



MEETING AGENDA

MEETING TITLE: Parks and Recreation Board
DATE & TIME: Monday, March 3, 2014 at 7:00PM
LOCATION: Sherwood City Hall, 22560 SW Pine Street

ATTENDEES

Parks & Recreation Board

David Scheirman, Chair
Mary Reid, Vice Chair
Brian Stecher
Lynn Snyder
Michael Damann
Lu Vanderburg
Marney Jett
James Forsyth
VACANT

Council Liaison

Bill Butterfield, City Councilor

City Staff

Kristen Switzer, Community Services Director
Jennifer Ortiz, Event and Volunteer Coordinator

AGENDA

1. Call to Order/Roll Call (Scheirman)
2. Adjustments to the agenda (Scheirman)
3. Citizen comment (Scheirman)
4. Approval of minutes (Scheirman)
5. Dog Park (Scheirman)
6. Reports & Updates (Switzer)
 - a. Cedar Creek Trail
 - b. Parks Maintenance Update
 - c. Community Center Update
 - d. Recreation Monthly Report
7. Council updates (Butterfield)
8. Other
9. Adjourn



Home of the Tualatin River National Wildlife Refuge

Parks & Recreation Board MEETING NOTES

Approved

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	03.03.14 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Jennifer Ortiz

ATTENDEES

Parks & Recreation Board		Council Liaison	
X	David Scheirman, Chair	X	Bill Butterfield, City Councilor
--	Mary Reid, Vice Chair		
X	Brian Stecher	City Staff	
--	Lynn Snyder	X	Kristen Switzer, Community Services Director
--	Michael Damann	X	Craig Sheldon, Public Works Director
X	Lu Vanderburg	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Marney Jett		
X	James Forsyth		
	VACANT		

MEETING NOTES

1. Call to Order/Roll Call (Scheirman)
 - The meeting was officially called to order at 7:01 pm.
2. Adjustments to the agenda (Scheirman)
 - None
3. Citizen comment (Scheirman)
 - Naomi Belov, Sherwood resident, approached the board to discuss interest in a dog park. She would like to know where the board is in the planning process with this project. She shared that there are many citizens around town that own dogs and would love to see a dog park formed. In addition, there are many sites around town that would be ideal for a dog park.
 - Scheirman answered by sharing that the topic has come up several times over the years. The board has recently heard interest from residents again, but there are no sites picked or formal plans of any kind yet. A dog park has been added to the list of future goals and projects for the PRB.
 - Mayor Middleton approached the board and shared that there has been a lot of interest shown recently in having a dog park constructed and it is hopefully becoming a priority to the PRB. He shared that he has been looking at possibilities for site locations and has identified locations that would work. He shared that money has been an issue, but council would be the ones to make a final decision on that side of things. There is more money

that will be coming in and he would like to fast-track this project. The City has put a lot into youth sports including the turf, fields, and lighting. He shared that some of the citizens want other things, including a dog park. The Mayor shared that he would like to see this as the PRB's top priority and would love to see it completed within the next 6-8 months. He mentioned that he has looked at potential locations and would recommend Stella Olsen Park as a starting point. He acknowledged that it is a small site, but at least it would be a start. Once that one is in place, maybe the citizens could drum up enough money to construct other larger ones around town in the future.

- Scheirman asked the Mayor what locations he had looked into for potential dog park sites.
- The Mayor shared that he took a look at the property the City owns at Snyder Park. The lots could be sold and the money could go toward parks. In addition to the lots, there is also other unused space at Snyder. He shared that there is also a 5 acre parcel behind the Police Department. It is already fenced in, but it is currently being used for the police dog. He shared that some have talked about Woodhaven Park as a good location, but the problem is that there is no water availability and there are future plans for that site. The other locations already have water and parking.
- Jett asked the Mayor if anyone has been working with Clean Water Services to see if a dog park at Stella Olsen Park would even be allowed.
- Middleton shared that the City is working with Clean Water Services, and a lady will be coming out in a couple of weeks to take a look at it. He stated that there is not a huge concern over it.
- Vanderburg shared that he is a dog owner and has looked at 12-14 different dog parks in the area. His concern with the Stella Olsen site, in addition to the small size, would be the shade. He shared that every dog park that he has visited that is shady like that turns into a mud pit.
- Middleton shared that the mud was a topic of discussion and a local business has offered to chip it. He mentioned that the Mt. Tabor Park is shady and shuts down when it gets too muddy during certain times of the year. He stated that the parcel behind the Police Department would be the biggest and best location. There is also some City owned property off of Elwert, but it is going to be used to improve the intersection there in the future. He agreed that Stella Olsen is not the best location for a dog park, but it is a good start. There could be one side for small dogs and one for large ones. The Mayor also shared that Sherwood is the only City of its size in Washington County that does not have a dog park.
- Jett shared that she took a look at Stella Olsen Park tonight before the meeting. She asked the Mayor what area he was planning on using.
- Mayor Middleton shared that it is the flat area on top near the parking lot. He said that it has a little slope that would need to be flattened, but it would not be an issue. He has already talked with Public Works to see if it would be feasible. He shared that the area is already being used by dog owners to run their dogs.
- Switzer mentioned that one thing to keep in mind is the Stella Olsen Master Plan. The plan includes back stage access to the left and a future shelter area to the right. If a dog park is constructed there, the Master Plan would need to be amended, which is definitely doable, just something to keep in mind.
- Scheirman asked the Mayor what his thoughts are regarding the ongoing maintenance costs of a dog park. Would it be a good idea to charge licensing fees to cover this? The initial build costs would come from SDCs, but we would need to maintain the park.

- The Mayor shared that he thinks that there would not be much cost in terms of maintenance. It would be self-policed and people would need to take care of it. He mentioned that he also has some people who have volunteered to maintain it.
- Steve Holthouse, Sherwood resident, approached the board and mentioned that there will be a Budget Committee meeting coming up. He asked if there is any way to get funding for a dog park in this year's budget.
 - Scheirman recommended that he attend a Budget Committee meeting and voice his interest in that topic.
 - Holthouse also asked if the PRB has the capability to form a dog park committee.
 - Scheirman answered yes. He stated that it would be just like the skate park committee that was formed several years ago. It is definitely possible.
 - Holthouse shared that he knows of four businesses that would be willing to donate toward a dog park. He also stated that he is not against fees and likes the idea of the location behind the Police Department. Holthouse mentioned that he lives in Woodhaven and realizes that the City maintains the asphalt walking paths. He asked if it would be up to the HOAs to install dog waste stations. He sees people throw their plastic bags off to the side of the paths all the time.
 - Sheldon answered by saying that the HOA is responsible for the litter along the trails and the City maintains the asphalt.
- Leora Casey, Sherwood resident, also would like to express an interest in having a dog park here in Sherwood. She has seen many people let their dogs loose at various parks around town. She also owns four dogs herself. She mentioned that Sherwood is the only city around that does not have a dog park. She currently drives her dogs to Tualatin or Wilsonville to take advantage of their parks. She mentioned that she has talked with a few local businesses that would definitely be willing to donate toward a dog park. She also mentioned that she has been involved in starting a park in the past. She said that once the word gets out, it is amazing how many people volunteer to donate or help.
- Jennifer Harris, Sherwood resident, also would like to express her interest in a dog park. She said that she sees a lot of dogs off leash at City parks and on school grounds. She believes that there are many responsible dog owners that would appreciate and take care of a dog park.

4. Approval of minutes (Scheirman)

- One correction to the February minutes was noted. The motion under item 6, Field Lights, has been changed as follows: ***Reid motioned to move forward with the field lighting project at both schools and to continue with the phase II design of Woodhaven Park. Jett seconded. In favor, five to one; motion passed.***
- *Jett motioned to approve the February 3, 2014 minutes with the correction as noted. Vanderburg seconded. All in favor; motion passed.*

5. Dog Park (Scheirman)

- Scheirman expressed interest in learning more about the Police Department location for a dog park. Switzer mentioned that staff could look into options for different locations and put together a chart to compare the benefits and drawbacks of each potential location. We could bring that information to next month's meeting so that everyone can take a look at it. Since there is so much discussion, even though we do not have the money right now, we could still identify a specific location to move forward on when the time comes. The board expressed interest in seeing a comparison at next month's meeting. Scheirman mentioned that the PRB did check out the location under the power lines near Home Depot quite a while ago. The land is not City owned, it does not have access to water, and it is right

under the power lines too. After examination, the board found that site to be out of the question.

- Scheirman opened the discussion up to the audience. He asked what size of dog park people would like to see. Generally they range in size from 1.5 – 4 acres. Many in the audience stated that they would be happy with a park of any size. One resident shared that her dog outruns all other dogs at the park and she does not see the need for a park longer than 1 ½ football fields in length. Scheirman then asked the audience their opinion regarding licensing fees. Seven residents stated that they would not mind paying fees. Mayor Middleton mentioned that the City would not be able to install a licensing fee program though, due to the agreement that the City has with Washington County. One resident mentioned having donation boxes at the site. Many people donate. Scheirman then asked the audience their opinion on ground cover. The consensus would prefer a synthetic material. Grass tends to get muddy. If it is in the shade, it eventually dies. Not many residents showed an interest in chips. One resident prefers sand over the top of grass. Butterfield noted that community involvement is key to this project. He understands the reasoning behind saving money, but also would like to see the dog park done right. Switzer stated that the next step would be for the PRB to make a recommendation to council on a proposed location. She will bring a comparison of potential locations to next month's meeting.

6. Cedar Creek Trail (Switzer)

- Switzer shared that the City has gone through the RFP process and has selected a consultant. By the next meeting we will have a lot more information to share. We will be bringing the LTAC back on board soon.

7. Reports & Updates

a. Park Maintenance Update (Sheldon)

- Sheldon shared that the Murdock Park project is moving along nicely. The new structure should be open for use within the next couple of weeks. He also shared that there was a neighborhood meeting held tonight at the Ridges regarding the new field lights. No one attended, so it is a good sign that there are no issues. Tomorrow night will be the neighborhood meeting for the Hopkins/SMS lights. Sheldon shared that maintenance crews will be prepping the fields for spring ball as soon as the weather lets up a bit. They will also be starting on their mowing and landscaping schedules soon. Vanderburg mentioned that he went down and checked out Murdock Park. He asked Sheldon if there are any drains under the concrete footing. Sheldon answered, yes, there is one drain installed on the swing side. Sheldon shared that this year's budget includes GMAX testing for playground structures. We want to make sure all of our structures are meeting standards.

b. Community Center Update (Switzer)

- Switzer shared that the building is finally under construction. The completion date is still slated for December.

c. Recreation Monthly Report (Switzer)

- Switzer shared that the numbers show that we are about \$10,000 ahead of where we were at this time last year. This is due to increased leagues. Rentals are down, but that is because of the leagues.

- February 2014 Recreation Report
 - Youth basketball played approximately 70 games during the weekends in February. That number would have been closer to 100 if we would not have gotten snowed out one of the weekends.
 - Youth basketball also played approximately 40 classic games during the weekdays in February.
 - Youth basketball has decided to extend their season for the boys, so they will have some practice and a game in March.
 - Youth soccer continues to practice and play games at Snyder Park. They held about twelve games during the month.
 - You will soon see spring sports practicing at all the schools and Snyder.
 - The Field House is running 5 adult leagues and 4 youth leagues at this time.
 - Our Sundays are slowing way down as spring sports are starting outside.

Monthly Report February 2014					
February-14	Feb-14		YTD		Feb-13
					Est.
Usage		People		People	People
	Count	Served*	Count	Served*	Served*
Leagues	8	644	23	4656	700
Rentals	63	945	478	8305	2750
Other (Classes)					
[1] Day Use	10	99	49	372	71
Total Usage		1688		13333	3521
Income	Feb-14	YTD			
Rentals	\$5,100	\$31,373			
League fees (indoor)	\$11,200	\$63,781			
Card fees (indoor)	\$205	\$3,052			
Day Use	\$287	\$1,237			
Advertising					
Snacks	\$547	\$3,654			
Classes					
Total	\$17,339	\$103,097			
FY 12 13					
Income	Feb-13	YTD			
Rentals	\$6,192	\$36,974			
League fees (indoor)	\$8,070	\$48,686			
Card fees (indoor)	\$648	\$2,994			
Day Use	\$206	\$1,308			
Advertising					

Snacks	\$707	\$3,668			
Classes					
Total	\$15,823	\$93,630			
*Estimated number of people served based on all rentals. Each team will carry a different # of people on their roster.					

8. Council updates (Butterfield)

- No update.

9. Other

- Stecher mentioned that the idea to sell the lots up at Snyder Park came up several years ago and the consensus at that time was not to sell them. Stecher shared that he would not like to see the lots sell. He shared that SDCs are starting to come in again. Scheirman asked Switzer if it would be possible to dig up the meeting minutes from that discussion 7 years ago. Switzer will find the minutes from the old meeting. She noted that it was tied into an old dog park discussion as well, so it would be good to review.
- Jett asked if the Police Department site is available to take a look at as a potential dog park site. Switzer will set up a time when the group can meet together and take a look at it.
- Scheirman introduced the newest member of the PRB, James Forsyth. He has been a Sherwood resident for 17 years.
- Scheirman also shared with the audience that there is one vacancy left on the PRB.

10. Next meeting/adjourn

- The next meeting will be held Monday, April 7, 2014 at 7:00 pm at City Hall.

Adjourned at 7:55 pm

Meeting Date: March 3, 2014
Parks + Recreation Board

ATTENDANCE SHEET

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Please Print

ADDRESS AND EMAIL

PHONE

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