



**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 on Monday, October 5, 2015, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Rd, Beaverton. Work Session 6 pm; Executive Session 6:30 pm; Regular Meeting 7 pm.

Present:

Larry Pelatt	President/Director
Jerry Jones Jr.	Secretary/Director
John Griffiths	Secretary Pro-Tempore/Director
Ali Kavarianian	Director
Bob Scott	Director
Doug Menke	General Manager

Agenda Item #1 – Work Session: Public Sector Ethics for Government Officials

President Pelatt called the work session to order at 6:00 pm.

Paul Elsner, Partner at Beery, Elsner & Hammond, LLP and THPRD’s legal counsel, conducted a training on public sector ethics for government officials. A handout titled *Oregon Government Ethics* was distributed, a copy of which was entered into the record. Paul presented an overview of the handout and answered general questions from the board members.

Agenda Item #2 – Executive Session (A) Land

President Pelatt called executive session to order 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)(e), which allows the board to meet in executive session to discuss the aforementioned issue.

President Pelatt 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 executive session. No final action or final decision may be made in executive session. At the end of executive session, the board will return to open session and welcome the audience back into the room.

Agenda Item #3 – Call Regular Meeting to Order

President Pelatt called the regular meeting to order at 7:10 pm.

Agenda Item #4 – Action Resulting from Executive Session

President Pelatt announced that executive session has been recessed until the end of the regular meeting in order to allow the regular meeting to begin on time.

Agenda Item #5 – Resolution Amending District Compiled Policies Chapter 5 (Public Contracting Rules)

A. Open Hearing

President Pelatt opened the public hearing.

B. Staff Report

Keith Hobson, director of Business & Facilities, provided an overview of the memo included within the board of directors' information packet regarding proposed changes to the district's Public Contracting Rules contained in Chapter 5 of the District Compiled Policies (DCP). The proposed amendment to DCP 5 expands the opportunity to conduct the prequalification process to any project over \$1 million, where the size, complexity or other project-specific considerations warrants its use. This will ensure that bidders on larger and more complex projects have the experience and capacity to successfully complete them. He noted that the most recent rules on contractor prequalification in DCP 5 were adopted in March 2011 and allow for the use of prequalification only for bond trail projects valued at \$1 million or more. The proposed amendment would be designed to be a limited application of the prequalification process in order to ensure that it is not so widely used that it would diminish competition. There are several upcoming projects over the next few years that staff believe would benefit from the use of prequalification, including the Southwest Quadrant Community Park Project, Cedar Hills Park Project and the building improvements at the Tualatin Hills Aquatic Center.

Keith noted that the action requested this evening is that the board of directors, acting as the Local Contract Review Board, conduct a public hearing regarding the proposed changes and, pending the outcome of the public hearing, approve the resolution adopting the proposed changes as presented with an immediate implementation.

C. Public Comment

There was no public comment.

D. Board Discussion

Jerry Jones Jr. commented that this amendment should enable a more efficient way of moving forward on larger projects.

President Pelatt noted that he considered the proposed changes in terms of whether it would limit competition, but he believes that the amendment should allow a better end product without substantively reducing available competition. He especially appreciates the clause allowing contractors that may not have all of the required qualifications on their own to team with others.

E. Close Hearing

President Pelatt closed the public hearing.

F. Board Action

Jerry Jones Jr. moved that the board of directors, acting as the Local Contract Review Board, approve Resolution 2015-16 amending the Public Contracting Rules contained within Chapter 5 of the District Compiled Polices. Bob Scott seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Ali Kavianian	Yes
Bob Scott	Yes
Jerry Jones Jr.	Yes
Larry Pelatt	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #6 – Audience Time

Mitch Lea, 6630 SW Miles Court, Portland, is before the board of directors this evening regarding the board's recent decision to rename Hideaway Park to Babette Horenstein Memorial Park. He stated that he has lived in the Hideaway Hills neighborhood for 36 years. He submitted into the record a drawing of a proposal that Hideaway Park retain its original name, but that another sign be placed near the main park sign stating "In Memory of Babette Horenstein." He suggested that this would appease both the neighbors of the park in retaining the historical name of Hideaway Park, as well as honor the legacy of Babette Horenstein.

Greg Freuler, 6655 SW 67th Avenue, Portland, is before the board of directors this evening regarding the board's recent decision to rename Hideaway Park to Babette Horenstein Memorial Park. He stated that he has lived in the Hideaway Hills neighborhood for 21 years. He is opposed to the board's decision to rename Hideaway Park and noted that a petition with over 150 signatures has been collected of residents also opposed. He commented that while collecting the signatures, not one resident came forward in support of the proposed renaming and only one was indifferent; all others were opposed. He noted that the board's naming policy is at issue as well in that serving the community as a board member should not be viewed as hardship or sacrifice, but as an honor and privilege, and that the reward and satisfaction of the board members should only be knowing that the parks belong to the community and nothing more. He described the lack of public process for this renaming, stating that only one letter was received by the neighborhood. He suggested that the board was not truly interested in hearing the community's input on this matter and that the input the board did receive was dismissed. He requested that the board of directors reconsider the decision to rename Hideaway Park.

Jill Vaughan, 6645 SW Miles Court, Portland, is before the board of directors this evening regarding the board's recent decision to rename Hideaway Park to Babette Horenstein Memorial Park. She described her family's lengthy history in the Hideaway Hills neighborhood, beginning 60 years ago when her grandparents purchased a home there. She stated that she believes in the importance of preserving the area's history. She described her family's use of Hideaway Park and expressed appreciation for the improvements made to the park in recent years. She noted that she was not aware that the public process would be closed after the public outreach was concluded and that more assertive action would have been taken if they knew that this would be the result. She referenced the comments received by the board on this proposal, of which over 30 were opposed and only a few were in favor. She requested that the board of directors retain the historic name of Hideaway Park, noting that the park belongs to the community and that the board of directors is elected to represent the community it serves.

Rolf Anderson, 6640 SW Hickman Lane, Portland, is before the board of directors this evening regarding the board's recent decision to rename Hideaway Park to Babette Horenstein Memorial Park. He stated that he has lived in the Hideaway Hills neighborhood for 26 years and provided a brief history of Hideaway Park and the area around it. He referenced the minutes of the August 10, 2015, board meeting at which the decision to rename Hideaway Park was made and noted that there was no mention of the opposition received to the proposal: 31 opposed; 3 neutral; 2 in favor. He noted that other options were suggested by the neighbors, such as naming the wetland in the park in Babette Horenstein's honor. He questioned the impartiality of the board by voting unanimously in favor of the renaming, noting that voting on a matter related to a former board member appears to be a conflict of interest and he questions who represents the neighborhood which is opposed to the name change. He requested that the board of directors reconsider the decision to rename Hideaway Park and instead name the wetland at Hideaway Park in honor of Babette Horenstein.

Christiane Julhes, 6525 SW Hickman Lane, Portland, is before the board of directors this evening regarding the board's recent decision to rename Hideaway Park to Babette Horenstein Memorial Park. She stated that she has lived in the Hideaway Hills neighborhood for 49 years and is before the board this evening in support of her fellow neighbors' testimony. She requested that the board of directors reconsider the decision to rename Hideaway Park.

Pat Maguire, 6600 SW 67th Avenue, Portland, is before the board of directors this evening regarding the board's recent decision to rename Hideaway Park to Babette Horenstein Memorial Park. He recalled memories of using the park with his family, including volunteer work maintaining the park. Although he appreciates Babette Horenstein's service to the community, he suggested that a memorial bench or plaque be placed at the site in her honor rather than renaming the entire park. He offered to contribute \$100 to the bench or plaque, either of which would be a fitting tribute. He appreciates volunteers who donate their time, talent and resources, and understands the value Mrs. Horenstein contributed to the committee. He theorized the reason no opposition was voiced at the August 10, 2015, board meeting was because the comments submitted to the board prior to the meeting were overwhelmingly against the proposal and that he, along with his fellow neighbors, were shocked when they learned that the board approved the proposal anyway. He submitted a petition with over 150 signatures in opposition to the renaming into the record. He questioned who represents the wishes of the neighborhood if not the board of directors and requested that the board reconsider the decision to rename Hideaway Park.

Eldon Foster, 77 SW Moonridge Place, Portland, is before the board of directors this evening regarding the board's recent decision to rename Hideaway Park to Babette Horenstein Memorial Park. He stated that he is a former THPRD board member and that he served on the board with Babette Horenstein, although her length of service both preceded and continued after his service. He recalled that she must have attended approximately 500 board meetings through her service to THPRD, but that this was only a fraction of her service hours to the community. He recalled memories of their time serving on the board together and the important accomplishments of that time period, including the passage of the district's first significant bond measure and establishment of the district's partnership with the Beaverton School District, both in which Babette played a direct roll. He noted that, in his opinion, three people were instrumental in laying the foundation for the THPRD of today and one of those was Babette. He suggested that the only appropriate way to honor Babette would be to name a district-wide facility or complex in her honor. Although he does not see an urgency in establishing this naming, he requested that the board pass a resolution that any future district-wide facilities be considered for naming in honor of Babette Horenstein.

President Pelatt commented that if the board wished to rescind the renaming of Hideaway Park to Babette Horenstein Memorial Park, this would need to come back to the board on a future board meeting agenda and such a decision could not be made this evening. He confirmed that the board would work with district staff to consider the testimony received this evening, although the board may or may not choose to rescind the renaming. He committed to the topic being placed on a future meeting agenda and encouraged those who are interested to review upcoming meeting agendas in order to stay engaged. Those who testified this evening or who had provided comments through the initial public process would be notified as well.

Jerry Jones Jr. acknowledged the testimony received this evening, noting that the board serves over 230,000 constituents. He explained that the proposal to rename Hideaway Park was not only communicated to the neighborhood around Hideaway Park via mail, but was also placed on the district's website and social media in order to engage the feedback of the entire district. When only 30 residents out of the entire district reacted negatively, he understood the rest of

the district to be in support of the proposal. He expressed appreciation for the testimony received this evening and acknowledged that time was taken out of personal schedules and obligations in order to do so, which allowed the board to understand in greater detail how the surrounding neighborhood feels about the proposal. The board takes naming requests seriously, as it did when the Horenstein family approached the board, and the request was vetted through the board's naming policy. He does not want the audience this evening to feel like their comments were not heard and the fact that the board will reconsider this naming request emphasizes that the board listens to their constituents.

John Griffiths commented that no residents attended the August board meeting at which this decision was made. The agendas are published and posted in advance and the public is always welcome to attend the board meetings. He also noted that this is the first time that the district has used its board naming policy and that the board is learning as it goes in this case.

President Pelatt agreed with John's comment that this is the first time that the board has used its naming policy, noting that the board spent a lot of time discussing how the district could recognize extraordinary individuals who have made great contributions, such as Babette. As this was the first time the board went through this process, perhaps it was done too quickly. The board will review the testimony received this evening and reconsider the previous decision, although that does not necessarily mean that the outcome will be different. In the meantime, he encouraged those interested to stay engaged in this process and review upcoming agendas.

Agenda Item #7 – Board Time

Bob Scott referenced the Management Report included within the board of directors' information packet and asked for additional information regarding the new trail constructed within Lowami Hart Woods Natural Area.

- ✓ Bruce Barbarasch, superintendent of Natural Resources & Trails Management, noted that the referenced trail was originally an unpermitted, user-created trail that the district later permitted and rerouted into a year-round gravel trail providing more reasonable access than the previous alignment.

John Griffiths commented on the district's choice of vehicle color for its fleet. He noted that most other local municipal vehicle fleets are also white and that a different color choice for our vehicles would help our fleet stand out from the rest. He described the blue fleet of Clean Water Services and how those vehicles are immediately identifiable and also echo the agency's focus on clean water. He acknowledged that one of the reasons white is used is that it is a standard color that never changes from year to year, while the auto manufacturers will have different shades of green, as an example, each year. However, Clean Water Services uses the different shades of blue each year as the auto manufacturers change the shades. He wonders whether it would be beneficial for the district, from a marketing standpoint, to consider changing the color of the fleet for the same reasons of being easily identifiable and to echo the district's mission.

- ✓ The other board members agreed that they would be open to further discussion on this concept as long as it is implemented as new vehicles are purchased; not repainting the current fleet or purchasing new vehicles solely due to paint color.
- ✓ General Manager Doug Menke noted that staff would compile information on this concept and provide it to the board for review.

Jerry Jones Jr. commented that he recently attended the National Recreation & Park Association annual conference and that he was impressed by the name recognition THPRD enjoys on a national level, as was evident by a number of fellow attendees he spoke with.

Agenda Item #8 – Consent Agenda

Bob Scott moved that the board of directors approve consent agenda items (A) Minutes of August 14, 2015 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Southwest Quadrant Community Park Construction Manager, and (E) Solicitation for Brand Name Exemption for Roofing Material. Ali Kavianian seconded the motion. Roll call proceeded as follows:

Jerry Jones Jr.	Yes
John Griffiths	Yes
Ali Kavianian	Yes
Bob Scott	Yes
Larry Pelatt	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #9 – Unfinished Business

A. Strategic Plan and Service and Financial Sustainability Plan

Seth Reeser, operations analysis manager, provided an overview of the memo included within the board of directors' information packet regarding a status update on the Strategic Plan and Service and Financial Sustainability Plan adopted by the board of directors in December 2013, via a PowerPoint presentation, a copy of which was entered into the record. Seth noted that, since adoption, staff have been working with the board of directors on updating district policies based on the recommendations within these plans, as well as the development of related functional plans. Staff are beginning the planning and budgeting process for the 2016/17 fiscal year and the Strategic Plan and Service and Financial Sustainability Plan will be the foundation for this process. As such, staff have prepared a status update on the two plans, which is also included within the board of directors' information packet. The update reflects which items are completed, underway and ongoing, in progress, or have not yet been started. Seth offered to answer any questions the board may have.

Bob Scott inquired regarding the process used if a goal or action step no longer makes sense.

- ✓ Seth replied that staff are currently working on an internal procedure to use in these cases. For example, one of the recommendations is that the district participate in welcome wagon kits; however, staff are unsure whether welcome wagon kits are produced any longer, so this recommendation may no longer be viable for the district.

Jerry Jones Jr. asked whether the information included within the status updates could be sorted by status (i.e. items completed, underway and ongoing, in progress, or not yet started).

- ✓ Seth confirmed that this could be provided.

B. General Manager's Report

General Manager Doug Menke provided an overview of his General Manager's Report included within the board of directors' information packet, including the following:

- THPRD Staff Representation at CPO & NAC Meetings
 - Bob Wayt, director of Communications & Outreach, provided an update regarding the district's increased emphasis on community outreach via regular contact with Neighborhood Association Committees (NAC) and Citizen Participation Organizations (CPO). Each NAC and CPO within THPRD boundaries has been assigned a management employee to give a brief presentation at each meeting, answer questions, and serve as a key contact.
- SDC Methodology and Administrative Procedures Guide Update
 - Keith Hobson, director of Business & Facilities, provided an update regarding the district's update to its SDC Methodology and Administrative Procedures Guide, which were last updated in late 2007 and 2006, respectively. The current project

timeline has a public hearing and potential board approval tentatively scheduled for the December Regular meeting.

- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Jerry Jones Jr. inquired how the feedback has been from the CPOs and NACs regarding the district's new involvement.

- ✓ Bob replied that the feedback has been very positive, noting that the CPOs and NACs are excited to have a THPRD representative available on an ongoing basis.

Jerry asked if the district had considered presenting the Hideaway Park renaming issue to the appropriate CPO and/or NAC.

- ✓ Bob confirmed that Aisha had made a presentation to CPO 3, which serves the Garden Home area, on the Hideaway renaming topic.
- ✓ Aisha Panas, director of Park & Recreation Services, commented that the typical process would be for the THPRD representative to provide a brief update to the CPO or NAC on relevant topics and if there is interest in more information on a specific topic, a formal presentation could be arranged by the appropriate district staff. The hope is that district staff can constantly feed information relevant to those specific neighborhoods through the THPRD representatives in order to provide a single point of contact.

Jerry Jones Jr. noted that the district used a public task force during its last SDC methodology update and inquired how the district is facilitating public input through the current process.

- ✓ Steve Gulgren, superintendent of Design & Development, replied that district staff have been in contact with the Homebuilders Association regarding the update.

Jerry suggested communicating with other local government agencies involved early on, which can help expedite the process.

Hearing no further questions, President Pelatt recessed the regular meeting.

Agenda Item #2 – Executive Session (A) Land

President Pelatt reconvened executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions per ORS 192.660 (2)(e), which allows the board to meet in executive session to discuss the aforementioned issue.

Agenda Item #3 – Call Regular Meeting to Order

President Pelatt reconvened the regular meeting at 8:55 pm.

Agenda Item #4 – Action Resulting from Executive Session

Jerry Jones Jr. moved that the board of directors authorize staff to acquire a property in the northeast quadrant of the district subject to standard due diligence review and approval by the general manager. The general manager is authorized to negotiate terms of closing, including site conditions and lease-back agreement. Upon further review and analysis and extinguishment of easements benefiting the property, staff may sell all or a portion of the property not needed for park purposes. Bob Scott seconded the motion.

Roll call proceeded as follows:

John Griffiths	Yes
Ali Kavianian	Yes
Jerry Jones Jr.	Yes
Bob Scott	Yes
Larry Pelatt	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 9 pm.

Larry Pelatt, President

Jerry Jones Jr., Secretary

Recording Secretary,
Jessica Collins