



Meeting Minutes

09/12/2013 - Meeting of the Bond Oversight Committee

Tualatin Hills Park & Recreation District

15707 SW Walker Rd, Beaverton, OR 97006
503/645-6433

The sixteenth 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, September 12th, 2013, beginning at 6:00 p.m.

Present:

Committee Members:

Marc San Soucie, Chair
Frank Angelo
Boyd Leonard
Kahler Martinson
Matthew McKean
Anthony Mills
Sue Rimkeit

Ex-Officio Members:

Bob Scott, Board of Directors
Doug Menke, General Manager
Keith Hobson, Director of Business & Facilities
Hal Bergsma, Director of Planning

THPRD Staff:

Cathy Brucker
Kathy Griffith
Steve Gulgren
Nicole Paulsen
Aisha Willits

Absent:

Committee Members:

Wink Brooks
Rob Drake
Rob Massar
Stephen Pearson

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*
 - *Frank Angelo: Resident of Washington County, Planner*
 - *Anthony Mills: Associate Director Tualatin Soil and Water Conservation District, THPRD Budget Committee Member*
 - *Sue Rimkeit: Retired Beaverton School District*
 - *Kahler Martinson: Retired US Fish and Wildlife*

Agenda Item #3 - 1st Opportunity for Audience Comments

- Audience member Kevin O'Donnell, CPO 7 Chair, did not wish to comment.

Agenda Item #4 - Approve Minutes of the May 16, 2013 Committee Meeting

- Marc San Soucie, Chair, called for a motion to approve Agenda Item #4, Minutes from May 16, 2013 Committee meeting.
 - *All in favor, motion approved.*

Agenda Item #5 - Financial Report (including exceptions)

- Keith Hobson, Director of Business & Facilities, summarized revisions made to the 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 Neighborhood Park Redevelopment category previously showed an overage of \$933,000. Since this previous amount included a duplicated figure in the design costs at Somerset West Park, the projected overage is now reduced to \$306,000.
 - The Trails Development category previously showed an overage of \$822,000. The overage has decreased to \$197,000 due to the elimination of the Waterhouse Trail Segment #4 project. The prior cost estimate included the segment, south of Highway 26, which would complete the Waterhouse Trail. Segment #4 was not included in the bond program proposal, but staff had hoped that project savings in the trail category would have allowed it to be included in the construction contract. Since the segment has been designed and approved, through jurisdictional agencies, the District may be successful in applying for and receiving grant funds. Staff is currently pursuing outside funding in hopes of constructing the project.
 - Bob Scott, member of the THPRD Board of Directors, wondered if Waterhouse Trail Segment #4 could still be constructed if there is savings in the bond program. Bob noted how important trails are to the District.
 - Keith believes, with Board of Directors approval, any phased out project or value engineered project is a strong candidate for the use of savings.
 - The Deferred Maintenance category is effectively complete and is the first category to have a budgeted overage. When the Board of Directors awarded the final project bid with the overage, they also approved the transfer of savings from other categories to offset the overage.
 - The Facilities Rehabilitation category budget savings continues to grow. The previous project savings was \$1 million. It is currently at \$1.8 million. The change is due to a favorable bid for the Beaverton Swim Center Seismic project.
 - The overall bond cost estimate is approximately \$4.5 million dollars under-budget.
- *Marc San Soucie, Chair, asked if land acquisition funds can show the 're-programming' notation when applicable on the financial report. Marc noticed land acquisition funding has been transferred between neighborhood parks and community parks yet there is no 're-programming' notation.*
 - *Keith agreed, and noted the need to include the land acquisition fund transfer on the yearly closed acquisition resolution to the Board of Directors.*

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

- Steve Gulgren, Superintendent of Planning & Development, gave an overview of bond projects as well as upcoming project movement.

- Nine projects are currently in construction, which is approximately \$16 million for this summer's construction.
- The bond program's two biggest projects, Cedar Hills Park and SW Community Park at Mt. View Middle School, will be starting in fall 2013.
- ***Marc San Soucie, Chair, questioned the timeline for natural resource projects in regards to what happens after the "end date of the contract" which is noted on the timeline.***
 - *Steve noted that Natural Resource staff can clarify following the meeting, as the representative was not in attendance.*
- ***Frank Angelo asked what kind of public outreach the large projects will have.***
 - *Steve explained that both projects will have neighborhood meetings as well as a Public Task Force team where representatives with affected interests as well as community members will be able to weigh in on the design.*

Agenda Item #7 - Land Acquisition Report

- Hal Bergsma, Director of Planning, reported on recent acquisitions including a property from Beaverton School District at the Mt. View Middle School site, three contiguous properties (approximately 6 acres) adjacent to Arnold Park and a 1.82 acre parcel of land adjacent to Bonny Slope Elementary School. The parcel near Bonny Slope School was acquired in order to construct a trail for the connection of local neighborhoods to the school as well as natural area appeal. Hal added that a soft surface trail has been completed as a temporary pathway and will be available for use during National Walk to School Day, in October. Staff will be working to construct a hard surface trail. Hal added that outside funds were received from Washington County to help with the acquisition of the Mt. View Middle School property from Beaverton School District. The funds will be transferred to help with the Champions Too field. Hal noted the focus of acquisition has shifted to natural area acquisition. A discussion with the Board of Directors relating to natural area acquisition resulted in an acquisition strategy and guidelines that will be used going forward.
- ***Since the three contiguous properties are adjacent to Arnold Park, which abuts the International School of Beaverton, Marc San Soucie, Chair, asked if there is an agreement with the Beaverton School District regarding Arnold Park and the International School of Beaverton.***
 - *Doug Menke, General Manager, noted there is not a formal agreement but with the recent acquisitions adjacent to Arnold Park, there may be an opportunity.*

Agenda Item #8 – Review Completed and Planned Fund Category Transfers

- Keith Hobson, Director of Business & Facilities, updated the committee on category transfers including \$360,000 transferred into the Deferred Park Maintenance category with half of the funding coming from the Facility Expansion category and the other half from the Bond Administration and Issuance Cost category. In addition, the funds provided from Washington County for the property acquisition at Mt. View Middle School will show as a transfer. Of the \$384,000 provided, THPRD has received \$176,000. An additional transfer will be noted once THPRD receives the remaining balance.
- ***Marc San Soucie, Chair, asked if there were any concerns regarding the way the Washington County funds were represented.***
 - *No one expressed any concerns.*

Agenda Item #9 – Review and Propose Final Changes to FY 2012-13 Annual Report

- Marc San Soucie, Chair, asked for comments and/or modifications to the draft report. The goal would be to vote to approve transmitting the draft report to the Board of Directors with minor revisions as noted.
 - *Anthony Mills would like to see the word ‘district’ be uppercase, would like the word ‘plenum’ to be changed to something the public could comprehend, as well as minor verbiage changed in select sentences.*
 - *Marc noted that when the word ‘district’ appears as a geographical location it will be shown with a lowercase and will be shown as ‘THPRD’ otherwise.*
 - *Frank Angelo felt a section of the Natural Area Restoration report took more of a justification approach rather than a reporting aspect. The structure of the report is much more detailed than the other reports.*
 - *Marc explained that the section of Natural Area Restoration has, in the past, been a sensitive subject therefore the section needed more detail. Marc asked the committee if they would like to see the section pared down for this report or wait for the next one.*
 - *The Committee agreed to make modifications for the next report*
 - *The word ‘plenum’ will be replaced with ‘air circulation tunnel’.*
 - *Marc would like to double check the acreage counts on page 2 and presented other minor grammatical modifications to the committee.*
 - *Frank would like to see a total of other funds listed on page 4 under ‘Outside Funding.’ It is important to see the lengths THPRD is going to in order to complete projects.*
- Marc moved to approve the draft report with amendments.
 - *All in favor, motion approved.*

Agenda Item #10 - 2nd Opportunity for Audience Comments

- Karen Kane introduced herself. She noted she works with Bob Wayt, Director of Communications & Outreach, and updates bond web pages for THPRD.

Agenda Item #11 - Plan for the Next Meeting

- Marc San Soucie, Chair, noted the next meeting will fall on Thanksgiving weekend. THPRD staff will email three potential dates for the committee to decide upon.

Agenda Item #12 - Adjourn

- There being no further discussion, the meeting was adjourned at 7:00pm.

Transcribed by,
Nicole Paulsen,
Recording Secretary