



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 Monday, November 7, 2016, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6 pm; Regular Meeting 7:30 pm.

Present:

Jerry Jones Jr. (<i>via telephone</i>)	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 – Executive Session (A) Personnel (B) Legal (C) Land

Secretary Ali Kavianian called executive session to order for the following purposes:

- To consider the employment of a public officer, employee, staff member or individual agent,
- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, 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) (a)(e)&(h), which allows the board to meet in executive session to discuss the aforementioned issues.

Secretary Kavianian 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 #2 – Call Regular Meeting to Order

The Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by Secretary Ali Kavianian on Monday, November 7, 2016, at 7:40 pm.

Agenda Item #3 – Action Resulting from Executive Session

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

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #4 – Audience Time

Todd Griswold, 1795 SW Warwick Avenue, Portland, is before the board of directors this evening regarding a proposed ice arena on THPRD property. Todd noted that he has heard discussion from the hockey community regarding a proposed ice arena being considered by THPRD at the HMT Recreation Complex. As an in-district business owner that provides programs, he has concerns related to the district’s plans for programming the space and public benefit. He stated that such an amenity is not referenced within the district’s 2013 Comprehensive Plan, nor is it identified as an area of important focus in public surveys. He questioned whether a service assessment matrix has been completed for the proposal as prescribed within the district’s comprehensive plan and Service & Financial Sustainability Analysis, noting that he does not believe that it has and that this, along with a lack of public outreach on the proposal, supports an appearance that district staff has not followed board-adopted practices in the development of the proposal. He commented that he has spoken with both General Manager Doug Menke and board member Larry Pelatt regarding his concerns about THPRD competing with the private sector; however, there has been no forward movement in putting into place an operational policy regarding the practice. In conclusion, he asked that the board become more transparent through this process, including community involvement and completing all due diligence in accordance with board-adopted plans, as well as direct staff to complete an operational policy regarding competition with the private sector. A written copy of Todd’s testimony was entered into the public record.

Agenda Item #5 – Board Time

Larry Pelatt noted that, in the interest of full disclosure, he acknowledged that he has spoken with Todd Griswold and that the conversations never elevated and included no promises on his part.

- ✓ Secretary Kavianian added that any such negotiations that are or are not taking place between private and public entities are confidential matters that could affect the district negatively if prematurely disclosed.

Agenda Item #6 – Consent Agenda

Larry Pelatt moved that the board of directors approve consent agenda items (A) Minutes of October 11, 2016 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) HMT Field #2 Synthetic Turf Field Contract, and (E) Service District Initiated Annexation Resolution. Bob Scott seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #7 – 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:

- Summer Special Events Recap
 - Debra Fife, coordinator of Volunteer Services and Special Events, provided a PowerPoint presentation, a copy of which was entered into the record, highlighting this year’s summer events.
- 2016 Summer Maintenance Projects Recap
 - Jon Campbell, superintendent of Maintenance Operations, provided a PowerPoint presentation, a copy of which was entered into the record, highlighting maintenance projects completed this summer.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Secretary Kavianian commented that he and his family had a fantastic time at the district events they attended this summer and asked what is planned for the 2017 summer event season.

- ✓ General Manager Doug Menke commented that district staff is meeting in a few weeks to discuss the upcoming 2017 event season. In general, the summer concerts will remain as-is with the possible addition of one or two concerts or other activities, such as a movie night. The district is also exploring additional partnership opportunities with the City of Beaverton on some additional concepts, including possible involvement in their welcoming event planned for September and the night markets. Regarding Groovin' on the Grass, the district is adhering to the concept of cautious involvement and learning as much as possible each time. Doug noted that some of these new opportunities will be seen via the district's upcoming budget process, noting that these events represent a unique way for the district to reach out to its residents.

John Griffiths referenced the Groovin' on the Grass concert that sold out at 3,500 attendees this year and asked what would need to happen in order to accommodate more people.

- ✓ Deb replied that a larger area would be needed, such as Field #5 on the HMT Recreation Complex versus Field #3, which is currently used.
- ✓ Doug added that the greater question that needs to be part of the review process is the consideration of the optimal size given that the HMT Recreation Complex can only hold so many people due to parking and logistics. The reality is that it takes a large effort to offer a concert with an attendance of 3,500 and going over that number offers additional unique complexities above just increasing the number of district staff to work the event.
- ✓ Larry Pelatt expressed agreement with Doug's comments, noting that any increase in attendance would need to be substantial in order for it to make sense financially, which would also change the feel of the event.
- ✓ Doug added that the district learned a lot by hosting the US Davis Cup, which had 6,000 attendees. There was a lot of US Davis Cup event staff involved in order to make such a large event go smoothly.

Bob Scott referenced the underground spring in Lowami Hart Woods that damaged a relatively new section of trail and asked why the spring was not discovered during construction.

- ✓ Jon replied that it is unknown why it went undiscovered and described the manner in which the trail was repaired so that it would not happen again.
- ✓ General Manager Doug Menke guessed that the groundwater became disturbed during construction and that it took time for enough water to rise to the surface to cause damage.

John Griffiths asked if the Maintenance Department has experienced a noticeable uptick in maintaining the district's most aging recreational facilities, such as Cedar Hills Recreation Center, as compared to the district's newer facilities.

- ✓ Jon replied that the maintenance of such aging facilities is still manageable without much extra effort.
- ✓ Keith Hobson, director of Business & Facilities, added that one indication of the district's maintenance standards and investments over time in such facilities came recently when the older facilities were tested for lead in the water and all tested out very well.

Agenda Item #8 – New Business

A. Somerset West Park Master Plan

Tim Bonnin, park planner, provided a brief overview of the memo included within the board of directors' information packet, noting that Somerset West Park is a neighborhood park redevelopment project funded via the district's 2008 Bond Measure. He noted that staff is

requesting board review and comment on the preferred master plan and proposed phasing this evening, which will be brought back before the board at the January meeting for consideration of approval. Tim introduced René Brucker, park planner, and Melinda Graham with Zink Studios, the project consultant, to present an overview of the preferred Somerset West Park master plan.

René described the public outreach process used in the development of the master plan, which included three neighborhood meetings, as well as a prioritization survey of park amenities posted to the project website and mailed to neighborhood residents. She noted that the need for phasing the project was discussed at the last neighborhood meeting in September 2015, noting that comments from the neighborhood meeting and prioritization survey have been incorporated into the master plan being presented to the board for consideration this evening.

Melinda provided a detailed overview of the proposed Somerset West Park master plan and amenities included in each funding phase via a PowerPoint presentation of the materials included within the board of directors' information packet.

Tim concluded the staff presentation by providing a brief overview of the project budget and current cost estimates, noting that the current total project cost estimate for phase 1 of the master plan is \$1,471,453, which is \$447,915 above the current available project funding. If the entire master plan were to be completed without phasing, the total project cost estimate is \$2,400,000. The creek daylighting cost of \$150,778 is not included in the project cost estimate since it will be fully funded by the Natural Resource Preservation/Restoration bond fund category. Permitting will determine if the project will receive mitigation credit, or if a wetland mitigation fee would be required, which would increase the phase 1 project cost estimate to \$1,576,453. Tim noted that based on the board's feedback this evening, staff will present revised plans to the public in early December and will then return to the board in January to request final master plan approval, and offered to answer any questions the board may have.

General board discussion took place clarifying the project budget and available funding.

Bob Scott expressed agreement with the proposal to phase the buildout of the master plan, but is surprised at how costly it is for the full buildout of the master plan.

Ali Kavarianian asked for confirmation that the public has seen the proposed phase 1 master plan.

- ✓ René confirmed this, noting that the December public meeting will feature the master plan with any revisions made by the board this evening and the phasing plan.

John Griffiths asked how much of phase 1 could be completed while remaining within the project budget of approximately \$1,023,000.

- ✓ Keith Hobson, director of Business & Facilities, replied that the staff recommendation is completing phase 1 as outlined this evening. Staff will explore whether there are elements within the master plan that could be grant funded and will also explore value engineering opportunities. A last resort would be using system development charge (SDC) funds to make up any difference. Another possibility is transferring extra funds from otherwise completed bond categories, which could result in an additional \$300,000 at most. The best alternative will be looking at value engineering and identifying grant funding.

Larry Pelatt recognized that the end result for funding this project may require the use of SDC funds to supplement this project; however, it is a great redevelopment project for a park that is heavily used and highly valued by the community. He does not want to see this project detrimentally affected by any more delays as construction costs continue to climb.

President Jones asked district staff to further explore other means in funding the entire Somerset West Park master plan without phasing, explaining that the park is an icon in the area and that the district should consider completing the entire project now rather than waiting until rising construction costs make it even more difficult to complete phase 2 in the future.

Agenda Item #9 – Adjourn

There being no further business, the meeting was adjourned at 8:25 pm.

Jerry Jones Jr., President

Ali Kavianian, Secretary

Recording Secretary,
Jessica Collins