SHERWOOD PARKS BOARD MEETING MINUTES
22560 SW Pine St., Sherwood, OR
June 1, 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, Barbara Leitzinger, City Councilor Doug Scott

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

3. **ADJUSTMENTS TO AGENDA:** Booker requested to add "Connector Trail" comments under Other.

4. **APPROVAL OF APRIL MEETING MINUTES:**

   MOTION: FROM CRAIG TO APPROVE THE MARCH MEETING MINUTES. SECONDED BY BOOKER. MOTION PASSES.

5. **CITIZEN COMMENTS:** None.

6. **NEW BUSINESS**
   - **A. YMCA Update (Jennifer Lawrence)**
     - Village Connection is a new high school drop-in program the YMCA is piloting. The teen center is open on early release Wednesdays, kids just drop-in, there are snacks, etc. They've had success and expect to go to two days a week in the fall.
     - They will be offering Summer Fun Passes for ages 12-20 for kids who are off for the summer. It will be $75 for June through September and no joining fee.
     - The Sherwood Public Library, Helping Hands, and YMCA will be offering free lunches to kids in July and August. This is possible through a grant they received from the Safeway Foundation.

- They are participating in the World's Largest Swim Lesson on June 25, 2026, 1:00-3:00pm. Attendees will get one free lesson.
- Their small group training space will be open for free June 15-19, 2026.
- They will be participating in a number of summer events like the Robin Hood Festival, Music on the Green, Movies in the Park, Cruisin' Sherwood, and more.

B. CEP Grant Update (Switzer)

Switzer announced that the Board's CEP Grant application for benches and trash bins along Cedar Creek Trail had been approved. Scott commented that feedback on this application was very positive and he encouraged the Board to apply again in the future.

C. Memorial Bench Program and Wind Phones (Switzer)

Switzer shared with the Board that a community member had applied for a memorial bench and asked if a wind phone could be installed with it. Switzer explained that the wind phone was symbolic of talking to a loved one who had passed and referred members to the My Wind Phone website to learn more about them. The question was asked how the City would cover the cost of vandalism to the wind phone. Booker shared an idea of an endowment fund being created for that. Munsterman suggested that Public Works has input. Brown thought it might be a good option for someone to install on private property similar to Little Free Libraries. Munsterman asked Caniparoli what the timeline for something like this might be. Caniparoli estimated a couple of months depending on the time of year. Switzer asked the Board to research it over the next month and come to the next meeting with their thoughts. Leitzinger suggested that Switzer respond to the community member with Brown's idea and also let her know that the Board is researching the possibility of having it with the bench.

D. Murdock Park Design (Caniparoli)

Caniparoli stated that the work on the new Master Plan for Murdock Park is approximately 90% completed. They have paused that to work on the OPRD Grant. He referred to Exhibit A and pointed out that one change that has been made to the plan is to have the pathways made of asphalt rather than decomposed granite because of maintenance costs and time. There will also be grass used in the playground area rather than wood chips, to make it all-accessible. This will be the only playground area in the city that will have grass surface.

E. OPRD Grant Application (Caniparoli)

Caniparoli announced that staff is working on applying for a $1 million grant from OPRD. The project is being broken down into three phases. He shared Exhibit

B and explained that Phase 1 would be ADA Compliant trails up to the shelter. The grant application is due at the end of the week. Staff expects winners to be announced within a few months.

MOTION: FROM BROWN FOR THE BOARD TO SUPPORT APPLYING FOR THE OPRD GRANT. SECONDED BY GAYLOR. MOTION PASSES.

F. Tree Removal Request (Caniparoli)

Caniparoli reviewed Exhibit C with the Board. Booker asked if the City had an existing policy to remove trees when property owners request. Caniparoli stated that there was no formal policy, but practice has been that when a tree is causing damage to property, staff recommends removal.

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

7. PARKS MAINTENANCE REPORT (Caniparoli)

- Water features are up and running. The quote for the repair to the water feature at Snyder Park was $47,000. Staff decided to purchase the parts, install and have an electrician to do the electrical. Doing this cost about half of what the quote was. Staff is waiting on a quote for an alarm system to prevent flooding in the vault in the future.
- Weekly mowing schedule is in full swing. Staff is doing a great job. Parks look really good.
- Weekend shifts started when the water features were turned on. Work has been shifted so that park work (blowing, mowing, etc) isn't done on the weekends when families are at the parks.
- The irrigation system the City has is a "smart system" which means that it shuts off when it's raining.
- Play chips in all parks should be done by mid to late June.

8. STAFF UPDATE (Switzer)

Switzer announced that the first Music on the Green concert will be Hit Machine on July 8, 2026. She informed the members that Gaylord's, Craig's, and Leitzinger's terms will all be expiring this summer. Gaylord and Craig said they'd like to renew. Leitzinger said she will let Switzer know within the next couple of weeks. Munsterman asked about the art medallions on the pedestrian bridge. Switzer informed the Board that the Cultural Arts Commission was having a special meeting at the same time as our meeting to discuss those. Switzer can share the information at the next meeting. Munsterman asked about Field House reports. Switzer said that revenue was up and she would ask Lance Gilgan, Recreation Coordinator, to come to the next meeting with a report.

9. COUNCIL UPDATE (Scott)

Scott stated that the next Council meeting will be June 2, 2026. There will be two work sessions, one with the Police Advisory Board and one to discuss housing price points and density. At the regular meeting they will be recognizing the new Maid Marian Court and holding a public hearing on garbage rates.

10. OTHER – Booker read the following into record:

Sherwood policies, codes, and trails. James Booker, June 1, 2026.

"I joined the Sherwood Parks and Recreation Advisory board with the goal of advocating for the two improvements most requested by our residents:

1. "Connected trails for walking, biking, running"
2. "More access to natural areas" (2021 Parks & Rec Strategic Plan)

Since joining the board one major project and several smaller projects have been completed which further these Sherwood resident priorities. These of course include the completion of the Pedestrian Bridge to the High School, and also a connector from Sherwood Boulevard (across from the School district parking lot) to the Cedar Creek Trail, as well as local pedestrian trails in the new Brookman developments.

My focus on pedestrian access is aligned with the sentiment expressed by Councilor and then Mayor Mays in his Introductory Letter to the Sherwood 2040 Comprehensive Plan: Growth is on the heart and minds of our community. We often hear that we need to keep Sherwood, Sherwood. For our community, this means Sherwood is a place where trails, sidewalks, and streets enable families to explore parks and neighborhoods and access schools safely on foot or by bike…. (paragraph 2).

This parallels our 2021 Parks & Rec Strategic Plan and the performance indicator I look to: how are we doing with safe half mile or less non-motorized connections for Sherwood residents? That is, what will we be doing in the next decade with "trails, sidewalks, and streets [to] enable families to explore parks and neighborhoods and access schools safely on foot or by bike"?

Looking forward I'm concerned that both new development requirements and modest infill opportunities and will fall by the wayside and fail to be addressed.

In the former case pedestrian connections to the Brookman developments have come last and remain hypothetical, while the general message on strictly local connectors on city land is that they are either too minor to gain traction, or too costly to be doable.

I want to address each and will ask: Are the obstacles that I outline simple capability issues (cost and staff time), practice issues (e.g. failure to update TSPs, or seeing sewer lines as obstacles rather than opportunities), or a set of policy issues which should be addressed by Council (e.g. code which doesn't just sound like it requires pedestrian connections with new development, but actually does so)?

A. First, my understanding of the Brookman Road developments.

Most recently, the three approved developments off of Brookman Road, including in total several hundred homes, do not have any pedestrian connection to the rest of Sherwood. The only identified future and still entirely hypothetical pedestrian access would be to Redfern Drive and path at the far NE corner of the combined developments.

Stated reasons in approved planning documents for the absence of pedestrian connections include 1990s planning decisions for adjacent neighborhoods, an apparent lack of objective criteria for when required pedestrian infrastructure is required, and current TSPs and CIPs which do not show pedestrian connections to the remaining 98% of Sherwood, thus limiting city and other funding mechanisms on the adjacent city owned land.
Are these policy issues, code issues, cost issues, or am I just impatient? Are similar outcomes acceptable as Sherwood West planning gets underway?

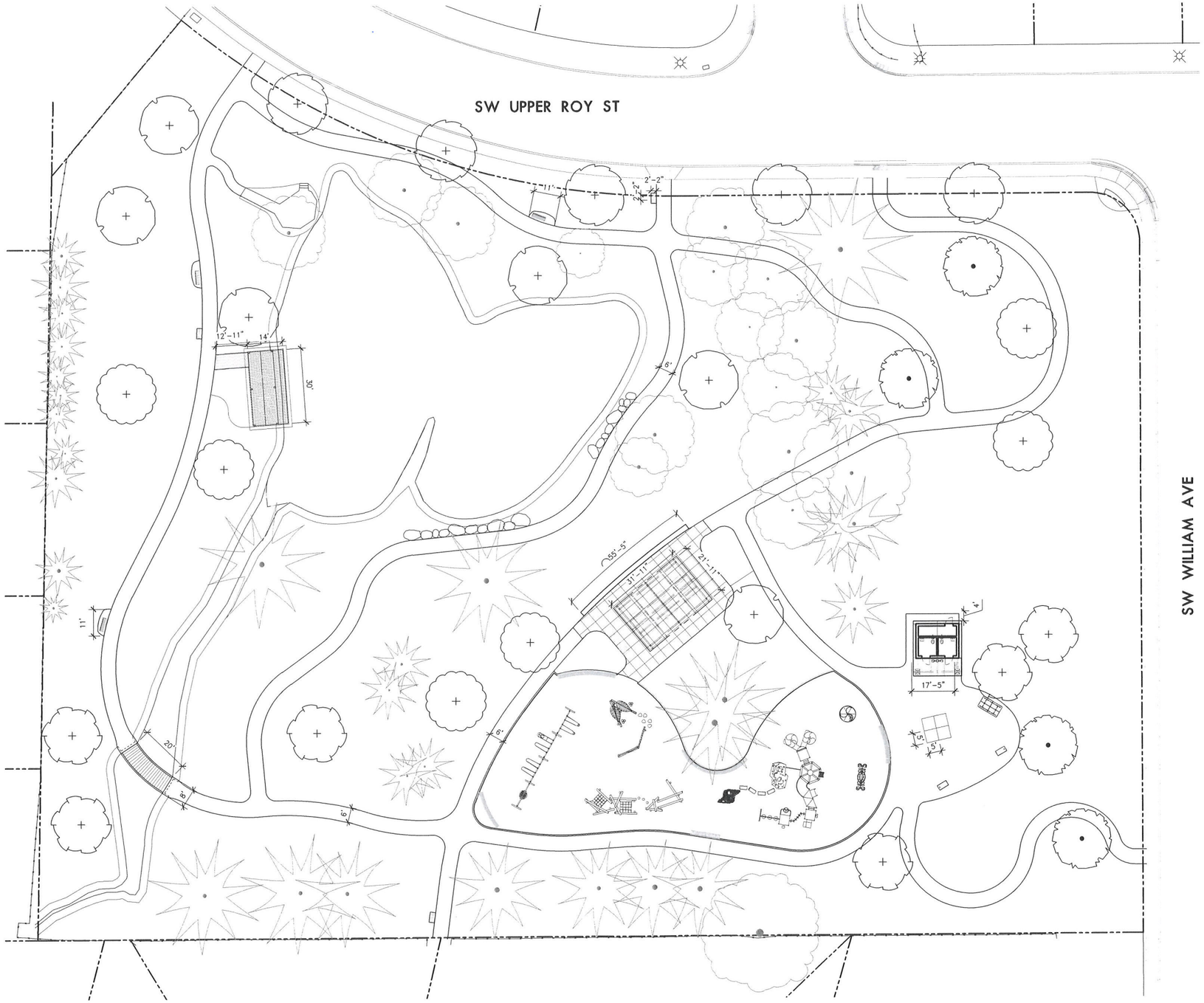
B. At our March meeting I asked city staff to provide feedback on providing an unpaved pathway connecting Gleneagle to the new Cedar Creek Trail, using city owned property. This location is representative of cases within the city where neighborhoods and existing trails are connected by city land, but with no reasonable way as a pedestrian to use the potential connection. Assistant City Manager Switzer reached out to City Engineer Waters, and emailed me before the April meeting. The feedback was that, while such a trail connection was one of many speculative parts of early Cedar Creek Trail planning, it would be challenging to put in today because of:
a. costs
b. conflicts with existing infrastructure
c. neighborhood “opposition”
d. ADA requirements.
A note on each category.
a. Costs. The cost estimate is similar to what was spent installing the unpaved stair connection between the new Cedar Creek Trail and its main ADA accessible connector passing by the senior center. To compare with other recent construction, this is roughly half the cost of the new sound barrier between 99W and the Cedar Creek trail.
b. Infrastructure conflicts. Pathways and stairs, even unpaved, cannot be located over existing storm and sanitary infrastructure. I have difficulty understanding this as a blanket policy, as infrastructure is often co-located. Regarding connections to federally funded projects, whatever makes the newly built stairs at the senior center acceptable would surely hold for a second set of stairs.
c. Neighborhood opposition. I’ve never seen a trail or development in my life that didn’t have some neighborhood opposition.
d. ADA compliance. The ADA accessible pathway by the senior center may offer an equivalent access, and might well be considered only a modest detour.

Are these obstacles to a small neighborhood connector capability issues (cost and staff time), practice issues (e.g. failure to update TSPs, or seeing sewer lines as obstacles rather than opportunities), or a set of policy issues which should be addressed by Council (e.g. code which doesn’t just sound like it requires pedestrian connections with new development, but actually does so)? Or maybe I’m just impatient.”

Switzer commented that the Parks Board has provided staff and Council with a list of priorities. Connector trails were not included on that list. The Board can re-evaluate that

list, it would just mean that something else would come off the list. Scott posed the question of whether one connector trail is more important than another. Generally speaking, Council doesn't usually look at each individual connector trail. He let the Board know that Council would like to know if the priorities have changed and recommendations about how to accomplish any new priorities. Scheirman requested staff to bring the priority list to the next meeting. Scott recommended that the Board make a list of small projects they recommend in addition to the priority list. Switzer advised the Board that some funding sources can come with restrictions like the SDCs which can only be used on growth. Munsterman felt that the Board is an Advisory Board but doesn't advise and isn't asked for advice. He suggested requiring developers to include connector trails when they build out a subdivision. Switzer reminded the Board that the Parks Master Plan is the guiding document of recommendations. Brown suggested putting together a list of smaller priorities over the next couple of meetings. Scott recommended the Board hold a work session. Booker felt that community members should be involved. Scheirman stated that the TSP Committee offers a public process. Scott stated that funding doesn't just affect parks, there's public safety and other things that Council, staff, and the Budget committee have to consider. Conversations haven't included going out for a bond for parks but perhaps that's something for Council to consider. Scheirman asked the Board how they would like to move forward. Leitzinger suggested having a work session. Brown would like information on funding options. Scheirman asked Switzer to bring priority list and the SDC balance to the next meeting and suggested having a work session in August.

11. ADJOURN 8:29pm



1 LAYOUT PLAN

SCALE: 1" = 20'

LEGEND

- PROPERTY LINE/RIGHT-OF-WAY
- LOW STONE RETAINING WALL
- STANDARD BENCH
- PICNIC TABLE
- WASTE RECEPTACLE
- DRYSTACK BOULDER RETAINING WALL
- EXISTING DECIDUOUS TREE TO REMAIN
- EXISTING EVERGREEN TREE TO REMAIN

ABBREVIATIONS

BS	BOTTOM OF STAIRS	POT	POINT OF TANGENCY
TS	TOP OF STAIRS	POC	POINT OF CURVATURE
BOC	BACK OF CURB	POI	POINT OF INTERSECTION
CJ	CONSTRUCTION JOINT	PT	POINT
CONC	CONCRETE	REF	REFERENCE
EJ	EXPANSION JOINT	SIM	SIMILAR
EQ	EQUAL	SP	SPACES
MAX	MAXIMUM	TYP	TYPICAL
MIN	MINIMUM	W/	WITH
OC	ON CENTER		

LAYOUT NOTES

1. THIS PLAN IS BASED ON A SURVEY BY COMPASS LAND SURVEYORS DATED 02/2026. NOTIFY OWNER'S REPRESENTATIVE OF ANY DISCREPANCIES IDENTIFIED ON SITE RELATED TO SURVEY INFORMATION PRIOR TO INSTALLATION.
2. PROTECT EXISTING VEGETATION TO REMAIN. SEE SHEETS L1.01 FOR FENCING AND OTHER REQUIREMENTS.
3. SITE DIMENSIONS ARE BASED ON PROPERTY LINE MONUMENTS UNLESS OTHERWISE NOTED.
4. IF THERE IS A CONFLICT WITH LAYOUT IN THE FIELD, NOTIFY THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
5. FOR DIMENSIONS WHERE INCHES ARE NOT GIVEN, ASSUME 0 INCHES, SUCH THAT 2' EQUALS 2'-0"
6. FOR NEW CONCRETE PAVING, PROVIDE SMOOTH AND CONSISTENT FORMWORK FOR ALL CURVED SURFACES, FREE OF KINKS AND FLAT SPOTS.
7. INSTALL EXPANSION JOINTS WHERE CONCRETE PAVING ABUTS STRUCTURES SUCH AS SITE WALLS, CONCRETE HEADERS, AND EXISTING PAVING, TYP.
8. DIMENSIONS TO JOINT LINES ARE TO CENTERLINES, TYP.
9. DIMENSIONS TO SITE FURNISHINGS AND PLAY EQUIPMENT ARE TO CENTER LINES OR CENTER POINTS OF FOOTINGS, EXCEPT AS NOTED.

LANDSCAPE ARCHITECTS PC
largo.hansen
1100 nw glisan # 3A portland OR 97209 T 503.295.2437

City of Sherwood Oregon
House of the Tualatin River National Wildlife Refuge

MURDOCK PARK

CITY OF SHERWOOD
22965 SW Upper Roy St
Sherwood, OR 97140

90% CONSTRUCTION DOCUMENTS

REVISIONS

SCALE	AS SHOWN
DRAWN BY	CB
DATE	05.12.26
PROJECT NO.	2534

LAYOUT PLAN

L301

PRELIMINARY

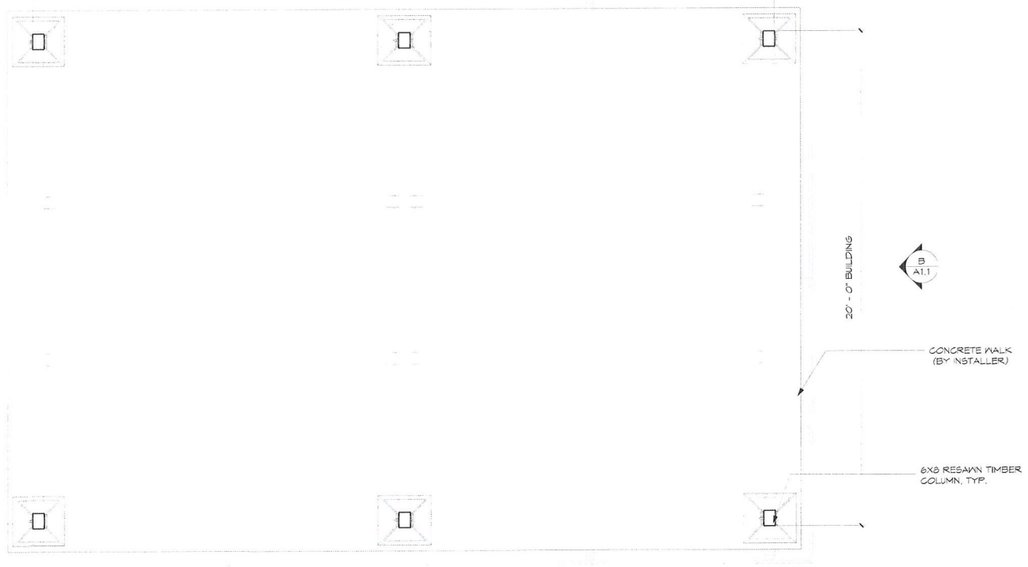
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30' - 0" BUILDING

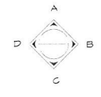


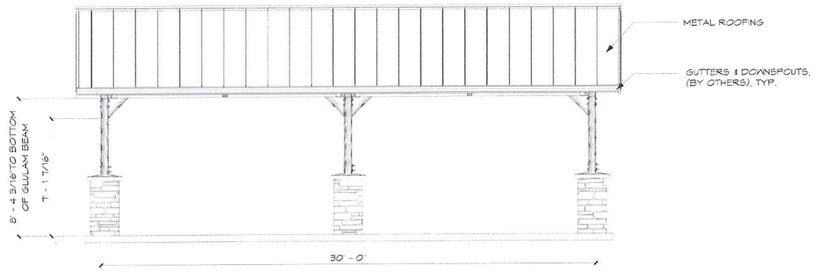
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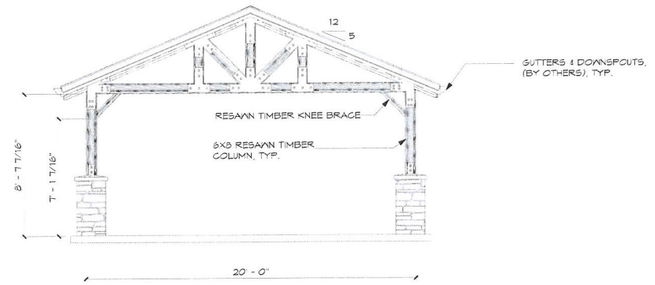
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1 FLOOR PLAN
3/8" = 1'-0"

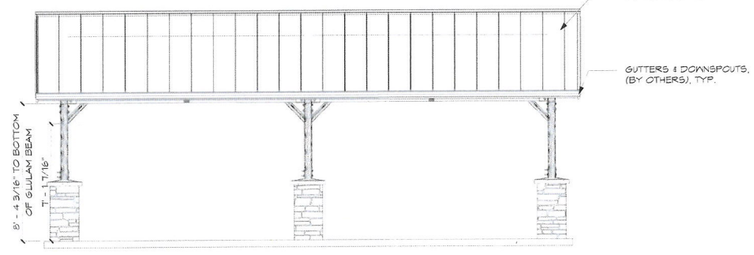




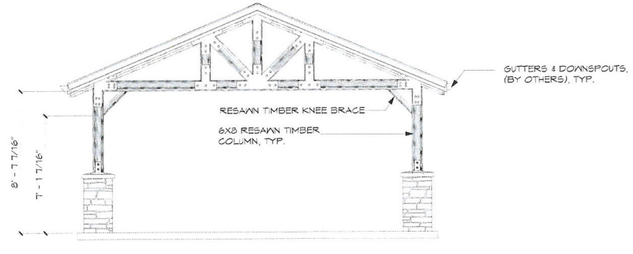
A ELEVATION
1/4" = 1'-0"



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1/4" = 1'-0"

PROJECT: MURDOCK PARK - SHELTER
SHERWOOD, OREGON

SHEET TITLE: FLOOR PLAN

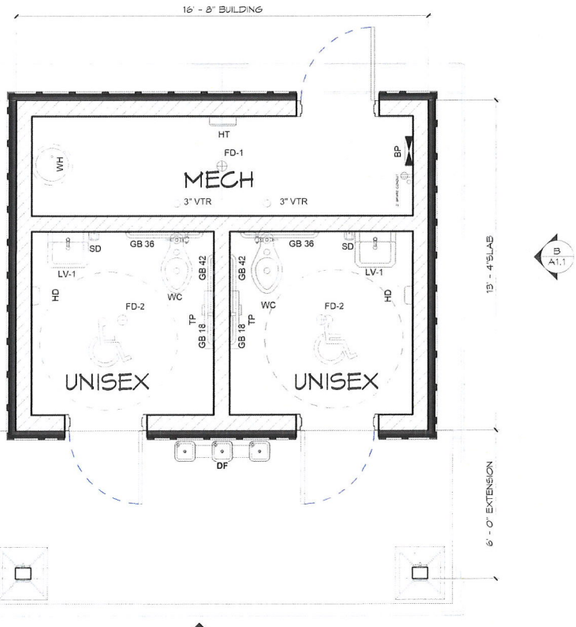
PROJECT #: 30420
DATE: 04/15/26
DRAWN BY: JMM
REV DATE BY
REVISIONS:

SHEET NO. A1.1

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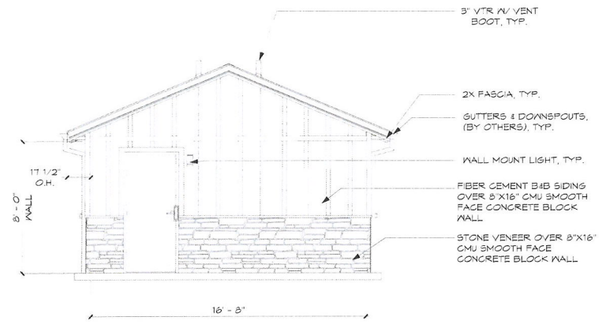
1 FLOOR PLAN
3/8" = 1'-0"

LEGEND		
DESCRIPTION	AREA/ QUANTITY	
EXTERIOR LIGHT	4	
INTERIOR LIGHTS	4	

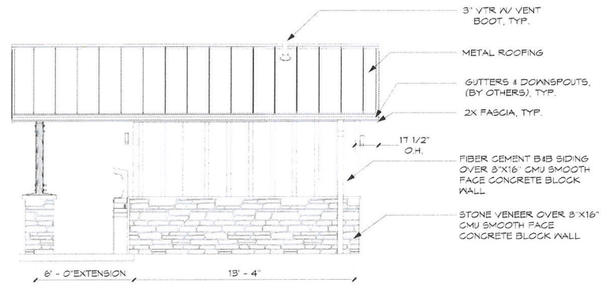
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8" REINFORCED CONCRETE MASONRY BLOCK WALL WITH MORTAR JOINTS, GROUTED SOLID ALL CELLS RUNNING BOND PATTERN.

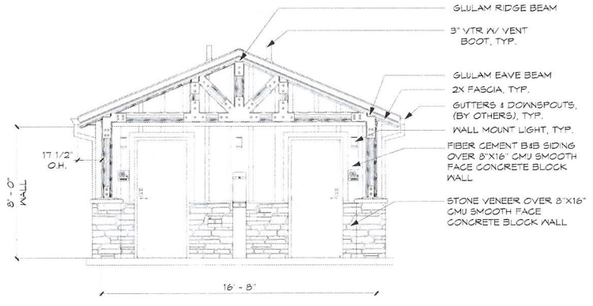




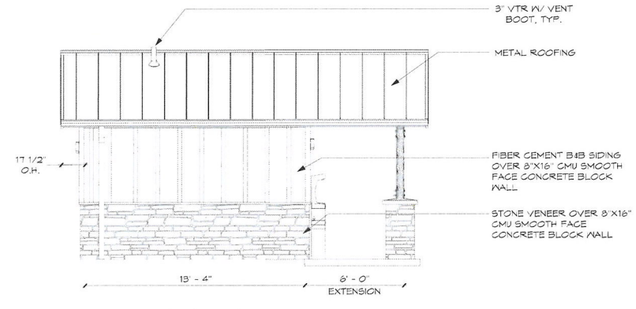
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PROJECT: MURDOCK PARK
SHERWOOD, OREGON

SHEET TITLE: FLOOR PLAN

PROJECT #: 3042A
DATE: 05/06/26
DRAWN BY: JMW

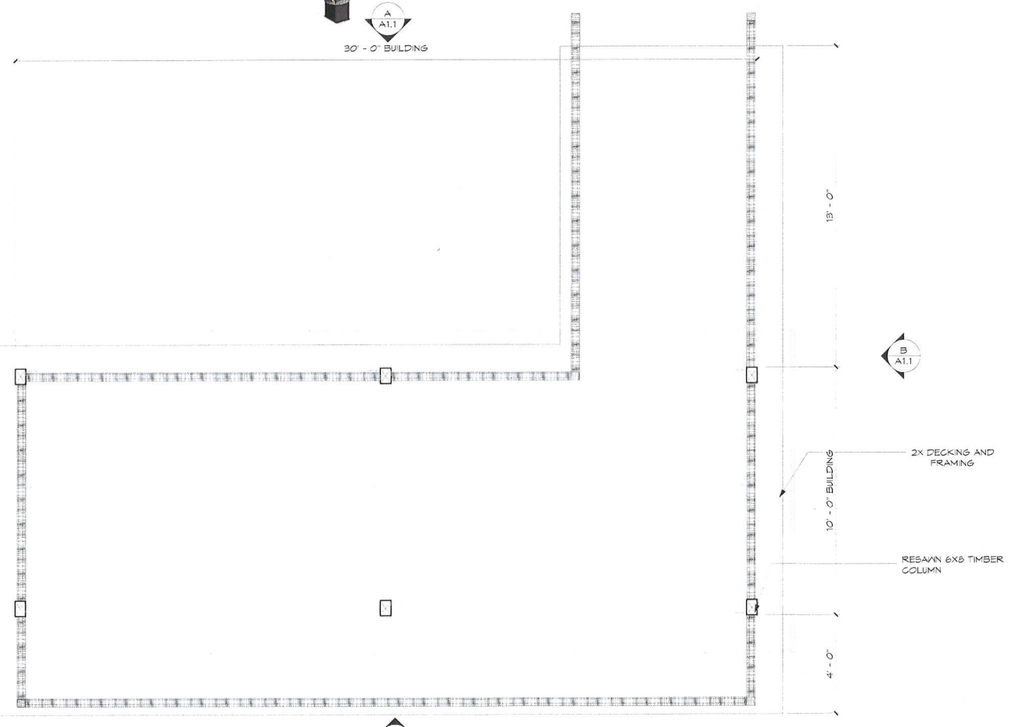
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REVISIONS:

SHEET NO. A1.1

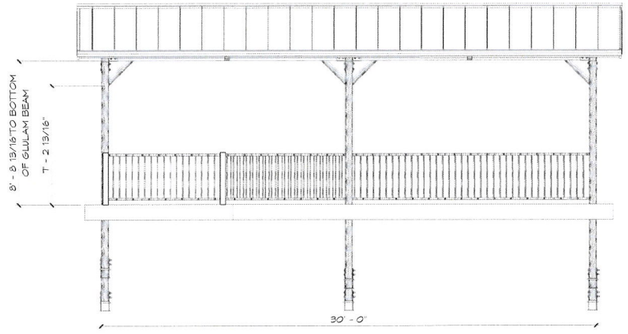
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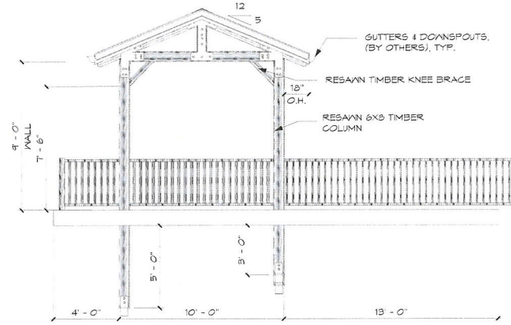


1 FLOOR PLAN
3/8" = 1'-0"

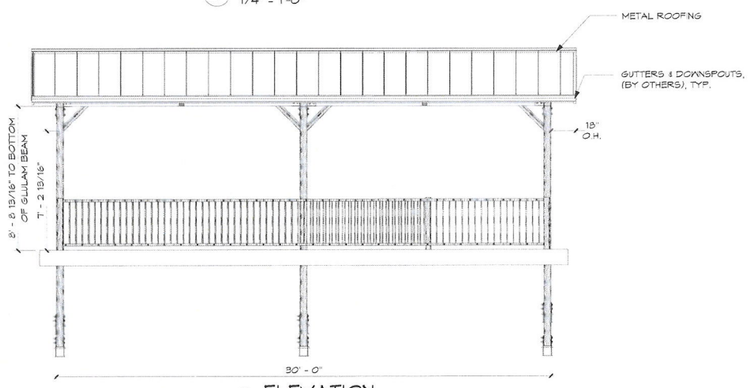




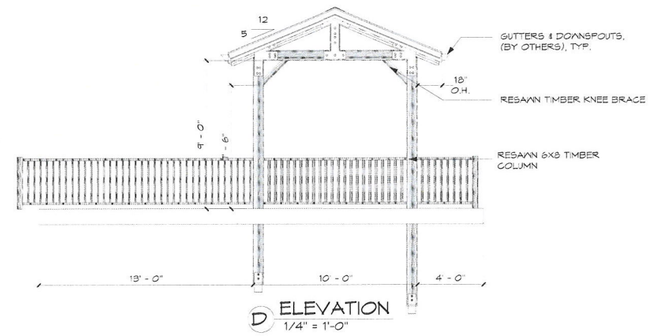
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PROJECT: MURDOCK PARK - POND OVERLOOK
SHERWOOD, OREGON
SHEET TITLE: FLOOR PLAN

PROJECT #: 3042B
DATE: 05/06/26
DRAWN BY: JMM

REV.	DATE	BY

REVISIONS:

SHEET NO. A1.1

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SW UPPER ROY ST

SAVE EXISTING PATHWAY

USE EXISTING ENTRY WITH CURB RAMP

REPLACE EXISTING ASPHALT PATH TO ACCOMMODATE ADA GRADING ADJUSTMENTS

NEW ASPHALT PATHWAY TO MEET ADA REQUIRMENTS

TREE TO BE REMOVED, TYP

PARK REMAINS TO HAVE A CONTINUOUS LOOPED WALKING PATH

SAVE EXISTING PATHWAY

REQUIRED STORMWATER SWALE

CULVERT TO REMAIN IN PLACE.

EXISTING TOWER TO REMAIN IN PLACE.

NEW ASPHALT PATHWAY TO MEET ADA REQUIRMENTS

SWING-SET AND OTHER PLAYGROUND MATERIALS TO BE REMOVED.

NEW ASPHALT PATHWAY TO MEET ADA REQUIRMENTS

EXISTING SHELTER AND CONCRETE PAD TO REMAIN. NEW SITE FURNISHINGS TO REPLACE EXISTING

SW WILLIAM AVE

BENCH

SWINGSET

SWINGSET

RAMP

Tree Removal - Open Spaces

Parks Board

June 1, 2026

Black Cottonwood Trees
17828 SW Fredrick Lane

- Removal of four (4) Black Cottonwood Trees adjacent to property
- Trees are in overall fair to poor structure rating. Recommend removal due to their close proximity to the dwelling and for safety of persons/property.



HALSTEAD'S ARBORICULTURE CONSULTANTS

"Specialists in the Care and Preservation of Trees"

www.halsteadsarbor.com

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

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

May 21, 2026

Reference: Tree Assessment
Location: 17828 SW Fredrick Ln., Sherwood, OR 97140
Subject: Black Cottonwood Trees

Per your request, I inspected four black cottonwood trees (Populus trichocarpa) located within the green space behind the address listed above to determine their condition.

Description/Evaluation:
Tree number one has a diameter at breast height of twenty-three inches as measured 54 inches above ground level. The trees approximate height is sixty-five feet with a canopy spread of thirty-six feet. The tree is in fair health and exhibits fair structure with surface roots growing into the lawn area.

Tree number two has a diameter at breast height of twenty-two inches as measured 54 inches above ground level. The trees approximate height is sixty feet with a canopy spread of thirty-eight feet. The tree is in fair health and exhibits fair structure with large surface roots growing into the lawn area and lifting several patio pavers.

Tree number three has a diameter at breast height of eleven inches as measured 54 inches above ground level. The trees approximate height is fifty feet with a canopy spread of twenty-seven feet. The tree is in fair health and exhibits poor structure due to a phototropic lean that has not currently self-corrected.

Tree number four has a diameter at breast height of twelve inches as measured 54 inches above ground level. The trees approximate height is fifty feet with a canopy spread of twenty-five feet. The tree is in fair health and exhibits poor structure due to a phototropic lean that has not currently self-corrected.

***Results:** Due to the imminent cutting of many large roots and the tree's inability to survive root pruning, the tree's overall poor structure rating and the safety of person/property, I recommend all four trees and stumps be removed.*

All recommendations are based on good forestry practices and adhere to the International Society of Arboriculture Standards.

If further information is required, please call.

Sincerely,

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

CCB# 0068646

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