



Meeting Minutes

10/23/2014 - Meeting of the Bond Oversight Committee

Tualatin Hills Park & Recreation District

15707 SW Walker Rd, Beaverton, OR 97006
503/645-6433

The nineteenth meeting of the Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee was held at the HMT Recreation Complex, Peg Ogilbee Dryland Training Center, 15707 SW Walker Road, Beaverton, on Thursday, October 23, 2014, beginning at 6 pm

Present:

Committee Members:

Marc San Soucie, Chair
Frank Angelo
Wink Brooks
Rob Drake
Boyd Leonard
Kahler Martinson
Rob Massar
Matthew McKean
Anthony Mills
Kevin O'Donnell
Stephen Pearson
Jack Platten

Ex-Officio Members:

Bob Scott, Board of Directors
Doug Menke, General Manager
Keith Hobson, Director of Business & Facilities
Aisha Willits, Director of Planning

THPRD Staff:

Bruce Barbarasch
Cathy Brucker
Jon Campbell
Melissa Gall
Kathy Griffith
Steve Gulgren
Gery Keck
Nicole Paulsen

Agenda Item #1 - Opening Comments

- Marc San Soucie, Chair, called the meeting to order at 6 pm

Agenda Item #2 - Self-Introductions

- Marc San Soucie, Chair, asked committee members to introduce themselves.
 - ✓ **Marc San Soucie: Beaverton City Council Member; Committee Chair**
 - ✓ **Boyd Leonard: Retired US Forest Service with a discipline in budget**
 - ✓ **Anthony Mills: Washington County Planning Commissioner; THPRD Budget Committee Chair**
 - ✓ **Kahler Martinson: Retired US Fish and Wildlife**
 - ✓ **Frank Angelo: Resident of Washington County; Planner**
 - ✓ **Matthew McKean: Attorney**
 - ✓ **Rob Drake: Former Mayor of Beaverton; City Manager for City of Cornelius**
 - ✓ **Rob Massar: Assistant Planning Administrator, Washington County**
 - ✓ **Jack Platten: Former Beaverton Planning Commission Member; Attorney**
 - ✓ **Stephen Pearson: THPRD Budget Committee Member**
 - ✓ **Wink Brooks: Former Hillsboro Planning Director**

✓ *Kevin O'Donnell: Former CPO 7 Chair*

Agenda Item #3 - 1st Opportunity for Audience Comments

- Dani Siver, resident on Lynnfield Lane adjacent to Cedar Hills Park, expressed the desire to keep the scope of the Cedar Hills Community Park redevelopment project consistent with reasonable traffic use. She noted the current design will increase traffic on an already complicated road pattern. The surrounding neighbors are trying to be proactive during the design of the project by attending as many meetings as necessary to help ensure traffic safety is carefully addressed.
 - *Marc San Soucie, Chair, acknowledged the request and noted the committee's charge is to make sure bond dollars are spent as listed in the bond literature more so than identifying specific components within a project's design. Marc also indicated decisions related to specific design components would be addressed by the THPRD board of directors.*

Agenda Item #4 - Approve Minutes of the February 27, 2014 Committee Meeting

- Marc San Soucie, Chair, called for a motion to approve Agenda Item #4, Minutes from the February 27, 2014 Committee meeting.
 - *All in favor, motion approved.*

Agenda Item #5 - Financial Report (including exceptions)

- Keith Hobson, director of Business & Facilities, summarized revisions made to the financial report. Highlights included identifying overages and savings in project categories as well as a general report on overall bond estimates.
 - ✓ The March 31, 2014 report showed an overall variance of \$3.7 million dollars under budget. The current variance is just under \$1 million. This change can be identified by two projects having significant design changes, construction cost increases and/or site constraints. The Neighborhood Park Renovation category's Somerset West project increased its overage from \$80,000 to \$1.3 million and the Cedar Hills Community Park redevelopment project has a cost increase of approximately \$1.5 million. Since there is a savings of \$1 million from the Evelyn M. Schiffler Community Park project in the Community Park Renovation category, Cedar Hills's overrun is reduced to approximately \$500,000.
 - ✓ Savings based on proposed project transfer eligibility shows a \$2 million shortfall in the General category but an approximately \$2 million surplus in the Facility Rehabilitation category provides an offset. The surplus comes after all seismic commitments have been completed based on the 2009 seismic prioritization. Staff requested and received board authorization to transfer the surplus to help offset the shortfall in the Park Renovation category.
 - *Marc San Soucie, Chair, asked if the site conditions were a surprise to staff.*
 - *Keith noted that early in the bond planning efforts, project cost estimates were generic from site to site. The challenging site constraints and strain on budget are not defined until the project begins. Some of the projects identified with challenges were delayed and now that the end of the bond is nearing these challenging projects are coming forward. In addition to the site challenges, Aisha Willits, director of Planning, included increasing construction costs add to the overall cost overage.*

- **Matthew McKean asked if the severe increase is only due to construction costs and questioned if the daylighting of the stream at Somerset West Park was part of the cost overrun.**
 - *Steve Gulgren, superintendent of Planning & Development, confirmed the daylighting of the stream adds to the overage since that type of work is not a standard component to a neighborhood park. He added the parking lot upgrade is to help facilitate the swimming pool needs more than the park but was expected to be completed during this project.*
- **Jack Platten would like staff to quantify how much of the cost is general increase and how much is construction inflation.**
 - *General Manager Doug Menke added the construction cost in the last quarter has increased three percent.*

Agenda Item #6 - Progress Timeline (including milestones and exceptions)

- Steve Gulgren, superintendent of Planning & Development, gave an overview of bond projects as well as upcoming project movement and staffing.
 - ✓ The senior planning manager position was filled by a bond temporary planner, leaving the Planning & Development department with one remaining bond temporary planner. The decision was made not to backfill the bond temporary planner position but rework the schedule to accommodate work load.
 - ✓ Staff is working on closing out the nine projects completed last year.
 - ✓ Three projects are currently in construction and expected to open this year.
 - ✓ Three projects are currently in the master plan phase.
 - ✓ The SW Quadrant Community Project schedule has shortened and anticipated construction is set to begin in 2016.

Agenda Item #7 - Land Acquisition Report

- Aisha Willits, director of Planning, reported on six recent acquisitions including three natural area properties adjacent to the 27 acres of natural area previously purchased in the northeast quadrant. The combined total is now well over 33 acres. Two additional natural area properties were acquired, one adjacent to Lilly K. Johnson Woods and the other adjacent to Crowell Woods. The property line adjustment at the William Walker Elementary School site was completed, allowing the district to close on the property adjacent to Cedar Hills Park. Staff is pursuing a neighborhood park property adjacent to SW Quadrant Community Park to help access the park as well as natural area property throughout the district. Staff received direction from the THPRD board of directors to continue pursuing high value, biologically significant natural areas acknowledging the timeline for acquisition may be greater than if acquiring smaller, more readily available properties.
 - **Kevin O'Donnell asked if inflation has increased acquisition prices.**
 - *Aisha noted inflation is localized and has increased in specific areas. An example is North Bethany.*

Agenda Item #8 – Discuss and Consider Approval of the Committee’s 2014 Annual Report

- Marc San Soucie, Chair, asked if members had thoughts about the proposed annual report. He noted the report is more table-oriented than previous years and includes information as of June 30, 2014.

- **Matthew McKean noted the Looking Ahead section notes ‘over-completion’ which may be misconstrued as a negative when it should be highlighted as a positive.**
- **Anthony Mills noted his desire to include information related to the families the parks are named after was not present. He would like to see the information included on the website as well.**
 - *Aisha Willits, director of Planning, passed out a document listing information on individuals and/or families with a park named after them.*
 - *Since the notes do not change or alter the substance of the report, members agreed the graphically modified report should include park history anecdotes to add value where appropriate. Committee members will have a chance to include additional information related to the history of the park and/or the individuals related to the park name.*
- **Kevin O’Donnell requested visual maps be included showing progress of projects.**
- **Marc identified the requested changes to be made:**
 1. **Suggestion to modify text in the Looking Ahead section to strike parenthesized commentary in line two,**
 2. **Request staff to create and include two maps showing project progress and trails,**
 3. **Authorize staff to include some or all of the biography anecdotes to the graphic report.**
 - Anthony Mills called for a motion to approve as Marc described.
 - **All in favor, motion approved.**

Agenda Item #9 - 2nd Opportunity for Audience Comments

- No audience members chose to comment.

Agenda Item #10 – Schedule next meeting

- Marc San Soucie, Chair, noted the next meeting would be at the end of February 2015. THPRD staff will send an email confirming availability for February 2015.
- **Keith Hobson, director of Business and Facilities, asked if the committee would accept a December report. The committee agreed a December report would be acceptable.**

Agenda Item #11 - Adjourn

- There being no further discussion, the meeting was adjourned at 7:30pm.

Transcribed by
Nicole Paulsen,
Recording Secretary