



## 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 Tuesday, June 19, 2018, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6:00 pm; Regular Meeting 7:00 pm.

Present:

Ali Kavianian	President/Director
Felicita Monteblanco	Secretary/Director
John Griffiths	Secretary Pro-Tempore/Director
Wendy Kroger	Director
Holly Thompson	Director
Doug Menke	General Manager

### Agenda Item #1 – Executive Session (A) Legal (B) Land

President Kavianian called executive session to order for the following purposes:

- To consider information or records that are exempt by law from public inspection, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Executive session is held under authority of ORS 192.660(2)(e)&(f), which allows the board to meet in executive session to discuss the aforementioned issues.

President Kavianian noted that the news media and designated staff may attend executive session. Representatives of the news media were 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 welcomed the audience into the room.

### Agenda Item #2 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, June 19, 2018, at 7:05 pm.

### Agenda Item #3 – Action Resulting from Executive Session

**Felicita Monteblanco moved that the board of directors authorize staff to grant a right-of-way easement, temporary construction easement and quit claim deed in the northeast quadrant of the district, subject to the standard due diligence review and approval by the general manager. Wendy Kroger seconded the motion. Roll call proceeded as follows:**

Holly Thompson	Yes
John Griffiths	Yes
Wendy Kroger	Yes
Felicita Monteblanco	Yes
Ali Kavianian	Yes

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #4 – Election of Officers for Fiscal Year 2018/19**

President Kavianian opened the floor to nominations for board officers for fiscal year 2018/19, effective July 1, 2018.

**Wendy Kroger nominated Ali Kavianian to serve as president of the Tualatin Hills Park & Recreation District Board of Directors for fiscal year 2018/19. John Griffiths seconded the nomination. Hearing no further nominations, roll call proceeded as follows:**

<b>Ali Kavianian</b>	<b>Yes</b>
<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>Wendy Kroger</b>	<b>Yes</b>
<b>Holly Thompson</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>

**The nomination to elect Ali Kavianian to serve as president for fiscal year 2018/19 was UNANIMOUSLY APPROVED.**

**Holly Thompson nominated Felicita Monteblanco to serve as secretary of the Tualatin Hills Park & Recreation District Board of Directors for fiscal year 2018/19. Wendy Kroger seconded the nomination. Hearing no further nominations, roll call proceeded as follows:**

<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>Wendy Kroger</b>	<b>Yes</b>
<b>Holly Thompson</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>
<b>Ali Kavianian</b>	<b>Yes</b>

**The nomination to elect Felicita Monteblanco to serve as secretary for fiscal year 2018/19 was UNANIMOUSLY APPROVED.**

**John Griffiths nominated Wendy Kroger to serve as secretary pro-tempore of the Tualatin Hills Park & Recreation District Board of Directors for fiscal year 2018/19. Felicita Monteblanco seconded the nomination. Hearing no further nominations, roll call proceeded as follows:**

<b>Wendy Kroger</b>	<b>Yes</b>
<b>Holly Thompson</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>
<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>Ali Kavianian</b>	<b>Yes</b>

**The nomination to elect Wendy Kroger to serve as secretary pro-tempore for fiscal year 2018/19 was UNANIMOUSLY APPROVED.**

**Agenda Item #5 – Presentation: Recognition of Fred Meyer**

President Kavianian recognized community member Fred Meyer for his longtime volunteer service to and support of the Tualatin Hills Park & Recreation District. Fred has been instrumental in helping facilitate the partnership between THPRD and the American Legion Beaverton Post 124 in the operation and management of Beaverton Veterans Memorial Park. In addition to serving on the Parks Bond Citizen Oversight Committee, Fred also deserves recognition for his past leadership on Community Participation Organization 7, the Bethany Neighborhood Coalition, and the Stakeholder Working Group for the planning of North Bethany, where he advocated successfully for land to be set aside for parks and trails. In addition, he worked closely with THPRD on the creation and development of Kaiser Woods Park. President Kavianian thanked Fred for his dedication and volunteerism in his service to our country, community and THPRD.

- ✓ Fred thanked the board for the recognition this evening, noting that he is humbled and simply acts when he sees something that needs to be done, which was a lesson imparted upon him by his parents.

**Agenda Item #6 - Budget Hearing: Resolution Adopting the Fiscal Year 2018/19 Budget, Levying Taxes and Making Appropriations**

**A. Open Hearing**

President Kavianian 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 2018/19 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 Kavianian closed the budget hearing.

**F. Board Action**

**Felicita Monteblanco moved that the board of directors approve Resolution 2018-12 to adopt the 2018/19 budget, levy ad valorem taxes, and make appropriations. Holly Thompson seconded the motion. Roll call proceeded as follows:**

<b>Wendy Kroger</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>
<b>Holly Thompson</b>	<b>Yes</b>
<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>Ali Kavianian</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #7 – Unfinished Business**

**A. 2008 Bond Program**

Gery Keck, superintendent of Design & Development, introduced Bruce Barbarasch, superintendent of Nature & Trails, and Tim Bonnin, senior park planner, to provide an update on the remaining projects in the 2008 bond program, as well as the bond program's overall financial status. He noted that staff is seeking board input on two projects: North Bethany Trail Segment #2 and the Southwest Quadrant Youth Athletic Field, and that staff will return to the board at the October meeting with recommendations for the board's consideration of approval.

Gery, Bruce and Tim provided an overview of the following 2008 Bond Measure projects via a PowerPoint presentation, a copy of which was entered into the record:

- Natural Resources Restoration
  - A majority of the 46 natural resources projects are complete or in the final phase of the typical five-year restoration cycle.
  - A few projects not yet started are associated with other development-based capital projects and eight projects are listed as on hold.
- Cedar Hills Park Redevelopment
  - The project's construction contract was approved by the board on May 8, 2018, followed by board approval of the district-purchased materials on June 12, 2018.

- Preparation of the site began in January 2018 with the installation of construction fencing and erosion control. Staff anticipates final permits for construction this month with project completion anticipated for fall 2019.
- Somerset West Park Redevelopment
  - Staff is currently working on the land use process. Land use and wetland approvals are anticipated by January 2019, with final documents, permitting and construction to be complete by fall 2020.
- Northwest Quadrant Youth Athletic Field
  - This natural turf youth athletic field is located adjacent to Living Hope Church. Staff is in negotiation with the church to amend the shared parking and access agreement to the field. Once a final agreement is executed, the project will be submitted for county land use.
  - The preferred master plan will be presented to the board at the August 2018 regular board meeting and construction is anticipated for June 2020.
- North Bethany Trail Segment #2
  - In 2009, THPRD hired a consultant for the Rock Creek and North Bethany Trails project to complete three segments, but only the two Rock Creek Trail segments were built.
  - The North Bethany Trail #2 segment was deferred when the land use application was appealed by an adjacent homeowner. At a February 2012 state hearing, the Land Use Board of Appeals denied the land use application for the trail segment.
  - In January 2018, staff revisited the project and explored various trail widths and materials to reduce costs and distance the trail from the adjacent homeowner's property line. Staff also contacted Washington County to discuss the Springville Road widening and Portland Community College Rock Creek entry road alignment project to understand how these improvements may affect the North Bethany Trail #2 segment.
  - The review revealed that modifying the width and materials of the trail would not lower project costs within the range of the allocated bond funding. It was also realized that the on-street neighborhood connection from the regional trail to the future community college entry road would be a similar experience to the proposed North Bethany Trail Segment #2 connection.
- Southwest Quadrant Youth Athletic Field
  - Staff have evaluated the current athletic field needs and available properties within the Southwest Quadrant and have determined that the district has sufficient traditional athletic fields in this quadrant that meet the current demand.
  - Based on the inventory of traditional athletic fields in the Southwest Quadrant, and the district's commitment to athletic facility allocation for non-mainstream sports, staff recommends building a multipurpose sport court on district-owned property adjacent to Mountain View Champions Park.
  - This would fulfill the district's Southwest Quadrant Youth Athletic Field obligation and could include potential emerging sports such as pickleball and/or futsal.

#### North Bethany Trail Segment #2

Wendy Kroger asked if the street proposed to be used in lieu of North Bethany Trail Segment #2 is an arterial road and has sidewalks.

✓ Tim replied that it is classified as a neighborhood street and does have sidewalks.

Wendy inquired whether the topography of the street is better than Segment #2 would be.

✓ Gery replied it is comparable.

Holly Thompson asked who is responsible for maintaining the sidewalks given that this is located in unincorporated Washington County.

- ✓ Gery replied that staff would research the answer to this question.

General Manager Doug Menke commented on the original route for Segment #2 ending at Springville Road without a designated crossing should the trail user desire to cross the road to the Portland Community College Rock Creek Campus. Whereas, the proposed on-street route leads the trail user directly to a signalized intersection with crosswalks to the campus.

- ✓ Holly stated that she appreciates the creative thought process in this recommendation and that it makes sense, especially given the safety issues of crossing Springville Road without a designed crosswalk.
- ✓ President Kavianian expressed agreement with the proposal, as well.

#### Southwest Quadrant Youth Athletic Field

Felicita Montebalanco expressed support for the proposal, noting that this particular area of Aloha and Beaverton has a very diverse population and is only increasing in density. She noted that her love of futsal comes from the fact that it is accessible and low-cost, a lot of kids can play on a court, and that it is not culturally specific and is of interest to a diverse population. It is also a desired amenity currently lacking within THPRD boundaries.

- ✓ Doug added that futsal does not require a referee should players start a pickup game.
- ✓ John Griffiths noted that his son plays futsal and that there are limited locations to play.

Wendy described the difficulty in exiting the property due to the current traffic pattern and volume and asked if there are any vehicular access improvements planned for the future.

- ✓ Gery noted that a traffic impact study would be required for the project, which would determine what, if anything, would need to be changed with the entry.

#### **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:

- Afterschool Programs
  - Aisha Panas, director of Park & Recreation Services, provided an overview of the district's afterschool programs via a PowerPoint presentation, a copy of which was entered into the record. Staff recently conducted a review of afterschool programming in THPRD's three recreation centers: Conestoga, Cedar Hills, and Garden Home. The review established information about current enrollment and outlined constraints on further expansion at each of the sites. Next steps for the program include looking for opportunities to expand to more schools within the Beaverton School District (BSD), as well as exploring partnership opportunities with organizations like the Beaverton Police Activities League.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Holly Thompson expressed support for THPRD reaching out to BSD in the interest of expanding afterschool program opportunities, noting that THPRD is a natural fit to provide such services in partnership with BSD. She also asked that consideration be given to banning outside electronics during such programs.

Wendy Kroger expressed support as well and asked staff to keep the board members informed as to whether they could help facilitate the process by reaching out to BSD board members.

Felicita Montebalanco also expressed support and suggested that this might be a great opportunity to reach out to culturally-specific groups such as the Muslim Educational Trust, Centro Cultural and Adelante Mujeres. She also asked staff to take this topic into consideration

when conducting the district's scholarship program assessment, including any opportunities in relation to Title I schools and giving access to as many children as possible.

John Griffiths asked for additional information regarding THPRD's existing afterschool programs, such as hours and activities. He noted that it sounds like any excess capacity would be quickly filled if BSD were to provide transportation from the schools to THPRD's programs.

- ✓ Aisha provided an overview of the centers with additional capacity.
- ✓ Eric Owens, superintendent of Recreation, provided an overview of afterschool program hours and activities.

President Kavianian expressed support as well, noting that THPRD has limited resources and that he is excited to see this being explored through the aspect of partnership in that providing healthy opportunities for children during the time between when school lets out and parents arrive home from work is critical for the community as a whole.

General Manager Doug Menke commented that one of the complexities in taking an aspirational look at this program is that it is easy to see how large it could become; however, a challenge arises in finding the funding to be able to create the opportunity. THPRD's cost recovery model would need to be taken into consideration, as would its scholarship fund, which currently accounts for a little over \$200,000 annually, or \$300,000 fully loaded. Some grant funding may be available, but a careful approach to balancing resources will be necessary.

#### **Agenda Item #8 – Audience Time**

Ben Sturtz, 4150 SW Moody Avenue, Portland, is before the THPRD Board of Directors this evening as the Housing Development Project Manager for REACH Community Development. Mr. Sturtz also entered written testimony into the record on behalf of Jessica Woodruff, Director of Housing Development for REACH. He noted that one of their next affordable housing developments will be constructed in downtown Beaverton and that Washington County's System Development Charges (SDCs) are the highest of the regions that they serve. REACH would be appreciative of any relief THPRD could provide in helping keep their development affordable. The "R" in REACH stands for recreation and they are committed to providing recreational opportunities within their developments such as playgrounds, fitness rooms, and community gardens. He encouraged the THPRD Board of Directors to waive district SDC fees for affordable housing developments.

- ✓ President Kavianian requested that REACH keep the district informed of their new Beaverton development as soon as their process allows.

David Gutzler, 8765 SW Cortez Court, Beaverton, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Mr. Gutzler described his family's involvement in THPRD programs, noting that they are appreciative of the services provided by the district. He described the downsizing taking place across the region due to rising rents resulting in people moving from houses to apartments to studio apartments and tiny homes, and noted the importance of children having a stable home environment. He described how affordable housing developments are able to somewhat control the increasing costs of construction through economy of scale, elimination of waste and standardization; however, development costs, such as SDCs, can be up to 20% of the total cost of a project and are not as flexible. He encouraged the THPRD Board of Directors to waive district SDC fees for affordable housing developments.

Matt Anthes-Washburn, 15156 SW Barcelona Way, Beaverton, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Mr. Anthes-Washburn thanked the district for its recent efforts to work with

Beaverton Family Promise. He asked that when the board considers the issue of affordable housing, that it considers the effect of affordable housing on district employees. He described part-time district staff that are capped at 29 hours a week with no benefits, noting that they earn a maximum of \$2,000 a month before taxes and health insurance expenses. Such an employee would not meet the minimum income requirements to qualify for Habitat for Humanity. As the spouse of a district employee, he is well aware of these challenges firsthand, and noted that many such employees are college graduate professionals dedicated to the mission of THPRD. He stated that the board has a responsibility to such employees and that such employees should be able to afford to live within the boundaries of THPRD.

Shannon Wilson, 18365 SW Little Court, Aloha, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Ms. Wilson thanked the board for considering the issue of affordable housing, as well as the district's work with Beaverton Family Promise. She expressed appreciation for THPRD's services, noting that another way the district could positively impact the community is through affordability. She noted that someone must earn over \$21 an hour in order to be able to afford a one-bedroom apartment in this area. She would like to see those who work within the area also be able to afford to live here and there are a lot of local jobs that do not earn that high of a wage. She hopes that THPRD will continue to support the conversation and consider creative ways THPRD can continue to improve livability by supporting affordable housing developments.

- ✓ President Kavianian confirmed that THPRD continues to look for creative ways to continue supporting not only affordable housing developments, but also nonprofits and other organizations, such as Beaverton Family Promise.

Rachel Gowland, 12264 NW Barnes Road, Portland, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. She described her personal rental experience, noting that the average Portland renter can no longer afford a one-bedroom apartment and that the rental climate in Washington County is worse, with rents climbing at a faster pace than Multnomah County. She stated that every governing body has the responsibility to address the issue of housing affordability and encouraged the THPRD Board of Directors to waive district SDC fees for affordable housing developments.

Jen Fife-Adams, 9188 SW Platinum Place, Beaverton, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. She submitted a written copy of her testimony into the record. Ms. Fife-Adams referenced her volunteer work with the Beaverton HELP Center, noting that Beaverton School District has over 2,100 housing-insecure students, which is the largest number in the entire state. In addition, over 14,000 affordable housing units are needed in the metro area to address the needs of the population, but the upcoming Metro bond measure for affordable housing, if passed, will likely only provide up to 3,000 affordable units. She described the reasons THPRD should support affordable housing, noting it is the right thing to do and that everyone needs to help support a friendly, vibrant community for people of all income levels, and encouraged the THPRD Board of Directors to waive district SDC fees for affordable housing developments.

Holly Thompson thanked those who testified this evening, noting that each THPRD board member cares deeply about helping the affordability challenges the community is experiencing and is thoughtfully exploring a variety of ways to positively contribute to this issue.

#### **Agenda Item #9 – Board Time**

Holly Thompson referenced the recent release of the Coalition of Communities of Color's Washington County research project report on the lived experiences of communities of color,

noting that THPRD financially contributed to this project and that it should provide the district with a data-driven way to think about how those who the district serves are impacted by the historical injustices and structural conditions that we all inherited. The gift will be in how we choose to use that information for the betterment of the community.

- ✓ Felicita Monteblanco encouraged her fellow board members to read the report, noting that there will also be a board presentation at the August regular meeting. She noted that the report contains some exciting calls to action, which will inspire and challenge the district. The result will help us reflect on what it means to be allies and agents of change.

John Griffiths commented that he will be taking a tour of the Salvation Army's Veterans and Family Center in Beaverton and that he will offer his thoughts on whether the district has any synergy to build upon with those efforts.

- ✓ Felicita described her tour of Pomeroy Place in Aloha, an affordable housing development specifically for extremely low-income veterans and their families.

Wendy Kroger complimented district staff on their facilitation of the Jenkins Estate community conversations, as well as the recent Greenway Park public meeting.

President Kavianian noted his attendance at the recent Champions Council annual luncheon and recognized district staff involved in the Access for All initiative and programming efforts.

#### **A. Board Liaison Assignments**

President Kavianian led the board discussion regarding which board members would serve as liaisons to the district's committees for Fiscal Year 2018-19 with the consensus as follows:

- Nature & Trails Advisory Committee: John Griffiths
- Parks & Facilities Advisory Committee: Wendy Kroger
- Programs & Events Advisory Committee: Holly Thompson
- Audit Committee: Ali Kavianian
- Tualatin Hills Park Foundation: Felicita Monteblanco
- Fiduciary Committee: Ali Kavianian

#### **Agenda Item #10 – Consent Agenda**

**John Griffiths moved that the board of directors approve consent agenda items (A) Resolution Authorizing Issuance of Tax and Revenue Anticipation Notes for FY 2018/19 and (B) Resolution Amending District Compiled Policies Chapter 3 – Board Policies.**

**Wendy Kroger seconded the motion. Roll call proceeded as follows:**

<b>Holly Thompson</b>	<b>Yes</b>
<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>
<b>Wendy Kroger</b>	<b>Yes</b>
<b>Ali Kavianian</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

#### **Agenda Item #11 – New Business**

##### **A. South Cooper Mountain Heights Park Master Plan**

General Manager Doug Menke introduced Gery Keck, superintendent of Design & Development, to provide an overview of the proposed interim master plan for South Cooper Mountain Heights Park. THPRD worked with West Hills Development to create the interim master plan, which did not go through the full community engagement process, but will allow a limited level of park development to serve new residents in a timely manner. A formal master plan process will be conducted in the future when funding becomes available and the



surrounding housing is developed. Staff is requesting board review and comment on the interim plan, which will be brought back to the board at a future meeting for consideration of approval.

Gery provided a detailed overview of the interim master plan for South Cooper Mountain Heights Park via a PowerPoint presentation, a copy of which was entered into the record, and offered to answer any questions the board may have.

Wendy Kroger asked whether a trail is planned connecting South Cooper Mountain High School and Scholls Heights Elementary School with the park and, if so, how soon will it be constructed.

- ✓ Jeannine Rustad, superintendent of Planning, confirmed that there will be an east-west, on-street trail that the developer will build as part of their road improvements. She provided an overview of the phases for the housing development, noting that the east-west road will serve as the access in and out of the development for fire and safety.

Wendy commented that she would like to see the trail constructed as soon as possible.

Holly Thompson inquired about the type of trail crossing proposed at SW 175<sup>th</sup> Avenue, expressing concern about the traffic volume of that particular road.

- ✓ Gery replied that staff would need to research this.

John Griffiths commented that this is a relatively basic master plan and asked if it represents only the first phase of development.

- ✓ Gery confirmed this, noting that once residents are living in the area, and funding is available, a more thorough master planning process would be completed.
- ✓ Doug commented that this interim master plan fulfills a request by the City of Beaverton that communities have some initial usable outdoor space, recognizing that as the housing developments populate, residents can then inform the formal master planning process and System Development Charges (SDCs) start coming in to pay for the improvements.

John asked if the size of this park is adequate for the surrounding population.

- ✓ Keith Hobson, director of Business & Facilities, confirmed this, noting that 1.5 to 3 acres is the target size for this area and this site is 2.7 acres.

Holly asked what the timing would be for additional development phases.

- ✓ Keith described a variety of steps in process that will inform the timing of additional phases, including the update of the district's Parks Functional Plan and SDC Capital Improvement Program (CIP), which will provide more certainty regarding the timing for additional phases. However, the reality is that once these initial improvements are made, this site may not be included on the newly updated SDC CIP. Additionally, funding needs to be taken into consideration as the district receives SDCs for South Cooper Mountain in relation to land acquisition, park and trail development.
- ✓ Doug described the benefit of being able to provide a basic level of service immediately while the district also tries to meet the needs of other developing areas around the district with limited resources.

### **Agenda Item #12 – Adjourn**

There being no further business, the meeting was adjourned at 8:50 pm.

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Ali Kavarianian, President

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Felicita Montebianco, Secretary

Recording Secretary,  
Jessica Collins