



## Meeting Minutes

### 2/21/2013 - Meeting of the Bond Oversight Committee

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#### **Tualatin Hills Park & Recreation District**

15707 SW Walker Rd, Beaverton, OR 97006

503/645-6433

The fourteenth 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, February 21, 2013, beginning at 6:00 p.m.

Present:

#### Committee Members:

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

#### Ex-Officio Members:

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

#### THPRD Staff:

Doug Menke, General Manager  
Bruce Barbarasch  
Cathy Brucker  
Dave Chrisman  
Kathy Griffith  
Steve Gulgren  
Nicole Paulsen

#### **Agenda Item #1- Opening Comments**

- Marc San Soucie, Chair, called the meeting to order at 6:00 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**
  - **Matthew McKean: Attorney**
  - **Boyd Leonard: Retired US Forest Service with a discipline in budget**
  - **Jack Platten: Former Beaverton Planning Commission Member; Attorney**
  - **Rob Massar: Assistant Planning Administrator, Washington County**
  - **Barbara Wilson: Former THPRD Board Member**
  - **Rob Drake: Former Mayor of Beaverton, City Manager for City of Cornelius**
  - **Wink Brooks: Former Hillsboro Planning Director**
  - **Anthony Mills: Associate Director Tualatin Soil and Water Conservation District, THPRD Budget Committee Member**
  - **Stephen Pearson: THPRD Budget Committee Member**
  - **Sue Rimkeit: Retired Beaverton School District**
  - **Kahler Martinson: Retired US Fish and Wildlife**

### **Agenda Item #3 - 1<sup>st</sup> Opportunity for Audience Comments**

- Marc San Soucie, Chair, identified two audience members and allowed them to comment.
  - *Janet and Dusty Allison introduced themselves and had no comment.*

### **Agenda Item #4 - Approve Minutes of the November 15, 2012 Committee Meeting**

- Marc San Soucie, Chair, called for a motion to approve Agenda Item #4, Minutes from November 15, 2012 Committee meeting.
  - *All in favor*

### **Agenda Item #5 - Financial Report (including exceptions)**

- Keith Hobson, Director of Business & Facilities, summarized revisions made to the financial report. Highlights included identifying overages and savings in project categories as well as a general report on overall bond estimates.
  - *The overall cost estimate for the New Neighborhood Park Development category previously showed a savings of \$15,000. Due to design costs at Barsotti Park and Hansen Ridge Park the category is over budget by \$122,000.*
  - *The Trails Development category shows a decrease in overage by \$600,000 due to a significant cost reduction in the Westside to Waterhouse Connection Trail.*
  - *Land Acquisition category line items, specifically Neighborhood Park and Community Park, have been revised to reflect a more accurate picture. For example, properties that have been purchased are now listed as individual line items.*
  - *The New Neighborhood Park Land Acquisition category will show an overage, but will be offset by the savings in the Community Park category.*
  - *The overall bond cost estimate is approximately \$3.5 million under-budget.*
- Marc San Soucie, Chair, observed and noted to the committee that the THPRD Board of Directors made the decision to depend on the surplus from the Community Park Land Acquisition category to cover additional expenditures in the Neighborhood Park Land Acquisition category.
  - *Rob Drake re-enforced the notion that dollars transferred between categories be of like categories.*
- Boyd Leonard asked if the additional funding for Winkelman Park is a confirmed decision and whether or not the four youth athletic field projects have land for the construction.
  - *Keith Hobson, Director of Business & Facilities, noted the outside funding is a firm commitment and noted the project budget for this line item reflects costs that are net of the outside funds.*
  - *Hal Bergsma, Director of Planning, responded to Boyd's second question by stating the decision is still flexible regarding the location of the youth athletic fields.*

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

- Steve Gulgren, Superintendent of Planning & Development, gave an overview of bond project timelines as well as addressing obstacles the department may face.
  - *Staff is working to close out numerous projects that have been open to the public including Schiffler Park, Rock Creek Trail Segments 2 and 5 and The Bluffs Trail. Jordan Trail and Winkelman Park have substantial completion, but are currently not open to the public.*

- *Closing a project out is a tedious process. Staff is still working on closing out the Elsie Stuhr and Conestoga projects.*
- *The Westside Trail Segments 1, 4 & 7 did not get completed. Issues with the contractor held up the project. Staff is working to re-negotiate with the contractor. If the negotiation fails, staff will have time to get another contractor on board in order to complete the project by late summer.*
- *Seven projects will be bid for a summer construction start.*
- Matthew McKean asked why one of the youth athletic fields is combined with Somerset West Park.
  - *Steve explained the benefit of combining projects. Incorporating fields provides economies of scale. An example is the Cedar Mill Park project where a youth athletic field is proposed on an adjacent site. Combining the project allows for the same outcome without duplicating design and construction costs.*
- Marc San Soucie, Chair, requested a summary report and update at the next meeting regarding the youth athletic field projects.

#### **Agenda Item #7 - Land Acquisition Report**

- Hal Bergsma, Director of Planning, reported on six recent acquisitions. The District is reconsidering using existing land on the south side of Farmington Road, slated for new community park construction. Instead, the District is working on a partnership agreement with the Beaverton School District to construct a new community park at the Mt. View Middle School site. The District currently owns and operates Lawndale Park and has acquired two additional properties all adjacent to Mt. View Middle School. The partnership relates to constructing two athletic fields on Beaverton School District property with an agreement for long-term use (twenty-five years), and maintenance.
  - *Doug Menke, General Manager, added the additional advantages including existing parking, partner for future synthetic turf replacement costs and a long-lasting partnership. The school will have use during school days.*
- Marc San Soucie, Chair, asked about the structure on the recently acquired Biles property.
  - *Hal responded by stating the structure is a home on the property to be leased in order to provide income to the District until the property is developed as a park.*

#### **Agenda Item #8 - Discussion: Use of Terms “Acquisition,” “Preservation,” and “Restoration” in Bond Measure Documents**

- Marc San Soucie, Chair, referenced an email sent out by Barbara Wilson questioning the use of the terminology. The verbiage is questioned due to the consistency of the bond measure language versus the way the committee reports. Marc allowed Barbara to explain further.
  - *Barbara wondered why the word preservation is used rather than acquisition. The financial summary lists the word ‘preservation’ when the action is more of an acquisition. Barbara requests the word ‘preservation’ be removed from the reports as well as the reporting being done by the committee. Barbara explained her reasoning stating ‘acquisition’ is purchasing property and ‘restoration’ is a project.*
    - Anthony Mills agreed by stating ‘preservation’ infers the property is already acquired and will be kept in its natural state with minor routine maintenance.
  - *Doug Menke, General Manager, noted that not all natural area purchases are planned for immediate restoration. The explanatory statement in the bond measure*

- language states “Natural area preservation through land acquisition and restoration.”*
- *Keith Hobson, Director of Business & Facilities, added the break out on the financial reporting is due to the explanatory statement read by Doug. Preservation is the broad category with acquisition and restoration as the sub-categories. Keith noted his willingness to remove the word ‘preservation’ from the report since funding is derived either from the acquisition category or the restoration category. He cautioned the removal due the bond measure language.*
  - *Rob Massar requested the committee stay consistent with the bond measure language and continue to use the word ‘preservation.’*
  - *Stephen Pearson questioned whether or not the District would potentially acquire a right to a piece of natural property and not own it. This would be an appropriate use for the word ‘preservation.’*
  - *Marc wrapped up by stating the committee will need to be sensitive to a statement incorporating the words restoration, preservation and/or acquisition.*
  - *Per Boyd Leonard’s request, Keith Hobson, Director of Business & Facilities, will adjust the financial report to reflect the breakout of the Land Acquisition Preservation category lump sum of \$12 million to represent the dollars identified for the restoration and acquisition sub-categories.*
    - Barbara questioned how the \$12 million was divided and what the going rate is for natural area land.
    - Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, responded by stating staff had many long discussions and based the division of funds on District needs as well as making sure money could be used to acquire the property.
    - Hal Bergsma, Director of Planning, added the cost for undevelopable natural area land is roughly five thousand dollars per acre.
  - *Jack Platten stated the need for a clear definition somewhere in the report of how the words are being used.*
- Marc San Soucie, Chair, made the committee aware of a few modifications made just prior to the report going to publication.

#### **Agenda Item #9 - Discussion: Use of Category Budget Surpluses**

- Keith Hobson, Director of Business & Facilities, described the use of surplus funds. Keith noted the premature nature of the discussion due to two big projects still yet to be constructed. Keith passed out a draft matrix outlining eligible sources of funding and eligible uses for the sources. Keith noted the matrix does not supersede any fiscal policies the committee has put in place. Money cannot be transferred until the category is completed. Discussing any questions and/or concerns will be an agenda item for the next meeting. Keith added that land acquisition funds are protected. All funds for land acquisition and natural areas will remain even if the category has been completed. In addition, no funds can enter into the category.
  - *Kahler Martinson questioned why funds cannot go into land acquisition. Keith mentioned it could with further discussion. The decision was a first glance.*
- Keith addressed a question brought up in the previous meeting related to returning funds back to taxpayers if there was a significant surplus. It was confirmed with the bond counsel

that remaining funds cannot be directly refunded, but the remaining funds can be used to fund debt service to retire the debt, which ultimately reduces taxpayer rates on the bond levy.

**Agenda Item #10 - Reminder: Terms of Six Committee Members are Expiring**

- Marc San Soucie, Chair, reminded members of the expiration of terms and informed them application forms are available online.

**Agenda Item #11 - Request for Volunteers to Draft the Next Annual Report**

- Marc San Soucie, Chair, noted the need to draft the next annual report and asked for volunteers. Stephen Pearson, Barbara Wilson, Boyd Leonard, Jack Platten, Matthew McKean and Marc will volunteer to draft the next report.

**Agenda Item #12 - 2<sup>nd</sup> Opportunity for Audience Comments**

- No audience members to comment.

**Agenda Item #13 - Next Meeting**

- Marc San Soucie, Chair, noted the next meeting may need to be the third week in May due to a conflict. An email will be sent out for confirmation.

**Agenda Item #14 - Adjourn**

- There being no further discussion, the meeting was adjourned at 7:15pm.

Transcribed by,  
Nicole Paulsen,  
Recording Secretary