



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

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, October 16, 2018, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Work Session 5 pm; Executive Session 6 pm; Regular Meeting 7 pm.

Present:

Ali Kavianian	President/Director
Felicita Monteblanco	Secretary/Director
Wendy Kroger	Secretary Pro-Tempore/Director
Todd Duwe	Director
John Griffiths	Director
Doug Menke	General Manager

**Agenda Item #1 – Swearing In of Appointed Board Member**

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, October 16, 2018, at 5 pm.

City of Beaverton Mayor Denny Doyle performed the swearing in ceremony for appointed board member Todd Duwe.

**Agenda Item #2 – Board Work Session: Board Training**

**A. Communicating Across Differences**

Lillian Tsai with TsaiComms, LLC, provided a board training session titled *Communicating Across Differences* via a PowerPoint presentation, a copy of which was entered into the record. The presentation included information regarding:

- Creating awareness that the way in which people communicate is influenced by differences in cultural values and communication styles.
- Learning how those differences can unintentionally create misunderstandings and conflict.
- Learning tips to communicate more effectively across different cultures.

**B. State Ethics Guidelines for Public Officials**

Keith Hobson, director of Business & Facilities, provided a board training session on state ethics guidelines for public officials via a PowerPoint presentation, a copy of which was entered into the record. The presentation included information regarding:

- State ethics laws and who is subject to such laws
- Definition of and limitations to receiving gifts
- Conflicts of interest – potential vs actual
- Nepotism
- Complaints, investigation process, and potential penalties

**Agenda Item #3 – Executive Session (A) Legal (B) Land**

President Ali Kavianian 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 under authority of ORS 192.660(2)(e) and (f), which allows the board to meet in executive session to discuss the aforementioned issues.

President Kavianian noted that the news media and designated staff may attend executive session. Representatives of the news media were 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 welcomed the audience into the room.

**Agenda Item #4 – Call Regular Meeting to Order**

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, October 16, 2018, at 7:10 pm.

**Agenda Item #5 – Action Resulting from Executive Session**

There was no action resulting from executive session.

**Agenda Item #6 – Presentation: Recognition of New Certified Park & Recreation Professionals**

Aisha Panas, director of Park & Recreation Services, noted that eleven THPRD staff members were recently honored as new Certified Park & Recreation Professionals (CPRP) during the Best of the Best ceremony held at last month’s 2018 National Recreation and Park Association conference. The CPRP designation is an investment in a professional’s career that demonstrates their practical knowledge and real-world skills necessary to succeed in today’s changing park and recreation environment. Aisha recognized the following staff members in attendance:

- Karin Madsen, Special Events Coordinator, Community Programs
- Kelly McNutt, Center Supervisor, Harman Swim Center
- Jim Rankin, Program Coordinator, Babette Horenstein Tennis Center
- Robert Russell, Office Tech, Design & Development
- Ann Satterfield, Program Coordinator, Garden Home Recreation Center
- Heath Wright, Center Supervisor, Beaverton Swim Center

**Agenda Item #7 – Audience Time**

Drew Cummins, 10480 SW Eastridge Street, Portland, is before the THPRD Board of Directors this evening regarding THPRD’s System Development Charge (SDC) program and affordable housing. Mr. Cummins commented that the availability of affordable housing in the community and across the state has come to a crisis level. He stated that the community, including THPRD, needs to come together to remove barriers to affordable housing. He encouraged the board to fully or partially waive district SDC fees for affordable housing developments, noting that this is the right thing to do and that removing barriers to affordable housing will help welcome various income levels into the community where they, too, can enjoy the world class facilities provided by THPRD. He concluded by stating that the board has an opportunity to leave their mark and legacy on the community in an impactful and positive way and that he hopes they will decide to lead by example to the community and other special districts across the state.

Jason Yamamoto, 8464 NW Lovejoy Street, is before the THPRD Board of Directors this evening regarding THPRD’s System Development Charge (SDC) program and affordable housing. Mr. Yamamoto noted that he is a board member for Community Action of Washington County, noting that their mission is to eliminate conditions of poverty and to create opportunities for people to thrive, and that affordable housing is a critical component of addressing these issues. He submitted a copy of the *Washington County Issues of Poverty 2018* report into the record and

encouraged the board to review the report in order to understand the full picture of the current affordable housing crisis for this area. The report highlights the importance of stable housing and its cascading effects on employment, health and education. He described how other jurisdictions have opted to waive their development charges, which has led to more affordable housing being developed in their areas. He concluded by stating that everyone has a role to play in addressing this crisis and requested that the board fully or partially waive district SDC fees for affordable housing developments.

Bhaskar Aluru, 5773 NW Primino Avenue, Portland, is before the THPRD Board of Directors this evening regarding the need for additional parks and trails in North Bethany. Mr. Aluru commented that he lives within a housing development of 1,000 homes and that they do not have a local park. He described vacant land owned by THPRD within the development, noting that he would like to see some play equipment installed. In addition, there is an incomplete trail system from his neighborhood to Jacob Wismer Elementary School. He encouraged completion of this trail system in order for the local children to be able to walk safely to school, especially since their area is not served by the school bus.

- ✓ General Manager Doug Menke commented that there has been ongoing discussion regarding park improvements within the North Bethany area and that these improvements will also be specified within the Parks Functional Plan update currently in development. Additionally, the last agenda item this evening is regarding a trail in that area. He noted that district staff would be in contact with Mr. Aluru to provide additional information.

#### **Agenda Item #8 – Board Time**

President Kavianian requested an update from staff regarding the district's current involvement in affordable housing projects. He referenced a recent article in the *Cedar Mill News* regarding THPRD's collaboration with an affordable housing project at the intersection of Murray and Cornell and asked for additional information regarding that project as well as any others.

- ✓ General Manager Doug Menke noted that the district is in discussion with multiple affordable housing developers and introduced Jeannine Rustad, Planning manager, to provide an overview.
- ✓ Jeannine provided an in-depth overview of the district's efforts in the area of affordable housing, including the following:
  - THPRD's involvement with Community Partners for Affordable Housing (CPAH) in the development of the open space they have planned for their affordable housing project on Murray and Cornell in exchange for SDC credits, as well as CPAH's request to delay collection of THPRD SDC fees, should any be owed, until certificate of occupancy is received.
  - THPRD is also being consulted early in the process for an upcoming affordable housing development project with REACH Community Development for consideration of collaborating on any public open spaces included within their development before the project enters into the design phase.
- ✓ Doug noted that the district's involvement in these projects is a function of opening the lines of communication and ensuring that the agencies responsible for issuing permits understand the district's SDC credit program. While the larger local developers are familiar with and take advantage of the district's SDC credit program, it is important that the affordable housing developers also understand this opportunity for collaboration.

President Kavianian asked for an overview of district staff's understanding of how the board desires that THPRD collaborate with affordable housing developers.

- ✓ Doug replied that one method is through the land acquisition process. He explained that land is the greatest challenge for affordable housing developments. THPRD is currently completing a land study which may identify surplus property that could be a unique consideration in helping address this challenge for affordable housing developers.

- ✓ Jeannine added that another challenge in land acquisition for affordable housing developers is carrying the cost of that land from the point of purchase until funding is received for the development. An option could be provided that the district would delay collecting payment for the sale of land until the affordable housing development's funding has been received.
- ✓ Doug also provided an update regarding a coalition concept that would include at least THPRD, Washington County and the City of Beaverton. He noted that Mayor Doyle has spoken with other mayors within Washington County, as well as with Washington County Board of Commissioners Chair Andy Duyck, and that there is an openness to forming such a coalition, most likely under the umbrella of the Washington County Coordinating Committee. The intended coalition makeup would be all Washington County agencies that have development fees.
- ✓ Jeannine concluded by noting another way THPRD collaborates with affordable housing developers is through the timing of the collection of SDC fees. Typically, SDC fees are due at the time the building permit is issued; however, district staff is working with Washington County and the City of Beaverton to develop a method in deferring collection for affordable housing developments until certificate of occupancy is issued.

President Kavianian commented on the district's multipronged approach to a complex issue, noting that he is looking forward to hearing more about these efforts and that of the coalition.

Felicita Montebianco commented that while she is pleased to hear about all of the ways THPRD is collaborating with affordable housing developers, she still believes that the district has a role to play in making sacrifices and going without in support of the cause of affordable housing. The district will need to be prepared to consider this via its participation in the coalition, as some members have already been vocal regarding the affordable housing crisis and the role SDCs play in that crisis.

- ✓ General Manager Doug Menke stated that he would keep the board informed as to the discussions of the coalition. He is certain that at some point there will be an ask of all parties and he will keep the board informed so that they can be prepared to make such decisions in a timely manner.

President Kavianian noted that the request for proposals have been received for the district's legal counsel services. He stated that he would like to assist in scoring the proposals received and asked for one additional board member to volunteer their efforts in scoring the proposals, as well.

- ✓ Todd Duwe committed to helping with this effort.
- ✓ General Manager Doug Menke noted that the scoring will help determine how many of the firms move on to the interview process, which is anticipated to be conducted by the full board at the November board meeting, and at which a decision would also be requested.

Wendy Kroger provided an overview of the various district activities she was involved in or attended this summer, including: trail counts, the Cedar Mill Cider Festival, advisory committee meetings, a Greenway Neighborhood Association Committee meeting, and attendance at the National Recreation and Park Association annual conference. In addition, she attended an event by Tualatin Valley Creates, which supports arts within Washington County, noting that she would like to see THPRD become more involved with some of the art communities within the district. She also described some products she learned about at the NRPA conference that incorporate music into park and recreation settings. Overall, she would like to see THPRD become more involved in the arts and music within our area. Lastly, she provided an overview of the recent legislative activities conducted in Washington, DC, noting that she believes headway was made in terms of the district's asks in the areas of appropriation and translation issues in the receipt of federal grant funds.

Felicita Montebalco commented that she, too, enjoyed attending the NRPA conference and encouraged staff to learn more about the National Recreation and Park Ethnic Minority Society. In addition, she and General Manager Doug Menke will be meeting with new Portland Community College Rock Creek Campus President, Dr. Chris Villa, soon in order to continue building that relationship with an essential THPRD partner agency.

John Griffiths described his recent attendance at the 2018 Land Trust Alliance Rally and the various sessions he attended.

John referenced the anticipated 2019 Metro natural areas bond measure, noting that Felicita is serving on the stakeholder committee for this initiative and that he serves on the Metro Policy Advisory Committee, which recently had a presentation on this measure. He noted that although an official dollar amount for the measure was not discussed, it appears that through other conversations he has had with those involved at Metro, a consensus is rapidly being formed that this measure would simply seek to retain the millage rate expiring from the 1995 natural areas bond measure, which was for \$135.5 million in 1995 dollars. This is concerning to him as the buying power for the 2019 measure would be significantly less than that of the 2006 measure. He theorized that the natural areas bond measure has been caught between this year's affordable housing measure and the 2020 transportation measure. He asked his fellow board members what they have been hearing in relation to the 2019 natural areas bond measure and posed the question of how active THPRD wants to be as an organization in helping influence this decision.

- ✓ Felicita expressed agreement with John's comments that it is going to be much more expensive to acquire natural areas in 2019 than it was in 1995 and if a significant impact is desired, more money is needed. She noted that the stakeholder committee has not yet discussed a dollar amount for the measure, but another meeting is taking place soon.

John expressed concern that a consensus is being built among the Metro Council prior to such a discussion, noting that now may be the time to start taking action.

- ✓ Felicita replied that the stakeholder committee will provide their recommendation to the Metro Council, which she hopes they will take seriously, but the committee is also currently very focused on the affordable housing measure, which is up for a vote next month. She described the areas THPRD has identified as focus areas for a Metro natural areas bond measure, noting that the Beaverton to Rock Creek Corridor is one of the more diverse areas identified, which she feels could be advocated for well through an equity lens. She is happy to bring the board's thoughts to the next meeting and to continue to advocate on behalf of THPRD.

Wendy thanked John for bringing forward this topic, noting that she believes it is important that if any of the board members have concerns, thoughts, or ideas on this topic, to share those with Felicita. She has some thoughts regarding the memo prepared by district staff identifying potential focus areas for a Metro natural areas bond measure, noting that she would like to see wider corridors requested. She noted that 100 feet does not provide enough room for wildlife, people and vegetation within the same corridor and that she would like to see this proposed for at least 200 feet. Additionally, she is interested in dreaming big and asking for a natural area and/or park designation for the entire length of the Tualatin River from the mountains to the confluence. Although this is a big goal, she believes it would have support from a lot of different organizations and may make the Metro Council take notice. She hopes that her fellow board members agree that large, impactful projects are what THPRD should be suggesting for Metro's consideration.

- ✓ Felicita commented that a large project spanning a large geographical area could also be an opportunity to involve Metro's unincorporated areas.

John proposed that the board come together as soon as possible to further discuss and consider the staff recommendations for the measure, including any modifications desired, and to also decide what conduits should be used in order to advocate for THPRD's proposal. He suggested that perhaps a board work session would be necessary in order to accomplish this.

- ✓ Felicita commented that there is a Metro Council meeting on Monday that would have an opportunity for public comment. The board could also choose to send an email.

John described the discussions he has had with Metro councilors on this topic and the potential for his testimony at an upcoming Metro council meeting during which the council is expected to receive a status report on the goals of the 2006 natural areas bond measure. He also suggested that multiple THPRD board members attend a Metro council meeting to speak on this issue during audience time, which would offer a direct line of communication to the Metro council and a reminder regarding the partnership between Metro and THPRD. Working through the conduits of the stakeholder committee and also going directly to the council may be a powerful message.

- ✓ Wendy expressed concern that the natural areas bond measure may get overlooked in favor of the affordable housing and transportation measures. She expressed support for John attending a Metro council meeting to offer testimony on behalf of the district.

John expressed the need for additional discussion with district staff regarding what the THPRD vision is for this measure and what coalition could be built in moving forward in support of that vision. He described the buying power that would result by renewing the 1995 millage versus the much greater need in the acquisition of natural areas.

- ✓ General Manager Doug Menke reiterated the next step as John's testimony at an upcoming Metro council meeting in order to convey that THPRD is working on a position paper of a few high-level ideas of what it would like to see for the next Metro natural areas bond measure, which will hopefully give pause to the expedited decision of a dollar value.

John expressed agreement and provided a brief overview of what he envisions his testimony would entail, including encouragement that the natural areas bond measure amount is impactful.

- ✓ Doug noted that, based on the comments John hears from his testimony, as well as what Felicita hears at the next stakeholder committee meeting, a timeline could then be set as to how fast the board needs to act in order to meet Metro's timeline.

Todd Duwe noted that he has been rapidly learning more about the district since his appointment to the board early last month and that he thanks his fellow board members for their help in getting him up to speed. Additionally, he looks forward to beginning service as a board liaison to the Programs & Events Advisory Committee.

#### **A. Committee Liaison Updates**

Wendy provided an update regarding the current focus of the Parks & Facilities Advisory Committee on the issue of dog parks, noting that committee members have taken public input on the topic as well as toured other local jurisdictions' dog parks. In addition, the committee is working with a neighborhood interested in instituting the district's first pesticide-free park.

Felicita provided an update regarding the activities of the Tualatin Hills Park Foundation, noting that their annual meeting took place in August and that two new trustees were added, bringing the total to eleven.

#### **Agenda Item #9 – Consent Agenda**

**Felicita Monteblanco moved that the board of directors approve consent agenda items (A) Minutes of August 7, 2018 Regular Board Meeting and September 6, 2018 Special Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statements, and (D) 2008 Bond Program Project Adjustments. Wendy Kroger seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Todd Duwe</b>	<b>Yes</b>
<b>Wendy Kroger</b>	<b>Yes</b>
<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>Ali Kavarianian</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

## **Agenda Item #10 – Unfinished Business**

### **A. 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:

- Mobile Recreation Programs
  - Sabrina Taylor Schmitt, Recreation manager, and Kristin Smith, center supervisor at Tualatin Hills Nature Center, provided an overview of the district's Rec Mobile and Nature Mobile programs, each of which engaged around 10,000 participants during summer programming.
- Nature Education and Workforce Training (NEWT) Program
  - Kristin Smith, center supervisor at Tualatin Hills Nature Center, provided an overview of a two-year, \$70,000 grant the district has been awarded through Metro's Nature in Neighborhoods grant program for a nature education and workforce training program, NEWT, which will focus on Latino students.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Wendy Kroger inquired whether there are any changes planned for or capacity to grow the mobile recreation programs.

- ✓ Kristin replied that Nature Mobile program staff are always looking for ways to work most efficiently in serving the community and that a big opportunity was being able to work in partnership with Beaverton School District's free and reduced lunch program.
- ✓ Sabrina expressed agreement with Kristin's comments, noting that Rec Mobile staff strive to work for the biggest impact possible and consider how to continue to grow the program.

Felicita Montebianco expressed support for the NEWT program and asked district staff to carefully document the development of the program, noting that it is going to take organizations like THPRD from across the country in order to ensure that staffing is representative of the population. She also referenced the diversity, equity and inclusion trainings that will begin occurring with district staff and other district committees and encouraged the district to reflect on what it means to serve the Latino community, including barriers the community faces, in a culturally sensitive manner.

President Kavianian expressed support for the programs discussed this evening, noting that he is looking forward to an update next year about how the NEWT program is progressing.

Felicita suggested that the THPRD Board of Directors consider holding a joint meeting with the Beaverton School District Board next year.

## **Agenda Item #11 – New Business**

### **A. Bethany Creek Trail #2 Segment 3 Master Plan**

Gery Keck, Design & Development manager, introduced Matt Kilmartin, park planner, and Mark Hadley with WH Pacific, the project consultant, to provide an overview of the preferred master plan for Bethany Creek Trail #2 Segment 3.

Matt provided a detailed overview of the project and community outreach conducted, which included two neighborhood meetings, a presentation to the Metro Council and the Nature & Trail Advisory Committee, as well as posted on the district's website. The project is approximately 0.44 miles in length and is almost entirely within the Bonneville Power Administration (BPA) powerline right-of-way. The project is intended to provide an off-street community trail connection between north Bethany and the Rock Creek and Westside Regional Trails, as well as other connections to district park sites, natural areas, and local schools, including both Jacob Wismer Elementary and

Stoller Middle Schools. The project spans both Washington and Multnomah County jurisdictions and the majority of the project is located within Multnomah County's exclusive farm use zone (EFU). Metro has confirmed that the master plan will meet the EFU zoning criteria for Multnomah County land use approval.

Mark provided a detailed overview of the Bethany Creek Trail #2 Segment 3 Master Plan design via a PowerPoint presentation, a copy of which was entered into the record.

Gery referenced correspondence received from the Forest Park Neighborhood Association expressing concerns regarding the project, a copy of which is at the board members' places this evening and has been entered into the record. The letter suggests that the proposed trail be rerouted into the nearby Kaiser Woods Natural Area, Kaiser Woods Park, and the adjacent neighborhoods, or that THPRD purchase some of the farmland to the east in order to create a buffer. Gery noted that the action being requested of the board this evening is approval of the Bethany Creek Trail #2 Segment 3 Master Plan as presented and offered to answer any questions the board may have.

Wendy Kroger asked about the type of pedestrian crossing anticipated for the trail at NW Springville Road.

- ✓ Gery replied that this has not yet been determined but will be decided by Washington County code.
- ✓ Mark agreed, noting that it would not be a mid-block crossing since the crossing occurs at an intersection; however, the specific details of the crossing are not yet known.

Felicita Montebianco asked for additional information regarding EFU zones in relation to the land use process and asked for confirmation that the adjacent farming property has been involved in or informed of this process.

- ✓ Gery provided an overview of the land use process pertaining to this project and confirmed that district staff has been in contact with the adjacent farmer who leases the land, as well as the property owner and BPA.
- ✓ General Manager Doug Menke added that the proposed master plan is also the least intrusive to the surrounding neighborhoods, as well as represents a traditional, common use of a trail corridor within a powerline corridor.

Todd Duwe asked for additional information regarding the desire for a barrier between the farmland and trail corridor.

- ✓ Gery replied that commonly a split rail type of fence would be used in a similar situation but that level of detail has not yet been determined and district staff would also like to understand what the farmer might want. Some of the public comment submitted expressed desire for a more substantial buffer with trees, which would not likely be allowed by BPA and would require watering.

President Kavianian asked whether THPRD has any other trails along EFU zones.

- ✓ Gery confirmed this and provided a brief description of the Bethany Creek Falls trail.

Ali asked if there is any concern regarding potential negative impacts of farming activities on the trail users, such as spraying activities or blowing dust.

- ✓ Gery provided a brief description of the farming history for the property, noting that district staff could work with the farmer on these impacts on an operational basis.
- ✓ Doug commented that the trail has been informally used by the public for quite some time as it is currently a gravel access road.

Ali asked for confirmation that the portion of trail near the wetland would remain dry during different weather patterns.



- ✓ Gery confirmed this, noting that some culvert work will be completed to ensure optimal drainage.

Wendy cautioned against the use of a chain link fence as the barrier due to the impact such fences have on wildlife's ability to move through the area.

President Kavianian opened the floor for public testimony.

Kevin O'Donnell, Bethany resident and Citizen Participation Organization #7 member, is before the THPRD Board of Directors this evening in support of the Bethany Creek Trail #2 Segment 3 Master Plan as presented. He described the major trail routes through the Bethany area and the desire for the Bethany area to be interconnected. Regarding the letter submitted on behalf of the Forest Park Neighborhood Association, he believes they are not in support of the project simply because they do not want Washington County-related development within their area. CPO #7 has submitted two letters of support for trail projects in this area in the past and are in favor of connecting Bethany. Lastly, the public outreach conducted by THPRD for this project has been extensive and welcoming, and the adjacent farmland will not be impacted. He requested that the THPRD Board of Directors formalize the trail under consideration this evening by approving the Bethany Creek Trail #2 Segment 3 Master Plan as presented.

President Kavianian opened the floor for a motion.

**John Griffiths moved that the board of directors approve the preferred master plan for the Bethany Creek Trail #2 Segment 3 project. Felicita Monteblanco seconded the motion. Roll call proceeded as follows:**

<b>Todd Duwe</b>	<b>Yes</b>
<b>Wendy Kroger</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>
<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>Ali Kavianian</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #12 – Adjourn**

There being no further business, the meeting was adjourned at 8:50 pm.

---

Ali Kavianian, President

---

Felicita Monteblanco, Secretary

Recording Secretary,  
Jessica Collins