

CITY OF SHERWOOD, OREGON

RESOLUTION NO. 2000-876

A RESOLUTION OF THE SHERWOOD CITY COUNCIL ADOPTING A PARK SYSTEM MASTER PLAN THAT DETAILS THE VISION, GOALS, AND IMPLEMENTATION FRAMEWORK OF A CITY PARKS, RECREATION AND OPEN SPACE SYSTEM.

WHEREAS, The Sherwood Parks and Open Space Master Plan was adopted in 1991 and was intended to address City park needs over a ten-year period; and

WHEREAS, the City Council appropriated funds for the preparation of an updated parks master plan; and

WHEREAS, the master plan process has insured the opportunity for all citizens to be involved in all phases of the development of the new parks plan; and

WHEREAS, the purpose of the Parks, Recreation and Open Space Master Plan Update 2000 is to detail the vision, goals, and implementation framework of the City's park and open space system; and

WHEREAS, it is intended that this plan be used in conjunction with the Comprehensive Plan Policies but not be adopted as part of that document,

NOW, THEREFORE, BE IT RESOLVED by the Sherwood City Council that:

SECTION 1: The Sherwood City Council adopts the Parks, Recreation and Open Space Master Plan Update 2000, and directs the City staff to use the plan's goals and objectives when evaluating park and recreation needs and improvements.

SECTION 2: The Table 5 "Park Facility Funding Plan" contained in the Parks, Recreation and Open Space Master Plan Update 2000 is not adopted at this time, but instead will be considered for adoption at a later time in conjunction with potential revisions to City park system development charge fee structure.

SECTION 3: If adopted, the Park Facility Funding Plan will function as a framework plan or tentative list of projects for the next ten years. The plan will be reviewed and updated annually to reflect the changing needs of the community and changes in available funding for financing park capital projects. Decisions regarding the actual expenditure for funds for individual park capital projects will be incorporated into the City's regular budget process.

SECTION 4: The City park service level of standard of 20.5 acres per thousand population proposed in the Parks, Recreation and Open Space Master Plan Update 2000 is viewed by Council as a visionary goal or ideal standard, and is not adopted as an existing or operational standard.

SECTION 5: Any future revisions, amendments, or modifications to the Parks, Recreation and Open Space Master Plan shall be by resolution of the Sherwood City Council.

PASSED: This _____ day of _____ 2000.

Mayor – City of Sherwood

ATTEST:

City Recorder – City of Sherwood

EXECUTIVE SUMMARY – PARKS, RECREATION AND OPEN SPACE MASTER PLAN UPDATE 2000

INTRODUCTION

The *Parks, Recreation and Open Space Master Plan Update 2000* is the City's first master plan update since 1991, and provides a comprehensive needs assessment and long range plan for meeting the community's parks and recreation needs.

Public input and the contributions made by the citizens were imperative in developing the vision for the Sherwood Parks system, and in identifying future park and recreation needs and priority improvements.

TRENDS AND FACTS

The City of Sherwood continues to be one of the fastest growing cities in Oregon. Since April of 1990 the population has risen from 3,093 to 10,086, a staggering 226% increase. In comparison the State of Oregon as a whole has grown 16.1%, and Washington County 29.9%. During these conditions, providing space for park and recreation facilities has been a challenge. However, community leaders have done a wonderful job of forging partnerships and acquiring land in advance of demand. The Sherwood Family YMCA, the newly created Intergovernmental Agreement with the Sherwood Scholl District, Snyder Park, and Woodhaven Park are prime examples of visionary thinking.

The City of Sherwood is one of the state's leaders in park and open space acreage per one thousand residents. In fact the City's current standard of 38.5 acres/1000 is ranked in the top three within the state.

CURRENT CONDITIONS

An evaluation of park facilities was completed in order to get a better understanding of the current park system and to project future needs. The process included the following:

- Facilities Inventory
- Evaluation of Existing Facilities
- Analysis of Standards, Current Inventory and Anticipated Need
- Recreation, Management, Maintenance and Funding programs and action plans

The City of Sherwood has 61.2 acres of park land, and 324 acres of undeveloped green space, greenways, and natural areas. Residents have access to two elementary schools, one middle school, and Sherwood High School. Existing facilities are in need of updating to meet the changing standards and demands of the community.

Level of service standards for park lands and recreational facilities were developed based on the current level of service provided in Sherwood, existing Sherwood standards, national standards, standards used by comparable cities, and community demand. To meet the standard of 27.5 acres of park land per one thousand residents in year 2010 an additional 28.8 acres of active park land and 73 acres of open space, greenways, and natural areas should be acquired or otherwise made available to meet the needs of current and future residents during the next ten years.

As the City grows, additional recreation facilities and athletic fields will be required to meet the community's needs. These facilities must be considered when new parks are developed or existing parks are renovated. Community involvement should be encouraged when siting future recreation facilities and parks.

BENEFITS OF PARKS AND RECREATION

Parks, recreation, and open space are essential elements in enhancing the quality of life in Sherwood. They foster healthy, active lifestyles, provide a sense of community, protect the environment, and help mitigate the effects of growth.

Within the vision of "community building" the City of Sherwood will provide a park system that:

- Promotes overall community livability and pride.
- Enhances recreation opportunities by connecting recreation resources, community destinations, and neighborhoods with trails and greenways.
- Provides an equitable distribution of parks and recreation opportunities throughout the City.
- Provides safe, well-maintained, and inclusive parks and recreation facilities.
- Provides for effective and sound management of public resources.

RECOMMENDATIONS

Existing parks should be renovated and, where possible, land needs to be acquired and new parks developed. These recreation resources should be equitably distributed throughout the community to provide access for all residents.

Cooperation with the Tualatin National Wildlife Refuge to develop connections with the refuge can expand recreation opportunities for all area residents.

Currently Sherwood area residents have limited opportunities to participate in recreation programs. The growth and development of the YMCA, the Sherwood Parks Department, and the Police Activities League are critical in making recreation programs and services more readily available.

As the parks, recreation and open space system continues to expand, funding for the maintenance of these facilities must also increase. The current maintenance staff does an acceptable job with the resources available. The maintenance management plan for each park and facility will contribute to more efficient use of resources, staff and volunteers as responsibilities increase.

FUNDING PLAN

The Park Facility Funding Plan totaling \$11,572,700 was designed for priority land acquisition and facility improvements for fiscal years 2000-2001 through 2009-2010. The plan recognizes the need for flexibility on making modifications to the ten-year plan with regard to potential land acquisitions and park improvements. If properties that are critical to the park system come on the market, the City must have the ability to evaluate the situation and act in a timely manner. The same flexibility is required with regard to grant funding and partnership opportunities. These opportunities may not follow the

timeline or be identified in the plan.

Maintenance costs can be expected to grow based on the plan. Projections indicate the need for an additional maintenance position approximately every three years. The Sherwood School District properties included with the Intergovernmental Agreement require an additional 1.5 FTE. This increase has been included in the proposed budget for fiscal year 2000-2001.

FINANCING SOURCES

Under the current parks System Development Charges (SDC) fee schedule \$1,934,300 is projected in revenue over the next ten-year period, contingent upon Area 45. Under the SDC fee schedule being proposed approximately \$4,029,600 in revenue could be projected. This revenue source is dedicated to the acquisition and development of parks and open space.

Citizens, representing the City of Sherwood and the Sherwood School District boundary areas, who participated in the Atfalati Recreation District Study indicated that residents would be willing to pay an additional \$40-60 per household for park and recreation facilities and programs each year. Conservative estimates based on the number of households within the City of Sherwood indicate that approximately \$155,000 could be realized per year, expanding to \$270,000 per year in ten years. Including residents within the Sherwood School District boundaries would increase these numbers dramatically. Thus giving benefit to the study of a potential Sherwood Parks District encompassing the City of Sherwood and the Sherwood School District boundaries.

The use of General Obligation Bonds could support improvement of the park system. Funds could be available within the first year to begin acquiring land and building projects shown as years down the road on the Park Facility Funding Plan. Repayment could occur over time, so citizens would be taxed on the principle and interest over the life of the debt.

Fees charged by the City of Sherwood for use of sports fields and park facilities are very low compared to those charged by other cities of comparable size, and those cities within the region. In most cases, rental fees and program fees could be doubled and still remain in line with those charged by other cities.

Funds raised through grants from government agencies or private foundations would make it possible to accelerate the schedule of capital improvements as well as including additional recommended projects.

ACKNOWLEDGEMENTS

CITY OF SHERWOOD PARKS ADVISORY BOARD

Bob Blair
Jeff Fletcher
Craig Harris
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Lynda Bradshaw	Sherwood Little League
Tom Caster	Sherwood Little League
Mark Christie	Sherwood School District Board Member
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Lance Gilgan	Sherwood Softball Association
Shawn Hegerberg	Sherwood Youth Football Association
Jim Lobdell	Sherwood Youth Soccer Organization
John Noland	YMCA – Director
Don Peck	Community At-Large
Lloyd Whelchel	Sherwood School District – Director of Maintenance
Rob Widdows	Sherwood Youth Soccer Organization

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VISION STATEMENT

The Sherwood Parks system will become an outstanding feature of the community that promotes recreation, celebration, inspiration, and inclusion. A network of high quality social, recreational and natural spaces will contribute to a healthy and involved community. The vision is one of community building. In this vision the City of Sherwood, the Sherwood School District, private enterprises, service organizations and the citizens will form partnerships that create a park system that fulfills the needs of all community members.

Recreation: Recreation facilities and programs provide the community members with a balance between work and play. It adds to personal development and growth, as well as physical health and maintenance. Recreation and parks play an integral role in providing opportunities for families, work groups, neighborhoods, and the community to interact and live. It promotes a strong, vital, involved community.

Celebration: The Sherwood Parks system will provide places for special events, community gatherings and celebrations. Community pride and social bonding are important benefits that the system will provide.

Inspiration: Providing and preserving Sherwood parks and open space enhances the desirability of our area as well as contributing to the safety and health of our residents. Parks and open space are an investment in the future well being of individuals and groups as well as the continued viability of our community.

Inclusion: Diversity is a cornerstone of our society and culture and thus should be celebrated. Including people with disabilities in the fabric of society strengthens the community and its individual members. The Sherwood Parks system, in conjunction with the National Recreation and Park Association, is dedicated to the four inclusion concepts of: 1) Right to leisure (for all individuals), 2) Quality of life, 3) Support, assistance and accommodations and, 4) Barrier removal in all park, recreation and leisure services. Encouraged in the right way, inclusion is the right thing to plan for, implement and celebrate.

SECTION 1 – INTRODUCTION

The **Park, Recreation and Open Space Master Plan Update 2000** describes how the City of Sherwood will meet the challenges it now faces and provide parks and recreation opportunities to its residents for the next ten years – from 2000 through 2010.

The City's first standalone Parks and Open Space Master Plan was created in July 1991. Due to the growth and development of the city the information contained in the 1991 plan was limited in scope and has long been outdated. Therefore the original master plan does not represent the dramatic growth changes the City of Sherwood has experienced. Open space is diminishing, existing recreation facilities are overcrowded, conflicts are evolving between various user groups, and lot sizes are decreasing thus increasing the demand for parks and open spaces.

Located at the southern edge of Washington County, the City of Sherwood is one of the fastest growing towns in Oregon. With new construction at an all time high and the Sherwood School District facing expansion to keep up with the growing neighborhoods, Sherwood's growth in the past three years can only be described as phenomenal. The population of Sherwood according to the 1990 U.S. Census was certified at 3,093; today it is conservatively estimated that 9,855 people live in Sherwood, a 218.6% increase in only ten years.

Sherwood is situated in the gently rolling farmland of Oregon's northern Willamette Valley, which is sheltered from harsh weather by the Cascade Mountain Range on the east and the Coast Range to the west. The climate is temperate and moist which contributes to the area's beautiful gardens and thriving nursery operations. Sherwood averages about 45 inches of rainfall each year, most of which occurs between October and May.

The citizens, along with city staff, have made it a goal to create a unique union between the small town atmosphere of the historic "Old Town" and the continued growth and development. Sherwood residents have made it a priority to create a quality Park, Recreation and Open Space system, one that will meet their current needs and the demands of the future. To accomplish this task, community residents, city staff, and the Parks Advisory Board worked together to:

- Identify community recreation needs and interests.
- Identify and establish priorities for renovation and development of parks and recreation facilities.
- Establish management objectives for advancing level of service (LOS) to citizens.
- Protect environmental green areas.
- Coordinate recreation programs and services with the Sherwood School District, YMCA, community organizations, and private enterprises.
- Enhance the livability of the community.
- Build community pride by showcasing parks and facilities.

- Establish and maintain community-building opportunities, such as partnerships with the Sherwood School District 88J, local businesses, citizen volunteer efforts, and non-profit organizations like the YMCA.

Building flexibility into this system plan is essential in order to accommodate the unique circumstances and situations that can and do arise in every community. This “need for flexibility” allows for the City of Sherwood to respond to unforeseeable events and windows of opportunity that can occur at any time.

SECTION 2 – COMMUNITY FACTS AND TRENDS

Community Profile-

Sherwood has a current population conservatively estimated at 9,855, a %218.6 increase since 1990. Within a five-mile radius the population is estimated to be in excess of 67,000. This radius includes portions of Newberg, Tigard, and Tualatin. Located on Highway 99W, between Tigard and Newberg, the city is part of an important transportation triangle in south Washington County.

The city covers nearly five square miles, and 2585 acres within its Urban Growth Boundary (UGB). An additional 464 acres of land outside the UGB is currently reviewed for inclusion, by METRO, to the existing UGB. Within its current UGB, the City of Sherwood owns approximately 61.2 acres of park land and 124 acres of greenway and open space. Most of this land is undeveloped and/or intended for passive use. The city currently relies on the Sherwood School District 88J for active participation lands and facilities. However plans are underway to construct active recreational facilities in city parks. Active recreational programming takes place at Hopkins Elementary School, Archer Glen Elementary School, Sherwood Middle School, and the Sherwood High School.

The City of Sherwood has a Council/City Manager form of government that encompasses a five member City Council as the policy making body of the city. They appoint a City Manager to perform the administrative duties of the city. The Mayor presides over the City Council meetings and represents the city at meetings and special events.

Sherwood's business community is a combination of light industrial, manufacturing, agriculture, and retail/service. Sherwood's "Old Town" is the business center of the past, while the Six Corners area, a major intersection on the State Highway 99W, is the business center of the future. The light industrial/manufacturing district lies between Sherwood and Tualatin. This location is ideal for many small-parts manufacturers because of the improved transportation systems and aggressive infrastructure development. The commercial industry is one of the fastest growing in Sherwood. The rich, fertile farmland surrounding Sherwood is famous for its ornamental horticulture nurseries where flowers, fruit shrubs, and trees are grown and shipped throughout the country. Other agriculture includes a variety of row crops, Christmas farm trees, as well as hazelnut orchards.

Historic "Old Town" Sherwood is noted for its many local festivals and celebrations. These events have created a strong community spirit over the years. The most popular event is the *Robin Hood Festival*, which began in 1956, and is held during the third weekend of July each summer. Other events include *The Great Onion Festival*, *Cruisin' Sherwood Car Show*, *Sherwood Holiday Festival*, *Music on the Green Concert Series*, *The Sherwood Arts Festival*, and the *International Migratory Songbird Festival* hosted by the Tualatin River National Wildlife Refuge. These events and festivals increase the use of park facilities and provide the city with opportunities for marketing its parks system and recreational programs.

As Oregon's economy continues to diversify, tourism is playing a vital role in creating new job opportunities and strengthening local economies. Since 1991 tourism has increased 36% in the state. The average daily visitor expenditures for in-state visitors is \$52.00/day per person. For out-of-state visitors the amount increases to \$84.00/day per person. The City of Sherwood, and the Parks Department, are poised to capitalize on the tourism trade by providing more, and better, facilities for its cultural and athletic events.

Housing Profile-

Between the 1990 Census and July 1, 1999 Sherwood's population more than tripled. This decade, the city is Washington County's growth leader, and the county is expanding much faster than the state as a whole. However, in the most recent year, Sherwood's annual rate of growth declined dramatically to 2.7%, a steep drop from the 30.7% increase recorded in 1997. Projects containing more than 3,200 new homes were approved by the City of Sherwood from 1993 through the current year. Most of these residences are single-family, the type of housing associated with the most school enrollment. The average price of a three-bedroom home in the area is now \$194,500 while rental housing averages \$680-700 per month.

Sherwood is continuing to augment its housing stock, but the pace of development has slowed markedly from the mid-1990's. Housing demand is being restrained throughout the metropolitan area by a weaker regional economy, less migration into the state, and higher interest rates. The City should continue to attract development and to outpace most communities in Oregon, but during the next five years, Sherwood is unlikely to witness the kind of hyper-growth it experienced during the previous five years.

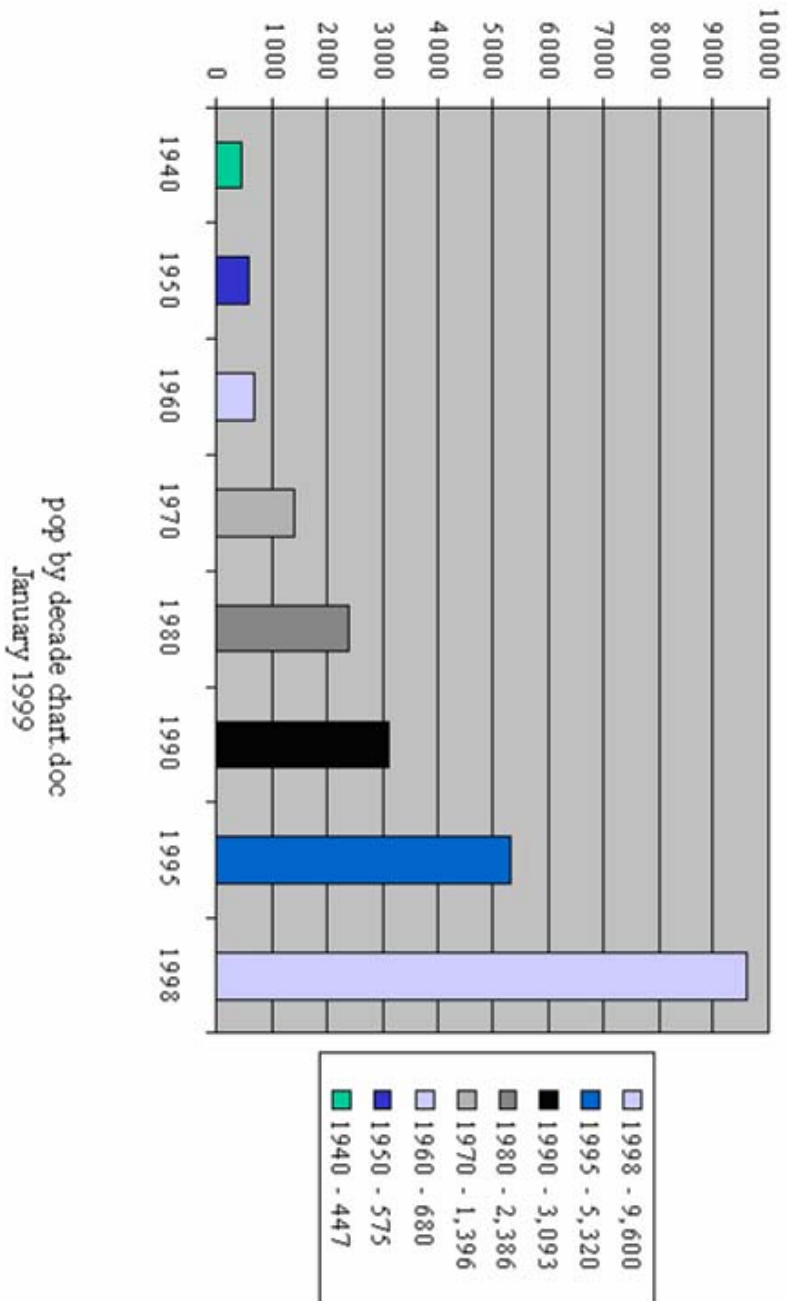
Demographic Profile-

The Sherwood community can be described as follows:

- 52% Female, 48% Male.
- The median age is 35.58 years old. The Oregon Employment Department estimates an increase in growth of the senior population state-wide, thus the median age in Sherwood is expected to rise along with the state-wide median age in the future. This follows a national trend of an aging population.
- The median income is \$34, 968. This is significantly higher than the median income level for Washington County of \$31, 124.
- 74% of housing is owner occupied, 26% is renter occupied.
- 96% of the population is White, 1.6% is Spanish/Hispanic, 0.93% is Asian, 0.30% is Native American, and 0.25% is Black. 0.70% listed their race as Other.

In many surrounding cities Hispanics are leading the population growth trends, but this is not a dominant factor in Sherwood. Births within the Sherwood School District area have climbed sharply since 1995. These rising births are evidence that newcomers are joining the community in sufficient numbers to partially over-ride the age structure trends.

City of Sherwood Population 1940-1998



Summary-

As the city population continues to grow and become more diverse, parks and recreation services are vital to meeting the needs and demands of the community. As Sherwood continues to evolve as a city it will become necessary to strike a balance between the “Old Town” charm and feel, and the progressive needs of the community. Utilizing the residents of Sherwood to help provide information and work on solutions for the master plan update was important to building support for the plan’s recommendations. Their input and guidance was a key element in striking the balance within our community.

SECTION 3 – REVIEW OF PARKS, RECREATION AND OPEN SPACE GOALS AND POLICIES

The Sherwood Community Development Plan (Part 2 of the City Comprehensive Plan) adopted in March 1991, established policies for guiding development of the parks and open space system. The Plan also created a list of definitions and classifications for park and open space resources. These definitions and classifications are being carried forward in this update as well. In addition the **Parks, Recreation and Open Space Master Plan Update 2000** also utilizes National Recreation and Park Association (NRPA) and METRO definitions and classifications as well. These definitions and classifications are:

- **Wetlands** – areas that are inundated and saturated by surface or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Wetlands serve a number of useful functions: habitat areas, temporary storage areas for flood waters, and they function to improve water quality by reducing sedimentation and removing nutrients. Wetlands rank as one of the world’s most productive ecosystems and provide scenic, educational and recreational opportunities and values.
- **Riparian Areas** – defined as lands adjacent to rivers, streams, lakes, ponds, and other water bodies. They are transitional between aquatic and upland zones and they contain elements of both aquatic and terrestrial ecosystems. In Sherwood, riparian zones occur along creeks and streams. Riparian areas have a number of attributes and serve several useful functions: they contain water, food, and cover – three important habitat components. Riparian zones serve as natural migration routes and travel corridors for any wildlife species, and riparian forests stabilize stream banks and adjacent slopes, promoting better water quality in the adjacent waterways.
- **Scenic Resources** – the City of Sherwood is surrounded by hillsides with views of the Tualatin Valley and the Cascade Mountain Range. This setting and its visual amenities contribute substantially to the attractiveness of the community as a whole. While prominent visual resources are known to exist and their value in general to the community can be acknowledged, the identification of specific resources can be a highly subjective undertaking which does not lend itself to precise boundary delineation.
- **Open Space** – open space conserves natural and scenic resources, protects water supply and quality, minimizes erosion and runoff, enhances the value of neighboring property, serves aesthetic and recreation needs, buffers incompatible land uses, acts as a storm water facility, promotes orderly urban development and enhances city design. The city’s open space and recreation land resource is composed of both private and public lands that simultaneously serve a number of individual and community objectives. The National Recreation and Parks Association (NRPA) refers to this category as

Greenspace/Greenway. The City of Sherwood has done an admirable job of acquiring open space lands for the benefit of the community. The city has one of the highest ratios of open space per residents in the region.

The NRPA, and METRO’s Greenspace Technical Advisory Committee (GTAC) have created parks system definitions that assist in guiding the development of parks and open space at the local level. As a member of the NRPA and METRO, the City of Sherwood Parks Department is committed to following, and in most instances exceeding, the guidelines of the NRPA and METRO. These are:

PARK LAND CLASSIFICATIONS

<i>Type</i>	<i>Typical Facilities or Characteristics</i>	<i>Units of Measure</i>	<i>National Recreation & Park Association Standards</i>
Mini/Pocket Park	The smallest of parks and intended to address limited, isolated or unique recreational needs. Typical facilities may include fountains & water features, benches, walkways, playgrounds, shade structures, tables, and landscaping.	Square footage/acres per site. Intended service area.	Between 2500 square feet and 1 acres in size. Less than ¼ mile distance form residential setting.
Neighborhood Park	This type of park is the basic unit of a park system intended to serve as the recreational and social focus of a neighborhood. Generally they are smaller parks intended to serve close-to-home needs and primarily accessed by non-motorized means. Typical facilities may include picnic areas, play fields, playgrounds, sport courts, trails, open space & support facilities.	Min./max. acres per site. Intended service area.	5 acres is considered the minimum size. 5 to 10 acres is optimal. Located ¼ to ½ mile distance from intended users and uninterrupted by non-residential roads and other physical barriers.
Community Park	These are larger parks intended to serve more broader purposes than a neighborhood park. Focus is on meeting community-based needs, as well as preserving unique landscapes and open spaces. A community park may serve the entire community or planning areas within a community. Typical facilities may include athletic fields, sport courts, picnic areas (group & individual), playgrounds, aquatic facilities, community/senior centers, multi-purpose sport/recreational/ cultural centers, interpretive centers/ facilities, botanical/specialty gardens, trails, amphitheaters, skate parks, in-line hockey rinks, river/lake access facilities, fishing facilities, concession/ restroom buildings, open space, support & maintenance facilities.	Min./max. acres per site. Intended service area.	Size is determined by the need to accommodate desired uses. Usually between 30 and 50 acres. Location determined by the quality and suitability of the site.

Regional Park	Large parks intended to serve more than one community. They may include golf courses, botanical/specialty gardens, aquatic parks, athletic fields/complexes, picnic areas (group & individual), sport courts, zoos, amphitheaters, open space, support & maintenance facilities.	Minimum acres per site. Intended service area.	No NRPA standard, but similar to a “large urban park.” Size is determined by the need to accommodate desired uses. Usually larger than 50 acres. No NRPA standard, but similar to a “large urban park.” Location is determined by the suitability of the site.
Nature Park	Significant natural resource areas (riparian, wetlands, forests, grasslands, water-ways) which may include trails, interpretive centers, interpretation signs & support facilities.	Size is resource dependent. Location is resource dependent.	No NRPA standard. No NRPA standard.
Natural Areas	Lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering.	Size is resource dependent. Location is resource dependent.	Variable. Resource availability and opportunity.
Greenways	Linear areas or open space which may include natural resource areas, water-ways, canyons, abandoned railways, utility corridors, etc., and effectively tie park system components together to form a continuous park environment. Trails, including trailheads and trail facilities, may also be included in greenways.	Size is resource dependent. Location is resource dependent.	Variable. Resource availability and opportunity.
Urban Plazas	Generally hard-surfaced multi-use spaces in high density urban developments which may include walkways, fountains/water features, tables & benches, public art, landscape areas, amphitheaters, environmental/historic/cultural interpretation, open space, and support facilities.	Sites per town/regional center. Intended service area.	No NRPA standard. No NRPA standard.
School Parks	Park site adjacent to a school. May be owned or managed by school district or in cooperation with local park provider.	Intended service area.	No NRPA standard. Sites determined by school location. Size varies and dependent on function.

RECREATION FACILITIES

<i>Type</i>	<i>Typical Facilities or Characteristics</i>	<i>Units of Measure</i>	<i>National Recreation & Park Association Standards</i>
Aquatic Parks	Multi-functional water-based recreational facilities. May be indoors or outdoors and include lap, wave, wading and leisure pools; lazy rivers; water playgrounds, slides; concessions areas; bathhouse; restrooms; and support facilities.	Sites per capita. Intended service area.	No NRPA standard. No NRPA standard.
Baseball Fields	Lighted or unlighted fields for baseball. Field dimensions vary for different skill/age groups. The need for parking, restrooms, concession buildings and other support facilities is dependent on the programming level desired.	Fields per capita. Intended service area.	No NRPA standard. Number of fields dependent on local popularity. ¼ to ½ mile from intended users. May be located within a neighborhood or community park/complex.
Basketball Courts (Outdoor)	Lighted or unlighted hard-surface courts which may be less than full-size, dependent on space availability and need.	Courts per capita. Intended service area.	No NRPA standard. Number of courts dependent on local popularity. ¼ to ½ mile from intended users. May be located within a neighborhood or community parks, or in active recreation areas.
Botanical & Specialty Gardens	Includes formal gardens that specialize in displaying one or more varieties of plants. Examples include, but are not limited to, rose or Japanese gardens, water gardens, arboretums, etc. May be located within community or regional parks, or as a park by itself.	Sites per capita. Intended service area.	No NRPA standard. No NRPA standard.
Community Gardens	Public areas provided for flower, fruit or vegetable gardening. May include access to water for irrigation, parking and other support facilities.	Sites per capita. Intended service area.	No NRPA standard. No NRPA standard.

Multi-Purpose Community & Recreation Centers	Indoor facilities which may provide one or more of the following programming opportunities, areas or facilities: recreational; educational; sports/athletics; arts, meeting rooms, community schools, libraries, senior centers; aquatics; gymnasiums; weight/exercise rooms; locker/rest rooms; staff offices, concession areas, lounges, gardens; parking and support facilities.	Centers per capita, or square footage per capita. Intended service area.	No NRPA standard. No NRPA standard.
Football Fields	Lighted or unlighted fields for football. Field dimensions vary for different skill/age groups. The need for parking, restrooms, concession buildings, and other support facilities is dependent on the programming level desired.	Fields per capita. Intended service area.	No NRPA standard. Number of fields dependent on local popularity. 15 to 30 minute travel time from residence of user. May be located within a neighborhood or community park or sports complex.
Golf Courses	May be either an 18 or 9 holes course. The length and course type may vary from a par-3 executive course to a full-length standard course. Support facilities may include a clubhouse, driving range, putting green, and parking.	Holes per capita. Courses per community. Intended service area.	No NRPA standard. No NRPA standard. May be located by itself or in community or regional parks.
Cultural Centers	Indoor or Outdoor facilities for the performing arts, fine arts, museums, that include parking and support facilities.	Facilities per capita, or square footage per capita. Intended service area.	No NRPA standard. No NRPA standard.
Natural Resource Interpretive Centers/Facilities	Indoor and outdoor facilities that provide exhibits and educational information about the environment. Centers may be located within a specific park or be in support of a significant natural resource area. Indoor facilities may include meeting rooms, auditoriums, display rooms, restrooms, concession areas, staff offices, parking and support facilities. Outdoor facilities may include trails, bridges, benches, interpretive signs, overlooks, observation blinds, and demonstration areas	Facilities per community. Facilities per nature park.	No NRPA standard. No NRPA standard.

Picnic Areas (Group)	Sheltered or open areas for large gatherings with tables, BBQ grills, water, electric and sewer utilities, parking, and adjacent to other complimentary recreational facilities. May be programmed for reservations or available on a first-come, first-serve basis.	Facilities per capita. Intended service area.	No NRPA standard. No NRPA standard.
Playgrounds	Play areas with specialized equipment for children which may be located in all types of park classification areas. Equipment may be grouped/clustered to reflect skills of different age groups/abilities. May include drinking fountains, benches, shade structures, restrooms, parking, and other support facilities.	Facilities per capita. Intended service area.	No NRPA standard. No NRPA standard.
River/Lake Access Facilities (Boating)	Facilities intended for motorized and/or non-motorized boats which generally may include boat/canoe launch/retrieval ramps, docks, parking and support facilities. May also include picnic tables and restroom/ concession building.	Facilities per linear or square mile. Intended service area.	No NRPA standard. No NRPA standard.
River/Lake Access Facilities (Fishing)	Facilities intended for on and off-shore fishing activities which may include boat launch/retrieval ramps, docks, piers, fish cleaning tables, parking, and support facilities. May also include picnic tables, benches, and restroom/concession buildings.	Facilities per linear or square mile. Intended service area.	No NRPA standard. No NRPA standard.
Skateboard/In-Line Facilities	Specialized lighted or unlighted skating facilities with ramps and jumps, hockey-size rinks with goals, and support facilities. May be open/unsupervised or programmed/ supervised.	Sites per capita. Intended service area.	No NRPA standard. No NRPA standard.
Soccer Fields	Lighted or unlighted fields for soccer. Field dimensions may vary for different skill/age groups. The need for parking, restrooms, concession buildings, and support facilities is dependent on the programming level desired.	Fields per capita. Intended service area.	No NRPA standard. Number of fields dependent on local popularity. Located 1 to 2 miles from intended users. May be located in neighborhood or community parks or sports complex.

Softball Fields	Lighted or unlighted fields for softball. Field dimensions may vary for different skill/age groups. The need for parking, restrooms, concession buildings, and support facilities is dependent on the programming level desired.	Fields per capita. Intended service area.	No NRPA standard. Number of fields dependent on local popularity. Located ¼ to ½ mile from intended users. Field may also function for youth baseball.
Swimming Pools	Indoor or outdoor facilities which may include lap, wave or wading pools, water playgrounds, observation and deck areas, restrooms/locker rooms, parking and support facilities.	Square footage per capita or facilities per capita. Intended service area.	No NRPA standard. Located within 15 to 30 minutes of travel time from intended users. May be located in neighborhood or community parks.
Tennis Courts	Lighted or unlighted courts for tennis. The courts may have hard, clay or grass surfaces. Dimensions are generally standardized regardless of the skill or age level, but area dimensions differ if other than recreational use is intended. The need for parking, restrooms/concessions, pro-shops, and support facilities is dependent on the programming level desired.	Courts per capita. Intended service area.	No NRPA standard. Number of courts dependent on local popularity. Located ¼ to ½ mile from intended users. May be located in neighborhood or community parks or school sites.
Trails and Trailhead Facilities	Primarily off-street park trails which may include opportunities for jogging, hiking, biking, exercise, nature, equestrian, BMX, canoe/boat, boardwalks, park access, etc. Trail surface is dependent on the desired activity and level of programming. May provide neighborhood, community, and/or regional linkage. Sidewalks are generally not considered as trails, unless they serve as trail links/junctions. Trailheads may be located within a park or at a separate location which may include parking, picnic areas, restrooms, interpretive signs, landscaping and support facilities.	Provides connectivity, community, neighborhood, or regional access. Intended service area. Functional uses. ADA compliance desirable.	No NRPA standard. No NRPA standard. No NRPA standard. No NRPA standard. Intended use and location dictates design standard, if applicable.

PARK & RECREATION LANDS SUMMARY

<i>Type</i>	<i>Typical Facilities or Characteristics</i>	<i>Units of Measure</i>	<i>National Recreation & Park Association Standards</i>
Total Park Land	All Classification Types	Acres per capita	
Programmed	Park land that is used or maintained for recreational activities, and/or developed with facilities (either partially or fully developed).	Acres	None
Non-programmed	Park land that is dedicated for future recreational uses, but not yet developed or maintained for such uses.	Acres	None
Natural Area	Lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering.	Acres	None

A very important component of the **Parks, Recreation and Open Space Master Plan Update 2000** are the **Trails and Connectors** that provide linkages between the parks and other community facilities. Trails and connectors are public access routes for commuting and trail-oriented recreational activities. These include sidewalks, bikeways, multi-use trails and paths. A variety of pathway types are needed to accommodate activities such as walking, running, biking, dog walking, rollerblading, skateboarding, and horseback riding. Trails and connectors can be located within parks, within linear parks and greenways, or be designed as a part of a citywide transportation system. Each type of trail should be designed to safely accommodate users, and meet recognized design standards. Individual parks and their facilities can more effectively provide an accessible network or activities when they are developed and utilized as part of a system. Physical connections between residential areas and regional – and community-oriented features also promote use of those facilities and establish an identity for those neighborhoods.

The city has made significant progress developing a trail system in recent years. The City of Sherwood has required that new developments set aside land for linear trails. These corridors provide the framework for a basic interconnected park system, with connections to other cultural and recreational facilities and commercial centers. However, certain areas of the City of Sherwood are still lacking the trails needed to provide for linear-oriented activities.

The Community Development Plan also identified **14 Planning Goals-Recreational Resources**:

1. Preserve the scenic open space, wetland, and riparian values of the Rock Creek and Cedar Creek greenways. These greenways should remain undeveloped as passive open space in order to maintain their natural integrity and habitat.
2. Incorporate easements and rights-of-way for utilities and drainage into a system of greenways and trails.
3. Acquire park and open space land as far in advance as possible to avoid high land costs and the possibility of later purchasing developments.
4. Work with the Sherwood School District board in the selection of new school site so that adjoining neighborhood parks can be acquired at the same time.
5. Avoid extending streets, utilities, or other urban services into planned open space.
6. Support taxation policies for planned permanent open space areas that will make it feasible to keep them from being developed.
7. Give priority to neighborhood and community parks and to such open spaces as can be secure through administration of the city's implementing ordinances when it is practical for the city to improve and maintain them.
8. Utilize sites required for public buildings or public works for park and open space purposes when feasible
9. As practical, and financially feasible, develop parks and open spaces in Sherwood in accordance with neighborhood planning principles.

10. Development of open space and recreational facilities shall include a consideration of the carrying capacity of the air, land and water resources of the area.
11. Open space and recreational facility planning will be coordinated with adjacent communities for maximum benefit.
12. The 1989 Sherwood Cultural Resource Inventory identified 132 potential historic landmarks of varying value. He city has adopted a process by which sites will be reviewed for historic landmark designation and protection.
13. Provide and maintain a wide variety of recreational facilities based on a determination of the recreational needs of the local residents.
14. Encourage the timely and efficient implementation of open space, natural resource and recreation objectives through the use of all available means including but not limited to:
 - Land acquisition by purchase, donation, and dedication.
 - Tax incentives for limiting development.
 - Land development controls in hazardous or ecologically sensitive areas.
 - Standards for new development requiring adequate provision of open space and recreation areas and the preservation or replacement of natural features.
 - Financing and program administration techniques including park district formation, system development charges and joint City-School District projects.

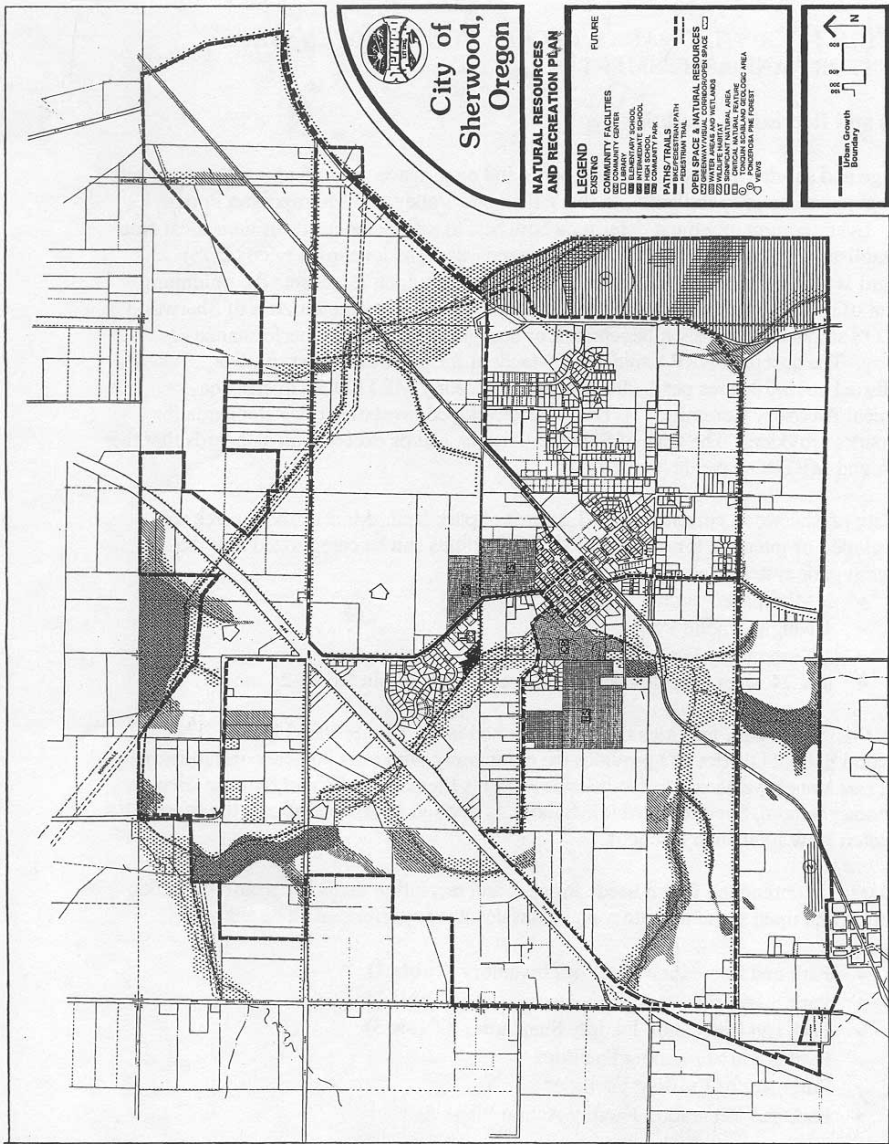
The 1991 Parks and Open Space Master Plan Update was intended to augment, detail and cost out the Community Development Plan policies. **The Parks, Recreation and Open Space Master Plan Update 2000** will continue to augment both previous documents while exhibiting new information and costing standards relevant to the growth and development of the city and surrounding areas.

Sherwood will continue to provide a basic set of recreation and open space facilities that:

1. Offer a variety of active, passive and seasonal activities.
2. Provide an equitable level of service for all residents of the city and its jurisdiction.
3. Are responsive to the changing needs of the community's residents.

Benefits that people receive from recreation and open space, psychologically as well as physically, make park and recreation services a basic necessity for a healthy and balanced life. This essential service must be provided for all of Sherwood's residents through a park system that is equitable in terms of services, quality, affordability and accessibility. A variety of active and passive recreation uses and seasonal activities are necessary to meet the community's park and recreation needs.

Trends need to be monitored to ensure that overall recreation needs are being met. As the popularity of various recreation activities evolves over time, the set of "basic recreation" services provided should adapt to those changes.



SECTION 4 – EXISTING PARKS, RECREATION AND OPEN SPACE INVENTORY AND ASSESSMENT

Parks and Recreation Facilities-

Acreage and service area standards for parks and open space vary greatly within the State of Oregon, and more specifically in the Willamette Valley and Metropolitan Portland areas. Every community must determine how best to satisfy the needs of their local area by establishing appropriate level of service standards. The level of service (LOS) standard is a ratio expressed as Acres/1,000 population, which represents the minimum amount of space needed to meet recreation services desired by the citizens of Sherwood. The LOS standard is merely a benchmark or acceptable measure of performance or delivery. The accepted NRPA mid-range standard for parks and open space is established at 10-20 acres per 1,000 residents. Recently METRO's Greenspace Technology Advisory Committee (GTAC) has developed level of service standards for local parks providers. The City of Sherwood meets, and/or exceeds, all standards that the NRPA and METRO have developed.

The City of Sherwood currently has 61.2 acres of park land. Most of these acres are undeveloped or intended for passive use. The facilities can be categorized into the following park system classifications:

- 3 Mini-park/Playlots
- 1 Neighborhood Park
- 1 Community Park
- and 24 acres of undeveloped land purchased within the 18-24 months

Table 1 describes park facilities that are addressed in the Master Plan Update. The Sherwood School District 88J provides the community with over 30 acres of public open space; residents have access to facilities at Hopkins Elementary School, Archer Glen Elementary School, Sherwood Middle School, Sherwood High School, and the soon to be completed New Elementary School.

In order to determine the future needs for park and recreation facilities, a current parks, recreation and open space inventory and assessment was performed. The analysis includes:

- Park and Recreation Facilities Inventory (**Table 1**)
- Park Standards (**Table 2**)
- Park and Recreation Facility Standards (**Table 3**)
- Evaluation of Existing Facilities
- Summary of Existing Facilities
- Park and Recreation Facilities
- Park and Recreation Facility Action Plan

**TABLE 1
PARK FACILITIES INVENTORY**

Master Plan Update 1999

PARKS	Total Facility Acreage	Softball Diamond	Baseball Diamond	Soccer Field	Football Field	Basketball Court	Tennis Court	Open Turf Areas	Play Equipment	Paved Path/Trail	Soft Path/Trail	Picnic Area	Picnic Shelter	Restrooms	Swimming Pool
Cinnamon Hills Park	0.5								1						
Community Campus Park	2.5							Y			Y	Y			
Langer Park	4							Y	1	Y		Y			
Murdock Park	4							Y	1	Y		Y			
Old Town Park	0.5							Y				Y			
Oregon Trail Park	0.5	undeveloped													
Scholls-Sherwood Park	3.5							Y				Y			
Snyder Park	16	undeveloped													
Stella Olsen Park	23.9							Y	1	Y	Y	Y	Y	Y	
Woodhaven Park	6.07	undeveloped													
SHERWOOD SCHOOL DISTRICT 88J															
Clyde Hopkins Elementary	10.2	1	2	2		1		Y	2					Portable	
Archer Glen Elementary	12	1	1	1		1		Y	2	Y				Y	
New Elementary School 2000-2001 School Year		undeveloped													
Sherwood Middle School	16		1	1	1	1	3	Y			Track			Y	
Sherwood High School	31.8	2	1	1	1	1		Y		Track				Y	
PRIVATE ENTERPRISES															
YMCA						2				Indoor				Y	Y
21 st Century Kids Club									1					Y	
Ice Haus (Ice Skating)		undeveloped													

**TABLE 1
PARK FACILITIES INVENTORY**

Master Plan Update 1999

PARKS	Total Facility Acreage	Softball Diamond	Baseball Diamond	Soccer Field	Football Field	Basketball Court	Tennis Court	Open Turf Areas
Cinnamon Hills Park	0.5							
Community Campus Park	2.5							Y
Langer Park	4							Y
Murdock Park	4							Y
Old Town Park	0.5							Y
Oregon Trail Park	0.5	Undeveloped						
Scholls-Sherwood Park	3.5							Y
Snyder Park	16	Undeveloped						
Stella Olsen Park	23.9							Y
Woodhaven Park	6.07	Undeveloped						
SHERWOOD SCHOOL DISTRICT 88J								
Clyde Hopkins Elementary	10.2	1	2	2		1		Y
Archer Glen Elementary	12	1	1	1		1		Y
New Elementary School 2000-2001 School Year		Undeveloped						
Sherwood Middle School	16		1	1	1	1	3	Y
Sherwood High School	31.8	2	1	1	1	1		Y
PRIVATE ENTERPRISES								
YMCA						2		
21 st Century Kids Club								
Ice Haus (Ice Skating)		Undeveloped						

Master Plan Update 2000

TABLE 2							
Parks and Recreation Standards, Current Inventory and Anticipated Need							
Facility	<i>Existing Standard</i>	Recommended Standards	Current Inventory	Anticipated Need Yr. 2005	Plus/Minus (Acres)	Anticipated Need Yr. 2010	Plus/Minus (Acres)
	per 1991 Master Plan		1999	Pop. Est. 14,000		Pop. Est. 18,000	
Mini-Parks, Playlots 1 acre in size, ¼ mile radius	1 acre/2000	1 acre/2000	14.5 ac	7 acres	7.5	9 acres	5.5
Neighborhood Parks 5-15 acres in size, ½ mile radius	1 per/5000	2 acres/1000	6.8 ac	28 acres	-21.2	36 acres	-29.2
Community Parks 15-25 acres in size, 1.5 mile radius	1 per/20,000	2.5 acres/1000	39.9 ac	35	4.9	45 acres	-5.1
Linear Parks	42,000 LF	NA	NA	42,000 LF		42,000 LF	
Greenspace/Greenways/Natural Areas	301 acres	301 acres	230 ac	301 acres	-71	301 acres	-71
Significant Natural Areas (Outside Greenways)							
Wetlands	16acres	16 acres	18 ac	16 acres	2	16 acres	2
Upland Floodplain Access	32 acres	32 acres	0	32 acres	-32	32 acres	-32
Other	48 acres	48 acres	76 ac	48 acres	28	48 acres	28
Trails and Connectors	No standard	1 system	0	1 system	-1	1 system	-1
TOTAL			385.2 ac	467 acres	-81.8	487 acres	-101.8
			38.5/1000	33.4/1000		27.1/1000	
			Est. 10,086				
			population				

TABLE 3								
Recreational facility standards, needs, and current inventory analysis								
Facility	Existing Standard per	Recommended Standards	Existing Parks	Existing S.S.D. Amenities	Anticipated Need Yr. 2005	Plus/Minus	Anticipated Need Yr. 2010	Plus/Minus
	1991 Master Plan		Amenities	Amenities	Pop. Est. 14,000		Pop. Est. 18,000	
Baseball Fields (Youth)	1 per/10,000	1 per/2,000	0	3	7	-4	9	-6
Baseball Fields (Adult)	NS	1 per/5,000	0	1	3	-2	4	-3
Basketball Courts (Outdoor)	1 per/5,000	1 per/5,000	1	0	3	-2	4	-3
Community Center	NS	NS	YMCA	0	1	0	1	0
Community Gardens	NS	NS	0	0	1	-1	1	-1
Dog Parks	NS	NS	0	0	0	0	1	-1
Football Fields (Youth/Adult)	1 per/20,000	1 per/8,000	0	1	2	-1	2	-1
Family Picnic Areas	NS	1 per/2,000	3	0	7	-4	9	-6
Golf Course	NS	1 per/25,000	0	0	0	0	1	-1
Group Picnic Areas	NS	1 per/10,000	1	0	1	0	2	-1
Open Turf Areas (Natural)	NS	NS	4	4	0	8	0	8
Outdoor Concert Area	NS	NS	1	0	1	0	1	0
Outdoor Volleyball Courts	1 per/5,000	1 per/10,000	0	0	1	-1	2	-2
Play Equipment	NS	1 per/2,500	3	2	6	-1	7	-2
Rollerblade/Skateboard Area	NS	1 per/25,000	0	0	0	0	1	-1
Running Track (Outdoor)	NS	1 per/20,000	0	2	1	1	1	1
Senior Center	NS	1 per/25,000	1	0	1	0	1	0
Soccer Fields (Youth/Adult)	1 per/10,000	1 per/2,000	0	5	7	-2	9	-4
Softball Fields (Youth)	1 per/5,000	1 per/3,000	0	3	5	-2	6	-3
Softball Fields (Adult)	NS	1 per/5,000	0	0	3	-3	4	-4
Swimming facilities (Full size)	NS	1 per/25,000	0	0	1	-1	1	-1
Tennis Courts (Outdoor)	1 per/2,000	1 per/2,500	3	0	6	-3	7	-4
Tennis Courts (Indoor)	NS	1 per/5,000	0	0	3	-3	4	-4

Recommended standards were derived by the City of Sherwood Parks Advisory Board utilizing information from:
 Sherwood residents, cities of comparable size, and research information.
 Existing facilities include all facilities in City owned parks and elementary/middle schools regardless of condition or public accessibility.
 NS = No Standard

Evaluation of Existing Facilities

Site and facility evaluations were conducted in October of 1998, August of 1999, and again in January 2000 by city staff and community residents. The purpose of this task was to evaluate the current conditions of each park facility.

1. Cinnamon Hills Park **0.5 Acres**

This mini-park/playlot includes a swing, play structure, and benches along with ample green space. Cinnamon Hills Park was a collaborative effort of the residents in this area and the City of Sherwood. Due to its size, location, and the surrounding terrain future development is limited. A consistent maintenance program will help to extend the life of the equipment and planting.

2. Community Campus Park **2.5 Acres**

Community Campus Park is a passive use area nestled between the City of Sherwood Library and the Sherwood Senior Center. Its lawn area, gravel trail, and benches provide a peaceful setting for citizens to enjoy. Due to its location and size, development plans are limited. However, along with the potential for Library expansion, there is the continuation of the Cedar Creek Bikeway still planned. This bikeway will connect the Library and Senior Center to the existing trail system located within Stella Olsen Park.

3. Langer Park **4 Acres**

A city owned park that is currently maintained by the Sherwood Village Homeowners Association. Langer Park is an open park setting that has ample space for passive and active recreational pursuits. A walking/bicycle path meanders through the park and greenway and connects to the playground located in the center of the park. Numerous opportunities exist for renovation and redevelopment of the park. This will allow for maximizing the space and levels of service to the surrounding neighborhood. The only drawback to future renovation plans is its close proximity to Hopkins Elementary School and the Parks Department's aversion to duplicating services and facilities in such a close radius.

4. Murdock Park **4 Acres**

(Listed as Roy Street Park in the 1991 Master Plan)

Consider a neighborhood park by definition. This potential "high use" facility has been poorly maintained and underdeveloped. Renovation plans have been developed for the park, and began implementation in October of 1999. Key areas of the plan call for an irrigation system, extensive landscaping, regrading of the open play area, and a comprehensive maintenance program. Other site amenities can be added to the park to promote better levels of service for this neighborhood.

5. Old Town Park **0.5 Acres**

(Listed as City Park in the 1991 Master Plan)

Old Town Park is a small mini-park/playlot that is the center for a number of city events and festivals. The play equipment was outdated and removed in early 1999.

The surrounding open area was poorly maintained due to root growth from the surrounding trees and shrubs, and was replaced with an irrigation system and new sod. Large shade trees, benches and picnic tables allow for small group activities. As mentioned, the park is used for a variety of diverse and functional uses – Saturday Farmer’s Market, Arts and Crafts Fairs, as a hub for Cruisin’ Sherwood and the Robin Hood Festival events.

6. Oregon Trail Park 0.5 Acres

A peaceful setting located between Santa Fe Terrace and Settlement Drive in the Oregon Trail subdivision. The surrounding houses and location limit the design opportunities for the park; however, the park is vital to the neighborhood since it is located in an underserved section of town. The play structure and open lawn area provide the residents with a safe and enjoyable area for the children to play. Connection to the Scholls-Sherwood Park and any future park developments west of 99W via a trail system is vital for the residents of this neighborhood so they may have access to larger and more diverse recreational amenities.

7. Scholls-Sherwood Park 4 Acres

A neighborhood park by definition. It is still in its initial stages of development (40% completed). A “high use” park once it is completed. The park currently has 2 acres of forested land, with the remaining being lush open lawn that is fully irrigated. The remaining development calls for a basketball area, playground, picnic tables, benches, and water fountains. The park will be renamed in early 2000.

8. Snyder Park 20 Acres

Located at the top of Sunset Boulevard, Snyder Park is the future centerpiece of the Sherwood Parks Department. The master planning process for this community park site is currently underway with final refinements to the design being finalized in early 2000. The preliminary plans for the park call for a mixture of passive and active recreational areas with careful consideration given to the scenic views of the surrounding mountain ranges. Snyder Park will be home to the city’s first multi-use athletic fields.

9. Stella Olsen Memorial Park 23.9 Acres

A beautiful setting that has undergone significant projects in the past year. This community park has a new children’s playground, and work has been completed on Phase I of a multi-use path through the wetlands area creating a connection from West Villa Road to the Sherwood Library. The park’s natural, wooded setting is a haven for wildlife habitat. The paths, covered picnic shelter, and open areas allow for passive and active recreational uses. Renovation plans call for an irrigation system, a new restroom facility, assorted beautification projects, and a shell for the bandstand.

10. Woodhaven Park 6.07 Acres

This proposed neighborhood park site is still waiting for ownership transfer. Located at the corner of Sunset Boulevard and Pinehurst Drive, this park will service the Woodhaven neighborhood. Master planning work will begin once the ownership issues have been resolved. In addition to the YMCA, Woodhaven Park will be a focal point for visitors entering Sherwood from 99W at Sunset.

11. Reservoir Park 2.2 Acres

Listed in the 1991 Master Plan, this park will be integrated into Snyder Park.

12. Rudy Olsen Gas Pump Park 150 sq. ft.

Gas Pump Park is so small that it serves no other function than as a cultural resource. It should be removed from inventory and placed in the “historical landmark” category.

13. Greenway/Greenspace/Natural Areas

As stated in the 1991 Master Plan, the open space system consists largely of lands within the one hundred year floodplains of Cedar and Rock Creeks. The open space system conserves natural and scenic resources, protects water supply and quality, minimizes erosion and runoff, enhances the value of neighboring property, serves aesthetic and recreation needs, buffers incompatible land uses, promotes orderly urban development and enhances city design. The City of Sherwood currently has 124 acres of open space land in its inventory. All open space areas should be evaluated to determine an appropriate level of development and management, the value of potential development such as trails, and the overall benefit to the community. Maintenance standards should be developed to communicate appropriate practices to staff and the public.

14. Tualatin River National Wildlife Refuge

The Tualatin River National Wildlife Refuge is a unique ecosystem that has historical importance to humans as well as to the wildlife that depend on it for survival. Each year thousands of migrating waterfowl use this area along with beavers, deer, heron, native fish, songbirds, and native plants. Currently the Refuge encompasses more than 1098 acres (as of 12/99) and has a full time U.S. Fish and Wildlife Refuge Manager, Biologist, and Maintenance employees on site. The Refuge is a tremendous benefit to the region by improving water quality and flood control, erosion and siltation, and mitigating impacts from surrounding urban activities.

Refuge protection of fish and wildlife resources and habitats will provide the public with wildlife-oriented recreation, education and interpretation opportunities. This will help foster environmental awareness and outreach programs to develop an informed citizenry that will support fish and wildlife conservation. Public use facilities including hiking trails, wildlife observation structures, interpretive panels, parking, etc. are planned for development in the future. A wildlife center complete with auditorium, environmental education lab and classrooms, interpretive exhibits, and adjoining offices is also envisioned for the Refuge. People of all ages and abilities will experience the beauty of the Tualatin River Valley and discover what historic landscapes look like. It will be an ideal setting to demonstrate wildlife

management techniques to the public, and to develop a variety of hands-on learning programs.

15. Sherwood Family YMCA

Open in September of 1998 this history-making facility was the first in the nation to utilize a joint-use agreement incorporating a city owned facility with YMCA operations. The partnership is unique for several reasons. First, the City of Sherwood voted to raise property taxes to back a \$7.9 million bond to construct the building. Secondly, the citizens helped to design the YMCA structure. A citizen's task force looked over the various recreational options and chose an indoor/outdoor sport court, a combination recreational and lap pool and a large state-of-the-art fitness floor. The YMCA offers programs such as water and land aerobics, adult and child swim lessons, kids gym programs and youth recreational sports. The mission of the Sherwood Family YMCA is: *To put Christian principles into practice through programs that build healthy spirit, mind, and body for all through love respect, honesty, responsibility and service.*

Some of the key issues facing the YMCA facility are the enclosing of the sport court area. The idea of an open area has proved to be a detriment rather than a plus for the facility. Programming is limited because of the limited amount of usage of the sport court due to weather constraints. A second issue is the parking. Additional parking is needed to accommodate the growing number of members. Finally, exterior landscaping needs to be addressed with street trees, shrubbery, and a better maintenance program to ensure that the facility remains a focal point of the community.

Summary of Existing Facilities

The current mix of park facilities although improving, is still inadequate in meeting the current and future needs of the community. The present capacity of facilities within the city has been exceeded and often results in overuse. Add to this fact the historical poor construction and maintenance and upkeep of these facilities, and the subsequent results are facilities that limit the range and scope of recreational pursuits for the residents of our community.

Fortunately the City of Sherwood has already recognized this shortfall and has taken proactive steps to rectify the situation. First is the addition of the YMCA. Second is the purchase of 24 acres of land designated for park development. The purchases that the city has made are an attempt to meet the needs of under-served neighborhoods that have been identified within the city.

An under-served neighborhood is defined as:

- A neighborhood in which residents are not within ½ mile of either a neighborhood park or a community park; or
- A neighborhood where a major street separates residents from the facilities. Specific examples would be Highway 99W, Sunset Boulevard, and Tualatin-Sherwood Road.

In addition to developing new facilities, renovating existing facilities is also planned and needed. Renovation of Murdock Park and Stella Olsen Park will provide greater usage and levels of service to the surrounding residents.

When making plans for the development of new facilities and/or the renovation of existing facilities it is imperative to abide by the following decision making criteria:

- Minimize, to the extent possible, the cost of operations and maintenance (OAM) in order to maintain or reduce user fees.
- Prioritize planned improvements to ensure efficiency and multiple use of existing facilities prior to developing new facilities. Avoid the duplication of services and amenities.
- Be the result of broad-based planning efforts with public participation and involvement by all users.
- Provide diversity in the size and character of the recreation facilities.
- Ensure public safety by developing facilities that discourage vandalism and misuse.
- Balance the needs of the citizens of Sherwood through all stages of life.
- Provide accessibility for all persons to all facilities regardless of their physical limitations.

By following the principles of “cost efficiency” and “multi-use”, the planned development of Mini-parks/Playlots had been eliminated in the past few years. The residents, special interest groups, and the Parks Advisory Board members were all in agreement that the focus needed to be placed on the planning and development of Neighborhood and Community park facilities. However, recent developments have seen an increase in Mini-parks. Developers are creating open spaces and Mini-parks which service the residents in that specific area. These types of parks are an important element in the overall park system.

SECTION 5 – RECOMMENDATION-PARK FACILITY ACTION PLAN

The most under-served area of the city is located west of Highway 99. One of the top priorities facing the city is acquiring a **neighborhood park site** in this area. It is imperative that a site(s) be selected soon since five new developments are currently planned, and in different stages of development, adding an additional 200+ lots to the area.

Service standards for facilities are used to guide the location and size of new parks and facilities and to assess the adequacy of existing facilities. When uniformly applied the basic park and recreation uses listed earlier ensure that a variety of recreation opportunities are available for all segments of the city's population. Service standards defined by service radius and target population ensure an equitable level of service.

Service radius and target population are defined as follows:

- **Service radius** – the service radius is the maximum distance that people can live from a facility and be adequately served by it. This distance is determined largely by the expected travel mode of the target population. For example, playgrounds have a service radius of ½ to 2/3 mile, on the basis that the target population, children under 12, should be able to walk to that facility. Anyone living within that distance of a playground is considered to have adequate access to it. These radii can be modified or interrupted by barriers, such as major roadways, railroad tracks, and waterways, which should be taken into account.
- **Target population** – different groups of people are served by different types of recreation facilities. For example, playgrounds generally serve young children, swimming pools are used largely by children and teens, and recreation centers (YMCA) provide services to all ages of population. The “target population” is the number of people within the facility's service radius that are in the age group served by that facility. Using playgrounds as an example again, each playground's target population is 500 children between the ages of 1 and 12.

The process for identifying “not served” or “inadequately served” areas of the city is set out below:

1. Each city facility is located on a map. The service radius area is mapped by measuring distances along streets on the map, reflecting actual routes that a user can take. (Note: at the development fringe, where streets do not yet exist, circular service radii are used.)
2. The number of people living within each facility's service area is calculated using the most recent Census block, or School District block data. The population is compared to the service standard's target population to determine whether the area is adequately served.
3. Non-city facilities meeting “other provider” criteria are identified and mapped, using the same process.
4. The resulting map indicates areas that are not served or inadequately served by existing facilities. Those areas are then listed.
5. A program for new facilities (**Park Facility 10-Year Action Plan**) can then be developed, based on this map. Highest priority should be given to those facilities which can be located on existing public land. Areas which are primarily non-residential or those with very small size or population are given a lower priority.

The need for a facility or an additional facility is justified when the population is at least two-thirds of the target population.

Specific park site locations should be selected which invite public access and use, serve as links to the rest of the park and open space system, conserve natural features and allow for cost-effective development and maintenance. Trail locations should be safe, designed to incorporate natural features and adequately buffered from adjacent uses.

Visibility and accessibility in park location is necessary to invite public use of parks. Parks with uses serving a large geographical area, such as swimming pools, recreation centers, or lighted tennis courts, should be located along major streets to ensure accessibility without drawing traffic through residential areas.

Where the accessibility and visibility requirements of special facilities, such as sports fields and neighborhood-oriented uses can both be accommodated, **the uses should be contained in one park site to improve maintenance efficiency.**

Neighborhood parks should connect to the linear network wherever possible for maximum accessibility and benefit.

Park layout and design should accommodate the people who will use the park, and at the same time, protect and enhance the park's natural environment. Flexibility for future changes, additions, and/or facility expansions to meet changes in recreation needs should be provided in park design.

The acquisition and construction of park sites and facilities should be funded by those who benefit. The Parks SDC Fund directly links the fees to the benefit received, and is based on realistic estimates of land and construction costs.

In addition to a Neighborhood Park located west of Highway 99, other recommendations include:

- Renovate the existing parks in the system to improve park conditions, increase the recreational opportunities, meet current safety requirements, and comply with ADA requirements.
- Acquire and develop additional acres for Neighborhood and Community parks (pending the Urban Growth Area 45 decision) to meet future population needs and ensure geographical accessibility to all residents.
- Continue to acquire greenways/greenspace/open spaces along stream corridors.
- Continue to provide public access to natural areas by developing trails and connectors through greenways and natural areas.

- Pursue joint-use agreements with the Sherwood School District 88J and other partners to share the cost of land acquisition, facility development, and maintenance.

PARK FACILITY 10-YEAR ACTION PLAN

	Priority 1 (0 - 3 yrs)	Priority 2 (3 – 5 yrs)	Priority 3 (5–10 yrs)
Mini-parks/Playlots			
Oregon Trail Park (Completion 3/2000)	Yes		
Neighborhood Parks			
Renovation of Murdock Park (Completion 10/2000)	Yes		
Develop Scholls-Sherwood Park (Completion 8/2000)	Yes		
Develop Woodhaven Park	Yes		
Acquire/Develop park west of Hwy 99	Yes		
Acquire/Develop Park in UGR Area 45 (If applicable)			Yes
Community Parks			
Develop Snyder Park	Yes		
Renovation of Stella Olsen Park		Yes	
Acquire/Develop Park in UGR Area 45 (If applicable)			Yes
Trails and Connectors			
Continue Cedar Creek Bikeway to Senior Center/Library		Yes	
Trail/Bikeway connection to Tualatin River National Wildlife Refuge		Yes	
Trail and connector expansion in UGR Area 45 (If applicable)			Yes
Greenspace/Greenways/Open Space			
Continue to acquire greenspace and open space	Yes		
Joint Use Opportunities			
Develop joint-use agreement with Sherwood School District 88J	DONE		
Develop joint-use agreement with Sherwood Family YMCA	Yes		
Develop joint-use agreement with Police Activities League (PAL)	Yes		
Enclose the gymnasium and parking expansion at YMCA	Yes		
General-System Wide Improvements			
Add 6 adult/youth baseball fields	Yes		
Add 2 outdoor basketball courts		Yes	
Develop a botanical or community garden site		Yes	
Add 1 youth football field	Yes		
Add 3 group picnic areas	Yes		
Add 2 outdoor volleyball courts		Yes	
Add 1 skatepark			Yes
Add 2 adult soccer fields	Yes		
Add 4 adult/youth softball fields	Yes		
Add 4 tennis courts (one complex)		Yes	
Renovate site furnishings		Yes	
Develop system wide signage package	Yes		
Renovate existing children’s play structures		Yes	

SECTION 6 – RECREATION PROGRAMMING

The Sherwood Parks Department will ensure that Sherwood’s park and recreation system provides a full range of recreational services to all of the city’s residents, and those located within the boundaries of the Sherwood School District 88J. Major recreational facilities will also be provided to accommodate and attract local and regional events.

Sherwood’s recreation programming is provided through an array of providers, cooperative efforts with community organizations for citywide programs, and departmental offerings. The Sherwood Family YMCA operates the city-owned recreation center through a history making arrangement. The YMCA offers traditional recreation programs, such as fitness classes, aquatics, arts and crafts, and special interest programs and provides a model of efficient public recreation offerings. Citywide programs currently use volunteer efforts of special organizations, such as the Sherwood Little League, ASA Softball, Junior Basketball of Oregon, TTS Soccer, and the Tigard-Sherwood Youth Basketball Association in conjunction with the city efforts to provide recreation activities.

These recreational programs offer a great deal to the quality of life within the City of Sherwood. Residents can develop skills, creativity, and physical health through a variety of activities. Cooperation and leadership qualities are developed as people interact, and an appreciation of both the similarities and differences between individuals, age groups, and cultures is promoted.

To properly serve the citizens, the city’s program offerings must be diverse and well balanced. Such factors as the increasing number of youths, interest in family activities, and environmental changes should be reflected in recreational programming. Since recreational programming needs are constantly changing, programs must be evaluated periodically to encourage diversity and creativity.

As a member of the National Recreation and Parks Association (NRPA), the Sherwood Parks Department strives to advance parks, recreation and environmental conservation efforts that enhance the quality of life in our community. **NRPA National Programs** are programs that are sponsored by the NRPA and assist youth in high risk situations, eradicate crime, encourage healthy lifestyles, and create after communities. Local recreation programs have consistently helped to reduce crime during non-school hours, and instilled positive attitudes on our most vulnerable youth.

Special Events and Festivals are the spice of community programming. These events are a significant way for communities to unite, recognize, and foster community spirit. These celebrations, often connected with holidays, are opportunities for the people of Sherwood to commemorate their heritage, or simply to gather with other citizens. In addition to providing entertainment for city residents, special events and festivals draw tourists from all over the region and enhance Sherwood’s civic image. The Robin Hood Festival is the perfect example of cooperation between the city and community organizations and businesses. The Sherwood Parks Department provides the

infrastructure to support celebrations on the local level reflecting the enthusiasm of an active and vibrant community.

Opportunities for interaction with the performing and cultural arts and the city's recreation department are becoming increasingly important. Music on the Green and the Robin Hood Theater are examples of "cultural recreation" programs that are enjoyed by thousands of city residents each year. Many organizations exist within the community that can assist with the expansion and development of these events.

Outreach programs can be more effective in dealing with underserved population groups than traditional programming. Youth are our most prized possessions and are in critical need of healthy outlets and opportunities to nurture their minds and foster their spirits for a healthy life. The Police Activities League (PAL) program is directed towards specific age groups and populations of the community. One area of concern that outreach programs and PAL have been instrumental in helping with is the "teen population". In Sherwood teens are adamant about their need for a place of their own, essentially an adolescent version of the Senior Center. For teens, a feeling of empowerment can defeat helplessness, alienation, and disconnectedness from society's expectations and standards. Teens are pushed into assuming a number of responsibilities in single-parent families. Teens need the time and space to "just be kids" and deal with their own development.

The importance of positive recreational activities as a functional part of a citywide comprehensive effort to address youth related problems is becoming increasingly critical. A comprehensive range of offerings that includes sports, recreation activities, community service, continuing education and job training is essential. The Parks Department needs to play an active role in the planning, coordination, and administration of these types of activities. The department must also establish a long-term, consistent relationship that is the essential catalyst for behavioral development and change. **In this case, the City of Sherwood Parks Department will assume the leadership position in coordinating community youth services. In this role the department will identify a need, but leave service delivery to better-equipped providers. However, the department will provide services in areas that the department has advanced expertise and experience in, and will fill niches not otherwise available.**

To maximize recreation opportunities and minimize staff requirements, the department engages in a multitude of cooperative efforts with special interest groups. This allows the department to coordinate recreational activities and make sure there are no problems with duplication of services, overlap of services, and ineffective use of facilities.

The ability to work in a unified voice has greatly improved the efficiency of the city's cooperative efforts and resulted in good coordination of programs and facilities. Efforts should be made to establish similar associations for other organized sports and to ensure that these groups provide coordination and recreation opportunities for youth in all areas of the city.

In Sherwood recreation is also provided by non-city facilities that provide a level of service that is equal to the city's services. Schools, non-profit organizations, and private and commercial recreation entities are considered "equal providers".

By considering "equal providers" such as 21st Century Kids Club, SportsNation, The Hoop, and others when determining needed recreation service, the city can ensure efficiency by avoiding duplication. Reliance on "equal providers" requires that the city monitor the performance and conformance of the provider.

Visibility, Communication and Promotion. The marketing and promotion of recreational programs are critical to their success, especially for a brand new department like Sherwood's. Only when the residents of Sherwood are aware of the opportunities can they participate. The quality of program materials is often an indication of the quality of the program. The department's efforts will reflect a professional approach to informing the public of available opportunities. Methods of providing parks and recreation information are:

- Department brochure depicting special events, programs, and important information.
- Maps depicting existing parks, facilities, schools, trails and pathways, etc.
- City newsletter.
- Publicity in the Sherwood Gazette, Tigard/Tualatin Times, and the Oregonian when applicable.
- Presentations to local schools, youth groups, business groups, service clubs, and recreational organizations.
- Special events to celebrate seasonal events, completion of projects, etc.
- Extensive and consistent signage.

Benefits of Recreation Programs and Services.

The benefits of parks and recreation are well documented and have been proven in a myriad of studies. They are:

- **Personal Benefits:** strengthen self-esteem, improving health and fitness, reducing stress, and providing positive alternatives to antisocial behavior. The educational aspect is also very important.
- **Social Benefits:** building stronger families, reducing alienation and loneliness, promoting ethnic and cultural harmony, and creating a sense of "community."
- **Economic Benefits:** attracting business relocation and expansion, contributing to more productive work forces, and being a catalyst for tourism. The visual aspects of a park increases the property values of homes in the area.
- **Environmental Benefits:** acquiring and protecting natural and open spaces, enhancing air and water quality, and improving overall community livability.

The residents of Sherwood have identified a number of specific benefit outcomes that they feel are important and can be directly related to park and recreation programming:

- Parks and recreation provides positive activities for youth of all ages.
- Parks and recreation builds a sense of community.
- Parks add beauty to a neighborhood, and thus increase the satisfaction and quality of life for its residents.
- Parks and recreation provide opportunities for community involvement, and a shared management and ownership of resources.
- Parks and recreation opportunities, their facilities, and their quality are foundations for community pride.
- Recreation is a preventative health service.
- Parks and the provision of open spaces in residential areas lead to higher property values.
- Small investments in parks and recreation often yield big economic returns.

SECTION 7 – MANAGEMENT

The City of Sherwood Parks Department will be faced with managing more park land, athletic facilities, and recreational programs as the city increases its population and diversity. Management tools must be developed and utilized to guide the operations of the department. These management tools will allow the department to operate efficiently, increase public awareness and community ownership, and provide benchmarks for present and future participation rates. It will allow the department to operate with continuous improvement in mind.

Parks and recreation is at the cornerstone of people's quality of life. The self-image that residents have about their community, along with the identity a city has beyond its borders, influences decisions made about the city and its future. Natural and cultural features in the community, the quality of public open spaces, floriculture programs, and the city's park system are elements which affect residents' and visitors' perception of a community's quality of life.

The Sherwood parks Department is committed to creating partnerships that result in new resources and to enhance existing services. Examples of these partnerships are the YMCA, Police Activities League (PAL), U.S. Tennis Association, NFL Flag Football, and the Hershey's Track and Field Program. The department is also committed to supporting the development and delivery of NRPA's national programs as well as community based initiatives that benefit the local community. A key component is the recently completed joint-use and management agreement with the Sherwood School District 88J. This cooperative agreement will allow both parties to maximize their land areas, maximize financial resources, and provide recreational and sport programs to meet the needs of the community.

Another key component is the current partnership with the YMCA. The Sherwood Parks Department views this partnership as an opportunity for both entities to focus on specific programs and services and do them well.

Traditional service delivery systems must be reexamined and improved to ensure that we continue to provide quality services and facilities. The new millennium gives the department the opportunity to refocus their energies on redefining and promoting parks and recreation in the City of Sherwood. Bold and imaginative leadership will be required to develop a vision for the future and to forge new partnerships with both the private and nonprofit sectors, which will maximize the use of limited resources.

Public parks must be eye-catchingly interesting to those who pass through, as well as continually satisfying seven days a week, 52 weeks a year.

Management Action Plan

Facility Design and Management

- Establish design standards for restrooms.
- Establish design standards for irrigation systems.
- Establish design standards for trail/pathway construction
- Establish lighting standards.
- Establish design guidelines for children's play areas.
- Establish design guidelines for safety surfacing.
- Establish design guidelines for parking areas.
- Develop tree management policies.

Public Safety

- Design and implement a safety inspection and record-keeping program.
- Develop and implement a Parks Ranger program.

Public Information

- Develop a Parks and Recreation web page.
- Design and distribute a Park Department brochure.
- Expand information dissemination.

Community Involvement

- Develop an Adopt-A-Park program.
- Develop an Adopt-A-Trail program.

Joint-Use Agreements

- Establish formal joint-use agreements with the Sherwood School District.
(DONE)
- Establish formal joint-use agreements with the Police Activities League.
- Establish formal joint-use agreements with community sports organizations when applicable.
- Establish formal joint-use agreements with private enterprises when applicable.

Staff Development

- Develop a staff development plan that includes training, conferences, and educational opportunities so that staff can maximize their abilities.

SECTION 8 – PARK MAINTENANCE

The main purpose of park maintenance is to ensure that the functions and the quality of the park system are maintained. As the functions and resulting maintenance needs vary with the different kinds of parks and facilities, maintenance practices should reflect those needs. Because recreation opportunities and the quality of experiences provided are dependent on the quality of their outdoor setting, maintenance practices should also reflect a concern for our natural environment. User safety, satisfaction and community pride are to a great extent related to its parks, recreation and open space. Older parks, such as Murdock Park and Stella Olsen Park, must receive major renovations and basic park maintenance programs must receive adequate fiscal support for continued function and quality of our open space and parks system. Community involvement in different aspects of maintenance can supplement basic financial support to significantly enhance the quality of park and recreation service.

Investing in capital improvements with long-term quality can significantly reduce maintenance costs over the life of the facilities, as will initiative investments in quality materials. Utilizing preventative maintenance programs and conserving materials and energy to reduce costs are other basic ways to promote cost-effectiveness and stretch available resources as higher-than-standard levels of maintenance can be quantified and the costs shared with those who benefit.

An emphasis on renovation of older parks and facilities is needed to balance the tendency to focus solely on new construction in funding programs. Sherwood's older parks, Murdock Park and Stella Olsen Park, serve neighborhoods that are the most dependent on public recreation. Renovation of these parks can complement the community development efforts by providing an aesthetic setting for those neighborhoods as well as an amenity for attracting families to the area.

Parks and facilities must be brought up to acceptable standards before an effective maintenance program can be established. Ongoing renovation programs are necessary to ensure that parks and facilities are in safe and usable condition. The city's Capital Improvement Program (CIP) must include renovation projects for specific parks and facilities each year, along with programs for upgrading certain types of facilities, such as trails, paths, and bikeways throughout the park system.

Maintenance Objectives: CLEANER – SAFER – FRIENDLIER

- **Safety.** Maintain parks and landscapes in a manner that protects health, safety and the welfare of the public. Employee training and exposure to new methods and equipment are a necessary investment toward greater efficiency and safety to our constituents.
- **Cleanliness.** Maintain facilities in a clean and sanitary condition.

- **Facility Performance.** Maintain facilities in a manner that allows for the intended recreational use. Uniform maintenance standards will assist in providing for the intended function and use to occur.
- **Resource Protection.** Protect natural resources, developed improvements, and equipment from deterioration, vandalism and waste. Manage the efficient use of time. Minimize the damage to natural vegetation, wildlife habitat, and open space areas. Comply with the Endangered Species Act requirements, and other regulatory guidelines.
- **Responsiveness.** Respond to public needs, requests and unsolicited concerns in a timely way.

A *Maintenance Planning Matrix* has been created for each park site and facility in the Sherwood Parks Department system. This matrix represents the time and frequencies of maintenance activities based on individual facility characteristics. Each one of the maintenance tasks listed is an essential task in maximizing the usability of that specific facility. This matrix allows the Parks Department to plan and coordinate maintenance and improvement projects on a year-round schedule to allocate resources more efficiently, and provide clearly defined duties for regular repairs and maintenance.

Maintenance Staffing Levels (Tables 4 and 5) were then developed to assist in preparing labor schedules, and maintenance budget projects. Augmenting staffing levels, and the maintenance budget, can be accomplished by charging the private individuals or organizations that benefit from special services. If a high level of maintenance is desired or is necessary due to the park or facility design, then those who benefit should pay for the higher cost. Examples: The baseball/softball fields require added attention and time on a day-to-day basis. The added cost shall rest with the Sherwood Little League, Sherwood Junior Baseball Organization, Amateur Softball Association, and the Sherwood School District 88J. Property owners or residents may request more frequent maintenance in a nearby park than would ordinarily be provided. Where the public is not the primary beneficiary, those who benefit should pay their share of the cost.

Parks Maintenance Action Plan

Preparing an Operation and Maintenance program guide, which includes detailed guidelines for the following areas, is imperative to ensuring compliance with the department's goals and objectives. Guidelines for:

- Maintenance checklist and audit system for:
 - Playground equipment
 - Athletic Fields
 - Facilities
 - Equipment
- Maintenance management plans for each facility.
- Maintenance task cost analysis.
- Maintenance staffing alternatives. (Staff per park land acres)
- Time and resource management.

- Equipment management.
- Training and development.
- Safety.
- Volunteer labor sources and opportunities.
- Public involvement.

Neighborhood organizations and interest groups that “adopt” specific facilities or parks are beneficial to park maintenance in a variety of ways. A sense of ownership reduces litter and vandalism, and builds an awareness of the effects of those actions on our park system. Volunteer workers and other contributions can also help by reducing the city’s expense, or by increasing the quality of maintenance given to those adopted parks or facilities.

SECTION 9 – FUNDING

System Improvement Fees (SIF's)

System Improvement Fees, more commonly known as System Development Charges (SDC's), are fees paid by new residential development in the City of Sherwood to cover a portion of the costs of capital facilities needed to serve new development. Per 8.304.02 of the Zoning and Development Code the *SIF is reserved and used exclusively for the acquisition, expansion, and capitol development or redevelopment of greenways, parks, open space, or recreational facilities, designed to provide extra system capacity, and as a designated on the Natural Resources and Recreational Plan Map. The SIF may also be utilized for expenditures relating to repayment of debt for such improvements.* The city places these revenues in the *Parks and Open Space SIF*.

Pursuant to 8.304.02 of the Zoning and Development Code, when a proposed development contains lands designated on the Natural Resources and Recreation Plan Map for greenways, parks, open space, or recreational facilities, such land may be dedicated to the city in lieu of an equivalent portion of the SIF, or in the case of multi-family development, in lieu of the equivalent portion of common open space, as per Section 8.304.03. The value of the dedication, as determined by the city, shall be deducted from the SIF. This policy has been a tremendous positive to the acquisition efforts of the City of Sherwood.

The current SIF rate, established in 1993, is **\$841.00** per residential dwelling unit. From fiscal year 1995-96 through 1997-98 SIF's generated \$901,595 in revenue. For fiscal year 1998-99 an additional \$294,350 in fee revenues was budgeted. **The current parks and recreation SIF rates are very low compared to the other cities in the metropolitan areas, and are not sufficient to meet the needs of our growth and development. The current SIF does not reflect the current costs of land acquisition or development.** These rates must be revised based on sound methodology, and the cost data available within the master plan update.

Park Facility Funding Plan

In order to accommodate future growth and development, a **Park Facility Funding Plan** has been developed to address the development and renovation costs for the following:

- Archer Glen Elementary School Athletic Fields
- Langer Park (Renovation)
- Murdock Park (Renovation)
- New Elementary School Athletic Fields
- Oregon Trail Park
- Scholls-Sherwood Park
- Snyder Park
- Stella Olsen Park (Renovation)
- Woodhaven Park
- YMCA (Renovation and expansion)

- Greenspace/Greenways/Natural Areas
- Cedar Creek Bikeway
- Trails and Connectors
- Connectors to the Tualatin River National Wildlife Refuge

The Capitol Improvement Funding Plan addresses fiscal years 2000-2001 through 2010. Projects that are not completed within the first ten years are budgeted for completion by the year 2020. **Table 20** illustrates the **Park Facility Funding Plan**.

The current **Park Bond Fund** is a capital project fund established to account for the facility costs associated with the development costs of the Sherwood Family YMCA and the voter approved sports field facilities. Revenues to the fund are from the proceeds of long-term borrowings, and are supplemented by interest earnings on the monies not yet spent. Pursuant to the City/School District Recreational Facility Plan and the subsequent Intergovernmental Agreement between the City of Sherwood and the Sherwood School District 88J projects will be started in fiscal year 1999-2000, and hence monies will begin to be spent from this fund. The sports field facilities portion of the bond fund should be completed in fiscal year 2000-2001. Once completed, any remaining monies will be transferred to the Debt Service Fund to offset debt service payments related to the project.

Outside funding sources need to be sought for funding park, recreation and open space capital improvements to reduce the reliance on debt financing through bonds. In addition, we can minimize development costs, to the greatest extent possible, by utilizing alternative labor sources, such as volunteers, the Army Corps of Engineers, the Department of Corrections Inmate Work Crews, etc.

Alternative sources for funding capital improvements in parks and recreation can be part of the solution for continuing or improving the quality of services with limited public funds. The recent growth of sports and recreation interest groups not only indicates the importance of recreation services, but also provides the potential for funding the kinds of facilities on which the interest groups focus. User fees, endowment funds, private donations of materials, labor, and cash, foundation grants, and contributions should all be pursued as a part of the overall strategy for developing and improving the City of Sherwood parks system.

Recreation Program Funding Plan

Within the parks Department there is a need to quantify the costs of providing individual programs and services. This effort will assist in budget proposals and illustrate exactly what programs and services need to be reduced or expanded. This budgeting effort will also help to identify cost savings that may be currently overlooked, or placed in other areas.

As a result of the activity, a consistent policy for program user fees and charges has been developed. Programs that are considered basic to the needs of the citizens have lower

fees, while those that are considered luxury or specialty programs have higher fees. User fees are designed to cover the cost of services and the subsequent operations and maintenance requirements. Fees are also adjusted depending on the income level of the persons being served. **No citizen will ever be turned away from a recreational program due to an inability to pay.**

Program sponsorships are a means of reducing the user fee component for program participants. Grants and partnerships with charitable foundations are also funding alternatives that must be utilized to help reduce the costs to the community.

Currently fees charged by the City of Sherwood and the Sherwood School District 88J for the use of athletic fields and group picnic sites are low compared to those charges by cities of comparable size and proximity. In most cases fees can be increased and still remain in line with those charged by surrounding communities.

The Parks Department is committed to an entrepreneurial approach to the provision of leisure services. The various facets of the department (Recreational, Special Events/Festivals, Sports) shall be self-sustaining operations. This allows general fund financing to be retained solely for department operations.

In addition to general fund financing and the allocation of user fee revenues, **park and athletic field maintenance** will require additional funding solutions. An alternative funding source, and potential component of the total funding plan, is a water surcharge. Many residents view this proposal as a positive alternative to their Homeowner's Association requirements and obligations. Revenues derived from this surcharge may only be used for maintenance of parks and athletic facilities, and horticulture programming. Currently there are 3,700 water customers in the city. A surcharge of only \$2.00 a month generates \$7,400 monthly, and \$88,000 yearly. A surcharge of \$5.00 a month generates \$18,500 monthly, and \$222,000 yearly. The amount of maximum value, depending on the maintenance planning matrix for each park and recreation site, the cost of water, and the amount of outside revenue dollars earmarked for park maintenance

Master Plan Update 2000

City of Sherwood Parks Department											
Table 20											
Park Facilities Funding Plan. Years 1-10											
Facility	Estimated Cost	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-2010
Langer Park Renovation	\$ 50,000.00				\$ 50,000.00						
Murdock Park Renovation	\$ 25,000.00		\$ 25,000.00								
Scholls-Sherwood Park	\$ 440,000.00	\$ 440,000.00									
Snyder Park	\$ 1,760,000.00	\$1,000,000.00	\$ 760,000.00								
Stella Olsen Renovation	\$ 100,000.00	\$ 50,000.00	\$ 50,000.00								
Woodhaven Park	\$ 667,700.00	\$ 250,000.00	\$ 417,700.00								
YMCA Open Space	\$ 50,000.00		\$ 50,000.00								
Greenspace/Natural Areas	\$ 100,000.00					\$ 50,000.00	\$ 50,000.00				
Cedar Creek Bikeway (Phase 2)	\$ 150,000.00		\$ 150,000.00								
System wide – Renovate Playgrounds	\$ 100,000.00					\$ 25,000.00	\$ 25,000.00	\$ 50,000.00			
Trail/Bikeway Connections	\$ 1,500,000.00										
Paved	3 miles			\$ 1,050,000.00							
Soft-surface	5 miles				\$ 250,000.00		\$ 250,000.00				
Acquire/Develop Neighborhood Park 10 Acres – School/Park Site	\$ 2,300,000.00				\$ 1,200,000.00	\$ 1,100,000.00					
Acquire/Develop Neighborhood Park 10 Acres – West of 99W	\$ 2,300,000.00						\$ 1,200,000.00	\$ 1,100,000.00			
Acquire/Develop Neighborhood Park 10 Acres – Area 45	\$ 2,300,000.00								\$ 1,200,000.00	\$ 1,100,000.00	
TOTALS	\$ 11,892,700.00	\$ 1,740,000.00	\$ 1,452,700.00	\$ 1,050,000.00	\$ 1,500,000.00	\$ 1,175,000.00	\$ 1,525,000.00	\$ 1,150,000.00	\$ 1,200,000.00	\$ 1,100,000.00	\$ -
Note: Total Estimated Costs Include:											
\$120,000 per acre land acquisition											
\$110,000 per acre active development											
\$ 40,000 per acre passive development											
\$350,000 per mile paved trail w/ landscaping											
\$100,000 per mile soft surface trails											

SECTION 10 – COMMUNITY INVOLVEMENT

To facilitate community involvement and support of the **Parks, Recreation and Open Space Master Plan Update 2000**, citizens were given numerous opportunities to express their ideas and goals for the park system. These opportunities included a community survey, community workshops, Parks Advisory Board workshops, Parks Advisory Board meetings, public meetings, and interviews with special interest groups. Residents were asked questions regarding:

- Design and development features they feel are important.
- Facility and service improvements they feel are needed.
- Benefits from parks and recreation opportunities.
- Programming elements they feel are important.
- Participation analysis.

Summary of Community Involvement Efforts and Findings-

The following is a summary of the findings from the community involvement efforts. Findings are broken down into five categories:

1. Design and development.

- Develop master plans for each neighborhood or community park and recreation area.
- Provide a balance between passive and active recreation uses.
- Purchase land that is suitable for active recreation activities.
- Ensure that the development of park facilities is sensitive to the needs of the physically and mentally disabled park users.
- Create system-wide signage that is consistent.
- Create consistent design standards for park facilities and elements.
- Irrigation systems should be easy to use and low maintenance.
- Park equipment should be selected not only on the basis of cost, but on its maintenance requirements and longevity of use.
- Protect natural resources at each park site.

2. Facility Improvements

- Maintain our existing parks and facilities.
- Renovate and improve Murdock Park and Stella Olsen Park.
- Establish maintenance standards for each park.
- Utilize neighborhood groups in maintenance planning.
- Provide restroom facilities at Stella Olsen Park and new parks.
- Provide irrigation systems at existing parks.

3. Benefits of Programming.

- Coordination of recreation services.
- Establishing fiscal operating policies and budgets.
- Develop a park system brochure.
- Develop a park system newsletter.
- Develop a park system website.

4. Participation Analysis

- Residents were asked to identify those activities that they feel they or family members participate in on a regular basis. The top twelve responses are listed.
 1. Walking for Health
 2. Camping/Hiking
 3. Bicycling
 4. Swimming
 5. Golfing
 6. Running/Jogging
 7. Basketball
 8. Baseball/Softball
 9. Tennis
 10. Volleyball
 11. Racquetball
 12. Rollerblading

5. Maintenance

- Create a parks maintenance department or division.
- Establish formal joint-use agreements with the Sherwood School District.
- Implement a safety inspection and record-keeping program.
- Establish maintenance standards.
- Create a maintenance management system.
- Provide adequate funding for parks maintenance.

APPENDICES

Master Plan Update 1999

Task	MAINTENANCE PLANNING MATRIX																
	Stnd HRS	Adj. Factor	Adj. Stnd.	January F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours
MOWING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	4 11.44	4 11.44	4 11.44	4 11.44	2 5.72	0 0	0 0	24	68.64
EDGING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	0 0	0 0	16	45.76
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31
AERATE/VERTICLE SLICING	2	1.43	2.86	0 0	0 0	1 2.86	0 0	0 0	0 0	0 0	0 0	1 2.86	0 0	0 0	0 0	2	5.72
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58
FERTILIZE TURF	2	1.43	2.86	0 0	0 0	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	0 0	4	11.44
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	4 5.72	4 2.86	4 5.72	0 0	0 0	0 0	0 0	12	17.16
FERTILIZE TREES/SHRUBS																	
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16
LEAF REMOVAL																	
PRUNE TREES/SHRUBS																	
PLAYGROUND: INSPECT/REPAIR EQUIPMENT																	
CHIPS/GRAVEL/BARKDUST																	
PATHWAYS/TRAILS	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04
LITTER PATROL	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04
BIOSWALE																	
RESTROOMS																	
PARKING LOT																	
																158	178.95

Master Plan Update 1998

Task	MAINTENANCE PLANNING MATRIX																	
	Std HRS	Adj. Factor	Adj. Std.	January F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours	
MOWING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	4 11.44	4 11.44	4 11.44	2 5.72	2 5.72	0 0	0 0	22	62.92	
EDGING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	0 0	0 0	16	45.76	
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31	
AERATE/VERTICLE SLICING	2	1.43	2.86	0 0	0 0	1 2.86	0 0	0 0	0 0	0 0	0 0	1 2.86	0 0	0 0	0 0	2	5.72	
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58	
FERTILIZE TURF	2	1.43	2.86	0 0	0 0	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	0 0	4	11.44	
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43	
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0			
FERTILIZE TREES/SHRUBS	6	1.43	8.58	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	8.58	
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67	
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16	
LEAF REMOVAL	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 2.86	2 2.86	0 0	4	5.72	
PRUNE TREES/SHRUBS	3	1.43	4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	0 0	3	12.87	
																96	303.16	

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Task	MAINTENANCE PLANNING MATRIX																	
	Stnd HRS	Adj. Factor	Adj. Stnd.	Jan. F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours	
MOWING	4	1.43	5.72	0 0	0 0	2 11.44	2 11.44	2 11.44	4 22.88	4 22.88	4 22.88	4 22.88	2 11.44	0 0	0 0	24	137.28	
EDGING	4	1.43	5.72	0 0	0 0	2 11.44	2 11.44	2 11.44	2 11.44	2 11.44	2 11.44	2 11.44	2 11.44	0 0	0 0	16	91.52	
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31	
AERATE/VERTICLE SLICING	2	1.43	2.86	0 0	0 0	1 2.86	0 0	0 0	0 0	0 0	0 0	1 2.86	0 0	0 0	0 0	2	5.72	
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58	
FERTILIZE TURF	2	1.43	2.86	0 0	0 0	0 0	1 2.86	0 0	1 2.86	0 0	1 0	0 0	1 2.86	0 0	0 0	4	11.44	
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43	
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	4 5.72	4 5.72	4 5.72	0 0	0 0	0 0	0 0	12	17.16	
FERTILIZE TREES/SHRUBS	6	1.43	8.58	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	8.58	
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67	
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16	
LEAF REMOVAL	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 2.86	2 2.86	0 0	4	5.72	
PRUNE TREES/SHRUBS	3	1.43	4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	0 0	3	12.87	
PLAYGROUND: INSPECT/REPAIR EQUIPMENT	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.42	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04	
CHIPS/GRAVEL/BARKDUST	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04	
PATHWAYS/TRAILS	1	1.43	1.43															
LITTER PATROL	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04	
BIOSWALE	0	1.43	0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0	0	
RESTROOMS	1	1.43	1.43															
PARKING LOT	1	1.43	1.43															
																194	560.56	

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Task	MAINTENANCE PLANNING MATRIX																	
	Stnd HRS	Adj. Factor	Adj. Stnd.	Jan. F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours	
MOWING	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	0 0	0 0	22	94.38	
EDGING	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	2 8.58	2 8.58	2 8.58	2 8.58	2 8.58	0 0	0 0	16	68.64	
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31	
AERATE/VERTICLE SLICING	2	1.43	2.86	0 0	0 0	1 2.86	0 0	0 0	0 0	0 0	0 0	1 2.86	0 0	0 0	0 0	2	5.72	
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58	
FERTILIZE TURF	3	1.43	4.29	0 0	0 0	0 0	1 4.29	0 0	1 4.29	0 0	1 4.29	0 0	1 4.29	0 0	0 0	4	17.16	
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	1 1.43	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	2	2.86	
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	4 5.72	4 5.72	4 5.72	0 0	0 0	0 0	0 0	12	17.16	
FERTILIZE TREES/SHRUBS	6	1.43	8.58	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	8.58	
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67	
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16	
LEAF REMOVAL	2	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 5.72	2 5.72	0 0	4	5.72	
PRUNE TREES/SHRUBS	3	1.43	4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	0 0	3	12.87	
PLAYGROUND: INSPECT/REPAIR EQUIPMENT	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04	
CHIPS/GRAVEL/BARKDUST	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04	
PATHWAYS/TRAILS	1	1.43	1.43															
LITTER PATROL	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04	
BIOSWALE	16	1.43	22.88	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 22.88	0 0	0 0	1	22.88	
																194	530.53	

Master Plan Update 1999

Task	MAINTENANCE PLANNING MATRIX																		
	Stnd HRS	Adj. Factor	Adj. Stnd.	Jan. F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours		
MOWING	4	1.43	5.72	0 0	0 0	2 11.44	2 11.44	2 11.44	4 22.88	4 22.88	4 22.88	2 11.44	2 11.44	0 0	0 0	22	125.84		
EDGING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	0 0	0 0	16	45.76		
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31		
AERATE/VERTICLE SLICING	4	1.43	5.72	0 0	0 0	1 5.72	0 0	0 0	0 0	0 0	0 0	1 5.72	0 0	0 0	0 0	2	11.44		
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58		
FERTILIZE TURF	4	1.43	5.72	0 0	0 0	0 0	1 5.72	0 0	1 5.72	0 0	1 5.72	0 0	1 5.72	0 0	0 0	4	22.88		
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43		
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	4 5.72	4 5.72	4 5.72	0 0	0 0	0 0	0 0	12	17.16		
FERTILIZE TREES/SHRUBS	0	1.43	0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0	0		
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67		
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16		
LEAF REMOVAL	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 2.86	2 2.86	0 0	4	5.72		
PRUNE TREES/SHRUBS	0	1.43	0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0	0		
PLAYGROUND: INSPECT/REPAIR EQUIPMENT	0	1.43	0																
CHIPS/GRAVEL/BARKDUST	0	1.43	0																
PATHWAYS/TRAILS	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04		
LITTER PATROL	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04		
BIOSWALE	0	1.43	0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0	0		
RESTROOMS	1	1.43	1.43																
PARKING LOT	1	1.43	1.43																
																160	459.03		

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Task	MAINTENANCE PLANNING MATRIX																	
	LOCATION: Old Town Park YEAR: 1999																	
	Std HRS	Adj. Factor	Adj. Std.	January F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours	
MOWING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	4 11.44	4 11.44	4 11.44	2 5.72	2 5.72	0 0	0 0	22	62.92	
EDGING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	0 0	0 0	16	45.76	
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31	
AERATE/VERTICLE SLICING	2	1.43	2.86	0 0	0 0	1 2.86	0 0	0 0	0 0	0 0	0 0	1 2.86	0 0	0 0	0 0	2	5.72	
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58	
FERTILIZE TURF	2	1.43	2.86	0 0	0 0	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	0 0	4	11.44	
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43	
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	1 1.43	1 1.43	0 0	0 0	0 0	0 0	3	4.29	
FERTILIZE TREES/SHRUBS	6	1.43	8.58	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	8.58	
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67	
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16	
LEAF REMOVAL	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 2.86	2 2.86	0 0	4	5.72	
PRUNE TREES/SHRUBS	3	1.43	4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	0 0	3	12.87	
																99	307.45	

Master Plan Update 1998

Task	MAINTENANCE PLANNING MATRIX																	
	LOCATION: Oregon Trail Park YEAR: 1999																	
	Std HRS	Adj. Factor	Adj. Std.	January F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours	
MOWING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	4 11.44	4 11.44	4 11.44	2 5.72	2 5.72	0 0	0 0	22	62.92	
EDGING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	0 0	0 0	16	45.76	
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31	
AERATE/VERTICLE SLICING	2	1.43	2.86	0 0	0 0	1 2.86	0 0	0 0	0 0	0 0	0 0	1 2.86	0 0	0 0	0 0	2	5.72	
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58	
FERTILIZE TURF	2	1.43	2.86	0 0	0 0	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	0 0	4	11.44	
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43	
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	1 1.43	1 1.43	0 0	0 0	0 0	0 0	3	4.29	
FERTILIZE TREES/SHRUBS	6	1.43	8.58	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	8.58	
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67	
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16	
LEAF REMOVAL	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 2.86	2 2.86	0 0	4	5.72	
PRUNE TREES/SHRUBS	3	1.43	4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	0 0	3	12.87	
																99	307.45	

Master Plan Update 1998

Task	MAINTENANCE PLANNING MATRIX																	
	Std HRS	Adj. Factor	Adj. Std.	Jan. F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours	
MOWING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	4 11.44	4 11.44	4 11.44	4 11.44	4 11.44	2 5.72	0 0	0 0	26	74.36	
EDGING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	0 0	0 0	16	45.56	
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31	
AERATE/VERTICLE SLICING	4	1.43	5.72	0 0	0 0	1 5.72	0 0	0 0	0 0	0 0	0 0	1 5.72	0 0	0 0	0 0	2	11.44	
TOPDRESS/OVERSEED	4	1.43	5.72	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 5.72	0 0	0 0	1	5.72	
FERTILIZE TURF	2	1.43	2.86	0 0	0 0	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	0 0	4	11.44	
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43	
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	4 5.72	4 5.72	4 5.72	0 0	0 0	0 0	0 0	12	17.16	
FERTILIZE TREES/SHRUBS	1	1.43	1.43	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43	
WEED CONTROL	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	2 2.86	0 0	0 0	24	34.32	
HERBICIDE/PRE-EMERGENT	8	1.43	11.44	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	1	11.44	
LEAF REMOVAL	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 2.86	2 2.86	0 0	4	5.72	
PRUNE TREES/SHRUBS	40	1.43	57.2	0 0	0 0	1 5.72	0 0	0 0	0 0	0 0	0 0	1 5.72	0 0	0 0	0 0	2	11.44	
PLAYGROUND: INSPECT/REPAIR EQUIPMENT	1	1.43	1.43	0 0	1 1.43	1 1.43	1 1.43	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	1 1.43	0 0	0 0	22	31.46	
CHIPS/GRAVEL/BARKDUST	1	1.43	1.43	0 0	1 1.43	1 1.43	1 1.43	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	1 1.43	0 0	0 0	22	31.46	
PATHWAYS/TRAILS	1	1.43	1.43	0 0	1 1.43	1 1.43	1 1.43	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	1 1.43	0 0		22	31.46	
LITTER PATROL	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04	
BIOSWALE	12	1.43	17.16	0 0	0 0	0 0	1 17.16	0 0	0 0	1 17.16	0 0	0 0	1 17.16	0 0	0 0	3	51.48	
																208	544.63	

Master Plan Update 1998

Task	MAINTENANCE PLANNING MATRIX																
	Std HRS	Adj. Factor	Adj. Std.	Jan. F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours
MOWING	16	1.43	22.88	0 0	0 0	2 45.76	4 91.52	4 91.52	4 91.52	4 91.52	4 91.52	4 91.52	4 91.52	2 45.76	0 0	32	732.16
EDGING	8	1.43	11.44	0 0	0 0	2 22.88	2 22.88	2 22.88	2 22.88	2 22.88	2 22.88	2 22.88	2 22.88	1 11.44	0 0	16	194.48
BLOWING	2	1.43	2.86	0 0	0 0	2 5.72	4 11.44	4 11.44	4 11.44	4 11.44	4 11.44	4 11.44	4 11.44	2 5.72	0 0	32	91.52
AERATE/VERTICLE SLICING	6	1.43	8.58	0 0	0 0	1 8.58	0 0	1 8.58	0 0	1 8.58	0 0	1 8.58	0 0	0 0	0 0	4	34.32
TOPDRESS/OVERSEED	16	1.43	22.88	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 22.88	0 0	0 0	1	22.88
FERTILIZE TURF	16	1.43	22.88	0 0	0 0	0 0	1 22.88	0 0	1 22.88	0 0	1 22.88	0 0	1 22.88	0 0	0 0	4	91.52
IRRIGATION START-UP	4	1.43	5.72	0 0	0 0	0 0	0 0	0 0	1 5.72	0 0	0 0	0 0	0 0	0 0	0 0	1	5.72
IRRIGATION ADJUST/REPAIR	2	1.43	2.86	0 0	0 0	0 0	0 0	0 0	4 11.44	4 11.44	4 11.44	0 0	0 0	0 0	0 0	12	34.32
FERTILIZE TREES/SHRUBS	12	1.43	17.16	0 0	0 0	1 17.16	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	17.16
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67
HERBICIDE/PRE-EMERGENT	14	1.43	20.02	0 0	0 0	0 0	1 20.02	0 0	0 0	0 0	0 0	0 0	0 0	1 20.02	0 0	2	40.04
LEAF REMOVAL	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 17.16	2 17.16	0 0	4	34.32
PRUNE TREES/SHRUBS	16	1.43	22.88	0 0	0 0	1 22.88	0 0	0 0	1 22.88	0 0	0 0	1 22.88	0 0	0 0	0 0	3	68.64
PLAYGROUND: INSPECT/REPAIR EQUIPMENT	2	1.43	2.86	0 0	1 2.86	2 5.72	2 5.72	4 11.44	4 11.44	4 11.44	4 11.44	4 11.44	2 5.72	1 2.86		28	80.08
CHIPS/GRAVEL/BARKDUST	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43		28	40.04
PATHWAYS/TRAILS	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04
LITTER PATROL	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04
BIOSWALE	12	1.43	17.16	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0	0
PARKING LOT	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43		28	40.04
																276	1705.99

Master Plan Update 1998

Task	MAINTENANCE PLANNING MATRIX																
	Std HRS	Adj. Factor	Adj. Std.	Jan. F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours
MOWING	16	1.43	22.88	0 0	0 0	2 45.76	2 45.76	4 91.52	4 91.52	4 91.52	4 91.52	4 91.52	2 45.76	0 0	0 0	26	594.88
EDGING	8	1.43	11.44	0 0	0 0	2 22.88	2 22.88	2 22.88	2 22.88	2 22.88	2 22.88	2 22.88	2 22.88	0 0	0 0	16	183.04
BLOWING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	4 11.44	4 11.44	4 11.44	4 11.44	4 11.44	2 5.72	2 5.72	0 0	26	74.36
AERATE/VERTICLE SLICING	4	1.43	5.72	0 0	0 0	1 5.72	0 0	1 5.72	0 0	1 5.72	0 0	1 8.58	0 0	0 0	0 0	4	22.88
TOPDRESS/OVERSEED	15	1.43	21.45	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 21.45	0 0	0 0	1	21.45
FERTILIZE TURF	4	1.43	5.72	0 0	0 0	0 0	1 5.72	0 0	1 5.72	0 0	1 5.72	0 0	1 5.72	0 0	0 0	4	22.88
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	1 1.43	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	2	2.86
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	4 5.72	4 5.72	4 5.72	0 0	0 0	0 0	0 0	12	17.16
FERTILIZE TREES/SHRUBS	15	1.43	21.45	0 0	0 0	1 21.45	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	21.45
WEED CONTROL	4	1.43	5.72	0 0	0 0	2 11.44	2 11.44	2 11.44	2 11.44	2 11.44	2 11.44	2 11.44	1 11.44	1 5.72	0 0	17	97.24
HERBICIDE/PRE-EMERGENT	15	1.43	21.45	0 0	0 0	0 0	1 21.45	0 0	0 0	0 0	0 0	0 0	0 0	1 21.45	0 0	2	42.9
LEAF REMOVAL	4	1.43	5.72	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 11.44	2 11.44	0 0	4	22.88
PRUNE TREES/SHRUBS	6	1.43	8.58	0 0	0 0	1 8.58	0 0	0 0	1 8.58	0 0	0 0	1 8.58	0 0	0 0	0 0	3	25.74
PLAYGROUND: INSPECT/REPAIR EQUIPMENT	1	1.43	1.43	1 1.43	1 2.86	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43		28	40.04
CHIPS/GRAVEL/BARKDUST	1	1.43	1.43	1 1.43	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43		28	40.04
PATHWAYS/TRAILS	2	1.43	2.86	1 2.86	1 1.43	2 5.72	2 5.72	4 11.44	4 11.44	4 11.44	4 11.44	4 11.44	2 5.72	1 2.86	0 0	28	80.08
LITTER PATROL/RESTROOMS/ PARKING LOT	1	1.43	1.43	4 5.72	1 1.43	4 5.72	4 5.72	15 21.45	30 42.90	30 42.90	30 42.90	15 21.45	8 11.44	4 5.72	0 0	144	205.92
BIOSWALE/CREEK CLEAN-UP	40	1.43	57.2	0 0	0 0	0 0	0 0	1 57.20	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	57.2
																347	1573

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Task	MAINTENANCE PLANNING MATRIX																
	Stnd HRS	Adj. Factor	Adj. Stnd.	Jan. F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours
MOWING	8	1.43	11.44	0 0	0 0	2 22.88	2 22.88	2 22.88	4 45.76	4 45.76	4 45.76	2 22.88	2 22.88	0 0	0 0	22	251.68
EDGING	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	2 8.58	2 8.58	2 8.58	2 8.58	2 8.58	0 0	0 0	16	68.64
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31
AERATE/VERTICLE SLICING	2	1.43	2.86	0 0	0 0	1 2.86	0 0	0 0	0 0	0 0	0 0	1 2.86	0 0	0 0	0 0	2	5.72
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58
FERTILIZE TURF	2	1.43	2.86	0 0	0 0	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	0 0	4	11.44
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	1 1.43	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	2	2.86
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	4 5.72	4 5.72	4 5.72	0 0	0 0	0 0	0 0	12	17.16
FERTILIZE TREES/SHRUBS	6	1.43	8.58	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	8.58
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16
LEAF REMOVAL	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 2.86	2 2.86	0 0	4	5.72
PRUNE TREES/SHRUBS	3	1.43	4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	0 0	3	12.87
PLAYGROUND: INSPECT/REPAIR EQUIPMENT	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04
CHIPS/GRAVEL/BARKDUST	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04
PATHWAYS/TRAILS	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04
LITTER PATROL	1	1.43	1.43	0 0	1 1.43	2 2.86	2 2.86	4 5.72	4 5.72	4 5.72	4 5.72	4 5.72	2 2.86	1 1.43	0 0	28	40.04
BIOSWALE	12	1.43	17.16	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0	0
																221	693.55

Master Plan Update 1998

Task	MAINTENANCE PLANNING MATRIX																	
	Std HRS	Adj. Factor	Adj. Std.	Jan. F H	Feb. F H	March F H	April F H	May F H	June F H	July F H	August F H	Sept. F H	Oct. F H	Nov. F H	Dec. F H	Total Annual Freq.	Total Annual Hours	
MOWING	4	1.43	5.72	0 0	0 0	2 11.44	2 11.44	2 11.44	4 22.88	4 22.88	4 45.76	2 11.44	2 11.44	0 0	0 0	22	125.84	
EDGING	2	1.43	2.86	0 0	0 0	2 5.72	2 5.72	2 5.72	2 5.72	2 5.72	2 8.58	2 5.72	2 5.72	0 0	0 0	16	45.76	
BLOWING	1	1.43	1.43	0 0	0 0	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	2 2.86	1 1.43	0 0	17	24.31	
AERATE/VERTICLE SLICING	2	1.43	2.86	0 0	0 0	1 2.86	0 0	0 0	0 0	0 0	0 0	1 2.86	0 0	0 0	0 0	2	5.72	
TOPDRESS/OVERSEED	6	1.43	8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	0 0	1	8.58	
FERTILIZE TURF	2	1.43	2.86	0 0	0 0	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	1 2.86	0 0	0 0	4	11.44	
IRRIGATION START-UP	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	1 1.43	0 0	0 0	0 0	0 0	0 0	0 0	1	1.43	
IRRIGATION ADJUST/REPAIR	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	4 5.72	0 0	0 0	0 0	0 0			
FERTILIZE TREES/SHRUBS	6	1.43	8.58	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1	8.58	
WEED CONTROL	3	1.43	4.29	0 0	0 0	2 8.58	2 8.58	2 8.58	4 17.16	4 17.16	4 17.16	2 8.58	2 8.58	1 4.29	0 0	23	98.67	
HERBICIDE/PRE-EMERGENT	6	1.43	8.58	0 0	0 0	0 0	1 8.58	0 0	0 0	0 0	0 0	0 0	0 0	1 8.58	0 0	2	17.16	
LEAF REMOVAL	1	1.43	1.43	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	2 2.86	2 2.86	0 0	4	5.72	
PRUNE TREES/SHRUBS	3	1.43	4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	1 4.29	0 0	0 0	0 0	3	12.87	
																96	366.08	

Parks

Create a system of community recreation facilities and leisure services that significantly benefits Sherwood's quality of life.

- Adopt the Parks Master Plan by July 1, 2000.
- Develop a source of funding for equipment, trails, and other park improvements to implement the Parks Master Plan.
- Implement the sport fields plan by October 2001 with as much as possible built in 2000.
- Develop a park on the north side of Highway 99 as the first priority.

Tualatin River National Wildlife Refuge

See that the Refuge is fully funded and developed so that it becomes an important part of the fabric of the community serving not only as a successful refuge for wildlife, but also as an excellent educational and recreational resource.

- By January 2001, strengthen the City's partnership with the Refuge.
- Develop and implement a common strategy for further development of the Refuge in terms of land acquisition, facility development, and restoration and protection programs by July 2001.
- Establish a framework for providing educational programs and exhibits by January 2001.
- Establish a framework for providing educational programs and exhibits by January 2001

Old Town

Create a framework of public investment, regulation, citizen involvement, and leadership that induces private investment and commerce so that Old Town is a viable, sustainable, and enriching cultural and economic center for the city.

- Update and adopt a master plan for redevelopment of Old Town, including adopting an Urban Renewal Plan if appropriate, by September 2000.
- Establish a citizens oversight committee by May 2000.
- Develop design standards in Old Town and all commercial areas by September 2000.

Relationships

Encourage more civic involvement, inter-agency cooperation, and community leadership.

- Build Community Leadership.
- Strengthen relationships with surrounding communities and agencies.
- Improve communication between City Hall and the Citizens.
- Energize the Friends of the Library to support new library construction.
- Consider using part of the new Library building for other uses such as a bookstore, gallery, or other activity to draw the public.
- Consider supporting the Chamber of Commerce using City resources.

Infrastructure

Provide the public infrastructure necessary to support the growing community.

- Continue to upgrade primary services to meet the needs of an increasing population.

Police and Library Facilities

- Finalize conceptual designs and cost estimates by March 15, 2000.
- Set bond election for May 2000 if possible, and if not for November 2000.
- Win the bond election.
- Break ground by April 1, 2001.

Water System

- Build and bring on-line a new West Sherwood water reservoir by September 2001.
- Build and bring on-line the West Sherwood Water Line by August 2000.
- Adopt a Long Term Water Supply Strategy by April 2000.

Streets

- Finish planning for the Meinecke/99 intersection by September 2000.

Planning

- Finalize and adopt the City Storm Water Management Master Plan by October 2001.

- In accordance with State and METRO guidelines and reflecting the wishes and needs of Sherwood, adopt a Local Transportation System Plan as an element of the Comprehensive Plan by January 2001.
- In accordance with METRO guidelines and reflecting the wishes and needs of Sherwood, adopt amendments to the Comprehensive Plan to bring it into compliance with the METRO 2040 plan by September 2000.
- By September 2000, determine the City's position on the future of Area 45.
- By June 2001, adopt amendments to the Sherwood Zoning and Subdivision Ordinances to bring them into compliance with applicable laws, and to make them clear, concise, user-friendly, and effective in regulating the use of land within the City.

Organizational Development

Direct and support the City Manager and Staff in making improvements to the City organizational structure, procedures, policies, and programs such that the overall efficiency and effectiveness are greatly improved, and so that the institution of city government best serves the community.

- Establish an organization structure, management team, and appropriate staffing to achieve Council goals, regulatory requirements, and community expectations in an efficient and effective manner, to be adopted as part of the FY 2000-2001 City Budget.
- Effectively leverage staff resources and increase service delivery by applying technology in a manner that makes the best use of available budget resources. Staff will present a technology plan as part of the 2000-2001 budget process.
- Adopt a clear policy on compensation of staff, including a new compensation plan, to guide decision-making on salaries, job descriptions, and future adjustments by both the administration and City Council. Adopt the policy by April 2000.
- Establish credible and responsible systems for budgeting, budget administration, and project administration by May 2000.

Public Safety

Provide the leadership, support, and resources necessary to discourage crime in the community, keeping relatively low crime rates in all categories.

- Maintain low crime rates.

Memorandum

To: Jon Bormet, City Manager
CC: Scott Spence, Assistant to the City Manager
From: Reed J. Rainey, Parks Development Coordinator
Date: January 6, 1999
Re: Final Needs Assessment Survey Results.

After finally calling a halt to the continuous trickling in of questionnaires, I have tabulated the results for the Parks, Recreation and Open Space Needs Assessment Survey.

As you can see there are not any major changes since my previous memo, the public is still adamant about having restrooms in their parks, and they want safe parks. I spoke with a number of people about the topic of "safe parks" and what that entailed for them. They feel that it is important for: play-areas to be maintained and checked regularly, lighting be installed in potentially dark areas, trails and paths are open and free from underbrush, slippery leaves, and blackberry bushes which could cause accidents, sight lines should be open and clear so no one could hide in one of the parks, grass areas are maintained and free of potholes-sprinkler heads-etc.

The restroom issue is really self-explanatory !!!

We had 586 respondents to the survey. I am very pleased with this number because it represents a significant percentage of the total households in our City. When you consider the normal response to a direct mail ad/survey is 2 - 4 %, and we received approximately 24%, I think this shows that the public is very interested in their park system and its potential development in the future. In addition, we had 173 households volunteer to serve on "Neighborhood Design Teams" for the park(s) in their area. The 173 households represents 30 % of all the respondents. Another very positive sign !!!

I am working on the written narrative for these results, plus graphs and charts to illustrate the results.

Attached you will find the survey results broken down by question, and a copy of the "Neighborhood Design Teams".

"Sherwood Parks and Recreation.....the Benefits are endless"

CONFIDENTIAL

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Master Plan Update 1998

Parks, Recreation and Open Space Needs Assessment Survey Results

December 22, 1998

Question 1: Elements in park design and development. How important are these features in the design of a City of Sherwood Park?

Rank	Elements	1	2	3	4	5	Total Points	Average
		(Not very important		Very important)				
1	RESTROOMS	12	12	56	108	372	2496	4.259
2	WALKING TRAILS	18	18	75	167	286	2377	4.056
3	RUNNING/WALKING PATH	22	22	75	159	281	2332	3.979
4	BENCHES	11	32	120	188	217	2272	3.877
5	BICYCLE PATH	26	28	91	167	249	2268	3.87
6	LIGHTING	21	39	98	145	258	2263	3.861
7	PICNIC TABLES	19	32	123	192	198	2210	3.771
8	PLAYGROUND EQUIPMENT	30	36	100	145	244	2202	3.757
9	DRINKING FOUNTAINS	24	50	118	155	213	2163	3.691
10	NATURAL AREAS	34	46	115	170	196	2131	3.636
11	OPEN PLAY AREAS	26	32	155	209	133	2056	3.508
12	TOT LOTS	46	49	130	111	217	2063	3.52
13	LANDSCAPING	26	51	163	176	142	2031	3.465
14	PARKING	34	49	155	173	148	2029	3.462
15	PICNIC SHELTER	36	86	164	140	129	1905	3.25
16	BASEBALL/SOFTBALL FIELDS	74	76	173	122	111	1788	3.051
17	SOCCER/FOOTBALL FIELDS	92	84	154	118	107	1729	2.95
18	IRRIGATION	72	79	197	119	81	1702	2.094
19	BICYCLE RACKS	68	102	204	112	71	1687	2.878
20	BASKETBALL COURTS	98	82	152	139	81	1679	2.865
21	TENNIS COURTS	138	108	148	92	68	1506	2.569
22	ROLLERBLADE/SKATEBOARD AREA	175	104	124	87	62	1413	2.411
23	SAND VOLLEYBALL COURTS	177	120	134	81	42	1353	2.308
24	OUTDOOR FITNESS EQUIPMENT	194	122	127	69	41	1300	2.218
25	COMMUNITY GARDENS	205	128	130	60	34	1261	2.151
26	LODGE/MEETING FACILITY	259	150	102	31	14	1059	1.807

Master Plan Update

Question 2: Which of the following activities do you participate in on a regular basis?

		Total	% of Respondents
1	WALKING FOR HEALTH	429	73.21%
2	CAMPING/HIKING	329	56.14%
3	BICYCLING	327	55.80%
4	GARDENING	325	55.46%
5	SWIMMING	200	34.13%
6	GOLFING	181	30.88%
7	RUNNING/JOGGING	156	26.62%
8	BASKETBALL	148	25.25%
9	BASEBALL/SOFTBALL	97	16.55%
10	TENNIS	89	15.18%
11	VOLLEYBALL	58	9.89%
12	RACQUETBALL	38	6.48%

Question 3: How important are the following Park and Recreation Services and Programs?

		1	2	3	4	5	Total Points	Average
		(Not very important)			Very important)			
1	PROVIDING SAFE PARK AREAS	2	5	25	101	431	2646	4.515
2	PROVIDING PLAY AREAS FOR CHILDREN	23	22	94	125	296	2329	3.974
3	PROTECTING OPEN SPACE	10	28	105	123	285	2298	3.921
4	PROVIDING BIKE PATHS/TRAILS	17	26	96	166	253	2286	3.901
5	PROVIDING RECREATIONAL FACILITIES	21	29	137	156	207	2148	3.665
6	PROVIDING FACILITIES FOR SPORTS	46	51	141	166	143	1950	3.327
7	MAKE EXISTING FACILITIES MORE MODERN	54	68	177	152	93	1794	3.061
1	YMCA	87	50	97	88	236	2010	3.43
2	PROGRAMMING FOR CHILDREN	59	61	112	119	202	2003	3.418
3	PROGRAMMING FOR TEENS	62	55	131	122	181	1958	3.341
4	PROGRAMMING FOR ADULTS	70	79	163	119	117	1778	3.034
5	PROGRAMMING FOR SENIOR CITIZENS	78	79	157	113	120	1759	3.001



City of
Sherwood
Oregon

Home of the Tualatin River National Wildlife Refuge

**City/Schools
Recreation Plan**

CITY OF SHERWOOD PARKS DEPARTMENT

Facility Developments and Costs

Facility	Amenities	City Cost	SSD Cost
Archer Glen Athletic Fields	1 Football Field 2 Baseball/softball Fields	\$150,000	\$150,000
New Elem. Athletic Fields	2 Baseball/Softball Fields 2 Intermediate Soccer Fields	\$155,000	\$155,000
Snyder Park	2 Adult Soccer Fields 1 Adult Baseball Field 4-6 PeeWee Soccer Fields	\$1,000,000	
Hopkins Elem. Athletic Fields	4 Little League Baseball Fields	\$325,000	
Stella Olsen Softball Complex	3 Softball Fields	\$250,000	
TOTALS		\$1,880,000	\$305,000

CITY OF SHERWOOD/SHERWOOD SCHOOL DISTRICT 88J

Recreation and Sports Facility Plan – Needs Assessment

Sherwood Parks Department – 12/14/99

Facility	*Standard	Parks	Schools	*Need	Plus/ Minus	Solution:	
Baseball Fields (Little League/JBO)	1/2,000	0	3	7	-4	Archer Glen Elementary Hopkins Elementary New Elementary	2 *1 2
Baseball Fields (Babe Ruth/Adult)	1/5,000	0	1	3	-2	Snyder Park	1
Football Fields (Youth Adult)	1/8,000	0	1	2	-1	Archer Glen Elementary	1
Soccer Fields (Adult)	1/2,000	0	**2	7	-5	Snyder Park New Elementary	2 2
Soccer Fields (Youth)	1/1,500	0	**4	9	-5	Snyder Park New Elementary	4+ 2+
Softball Fields (Little League/ASA/HS)	1/3,000	0	2	5	-3	Softball Complex Archer Glen Elementary	2 2
Softball Fields (Adult)	1/5,000	0	0	3	-3	NA	

CITY OF SHERWOOD PARKS DEPARTMENT

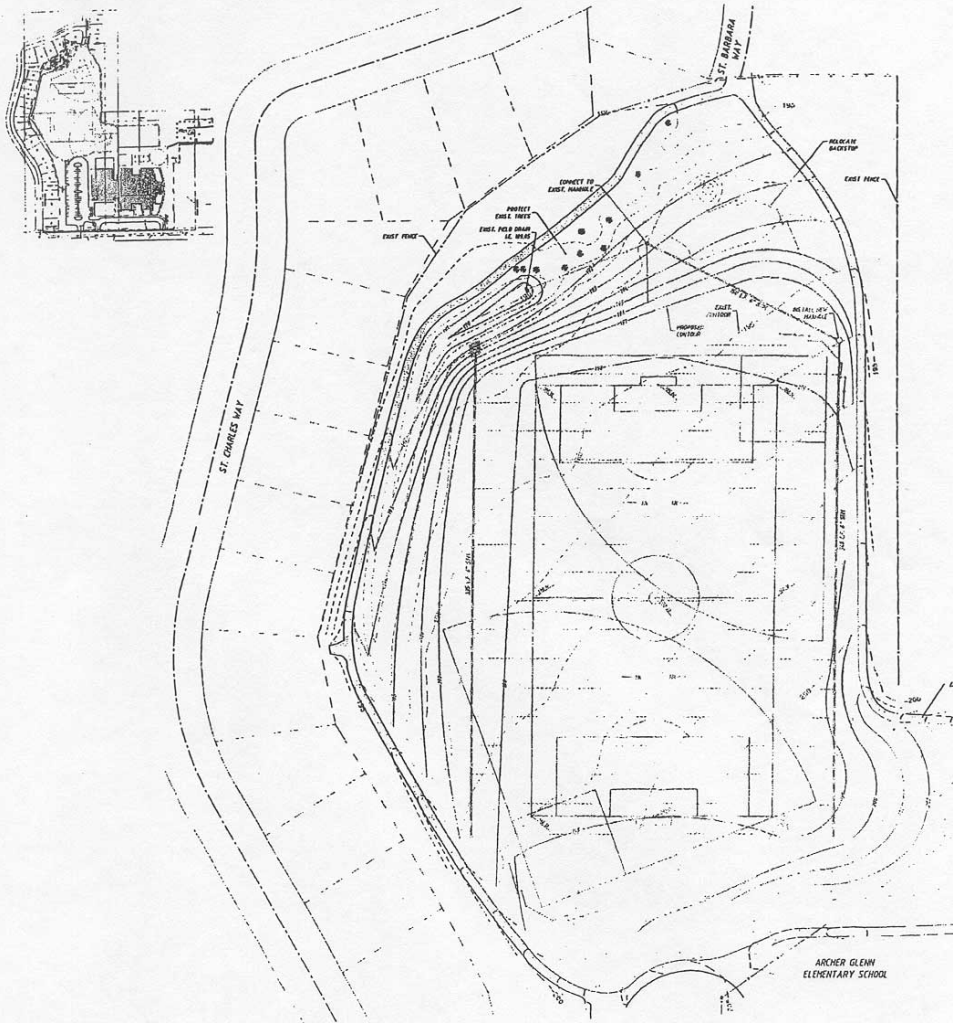
TABLE 1

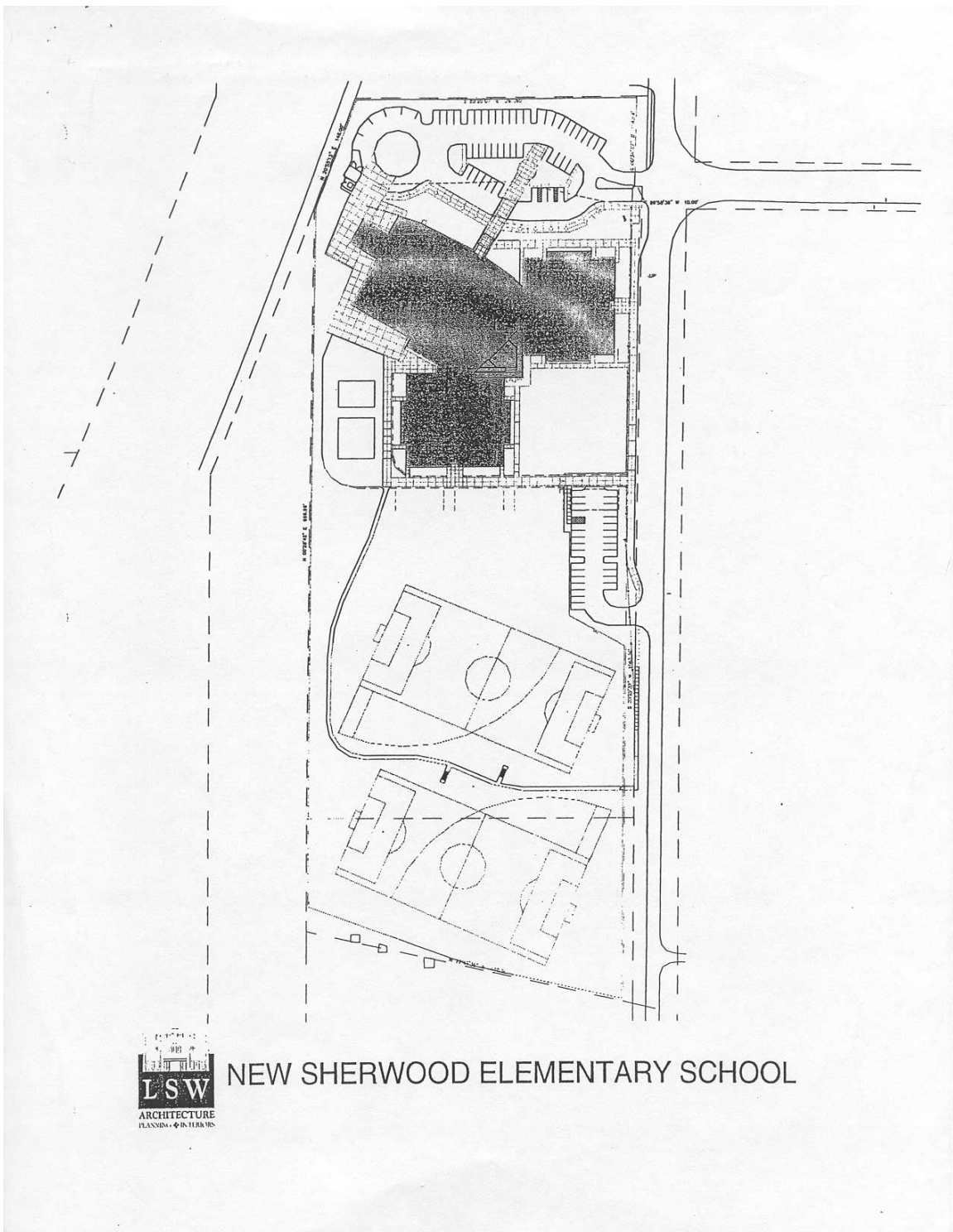
Maintenance Cost Analysis for City and School District Owned Facilities.

Hours were derived from the Maintenance Planning Matrix for each facility.

FACILITY	ACRES	FTE HOURS	SEASONAL HOURS
ARCHER GLEN ELEM. ATHLETIC FIELDS	2	320	480
CINNAMON HILLS PARK	0.5	100	
COMMUNITY CAMPUS PARK	2.2	305	
HOPKINS ELEM. ATHLETIC FIELDS	4	370	600
LANGER PARK	4	560	
MURDOCK PARK	4	530	
NEW ELEM. ATHLETIC FIELDS	4	400	480
OLD TOWN PARK	0.5	308	
OREGON TRAIL PARK	0.5	308	
SCHOLLS-SHERWOOD PARK	4	545	
SHERWOOD MIDDLE SCHOOL ATH. FIELDS	4	400	480
SNYDER PARK	20	1705	
STELLA OLSEN PARK	23.9	1573	
STELLA OLSEN SOFTBALL COMPLEX	5	370	600
WOODHAVEN PARK	6.2	695	
YMCA OPEN SPACE	4	367	
TOTALS	88.8	8856	2640
Proposed Maintenance Labor Plan:			
3 FTE's (2,080 hrs. per FTE)		6240	
Parks Seasonal Worker Hours		2616	
Sports/Recreation Seasonal Worker Hours			2640
Cost of Maintenance Plan:			
3 FTE's @ \$37,000	\$113,400		
Parks: 2616 x \$9.50	\$24,852		
Sports/Rec: 2616 x \$9.50	\$25,080		
TOTAL	\$163,332		

Sherwood School District 88J
Archer Glenn Elementary School
North Play Field Regrading (Options III & IV)





NEW SHERWOOD ELEMENTARY SCHOOL