



**Tualatin Hills Park & Recreation District  
Minutes of a Regular Meeting of the Board of Directors**

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, June 18, 2019, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6:30 pm; Regular Meeting 7 pm.

Present:

Ali Kavianian	President/Director
Wendy Kroger	Secretary Pro-Tempore/Director
Todd Duwe	Director
John Griffiths	Director
Doug Menke	General Manager

Absent:

Felicita Monteblanco	Secretary/Director
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**Agenda Item #1 – Executive Session (A) Land**

President Kavianian called executive session to order to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Executive Session is held under authority of ORS 192.660(2)(e), which allows the board to meet in executive session to discuss the aforementioned issue.

President Kavianian noted that the news media and designated staff may attend executive session. Representatives of the news media were 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 welcomed the audience into the room.

**Agenda Item #2 – Call Regular Meeting to Order**

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, June 18, 2019, at 7 pm.

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

Todd Duwe moved that the board of directors authorize staff to grant a public utility easement to Clean Water Services in the southeast quadrant as discussed in executive session, subject to the appropriate due diligence review and approval by the general manager. Wendy Kroger seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Wendy Kroger	Yes
Todd Duwe	Yes
Ali Kavianian	Yes

The motion was UNANIMOUSLY APPROVED.

**Agenda Item #6 – Budget Hearing: Resolution Adopting the Fiscal Year 2019/20 Budget, Levying Taxes and Making Appropriations (taken out of order)**

**A. Open Hearing**

President Kavianian opened the Budget Hearing.

**B. Staff Report**

Keith Hobson, director of Business & Facilities, provided an overview of the memo included within the board of directors' information packet, noting that there are no adjustments to the approved budget being proposed by district staff this evening and that board approval is being requested of the resolution to adopt the FY 2019/20 budget, make appropriations, and levy ad valorem taxes.

**C. Public Comment**

There was no public comment.

**D. Board Discussion**

There was no board discussion.

**E. Close Hearing**

President Kavianian closed the budget hearing.

**F. Board Action**

**Wendy Kroger moved that the board of directors approve Resolution 2019-07 to adopt the 2019/20 budget, levy ad valorem taxes, and make appropriations. Todd Duwe seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Todd Duwe</b>	<b>Yes</b>
<b>Wendy Kroger</b>	<b>Yes</b>
<b>Ali Kavianian</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #5 – Presentation** *(taken out of order)*

**A. Parks and Recreation Month**

Jon Campbell, Maintenance Operations manager, and Sabrina Taylor Schmitt, Recreation manager, read into the record a proclamation that the Tualatin Hills Park & Recreation District declares the month of July 2019 as Parks and Recreation Month.

**Agenda Item #4 – Recognition of Outgoing Board Members**

General Manager Doug Menke recognized board members John Griffiths, Ali Kavianian and Todd Duwe, whose terms on the board are ending June 30. He thanked each for their contributions to the district, noting that they have helped lead the district successfully through a period of significant growth and change and that the district is in their debt. He noted that John Griffith's tenure of 20 years as a THPRD Board member ties as the longest in district history with that of the district's founder, Elsie Stuhr. He thanked each of the board members for their service to the community through their leadership on the THPRD Board of Directors.

Board member Wendy Kroger commented that she is humbled to serve the district in this capacity and is also humbled to have been able to serve alongside Ali, John and Todd. She thanked them for their guidance and advice as she started her service on the board last year, noting that she will reflect back on what she has learned from them as she carries forward in her service on the board. She believes that the foreseeable future will be a time of transition for THPRD and she is excited to see what the future holds.

John Griffiths commented that the thing that stands out most to him regarding his service over the past 20 years is the uninterrupted ascendancy of the district in all areas of its connections with the community to the point of national recognition. Today, THPRD is one of the leading park and recreation districts in the nation, which is the result of a lot of people working together very hard for a long period of time. It has been an honor to him personally to have been able to serve on the board for so long and to see that transition, growth and development firsthand.

Todd Duwe commented that he thought he knew a lot about THPRD before coming onto the board, but he has learned so much, especially about what an amazing organization it is from the top down. He is thankful for the opportunity to serve and is available for any future needs that may come up.

President Kavianian commented that it has been a pleasure to serve with his fellow board members and that he appreciates the hard work of the district staff in the room tonight, as well as the front-line staff that serve as the face of THPRD and who do amazing work. Although there will be transition with the new board members coming on, the current board has found strength and guidance in the district's mission statement and he hopes the same for the new board members.

**Agenda Item #7 – Audience Time**

There was no testimony during Audience Time.

**Agenda Item #8 – Board Time**

There were no comments during Board Time.

**Agenda Item #9 – Consent Agenda**

**John Griffiths moved that the board of directors approve consent agenda items (A) Resolution Authorizing Issuance of Tax and Revenue Anticipation Notes for FY 2019/20, (B) Resolution Amending District Compiled Policies Chapter 6 – Finance, (C) Resolution Authorizing System Development Charge Indexed Rate Annual Cost Adjustment, (D) Employment Agreement for the District General Manager, and (E) Intergovernmental Agreement with Clean Water Services for Bethany Lake Berm. Wendy Kroger seconded the motion. Roll call proceeded as follows:**

<b>Todd Duwe</b>	<b>Yes</b>
<b>Wendy Kroger</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>
<b>Ali Kavianian</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #10 – New Business**

**A. Integrated Pest Management**

General Manager Doug Menke introduced Bruce Barbarasch, Nature & Trails manager, and Mike Cero, park maintenance supervisor, to provide an overview of the district's Integrated Pest Management program.

Bruce and Mike provided a detailed overview of the district's Integrated Pest Management (IPM) program via a PowerPoint presentation, a copy of which was entered into the record, noting that IPM is an ecologically-based pest control strategy that relies heavily on natural mortality factors such as natural enemies and weather, and seeks out control tactics that disrupt these factors as little as possible. IPM uses pesticides, but only after systematic monitoring of pest populations and natural control factors indicate a need. Pesticide is a general term for any substance, including herbicides, used to control pests such as weeds, insects, diseases, and disease-carrying organisms. An important tool in IPM is the use of the glyphosate, the active chemical in the widely-known herbicide Roundup. Regulators classify pesticides based on their degree of toxicity and Roundup received the lowest classification of "caution." Roundup is often used in concert with other IPM techniques such as applying wood chips to keep weeds down around the base of an ornamental tree. Herbicides allow staff to be much more efficient and effective with their time than with simple hand weeding, thereby providing patrons with a consistently high level of service. Bruce and Mike offered to answer any questions the board may have.

Todd Duwe asked for confirmation that the district adheres to the same standards when maintaining Beaverton School District property.

- ✓ Mike replied that the school district has their own IPM procedures that THPRD staff follow when maintaining school district property. He provided a brief overview of the notice procedures THPRD uses, including posting at a site prior to any pesticide application, details regarding what chemicals are being used, and a timeline as to when it is safe to re-enter the area.
- ✓ Bruce added that over the years, the amount of chemical needed per acre has decreased since certain herbicides prevent future generations of plants from taking hold. District staff continually reevaluates its IPM procedures based on new and emerging science and products to find the right balance between aesthetics, safety, cost and efficiency.

John Griffiths referenced a recent lawsuit in California regarding the use of Roundup and asked whether the product leaves a residue in the ground that could harm other plants or remains in the soil after the intended target has died.

- ✓ Mike provided a detailed overview regarding how Roundup works, noting that one of the reasons it is desirable is because it prevents future generations of weeds from reemerging whereas more natural methods simply kill the existing plant to the ground, not its root system and/or seeds. He noted that once Roundup dries onto the targeted plant, it is not effective on any other plant, animal or human.
- ✓ Bruce added that some chemicals leave a residue in the soil after killing the plant, whereas Roundup does not and is considered safer in that regard.

Wendy Kroger expressed appreciation for this topic being raised and described her experience learning about IPM through the Master Gardener Program. She stated that this information needs to be shared on the district's webpage and through other communication methods as time and budget allows so that people interested in or concerned about the topic have a resource to easily find out the district's practices.

President Kavianian requested that district staff explore what the cost increase would be for changing from the use of Roundup to Cheetan Pro Glufosinate as noted within the staff report, noting that consideration should be given to using that alternate product until the concerns regarding glyphosate are better understood. He agreed with Wendy's comments that communication with the public regarding this topic is important.

## **B. Cedar Grove Plaza Master Plan**

General Manager Doug Menke introduced Gery Keck, Design & Development manager, and Jilian Saurage Felton, Housing Development Director for Community Partners for Affordable Housing (CPAH), to provide an overview of the preferred master plan for the Cedar Grove Plaza project. THPRD has worked in partnership with CPAH to include a public plaza at CPAH's affordable housing project planned at the intersection of NW Murray Boulevard and Cornell Road.

Gery and Jilian provided a detailed overview of the preferred master plan for the Cedar Grove Plaza as provided within the board of directors' information packet, via a PowerPoint presentation, a copy of which was entered into the record. The Cedar Grove development is a 44-unit affordable housing development and the Cedar Grove Plaza will be encompass 2,050-square feet of the property and will include a water feature, planters, seat walls and lighting. Per the district's System Development Charge (SDC) Administrative Guidelines, CPAH is in the process of hiring a third-party estimator to complete a cost estimate for the plaza development. The proposed improvements are estimated to cost \$330,000 while the SDC fee for this development is estimated to be \$405,416. Gery noted that construction of the Cedar Grove development is anticipated to begin in the fall of 2019 with completion in 2020 and offered to answer any questions the board may have.

Jillian provided comments regarding CPAH's partnership with THPRD, noting that they are excited to be the first regulated affordable housing provider to take advantage of the district's SDC credit program and that many agencies have worked together to make this happen for which they are grateful.

John Griffiths asked for a detailed overview regarding the ownership of the land and the various funding mechanisms being utilized to complete and operate the affordable housing development, which Jillian provided. John also inquired how the district would ensure that the public understands that the plaza is a public park.

- ✓ Gery replied that the site will be signed with the name resulting from the district's standard naming process and that information will be included on the website as well as through other public communication methods.
- ✓ Jillian added that poverty can tend to be isolating so any way that the community can be engaged to interact with the development's residents will be welcome.

Todd Duwe inquired whether there are any concerns regarding the ongoing maintenance of the fountain.

- ✓ Gery described some modifications to the plans for the fountain that have been made in order for it to be less maintenance intensive, including changing from a chlorinated to a pass-through water system.

Wendy Kroger commented that she is excited to see this project move forward and that it represents a lot of effort behind the scenes. She would like to see the district do more of these kinds of projects and the success of this projects sets the district off on the right foot.

President Kavianian thanked district staff for their work and noted the collaborative effort in bringing this project to fruition. He referenced past public testimony from other affordable housing providers and community groups insisting that SDC waivers were the only way that THPRD could contribute; he is thankful that CPAH was willing to work with the district in another capacity to show what can be done when a partnership is formed. He is excited to see similar projects in the district's future and will continue to welcome partnerships with affordable housing providers.

- ✓ Jillian commented that she would be remiss not to mention that THPRD staff approached CPAH with this idea in the beginning and that they deserve the credit for identifying creative ways to move the project forward.

**Wendy Kroger moved that the board of directors approve the preferred master plan for the Cedar Grove Plaza. Todd Duwe seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Todd Duwe</b>	<b>Yes</b>
<b>Wendy Kroger</b>	<b>Yes</b>
<b>Ali Kavianian</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

#### **Agenda Item #11 – Adjourn**

There being no further business, the meeting was adjourned at 8:05 pm.

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President

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Secretary

Recording Secretary,  
Jessica Collins