene environment in the park, noting that Synder Park already has such facilities.

**Accessibility is important**  
There was general support for ensuring that the pathway system and future park improvements be upgraded so that the park is fully accessible.

**Be mindful of the informal ways the park is used**  
The community informed the design team that one of the informal uses of the park was sledding in the northeast corner of the park. Some expressed concern as the sledding is directly adjacent to the street, however others expressed a desire to maintain some sort of opportunity for sledding.





# CONCEPT 1 PLAN





# CONCEPT 1 PRECEDENT IMAGERY





# CONCEPT 2 PLAN

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# CONCEPT 2 PRECEDENT IMAGERY





# CONCEPT 3 PLAN

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# CONCEPT 2

## PRECEDENT IMAGERY





# CONCEPT PLANS

1



2



3





2024-2025 City Council Goals

Pillar 1: Economic Development

- Goals:
- ◇ Promote Strong Diverse Economic Growth Opportunities
  - ◇ Support New Commercial and Industrial Development in Targeted Employment Areas
  - ◇ Encourage Balancing of Sherwood's Tax Base
  - ◇ Bring Jobs to Sherwood that Provide Wages that Allow People to Live and Work in Sherwood
  - ◇ Continue Revitalization of Old Town by Exploring Tools that Encourage it's Distinctive Character

Deliverables:	Deliverable Time Frame			
	2024/25	2025/26	2026/27	
Promote Strong Diverse Economic Growth Opportunities				
Improve Development Code to Promote Stronger Economic Development	X	X		Code Audit and Stakeholder Meetings to Determine Opportunity for Improvement; Process Amendments
Identify target industries that will realistically offer diverse economy in Sherwood	X	X	X	The target industries list includes semiconductors/electronics, cleantech, robotics/automation, metals & machinery, aerospace, space, food & beverage manufacturing and other advanced manufacturing
Marketing approaches for available property	X	X	X	Develop targeted marking materials either online or hard copies
Support New Commercial and Industrial Development in Targeted Employment Areas				
Ask Metro to include Sherwood West into the UGB	X			An application is being submitted to Metro for consideration of expansion of Sherwood West into the UGB
Explore collaborations with schools on programmatic and facility partnerships	X	X	X	Work with Sherwood School District to support the District's Career & Technically Education (CTE) and STEM programs
Clarify infrastructure required and financial approach for targeted sites	X			Identify potential funding options for Ice Age Drive
Explore financing options available to support necessary infrastructure for economic development	X	X	X	Consider funding options (State economic development loans) and/or incentive programs
Encourage Balancing of Sherwood's Tax Base				
Create Annexation Policies & Processes to Manage our Growth Goals as it Relates to Infrastructure, School Capacity, & Long-Term Community Needs	X	X	X	Adopt new annexation policy in 2024 and implement on ongoing basis
Target Metrics for Jobs/Housing Balance	X			Identify goals and benchmarks for ratio of commercial / industrial to residential assessed property values
Bring Jobs to Sherwood that Provide Wages that Allow People to Live and Work in Sherwood				
Undertake analysis identifying industries in Portland area with higher than median household income	X	X	X	Evaluate highest paying industries in region that match Sherwood's land supply. Attract companies within higher paying industries.
Continue Revitalization of Old Town by Exploring Tools that Encourage it's Distinctive Character				
Complete Old Town Strategic Action Plan	X	X		Complete an Old Town Strategic Plan that may include: Old Town code update, vision for Cannery PUD, develop distinct branding, among others



2024-2025 City Council Goals

Pillar 2: Infrastructure

Goals:

- ◇ Build Key Pedestrian Connectors (Including Between Sherwood East and West and Cedar Creek Pedestrian Wildlife Undercrossing)
- ◇ Continue to invest in Sherwood Broadband Utility as an Important Infrastructure for Sherwood and Beyond
- ◇ Continue Steps to Develop a New Public Works Facility
- ◇ Undertake Important Facility and Infrastructure Master Plans

Deliverables:	Deliverable Time Frame			
	2024/25	2025/26	2026/27	
Build Key Pedestrian Connectors				
Between Sherwood East and West: Construct Pedestrian Bridge Over Highway 99	X	X		Substantial Completion in September 2025; Overall completion January 2026
Cedar Creek Pedestrian Wildlife Undercrossing:				
Update Flood Plain Maps	X	X		Start July 1, 2024
Pursue State and Federal Grant Opportunities	X	X	X	Ongoing
Continue to invest in Sherwood Broadband Utility as an Important Infrastructure for Sherwood and Beyond				
Complete Sherwood Broadband Fiber to the Home Build Out	X	X	X	Benchmarks include: homes passed, mainline installed, service drops installed, customers signed up and support cases.
Develop Shovel Ready Fiber Expansion Projects	X	X	X	Pursue grant requests with State and Federal Funding/Grants for broadband.
Continue Steps to Develop a New Public Works Facility				
Identify Funding Sources	X	X	X	Pursue State and Federal Funding/Grant Opportunities
Design for Brownfield Clean Up Project	X	X	X	Identify needs and funding sources for clean up
Undertake Important Facility and Infrastructure Master Plans				
Update 2014 Transportation Master Plan	X	X		Start September 2024 with an approximate completion date of September 2026 (budget pending)
Update 2015 Water Master Plan			X	Start July 2026 (budget pending)
Update 2016 Storm Master Plan		X	X	Start July 2025 with approximate completion of January 2027 (budget pending)
Update 2016 Sanitary/Sewer Master Plan		X	X	Start July 2025 with approximate completion of January 2027 (budget pending)
Continue with high quality pavement condition as judged by the Pavement Condition Index (PCI) score	X	X	X	Maintain PCI of 80 for City streets
Asset Manage Plans	X	X	X	Maintain asset plans for Parks, Facilities, and Fleet



2024-2025 City Council Goals

Pillar 3: Livability & Workability

Goals:

- ◊ Age Friendly Community Initiative
- ◊ Work to Improve the Interconnectivity and Walkability of the Trail System
- ◊ Promote and Monitor Diverse Housing that will Accommodate a Wide Variety of Life Stages and Needs
- ◊ Invest in Community Enhancements and Art
- ◊ Invest in Parks and Public Gathering Spaces

Deliverables:	Deliverable Time Frame			
	2024/25	2025/26	2026/27	
Age Friendly Community Initiative				
Implementation of ADA Transition Plan Recommendations	X	X	X	Replace 12 ADA ramps (pending budget)
Recognition for Age Friendly Businesses	X	X	X	Work in coordination with Chamber of Commerce to identify criteria
Work to Improve the Interconnectivity and Walkability of the Trail System				
Construction of Feeder Trail from Sherwood Blvd to Cedar Creek Trail	X	X		Completion Summer 2024
Pursue State and Federal Grant Opportunities	X	X	X	Funding for Cedar Creek Trail Phase II
Promote and Monitor Diverse Housing that will Accommodate a Wide Variety of Life Stages and Needs				
Assess and Monitor Housing Diversity by Type, Track Progress as possible	X	X	X	Staff to review possible ways to inventory housing types within Sherwood
Outreach to development community to discuss industry trends	X	X	X	Staff will set up discussions with key developers/builders to learn about industry trends and their impact on Sherwood
Actively Participate, as Needed, with Legislature and Rule Making Committees	X	X	X	Continue work with lobby consultant
Invest in Community Enhancements and Art				
Continue Investments by Public Art Fund (TLT Funding)	X	X		Update Public Art Master Plan to include funding model
Staff to develop program identifying and prioritize different investments in civic art		X	X	Identify an annual art project that may include interactive arts, large art, aesthetic treatments in targeted areas (old town), arts grant program, commercial design standards, art showings
Invest in Parks and Public Gathering Spaces				
Design Concepts for Single-Story Flex Building on Lot in Front of Arts Building	X	X		Re-evaluate Cannery PUD and Old Town Overlay
Acquire Park Land in Sherwood West Area	X	X	X	Identify appropriate land for trails, passive and active parks



2024-2025 City Council Goals

Pillar 4: Public Safety

Goals:

- ◊ Continue Police Career Cycle Planning
- ◊ Collaborate with School District on Efforts that Enhance the Safety and Security of Sherwood Youth
- ◊ Encourage Pedestrian, Bicycle and Driver Safety
- ◊ Enhance Overall Community Safety
- ◊ Continue Momentum Toward Addressing Mental Health Challenges in the Community

Deliverables:	Deliverable Time Frame			
	2024/25	2025/26	2026/27	
Continue Police Career Cycle Planning				
Programs to Recruit and Retain Officers	X	X	X	Continue outreach methods to include a variety of online job boards/creative job postings to reduce barriers to apply. Have included Sabbatical/years of service for lateral applicants, workback program.
Collaborate with School District on Efforts that Enhance the Safety and Security of Sherwood Youth				
Work with SSD on Safe Route to School Programs	X	X	X	Focus on crosswalk safety at Middleton Elementary School (pending funding)
Maintain successful School Resource Officer program	X	X	X	Continue to allocate funding share with school district for SRO's at middle school and high school
Enhance School Safety	X	X	X	Assist as requested with threat assessment of school facilities and other preventative safety programs
Encourage Pedestrian, Bicycle and Driver Safety				
Improve Safety on County Owned Roads in Sherwood and UGB	X	X	X	Develop an Action Plan with County
Safety Improvements in School Zones	X	X	X	Traffic Safety Committee to review and make recommendation to City Council
Enhance Overall Community Safety				
Police Reserve Program	X	X	X	Reserve officers actively involved and present in community events
Use available data to assess community safety	X	X	X	Provide and publish annual reports
Continue Momentum Toward Addressing Mental Health Challenges in the Community				
Involve the Community and other Government Partners in Discussions on the Importance of Community Wellness and Mental Health Awareness	X	X	X	Utilitze County resources



2024-2025 City Council Goals

Pillar 5: Fiscal Responsibility

Goals:

- ◊ Pursue, Evaluate and Position the City to Maximize Available Revenue Sources
- ◊ Invest in Business Process Improvements to Improve Efficient Service Delivery to Sherwood Residents
- ◊ Be Transparent and Proactive in the Regular Reporting of the City's Fiscal Condition

Deliverables:	Deliverable Time Frame			
	2024/25	2025/26	2026/27	
Pursue, Evaluate and Position the City to Maximize Available Revenue Sources				
Pursue Federal Grants and Monies	X	X	X	Number of grants identified and applied for
Pursue State Grants and Monies	X	X	X	Number of grants identified and applied for
Explore current and prospective revenue opportunities		X		Evaluate cost allocation, user fees and charges for services
Invest in Business Process Improvements to Improve Efficient Service Delivery to Sherwood Residents				
Banking Request For Proposal	X			Evaluate potential efficiencies and costs
Invest in Software Enhancements	X			Complete Financial software upgrade and Building Department implementation (required by January 2025).
Evaluate Transaction Processing Fees	X			Identify and evaluate city-wide processing fees and transaction policy and procedures for consistency
Organizational Assessment of Service Delivery	X	X		Review and evaluate services for improvement and efficiency
Identify Long Term Sustainable Funding Model for Library	X	X	X	Identify sources and develop action plan to address potential funding shortages
Be Transparent and Proactive in the Regular Reporting of the City's Fiscal Condition				
Quarterly Budget Committee Meetings	X	X	X	Revenue and Expense Updates, New Budget Items, Long-Range Forecast
Evaluate Open Gov to Ensure it's Effectiveness as a Tool for City's Website	X			Evaluate if best tool to use (return on investment)



2024-2025 City Council Goals

Pillar 6: Citizen Engagement

Goals:

- ◇ *Improve Effective Communication to Modernize City-Wide Interaction*
- ◇ *Promote a High Level of Customer-Centric Approach to Citizens Interacting with the City*
- ◇ *Apply an Organizational Lens of Diversity, Equity, Inclusion, and Accessibility When Offering Services and Amenities to our Citizens*
- ◇ *Engage Youth in Local Government*

Deliverables:	Deliverable Time Frame			
	2024/25	2025/26	2026/27	
Improve Effective Communication to Modernize City-Wide Interaction				
Create new Website Platform and Enhance Social Media	X			Implementation of new website
Utilize Modern Communication Tools (Mobile Surveys, Text Messaging) to Solicited Feedback from Residents	X			Identify improvements/add ons based on tools available with new website
Improve Engagement and Communication	X	X	X	Continue to refine our marketing and branding materials for industry
Promote a High Level of Customer-Centric Approach to Citizens Interacting with the City				
Update Citizen Academy Program		X	X	Evaluate and improve Citizens Academy with the goal to bring it back in 2025
Develop a Comprehensive Approach to doing Surveys that Enables the Organization to Improve both the Strategy and Execution	X			Implementation of new website
Apply an Organizational Lens of Diversity, Equity, Inclusion, and Accessibility When Offering Services and Amenities to our Citizens				
Provide inclusive events and activities for all residents	X	X	X	Establish benchmark for programs, events and activities each fiscal year
Engage Youth in Local Government				
Continue Development of Youth Advisory Board	X	X		Evaluate current program and develop a strategic approach to promoting youth engagement in the Sherwood community



# Tree Removal Open Space/Storm Water Quality

May 2024

May 6, 2024



# 17479 Wapato-Open Space



## HALSTEAD'S ARBORICULTURE CONSULTANTS

www.halsteadsarbor.com  
P.O. Box 1182 • Tualatin, OR 97062  
(503) 245-1383

"Specialists in the Care and  
Preservation of Trees"

April 1, 2024

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 17479 SW Wapato St. Sherwood, OR.  
Subject: Sweet Cherry (*Prunus avium*)

Per your request, I inspected one sweet cherry (*Prunus avium*) located in the green space behind the address listed above to determine the tree's condition.

**Description:** One sweet cherry (*Prunus avium*). The tree's height is approximately fifty-feet tall with a trunk diameter of eighteen-inches as measured four and a half feet above ground level. The canopy spreads measure approximately thirty-two-feet in diameter.

**Evaluation:** The health of the tree is fair and the structure of the tree is rated poor as indicated by a phototropic lean that has not self-corrected. The tree is considered to be a nuisance species by most municipalities.

**Results:** Due to the tree defined as a nuisance species and the overall poor structure rating, I recommend the tree be removed.

If further information is needed, please call.

Sincerely,

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

CCB# 0068646

Keep America Green - Printed on Recycled Paper

- Remove 1 Sweet Cherry due to overall poor health and nuisance species of tree



# 17886 Inkster-Open Space



**HALSTEAD'S ARBORICULTURE CONSULTANTS**  
www.halsteadsarbor.com  
P.O. Box 1182 • Tualatin, OR 97062  
(503) 245-1383

*"Specialists in the Care and Preservation of Trees"*

March 27, 2024

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

Reference: Tree Assessment  
Location: Green Space Behind 17886 SW Inkster Dr. Sherwood, OR.  
Subject: Cottonwood Trees and Hazelnut Trees

Per your request, I inspected several trees located in the green space behind the address listed above to determine their hazard potential.

**Description/Evaluation:** There are six Black cottonwood trees (*Populus trichocarpa*) located within the green space. Four out of the six cottonwood trees have an average diameter at breast height of 14 inches as measured 54 inches above ground level. The Cottonwood trees are in good health and exhibit fair canopy structure.

There are two Black cottonwood trees (*Populus trichocarpa*) located at the north side of the grove that currently are in fair health and exhibit poor canopy structure. The trees have an average diameter at breast height of 11 inches as measured 54 inches above ground level.

There are several American hazelnut trees (*Betulaceae Corylus*) located within the green space that are in poor health and exhibit poor canopy structure. The trees have an average diameter at breast height of 10 inches as measured 54 inches above ground level.

**Results:** Due to the tree's overall health and structure rating, the tree's close proximity to the residential dwelling and the safety of person/property, I recommend the two Black cottonwood trees and all mentioned American hazelnut trees be removed. The four remaining cottonwood trees should be pruned for structure, removal of dead limbs and thinning through-out the upper canopy.

If further information is required please call.

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

CCB# 0068846

Keep America Green - Printed on Recycled Paper

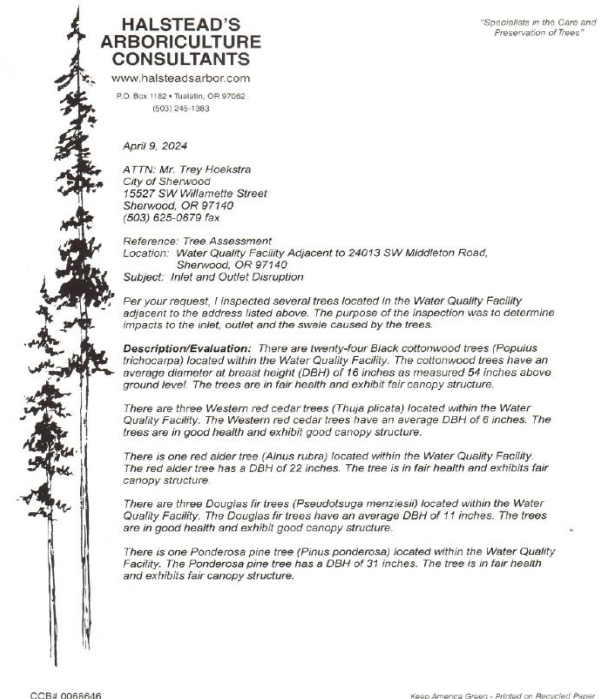
- Remove 2-Black Cottonwood trees due to poor canopy structure and fair health, close proximity to residential properties and for safety of public
- Remove a number of American Hazelnut trees due to poor health and poor canopy structure



# 24013 Middleton Rd, SWQF# 6497



- Remove total of 26 tree (Black Cottonwood, Pacific Willow, Red Alder) to allow proper function of the storm water quality facility
- Area circled above are the impacts to the storm inlet and swale treatment area with maintain water flow.
- Storm Facility will be planted this coming fall, with approved storm water quality facility plantings



## HALSTEAD'S ARBORCULTURE CONSULTANTS

www.halsteadsarb.com  
P.O. Box 1182 • Tualatin, OR 97052  
(503) 245-1383

April 9, 2024

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

Reference: Tree Assessment  
Location: Water Quality Facility Adjacent to 24013 SW Middleton Road,  
Sherwood, OR 97140  
Subject: Inlet and Outlet Disruption

Per your request, I inspected several trees located in the Water Quality Facility adjacent to the address listed above. The purpose of the inspection was to determine impacts to the inlet, outlet and the swale caused by the trees.

**Description/Evaluation:** There are twenty-four Black cottonwood trees (*Populus trichocarpa*) located within the Water Quality Facility. The cottonwood trees have an average diameter at breast height (DBH) of 16 inches as measured 54 inches above ground level. The trees are in fair health and exhibit fair canopy structure.

There are three Western red cedar trees (*Thuja plicata*) located within the Water Quality Facility. The Western red cedar trees have an average DBH of 6 inches. The trees are in good health and exhibit good canopy structure.

There is one red alder tree (*Alnus rubra*) located within the Water Quality Facility. The red alder tree has a DBH of 22 inches. The tree is in fair health and exhibits fair canopy structure.

There are three Douglas fir trees (*Pseudotsuga menziesii*) located within the Water Quality Facility. The Douglas fir trees have an average DBH of 11 inches. The trees are in good health and exhibit good canopy structure.

There is one Ponderosa pine tree (*Pinus ponderosa*) located within the Water Quality Facility. The Ponderosa pine tree has a DBH of 31 inches. The tree is in fair health and exhibits fair canopy structure.

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Page 2

Reference: Tree Assessment  
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Sherwood, OR 97140  
Subject: Inlet and Outlet Disruption

**Description/Evaluation Continued:**

There is one Pacific willow tree (*Salix lasiandra*) located within the Water Quality Facility. The Pacific willow tree has a DBH of 9 inches. The tree is in fair health and exhibits fair canopy structure.

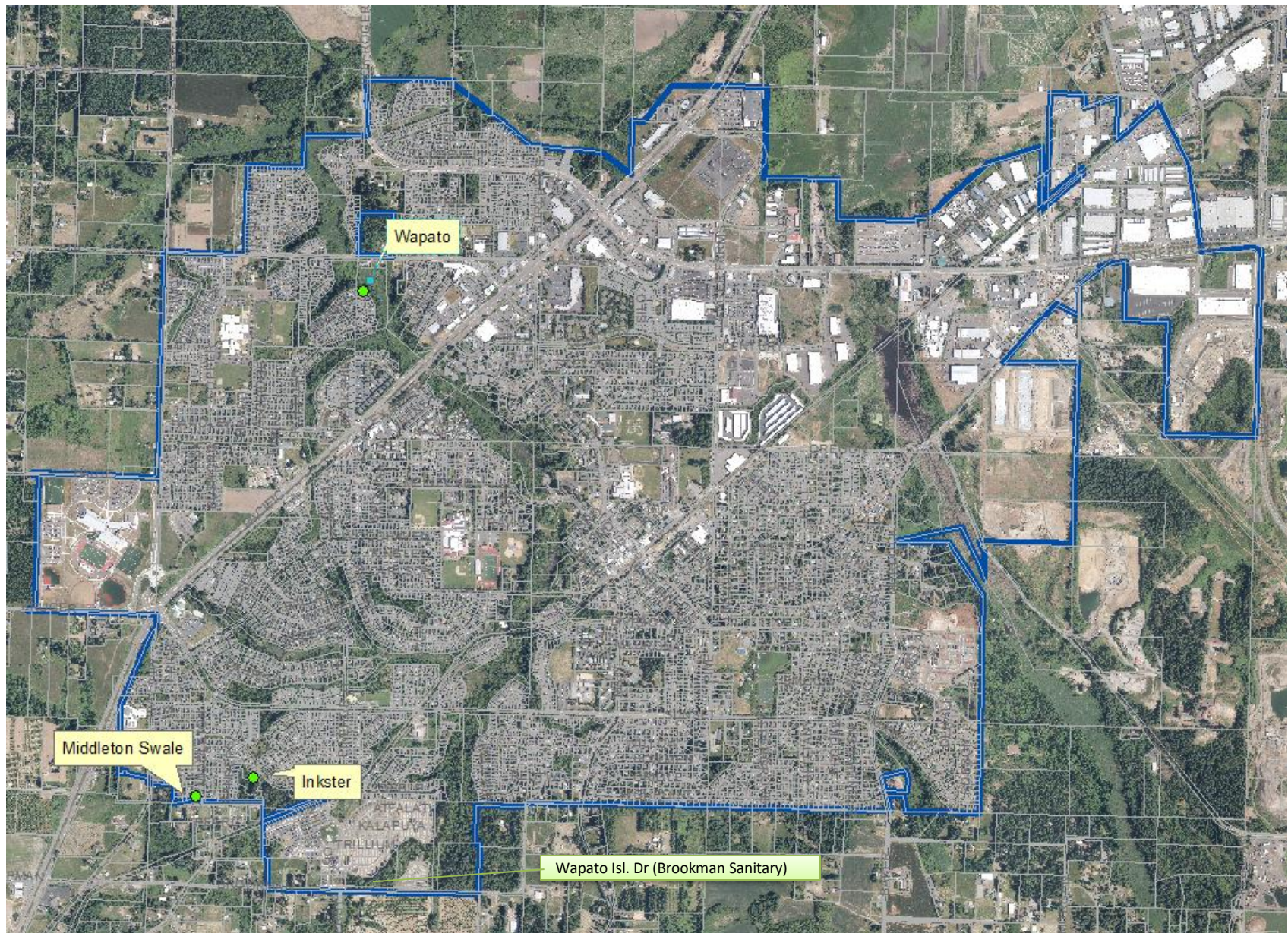
**Results:** Five of the Black cottonwood trees and one red alder have roots surrounding the inlet and leading into the swale. Eleven of the Black cottonwood trees and one Pacific willow tree are growing within the swale or have roots leading into the swale. One Black cottonwood tree has roots growing around the outlet and leading into the swale. All above mentioned trees are causing the swale to not perform properly. The remaining seven Cottonwood trees are impacting the flow of water within the swale due to debris and leaf drop build up. Due to the mentioned impacts of trees, I recommend all twenty-four Black cottonwood trees, one Pacific willow and one red alder be removed and the stumps/roots be removed. The Three Western red cedar trees, three Douglas fir trees and one Ponderosa pine are to be preserved. The Ponderosa pine tree would benefit from pruning to remove dead limbs through-out the canopy.

If further information is required, please call.

Sincerely,

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





# Tree Removal Location



# Facility/Brookman Sanitary Project

May 2024

May 6, 2024



# 17484 SW Wapato Island Dr. (Brookman Sanitary Trunkline)



Date: May 6th, 2024

To: Sherwood Parks Advisory Board

Jason Waters, City Engineer

From: Douglas Gresham

Clean Water Services

Re: Public Tree Removal for the Brookman Sewer Project, Tract D of Riverside at Cedar Creek

Beginning in the summer of 2024, Clean Water Services, in partnership with the City of Sherwood, will begin construction of the Brookman Sanitary Sewer Trunk Line project. This project, will extend the Brookman Trunk, from its current terminus behind the Middlebrook Subdivision, to Sherwood High School. This new line will provide the high school with a permanent gravity sewer connection and allow the school district to decommission the interim sewage pumping system. The pump system was installed to facilitate opening the high school prior to the availability of gravity sewer service. In addition to serving the high school, the Brookman Trunk Sewer is sized to accommodate future development in the Brookman, Sherwood West, and Sherwood South planning areas.

Clean Water Services must remove trees along the proposed sewer route in order to construct the sewer and to provide space for contractors to work and move equipment needed to construct the sewer. The first section of sewer construction will extend the sewer through Tract D of the Riverside at Cedar Creek subdivision. Tract D is a City of Sherwood publicly owned tract, containing natural resource lands along Cedar Creek, and an easement for a future bicycle and pedestrian trail. The new sewer line will roughly follow the future trail, so that sewer maintenance access can be provided via the future trail. Below is a table of trees needing removal. Note: trees in noted in blue on the table below are within the construction area, but hopefully far enough out of the way to retain. We cannot guarantee the retention of these trees, but intend to work with the contractor to protect as many as we can.

Once construction is complete, the area will be restored to its original contours and revegetated. Much of the area where the sewer line will be constructed is within the Vegetated Corridor adjacent to Cedar Creek. Clean Water Services' crews will revegetate this area with native species as required by the project's permits. Excluding areas intended for the future bicycle and pedestrian trail, the project will revegetate about 25,000 square feet of Vegetated Corridor. Clean Water Services' planting standards require trees to be planted in Vegetated Corridors at a rate of one tree per one hundred square feet. This will result in the planting of a minimum of 250 native trees within Tract D. These trees will be planted throughout the vegetated corridor in areas that do not conflict with the sewer line or the future bike/peel path.

2025 SW Werle Court, Beaverton, Oregon 97006 | 503.547.8100 | 503.547.8101 | cleanwaterservices.org

Clean Water Services requests approval from the Parks Advisory Board to remove the trees listed in the table below and shown with "X"s on the attached plan sheets. Note: blue text below indicates trees approved for removal that could potentially be salvaged upon detailed inspection of roots after being cut back to install the new sewer trunkline, with the other eight (8) trees listed below in black text mostly within the trench line and removal required.

Tree ID	Type	Common Name	Species Name	DBH	Height	Condition	Comments
08833	Con	Douglas fir	Pseudotsuga amurensis	21	17	F	
08834	Con	Douglas fir	Pseudotsuga amurensis	30	28	G	
22420	Con	Douglas fir	Pseudotsuga amurensis	39	36	G	
72401	Dec	Sweet cherry	Prunus avium	8	11	F	Concipient, some included bark, lean
84421	Con	Douglas fir	Pseudotsuga amurensis	71	18	G	
81205	Con	Hemlock	Tsuga glauca	4	16	G	
81313	Con	Douglas fir	Pseudotsuga amurensis	29	28	F	History of branch failure
81414	Dec	Prunus ash	Prunus laurocerasus	11	16	G	Concipient, leaning
82778	Dec	Sweet cherry	Prunus avium	11	18	G	Pruned branches
83308	Dec	Red alder	Alnus rubra	10	16	G	
81088	Con	Douglas fir	Pseudotsuga amurensis	30	27	G	Lean asymmetry
81214	Dec	Prunus ash	Prunus laurocerasus	24	28	G	Pruned and leaning branches

Blue Text = Trees permitting for removal, but would like to retain if possible (consultation with contractor)

\*Note: tree diameter measured at 4.5 feet above ground level in inches. Average off-site tree diameter was visually estimated. Trees with multiple trunks splitting below 50ft were measured at the narrowest point (lowest the split) or are indicated as a group by a "c".

\*Height is the average crown height measured in feet.

\*Note: is an arborist assigned "rating" to generally describe the condition of individual trees as follows: Good (Green), Fair (Yellow), Poor (Red).

- Remove total of 12 trees (7 conifers, 5 deciduous) for construction of public sanitary sewer trunkline.
- 12 trees identified are all on City owned property with root drip lines significantly impacted by trench excavation.
- Several hundred trees will be replanted within the adjacent wetland buffers (green areas) as part of the wetland & buffer permit requirements.



# REVISED



Once construction is complete, the area will be restored to its original contours and revegetated. Much of the area where the sewer line will be constructed is within the Vegetated Corridor adjacent to Cedar Creek. Clean Water Services' crews will revegetate this area with native species as required by the project's permits. Existing areas intended for the future bicycle and pedestrian trail, the project will revegetate about 25,000 square feet of Vegetated Corridor. Clean Water Services' planting standards require trees to be planted in Vegetated Corridors at a rate of one tree per one hundred square feet. This will result in the planting of a minimum of 250 native trees within Tract D. These trees will be planted throughout the vegetated corridor in areas that do not conflict with the sewer line or the future bike/ped path.

Clean Water Services requests approval from the Parks Advisory Board to remove the trees listed in the table below and shown with "X"s on the attached plan sheets

[illegible]

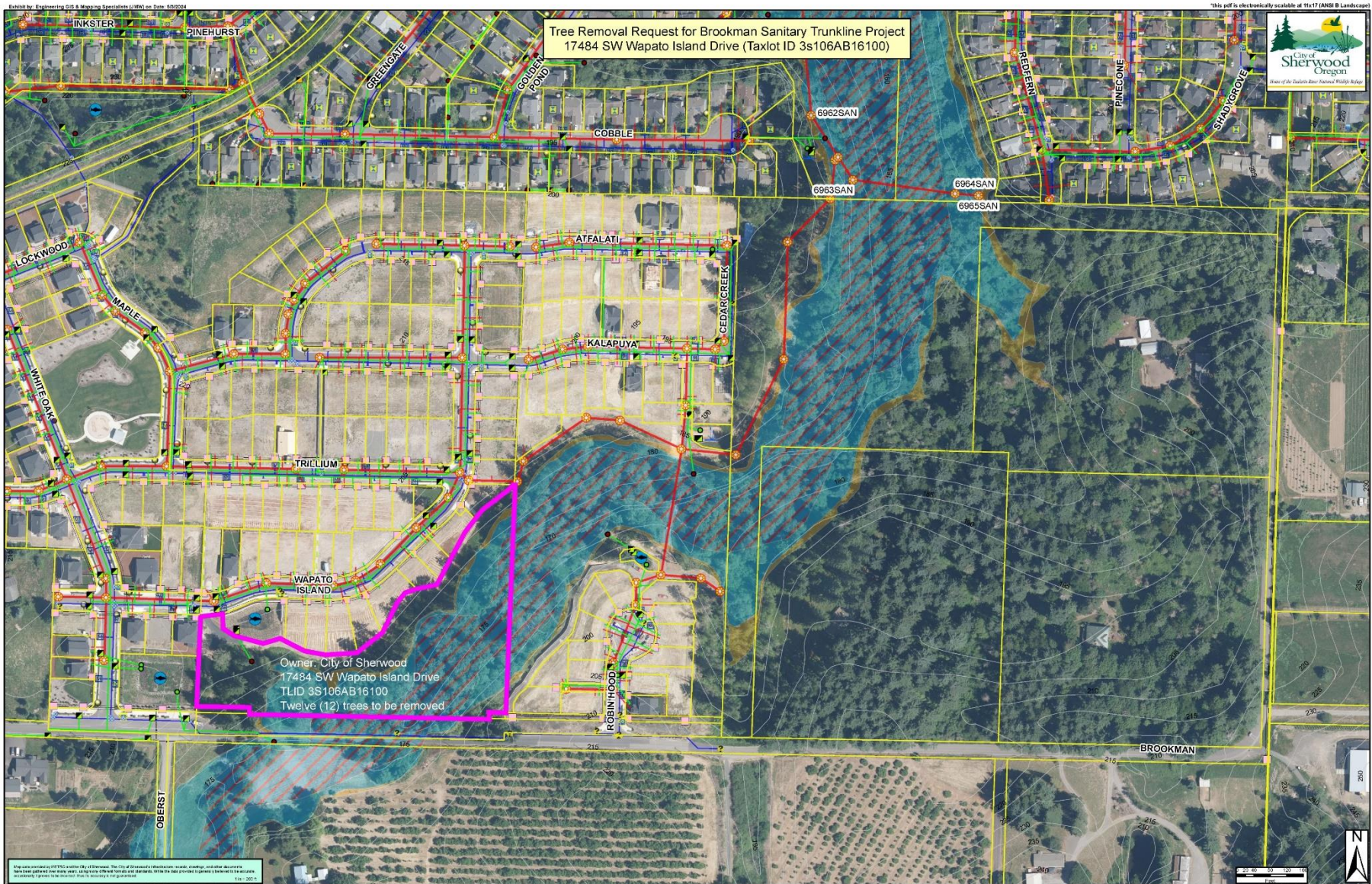
Blue Text = Trees permitting for removal, but would like to retain if possible (consultation with contractor)

<sup>a</sup>DBH is tree diameter measured at 4.5 feet above ground level in inches, except off-site tree diameter was measured at 1.37 m. <sup>b</sup>DBH values in parentheses were measured at the narrowest point beneath the split or are indicated in girth by a line splitting below DBH were measured at the narrowest point beneath the split or are indicated in girth by a line.

<sup>b</sup>Cand is an arboreal condition rating to describe the condition of individual trees as follows: Dead, Poor, Fair, Good or, Excellent Condition.

- Remove total of 13 trees (7 conifers, 6 deciduous) for construction of public sanitary sewer trunkline.
- 13 trees identified are all on City owned property with root drip lines significantly impacted by trench excavation.
- Several hundred native trees (~250) will be replanted within the adjacent wetland buffers (green areas) as part of the wetland & buffer permit requirements.





Brookman Sanitary Tree Removal Location