



## 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, Dryland Training Center, 15707 SW Walker Road, Beaverton, on Monday, August 5, 2013. Executive Session 6:00 p.m.; Regular Meeting 7:00 p.m.

### Present:

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

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

President, Joe Blowers, called Executive Session to order for the following purposes:

- To conduct deliberations with persons designated by the governing body to negotiate real property transactions, and
- 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.

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

President, Joe Blowers, noted that representatives of the news media and designated staff may attend 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 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**

President, Joe Blowers, called the Regular Meeting to order at 7:05 p.m.

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

**Bob Scott moved that, to assist Washington County in implementation of the North Bethany Subarea Plan, the Board of Directors authorize staff to acquire an easement in the North Bethany area for a trail corridor identified on the “Park, Trails and Pedestrian Connections Map” for the subarea as adopted by Washington County, subject to the General Manager’s determination that all of the terms of a purchase and sale agreement between THPRD and the seller have been met. Larry Pelatt seconded the motion. Roll call proceeded as follows:**

John Griffiths	Yes
Jerry Jones, Jr.	Yes
Larry Pelatt	Yes

**Bob Scott**                      **Yes**  
**Joe Blowers**                    **Yes**

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #4 – Tualatin Valley Fire & Rescue (TVF&R) Recognition of Conestoga Staff**

Jim McElhinny, Director of Park & Recreation Services, provided an overview of the memo included in the Board of Directors information packet, noting that on April 19, 2013, Chris Augustine, a District patron, suffered cardiac arrest while working out in the Conestoga Recreation & Aquatic Center fitness room. Eight Conestoga employees, each doing their part individually or in tandem with others in the group, responded by administering CPR and application of an automated external defibrillator until TVF&R emergency medical technicians arrived. Jim listed the District staff involved: Karin Madsen, John Canova, Samvel Grigorian, Jon Wangen, Brenda Peterson, Erica Pahua, Maris Thompson, and Madeline Huffman, and introduced Greg Ladrow, TVF&R Battalion Chief, and Alisa Cour, TVF&R Public Affairs Officer, to recognize these District employees who are credited with saving the life of Mr. Augustine.

Alisa commented that a recognition event was held in July honoring the District employees and formally celebrating Mr. Augustine's recovery. She described the extraordinary response of the District employees, noting that without their collective effort, Mr. Augustine would likely have become another casualty of cardiac arrest.

- ✓ Greg provided a detailed overview of the chain of events and roles that each employee played in responding to the emergency.

Alisa noted that TVF&R has the second highest survival rate for cardiac patients in the nation and they attribute this to the growing network of community partners, such as THPRD, who are prepared to participate in the chain of survival in aiding a cardiac arrest patient.

President, Joe Blowers, thanked District staff for their extraordinary efforts and TVF&R for the recognition this evening.

**Agenda Item #5 – Audience Time**

Greg Cody, 13955 SW Barlow Place, Beaverton, is before the Board of Directors this evening regarding the District's practice of entering into intergovernmental agreements (IGAs) with other agencies. Greg encouraged the District to continue to explore partnerships with other agencies in meeting mutual goals; however, he has been noticing a trend in agencies asking the District for concessions on its tax base, such as the consent agenda item this evening regarding a tax exemption program for affordable housing. He expressed concern with giving such concessions and whittling away at the District's tax base, even if it seems like a small percentage. He referenced comments that have been made by City of Beaverton staff regarding a desire to explore the District's System Development Charges (SDCs). He questions whether the District exists to subsidize other agency's goals when those goals do not match the District's. He provided other examples, such as the Beaverton Urban Renewal District and the crossing project of the Fanno Creek Trail at Hall Boulevard. He noted that the District does not have a policy regarding IGAs and he encourages that such a policy be developed specifying that the District will enter into IGAs only when such agreements benefit the goals of the District.

Larry Pelatt stated that he believes the District does a good job in examining its IGAs, although he acknowledges that at times goals are not perfectly aligned. However, the District also has to look to the future regarding such requests and take issues into consideration other than the current tax base. Overall, he feels the District does a good job in this area, but he agrees that it is important to be vigilant.

President, Joe Blowers, commented that there is a strong difference between taking a temporary reduction in property taxes and a hypothetical reduction in SDCs. Deferred SDCs prohibit the development of amenities for a growing population; amenities that the District likely would not be able to recoup in the future. He is prepared to push back strongly on any request regarding a reduction in SDCs, but is less likely to push back on small reductions in property taxes that are given as a governmental courtesy, although he understands Greg's argument about the need for each agency's goals to be aligned.

- ✓ Larry agreed that such partnerships with other agencies are not negative and that the District asks for reciprocation as well; however, Greg's point is well taken and he agrees that the District needs to remain vigilant. He expressed agreement with Joe's comments regarding SDCs.
- ✓ Doug Menke, General Manager, noted that District staff has positioned the message to the City regarding SDCs as such. In addition, IGAs are an area that GreenPlay commented on through the development of the Comprehensive Plan Update and has recommended that the District evaluate each of its IGAs to ensure that there is value and benefit to the District, although some benefit may be tangential.

Larry commented that it may be beneficial for the Board to consider a policy regarding how the District evaluates IGAs in general.

- ✓ President, Joe Blowers, agreed.

#### **Agenda Item #6 – Board Time**

Bob Scott complimented District and City of Beaverton staff on the recent grand opening event and mayor's picnic that was held at Schiffler Park.

Jerry Jones, Jr., complimented District staff on Party in the Park.

John Griffiths noted that he and Doug Menke, General Manager, recently met with the family of former Board member, the late Bruce S. Dalrymple, regarding naming the new field at Barsotti Park in honor of him. The family was very receptive to the idea and once they provide some additional feedback, the item will come before the Board at a future Board meeting.

President, Joe Blowers, complimented District staff on Party in the Park and the City of Beaverton's International Celebration, noting that the two events seem to fit well together.

#### **Agenda Item #7 – Consent Agenda**

Larry Pelatt moved the Board of Directors approve Consent Agenda items (A) Minutes of June 3, 2013 & June 17, 2013 Regular Board Meetings, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Intergovernmental Agreement with Beaverton School District relating to Cedar Mill Elementary School and Cedar Mill Park, (E) Intergovernmental Agreement with Clean Water Services relating to Fanno Creek Greenway Enhancement, (F) Resolution to Authorize the Use of Tax Exemption Program for Affordable Housing in the City of Beaverton, (G) Beaverton Swim Center Seismic Upgrades Project, (H) Roy E. Dancer Park Project, and (I) Fanno Creek Trail / Hall Boulevard Crossing Project. Jerry Jones, Jr., seconded the motion. Roll call proceeded as follows:

Bob Scott	Yes
John Griffiths	Yes
Jerry Jones, Jr.	Yes
Larry Pelatt	Yes
Joe Blowers	Yes

The motion was UNANIMOUSLY APPROVED.

Larry Pelatt asked for additional information regarding Consent Agenda Item E, Intergovernmental Agreement with Clean Water Services relating to Fanno Creek Greenway Enhancement.

- ✓ Bruce Barbarasch, Superintendent of Natural Resource & Trails Management, noted that the District is providing an easement to Clean Water Services (CWS) for restoration work on property owned by the District, as well as, property operated under an IGA with CWS. By providing the easement, CWS will meet some of their water quality requirements and the District will benefit by receiving an enhanced natural area and transfer of maintenance responsibilities to CWS for 20 years.

President, Joe Blowers, asked whether improvements to the area will include land that is farther away from the water and would not necessarily provide a direct water quality benefit.

- ✓ Bruce confirmed this, noting that the District is contributing a certain percentage of the costs for that area in exchange for CWS managing the project.

Larry asked which agency will be responsible for any issues regarding the trail.

- ✓ Bruce replied that the IGA applies only to the natural area and that the trail is still the responsibility of the District.

Joe referenced an item in the Management Report included within the Board of Directors information packet regarding stabilizing the bank and improving fish habitat along the trail north of Hall Boulevard. He asked for confirmation that this is a different project.

- ✓ Bruce provided an overview of project along that section of the creek and confirmed that it is a different project than what is included in the IGA with CWS.

## **Agenda Item #8 – Unfinished Business**

### **A. 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:

- Status of Work on the Regional Active Transportation Plan
  - Hal Bergsma, Director of Planning, provided a detailed overview regarding the continuing process by Metro to draft the Regional Active Transportation Plan. Hal noted that if the Board wishes, District staff can request a presentation from Metro staff regarding the plan at an upcoming Board meeting.
    - ✓ The Board agreed that such a presentation would be beneficial.
- Regional Flexible Fund Allocation Grant Update
  - Hal Bergsma, Director of Planning, provided a detailed overview regarding the District's request for a Regional Flexible Fund Allocation to complete design and engineering for a segment of the Beaverton Creek Trail (Crescent Connection).
    - ✓ Doug invited the Board to attend an open house on August 13 in order to give public comment on the project, which will be recommended for funding to Metro by Washington County. He described the importance of being well represented, noting that the Trails Advisory Committee and various trails advocates will be notified as well.
- Affiliated Sports Policy Implementation Process
  - Scott Brucker, Superintendent of Sports, provided a detailed update regarding the implementation process for the Affiliated Sports Policy adopted by the Board on October 1, 2012, noting that meetings with the groups will begin in September. In addition, staff has asked the District's current affiliated organizations for a 10-year development plan for their specific sport in order to be incorporated into the District's 10-year delivery plan that is being developed.
- New Trails Signage & Map
  - Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, provided a brief PowerPoint presentation regarding the District's new mapping and directional signage along the Rock Creek, Fanno Creek, and Westside

Trails, a copy of which was entered into the record. In addition, a new District trails map has been produced and distributed with help from a grant received from the Washington County Visitors Association.

- Winkelman Park Grand Opening Event
- Board of Directors Meeting Schedule

Doug offered to answer any questions the Board may have regarding the report.

President, Joe Blowers, asked how District staff is taking into consideration the high rate of turnover on the various sports groups' boards when asking them to develop a 10-year plan.

- ✓ Scott replied that District staff is working with the groups' governing boards on this request, which has more stable, long-term membership. The development plan being requested is intended more as a vision document rather than a list of action steps. District staff is attempting to get a general idea of what each group thinks their sport is going to look like in the future in order to be more proactive in this area, which will then be incorporated into the work being done by District staff.

Bob Scott commented that the documents being put together by the groups will help the District as well; it is not an exercise to ensure that the group is structured in a manner preferred by the District.

- ✓ Scott confirmed this, noting that District staff does not want to limit the groups' options by asking them for this plan; it is simply a snapshot in time, which District staff will ask them to reconfirm on a recurring basis.

Bob suggested that it may be helpful to have a map showing trail connections at the entrance to the District's larger trails, instead of the current maps that show a limited area of that specific trail. He acknowledged that this is a long-term suggestion, but that it would give trail users a bigger picture of where the trails connect and the different routes available.

- ✓ Bruce noted that there are a number of kiosks in the parks that are underutilized and that District staff is currently working on revitalizing them to promote both trail and program activities.

John Griffiths asked for an update regarding the pilot project with a private company to supply the District's dog waste bags.

- ✓ Keith Hobson, Director of Business & Facilities, replied that the pilot project is currently in process with new dog waste bag stations at Greenway Park and Kaiser Ridge Park. When the signage for the new waste bags was originally installed, the District received two complaints, but there have been none since. Overall, the pilot has done well.

Bob noted that he did not see advertising on the waste bag station at Kaiser Ridge Park.

- ✓ Dave Chrisman, Superintendent of Maintenance Operations, noted that the signs will receive advertising as the vendor is able to sell the space.

## **Agenda Item #9 – New Business**

### **A. Future Trends Team**

Keith Hobson, Director of Business and Facilities, introduced the following staff members of the District's Future Trends Team to provide an overview of the group's work over the last year: Kristin Atman, Interpretive Programs Supervisor; Kylie Bayer-Fertterer, Community Outreach Coordinator; and Chris Roberts, Web Specialist.

As noted in the memo included within the Board of Directors information packet, the Future Trends Team was initiated in fall 2011, with the stated purpose of stepping away from day-to-day operational perspectives and researching long-term trends that were likely to have an impact on the District over the next 20 years. In June 2012, the team presented an overview of their Future Trends Report 2012 to the Board of Directors. This report concluded with a list of

strategic questions for the District that arose from the underlying trend reports. The team did not attempt to answer these questions at that time, but committed to begin reviewing material specific to the strategic questions and attempting to develop recommendations related to them. Since then, the team took the strategic questions and prioritized them into three tiers, which would be addressed over a three-year time span. Included within the Board of Directors information packet is a summary report on the first three questions included in the first tier.

Kristin, Kylie and Chris provided a detailed PowerPoint presentation, a copy of which was entered into the record, of the first three questions explored by the team:

- Demographics: How do we best use demographic trends to guide District decisions to reflect the best interest of our changing community?
- Flexible Organization: How do we stay nimble and flexible as an organization without changing the nature of who we are?
- Technology: Where should THPRD be on the technology curve?

Kristin, Kylie and Chris offered to answer any questions the Board may have.

Larry Pelatt referenced the customer relationship management (CRM) tool recommended and asked if the District would be inconveniencing its patrons by asking for more information from them regarding their preferences.

- ✓ Kylie replied that is not the intent, noting that a lot of CRM software available will interface with the District's current software in order to track the information and District staff can then strategically reach out to patrons. Commonly, CRM will go together with social media and e-marketing, tying those areas together in order to enable them to be analyzed for effectiveness.

Bob Scott asked if there are outlined next steps available for the topics covered this evening.

- ✓ Keith replied that the team has laid out a lot of operational considerations that District management now needs to take under review and further explore.
- ✓ Doug Menke, General Manager, noted that it is continually becoming more apparent that there are some major, recurring themes through the different analyses taking place for the District, including the Future Trends Team, as well as the GreenPlay process and Access for All initiative. The District is beginning to see what is going to develop as it moves through the GreenPlay material and that our next key steps in terms of strategic plan are going to start implementing some of these very topics.

Bob agreed that this information seems to tie into many of the other projects the District is engaged in. He commented that there is a lot of power in this information, but that it needs to be captured, not just remain within a report.

- ✓ Larry expressed agreement with Bob's comments, noting that he would like to see some forward movement in these areas and that it would be a shame not to capitalize on this research.

Bob referenced a statement made during the presentation regarding technology that the District should fall within the standard. He does not believe the District should strive to fall within standards as it is already at the top of the pyramid and he would like the District to continually look for things to keep it there. He challenges the group to set their goals above falling within standard expectations and to determine what would bring the District to that next level.

- ✓ Chris noted that the team has discussed this to some degree and has determined that there is an opportunity for leadership in this area. Completing the research enables the District to move into that next phase.

Larry commented that an important component will be to determine what it is going to cost to get to that next level and what else could be done with those dollars. He agrees with Bob, although he does not necessarily believe the District should be the first to try the newest

technology, but leading the pack is generally a good thing that the District already does in a lot of different ways.

- ✓ Keith noted that in some cases leading the pack is more cost effective. He described how development of free mobile apps are changing the market, noting that being more innovative may go hand-in-hand with being more cost effective.

Larry agreed, noting that identifying that type of technology and having the group ready to evaluate it will be important in leading us in an advancing direction.

Doug Menke, General Manager, acknowledged the work of the Future Trends Team, noting that these presentations can step outside of their comfort zones. The team generally consists of younger employees and it is beneficial for the District to see the younger talent moving through the organization.

Jerry Jones, Jr., commented that he was excited to read the report as he could tell that the team was entrenched in what it was doing and enthusiastic about the future. He is grateful that they targeted more than just age for the demographics question. He noted that technology evolves at a quick pace and that the District cannot afford to shelve new technology as it will change rapidly and quickly become obsolete. He looks forward to seeing what comes out of the research and congratulated the Future Trends Team on a job well done.

John Griffiths noted that what the District is ultimately looking for is something that will help increase its effectiveness in terms of delivering its mission, or even tweak the mission based on the findings. He explained the benefit of pacing an organization just right in terms of new technology in order to avoid the bugs and bumps associated with brand new technology, but also not lagging so far behind as to be in danger of obsolescence.

President, Joe Blowers, noted that the report brought a question to mind regarding language. He questioned whether the District needs to develop a policy regarding at what point the District needs to begin using a second language. For example, if the demographics show that 10% of the population has trouble with English and most of those residents speak Spanish, at what point, if any, does the District start using Spanish more widely.

- ✓ Doug replied that, while the District does not have such a policy, it is significantly engaged in this aspect. It is one of the demographics that is a constant push in terms of discovery and determining the best methods of outreach. In fact, a study is going to be kicked off this fall that will help the District with ethnicity and language barriers.

#### **Agenda Item #10 – Adjourn**

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

---

Joe Blowers, President

---

Bob Scott, Secretary

Recording Secretary,  
Jessica Collins