



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, June 20, 2016, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 5:30 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 – Executive Session (A) Personnel (B) Land

President Larry Pelatt called executive session to order for the following purposes:

- To consider the employment of a public officer, employee, staff member or individual agent, and
- 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)(a) and (e), which allows the board to meet in executive session to discuss the aforementioned issues.

President Pelatt noted that representatives of the news media and designated staff may attend executive session. 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 returned to open session and welcomed the audience into the room.

Agenda Item #2 – Call Regular Meeting to Order

The Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Larry Pelatt on Monday, June 20, 2016, at 7 pm.

Agenda Item #3 – Action Resulting from Executive Session

Bob Scott moved that the board of directors accept the general manager's evaluation as presented and authorize a compensation increase equal to the Cost of Living Adjustment (COLA) and a bonus amount of 9% of base salary. Ali Kavarianian seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Bob Scott moved that the board of directors approve to fund the bonus pool at the amount specified within District Compiled Policies Chapter 4. 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 #4 – Election of Officers for Fiscal Year 2016/17

President Larry Pelatt opened the floor to nominations for board officers for fiscal year 2016/17, taking effect on July 1, 2016.

John Griffiths nominated Jerry Jones Jr. to serve as president of the Tualatin Hills Park & Recreation District Board of Directors for fiscal year 2016/17. Bob Scott seconded the nomination. Hearing no further nominations, roll call proceeded as follows:

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

The nomination to elect Jerry Jones Jr. to serve as president for fiscal year 2016/17 was UNANIMOUSLY APPROVED.

Jerry Jones Jr. nominated Ali Kavianian to serve as secretary of the Tualatin Hills Park & Recreation District Board of Directors for fiscal year 2016/17. Bob Scott seconded the nomination. Hearing no further nominations, roll call proceeded as follows:

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

The nomination to elect Ali Kavianian to serve as secretary for fiscal year 2016/17 was UNANIMOUSLY APPROVED.

Larry Pelatt nominated Bob Scott to serve as secretary pro-tempore of the Tualatin Hills Park & Recreation District Board of Directors for fiscal year 2016/17. Jerry Jones Jr. seconded the nomination. Hearing no further nominations, roll call proceeded as follows:

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

The nomination to elect Bob Scott to serve as secretary pro-tempore for fiscal year 2016/17 was UNANIMOUSLY APPROVED.

Agenda Item #5 – Beaverton American Legion Post #124

Fred Meyer, Adjutant for The American Legion Beaverton Post #124, presented a plaque to the THPRD Board of Directors in appreciation of the district's long-standing partnership with Post #124 for Veterans Memorial Park. THPRD works cooperatively with Post #124 to display and maintain all memorials and to manage all commemorative public events at the park. Fred acknowledged the efforts of district maintenance staff for the events held at the park as well as upkeep of the

grounds. He commented that the City of Lake Oswego has visited Veterans Memorial Park several times in order to use it as a model in the development of their new park honoring veterans.

- ✓ President Pelatt thanked the post on behalf of the board for the recognition, noting that the district appreciates the post for their involvement and dedication to the park and that it is a true partnership effort where one would not exist without the other.

Agenda Item #6 - Budget Hearing: Resolution Adopting the Fiscal Year 2016/17 Budget, Levying Taxes and Making Appropriations

A. Open Hearing

President Pelatt opened the Budget Hearing.

B. Staff Report

Keith Hobson, director of Business & Facilities, provided a brief 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 2016/17 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 Pelatt closed the budget hearing.

F. Board Action

Jerry Jones Jr. moved that the board of directors approve Resolution 2016-10 to adopt the 2016/17 budget, make appropriations, and levy ad valorem taxes. Ali Kavianian seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #7 – Audience Time

Elizabeth Hathaway, 2240 SW 87th Avenue, Portland, is before the board of directors this evening regarding safety concerns at the Tualatin Hills Aquatic Center. She read from a letter of testimony, a copy of which was entered into the public record and which was signed by seven individuals. She also read from an additional letter of testimony from Mike Skeel, a copy of which was entered into the public record and which was signed by seven individuals. She stated their concerns as follows:

- The deep end of the 50-meter pool at the aquatic center was recently closed to lap swimmers after decades of use due to safety and budget issues. Non-competitive lap swimmers have been consolidated to the center of the pool, resulting in multiple users per lane, which increases the chance of unintended contact with another swimmer.
- The uniqueness of the pool with its dive well should require two lifeguards positioned at opposite sides of the pool regardless of the number of swimmers.

- The current level of funding for the aquatic center is inadequate in order to assure the use of the entire pool for its many programming needs, which is why this matter is being brought to the attention of the board.
- Their recommendations are:
 - At least two lifeguards should be the operating standard for the pool at all times.
 - The cost recovery percentage for the pool should be reconsidered due to its uniqueness.

She concluded by stating that implementation of the recommendations may mitigate the bad will that has been generated by closing the deep end of the pool and help pass future bond levies.

John Griffiths asked for clarification regarding why the deep end has been closed to lap swimmers.

- ✓ Aisha Panas, director of Park & Recreation Services, noted that this change was made due to new information on lifeguard coverage for similar facilities that Aquatics staff recently received at a conference. It has been determined that one lifeguard cannot appropriately supervise the deep end of the pool. Staff has also been moving toward cost recovery targets and the level of activity occurring in the deep end of the pool during lap swim does not support having a second lifeguard on duty. In addition, an analysis of local and regional pools was completed, finding that it is much more common for lap swimmers to share lanes than to have private use.

John questioned whether this change could have a detrimental effect on cost recovery as patrons choose to swim elsewhere. He inquired what the patron threshold is to staff two lifeguards.

- ✓ Sharon Hoffmeister, superintendent of Aquatics, noted that the district's lifeguarding standard, which is based on state standards, is one lifeguard per 40 patrons. One of the district's lifeguards had detected a hazard in the deep end of the 50-meter pool in that he was unable to see the bottom. Additionally, there is not enough activity in the pool during morning/afternoon lap swim in order to bring on an additional lifeguard so the space was reduced. However, there are never less than nine lanes available, which adequately cover the current usage of between 12 and 15 patrons. She has heard that a few lap swimmers have gone elsewhere, such as to Beaverton Swim Center. While it was a hard decision, it did not make fiscal sense to keep a second lifeguard staffed during lap swim.
- ✓ General Manager Doug Menke noted that while this particular program area has been reduced, the district offers a substantial lap swim program overall.

John asked for confirmation that the reduction in pool space was driven by the identified safety hazard.

- ✓ Doug confirmed this, noting that the solution to the safety hazard was to add a lifeguard, but the patron numbers for the program did not justify adding another lifeguard.

Elizabeth commented that she recently witnessed nine patrons in the pool with two lifeguards.

- ✓ Sharon noted that the district's spring lesson programs had just ended and there was staff available so two lifeguards were staffed with 20 lanes open, but only nine lanes were used, which does not make sense in terms of cost recovery. The district needs to be efficient in the use of its space and consideration has even been given to closing the facility during the slowest usage hours, between 1:30 and 3 pm. So far, this has been avoided through being creative with the use of space and appropriate staffing levels.

Jerry Jones Jr. asked for confirmation that the testimony this evening is not due to a lack of lanes available, but rather the inconvenience of sharing a lane with another swimmer.

- ✓ Elizabeth described the safety concerns that arise when more than one swimmer shares a lane, including being inadvertently hit or dove upon. The single lifeguard's role becomes more challenging due to those swimmers who are unfamiliar with the rules of lap swimming using the same lane as more experienced swimmers and effectively lessens the safety of all of the lap swimmers.

John commented that there appears to be an adaptation period needed for users to learn how to share lanes.

- ✓ Elizabeth replied that there will always be new swimmers coming into the program.

Ali Kavianian asked whether there are instructions for patrons as they come into the facility about how to properly share lanes during lap swim.

- ✓ Elizabeth confirmed this, noting that another issue is slow swimmers using the fast lanes and vice versa. She commented that the lap swim hour between 8 and 9 am in particular has many users that are recovering from surgery or other physical conditions that make it challenging to share a lane.

President Pelatt commented that although the board can take this evening's testimony under consideration, there is also a matter of the responsible use of taxpayer funds, which is of paramount concern to everyone. He requested that district staff conduct a secondary review of the impact that adding a second lifeguard would have to the aquatic center's cost recovery and what the benefit of doing so would be for the public.

Ginny Baynes, 7040 SW Canyon Crest Drive, Portland, is before the board of directors this evening regarding lap swim concerns at the Tualatin Hills Aquatic Center. She commented that the change made to reduce lap swim from the entire 50-meter pool to just the middle lanes happened overnight. The lifeguards on duty that morning were not aware of the reasons behind the change. She suggested that a more reasonable implementation plan would have been to staff a second lifeguard for a few more days in order to educate the entire staff regarding why the change was being made prior to implementation, and to also provide notice to the current lap swimmers that a change would be coming. She feels less safe now due to sharing lanes and is worried that she could be physically harmed by another swimmer. In addition, there will only be more lap swimmers over time, especially those in the older age brackets, which should be taken into consideration and may cause the district to reconsider its cost recovery structure.

James Lilley, 10760 SW Wakefield Street, Portland, is before the board of directors this evening regarding lap swim concerns at the Tualatin Hills Aquatic Center. He stated that he has been a lifeguard in the past, including for a year at the Tualatin Hills Aquatic Center, and that he can speak from experience that almost regardless of the number of patrons in the pool, one lifeguard is not enough for the 50-meter pool. It is too large with too much light reflection. If there is only one lifeguard on duty, that same lifeguard cannot be expected to advise lap swimmers of the rules since speaking with them would mean that the lifeguard would take his or her eyes off the pool. It should not be a matter of how many patrons per lifeguard, but rather the overall size of the pool.

President Larry Pelatt thanked the public for their testimony this evening, noting that district staff would conduct a secondary review of the information that led to this decision.

Agenda Item #8 – Board Time

John Griffiths suggested that the board consider scheduling joint meetings with other local jurisdictional governing bodies, such as the councils for City of Beaverton and Metro.

Jerry Jones Jr. suggested that the board consider having a standing agenda item for the board liaisons to the district's three advisory committees in order to provide an update on each committee's activities.

Agenda Item #9 – Consent Agenda

Bob Scott moved that the board of directors approve consent agenda items (A) Minutes of June 6, 2016 Regular Board Meeting, (B) Resolution Authorizing Non-Revolving Line of

Credit, (C) Aquatic Center Renovation Project – Phase One Roofing, and (D) Aquatic Center Renovation Project – Phase One HVAC. 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 #10 – Reconvene Executive Session (A) Land

President Larry Pelatt reconvened executive session for the purpose of conducting 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 executive session. 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 returned to open session and welcomed the audience into the room.

Agenda Item #11 – Reconvene Regular Meeting

The Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was reconvened by President Larry Pelatt on Monday, June 20, 2016, at 9:20 pm.

Agenda Item #12 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #13 – Adjourn

There being no further business, the meeting was adjourned at 9:20 pm.

Larry Pelatt, President

Jerry Jones Jr., Secretary

Recording Secretary,
Jessica Collins