



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, Peg Ogilbee Dryland Training Center, 15707 SW Walker Road, Beaverton, on Monday, August 24, 2009. Executive Session 5:30 p.m.; Regular Meeting 7:30 p.m.

Present:

Larry Pelatt	President/Director
William Kanable	Secretary Pro-Tempore/Director
John Griffiths	Director
Doug Menke	General Manager

Absent:

Bob Scott	Secretary/Director
Joseph Blowers	Director

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

President, Larry Pelatt, 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.

The Executive Session is held pursuant to ORS 192.660(2), which allows the Board to meet in Executive Session to discuss the aforementioned legal and land issues.

President, Larry Pelatt, noted that representatives of the news media and designated staff may attend the Executive Session. All other members of the audience are asked to leave the room. Representatives of the news media are 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 the 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, Larry Pelatt, called the Regular Meeting to order at 7:40 p.m.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from Executive Session.

Agenda Item #4 – Audience Time

Li-ying Jao, 13885 NW Stonebridge Drive, Portland, is before the Board of Directors this evening regarding an unpleasant confrontation with Park District staff at the Athletic Center. She described how she had dropped off her 11-year-old child at the Center and was later called by the Evening Supervisor and told that a child under 18 years of age must be accompanied by an adult. She stated that according to the Park District’s website, the age limit is 10. She described the rude manner in which she was addressed by the Evening Supervisor and asked for an apology for the poor customer service she and her son had experienced.

- ✓ President, Larry Pelatt, offered the Jao family an opportunity to meet immediately with Jim McElhinny, Director of Park & Recreational Services, and Scott Brucker, Superintendent of Sports, to further discuss the matter. He asked Mrs. Jao to inform the Board either in person or via written correspondence whether the issue has been satisfactorily resolved.

Agenda Item #6 –Consent Agenda (*taken out of order*)

Bill Kanable moved the Board of Directors approve Consent Agenda items (A) Minutes of July 13, 2009 Regular Meeting, (B) Monthly Bills, and (C) Monthly Financial Statement. John Griffiths seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Bill Kanable	Yes
Larry Pelatt	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #5 – Board Time

President, Larry Pelatt, stated that he has received a request from two individual advisory committee members that the Board members make an attempt to attend at least two advisory committee meetings per year. He asked that each Board member select one or two advisory committees and give some thought as to how they would be able to accommodate this request.

- ✓ Doug Menke, General Manager, noted that Park District staff would provide a spreadsheet to the Board noting the various advisory committees’ meeting schedules and locations once the restructuring has been reviewed and considered for approval by the Board of Directors at the October 5, 2009 Regular Board meeting.

Bill Kanable replied that although he is interested in attending such meetings, his schedule is so overextended that it is hard to find the time to fit more meetings in, but that he will try to do so.

- ✓ Larry encouraged the Board members to do the best they can in this request.

Agenda Item #7 – Unfinished Business

A. 2008 Bond Measure

Doug Menke, General Manager, introduced Hal Bergsma, Director of Planning, to provide an overview of the memo included within the Board of Directors information packet.

Hal provided a detailed overview of the memo, which included information on the status of the Architecture and Engineering consultant contracts, land acquisition prioritization, play equipment replacement projects, and a Memorandum of Understanding being negotiated between the Park District and The Trust for Public Land. Hal offered to answer any questions the Board may have.

President, Larry Pelatt, asked whether the play equipment replacement projects are using standard equipment in order to ease the maintenance of the assets and replacement of parts.

- ✓ Hal confirmed this, noting that there are only a few vendors being used and that the parts are reasonably interchangeable.

Bill Kanable asked whether the new play equipment is being publicized as the projects are completed.

- ✓ Doug Menke, General Manager, replied that initial notices will appear on the Park District's website and that small neighborhood dedication events would be planned for the spring.

Bill asked what the approximate life expectancy is of the new play equipment.

- ✓ Dave Chrisman, Superintendent of Maintenance Operations, replied approximately 25 years.

B. Energy Savings Performance Contract Technical Energy Audit

Keith Hobson, Director of Business & Facilities, provided a brief overview of the memo included within the Board of Directors information packet, noting that staff is requesting Board of Directors ratification of the findings of the Technical Energy Audit conducted as the first step in the Energy Savings Performance Contract project, as well as authorization to move forward to the Project Development Plan phase. Keith introduced Cameron Hamilton, Business Development Manager, and Laura Ward, Senior Program Manager, both with McKinstry, the project consultant, to provide an overview of their findings and recommended next steps.

Cameron provided an overview of the progress thus far in the Energy Savings Performance Contract project, including the following information:

- Approximately \$3 million of suggested projects throughout the Park District have been identified that would result in energy savings.
- Final applications have been submitted for projects at three Park District facilities, the Elsie Stuhr Center, Cedar Hills Recreation Center, and Garden

Home Recreation Center, for state energy dollars as provided via the American Recovery and Reinvestment Act. Notification of funding awards is expected within the next few weeks.

- The project list being presented to the Board this evening not only estimates energy savings of almost \$90,000 per year, but will also save approximately 638,000 tons of carbon dioxide from being emitted each year.
- The next phase of the project is the Project Development Plan phase, which includes developing the costing on the projects and financing options.
- This project will be before the Board of Directors again at the November Regular Board meeting.

Cameron offered to answer any questions the Board may have.

- ✓ Hearing none, President, Larry Pelatt, thanked Park District staff and the consultant for the great work on this project.

Bill Kanable moved the Board of Directors ratify the Technical Energy Audit findings conducted as the first step in the Energy Savings Performance Contract and authorize to move forward with the Project Development Plan phase of the project.

John Griffiths seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Bill Kanable	Yes
Larry Pelatt	Yes

The motion was UNANIMOUSLY APPROVED.

C. 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:

- State Energy Program Grants
- Local Government Grant Program Award
- Service Area Deficiencies
- Active Transportation Project Proposals
 - Hal Bergsma, Director of Planning, provided a brief overview of the status of the Park District's Active Transportation Project proposal submission, a segment of the Beaverton Creek Trail, noting that although it was not selected to continue in the process, Park District staff will continue to work with the other jurisdictions involved in this project in order to continue moving it forward to completion.
- Board of Directors Meeting Schedule
- Measure 66 Funds

Doug offered to answer any questions the Board of Directors may have regarding the General Manager's Report.

- ✓ Hearing none, President, Larry Pelatt, requested the staff report for the next agenda item.

Agenda Item #8 – New Business

A. Bond Structural Upgrade Projects

Keith Hobson, Director of Business & Facilities, provided a detailed overview of the memo included within the Board of Directors information packet, noting that the 2008 Bond Measure included \$5 million for structural upgrades to District facilities to improve their seismic performance. An additional \$1.5 million of improvements was included and dedicated solely to the Sunset Swim Center, some of which have been completed. Keith noted that Peterson Structural Engineers, the project consultant, and Park District staff have developed a recommended list of structural upgrade projects proposed for funding for Board approval this evening and provided a detailed overview of the steps taken in developing the list being presented. Keith listed the various materials included within the Board of Directors information packet, which includes a listing of all recommended projects by tier and facility, including projects that would not be funded under tonight's recommendation, as well as a summary of cost by facility, and a memo from Peterson Structural Engineering assessing the impact of the recommendations on a facility by facility basis. Keith noted that with Board approval of the project list presented this evening, staff would develop a master schedule of projects to minimize program impacts and would then, based on that schedule, proceed with the details of the upgrade projects. Keith offered to answer any questions the Board may have.

Bill Kanable expressed support for the weighted tiering process that was used in developing the recommended project list.

President, Larry Pelatt, asked the Board whether there are any projects on the unfunded list that they feel strongly should be moved to the funded list.

- ✓ Bill replied that he would rather not second guess the engineering.
- ✓ John expressed agreement with the list as presented.

Larry commented that one thing to keep in mind is that the proposed improvements are not to ensure that the building survives a seismic event, but rather that enough time would be provided in order to facilitate an evacuation of the building.

Bill Kanable moved the Board of Directors approve the recommended Building Structural Upgrade Projects list as prepared, to be funded by the Bond Capital Projects Fund. John Griffiths seconded the motion. Roll call proceeded as follows:

John Griffiths Yes

Bill Kanable Yes

Larry Pelatt Yes

The motion was UNANIMOUSLY APPROVED.

Bill Kanable complimented Park District staff and the consultant on this project.

- ✓ Doug Menke, General Manger, noted that there were many meetings among various levels of staff and the consultant team in order to come to the conclusion presented.

Agenda Item #9 – Adjourn

There being no further business, the meeting was adjourned at 8:20 p.m.

Larry Pelatt, President

Bob Scott, Secretary

Recording Secretary,
Jessica Collins