



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, December 13, 2016, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 5:30 pm; Regular Meeting 7:00 pm.

Present:

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|--|--------------------------------|
| Jerry Jones Jr. | President/Director |
| Ali Kavianian (<i>via telephone</i>) | 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) Land

President Jerry Jones Jr. called executive session to order for the following purposes:

- To consider the employment of a public officer, employee, staff member or individual agent, 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), which allows the board to meet in executive session to discuss the aforementioned issues.

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 #2 – 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, December 13, 2016, at 7:05 pm.

Agenda Item #3 – Action Resulting from Executive Session

Bob Scott moved that the board of directors authorize staff to grant a slope easement and dedicate right-of-way in the southwest quadrant, subject to the standard due diligence review and approval by the general manager. Ali Kavianian seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #4 – Audit Report on District Financial Statements for Fiscal Year 2015/16

Keith Hobson, director of Business & Facilities, introduced Ann Mackiernan, chief financial officer, and Kathy Leader, audit committee member, to make a presentation on the Audit Report on the district's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2016.

Kathy noted that the district Audit Committee met on November 29, 2016, to review and approve the Draft Comprehensive Annual Financial Report as presented by district staff and Talbot, Korvola and Warwick, LLP, the district's auditors. The audit resulted in an unmodified, clean opinion on the district's financial statements, and there were no findings, recommendations or adjustments. At the end of the meeting, the committee unanimously approved to accept the draft report as presented. In addition, Kathy announced that the district has again been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. It is the 11th consecutive year the district has been honored with the award. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and reflects the high level of competency and commitment to the spirit of full disclosure by district staff.

- ✓ The board congratulated district staff on receiving the award.

Bob Scott, who serves on the Audit Committee as the board liaison, complimented and thanked the other audit committee members for their efforts, noting that significant discussion and questions occur during these meetings and that staff and the auditors are always well-prepared.

Bob Scott moved that the board of directors accept the Audit Report on the Park District's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2016. 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.

Agenda Item #5 – Audience Time

Barbara Wilson, 12820 SW 20th Court, Beaverton, is before the board of directors this evening regarding the 2008 Bond Measure. She noted that the purpose of her attendance this evening is to follow up on her testimony at the October Regular Meeting regarding the pace at which natural area land acquisition has been taking place under the district's bond program. She explained that General Manager Doug Menke had recently commented to her that the district was negotiating the purchase of a desirable natural area but that the property owner was not willing to sell or the asking price was too high. Due to the limited availability of property that fulfills the district's criteria for desirable natural areas, she encouraged the board to consider paying above market value, noting that although it is important for the district to be fiscally responsible with taxpayer dollars, it is also important that the district fulfill its promises from the 2008 Bond Measure. She recalled that the district paid more than market value for the property that became the Tualatin Hills Nature Park, noting that at times this is necessary if the district desires the property.

- ✓ John Griffiths commented that the district is currently having discussions regarding a natural area land purchase that could utilize a majority of the remaining natural area land acquisition bond funds, but that no additional information could be shared publicly at this time due to the confidential nature of property purchase negotiations.
- ✓ President Jones expressed agreement with John's comments, noting that the district is very much committed to fulfilling the 2008 Bond Measure as promised.

Adam Seymour and Bruce Irvine, 10950 SW 5th Street, Beaverton, are before the board of directors this evening representing the Evergreen Curling Club, a non-profit sports organization that operates Oregon's first and only dedicated curling facility. They referenced the recent publicity surrounding THPRD's negotiations with the Portland Winterhawks to construct an ice arena at the HMT Recreation Complex. They respectfully requested to be involved in the planning process for such a facility, noting that curling is growing quickly in popularity. They described their organization's current participation levels and tournaments held, noting that the sport of curling accommodates a diverse range of players, including youth and those with disabilities. They offered to be a resource to the district regarding the sport of curling, and that they have expertise in the areas of space planning, equipment needs, competition requirements and programming.

Kathryn Lee, 6230 SW Chestnut, Beaverton, is before the board of directors this evening as the vice president for the Skating Club of Oregon, a non-profit organization in support of figure skating. She referenced the recent publicity surrounding THPRD's negotiations with the Portland Winterhawks to construct an ice arena at the HMT Recreation Complex. She also respectfully requested to be involved in the planning process of such a facility, noting that there is extremely limited ice availability in the Portland-Metro area. She described figure skating's popularity in the region, including significant tournaments that have been held here and prominent coaches that have relocated to the area. She offered the club's support for the district's negotiations, noting that they would love a chance to expand their current programs.

Michelle Wallace, 2325 SW 194th, Beaverton, is before the board of directors this evening regarding the recent publicity surrounding THPRD's negotiations with the Portland Winterhawks to construct an ice arena at the HMT Recreation Complex. Michelle stated that her child participates in hockey and that she had recently spoken with a board member for the Portland Junior Winterhawks who explained to her that between the hours of 4 am and 1 am, every sheet of ice in the Portland-Metro area is being used. Unfortunately, they just learned that Mountain View Ice Arena in Vancouver, Washington, will be closing soon. She described the program expansions that could occur for junior hockey if additional ice time became available, noting that up to 500 more children could participate in the sport, which would also help the current participants' ability to compete on a national level. She offered her support for the district's negotiations.

Larry Pelatt commented that the testimony this evening reminds him of the eagerness of the soccer community years ago when the district was first considering installation of synthetic turf fields. As everyone knows, the sport has since taken off and is extremely popular.

Anders Nystroem, 6435 SW 152nd Avenue, Beaverton, is before the board of directors this evening regarding the recent publicity surrounding THPRD's negotiations with the Portland Winterhawks to construct an ice arena at the HMT Recreation Complex. He stated that he has been involved with the Portland Junior Winterhawks for 10 years and that for the past few years they have had to be very cautious in recruitment as there is not enough ice available to accommodate the number of children interested in participating in the sport of hockey. He described the detrimental effect the Mountain View Ice Arena closure is going to have, especially for the all-girls team. He offered support for the district's negotiations, noting he believes that the three sports of hockey, figure skating, and curling would come together in order to support this proposal.

✓ John Griffiths inquired about the reason why Mountain View Ice Arena is closing.

Anders replied that although he does not know for certain, he believes that a church owns the property and has other plans for the site.

Agenda Item #6 – Board Time

President Jones noted that he recently attended the district's public meeting to discuss future plans for the district's outdoor skate parks, especially in relation to the impact that an agreement with the

Portland Winterhawks may have on the existing skate parks at the HMT Recreation Complex. He commented that the meeting was well-attended and organized. Although there was concern expressed regarding the impact to the existing skate parks, there was also productive discussion regarding various ways that the skateboarding community could be accommodated. One attendee commented that the skateboarding community welcomes the ice community and that they want to work together toward a beneficial outcome for both.

Agenda Item #7 – Consent Agenda

Larry Pelatt moved that the board of directors approve consent agenda items (A) Minutes of November 7, 2016 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Amending District Compiled Policies Chapter 2 – District Governance, (E) Resolution Amending District Compiled Policies Chapter 3 – Board Policies, (F) Resolution Appointing Budget Committee Member, (G) Resolution Adopting an Investment Policy Statement of the Tualatin Hills Park & Recreation District Retirement Plan, and (H) Consultant for New Neighborhood Park at Crowell Woods Design. Bob Scott seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Americans with Disabilities Act (ADA) Transition Plan

Keith Hobson, director of Business & Facilities, introduced Gery Keck, superintendent of Design & Development, to provide an overview of the district's Americans with Disabilities Act (ADA) Access Audit and Transition Plan that has been developed over the course of the last year and a half, with the most recent presentation to the board occurring at the October Regular Board meeting.

Gery provided a brief overview of the memo included within the board of directors' information packet, noting that the ADA Transition Plan is intended to provide guidance to improve access to district programs and facilities for people with disabilities. The development of the ADA Transition Plan was guided by information compiled in an Access Audit, which is a comprehensive evaluation of existing conditions in 105 district sites including parks, facilities and regional trails. The Transition Plan provides background on ADA access requirements as well as a framework on how to obtain ADA accessibility throughout district sites, facilities and programs, and will assist the district by identifying policy, program and physical barriers to accessibility. Gery noted that following the adoption of the ADA Transition Plan, the district will be in compliance with Title II of the ADA, and offered to answer any questions the board may have.

Bob Scott moved that the board of directors adopt the ADA Transition Plan and acknowledge the ADA Access Audit. Larry Pelatt seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

B. Diversity Program

Keith Hobson, director of Business & Facilities, introduced Kylie Bayer-Fertterer, equity coordinator; Anabel Lopez-Salinas, community outreach coordinator; and Sabrina Taylor Schmitt, Conestoga Recreation & Aquatic Center supervisor, to provide an update on the district's diversity program efforts.

Kylie, Anabel and Sabrina provided a detailed overview of the district's diversity program efforts via a PowerPoint presentation, a copy of which was entered into the record, and which included information regarding the district's Internal Diversity Development Plan, external outreach efforts, and programming at Conestoga Recreation & Aquatic Center that celebrates diversity.

Bob Scott inquired what the goal is for the district's internal cultural competency training, whether it is an increase in overall cultural competency or focused on specific cultural groups or ethnicities.

- ✓ Kylie replied that the district's cultural competency goal right now is focused on providing staff with the vocabulary to discuss some of these sensitive issues. While there is a communications training aspect with a vocabulary component, there will also be a portion related to communication with people that have a language barrier. The equity seminar series is also offered quarterly and is focused on specific cultural groups or ethnicities.

John Griffiths inquired about the district's partnership with the Mexican Consulate.

- ✓ Anabel explained the outreach district staff plan to do while people are waiting at the consulate for various services.

Larry Pelatt asked whether the district already partners or plans to partner with the Westside Hispanic Chamber, noting that they work with small, Hispanic-owned businesses.

- ✓ Kylie replied that this will be further explored through the review of the MWESB (Minority-owned, Women-owned and Emerging Small Businesses) policy.

President Jones commented that he heard positive feedback from the community regarding the Go Baby Go program held at Conestoga Recreation & Aquatic Center and asked whether there are any plans to do this again.

- ✓ Sabrina replied that district staff have continued the relationships with all of the parties that it took to pull off the event in the hopes that it can be offered again.

President Jones asked to be included in district staff equity training opportunities.

C. 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:

- Cyber Seniors Technology Program
 - Karin Madsen, program coordinator, described a free, eight-week technology tutorial class facilitated by Elsie Stuhr Center staff, and led by local youth volunteers from the Beaverton Police Activities League and Beaverton High School, that paired teens with seniors to help the seniors learn how to use various tech devices, such as smart phones, tablets and laptops.
- Nature in Neighborhood Grant Award for Fanno Creek Floodplain Restoration
 - Bruce Barbarasch, superintendent of Natural Resources & Trails Management, announced that the district has been awarded a Metro Nature in Neighborhoods grant for the Fanno Creek Greenway. The \$245,000 grant will pay for design and construction of a bridge that will take patrons on the Fanno Creek Trail over the creek, replacing culverts.

- Substantial Completion Achieved on Three Important Projects
 - Gery Keck, superintendent of Design & Development, provided a PowerPoint presentation, a copy of which was entered into the record, highlighting three large projects that have achieved substantial completion: the new synthetic turf athletic field at Conestoga Middle School, the Westside to Waterhouse trail connection, and the Tualatin Hills Aquatic Center roof replacement and HVAC upgrade project.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Larry Pelatt asked whether the drainage issues experienced at the Conestoga Middle School field have been addressed through the synthetic turf installation project.

- ✓ Gery confirmed this, noting that there is a Clean Water Services water containment facility near the field that water drains to more efficiently now than when the field was natural turf.

Bob Scott asked for confirmation that the district has decided to keep the side door that was installed at the Aquatic Center in order to help facilitate the roof replacement project.

- ✓ Gery confirmed this.

President Jerry Jones Jr. commended staff on their work in getting the three large projects done on schedule and under budget.

Agenda Item #9 – Adjourn

There being no further business, the meeting was adjourned at 8:15 pm.

Jerry Jones Jr., President

Ali Kavianian, Secretary

Recording Secretary,
Jessica Collins