



Tualatin Hills Park & Recreation District
Parks & Facilities Advisory Committee Meeting Notes

FCSC Sequoia Room
July 19, 2016 @ 6:30 p.m.

In Attendance:

Committee Members: Kevin Apperson, Virginia Bruce, Krista Mancuso, Layton Rosencrance, Nanda Siddaiah,

Staff: Jon Campbell, Jerry Jones (board member)

Guests:

Absent: Sharad Mishra, Galit Pinker, Sue Rimkeit

I. Joint Advisory Committee Meeting

- a. Bruce Barbarasch called the meeting to order and provided a welcome activity.
- b. Staff presentations provided by:
 - i. Sharon Hoffmeister, Superintendent of Aquatics
 - ii. Jon Campbell, Superintendent of Maintenance
 - iii. Bruce Barbarasch, Superintendent of Natural Resources

II. Parks & Facilities Advisory Committee Call to Order by Layton Rosencrance at 7:10 p.m.

III. Approval of Minutes: Virginia asked that the minutes from the previous June 21st meeting correctly reflect that she asked whether lawns could be replaced with low-maintenance lawns or native planning (under IV(e)(iii)). Virginia then made a motion to approve the minutes as amended from June 21, 2016. Kevin seconded the motion and the minutes were unanimously approved.

IV. Old Business:

a. Willow Creek Boardwalk Update

- i. Committee discussed site visits or personal visits by committee members to the boardwalk.
- ii. Jon provided historical info regarding past improvements on the boardwalk and why there is a current need to find material to replace existing decking.
- iii. THPRD's current plan is to research and purchase 3 or 4 (10' sections) different types of decking materials that will be used as test spots along different sections of the trail before the end of October 2016.
- iv. THPRD's goal is to have the users/neighbors choose a material they prefer, ultimately replacing the existing decking with it in the future.
- v. A team of THPRD staff has been selected to work in specific areas Jon provided to the committee.
- vi. Jerry suggested getting on the local HOA agenda.
- vii. Virginia inquired about safety records/incident reports from accidents on the boardwalk.

- viii. Jon reported that signs were installed requiring cyclists to walk bikes.
- ix. Virginia suggested including local neighbors for physical help in the improvements.
- x. Jerry suggested checking with the Planning Dept.
- xi. Virginia is going to check with Citizen Participation Organization and put it in the Cedar Mill News newsletter

b. Lead Update

- i. Jon provided an update on the lead testing:
 - Phase 1: THPRD tested the fountains at the two facilities with the oldest domestic piping (Sunset and Harman). Harman's results detected no lead. Sunset's results show 3 of 4 tests with no detection and 1 with .002 on the first draw (then no detection with the second draw). The EPA recommends action to be taken if the reading is .15 or higher. The .002 result is well below this threshold.
 - Phase 2: THPRD hired licensed professional consultant to take 163 different samples of water from all potential drinking water sources inside THPRD facilities (fountains and faucets) to be tested. Jon is currently waiting for results and anticipates those within the next couple of weeks.
 - Phase 3 (what's next): The outcome of test results will determine THPRD's next move. If any source exceeds the EPA action point, THPRD will take the source out of service immediately and review options for mitigation or abatement.
 - Jon plans on getting quotes to have outdoor fountains and other water sources tested in the near future.
- ii. The committee discussed the funding of the lead testing
- iii. Virginia recognized Jon's ability to keep his department under budget.

V. New Business:

a. 2016-2017 Capital Project Updates

- i. Jon provided updates on:
 - Athletic Facilities Replacement & Repairs
 - Parks Department
 - Virginia suggested using Naturescaping for Clean Rivers as a resource
 - Buildings & Pools
 - Fleet & Equipment
 - Old equipment goes on state auction or is purchased by other entities.
- ii. Jon has a project calendar with a budget, project manager/coordinator to keep all the various projects on track and the managers accountable.

- iii. Virginia discussed interpretive signs for all parks and brought a photo of an example of one she found in a park outside of Tillamook. Jon said that Natural Resources has interpretive signs. Virginia shared an experience where she got lost due to a trail lacking way-finding signs. Jon to pass along the idea to the Planning Department to inquire if there are any future plans to install interpretive signs when new parks are being built.

b. Matching Grant Funds

- i. Each year there is a matching grant (approximately \$7,500) that the committee can decide what to do with and must spend by the end of the fiscal year.
- ii. Jon discussed last year's successful grant and the process.
- iii. Current ideas: Redoing the community garden at Eichler Park, test sites at Willow Creek Boardwalk, and Virginia's interpretive sign idea.
- iv. Nanda suggested lights for the tennis court but that project is likely too expensive for this list.
- v. Jerry suggested Jon provide a list of past Matching Grant Fund projects to the committee members for ideas.
- vi. The committee will continue the discussion at the next meeting.

VI. Committee Members Time:

- a. Nanda discussed the current 60-minute courtesy limit on the tennis courts for both singles and doubles, and asked about extending the time limit for doubles to 90 minutes. Jon is going to direct Nanda to courts less likely to have waiting lines.
- b. Virginia discussed the THPRD website, which was redone again but she finds that it still doesn't provide her the information she is looking for and she finds the interface clunky. She asked if the committee can make suggestions for the website that Jon can send up to the appropriate persons. Jon said he requested a meeting with Communications staff to discuss project information, and asked that committee members review the website and look for information for something they are interested in, and then bring back your thoughts to our next committee meeting so Jon can take that information to his meeting. Jerry volunteered that he often hears people saying they "didn't know that THPRD did that." Virginia wants more information out about THPRD. Nanda asked about the possibility from diverting money from printed programs that are mailed out to the website. Virginia also suggested an app.

Action Items:

- Jon to pass along Virginia's idea to the Planning & Development Department, ask if they have any future plans for interpretive signing at sites.
- Jon to provide a list of Matching Grant Funded projects to committee members for ideas.
- Jon asks Tennis Staff (Brian Leahy) about the 60-minute courtesy limit; is there a chance in extending it to 90-minutes?
- Jon asks Athletic Facilities staff input on low-use tennis court sites (in very good condition), pass that information on to the group.
- Committee members review the website; bring back your thoughts to the next meeting. Jon will forward members input to the Communications staff.

Next Meeting: September 20, 2016

Meeting adjourned: 8:05 p.m.

Respectfully submitted by Jon Campbell

Recording Secretary: Krista Mancuso