



*Home of the Tualatin River National Wildlife Refuge*

## MEETING AGENDA

Parks & Recreation Advisory Board

Monday, August 5, 2024 at 7:00pm

Sherwood City Hall, Community Room

22560 SW Pine Street  
Sherwood, OR 97140

### 1. CALL TO ORDER

### 2. ROLL CALL

### 3. INTRODUCTION OF NEW MEMBERS

### 4. ADJUSTMENTS TO AGENDA

### 5. APPROVAL OF JUNE MEETING MINUTES

### 6. CITIZEN COMMENTS

### 7. NEW BUSINESS

1. Murdock Park Master Plan Update (Brett Hoornaert, Lango Hansen Landscape Architects)
2. Tree Removal Request (Harry Banister, Operations Supervisor)

### 8. PARK MAINTENANCE REPORT (Harry Banister, Operations Supervisor)

### 9. STAFF UPDATES (Kristen Switzer, Assistant City Manager)

### 10. COUNCIL LIAISON ANNOUNCEMENTS (Doug Scott, City Councilor)

### 11. OTHER

### 12. 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

August 5, 2024

### REGULAR SESSION

1. **CALL TO ORDER:** Board Chair Scheirman called the meeting to order at 7:00pm
2. **BOARD PRESENT:** David Scheirman, Rodney Lyster, Jim Craig, Cory McLennan, Tara Khodadadian, Jim Booker, Barbara Leitzinger, Steve Munsterman
3. **STAFF PRESENT:** Assistant City Manager Kristen Switzer, Volunteer Coordinator Tammy Steffens, Operation Supervisor Harry Banister, Utility Manager Rich Sattler, City Engineer Jason Waters
3. **INTRODUCTION OF NEW MEMBERS**
  - o Jim Booker has lived in Sherwood for just over one year. His background is in Natural Resources Economics with a focus on water.
  - o Barbara Leitzinger has lived in Sherwood since 2016. She is a Mental Health Therapist, active in sports, and has four children.
  - o Tara Khodadadian has lived in Sherwood for two years. She is a Behavior Analyst and Fitness/Yoga Instructor with two children.

### 4. **ADJUSTMENTS TO AGENDA: None**

### 5. **APPROVAL OF APRIL MEETING MINUTES:**

**MOTION: FROM MUNSTERMAN TO APPROVE THE JUNE MEETING MINUTES.  
SECONDED BY LYSTER. MOTION PASSES.**

### 6. **CITIZEN COMMENTS:** None

### 7. **NEW BUSINESS**

1. **Murdock Park Master Plan Update** (Brett Hoornaert, Lango Hansen Landscape)

Hoornaert presented Exhibit A to the Board. Khodadadian asked about the gradient of the current trails and Hoornaert responded that the plan will address that so it will be 5% or less. Khodadadian asked about having a cover over some of the playground. McLennan agreed that would be a nice addition. Booker asked about the surface of the flexible space, pointing out that some activities can be loud on pavement. Scheirman asked the Board how they felt about a sports court. All members agreed that a sports court was not the best option for this park with Snyder being so close and another park going in across Murdock that would include a sports court. Scheirman asked about a combined shelter and bathroom structure. Booker wondered if a drinking fountain and bathroom might get in the way if there was an event taking place under the shelter. Hoornaert stated that the results of the survey showed that the public strongly preferred the shelter and bathroom be separate structures. Scheirman suggested not replacing the play structure yet since it is only 11 years old. McLennan brought up the idea of bike parking. She also suggested a second drinking fountain and strongly advocated for covered areas to provide shade. Craig stated that Lango Hansen had done a good job incorporating community preferences. Khodadadian shared the idea of containing the playground area. Lyster commented that having the bridge made out of stone would match the natural resources being used. He encouraged seating areas being made out of stone rather than concrete and suggested that a world map on the flexible space would be a nice addition. Leitzinger stated that the nature areas and playground were nice and suggested that a disc golf course might be nice to serve an older generation. Hoornaert stated that the park didn't have a space big enough to accommodate a traditional disc golf course. Booker felt that Lango Hansen had done a good job of separating the serene from the active areas. He was disappointed that so many of the cottonwoods were being removed and asked if other large trees could be used to replace those. He added that the part of the trail closest to the corner of SW Upper Roy St and SW Williams Ave was a little tight and could it be rounded out. McLennan asked how many of the picnic table would be traditional vs ADA. Hoornaert stated that they would use best practices. Scheirman wrapped up the discussion that the recommendation to City Council would be no sports court and that the Board is in full agreement with the direction that Lango Hansen is going.

**2. Tree Removal Request (Banister):**

Banister shared Exhibit B with the Board.

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

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

- Cannery Square fountain is waiting for a part coming from California. Public Works is working on getting it fixed in time for National Night Out on Tuesday, August 6.

- Crews have been working festival season. Robin Hood Festival was a success. Halloween and Tree Lighting are the only two left.
- National Night Out is tomorrow night.
- The last Music on the Green for the year is this week.
- Movies in the Park starts August 9.
- Some maintenance will be taking place on the skate park.
- The light poles in Old Town are being painted. There are 52 hanging flower baskets. Those will be rotated during the painting to keep them all watered and looking healthy.
- The railing along the Cedar Creek Trail has been repaired.
- Crews have been working hard on lawn maintenance in the parks and trying to water enough to keep grass green but not too wet so that kids can still play.

**9. STAFF UPDATE (Switzer):**

- Switzer informed the Board that the Winter Hawks have purchased the Sherwood Ice Arena. They've been great to work with and are planning to be active in the community.

**10. COUNCIL LIAISON ANNOUNCEMENTS (Switzer on behalf of Scott):**

- There was only one meeting in July so things have been quiet with City Council.
- National Night Out is tomorrow night, Tuesday, August 6. Everyone is invited to come and enjoy live music and free hotdogs.
- City Council is expected to approved Craig Sheldon's appointment as City Manager at the meeting tomorrow night.

**11. OTHER:** Munsterman shared that the City of Newberg is building nine pickleball courts in Jacquith Park. Scheirman stated that he had recently visited an all-inclusive park in Lincoln City and encouraged anyone visiting down that to stop by. McLennan stated that the improvements made in Cook Park were amazing and suggested that if any of the Board members have an opportunity, they should visit Oro Park.

**12. ADJOURNED 8:15pm**

# **MURDOCK PARK MASTER PLAN**

## **Preferred Design Concept**

# GUIDING PRINCIPLES



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:

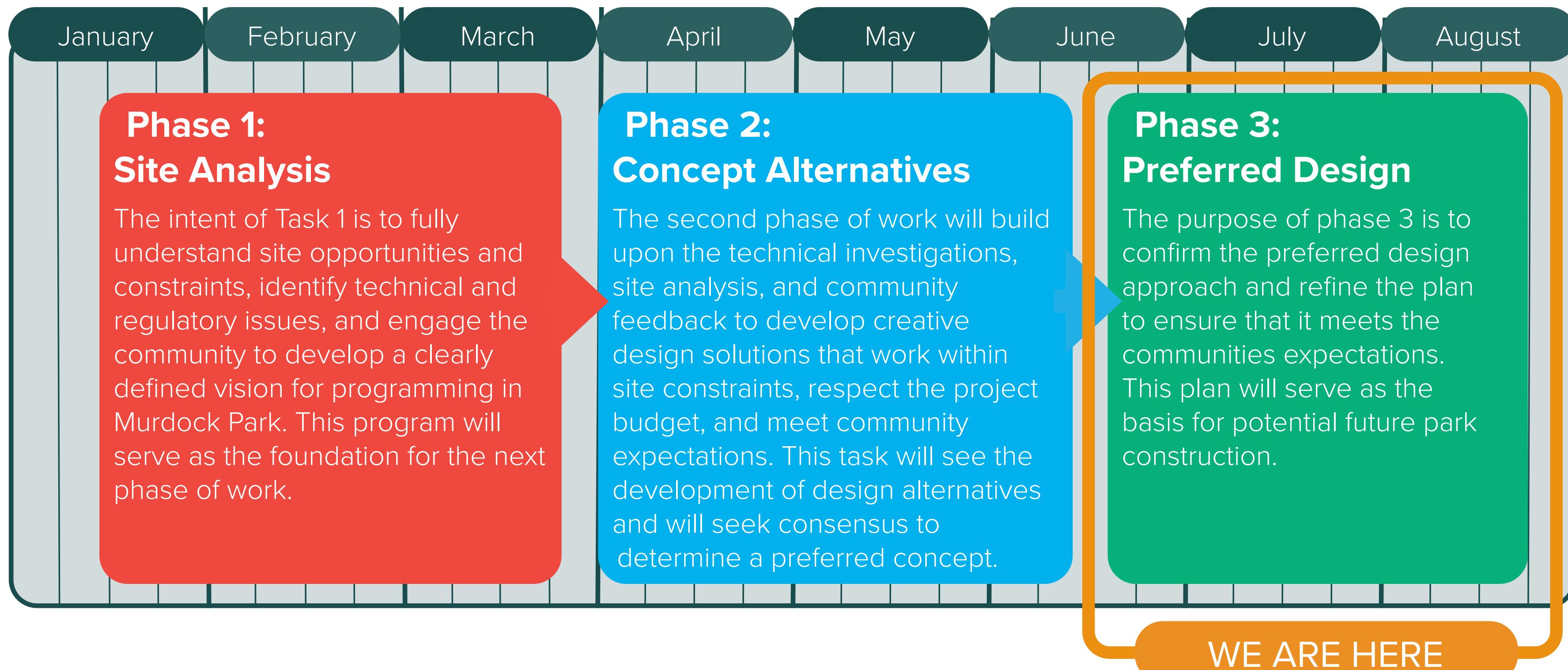
The design of Murdock Park should inspire delight and be enduring and meaningful to the residents of Sherwood. Opportunities to express Sherwood's identity by integrating cultural, historic, and place-based art and interpretation should be capitalized on.

# PROJECT BACKGROUND

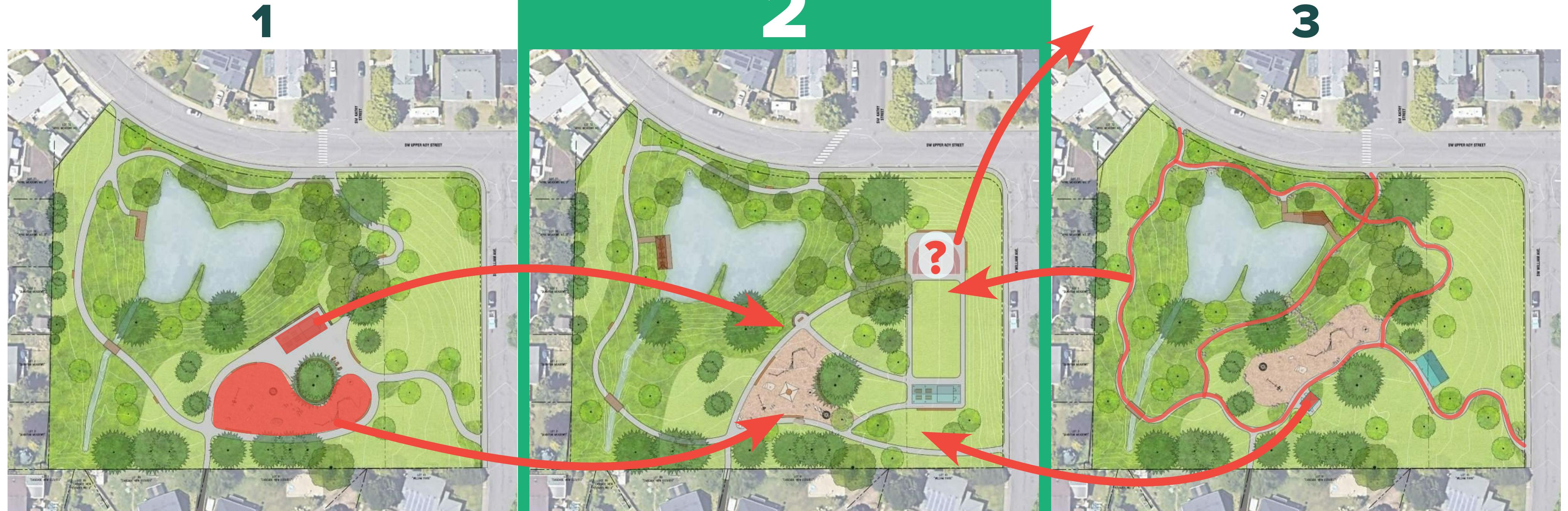
## PROJECT STATEMENT

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:



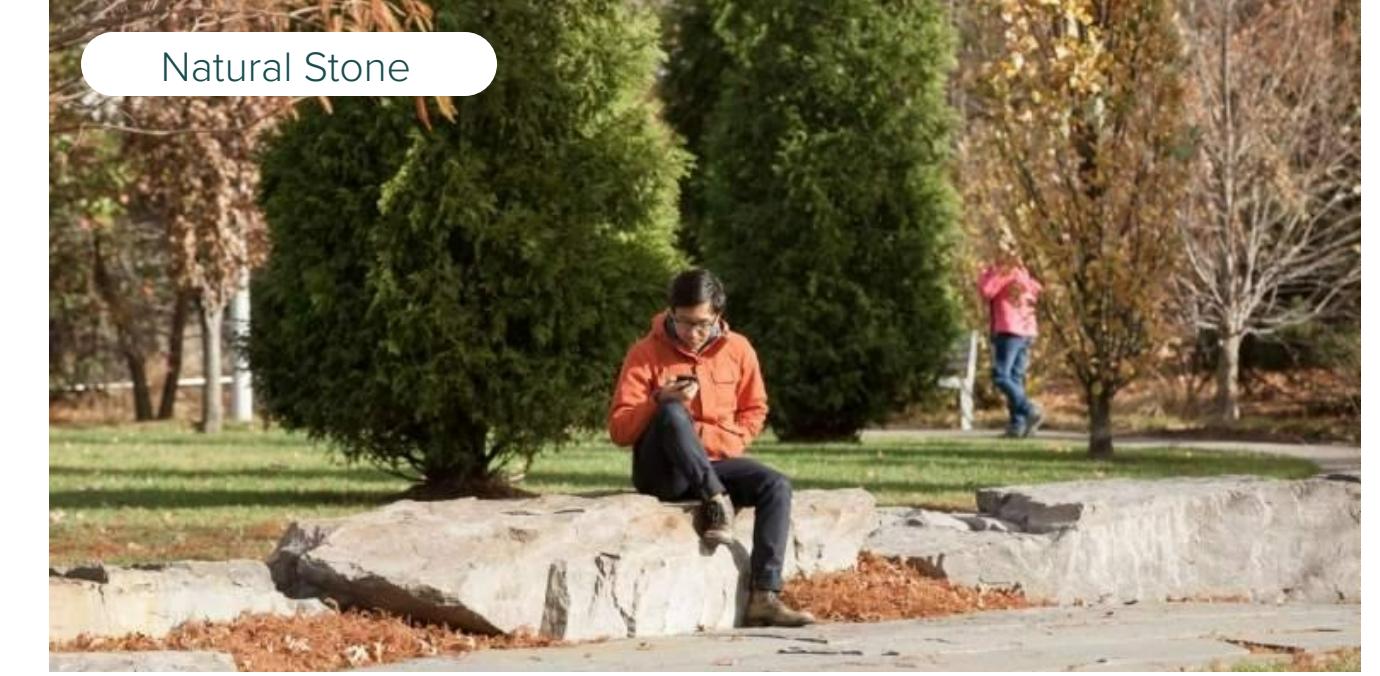
# WHAT WE HEARD



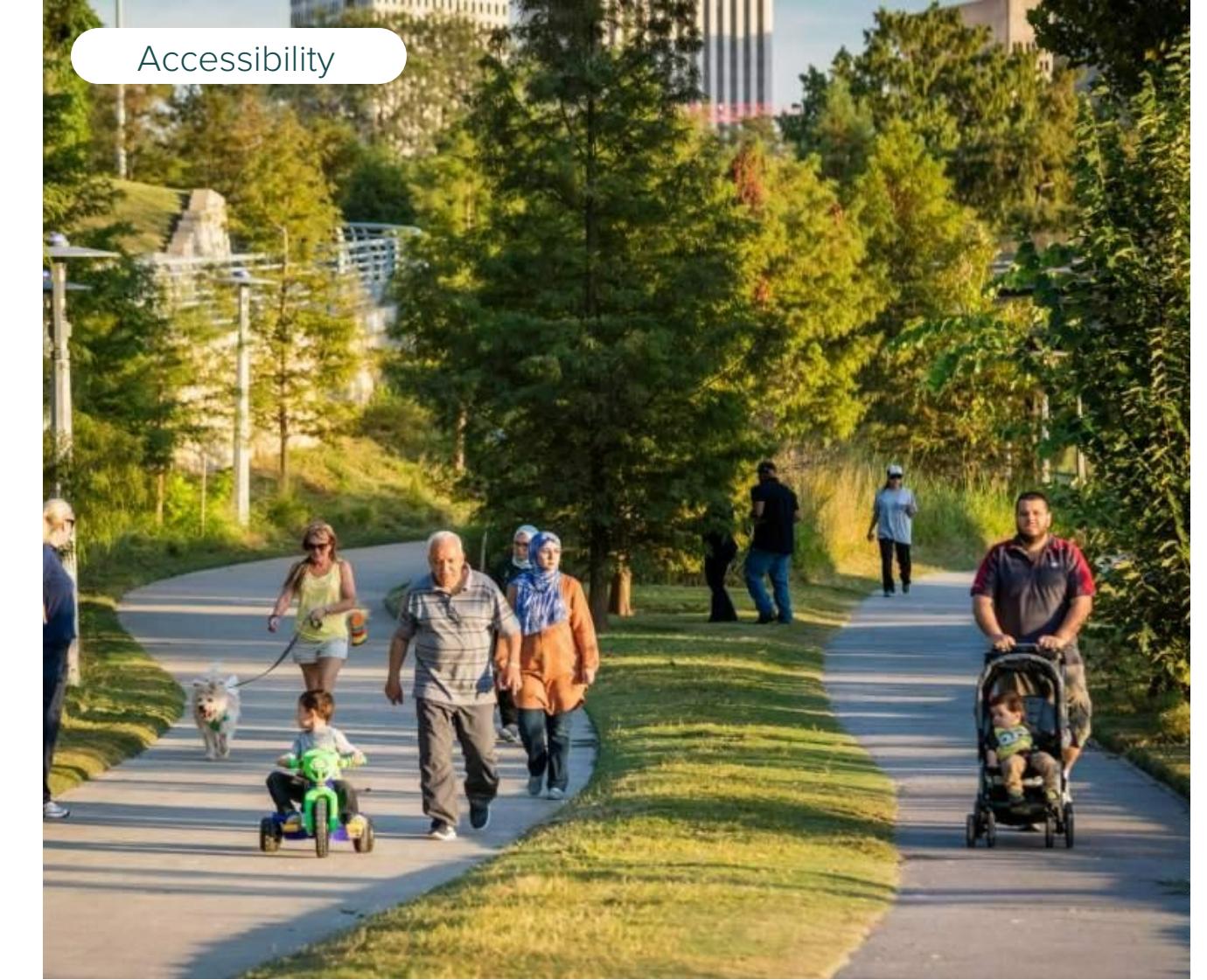
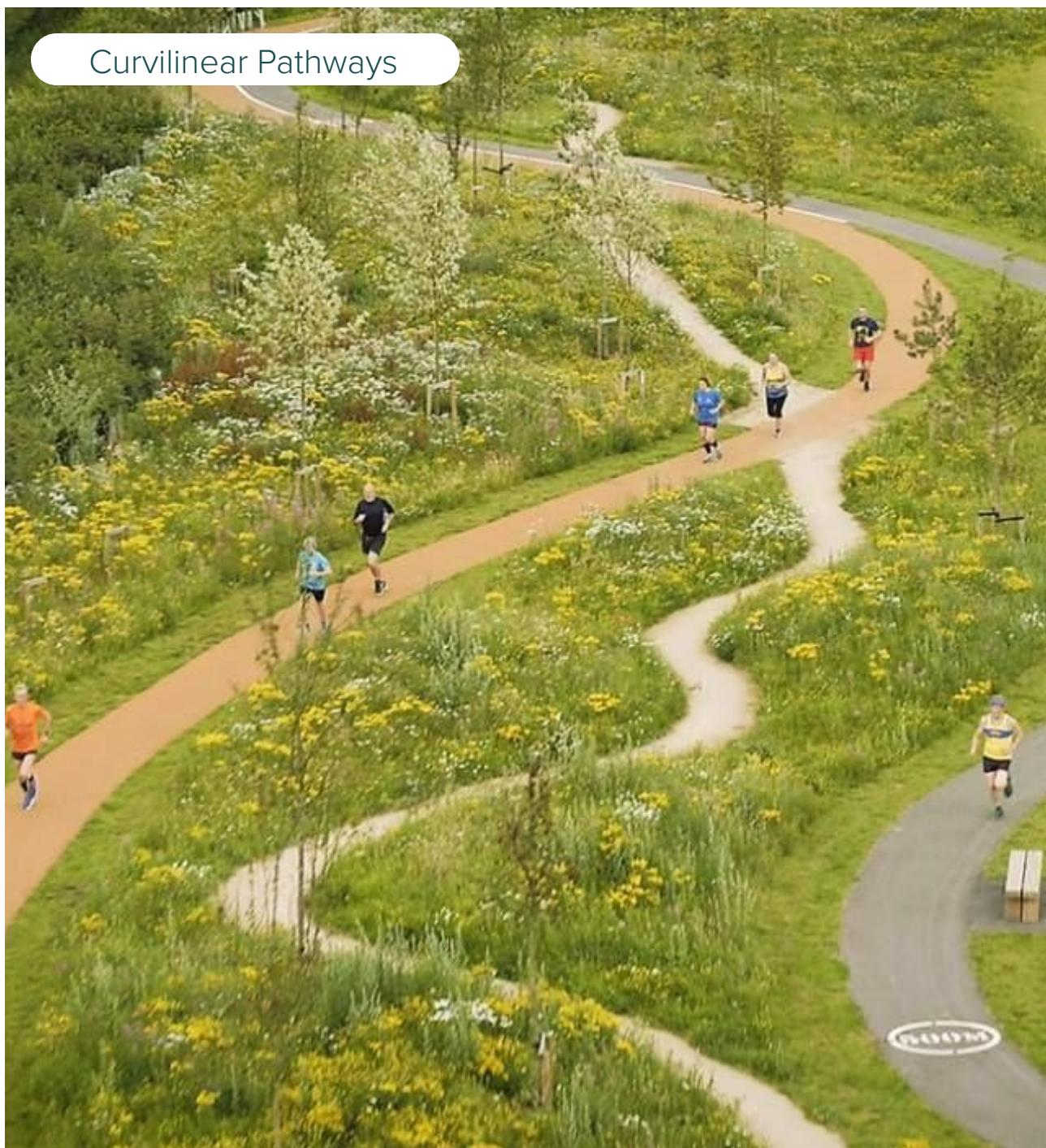
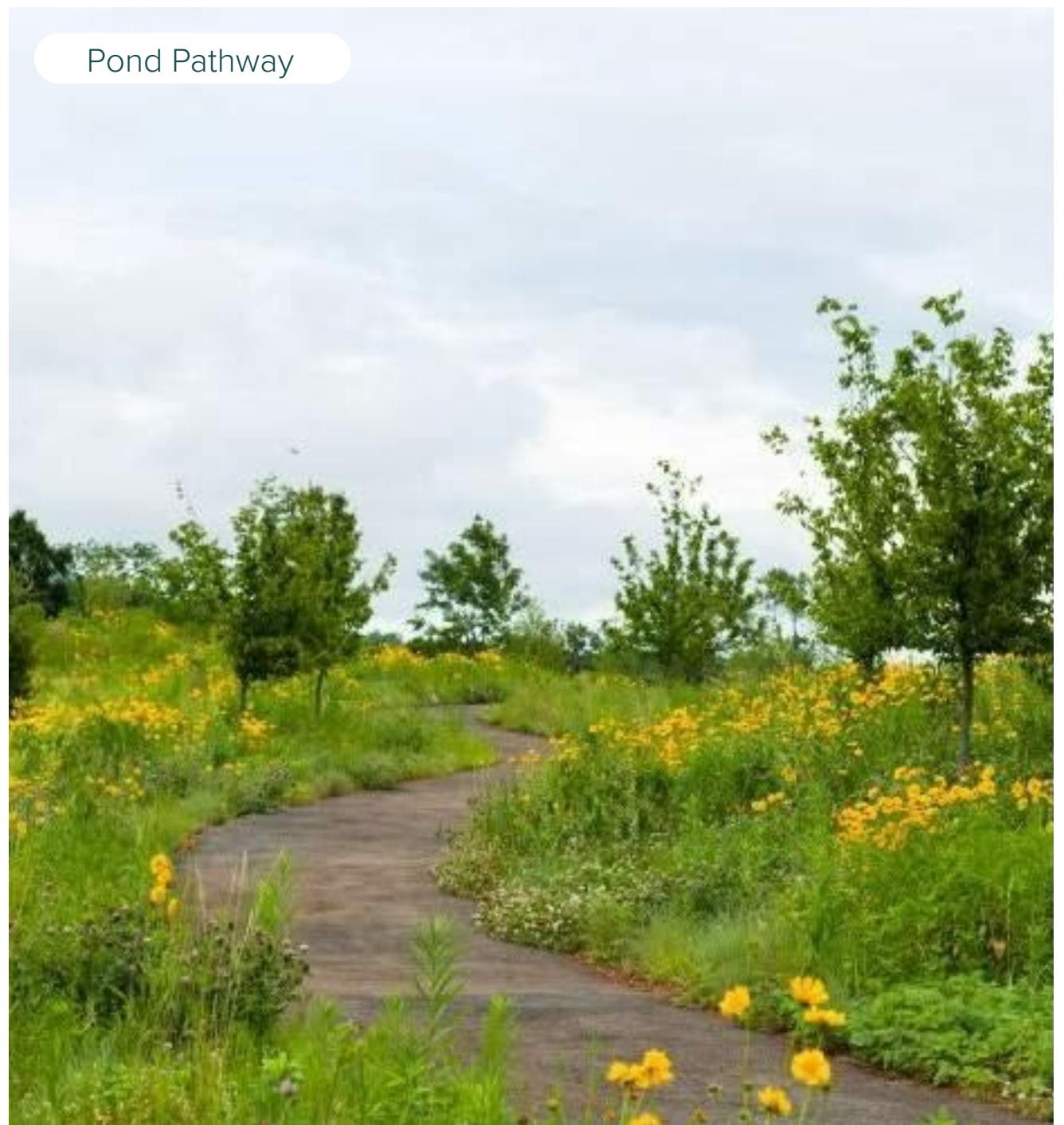
# PREFERRED PLAN



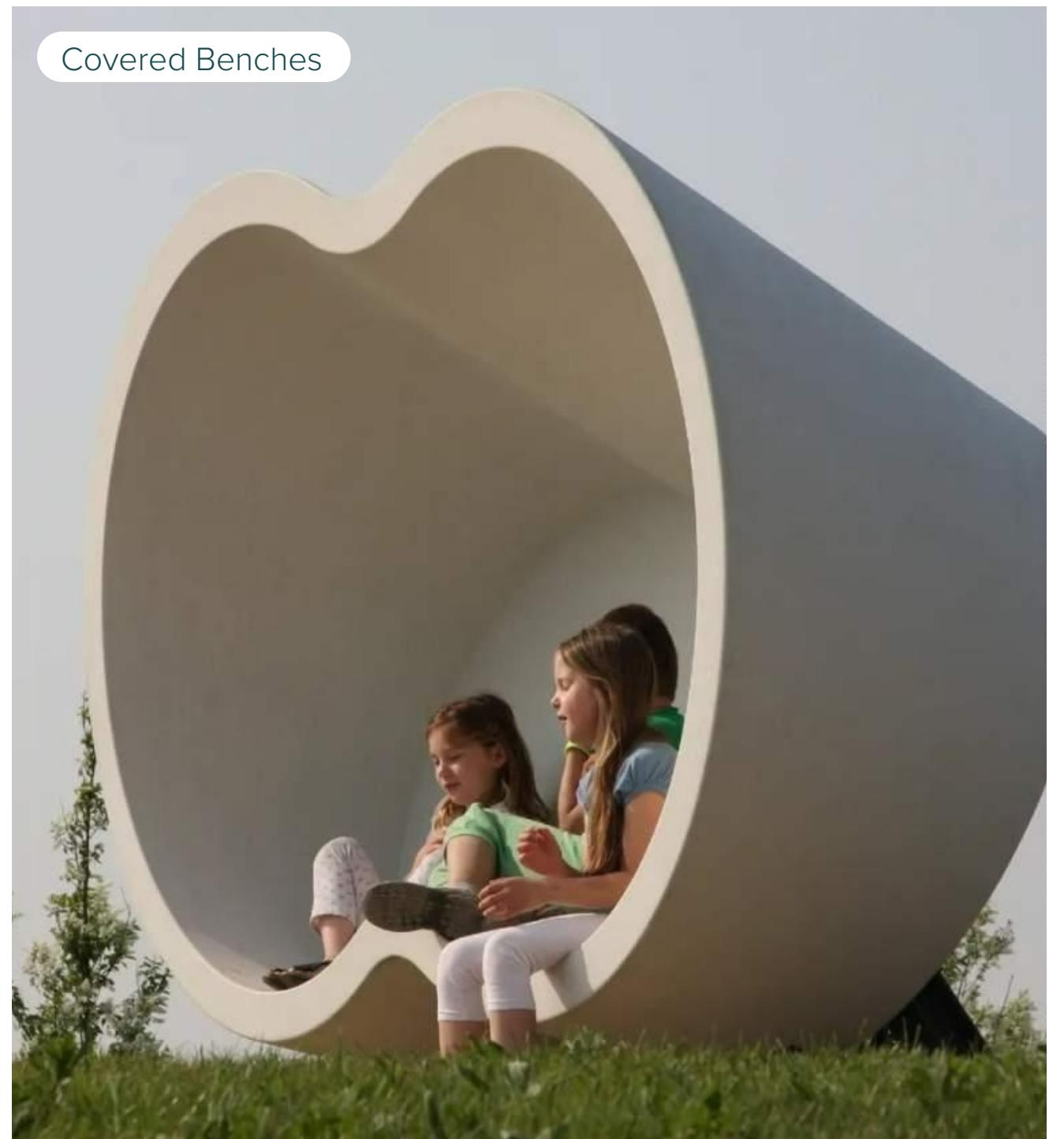
# PRECEDENT IMAGERY GREEN SOLUTIONS



# PRECEDENT IMAGERY PATHWAYS



# PRECEDENT IMAGERY FURNITURE

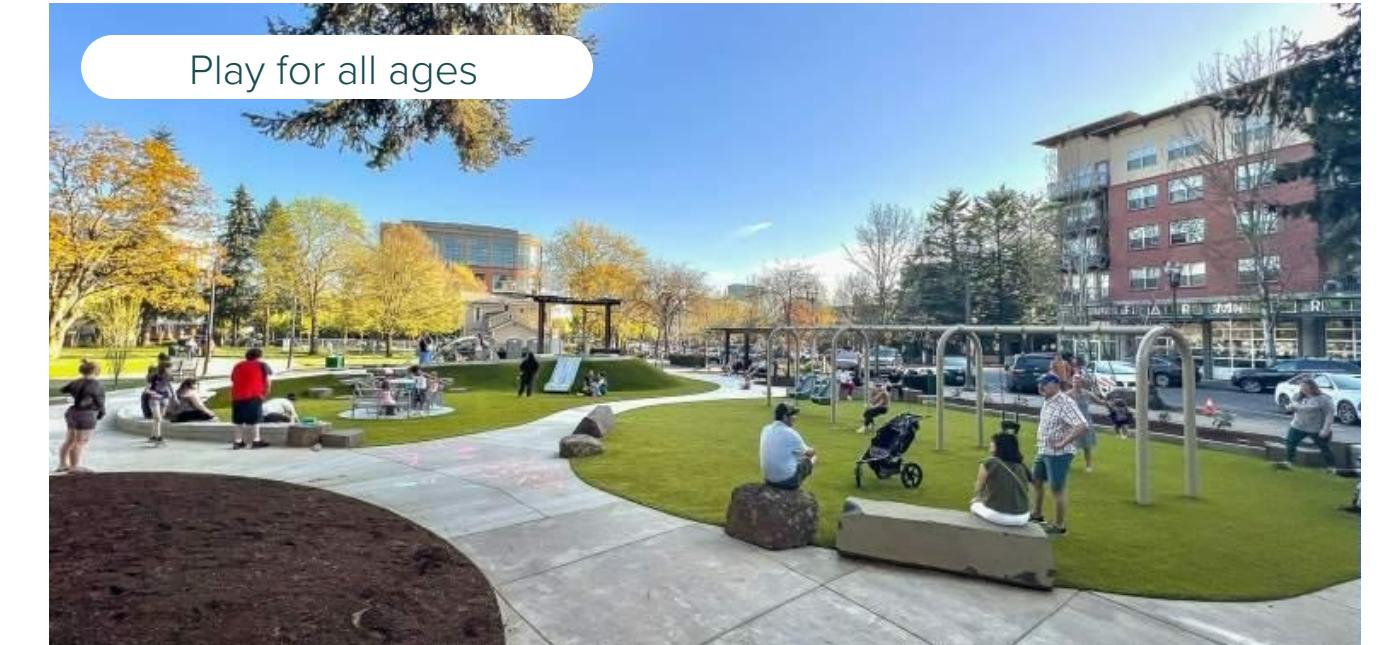


# PRECEDENT IMAGERY STRUCTURES

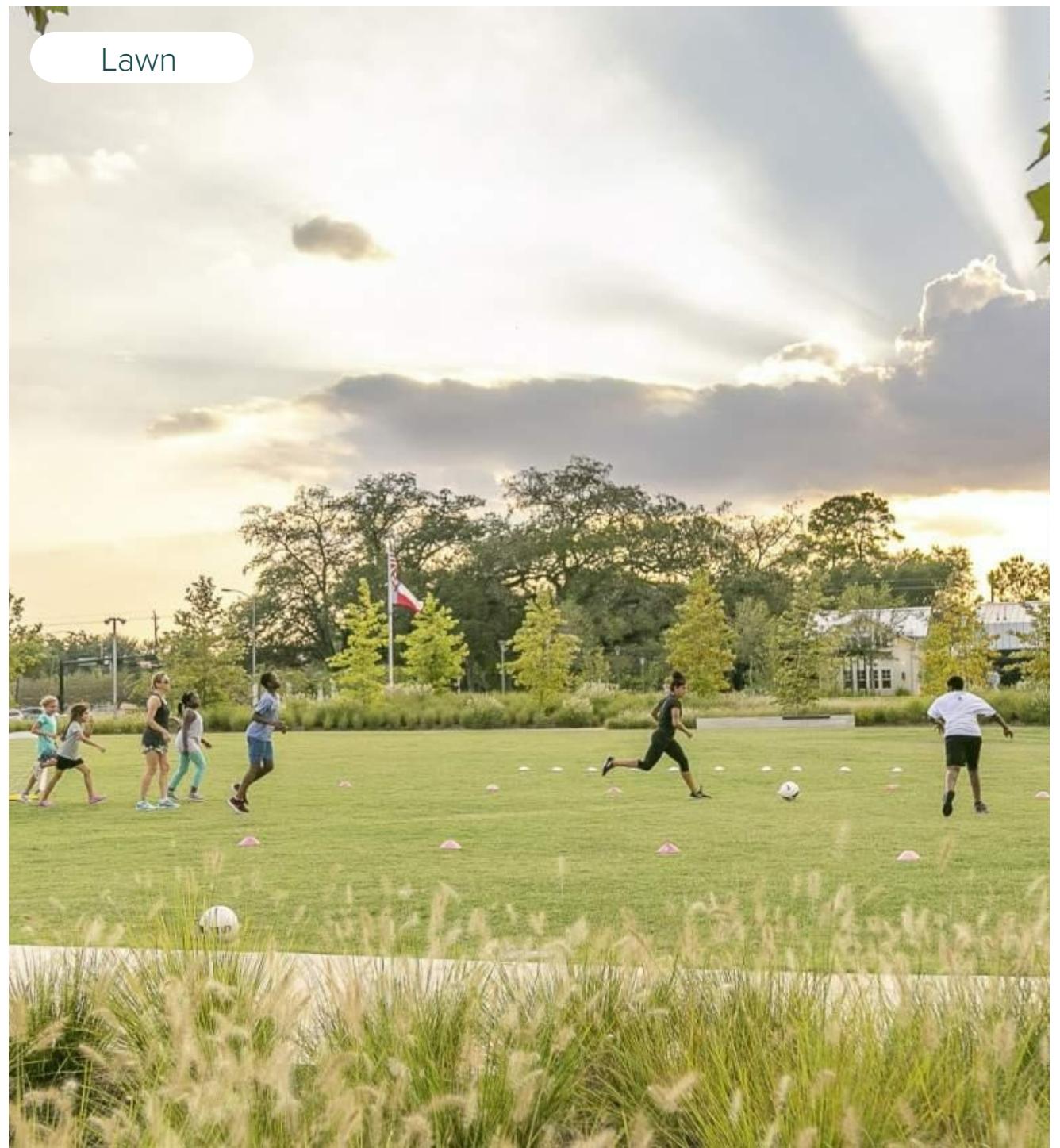


# PRECEDENT IMAGERY

## PLAYGROUND



# PRECEDENT IMAGERY ACTIVE RECREATION



# PREFERRED PLAN



# Tree Removal Open Space

July 2024

July 5, 2024

# 17169 SW Stellar Dr-Open Space



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

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

July 8, 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 17169 SW Stellar Drive, Sherwood, OR.  
Subject: Sweet cherry (*Prunus avium*)

Per your request, I inspected one sweet cherry tree (*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 height is approximately seventeen-feet tall with a trunk diameter of ten-inches as measured four and a half feet above ground level. The canopy spread measures approximately twenty-feet in diameter.

**Evaluation:** The health of the tree is rated fair with good bud development present. The structure of the tree is rated poor as the main stem is growing parallel to the ground with the crown growing towards the dwelling. The tree is considered to be a nuisance species.

**Results:** Due to the tree being 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 Tree due to poor structure and being of a nuisance tree
- Plant a better suited replacement tree with in/around the open space

# 17707 SW Elderview-Open Space



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

July 22, 2024

**Page 2**  
*Reference: Tree Assessment*  
*Location: Green Space Behind 17707 SW Elderview Dr., Sherwood, OR.*  
*Subject: Black pine trees (Pinus nigra)*

**Evaluation:** Tree number one is completely dead with indication of turpentine beetle damage present along the main stem.

Tree number two has experienced approximately ninety percent lower canopy loss. There is indication of turpentine beetle damage and pitch moth damage present at the basal root flare and along the main stem.

Tree number three is in good health and has a good structure rating. Turpentine beetle presence is found along the basal root flare.

Tree number four is in good health and has a good structure rating with normal interior dead limbs present. No indication of pest or fungal issues were found during the time of inspection.

**Results:** Due to tree number one and two's overall poor structure rating and for safety of persons and property, I recommend the trees be removed. Although tree number three is in good health, I recommend the tree to be removed as it will decline due to pest damage. Tree number four should be preserved and pruned to remove dead limbs would be recommended.

Please see the attached site map with individual tree locations.

If further information is needed, please call.

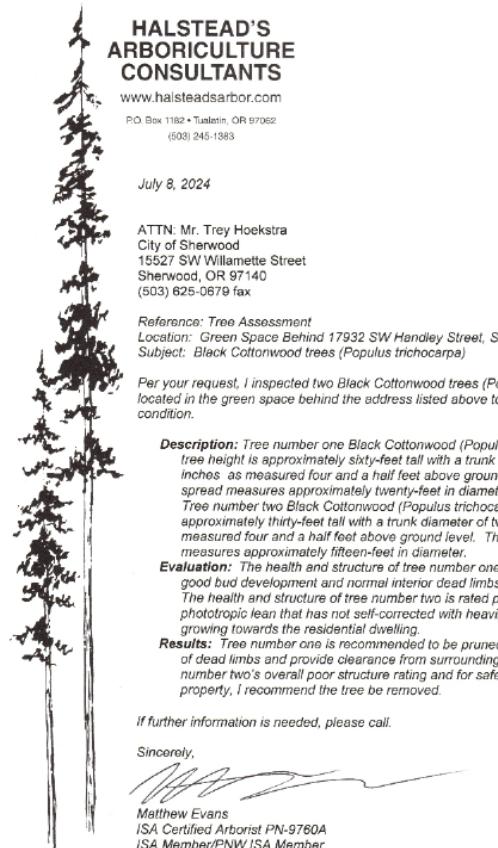
Sincerely,



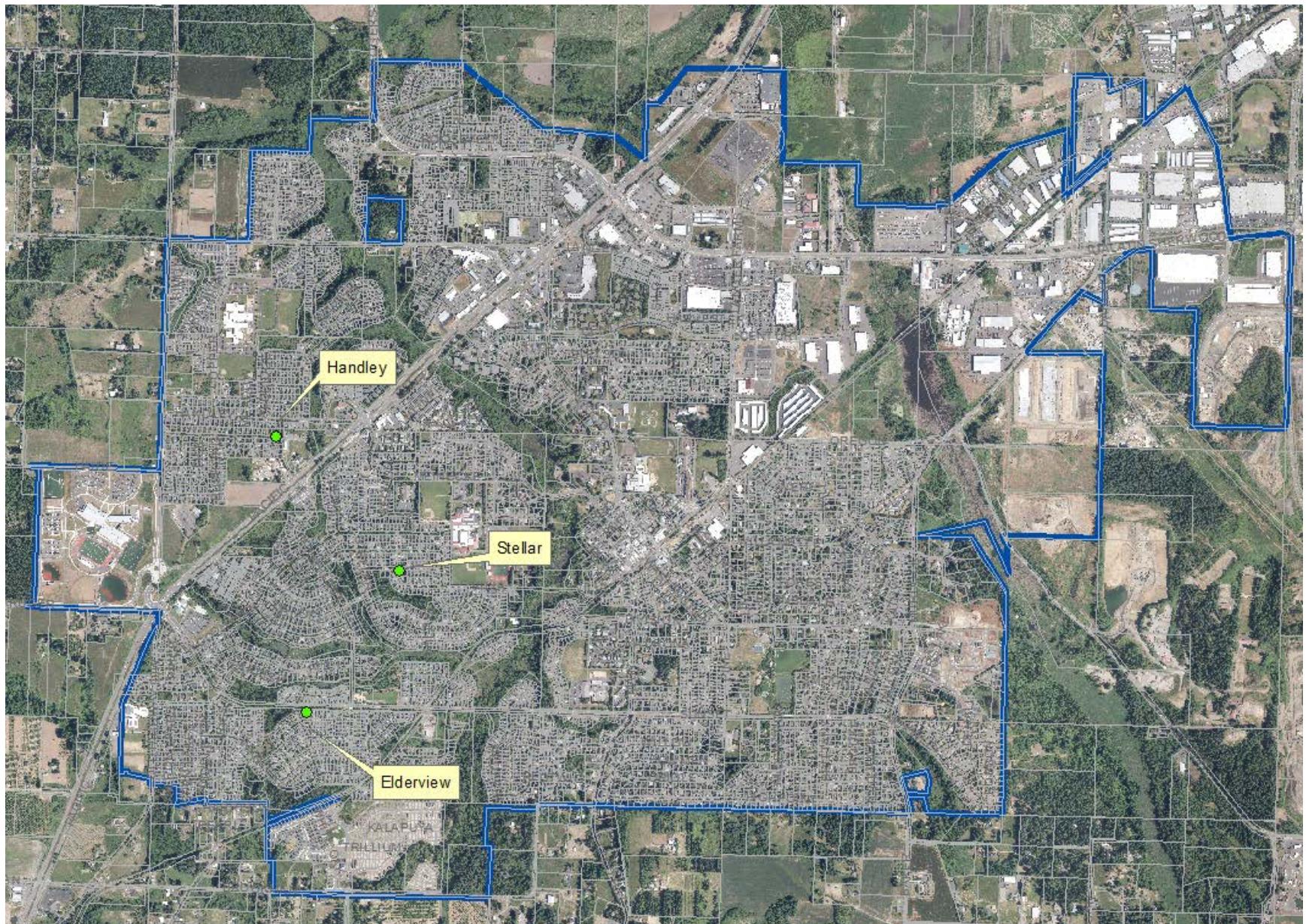
Matthew Evans  
ISA Certified Arborist PN-9760A  
ISA Member/PNW ISA Member

- Remove 1- Black Pine trees due the tree being dead
- Remove 2- Black Pine trees due loss lower canopy limb loss from damage caused by turpentine beetle and pitch moth
- Replace with suitable tree this coming fall

# 17932 Handley St.-Storm Water Facility



- Remove 1 Black Cottonwood due to poor structure and the safety of persons and property



# Tree Removal Location