



## Tualatin Hills Park & Recreation District Minutes of a Regular Meeting of the Board of Directors

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was held at the HMT Recreation Complex, Peg Ogilbee Dryland Training Center, 15707 SW Walker Road, Beaverton, on Monday, March 7, 2011. Executive Session 6:00 p.m.; Regular Meeting 7:00 p.m.

### Present:

William Kanable ( <i>via telephone</i> )	President/Director
Bob Scott	Secretary/Director
Joseph Blowers	Secretary Pro-Tempore/Director
John Griffiths	Director
Larry Pelatt	Director
Doug Menke	General Manager

### **Agenda Item #1 – Executive Session (A) Legal (B) Land**

Secretary, Bob Scott, called Executive Session to order for the following purposes:

- To consider information or records that are exempt by law from public inspection, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Executive Session is held pursuant to ORS 192.660(2), which allows the Board to meet in Executive Session to discuss the aforementioned issues.

Secretary, Bob Scott, noted that representatives of the news media and designated staff may attend the Executive Session. All other members of the audience were asked to leave the room. Representatives of the news media were specifically directed not to disclose information discussed during the Executive Session. No final action or final decision may be made in Executive Session. At the end of the Executive Session, the Board will return to open session and welcome the audience back into the room.

### **Agenda Item #2 – Call Regular Meeting to Order**

Secretary, Bob Scott, called the Regular Meeting to order at 7:05 p.m.

### **Agenda Item #3 – Action Resulting from Executive Session**

**Joe Blowers moved the Board of Directors authorize staff to acquire a site in the northeast quadrant of the District for a future community park, pursuant to a commitment of the 2008 Bond Measure, based on findings which shall be made available for public review after the acquisition has been completed. Larry Pelatt seconded the motion. Roll call proceeded as follows:**

**Bill Kanable**        **Yes**  
**John Griffiths**    **Yes**  
**Larry Pelatt**       **Yes**  
**Joe Blowers**       **Yes**  
**Bob Scott**          **Yes**

**The motion was UNANIMOUSLY APPROVED.**

**Joe Blowers moved the Board of Directors authorize staff to acquire a site in the northeast quadrant of the District for a future linear park, pursuant to a commitment of the 2008 Bond Measure. Larry Pelatt seconded the motion. Roll call proceeded as follows:**

**John Griffiths**    **Yes**  
**Bill Kanable**       **Yes**  
**Larry Pelatt**       **Yes**  
**Joe Blowers**       **Yes**  
**Bob Scott**          **Yes**

**The motion was UNANIMOUSLY APPROVED.**

**Joe Blowers moved the Board of Directors authorize staff to acquire an easement for a trail to access a neighborhood park in the southwest quadrant of the District as part of a development project for that park called for by the 2008 Bond Measure based on findings that shall be made available for public review after the acquisition has been completed and subject only to the closing of the transaction in compliance with the permitted exceptions letter dated March 3, 2011, sent by District staff to the property owner and in compliance with the terms and conditions contained in the public right-of-way and easement agreement executed on January 4, 2011. Larry Pelatt seconded the motion. Roll call proceeded as follows:**

**Bill Kanable**       **Yes**  
**John Griffiths**    **Yes**  
**Larry Pelatt**       **Yes**  
**Joe Blowers**       **Yes**  
**Bob Scott**          **Yes**

**The motion was UNANIMOUSLY APPROVED.**

**Larry Pelatt moved the Board of Directors authorize the General Manager and Legal Counsel to amend the lease agreement with Peregrine Sports to address issues discussed during Executive Session. Joe Blowers seconded the motion.**

**Roll call proceeded as follows:**

**John Griffiths**    **Yes**  
**Bill Kanable**       **Yes**  
**Joe Blowers**       **Yes**  
**Larry Pelatt**       **Yes**  
**Bob Scott**          **Yes**

**The motion was UNANIMOUSLY APPROVED.**

Larry Pelatt moved the Board of Directors withdraw Agenda Item #5, Public Hearing Requesting Exemption from Competitive Bidding Process for Athletic Fields Construction Project, and Agenda Item #10A, Aging Facilities Study, from this evening's meeting agenda. Joe Blowers seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Bill Kanable	Yes
Joe Blowers	Yes
Larry Pelatt	Yes
Bob Scott	Yes

The motion was **UNANIMOUSLY APPROVED**.

President, Bill Kanable, was excused from the meeting.

**Agenda Item #4 – Presentation: Beaverton Urban Redevelopment Agency Update**

Doug Menke, General Manager, introduced Don Mazziotti, Community Development Director for the City of Beaverton, to give an update on the City's Urban Redevelopment Agency (BURA) and the activities that have taken place since his last presentation to the Board on October 4, 2010.

Don provided a detailed overview of the BURA's recent activities via a PowerPoint presentation, a copy of which was entered into the record, and which included the following topics:

- BURA adopted district boundary
- Goals and objectives
- Project proportions
- Project types and programs
- Maximum indebtedness

Don noted that the intent will be to return at the Board of Directors' June Regular meeting to seek concurrence from the Park District on the BURA's proposal, and offered to answer any questions the Board may have.

Larry Pelatt asked for additional information as to how incentive programs would improve the tax base. Would it be by improving the value of the property and moving the tax base up, or by attracting more customers to the area?

- ✓ Don provided an example of a large industrial area on the east side of Highway 217 along Western Avenue, noting that about half of the buildings are substandard in that area. The functionally obsolete buildings would need to be replaced, but for those that could be redeveloped, tenant improvements could actually increase the value of the building substantially and, therefore, the valuation carried on the tax role.

Larry asked whether the small business storefronts in downtown Beaverton would benefit from the incentive programs.

- ✓ Don replied that those businesses would be impacted by the project category of storefront improvements and historic conservation.

John Griffiths referenced the creek restoration work proposed as a project category and asked if there is an estimate for how many linear feet of creeks would be restored.

- ✓ Don replied that he could not answer that question exactly as the plan has not been completed; however, the desire is to daylight the creek system as much as possible, clear as much as possible, and add some attributes to allow for greater storage in order to enable a change in the floodway boundaries, which would then enable development in areas that are currently off limits. He noted that this process would take some time, but would make a huge difference to the development and landscape features, as well as create an amenity that has been lost for a long period of time.

John asked if the end result would look like a riparian corridor.

- ✓ Don replied that the vision is that the areas would be used by both pedestrians and include natural waterway features for wildlife, although in order for this to happen, the water temperature needs to be reduced significantly.

John asked if the edges would be reforested.

- ✓ Don confirmed this, noting that they would also clear out non-native vegetation. There have been some conceptual designs attempting to vision the project and how it could be an amenity that will support adjoining development, while also lowering the water temperature and welcoming wildlife and human use together.

In reviewing the chart included within the PowerPoint presentation, John Griffiths asked whether the figures noted are annual or cumulative.

- ✓ Don replied annual.

John asked for confirmation that basically the District's tax assessment would be frozen for that particular area, even though its cost to deliver services would not be.

- ✓ Keith Hobson, Director of Business & Facilities, confirmed this, noting only for within the specified boundary.

Larry commented that after year 2055-56, the District would be negative \$5.7 million, net present value.

- ✓ Don confirmed this, noting that the District would then begin to gain revenue rather dramatically every year. He stated that if the bonds are able to be paid off earlier, which he believes is likely, those numbers would change significantly. But, if the District wants to ask what the cost of the improvements are to us as an entity, in terms of net present value, it would be \$5.7 million. The question then becomes, will there be a base increase exceeding \$5.7 million subsequent to year 2040-41, and the answer is yes.

Joe Blowers commented that he has seen many iterations of the proposed boundary map and that the adopted boundary makes the most sense to him.

- ✓ Don concurred, noting that it has been downsized from over 1,200 acres to just over 900.

John Griffiths asked whether the recent development in Lake Oswego was done under an urban redevelopment initiative.

- ✓ Don confirmed this and provided some background information on the project, noting that it was a much smaller district and had complications due to mercury contamination.

John noted that the results of the urban redevelopment district in Lake Oswego were wonderful. He commented that in his opinion, there are areas of Beaverton that would qualify as blighted, so adding elements that would be uplifting to the whole area would be wonderful.

- ✓ Don agreed, noting that he believes the creek plan especially has an opportunity to induce investment and cause people to be interested and attracted to a feature that is otherwise is missing.

Secretary, Bob Scott, thanked Don Mazziotti on behalf of the Board of Directors for the informative presentation.

### **Agenda Item #5 – Public Hearing: Request for Exemption from Competitive Bidding Process for Athletic Fields Construction Project**

This item was removed from this evening's agenda.

### **Agenda Item #6 – Audience Time**

There was no testimony during Audience Time.

### **Agenda Item #7 – Board Time**

There were no comments during Board Time.

### **Agenda Item #8 – Consent Agenda**

Larry Pelatt moved the Board of Directors approve Consent Agenda items (A) Minutes of February 7, 2011 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Appointing Historic Facilities, Natural Resources & Recreation Advisory Committees Members, (E) Resolution for Appropriation of Funding for Full Faith and Credit Obligations, Series 2010 B & C, for the Fiscal Year Commencing July 1, 2010, (F) Resolution Authorizing Local Government Grant Program Application, (G) Intergovernmental Agreement with Clean Water Services for Restoration Work at Bauman Park, and (H) Resolution Rescinding the Prequalification Process from the Public Contract Rules. John Griffiths seconded the motion. Roll call proceeded as follows:

Joe Blowers	Yes
John Griffiths	Yes
Larry Pelatt	Yes
Bob Scott	Yes

The motion was **UNANIMOUSLY APPROVED.**

### **Agenda Item #9 – Unfinished Business**

#### **A. Bond Program**

Doug Menke, General Manager, introduced Hal Bergsma, Director of Planning, Keith Hobson, Director of Business & Facilities, and Bob Wayt, Director of Communications & Outreach, to provide an overview of the memo included within the Board of Directors information packet.

Hal, Keith and Bob provided a detailed overview of the memo, which included a summary of upcoming public meetings and hearings related to bond projects, an

overview of the most recent Parks Bond Citizen Oversight Committee meeting, and an update on outreach efforts for the bond program, and offered to answer any questions the Board may have.

Bob Scott noted that a topic that has been brought up at the last few Oversight Committee meetings is a perceived notion that the District is not moving quickly enough on land acquisition. He believes staff did a great job in explaining what the process is and why it takes as long as it does, and that the explanation helped ease the Committee members' concerns on the subject.

Larry Pelatt commented that he has heard from many residents that are surprised by the number of projects being completed through the 2008 Bond Measure Program. He has also heard a lot of compliments regarding the District's website for bond projects.

**B. Resolution Appointing Parks Bond Citizen Oversight Committee Members**

Doug Menke, General Manager, provided an overview of the memo included within the Board of Directors information packet, noting that there are currently six positions available on the Parks Bond Citizen Oversight Committee. Notice of the six vacancies was published and applications to serve on the Committee were accepted from January 12, 2011, through February 11, 2011. Ten applications were received, three of which were from Committee members requesting reappointment to the Committee, while the rest of the applications were from people who would be new to the Committee.

Doug noted that in discussion with President, Bill Kanable, and Board representative to the Oversight Committee, Bob Scott, the recommendation is to consider appointment of the three Committee members who reapplied, and the six applicants that would be new to the Committee, as separate items. In addition, the recommendation is to use a scoring matrix for the seven new applicants that the Board members could then complete prior to the April Board meeting, at which time the other positions would be appointed.

- ✓ Joe Blowers expressed support for these recommendations.
- ✓ Larry Pelatt commented that if the Board is pleased with the work of the three applicants seeking reappointment to the Committee, he is supportive.
- ✓ John Griffiths replied that he supports the recommended process as well.

**Larry Pelatt moved the Board of Directors appoint the three current members of the Bond Oversight Committee who would like to be reappointed to the Committee for a term of two years and that staff develop a scoring matrix for the remainder of applicants, which will be offered for Board consideration for appointments at the April Regular Board meeting. Joe Blowers seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Joe Blowers</b>	<b>Yes</b>
<b>Larry Pelatt</b>	<b>Yes</b>
<b>Bob Scott</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**C. Resolution Approving Revised District Compiled Policies Chapter 8 – District Property**

Doug Menke, General Manager, provided an overview of the memo included within the Board of Directors information packet requesting Board approval of two new sections proposed for District Compiled Policies Chapter 8, District Property, pertaining to the Naming of District Property and Private Sponsorships, as well as the accompanying proposed District Operational Procedures. The draft policies were first presented to the Board at their February 7, 2011 Regular meeting and have also been presented to the District's Advisory Committees and Legal Counsel for review. Doug offered to answer any questions the Board may have.

Bob Scott asked whether the language regarding Private Sponsorships is common amongst other park districts.

- ✓ Doug confirmed this, noting that the proposed language was gleaned from a variety of existing policies from other agencies and that Bob Schulz, Development Director, who has a strong background in sponsorships, assisted in the development of the language as well.

**Larry Pelatt moved the Board of Directors approve Resolution 2011-08, Approving District Compiled Policies Chapter Eight as Amended. Joe Blowers seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Joe Blowers</b>	<b>Yes</b>
<b>Larry Pelatt</b>	<b>Yes</b>
<b>Bob Scott</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**D. General Manager's Report**

Doug Menke, General Manager, provided a detailed overview of the General Manager's Report included within the Board of Directors information packet, which included the following topics:

- Greenhouse Gas Emissions Inventory
  - Keith Hobson, Director of Business & Facilities, provided a brief overview of a new initiative to calculate the District's baseline greenhouse gas emissions inventory level.
- Rx for Play
  - Jim McElhinny, Director of Park & Recreation, provided a brief overview of a new partnership with Oregon Parks & Recreation Department and Kaiser Permanente in a program called Rx for Play that provides healthy opportunities for overweight children and their parents.
- Board of Directors/Budget Committee Meetings Schedule

Doug offered to answer any questions the Board may have regarding the General Manager's Report.

Greenhouse Gas Emissions Inventory

John Griffiths asked how only the District's greenhouse gas emissions will be calculated exclusive of other area contributors.

- ✓ Keith replied that the program will look at District operations only, not secondary impacts, such as residents driving to parks or activities. The inventory will be based on inputs rather than outputs, such as the number of gallons of gas used.

John asked whether the study is going to be based mainly on fuel consumption.

- ✓ Keith replied that while fuel consumption will be a large contribution, the study will also look at utilities.
- ✓ Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, noted that the study will also factor in the products purchased by the District and how much greenhouse gas output is caused by that activity.

John asked whether employees' commutes will be a component.

- ✓ Keith replied that it will not as that is something the District does not necessarily have immediate control over.
- ✓ Larry Pelatt noted that the City of Portland is involved in a similar study and the formulaic metric used is very interesting.

John asked if the District has target greenhouse gas emission goals.

- ✓ Keith replied not yet, but goals can be established after determining the current level. He noted that, to some degree, the study is being done after the District has already taken steps to reduce emissions through the Energy Savings Performance Contract. Once the study shows us our major greenhouse gas emission sources, the District will be able to determine what can reasonably be done to reduce it.

Joe Blowers asked whether the study will include the new 112<sup>th</sup> facility and the efficiency of routing maintenance vehicles from a more centralized location.

- ✓ Bruce replied that it will look back retrospectively, but the consultant will also train District staff to use the software to be able to continue to calculate the levels in the future. In the past, the District has been fairly opportunistic in this area, and this will allow us to be more strategic.

### Rx for Play

Larry asked whether this program potentially breaks HIPPA privacy rules.

- ✓ Jim replied that it does not as the District is not receiving sensitive medical information, only that the child needs physical activity.

Bob Scott asked whether the District provides a discount to encourage participation.

- ✓ Jim replied that it does not, but that staff works with participants to expose them to classes and programs and make suggestions based on their interests.

Larry stated that he thinks the program is a wonderful idea.

## **Agenda Item #10 – New Business**

### **A. Aging Facilities Study**

This item was removed from this evening's agenda.

### **B. AM Kennedy Park Master Plan**

Steve Gulgren, Superintendent of Planning & Development, introduced David Lewis, Park Planner, and Michelle Mathis, Project Manager with GreenWorks, the project consultant. Steve provided a brief overview of the memo included within the Board of Directors information packet, noting that throughout the master planning process for AM Kennedy Park, staff and the consultant have worked hard to balance the bond measure promise as well as the many goals and priorities that the community has for the site,



ensuring that the park delivers great value in terms of recreational, transportation, community and environmental benefits. Steve noted that staff is requesting Board approval of the master plan this evening, which would allow staff to proceed with the planning processes necessary to complete the construction of the new neighborhood park, including the multi-use youth athletic field, in accordance with the 2008 Bond Measure.

David Lewis provided a detailed overview of the public process in developing the master plan, as well as the negotiated shared use parking agreement for the site. In addition, the written comments submitted by the public for this project were provided to the Board of Directors, a copy of which was entered into the record.

Michelle Mathis provided a detailed overview of the various elements included within the proposed master plan via a PowerPoint presentation, a copy of which is included within the Board of Directors information packet.

Larry Pelatt asked about the topography of the open space area in the southeast corner of the site.

- ✓ Michelle replied that it is fairly flat, enough so to accommodate a game of Frisbee or catch.

Bob Scott asked whether the District would be required to upgrade the parking lot as part of the shared use agreement.

- ✓ Keith Hobson, Director of Business & Facilities, replied that the lot is kept in fairly good condition as-is and that the District would help with cleaning, maintenance, and future repairs.

Bob asked how the District plans to ensure that patrons park only in the area designated for their use.

- ✓ Keith replied that as part of the agreement, the District will provide signage to ensure that patrons park in the designated area.

John Griffiths asked for additional information regarding the long strip of property south of the park's property line, just east of the end of Laurel Street.

- ✓ David replied that he believes it is the road right-of-way owned by the City of Beaverton.

John asked for confirmation that there has been no pushback from the neighborhood regarding the plans for development.

- ✓ Doug Menke, General Manager, replied that parking was the primary concern at the first neighborhood meeting and that staff worked hard to address it to the neighborhood's satisfaction.

John asked how many trees would be removed for construction of the multi-use field.

- ✓ Joe Blowers commented that some of the trees on the site are old fruit trees. He asked whether any significant Douglas fir trees would be removed for the field.
- ✓ Michelle confirmed that some Douglas firs would be removed, noting that there are 605 trees on the site and 87 will be removed, 40 of which are invasive or fruit trees.

John asked what sports groups would use the field and whether the backstop would potentially get in the way.

- ✓ Doug Menke, General Manager, replied that it is a multi-use field, so sports included would be soccer, football, lacrosse, baseball and softball.
- ✓ Jim McElhinny, Director of Park & Recreation, replied that the backstop should not pose any issues.

Larry asked whether the field is going to be synthetic turf.

- ✓ Doug replied that it will be a natural turf field.

John asked if there is any danger of balls going into Laurel Street or whether this would be mitigated by the age groups programmed for the field.

- ✓ Scott Brucker, Superintendent of Sports, provided a brief overview regarding how the size of the field, age of the users, site aspects, and programming would prevent balls from going into the street.

Joe asked whether any invasive plant species would be removed from the eastern portion of the site as part of the construction project.

- ✓ David confirmed this, noting that the creek, vegetative corridor, and western edge of the property would be addressed as well.

Bob alluded to budget concerns for this project and asked for confirmation that the budget is being monitored.

- ✓ Doug confirmed this, noting that the Board will see this project come back prior to it being bid in order to regroup on the budget and whether some of the amenities will need to be bid as alternates. Staff will do everything possible to manage the project and understand the costs before going to bid.
- ✓ Steve noted that as the project goes through more design and construction documents, the budget will become clearer.

John asked what type of surface is being proposed for the plaza.

- ✓ Michelle replied that the current estimate is for colored concrete, but pavers will be considered as well.

John asked whether the proposed bridge location is on City of Beaverton or District property.

- ✓ Steve replied that it is mainly on District property, but closer to the street it is on City of Beaverton property.
- ✓ Hal Bergsma, Director of Planning, noted that the next step in the process is going to the City for Planning Commission approval.
- ✓ Joe commented that there has been a de facto bridge there for years, noting that there is definitely some demand for it.

Larry and John both expressed support for the master plan, commenting that it is very well done.

- ✓ Joe agreed, commenting that he was initially concerned by the tree removal aspect, but it is less than he anticipated. He noted that the field location proved problematic in trying to avoid as many trees as possible, as well as impact to the wetland.

**Larry Pelatt moved the Board of Directors approve the AM Kennedy Park Master Plan and authorize the General Manager, or his designee, to proceed with future design phases and land use processes. Joe Blowers seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Joe Blowers</b>	<b>Yes</b>
<b>Larry Pelatt</b>	<b>Yes</b>
<b>Bob Scott</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #11 – Adjourn**

There being no further business, the meeting was adjourned at 8:20 p.m.

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Bill Kanable, President

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Bob Scott, Secretary

Recording Secretary,  
Jessica Collins