



**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 on Tuesday, April 11, 2017, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Regular Meeting 8 pm; Executive Session immediately followed.

Present:

Jerry Jones Jr.	President/Director
Ali Kavianian	Secretary/Director
Bob Scott	Secretary Pro-Tempore/Director
John Griffiths	Director
Larry Pelatt	Director
Doug Menke	General Manager

Agenda Item #1 – Call Regular Meeting to Order

The Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Jerry Jones Jr. on Tuesday, April 11, 2017, at 8 pm.

Agenda Item #2 – Audience Time

Former THPRD Trails Advisory Committee members were in attendance to recognize the nomination of Steve Gulgren, senior park planner, for the 2017 Individual Service Award of the Society of Outdoor Professionals. Wendy Kroger, Mel Hui, Kevin O’Donnell and Tom Hjort offered comments regarding Steve’s leadership and guidance of the former Trails Advisory Committee and his dedication to fulfilling the area’s active transportation connections through his work at THPRD. Compliments from the group included Steve’s skills in matching trails to needs, generating agency and community partnerships to garner the best results possible, and the completed trails THPRD has realized during Steve’s tenure with the district. A written copy of Wendy’s testimony was entered into the record, as was a letter from Kevin O’Donnell on behalf of Citizen Participation Organization #7.

- ✓ President Jones noted that he has heard similar sentiments from others in the planning community regarding Steve’s dedication and impact and thanked him for his efforts.

Agenda Item #3 – Board Time

There were no comments during Board Time.

Agenda Item #4 – Consent Agenda

Bob Scott moved that the board of directors approve consent agenda items (A) Minutes of March 14, 2017 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Authorizing Recreational Trails Program Grant Application for Trail Construction at 155th Avenue Wetlands Natural Area, (E) National Water Safety Month Proclamation, (F) Programs Functional Plan Modifications, and (G) Resolution Appointing a Trustee to the District’s 457 Deferred Compensation Plan and 401(a) Plan. Larry Pelatt seconded the motion. Roll call proceeded as follows:

John Griffiths **Yes**
Ali Kavarianian **Yes**
Larry Pelatt **Yes**
Bob Scott **Yes**
Jerry Jones Jr. **Yes**

The motion was UNANIMOUSLY APPROVED.

Agenda Item #5 – Unfinished Business

A. Somerset West and Cedar Hills Park Redevelopment Funding / Phasing Options

General Manager Doug Menke introduced Keith Hobson, director of Business & Facilities, to provide an overview of funding and phasing options for the Somerset West Park and Cedar Hills Park redevelopment projects for the board's consideration and discussion this evening.

Keith provided a detailed overview of the memo included within the board of directors' information packet as follows:

- The total bond fund project cost estimates exceed the available bond fund resources by approximately \$2.7 million with the Somerset West Park and Cedar Hills Park redevelopment projects primarily accounting for the shortfall. There are no available savings in other bond categories that can offset the shortfall.
 - The Cedar Hills Park redevelopment project master plan was approved by the board in October 2016. The cost estimate based on that master plan is \$9.6 million (includes a 13% contingency) which exceeds available bond funding by \$2.2 million. A sport court and second restroom account for \$340,000 of the estimate for which the district has applied for grant funding. If the grant is not received, these elements could be phased out of the initial project.
 - The Somerset West Park redevelopment project master plan was approved by the board in January 2017. The cost estimate based on that master plan is \$2.8 million (includes \$364,000 in contingency) which exceeds available bond funding by \$1.8 million. Phasing the project to exclude the parking lot expansion and basketball court relocation reduces the estimated cost to \$1.5 million (includes \$207,000 in contingency), which exceeds available bond funding by \$500,000.
- District staff have evaluated options for funding the Somerset West Park and Cedar Hills Park redevelopment projects for the board's consideration. Staff request board discussion this evening regarding the three tools identified to address the shortfall: phasing the projects to reduce the initial construction cost; funding the shortfall using System Development Charge (SDC) funds; or funding the shortfall by issuing debt.
 - Using SDC funds would displace the existing 5-year capital improvement program (CIP) project list. SDC revenues are coming in at a slightly lower rate than originally projected in the approved CIP. The district is already delaying some SDC funded projects in order to meet its land acquisition commitments. Using SDC funds for projects not on the 5-year CIP will exacerbate this.
 - Issuing debt would create an ongoing annual cost obligation that would have a negative impact on the district's ability to expand services and meet maintenance replacement obligations. The historically low interest rates have climbed significantly in the last six months and appear poised to climb further.
 - The board may wish to consider using a combination of options. For instance, a viable option might be to fund the shortfall attributable to contingency from the SDC fund, and fund the balance of the shortfall through a debt issue. This ensures that unnecessary debt would not be issued if the contingency is not used, and also balances the impact of both funding options.

Keith noted that which funding options to use does not need to be decided until prior to awarding construction contracts, with the first being for Cedar Hills Park in spring 2018; however, design work needs to begin soon for the Somerset West Park redevelopment project. While there would be an economy of scale in completing the entire master plan at once, the parking lot expansion and resulting basketball court relocation exceed the bond commitment of redeveloping the community park and could be tied to a future remodel or redevelopment of the pool and building at a future date. Based on the board's discussion this evening, staff will return at the May board meeting with a request for board action to clarify the scope for the Somerset West Park redevelopment project, which would allow for the solicitation of design services. Board action on funding options would be requested as needed in order to secure funding for contracts, prepare budgets, and, if necessary, issue debt. Keith offered to answer any questions the board may have.

Larry Pelatt inquired whether there is a projected timeline of when the parking lot and basketball court relocation could be addressed at Somerset West Park if not included in the initial project.

- ✓ Keith replied that completion of those improvements, if phased, would likely be based on a remodel or redevelopment of the swim center, for which there is currently no timeline. Phase Two would be funding dependent and not eligible for SDC funding, but could likely be funded via a future debt issue or bond measure instead.
- ✓ Doug replied that such a project would be at least five years away and tied to the expansion of the swim center in order to justify the need for more parking. An expansion would be a larger conversation in terms of how the swim center could best serve the area, such as the addition of splash pads as well as an update of the locker room facilities and restrooms. All of this would become a significantly more expensive project.

Larry commented that Somerset West Park serves a large population and has a lot of local support and that phasing the project without an identifiable timeline is shortsighted. Although he is generally not supportive of taking on debt, he believed it would be worth it in this case and that the entire master plan should be funded at once.

Bob Scott asked for additional information regarding the annual debt service in order to fully fund these projects.

- ✓ Keith calculated that the annual debt cost if both projects, including contingencies, were funded would be over \$300,000 for 15 years.

Bob noted that although the idea of finishing both projects completely is appealing, he is concerned by the amount of debt service the district would need to accommodate for that long.

- ✓ Larry replied that he understands the concern, but construction costs are not likely to go down in the future, nor are interest rates going to be less. If the projects are not fully completed at this time, he questioned whether they ever will be, and these improvements have been promised to the community for a long time.

Ali Kavianian commented that he also is generally not supportive of taking on debt, but concedes that Somerset West Park is a heavily used site. However, he questioned the value in taking on debt for a parking lot expansion and moving a basketball court.

John Griffiths stated that he views debt issuance as a method of being able to afford something for which there are no other funding options. He would rather see the district phase the Somerset West Park redevelopment project in combination with the use of SDC funds. He noted that some of the projects' funding overages were out of the district's control, such as the transportation improvements required with the Cedar Hills Park redevelopment project. He stated his preference that the district is able to close out the 2008 Bond Measure without taking on additional debt, especially debt that would impact the district's operating budget.

President Jones noted that he is leaning toward phasing the Somerset West Park redevelopment project with an identified plan of when the entire master plan could be funded, such as by being a top priority for the district's next bond measure. He would be supportive of using SDC funds for the \$500,000 shortfall identified for Phase One. Additionally, once the district is ready to make improvements to the swim center, those improvements will likely trigger code requirements for parking. He does not want to see the district complete parking improvements now that would need to be readjusted in the future.

Keith concluded that there are a variety of opinions from the board this evening, but that the majority would support a phased approach for the Somerset West Park redevelopment project.

- ✓ General Manager Doug Menke commented that staff will return to the board at the May meeting in order to confirm the funding and phasing options for Somerset West Park.
- ✓ President Jones commented that he would be more inclined to see a combination of SDC funds and debt issuance in order to complete the Cedar Hills Park redevelopment project without any phasing.

B. General Manager's Report

General Manager Doug Menke provided an overview of his General Manager's Report included within the board of directors' information packet, including the following:

- National Recreation and Park Association's *Parks and Recreation Magazine: Staying Ahead of the Curve*
 - Katherine Stokke, operations analyst, provided an overview of an article included in the March 2017 issue of NRPA's *Parks and Recreation* magazine regarding THPRD's Future Trends Team, which generated a contact by the Kansas City Parks and Recreation Department to network with THPRD staff, as well as an invitation to submit an educational session topic for consideration at the 2017 NRPA annual congress.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

President Jones congratulated staff on the published article, noting that he is especially interested in hearing the results of the collaboration with Kansas City Parks and Recreation.

Agenda Item #6 – New Business

A. Naming Southwest Quadrant Community Park

General Manager Doug Menke introduced Geoff Roach, director of Community Partnerships, to provide an overview of the memo and report included within the board of directors' information packet regarding a naming recommendation for the new Southwest Quadrant Community Park.

Geoff introduced Chet Orloff, director emeritus for the Oregon Historical Society and member of the Oregon Geographic Names Board, to describe the process leading up to the naming recommendation, which included creation of an eight-member, ad hoc naming committee.

Chet described the importance of carefully considering the act of naming a park in that parks are beloved community assets and once a name is associated with a site, it generally sticks. He described his time spent at the Washington County Museum researching geographic, natural history, and native history for potential names. In addition, the district encouraged the public to submit possible names via the web site, of which over 500 entries were received. Two names in particular were popularly submitted; one for a former educator, and the other for a former police officer. However, the committee felt strongly that it would be more appropriate to consider these names for another park site, building, or public location. He noted that the name that has been

recommended by the committee for Southwest Quadrant Community Park is based on the park's geographic location, as well as the activities and communities that the site will serve.

Geoff announced that the recommended name for the new Southwest Quadrant Community Park is Mountain View Champions Park. He explained that this name was developed in recognition of the park's all-abilities nature, the area's geographic connection to mountain views (Mount Williams and Cooper Mountain), and the opportunity "champions" affords to recognize the many people who partnered with THPRD to design and construct the park.

Chet further described the thought process behind the recommended name, noting that the phrase "Mountain View" is used commonly throughout Oregon and is appropriate for the park's geography. The word "Champions" is a great word for this type of park, is not overused, and conveys a lot of positive associations regarding the park's activities.

Ali Kaviani stated that he is excited to see the amount of public engagement realized through this process. He believed that the committee's recommended name is right on target and he is in full support of the recommendation. Mountain View Champions Park is a great name to signify what the park will mean to the community and liked how the word "champions" can refer to a variety individuals. He also liked how the name ties to Mountain View Middle School next door, as well as the area's geography.

John Griffiths inquired whether the word "champions" also refers to the mascot or student body of Mountain View Middle School.

- ✓ Geoff replied that it does not; however, the school's principal has expressed an interest in using the word "champions" to express and define the culture of the student body.
- ✓ Doug added that the park will feature an explanatory statement as part of the signage that ties in the various angles contributing to the name, such as the significant fundraising effort, the population that will be active at the park, as well as how Mount Williams and Cooper Mountain are both viewable from the site.

President Jones commented that he was nonplused the first time he heard the recommended name and was concerned that the community may believe it is a Beaverton School District site since it is next door to Mountain View Middle School. However, it occurred to him that Conestoga Recreation & Aquatic Center is also next door to Conestoga Middle School. The name has since grown on him and he now sees it as a complement in terms of wayfinding. And including the word "champions" is great. He thanked Chet and the naming committee for their involvement in this effort.

Chet referenced the two public campaigns that developed through the public outreach process in support of naming the park for specific individual community members, James Barlow and Dan Bortolin. Chet described his experience in working on the naming for the Tilikum Crossing, noting that while some groups were initially disappointed that the bridge was not named after specific individuals, those names were eventually considered for a county building and two fire boats. He commented that the two names submitted to THPRD through this process could be considered by the board for another site or amenity under more appropriate circumstances.

- ✓ President Jones noted that he personally knew one of the individuals suggested for the park name, who was an amazing individual, and was familiar with the efforts of the other, and hopes that there may be a better fit for both names to be considered in the future.

Bob Scott expressed support for the recommended name, noting that it is not too generic of a name and that it ties in well to its surroundings, including the school, the Champions Too field, as well as the geographic area.

Larry Pelatt stated that, in his opinion, the name is too generic, but that he will come to accept it over time. The term “mountain view” seems too obvious since the school is next door.

General Manager Doug Menke commented that, based on the board’s discussion this evening, staff will conduct additional public outreach as appropriate before the May board meeting, at which time staff will return to the board to request adoption of a resolution establishing the permanent name for the new park.

President Jones opened the floor for public testimony.

Anthony Mills, 19360 SW York Street, Aloha, is before the board of directors this evening regarding the name recommended for the new Southwest Quadrant Community Park. He commented that he was responsible for starting the effort to name the site after James Barlow. He noted that over 200 people voted for James Barlow’s name in four days. Although he understands how difficult it is to develop a name, he finds the recommended name generic and uninspiring. He questioned whether the word “champions” would register with anyone outside of the specific special user group. He suggested that the board consider letting district residents vote on the top three name recommendations and to let that vote decide what the name will be.

- ✓ President Jones directed district staff to further explore the suggestion of a public voting opportunity for the board’s review and consideration.

B. Crowell Woods Park Community Engagement Process

Gery Keck, superintendent of Design & Development, provided a brief overview of the memo included within the board of directors’ information packet regarding the expanded community engagement process used for master planning the new Crowell Woods neighborhood park project. He noted that this enhanced engagement process was intended to take the community’s input early in the master planning process, before design work has started. Gery introduced Steve Gulgren, senior park planner, who has been heavily involved in this process.

Gery and Steve provided a detailed overview of the public engagement process, as well as the results of that process, via a PowerPoint presentation, a copy of which was entered into the record. They described the similarities in terms of the desired amenities that were chosen by the public for the site, which included walking trails, traditional and nature play areas, a community garden, and picnic shelter. The park layout plan exercises conducted as part of the three public design workshops were similar to each other as well, which helped provide staff assurance when beginning the formal design work.

Gery noted that the next steps in the Crowell Woods neighborhood park project will be to complete the master plan design and present it to the district’s advisory committees, followed by an additional neighborhood meeting, and consideration of adoption by the board at the June meeting. Gery and Steve offered to answer any questions the board may have.

Larry Pelatt inquired whether the expanded outreach effort took more time than the district’s traditional master planning process.

- ✓ Gery confirmed that it took approximately nine months, which is longer than a traditional master planning process.
- ✓ Steve added that this winter’s inclement weather delayed the process some. He noted that district staff can tighten the timeline for future efforts since this was a first attempt.

Larry commented that although the enhanced outreach effort may take longer, in his opinion it is time well spent and a much better use of time than going back and forth with the community on master plans that do not meet their expectations or desires. He noted that not only does this

new process help encourage more public engagement that results in good ideas, it should also reduce the number of community members who feel as though their voice has not been heard.

- ✓ General Manager Doug Menke added that in past master planning efforts, the district tended to spend a lot of time addressing the site's closest neighbors, which at times led to the focus being pulled away from the greater neighborhood and community. The enhanced outreach effort equally weights the desires of all community members and drove the participants to engage based on the site's opportunities versus reacting to a pre-prepared master plan.

Larry expressed agreement, noting that people tend to react more positively to change when they have an opportunity to be involved in the planning process.

- ✓ Keith Hobson, director of Business & Facilities, noted that district staff submitted a session proposal to the National Recreation and Park Association on this topic that has been approved.

President Jones lauded the benefits of the new expanded public outreach effort process, noting that it is reflective of the district's willingness to adapt and learn; that the district is not stuck in its ways. He was happy to see district staff embracing new ways of doing things and exploring better methods in engaging the community. He expressed agreement with Larry's comments, noting that he is excited to see this process replicated for future projects.

Bob Scott commented that he recently spoke with a resident that attended one of the design workshops who was complimentary of the meeting. They felt like they had a voice in the process.

Ali Kavarianian stated that the enhanced public engagement process is not only empowering the district's community members, it is creating advocates and ambassadors for the park, as well.

John Griffiths expressed agreement with Larry's comments as well and support for the expanded outreach effort.

President Jones recessed the regular meeting in order to conduct executive session.

Agenda Item #7 – Executive Session (A) Land

President Jones called executive session to order for the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions. Executive session is held pursuant to ORS 192.660(2)(e), which allows the board to meet in executive session to discuss the aforementioned issue.

President Jones noted that representatives of the news media and designated staff may attend executive session. Representatives of the news media were specifically directed not to disclose information discussed during executive session. No final action or final decision may be made in executive session. At the end of executive session, the board returned to open session and welcomed the audience into the room.

Agenda Item #8 – Reconvene Regular Meeting

The Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was reconvened by President Jerry Jones Jr. at 9:53 pm.

Agenda Item #9 – Action Resulting from Executive Session

Bob Scott moved that the board of directors authorize staff to grant a new, permanent easement in the northwest quadrant, subject to the appropriate due diligence review and approval by the general manager. Larry Pelatt seconded the motion. Roll call proceeded as follows:

John Griffiths **Yes**
Ali Kavianian **Yes**
Larry Pelatt **Yes**
Bob Scott **Yes**
Jerry Jones Jr. **Yes**

The motion was UNANIMOUSLY APPROVED.

Bob Scott moved that the board of directors authorize staff to grant the expansion of an existing easement in the northwest quadrant, subject to the appropriate due diligence review and approval by the general manager. Ali Kavianian seconded the motion. Roll call proceeded as follows:

Larry Pelatt **Yes**
John Griffiths **Yes**
Ali Kavianian **Yes**
Bob Scott **Yes**
Jerry Jones Jr. **Yes**

The motion was UNANIMOUSLY APPROVED.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 9:55 pm.

Jerry Jones Jr., President

Ali Kavianian, Secretary

Recording Secretary,
Jessica Collins