



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, February 7, 2011. Executive Session 6:00 p.m.; Regular Meeting 7:00 p.m.

Present:

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

Absent:

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| John Griffiths | Director |
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Agenda Item #1 – Executive Session (A) Legal (B) Land

President, Bill Kanable, 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.

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, Bill Kanable, noted that representatives of the news media and designated staff may attend the 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 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, Bill Kanable, called the Regular Meeting to order at 7:00 p.m.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from Executive Session.

Agenda Item #4 – Presentations

A. The Intertwine

Doug Menke, General Manager, introduced Mike Wetter, Intertwine Alliance Executive, and Jim Desmond, Metro Sustainability Center Director, to present an update on the activities of The Intertwine Alliance.

Mike and Jim provided a detailed overview of The Intertwine Alliance's recent activities via a PowerPoint presentation, a copy of which was entered into the record, and which included the following topics:

- The objectives of The Intertwine Alliance
 - Increase investment in parks, trails and natural areas
 - Engage the public at a deeper level
- Business model
 - Build a coalition
 - Set priorities and development funding strategy
 - Create a brand and engage the public
 - Investment
- The Intertwine Alliance core
 - Conservation, conservation education, land acquisition, active transportation, regional system
- Council of partners
 - Corporate council, public sector and nonprofits
 - 501(c)3 being established this spring
- New paradigms
 - Rethinking the way we invest in parks, trails and natural areas
- Regional system funding targets
 - Major renovation and maintenance for outdoor recreation and green assets
 - Capital and maintenance for trails
 - Restoration and ongoing maintenance of natural areas
 - Opening and maintaining newly acquired Metro natural area properties

Mike and Jim offered to answer any questions the Board of Directors may have.

Joe Blowers asked whether only regional assets would be considered for funding via the regional funding source being proposed.

- ✓ Jim Desmond confirmed this, noting, however, that the term “regional” may be up to interpretation. He stated that items that most likely would not be considered for funding would include swimming pools, large community centers, and sports fields. The funding would be geared more toward trails, natural areas, habitat/water quality, and passive recreation. But, there are still many details to be worked out.

Bob Scott expressed support for the goals stated, but has some concern for the confusion and overlap that may be caused by the creation of another special district.

- ✓ Jim Desmond agreed, noting that there are also concerns about compression.

Larry Pelatt commented that in addition to the issues around compression, he is also concerned with the separation of identities, noting that the District has an exceptional reputation and that he would be resistant to surrender any of it. Although he understands the global thought process, the District is the premier park district in the state and he is not very supportive of tying this heavily into a regional concept. He is also very concerned about the compression issues and the sale-ability of creating another district, another taxing entity. He worries about overwhelming and confusing constituents. Although he likes the overall thought process and goals, the issues he listed are going to be challenging for him to overcome.

- ✓ Jim Desmond replied that he agrees with Larry's comments regarding the reputation of the District; however, he also believes that the past regional acquisition measures Metro has passed were able to allocate funds to the District without impacting its reputation. He noted that the intent is not to impact any agency's individual identity and that they are sensitive to this issue. The goal is more about the long-term stability of the area's natural habitat and sharing expertise in those areas.

Joe commented that the District is unable to keep up in the battle against ivy and invasive species and that a more region-wide effort on this front could pay dividends. If the District and surrounding area continues to fall behind in the battle against invasive species, the overall quality of the wildlife experience for the area is going to become diminished. This part of the concept plan seems like a way to be strategic in addressing the issue in a way the region never has been.

Larry reiterated that he believes the concept should be explored, but he has obvious concerns.

- ✓ Jim Desmond replied that the concept will require a long conversation and is years away from possibly coming to fruition. However, they wanted to speak with the District early on, as it is a key player.

President, Bill Kanable, suggested that consideration be given to helping the other jurisdictions make modifications to the way they operate. He explained that as a special district, THPRD is able to bypass some of the general fund issues that the other jurisdictions are faced with and that perhaps consideration should be given to laying the groundwork in order to help provide relief on that front rather than going after more funding right away. Bill acknowledged that this suggestion is a large political issue, but attempting to create another taxing agency may be just as large.

- ✓ Mike Wetter noted that the directors from the various park agencies around the region have been meeting on a regular basis for the last few years and have had a chance to talk about some of these topics. The discussion is moving forward.
- ✓ Jim Desmond described a slight change in dynamic, which the City of Tigard election is a good example. Historically, Tigard had spent a lot less per capita on parks and recreation than the surrounding jurisdictions and the point came where its citizens expressed a desire for more services. In addition, a stronger tie between parks and natural areas to economic development has also become apparent in that companies that are considering moving to the area have expressed the desire for ample outdoor opportunities. This region is blessed with

outdoor amenities that other parts of the country simply do not have and it would be very beneficial to maximize on that opportunity.

President, Bill Kanable, thanked Mike Wetter and Jim Desmond on behalf of the Board of Directors for the informative presentation.

B. Natural Resources Advisory Committee

Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, introduced Rod Coles, Chair of the Natural Resources Advisory Committee, to present an update on the activities of the Committee during the past year as well as their goals for the coming year.

Rod provided a detailed overview of the recent activities of the Natural Resources Advisory Committee via a PowerPoint presentation, a copy of which was entered into the record, and which included the following topics:

- Broad-based advisory committee transition
- Committee purpose
 - Provide citizen input and recommendations on the use of natural resources managed and operated by THPRD
- Committee scope
 - Encompasses looking at the management of natural resources, environmental education and trails in natural areas within THPRD
- 2010 activities
 - Conducted seven Advisory Committee meetings
 - Learned about Natural Resources Department
 - Two group outings to view a variety of natural areas
- 2011 goals
 - Study and participate in the review and update of the Natural Resources Management Plan
 - Greater involvement in natural resources stewardship programs
 - Increase public awareness of THPRD natural resources
 - Participate in natural resources education programs

Rod offered to answer any questions the Board of Directors may have.

Joe Blowers commented that when considering the District's eight advisory committees, it is easy to determine what a site-based advisory committee does. He asked what the Natural Resources Advisory Committee's experience has been in defining their role in that it is not site-specific.

- ✓ Rod replied that, for him, it was a shift from focusing on an actual facility, to focusing more on policies and procedures. The Committee has spent a lot of time this past year studying the Natural Resources Management Plan because it is the framework for the District's natural resource education and site maintenance. The Committee needs to be able to understand those areas in order to become more of an asset to the District.

Joe noted that it sounds like it takes some time for a new Committee to get up to speed.

- ✓ Rod confirmed this, noting that the Committee has learned a lot over the past year and has much more to learn.

Bob Scott stated that he disagrees with Rod's statement about the Committee becoming an asset to the District, noting that they already are a big asset.

President, Bill Kanable, thanked Rod Coles and the Natural Resources Advisory Committee on behalf of the Board of Directors for the informative presentation.

Agenda Item #5 – Audience Time

Priscilla Christenson, 15062 SW Barcelona Way, Beaverton, is before the Board of Directors this evening regarding Lowami Hart Woods Park. She stated that since her testimony at the January 11, 2011 Regular Board meeting, she has attended nine meetings in eight weeks. And while she believes that the District does an excellent job of responding to its main constituencies for sports, aquatics, and programming, she believes much remains to be learned about how to respond to and meet the needs of those who love natural areas. However, she is pleased that the District is proposing to move forward with its Reclassification Project, which will more accurately convey the unique aspects of each District property, including the proposed reclassification of Lowami Hart Woods Park to Lowami Hart Woods Natural Area. She has met with staff and has provided numerous archival documents in order to reconcile discrepancies between the existing Master Plan and what was the understanding of decisions from 2001. Priscilla provided a copy of these documents to be entered into this evening's record. She understands that staff is working to realign paths to meet Clean Water Services requirements and is also reevaluating whether using Lowami Hart Woods Park for an isolated trail segment should be dropped from consideration. She supports these points, noting that both environmental impacts and costs could be minimized by omitting large-scale group programming, and by reducing trail width and parking. She applauds the District's continued efforts on Lowami Hart Woods Park and appreciates being included in the process. A complete copy of Priscilla's testimony was submitted in writing and entered into the record.

Joe Blowers asked Priscilla for additional information regarding the meetings she has attended.

- ✓ Priscilla replied that she has attended neighborhood association meetings, Natural Resources Advisory Committee and Trails Advisory Committee meetings, meetings with staff that she requested, and a Citizen Participation Organization meeting where the District was providing a presentation regarding the bond measure projects.

Joe asked Priscilla to elaborate on her comment regarding the District needing to learn how to respond to constituents who support natural areas.

- ✓ Priscilla replied that the public meeting held at Conestoga Recreation & Aquatic Center in November regarding Lowami Hart Woods Park was filled with inaccuracies, including items that had been left in the master plan document, which was in theory a final copy. However, what was in the final draft did not reflect the Board's decisions from 2001, and included interpretations on parking, trail surfaces, programming, and a number of other things that would degrade or adversely impact the natural resource. Once developed, the solitude and wildlife of the site will not return and it goes against the spirit of what was accomplished in 2001. She has had the opportunity to talk with Hal Bergsma, Director of

Planning, and they have reviewed over numerous hours, document by document, where the discrepancies are, but she does not yet see that what the public asked for through the testimony process has been picked up accurately. She cannot explain how this could happen on a project of such importance. She is frustrated that it takes this much energy to recreate something from ten years ago and that someone deems it necessary to over-program and overbuild the site, which in her opinion, would be degraded for that type of development.

Mark Hereim, 8510 SW 147th Terrace, Beaverton, is before the Board of Directors this evening representing the Friends of Beaverton's Johnson Creek. He noted that he also testified at the January 11, 2011 Regular Board meeting regarding Lowami Hart Woods Park. As a follow-up to Joe Blowers' question to Priscilla this evening, he believes, historically, the District has had a lot of experience in managing sports fields, aquatic facilities, and neighborhood parks, but less experience managing natural areas and that there may be a learning process involved in the District's management of natural areas.

- ✓ Joe replied that the District has changed a great deal in ten years.
- ✓ President, Bill Kanable, agreed that things have changed a lot since then and asked Mark to proceed with his testimony.

Mark continued that since his testimony at the January Regular Board meeting, he has had constructive conversations with District staff and he appreciates Hal Bergsma's time. He is encouraged that the ultimate master plan that will come out of this process will meet public needs and expectations. The Reclassification Project being discussed later this evening sounds like a positive step and he looks forward to continued cooperation with the District.

President, Bill Kanable, reiterated that the District has changed a lot in terms of managing its properties with its Natural Resources Department, which has become more experienced and professional in the management of natural areas. What happened ten years ago and what was included in the master plan at that time may not exactly fit what now has to happen if something is to be programmed through that area. He hopes that they understand that what the District did ten years ago may not be compatible to current regulations, such as with Clean Water Services.

- ✓ Mark replied that he is not attempting to insult the District and imply that it does not know anything about natural areas. He understands that things change, but this particular piece of property is an anomaly and it is remarkable that it exists at all. It would be a shame to waste the resource by overdeveloping it.

Bill agreed, noting that finding a balance between the natural resource that is there and how the public utilizes that resource is an important and tenuous step that still has to be taken. He hopes that some common ground can be found to share the resource in a manner that both protects the natural presence and allows for public use as appropriate.

Agenda Item #6 – Board Time

Larry Pelatt commented that he walked through Lowami Hart Woods Park a few weeks ago and agrees with the previous testimony that the site is special. It is also naturally closed off and hard to access for anyone other than those who live adjacent to it. He likes to see the District's assets easily accessible by all. Although he does not envision overdevelopment for this site, he does support greater access for others to be able to have the opportunity to experience it.

Bob Scott referenced the Management Report included within the Board of Directors information packet, and asked that the Board receive periodic updates regarding the progress of the professional grant writer.

- ✓ Doug Menke, General Manager, replied that this would be provided.

Bob referenced the Management Report again and asked whether he would be able to do a ride-along with Park Patrol.

- ✓ Mike Janin, Superintendent of Security Operations, replied that he is welcome to join Park Patrol anytime.

Joe Blowers described a meeting he recently attended along with President, Bill Kanable; General Manager, Doug Menke; and City of Beaverton Mayor, Dennis Doyle, regarding the Beaverton parkways concept that he has mentioned during Board Time in past Board meetings. He noted that the Mayor is open to the idea, but the funding source remains to be identified, especially for the police services. But the concept is moving forward.

- ✓ Doug noted that the Board will see through the budget process an additional funding source as well as sponsorship opportunities for the event. The District is working with the City to fine-tune the players and the City's level of engagement.

Agenda Item #7 – Consent Agenda

Larry Pelatt moved the Board of Directors approve Consent Agenda items (A) Minutes of January 11, 2011 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Conestoga Recreation & Aquatic Center Expansion Water Line Easement, and (E) Conestoga Recreation & Aquatic Center Splash Pad Equipment Purchase. Joe Blowers seconded the motion. Roll call proceeded as follows:

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| Bob Scott | Yes |
| Joe Blowers | Yes |
| Larry Pelatt | Yes |
| Bill Kanable | Yes |

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Park District Sites Reclassification Project

Doug Menke, General Manager, introduced Hal Bergsma, Director of Planning, and Steve Gulgren, Superintendent of Planning & Development, to provide an overview of the memo included within the Board of Directors information packet regarding the Park District Sites Reclassification Project.

Hal noted that the District's Comprehensive Plan, adopted in 2006, restructured the previous site/facility classification system for the District into two major categories: Active Recreation and Passive Recreation. Planning & Development staff has led a multi-department team working on how to implement the new classification system, which has made a lot of progress since staff's last presentation to the Board on this topic on February 8, 2010. After receiving input from the Board this evening, staff will provide notice of the proposed changes to all Citizen Participation Organizations and

Neighborhood Association Committees per the District's Community Outreach Policy and return to request adoption of the changes at the April Regular Board meeting.

Steve provided a detailed overview of the process used in determining the name changes proposed for consideration, noting that the list of proposed name changes is included within the Board of Directors information packet.

Hal commented that it is yet to be determined how much acreage will change from an active to a passive classification, which may affect the District's standards for providing parks. It will most likely end up that there are fewer acres of parks per thousand, which may prompt the District to revisit its standards, which may in turn lead to a discussion about revising the Comprehensive Plan.

- ✓ Larry Pelatt noted that there could also be some impact, good or bad, on grant funding. He explained that this was an issue discussed in Washington D.C. last year, that there is federal funding available only for certain classifications of properties. He noted that this could go either way though; we could benefit in some areas and lose in others.
- ✓ Doug replied that he agrees the District would win some and lose some based on these changes, but even more critical is the discussion of what these changes mean to the District's benchmarks and standards. There are some agencies that have gone through a similar process, but most have not. The District will need to be careful of which agencies it compares itself to when reevaluating standards. But, the clarity and calling the sites what they are is going to be an improvement in the public's perspective.
- ✓ Larry noted that the District must also remember that those standards were created some time ago and that the District also adopted policy benchmarks, which will need to be reviewed as well.
- ✓ Joe Blowers commented that by renaming the sites for what they truly are, the District is seeing what is really there, not just what it wants to see.

Hal provided a detailed overview of two draft maps reflecting the new site classifications and names.

Bob Scott asked for confirmation that the name changes would not cost the District additional funds since signage for the new names would be installed as the Signage Master Plan is implemented over time.

- ✓ Steve confirmed this.
- ✓ Hal noted that one of the advantages is that the proposal reduces the total number of site names.

Bob commented that, to that end, he feels the District may be losing some of the community element by eliminating some of the names that are attached to smaller areas within larger sites. He contemplated how to also keep that identifier, such as by referencing a section (i.e., Rock Creek Greenway, Deerfield Section), in order to retain some neighborhood identity. In addition, the removal of the word "powerline" from the sites concerns him, as it is such an identifying factor of the site.

- ✓ Steve replied that they tried to remove the word "powerline" from all of the sites, but there may be some pushback from the community on some of the names. The goal was to consolidate.

Bob agreed, noting that as long as the District is going through a public process and consideration will be given if the public would like some of these identifying factors left in the names.

Joe Blowers expressed support for the name changes, especially when clarifying that the site is a natural area. One thing that gave him pause was the five word names, such as Hiteon Meadows Wetlands Natural Area. He would prefer that no names be over four words. Some descriptors seem redundant, such as “meadows” and “wetland”, and “orchards” and “woods”. In addition, he is wondering if site names that are connected to a developer’s idea of a good name, such as Bethany Crest, need to remain. Removing the word “crest” would get the name down to four words: Bethany Wetlands Natural Area.

- ✓ Larry noted that some of the names get so long because they consist of multiple sections being combined.
- ✓ President, Bill Kanable, provided the example of White Fox Wetlands Natural Area, noting that it would be hard to trim it down to four words. But, staff should work through the list, keeping in mind historical and neighborhood areas, and see if some can be reduced. In the end, there is not much of an impact except to have a few more words on the signs.
- ✓ Larry agreed that the Board should leave it up to staff whether or not it is possible to shorten up the longer names.

Joe noted that Burntwood West Upper Park abuts Mt. Williams Park. He wonders why they have separate names when they abut each other and are both natural areas, unless there is some neighborhood investment in the name.

- ✓ Steve confirmed that it is representative of the neighborhood.

Joe asked why the District should keep both names, unless the neighborhood believes it is an important issue.

- ✓ Larry asked for confirmation that Joe is wondering whether it is still important to retain that name at this point in time.

Joe confirmed this.

- ✓ Hal noted that these names would be pointed out during the public process.

B. District Compiled Policies Chapter 5 – Public Contract Rules

Keith Hobson, Director of Business & Facilities, provided an overview of the memo included within the Board of Directors information packet, noting that in 2003, the Board approved a resolution adopting mandatory prequalification of all bidders for public improvement projects. However, in 2009, when the District rewrote and adopted new District policies chapters, the prequalification provisions were inadvertently omitted. As a result, the District needs to correct this inconsistency and determine whether or not the District purchasing rules include prequalification. Keith noted that based on Board review and direction this evening, staff will either schedule a public hearing at a future Board meeting to adopt and include the proposed prequalification process in the public contract rules, or bring an action to a future Board meeting to rescind the prior resolution authorizing the prequalification process.

Larry Pelatt recommended that the prequalification resolution be brought back in order to be rescinded. He explained that the thought process behind prequalification makes a

lot of sense for large projects and organizations that do multiple projects at the same time, but the Park District does not fit that category. Prequalification, as a rule, tends to add a fair amount of time to the bidding process if it is done on a small scale, and when done on a large scale, has a tendency to limit the bidding field. It makes sense when projects can vary from \$100,000 to \$100,000,000, but the District does not fit that criteria either. He has a strong background in this topic due to his profession. There is a fair amount of staff time in keeping the list of prequalifications updated, especially in economic times like now. Larry described how the idea for a prequalification process for the District came from a former Board member during a time when the District had some projects going over budget because the original project estimates were given prior to any solid design work having been completed. This does not happen anymore due to improvements in policies and procedures. If the District keeps the prequalification process, it is just creating more work and not gaining much in terms of benefit.

Joe Blowers commented that he does not like the potential for bidder collusion through the prequalification process.

President, Bill Kanable, questioned what staff's thought is before the Board offers its preference.

- ✓ Doug Menke, General Manager, replied that it came to staff's attention that the prequalification portion of the original policy had been left behind when developing the District Compiled Policies, which was a rather detailed process. Staff's purpose in putting this before the Board for consideration is to acknowledge the discrepancy and clarify in terms of the Board's preference.

President, Bill Kanable, asked whether the consensus of the Board is to rescind the resolution.

✓ Joe Blowers and Bob Scott expressed support for rescinding the resolution. Bill noted that the resolution would be brought before the Board of Directors to be rescinded during the March Regular Board Meeting on the Consent Agenda.

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:

- Timbers Partnership Announcement
 - Bob Wayt, Director of Communications & Outreach, provided a brief overview of the media coverage highlighting the District's partnership with The Timbers.
- Business Plans for 2011/12 Budget
 - Keith Hobson, Director of Business & Facilities, provided a brief overview of the status of development of business plans designed to achieve the priority outcomes identified by the Board of Directors.
- Fee Study Update
- Records Archiving
- Board of Directors/Budget Committee Meeting Schedule

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

Fee Study Update

President, Bill Kanable, stated that if the District plans on making any adjustments to the Fee Study for 2012, especially those that may impact the affiliated sports groups, those adjustments will need to be made by June or July, as the affiliated sports groups will already be starting to move toward their 2012 budgets for spring activity.

Records Archiving

President, Bill Kanable, asked where the District's records storage is currently located.

- ✓ Keith replied that it is currently located at the East Annex and is all hard copies. The archiving process being discussed is geared more toward electronic records, such as email.

Bill asked if the District plans to scan hard copies of documents in order to enable indexing for retrieval, so that researching historical data could be more easily managed.

- ✓ Keith replied that is not part of this process specifically, but that there is an ongoing effort by staff to do this for drawings and certain plans.

Bill commented that the District is already keeping certain records, like Board meetings and minutes, online and asked how much of this information a member of the public would be able to find by searching online.

- ✓ Keith replied that to a degree, it is a factor of how much to keep on the existing web server. A lot is currently on the website, but older information is available by request.
- ✓ Larry Pelatt agreed that such data can take up a lot of space.

Bill agreed that maps and such will take up a lot of space, but a PDF file of Board minutes does not. He explained that he is only attempting to promote the availability of such documents for the public. It is more difficult to retrieve information for public information requests when it is stored in boxes. He is not suggesting that the District begin retroactively scanning all documents, but that as it moves forward, recognize the differences in documentation availability by making some available for anyone to be able to find and access.

- ✓ Keith noted that the system being considered is the state-developed archives system and as such, will create a lot of the ease of access being described.
- ✓ Larry noted that the District will need to be mindful as to what comes out of the legislature this spring in terms of establishing rates and response times for public records requests.

Bill commented that finding information by going back through mounds of paper is difficult. But, on the other hand, keeping a large amount of documents electronically is expensive. The District just needs to find the right balance between what is appropriate to keep available online and what should be kept in hard copy format in storage.

Agenda Item #9 – New Business

A. District Compiled Policies Chapter 8 – Naming of District Property & Private Sponsorships

Doug Menke, General Manager, provided an overview of the memo included within the Board of Directors information packet requesting Board review of two new sections proposed for District Compiled Policies Chapter 8, District Property, pertaining to the

Naming of District Property and Private Sponsorships, as well as the accompanying proposed District Operational Procedures. The draft policies have also been presented to the District's advisory committees and legal counsel for review. Doug noted that after the Board's review of the draft documents this evening, staff will return to the Board at the March Regular Board meeting to request adoption of the amended District Compiled Policies Chapter 8. Doug offered to answer any questions the Board may have.

- ✓ Hearing no comments or questions from the Board, President, Bill Kanable, adjourned the meeting.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 8:45 p.m.

Bill Kanable, President

Bob Scott, Secretary

Recording Secretary,
Jessica Collins