



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, May 2, 2016, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6 pm; Work 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 Kavianian	Director
Doug Menke	General Manager

Absent:

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

Secretary Jerry Jones Jr. called executive session to order for the following purposes:

- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, 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)(e)and(h), which allows the board to meet in executive session to discuss the aforementioned issues.

Secretary Jones 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 – Work Session: Affordable Housing – General Review

Secretary Jerry Jones Jr. called the work session to order at 6:30 pm.

Ross Cornelius, Client Services Manager with Walsh Construction Co., provided a detailed overview of affordable housing via a PowerPoint presentation, a copy of which was entered into the record. The presentation included information regarding how non-profit affordable housing projects differ from for-profit, unrestricted, market-rate projects; available funding and incentive options for affordable housing projects; and, what role local governments play in supporting affordable housing projects.

Agenda Item #3 – 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, May 2, 2016, at 7:10 pm.

Agenda Item #4 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #5 – Audience Time

Danielle Siver, 11815 SW Terra Linda Street, Beaverton, is before the board of directors this evening in opposition to the district's proposal to convert an existing tennis court at Center Street Park to a futsal court. She read from a letter of testimony, a copy of which was entered into the public record. She expressed her opposition to the proposal for the following reasons:

- Safety concerns regarding increased traffic to the park and the already limited on-street parking available for residents and park users alike. The site is also not easily accessible on foot from outside of the surrounding neighborhoods.
- Lack of information regarding the maintenance, programming, and anticipated use.
- Aesthetics of the proposed marketing and signage in association with the Timbers in a park which public tax dollars are used to maintain.
- She encouraged the board to review the futsal proposal for an alternative location that better fits the surrounding community.

Claudia Plaza, 3360 SW Mercer Terrace, Beaverton, is before the board of directors this evening in opposition to the district's proposal to convert an existing tennis court at Center Street Park to a futsal court. She expressed her opposition to the proposal for the following reasons:

- Safety concerns regarding increased traffic to the park and the already limited on-street parking available for residents and park users alike. Those accessing the park by car from outside neighborhoods become easily lost and confused due to the limited accessibility to the site and narrow streets.
- The proposed marketing signage in association with the Timbers in place of shrubs that were removed previously by the district due to sightline safety issues, as well as having such signage in a neighborhood that does not allow any visible advertising by its residents.
- An impression that the proposal is already approved and will be moving forward regardless of the community's desires due to the short timeline in which a decision would be made and the project would be built.

Aaron Wharff, 3410 SW Mercer Terrace, Beaverton, is before the board of directors this evening in opposition to the district's proposal to convert an existing tennis court at Center Street Park to a futsal court. He expressed his opposition to the proposal for the following reasons:

- General safety concerns about increased use of the park. He described a recent experience with vandalism and aggressive actions by park users and past experiences of personal property being stolen, some of which he later found in the park.
- Park users commonly walk through his yard in order to access the park, showing little regard for private property. Littering is also an issue.
- He stated that he would be opposed to any proposed improvements to the park that would increase foot traffic to the area.

Mike Claussen, 11740 SW Merrill Lane, Beaverton, is before the board of directors this evening in opposition to the district's proposal to convert an existing tennis court at Center Street Park to a futsal court. He expressed his opposition to the proposal for the following reasons:

- Safety concerns regarding increased traffic to the park, both by foot and vehicles. He has seen many near misses over the years between vehicles and the local children.
- The lack of restrooms does not mesh with the district's desire for a destination amenity.
- Overall safety concerns stemming from some park users. He has had to call the Beaverton Police Department and the district's park patrol on numerous occasions.
- The loss of the tennis court that would be converted, as well as the incompatibility of having a futsal court next to the remaining tennis court.

President Pelatt assured the audience that the futsal proposal for Center Street Park has not yet been finalized, noting that the public comment period is not over until May 4. A piece of the consideration for this proposal was the availability of a grant to fund the improvements. He commented that the board appreciates this evening's testimony and encouraged the residents to stay engaged throughout the process.

- ✓ General Manager Doug Menke noted that once the comment period closes, district staff will provide an update to the board and public, including those who attended the recent neighborhood meeting and this evening's board meeting.

General Manager Doug Menke described the district's community outreach procedures, as well as how the district's functional plans, which were created with extensive public outreach and participation, helped influence this proposal. He commented that this proposal reflects the normal evolution of a change in desired amenities by the community as a whole. Futsal has been under consideration by the district for some time, and the available grant funding provided a unique opportunity for further exploration.

- ✓ President Pelatt added that many volunteer opportunities exist on the district's advisory committees for those in attendance this evening who desire more involvement in the district's direction and future proposals.

General Manager Doug Menke also commented that while it may be too late to take advantage of the grant opportunity if the location is not Center Street Park, that does not mean that the district would not provide a futsal court at an alternative location in the future with other funding sources.

- ✓ President Pelatt agreed, noting that while the district attempts to leverage as much funds as possible to complement the public's tax dollars, that opportunity alone would not drive a proposal for a new amenity.

Agenda Item #6 – Board Time

There were no comments made during board time.

Agenda Item #7 – Consent Agenda

Jerry Jones Jr. moved that the board of directors approve consent agenda items (A) Minutes of April 11, 2016 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Intergovernmental Agreement with Clean Water Services for Rock Creek Greenway, (E) City of Portland Bureau of Environmental Services Art Easement on the Fanno Creek Trail, (F) SW Quadrant Community Park District-Purchased Materials, (G) SE Field Project Construction Contract, (H) SE Field Project District-Purchased Materials, and (I) Collective Bargaining Agreement. Ali Kavianian seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. 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:

- Go Baby Go Event at Conestoga Recreation & Aquatic Center
 - Cathi Ellis, recreation program coordinator, provided a PowerPoint presentation, a copy of which was entered into the record, regarding a recent partnership with Oregon State University, Oregon Health Sciences University, Randall Children's

Hospital, Beyond the Clinic Kids and Conestoga Recreation & Aquatic Center to build electronic toy cars for children with special needs and mobility challenges.

- THPRD Meal Partnerships
 - Lynda Myers, Cedar Hills Recreation Center supervisor, provided a PowerPoint presentation, a copy of which was entered into the record, describing partnerships the district has established with various agencies to provide healthy meals for the community during the summer months and the district's after school programs.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

The board congratulated district staff on their efforts in coordinating the event to provide the electronic toy cars to children with special needs.

Jerry Jones Jr. asked what resources the district provides in order to enable the meal programs.

- ✓ Lynda replied some staff time as well as the Rec Mobile at some park sites during summer.

Jerry commented that this is a legislative priority area for the district's grant funding opportunities. He suggested that next time the district engage with legislative leaders that information on the district's involvement in this area be provided. He commented that these are impressive numbers of meals being provided by a park and recreation district.

- ✓ Keith Hobson, director of Business & Facilities, expressed agreement.
- ✓ Lynda added that the district's Elsie Stuhr Center also hosts a Meals on Wheels program, which will serve over 267,000 meals this year alone.

Jerry noted that he would like to see how the district's statistics for meals provided compares to other local organizations and park districts.

Agenda Item #9 – New Business

A. Resolution Authorizing Retirement Plan Fiduciary Responsibility Delegation Charter

Keith Hobson, director of Business & Facilities, provided an overview of the memo included within the board of directors' information packet requesting board consideration of a resolution authorizing the creation of a retirement plan fiduciary responsibility delegation charter. The charter outlines the fiduciary obligations of the board relative to the district's retirement plan and authorizes delegation of certain functional duties associated with the retirement plan to a five-person retirement plan committee. The committee would be comprised of four designated district staff members and one board member. Keith introduced Alan Dick, Regional Director for Multnomah Group, to answer any detailed questions the board may have.

Alan commented that the action requested this evening is simply institutionalizing a process that already exists in a less formal capacity. He believes that a best practice for plans the size of the district's is to have a formal committee that the board can delegate to, otherwise such delegation is informal and implicit.

President Pelatt asked for confirmation that the action requested this evening does not make changes to the district's retirement plan.

- ✓ Keith confirmed this, noting that it is only clarifying responsibility for the administration of the plan and creating the plan committee.
- ✓ Alan added that the proposal is intended to take the board out of direct responsibility for operational details associated with the retirement plan, other than material decisions that may have a cost impact. However, delegating such responsibilities does not absolve the board from its responsibilities associated with the plan.

John Griffiths asked for confirmation that the retirement plan committee would operate in a similar capacity to that of the district's audit committee.

- ✓ Alan confirmed this noting that the delegation charter requires an annual report be issued to the board summarizing the activities.

Jerry Jones Jr. moved that board of directors approve Resolution 2016-09 adopting the Retirement Plan Fiduciary Responsibility Delegation Charter. John Griffiths seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Alan asked for confirmation that board member Ali Kavianian has been officially appointed to the retirement plan committee.

- ✓ General Manager Doug Menke confirmed that he was appointed by the board president.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 7:55 pm.

Larry Pelatt, President

Jerry Jones Jr., Secretary

Recording Secretary,
Jessica Collins