



## 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, April 5, 2010. Executive Session 6:00 p.m.; Regular Meeting 7:00 p.m.

Present:

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

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

President, Larry Pelatt, called Executive Session to order for the following purposes:

- To conduct deliberations with persons designated by the governing body to carry out labor negotiations,
- 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), which allows the Board to meet in Executive Session to discuss the aforementioned issues.

President, Larry Pelatt, noted that representatives of the news media and designated staff may attend the Executive Session; however, media will be excused during discussions regarding labor negotiations. 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 7:10 p.m.

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

*There was no action resulting from Executive Session.*

### **Agenda Item #4 – Audience Time**

*There was no testimony during Audience Time.*

**Agenda Item #5 – Board Time**

Joe Blowers commented that the West Sylvan Park playground is currently experiencing flooding issues.

- ✓ Jim McElhinny, Director of Park & Recreation Services, replied that staff would inspect the area.

Bill Kanable expressed appreciation for the quick communication by staff to sports groups that fields would need to be closed for the weekend due to saturated turf from the rain.

- ✓ Doug Menke, General Manager, noted that synthetic turf fields were still open during the weekend; however, due to the wet natural turf, the decision was made to close the fields in order to keep them from being damaged.

Bill expressed support for Keith Hobson’s, Director of Business & Facilities, volunteerism in the community. He noted that it was unfortunate that a potential conflict of interest was implied regarding Keith’s service with one of the affiliated youth groups, noting that he believes it is possible to wear two hats in both working for the Park District and volunteering with affiliated groups. He commented that it is a real detriment to make such an accusation without substantial evidence as people who serve in multiple capacities are a great benefit to the Park District and to make such accusations causes nothing but harm.

President, Larry Pelatt, commented that he believes the Park District will see some future benefit due to the Board’s attendance at the National Recreation & Park Association Legislative Forum that took place last month in Washington, DC, and thanked Jim McElhinny, Director of Park & Recreation Services, for facilitating the group.

**Agenda Item #6 – Consent Agenda**

**Bill Kanable moved the Board of Directors approve Consent Agenda items (A) Minutes of March 8, 2010 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Authorizing the Issuance and Negotiated Sale of Full Faith and Credit Obligations, (E) Resolution Designating a Recovery Zone for the Purpose of Issuing Recovery Zone Economic Development Bonds, and (F) Proclamation of National Water Safety Month. Joe Blowers seconded the motion. Roll call proceeded as follows:**

- Bob Scott** Yes
- John Griffiths** Yes
- Joe Blowers** Yes
- Bill Kanable** Yes
- Larry Pelatt** Yes

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #7 – Unfinished Business**

**A. Bond Program**

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 status updates for various capital projects including play equipment replacements, facility expansions and improvements, community park renovations and redevelopment, neighborhood park development/redevelopment, trail development and youth athletic field development as well

as an update on the land acquisition process. Hal offered to answer any questions the Board may have.

#### Cedar Hills Park

President, Larry Pelatt, referenced the potential lease agreement for property owned by Beaverton School District adjacent to Cedar Hills Park, noting that he would like to explore siting the Champions Too field on that property with a joint use agreement with the School District. He noted that the life expectancy of such a field would be about fifteen to twenty years, which may be able to coincide with the term of the lease. Once the field reaches its life expectancy, it could be moved to another location if the property lease is not renewed. He would like to explore such an option as the planning process moves forward.

- ✓ Doug Menke, General Manager, suggested that the next phase of the design review process for Cedar Hills Park be basic as to not absorb a lot of designing costs. The concept of including a more serious amenity overlapping onto School District property with an appropriate agreement could be explored, as well as looking at the option of removing half of the tree grove as previously mentioned by Hal.

Larry encouraged the Board to be open to looking at all of the options, noting that the Board is not taking any stance either way so early in the process.

Doug noted that the design process for Cedar Hills Park will be different than that of other bond projects in that normally the Board would not see the preliminary master plan designs unless dramatically different from what was promised to the public via the bond measure. However, in this case, there are some complications that warrant extra Board involvement.

- ✓ Larry commented that he would like the Board to see basic design work for the various options, keeping cost in mind as to the extent of that work.

Doug noted that the Public Task Force for Cedar Hills Park would be kept informed as to the design options under consideration and would attend the future Board meeting where those options are presented.

- ✓ Larry commented that it is important to keep the public informed as to all of the options being considered.

Joe Blowers stated that although he is willing to explore the options as described by Larry, he has deep concerns about the public reaction to, as well as personal concerns, regarding removal of half the tree grove.

Bob Scott asked how much has been spent thus far on the master planning process for Cedar Hills Park.

✓ Steve Gulgren, Superintendent of Planning & Development, replied around \$20,000. Bob asked whether there are any other bond projects already in the master planning process that may have a similar disruption.

- ✓ Doug replied none this significant and that the master planning process for Cedar Hills Park was halted as soon as the property issue was discovered.

John Griffiths asked what term the School District might offer for the lease and what their capital plans are for that area.

- ✓ Doug replied that Hal is serving on the School District's Long-range Facilities Planning Advisory Committee, so the Park District will have more information as to the School District's capital plans at the conclusion of that process, which is expected to be June. Concern has been expressed about infill and change in population basis due to density issues and how that might impact base level schools that appear to be built-out.
- ✓ Larry commented on the lack of funding for School District building expansions, noting that it would be at least ten to fifteen years before the School District could consider expanding William Walker Elementary, which contributed to his thought process in pursuing a long-term, joint lease. Whether or not the need exists, the School District simply doesn't have the funding for an expansion.

**B. Schiffler Park Master Plan**

Steve Gulgren, Superintendent of Planning & Development, introduced Patty Freeman, Project Manager, and Gil Williams, of David Evans and Associates, the Project Consultant, and provided a brief overview of the memo included within the Board of Directors information packet regarding the proposed master plan for Schiffler Park, funded via the 2008 Bond Measure. Steve described the extensive outreach process used in developing the proposed master plan, which included public task force meetings, public open houses, and a presentation to the Central Beaverton Neighborhood Association Committee. Steve noted that the action requested of the Board this evening is approval of the Schiffler Park Master Plan.

Patty provided a detailed overview of the property highlights for Schiffler Park, as well as the public process used in developing the master plan.

Gil provided a detailed overview of the proposed Schiffler Park Master Plan via a PowerPoint presentation of the drawing included within the Board of Directors information packet and offered to answer any questions the Board may have.

President, Larry Pelatt, asked whether a permanent restroom could be constructed where the former residence was located on the property, taking advantage of the sewer hookup and existing waterlines.

- ✓ Bill Kanable replied that even if a permanent restroom could be constructed, it might not be the best amenity for the site due to the activity in the area.
- ✓ Doug Menke, General Manager, noted that a permanent restroom would be a significant cost impact to the project.

Larry asked whether Schiffler Park requires security measures over and above a typical neighborhood park.

- ✓ Mike Janin, Superintendent of Security, confirmed this, noting that the site is well patrolled.
- ✓ Doug replied that the site has had its share of challenges and part of the hope with redevelopment of the park is to reinvigorate the active use of the site, which in itself could reduce security concerns. Schiffler Park also has an active park watch group and with the combination of the park watch group and Park Patrol, the Park District has a firm handle on the situation. Redevelopment of the site would further enhance those efforts.

- ✓ Gil commented that the redeveloped park should see increased use based on the number of residents who offered input on the design.

Larry asked whether the pathways within the park would be lit.

- ✓ Doug confirmed this.

Joe Blowers asked what type of lighting would be used.

- ✓ Steve replied pathway lighting is planned and would be at a height to discourage vandalism.

Joe asked if the lighting would be directed downward.

- ✓ Gil replied that it would be, but could also be directed inward for more subtle lighting.

Joe referenced the proposed boardwalk over the southern portion of the wetland and asked about the water flow pattern for that area.

- ✓ Gil described the drainage facilities in the surrounding properties, noting that a drainage pipe flows north.

Joe commented on the incongruity of having a wetland that requires a boardwalk so close to newly constructed houses.

- ✓ Bill Kanable described the area, noting that the walkway is built up enough that it acts similarly to a dam and that the piping runs underneath. The water would have to rise significantly in order to overflow into the properties to the south.

Joe asked if dirt would need to be removed during the construction process for the boardwalk.

- ✓ Gil confirmed that there would be dirt relocation. He described the plan to widen the wetland in order to enable it to function better and also maintain the City's flood control needs. Making the wetland bigger would only improve the situation.

Bill referenced the athletic fields/open space on the eastern half of the property as detailed within the master plan. Currently at Schiffler Park, there is one large soccer field, a baseball field and two small fields on each end. He noted that with the proposed master plan, a large field would be lost and replaced with a multi-use, open space instead.

- ✓ Gil noted that the dotted lines on the master plan are to indicate the area's ability to accommodate multiple uses. The idea was that the area could serve as both baseball and soccer fields in a pinch as spontaneous use, but that it would not be a delineated field.

Bill stated that the Park District needs delineated use because there are three soccer fields and one baseball field being lost through this master plan and not a lot of makeup is taking place throughout the Park District. The term non-delineated means that the fields would not be programmed in the spring or fall, which is a high volume time for that location right now.

- ✓ Scott Brucker, Superintendent of Sports, replied that a couple U-8 fields could be put into the space identified within the proposed master plan.

Bill asked whether those fields would be permitted.

- ✓ Scott confirmed this.

Bill replied that as long as the fields could be permitted, he is fine with the proposal.

Joe asked how baseball would be programmed at a site such as this where there is no permanent backstop.

- ✓ Scott explained that there is some flexibility on the size of backstop, noting that a permanent backstop could be located toward the playground or portable backstops could be used as well.

**Bill Kanable moved the Board of Directors approve the Schiffler Park Master Plan as presented. Bob Scott seconded the motion. Roll call proceeded as follows:**

**Joe Blowers**            **Yes**  
**John Griffiths**        **Yes**  
**Bob Scott**             **Yes**  
**Bill Kanable**         **Yes**  
**Larry Pelatt**          **Yes**

**The motion was UNANIMOUSLY APPROVED.**

**C. Athletic Fields Inventory**

Scott Brucker, Superintendent of Sports, provided a detailed overview of the memo included within the Board of Directors information packet regarding the fluctuation of the athletic field inventory for the time period of FY 2006-2011. By the end of FY 2010-2011, staff anticipates that 278 fields will be available for play, which is down from the 300 fields that were available during the FY 2006-2007 year. At this time, staff anticipates that the field inventory will remain the same for next year, but that some new fields will become available via bond projects a year later. He noted that most of the fields out of play today will remain so indefinitely due to school expansions or portable classrooms. Scott offered to answer any questions the Board may have.

President, Larry Pelatt, asked how over-programmed the Park District is right now.

- ✓ Scott replied that discounting weather related issues, the Park District is at about 85% for soccer and lacrosse. The Park District is doing well on baseball at not quite 100%, but that is largely due to different utilization and conversion of fields.

John Griffiths asked if the 85% figure is utilization or meeting demand.

- ✓ Scott replied that the Park District is utilizing everything available and is meeting 85% of the demand.

Bill Kanable commented that his soccer program held two practices a week last spring. However, they reduced that to one per week this year with the goal of trying to get back to two practices, but this has been difficult due to the wet field conditions. Bill described the cooperation between the various affiliated sports groups in relinquishing field space that is not being fully utilized to other groups that are in need.

**D. 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:

- Director of Development Update
- Westside Trail Update
  - Doug noted that unfortunately the Park District learned today that it did not receive the grant applied for through the Oregon Department of Transportation.

- Board of Directors Meeting Schedule
- Heritage Tree Dedication at Jenkins Estate

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

- ✓ Hearing none, President, Larry Pelatt, asked for the next agenda item.

**Agenda Item #8 – New Business**

**A. Resolution Appointing Parks Bond Citizen Oversight Committee Members**

Doug Menke, General Manager, provided a brief overview of the memo included within the Board of Directors information packet, noting that six members of the Parks Bond Citizen Oversight Committee terms’ have expired. Notice of the vacancies was published and six applications were received seeking appointment to the Committee. Two of the applications received are from members requesting reappointment, while the other applications are from people who would be new to the Committee. Park District staff recommends appointment of all six applicants to the Parks Bond Citizen Oversight Committee, per the resolution submitted, each for a term of two years.

Bob Scott asked staff to contact the Oversight Committee members who chose not to reapply to find out why.

- ✓ Doug confirmed that this would be done, noting that those he spoke with stated that it was due to time constraints.

**Bob Scott moved the Board of Directors approve the Resolution Appointing Parks Bond Citizen Oversight Committee Members. Bill Kanable seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Joe Blowers</b>	<b>Yes</b>
<b>Bill Kanable</b>	<b>Yes</b>
<b>Bob Scott</b>	<b>Yes</b>
<b>Larry Pelatt</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #9 – Adjourn**

There being no further business, the meeting was adjourned at 8:10 p.m.

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Larry Pelatt, President

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Bob Scott, Secretary

Recording Secretary,  
Jessica Collins