



**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 at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, on Monday, April 1, 2013. Executive Session 6:00 p.m.; Regular Meeting 7:00 p.m.

Present:

Joseph Blowers	President/Director
Larry Pelatt	Secretary/Director
Bob Scott	Secretary Pro-Tempore/Director
John Griffiths (<i>via telephone</i>)	Director
William Kanable	Director
Doug Menke	General Manager

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

President, Joe Blowers, called Executive Session to order for the following purposes:

- To conduct deliberations with persons designated by the governing body to negotiate real property transactions, and
- 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.

Executive Session is held pursuant to ORS 192.660(2)(e)&(h), which allows the Board to meet in Executive Session to discuss the aforementioned issues.

President, Joe Blowers, noted that representatives of the news media and designated staff may attend 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 the 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 #2 – Call Regular Meeting to Order

President, Joe Blowers, called the Regular Meeting to order at 7:00 p.m.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from Executive Session.

Agenda Item #4 – Audience Time

There was no testimony during audience time.

Agenda Item #5 – Board Time

There were no comments during Board time.

Agenda Item #6 – Consent Agenda

Bill Kanable moved the Board of Directors approve Consent Agenda items (A) Minutes of March 4, 2013 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Proclamation of National Water Safety Month, (E) Findings Supporting Emergency Declaration of Westside Trail Segments 1, 4 & 7 Project, (F) Resolution Supporting Passage of Beaverton School District Local Option Levy, (G) Resolution Appointing Stuhr Center Advisory Committee Members, (H) Resolution Appointing Parks Bond Citizen Oversight Committee Members, (I) Resolution Authorizing Regional Flexible Fund Allocation Application, (J) Resolution Authorizing the Issuance and Negotiated Sale of Full Faith and Credit Obligations to Currently Refund the District's Outstanding Full Faith and Credit Obligations, and (K) Resolution Authorizing Necessity of Westside Trail Segment 18. Larry Pelatt seconded the motion. Roll call proceeded as follows:

Bob Scott	Yes
John Griffiths	Yes
Larry Pelatt	Yes
Bill Kanable	Yes
Joe Blowers	Yes

The motion was **UNANIMOUSLY APPROVED**.

Agenda Item #7 – Unfinished Business

A. Bond Program

Hal Bergsma, Director of Planning, and Bob Wayt, Director of Communications & Outreach, provided a detailed overview of the memo included within the Board of Directors information packet regarding recent Bond Program activities, including a capital projects construction update and bond communications update. Hal and Bob offered to answer any questions the Board may have.

- ✓ Hearing none, President, Joe Blowers, requested the staff report for the next agenda item.

B. General Manager's Report

Doug Menke, General Manager, provided a detailed overview of the General Manager's Report included within the Board of Directors information packet, which included the following topics:

- Second Annual Sunday Trailways
 - Jim McElhinny, Director of Park & Recreation Services, noted that planning is underway for the District's second annual Sunday Trailways event that will take place on Sunday, September 22, from 11 a.m. to 3 p.m. along the Rock Creek Regional Trail.
- Programs Registration Update
 - Keith Hobson, Director of Business & Facilities, provided a brief update regarding opening day for registration for the District's spring term, noting that within the first 15 minutes, the online registration system processed about 40% of the day's registrations. Over the entire day, 2,400 transactions were processed and 314 classes reached capacity. Revenue for the weekend exceeded the revenue for the same period last year by about 9%. Online registration now accounts for approximately 80% of registration activity during opening weekend.
- GreenPlay/Comprehensive Plan Update
 - Keith Hobson, Director of Business & Facilities, provided an overview regarding the current status of the District's update to the 2006 Comprehensive Plan, noting that in early March, GreenPlay held the final cost recovery workshop with staff to determine targeted cost recovery rates by level on the cost recovery pyramid and also launched the service assessment project. The final results of

the cost recovery pyramid and service assessment project will be presented to the Board at their June 17, 2013 meeting.

- Leadership Academy Tier III Graduation
 - Keith Hobson, Director of Business & Facilities, noted that seven participants in Tier III of the District's Leadership Academy recently graduated. The graduates were divided into two groups and developed business proposals to solve in-house challenges. One group was charged with a standardized new employee orientation plan, while the other group was challenged to devise a plan for the District to reach 15-to-30-year-old patrons, a group underrepresented in THPRD programs. They presented a proposal for an 18,000-square-foot adventure center that could include rock climbing, a skate park, as well as space with flexibility in order to provide various, changing activities. Keith noted that this new facility is being proposed as an Enterprise Fund that will be discussed in greater detail at the April 15, 2013 Budget Committee Work Session, noting that there is much due diligence, including market and financial analysis, left to complete on this proposal before moving forward.
 - Doug further explained that the concept of utilizing an Enterprise Fund is to ensure that the effort remains unsubsidized in that the project will support itself within this fund. He noted that, while approval of the Enterprise Fund is being requested via the budget process, staff fully acknowledges that the project will ultimately go before the Board of Directors for approval, as well.
- Multi-Generational Video
 - Bob Wayt, Director of Communications & Outreach, presented a recent video segment by KPTV Channel 12 that highlighted three generations of a Beaverton-area family participating in District programs.
- Summer Activities Guide
 - Bob Wayt, Director of Communications & Outreach, presented a PowerPoint presentation of recent media coverage of District events, noting that the summer 2013 activities guide was mailed in late March to all households within the District's boundaries.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the Board may have regarding the report.

Bob Scott inquired whether the Trails Advisory Committee will be holding their annual bike ride event.

- ✓ Doug replied that staff would contact the Committee to check the status of this event.

President, Joe Blowers, complimented the Spanish mini-activities guide and asked if this information is also available on the District's website.

- ✓ Bob confirmed that it is available online.

Bill Kanable asked whether staff anticipates that any specific groups will be adversely affected by the finalization of the cost recovery pyramid.

- ✓ Doug explained that he expects that there will be some programs that are toggled back and forth between different levels on the pyramid. Some programs are doing fine in terms of the level of subsidy they are currently receiving, while other programs will be identified for further discussion. In regards to the affiliated sports groups, there are two different perspectives. The grass-roots, recreational-level sporting groups are the District's chosen service model to deliver such programs, so they will receive the same basic cost structure as the District's introductory programs. However, clearly the competitive programs will end up at a higher cost recovery. How that evolves in terms of cost impact back to the groups remains to be seen and will require further discussion.

Bill commented that some groups form their budgets quite some time in advance and that these budgets may not be able to accommodate a significant increase in fees. He suggested that a phased approach be considered.

- ✓ Doug agreed, noting that the same will be done for all groups impacted.
- ✓ Bob Scott confirmed that a phased approach has been discussed throughout the process he has participated in as the Board's representative on the Cost Recovery team.
- ✓ Larry Pelatt noted that the District needs to coordinate the implementation points with the affected groups relative to developing their charges and fees for the coming year and give them enough time to build it into their budgets.

Bill noted that the sooner such communications can start, the better prepared the groups will be.

- ✓ Keith noted that GreenPlay will be making the cost recovery recommendations at the Board's June 17, 2013, meeting.

Agenda Item #8 – Adjourn

There being no further business, the meeting was adjourned at 7:25 p.m.

Joe Blowers, President

Larry Pelatt, Secretary

Recording Secretary,
Jessica Collins