



Meeting Minutes

5/24/2012 - Meeting of the Bond Oversight Committee

Tualatin Hills Park & Recreation District

15707 SW Walker Rd, Beaverton, OR 97006

503/645-6433

The eleventh meeting of the Tualatin Hills Park & Recreation District Bond Oversight Committee was held at the HMT Recreation Complex, Peg Ogilbee Dryland Training Center, 15707 SW Walker Road, Beaverton, on Thursday, May 24, 2012, beginning at 6:00 p.m.

Present:

Committee Members:

Marc San Soucie, Chair
Wink Brooks
Rob Drake
Boyd Leonard
Kahler Martinson
Anthony Mills
Stephen Pearson
Jack Platten
Sue Rimkeit
Barbara Wilson

Ex-Officio Members:

Bob Scott, Board of Directors
Keith Hobson, Director of Business
& Facilities
Hal Bergsma, Director of Planning

THPRD Staff:

Bruce Barbarasch
Cathy Brucker
Dave Chrisman
Wil Eadie
Kathy Griffith
Steve Gulgren
Nicole Paulsen

Absent:

Committee Members:

Rob Massar
Matthew McKean

Agenda Item #1 – Opening Comments

- Marc San Soucie, Chair, called the meeting to order at 6:05 p.m.

Agenda Item #2 – Self-Introductions

- Marc San Soucie, Chair, asked committee members to give a quick introduction of themselves.
 - **Marc San Soucie:** Beaverton City Council member; Committee Chair
 - **Wink Brooks:** Former Hillsboro Planning Director, Planning Consultant
 - **Boyd Leonard:** Retired US Forest Service with a discipline in budget
 - **Jack Platten:** Former Beaverton Planning Commission member; Attorney
 - **Kahler Martinson:** Retired US Fish and Wildlife
 - **Barbara Wilson:** Former THPRD Board Member
 - **Rob Drake:** Former Mayor of Beaverton
 - **Anthony Mills:** Associate Director, Tualatin Soil & Water Conservation District
 - **Stephen Pearson:** Portland Parks & Recreation Capital Budget member
 - **Sue Rimkeit:** Retired Beaverton School District

Agenda Item #3 – 1st Opportunity for Audience Comments

- No audience members were in attendance.

Agenda Item #4 – Approve Minutes of February 23, 2012 Committee Meeting

- Marc San Soucie, Chair, moved the Bond Oversight Committee to approve Agenda Item #4, Minutes from February 23, 2012 Committee meeting.
- Marc called for a motion to approve the February 23, 2012 meeting minutes with a minor grammatical amendment.
 - *All in favor, vote passes.*

Agenda Item #5 – Financial Report (including exceptions)

- Keith Hobson, Director of Business & Facilities, summarized revisions that were made to the report. Keith summarized overages and savings in all categories. He noted key points including Trails and Linear Parks category will have an overall overage due to increased design/scope costs for Segment 4 of the Waterhouse Trail project that will be bid for construction as an alternate in case it needs to be removed due to budget although the overall category overage has decreased due to positive bid results on the Jordan Husen project. Keith also noted the savings in the Community Park Renovation category due to the bid on the Schiffler Park project as well as an increase in savings in the Facility Rehabilitation category due to favorable bids and design adjustments. Any savings in the Facility Rehabilitation category will be used to complete projects on the original list that were not initially able to be funded. Based on the bond funding for all project categories, there is an overall savings.
 - ***Stephen Pearson questioned the funding on Schiffler Park and why SDC funds were being used on the project if there is a one million dollar savings shown.***
 - *Keith responded by stating \$50,000 in SDC funds were used as a match for a local grant that was applied for and awarded prior to the start of the bond project. Due to the cost savings on the project, the bond will be able to fund the match rather than SDC dollars and will be revised on the report.*
 - ***Boyd Leonard requested clarification on the Winkelman Park project overage and whether or not the overage included the additional \$400,000 funding from SDC and if it is such an overage then what is in the project beyond just a field.***
 - *Keith informed Boyd that the expenditures are net of the \$400,000 in additional funding which correctly shows the project overage above and beyond the increased funding.*
 - *Steve Gulgren, Superintendent of Planning & Development, explained that the athletic field was being funded by the bond measure, but what wasn't included in the original project budget was the design and construction for a parking lot for the field.*
 - *Boyd did note the large overage on the project and that it might be overachieving what was originally required.*
 - ***Marc San Soucie, Chair, asked for clarification on why the acquisition category shows an estimated cost to completion when the acquisition has already been completed.***
 - *Keith clarified that by keeping the "estimated cost to complete" allows the funds to stay in the land acquisition category. This ensures that all land acquisition funding, even if there are savings, will stay in the category and be available for additional acquisition purchases.*

Agenda Item #6 – Progress Timeline (including milestones and exceptions)

- Steve Gulgren, Superintendent of Planning & Development, noted some minor changes. Steve mentioned that projects have been seeing very competitive construction bids and also noted four

additional projects had bids come in after the report was completed. Staff has heard that the District has so many projects out to bid at the same time that contractors have to pick and choose what projects to bid on. Steve informed the group that seven parks/trail bond projects will be in construction this season and identified a couple of projects that have been pushed for next year's construction. He noted the outside influence of jurisdiction review timeframes being completed late in the construction season thereby requiring the District to choose between starting the project late in the season and closing the park down from October to April as well as incur wet weather costs versus pushing the construction to the following spring so as not to close the park down to the public for more time than necessary. Hal Bergsma, Director of Planning, added the reduced staff in local agencies as one of the reasons the jurisdictional timeframes are taking longer than anticipated.

- ***Rob Drake wondered if staff has spoken with City of Beaverton or Washington County about contracting out work.***
 - *Hal stated the city contracts do not allow them to hire temporary staff. The city has been informed that the district would be willing to pay for outside help but the city noted they would have a hard time doing that with all the internal coordination that takes place.*

Agenda Item #7 – Report on a Recently Completed Capital Project - Elsie Stuhr Center Expansion & Structural Upgrades

- Steve Gulgren, Superintendent of Planning & Development, gave a quick overview of the project as well as some background information. A slideshow was then played for the committee showing the progress throughout construction as well as the completed project.

Agenda Item #8 – Natural Resource Restoration Project Updates

- Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, gave a detailed overview, using a slideshow, of a natural resource restoration project life cycle including how and when funding is spent. Bruce identified two projects showing the before and after effect of a restoration project.
 - ***Rob Drake asked what percentage of plants die or get eaten.***
 - *Bruce stated the target is 80% survival.*
 - ***Barbara Wilson asked what type of plants are being purchased and where are they purchased.***
 - *Bruce stated approximately 2,000 native plants are planted per acre depending on what is already existing. Some plants include snowberry, vine maple, various ferns, roses, alder, ash etc. and they are purchased at many nurseries around the area.*
 - ***Marc San Soucie, Chair, asked if people ever request the ivy not be removed, and Bob Scott, THPRD Board of Director, asked how invasive species are removed.***
 - *Bruce noted the request is more for blackberries not to be removed, not so much ivy. People tend to enjoy picking the blackberries and also use them for privacy. Depending on the area different methods are used to remove invasive species. For example, an area with native wildlife and sensitive species will have hand work or manual labor done so as not to have collateral damage to wildlife or other species, where as some sites don't have the increased sensitivity and an herbicide can be used.*
 - ***Jack Platten asked if the plant species used are ones that replenish themselves and multiply or if they will have to be replanted in 20 years.***
 - *Bruce explained the hope that the plants planted do replenish themselves.*

Agenda Item #9 – Land Acquisition Report

- Hal Bergsma, Director of Planning, gave an overview of a couple acquisitions. One is the old greenhouse site in the West Slope area and the other is a natural area east of Hideaway Park. One of the two greenhouse properties is still pending due to DEQ requirements of ground contamination clean-up. Hal gave an overview of the report as well as some clarification of footnotes. Hal noted to the committee, that for the first time ever, the District acquired a piece of property through condemnation and is now settling on a price. Hal explained the great lengths the District went to in order to avoid condemnation without avail.
 - **Rob Drake asked if the current owner or previous owner is paying for the clean-up.**
 - *Wil Eadie, Land Acquisition Specialist, indicated the current owner is paying for the clean-up. The current owner could go back on the previous owner but it would take a significant amount of time and may not be financially beneficial.*
 - **Marc San Soucie, Chair, asked about a footnote related to using the remaining funds from the Community Park Acquisition category to purchase another community park site. Marc questioned whether or not that is addressed in the oversight policy or if it is a Board of Directors decision. He also asked if staff felt confident that the Neighborhood Park category could adequately be satisfied.**
 - *Keith Hobson, Director of Business & Facilities, doesn't believe it is addressed in the oversight policy as it is not a fiscal policy. Funds from the Community Park Acquisition category are being used to purchase multiple park sites. Hal responded that there is high confidence in satisfying the Neighborhood Park category due to the lower than expected cost per acre of land.*
 - **Marc also asked for clarification related to the acquisition of a community center site.**
 - *Hal noted there is funding for the acquisition of a site for a community center in the southwest quadrant. There is currently a district owned site on the south side of Farmington Road that is slated to be a community park, but could serve as a community center site. There are some potential properties in the southwest quadrant that may be better suited as a community park site. If so, and the properties can be acquired, the district may choose to use the \$5 million dollars slated for a community center site and purchase a community park site instead. There are funds in the bond measure to develop a community park in the southwest quadrant.*

Agenda Item #10 –Status of Preparation of the Next Annual Report, Possible Areas of Focus

- Marc San Soucie, Chair, informed the group that the sub-committee has met and concluded the format from last year will work for this year's report. He also noted his hope to complete the report within a month after the next meeting. Once the draft report is completed it will be emailed to the committee and discussed at the August meeting.
 - **Rob Drake would like to see some bragging about the work that has been completed with the bond funds.**
 - **Anthony Mills would like to see a section noting interesting/fun facts on the bond projects.**
 - *Marc noted there will be an area dedicated to accomplishments including completed projects as well as a section for staff to list accomplishments as well as looking ahead type information, subject to the committee's review and acceptance. That can be discussed at the next meeting.*
 - Barbara Wilson noted that in the past the emphasis has been to have the committee write the report and not staff and she would recommend that the report should come from the committee.
 - **Marc noted that language by staff was included in small sections in past reports but was reviewed and approved by the committee. Marc**

proposed to highlight any information written by staff so the members of the committee would be able to identify and approve or discuss the inclusion of the language.

- *Barbara would like to see a list in the report related to land acquisition accomplishments*

Agenda Item #11 – Review/Discussion of Prior and Current Recommendations

- Marc San Soucie, Chair, requested members turn to the “Looking Back” and “Looking Ahead” sections in the past report. Marc read each recommendation to spark discussion and/or think about how these can be modified or updated for the upcoming report. Any thoughts will be further discussed at the August meeting.
 - *Anthony Mills recommended rather than removing recommendations that have been fulfilled, the report should continue to list them with an update stating the recommendation is no longer an issue. He also added the importance of keeping the report format similar to last year which allows for readers to easily compare reports side by side.*

Agenda Item #12 – 2nd Opportunity for Audience Comments

- No audience members were in attendance.

Agenda Item #13 –Plan for the Next Meeting

- Marc San Soucie, Chair, noted the next meeting would be held in August 2012 on either August 16th or the 23rd and requests an email be sent out within the next week to confirm.

Agenda Item #14 - Adjourn

- There being no further discussion, the meeting was adjourned at 8:25 p.m.

Transcribed by,
Nicole Paulsen,
Recording Secretary