



MEETING NOTICE

TUALATIN PARK ADVISORY COMMITTEE

March 11, 2014 - 6:00 PM

JUANITA POHL CENTER
Tualatin Community Park
8513 SW Tualatin Road

A. CALL TO ORDER

B. APPROVAL OF MINUTES

C. ANNOUNCEMENTS

1. Chair
2. Staff
3. Public

D. OLD BUSINESS

1. Arbor Week Program
 - Proclamation and Program Update
(Paul Hennon, Community Services Director)
2. Grant Updates
 - Community Development Block Grant (Juanita Pohl Center, Fire/Life/Safety)
 - *ConnectOregon* V Grant Update (Tualatin River Greenway Gap Completion)
(Paul Hennon, Community Services Director)
3. Centennial Public Art Project
 - Sculpture at Tualatin Commons Park Project Update
(Paul Hennon, Community Services Director)
4. Planning, Land Acquisition, and Capital Project Updates
 - Parks and Recreation Master Plan Update
 - Espedal Property Annexation
 - Sagert Property Annexation
 - Fire/Life/Safety
(Paul Hennon, Community Services Director)

E. NEW BUSINESS

1. Council Building Relocation
 - Temporary Impact on Park and Recreation Facilities
(Paul Hennon, Community Services Director)
2. Tualatin Heritage Center Annual Report
 - Presentation/Discussion
(Larry McClure, Heritage Center Director)
3. Parks System Development Charge
 - 2013 Annual Report Update
 - 2014 Indexing Update
(Paul Hennon, Community Services Director)

F. FUTURE AGENDA ITEMS

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

H. ADJOURNMENT

Proclamation

Proclamation Declaring April 6 - April 12, 2014 Arbor Week in the City of Tualatin

WHEREAS Arbor Day is a celebration observed throughout the nation and the world in which individuals and groups are encouraged to plant, care for, and celebrate the many values of trees, and Arbor Day is observed in the State of Oregon during the first full week of April, which this year will be April 6 - 12, 2014; and

WHEREAS healthy trees reduce the erosion of topsoil by wind and water, moderate the temperature, calm traffic, clean the air, produce oxygen, provide habitat for wildlife, and are a renewable resource giving us paper and countless other wood products; and

WHEREAS trees beautify our community, increase property values, and enhance the economic vitality of business areas in Tualatin, and thousands of trees and shrubs are planted by volunteers on Tualatin's parklands every year; and

WHEREAS 2014 marks the 27th consecutive time the City of Tualatin has been certified as a Tree City USA by the National Arbor Day Foundation for following best-practices in urban forestry management and Tualatin has received the Tree City USA Growth Award 12 times for outstanding achievement in strengthening its tree care program.

BE IT PROCLAIMED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, that:

Section 1. All citizens are urged to support efforts to protect and plant trees to gladden the hearts and promote the well being of present and future generations.

Section 2. The citizens of the City of Tualatin support the Oregon Department of Forestry and the National Arbor Day Foundation in their recognition of the value of trees and forests by proclaiming April 6 - 12, 2014, as Arbor Week in Tualatin.

INTRODUCED AND ADOPTED this 24th day of March, 2014.

CITY OF TUALATIN, OREGON

BY _____
Mayor

ATTEST:

BY _____
City Recorder



November 19, 2013

Land Use Application for Sagert Farms Property

Dear Property Owner/Neighborhood Representative:

You are cordially invited to attend a meeting on **Thursday, December 5, 2013 at 6:00 p.m.** at the Legacy Meridian Park Hospital Education Building, Room 104 located at 19300 SW 65th Avenue in Tualatin. This meeting shall be held to discuss a proposed land use application for a project located at 20130 SW 65th Avenue (Tax Lots 21E30B00300 and 21E30B00600) in Tualatin. The property owner will be discussing the potential subdivision of the property and the potential removal of a historic structure.

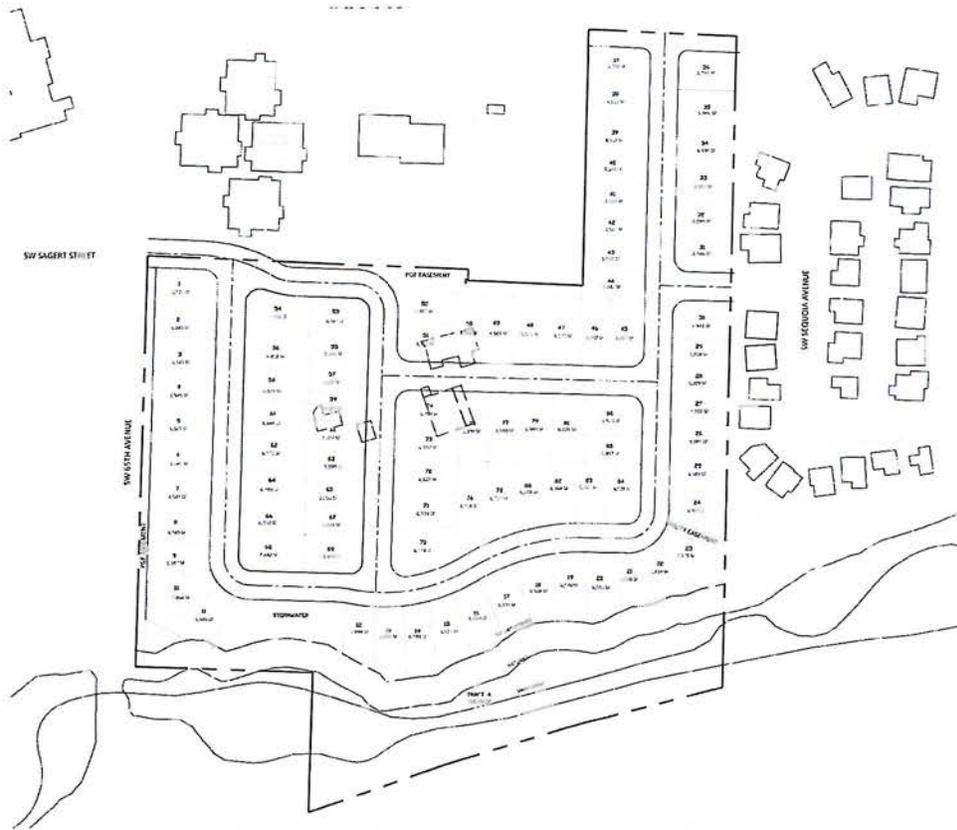
Please note this will be an informational meeting on preliminary plans with the developer and representatives only and is not intended to take the place of a public hearing before the Planning Commission. You will have an opportunity to present testimony to these bodies when an application is submitted to the City for review.

We look forward to meeting you at the November meeting and hearing your thoughts on the proposed project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Andrew Tull', with a stylized flourish at the end.

Andrew Tull
Senior Planner
3J Consulting, Inc.



SITE STATISTICS	
Property:	21e30b 00300/00600
Size:	21.11 Acres
Jurisdiction:	City of Tualatin
Address:	20130 SW 65th Ave
Dimensional Requirements:	
Zoning:	RL
Minimum Lot Size:	6,500 SF
Setbacks:	
Front:	15'
Side:	5'
Street Side:	10'
Rear:	15'

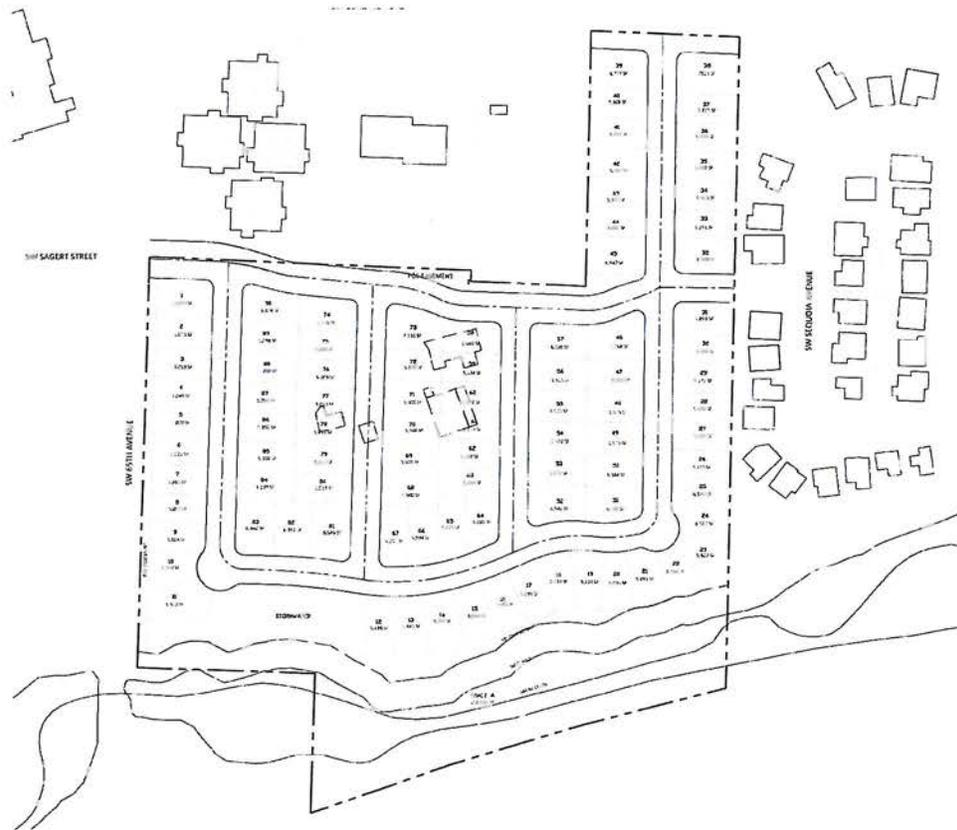
SITE NOTE

Site map has been prepared using data from existing tax maps and Metro's RLIS GIS Data. This map has been prepared for illustrative purposes only. All boundary and dimensional information should be verified by a professional land surveyor.



Sagert Property - Option 1
Preliminary Subdivision Concept

November 2013



SITE STATISTICS	
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SITE NOTE

Site map has been prepared using data from existing tax maps and Metro's RLIS GIS Data. This map has been prepared for illustrative purposes only. All boundary and dimensional information should be verified by a professional land surveyor.



Sagert Property - Option 2
Preliminary Subdivision Concept

November 2013

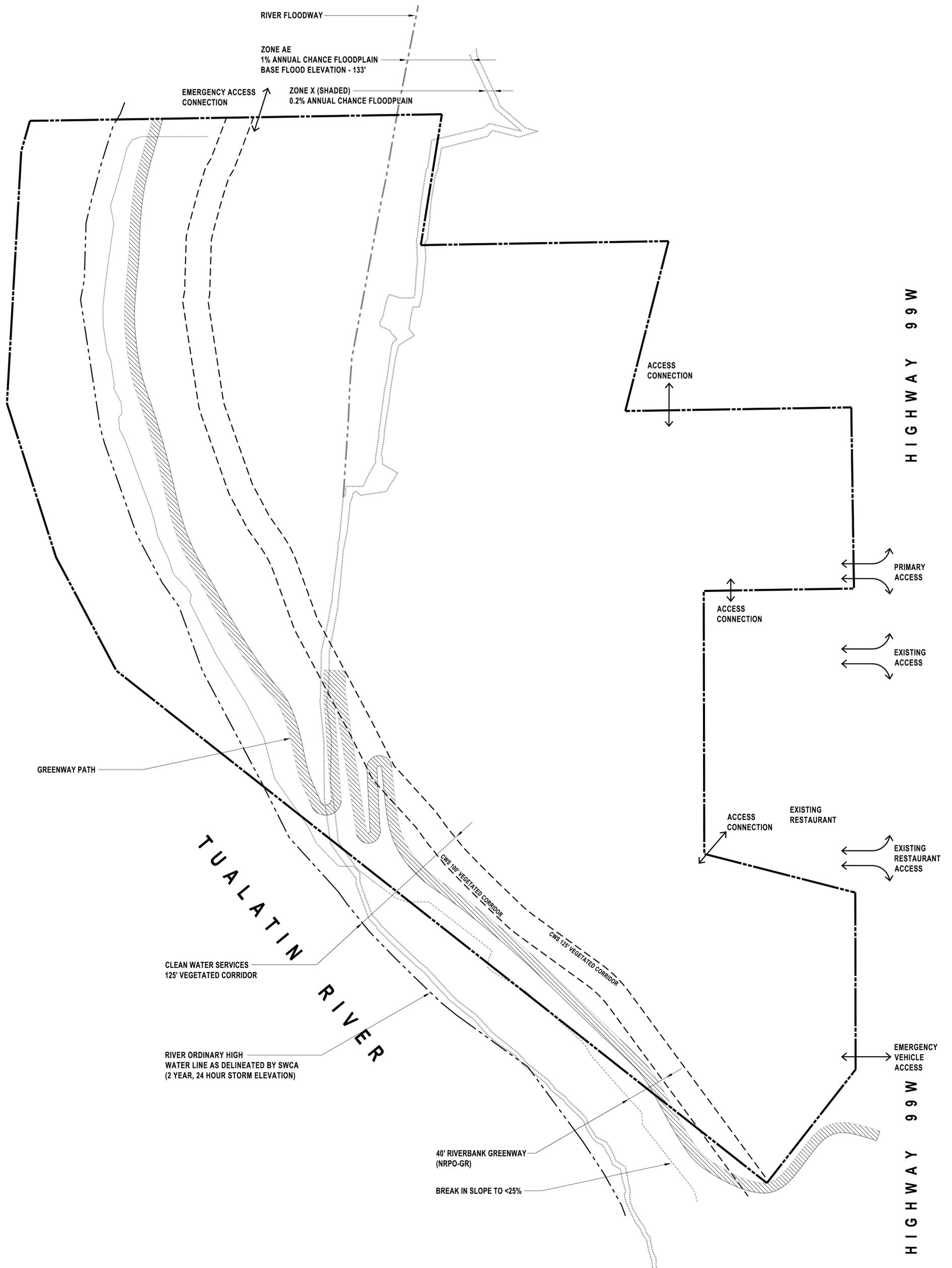
IMPORTANT NOTICE REGARDING: PARKS SDC

Per Tualatin Ordinance #1154-04, effective February 1, 2014, the Parks System Development Charge (SDC) will be increasing.

This increase is based on the 2014 Engineering News Record construction cost index for Seattle, WA. for the prior calendar year (between January 2013 and January 2014) and the change in Average Market Value (AMV) for undeveloped residential land in the Tualatin sub-area for the prior tax year (between January 2012 and January 2013).

All residential building permits issued on and after February 1, 2014 shall pay the new charge.

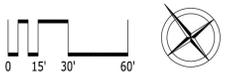
NEW (2014) PARKS SDC	\$4,115
OLD (2013) PARKS SDC	\$3,892



TUALATIN APARTMENTS
TUALATIN, OREGON

HILL ARCHITECTS

SITE PLAN
ANNEXATION EXHIBIT
FEBRUARY 13, 2014



2013 Tualatin Heritage Center Annual Report



Hours of operation: 10 a.m. to 2:00 p.m. weekdays and by special arrangement.

Eighth anniversary of a successful City/THS partnership



- THS plays big role in Centennial celebration, capped by Time Capsule burial
- Heritage Center windows receive UV protection, detailed cleaning
- Visitation to Center climbs to 9,435 calendar year 2013, many coming more than once
- Budget remains steady and balanced



Our mission is unchanged

- **Education and Lifelong Learning**
- **Heritage and Cultural Awareness**
- **Personal Growth and Enrichment**
- **Civic Engagement**
- **Environmental Awareness**
- **Performing and Visual Arts**
- **Business Functions**
- **Family Celebrations**

Local History and Heritage



- 2013 Centennial of Tualatin's incorporation draws on THS resources.

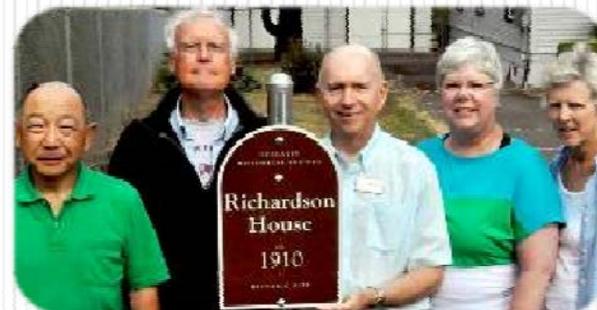


- Two grants encourage exploration of Tualatin's diversity and historic trends in civil rights.
- Daytime and evening history-oriented programs gain in popularity.

- Dinner recreates historic family celebrations in Tualatin at Christmas.



- Historic buildings in Tualatin recognized with distinctive signs.



Education and Lifelong Learning (Pioneer Days 2013)



- Pioneer Days for all fourth graders in Tualatin public elementary schools
- Centennial Challenge to Discover Tualatin's Heritage
- Bookstore on Tualatin history
- Research and multi-media library

Civic Engagement

- Community meetings
- Neighborhood association meetings
- Kiwanis Club awards dinner
- Tualatin Tomorrow and other city-related meetings

Personal Growth and Enrichment

- Women of Watercolor practice their art together
- Pilates and Yoga classes help participants achieve a healthier lifestyle



Use of Center by Local Business



- Chamber of Commerce hold Friday morning networking sessions several times a year
- Other companies hold seminars and sales meeting when a warm, friendly setting is desired



Environmental Awareness



- Monthly birdwalks around Sweek Pond led by The Wetlands Conservancy

Performing and Visual Arts

- Monthly art classes by popular watercolor artist Linda Aman
- Lumiere Players stage two shows
- Mask and Mirror produces benefit for THS



Family Celebrations

- Birthday Parties
- Anniversaries
- Showers
- Weddings
- Receptions
- Memorial Services
- Holiday Celebrations



Financial Picture

- Total income for FY2013 was somewhat less than FY2012 with \$42,897 in receipts. Slightly lower rental income accounted for the difference. Fund raisers, including the fall auction/wine tasting, totaled \$9,000. The City subsidy of \$7,100; and a \$1,000 grant from the Arts Advisory Committee to help support arts-related activities, still provide a vital underpinning for Center operations.
- Expenditures in FY2013 were \$43,864 which includes a part-time coordinator/manager and related operational expenses such as equipment, supplies, insurance, communication. We still enjoy the assistance of an intern for 18 hours a week, paid through a federal employment training program for older workers.

Present and Previous THS Presidents



Tualatin Historical Society Board and Staff

Board:

Art Sasaki, President

Kurt Krause, Vice-President

Loyce Martinazzi, Secretary

Barbara Stinger, Treasurer

Yvonne Addington, Evie Andrews, Larry McClure,
Norm Parker, Rochelle Smith, Diane Swientek

Staff:

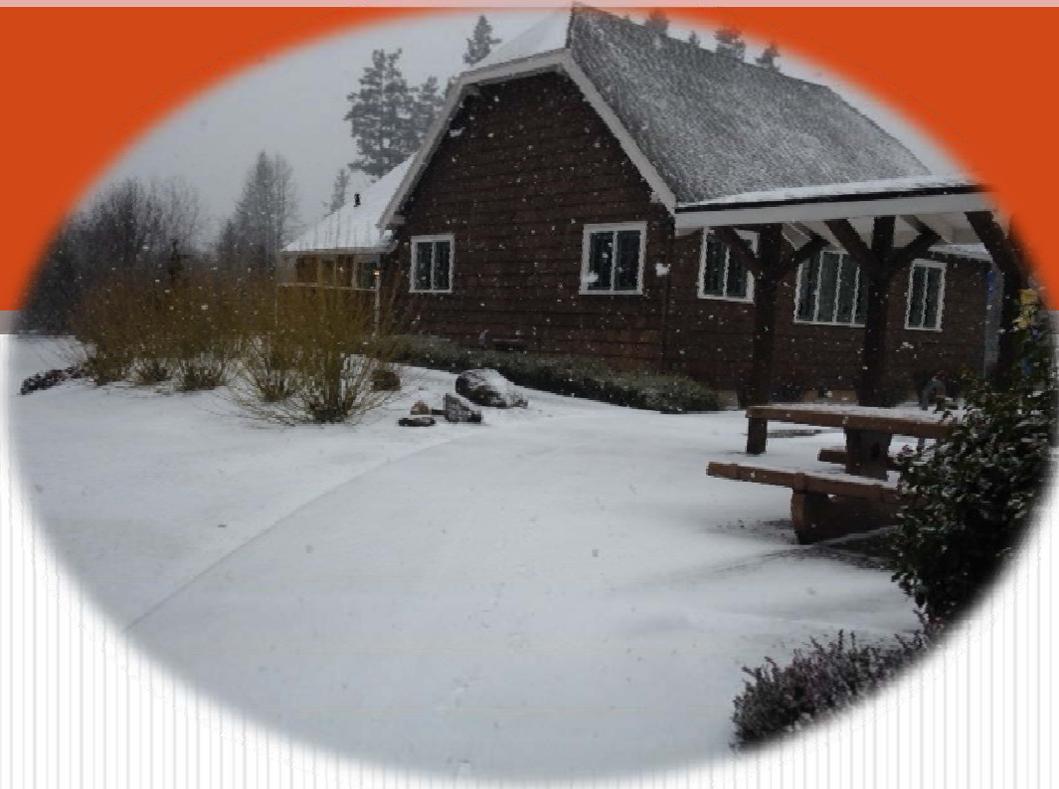
Larry McClure, Tualatin Heritage Center, Director

Lindy Hughes, Tualatin Heritage Center, Assistant Director

The next 100 years now begin!



2013 Tualatin Heritage Center Annual Report



City of Tualatin - Thank you for your support!

Highlights of FY2013 Tualatin Heritage Center Operations

As a supplement to our PowerPoint presentation for City Council, here are responses to specific items as prescribed in the original agreement signed in 2006 between the Tualatin Historical Society and the City of Tualatin:

Hours of Operation

We continue to maintain weekday open hours from 10 a.m. to 2 p.m. and usually longer depending on staff and volunteer availability. We will open in evenings and weekends and other times on request. Renters either have a monitor or receive their own key, but at those times public access is at the renter's discretion.

Activities

Events and offerings of THC continue to serve all ages and many interests. We hope that persons visiting the Center will always pay attention to displays and information on Tualatin history no matter the reason they come.

Attendance

There were some 9,400 person visits in calendar year 2013. The count includes persons who enter the doors for different kinds of events and activities, even the same week, so there is duplication. These are not separate individuals coming one time!

Fee Schedule

Rates for rental of the building remain the same: \$30/hr with a two-hour minimum for Tualatin residents and \$75/hr. for those outside the city limits. Nonprofits sometimes receive special consideration. We do negotiate separately for some long-term renters or, for example, receive a percentage of the "gate" with Lumiere Players, Tualatin's community theatre organization. In limited cases, we might exchange building use for services or items for our annual auction. Lumiere offers Tualatin residents a discount not available to patrons from other areas.

Revenues and Expenditures

Income: We use a unified budget for the historical society and heritage center. In FY 2013 we had \$42,897. Rental income was slightly less than FY2012, netting \$10,400. Fundraisers, particularly the fall auction/wine tasting, totaled \$9,000. The City subsidy of \$7,100, and a \$1,000 grant from the Arts Advisory Committee to help support arts-related activities, still provide a vital underpinning for Center operations. We received grants totaling \$1200.

Outflow: Expenditures in FY2013 were \$43,864 which includes a part-time coordinator/manager and related operational expenses such as equipment, supplies, insurance, communication. We

still enjoy the assistance of an intern for 18 hours a week, paid through a federal employment training program for older workers.

Accidents

No accidents have been reported.

Participant Evaluations

We do not conduct a formal or informal evaluation of our services or activities. We continue to attract a minimum of 30 participants for the monthly daytime and evening programs which is a good sign that folks do enjoy the Center's offerings. Some of these programs attract persons from the greater Portland area.

Staffing Changes

Gratefully, we still enjoy strong and welcoming coordination by Lindy Hughes (approximately 25-30 hours a week). Carole Hoss worked 18 hours a week (paid through a federal employment training program for older workers) but she was transferred after three years in September and replaced by Rhonda Vertek who also performs admirably. Volunteers are still recruited to assist in various ways.

Marketing Efforts

We publicize our events through both standard printed channels and electronically. We have not yet fully utilized social media opportunities. The *Tualatin Tigard Times* and *Tualatin Life* have been good partners but the City's own GetOut Guide provides additional coverage for local residents. The Tualatin Chamber and local schools are effective partners. Working with the Juanita Pohl Center, Library and Arts Advisory Committee means we can leverage their networks as well.

Maintenance

We can't say enough about the Operations Department and their continued proactive support in maintaining a high standard for appearance and preservation both inside and outside the Center. Exterior painting is scheduled when the weather clears. This year again saw Quick and Clean, a local carpet cleaning firm, twice step up and give the floor a thorough scrub. This provides a real savings to the City and illustrates the pride local businesses have for the Center. In November, the City arranged for this firm to give our upholstered chairs their first cleaning after seven years of wear and tear.

Submitted by Larry McClure, February 2014



STAFF REPORT CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Becky Savino, Program Coordinator
Paul Hennon, Community Services Director

DATE: 01/13/2014

SUBJECT: Consideration of the Parks System Development Charge (SDC) Annual Report for Fiscal Year 2012/2013

ISSUE BEFORE THE COUNCIL:

The Council will review the Parks System Development Charge (Parks SDC) report for Fiscal Year 2012/2013 and consider staff recommendations.

RECOMMENDATION:

- Staff respectively recommends that Council accept the attached report including the recommendation that the Community Services Director continue to monitor issues that may arise and review their impact on the Parks SDC legislation or fee, and update the Parks and Recreation Master Plan as soon as is practical.
- No changes to the SDC ordinance or Park SDC methodology, procedures, or fees are recommended at this time.

EXECUTIVE SUMMARY:

- Council established the current Parks SDC by adopting Ordinance 833-91 in 1991. The attached report fulfills the requirement of ORS 223.311 to provide an annual accounting of the Parks SDC and to recommend any changes to the SDC ordinance.
- In Fiscal Year 2012/2013, \$647,110.08 was collected, including \$644,092.00 in Parks SDC fees and \$3,018.08 in interest. No credits or installment payments were authorized.
- Expenditures on qualified park system improvements totaled \$41,190.95. The specific improvements are listed on page 2 of the attached report.

FINANCIAL IMPLICATIONS:

The Parks SDC beginning fund balance, revenues and expenditures are budgeted in the Park Development Fund (Fund 36).

Attachments: [Fiscal Year 2012/2013 Parks SDC Report](#)

PARKS SYSTEM DEVELOPMENT CHARGE (Parks SDC) ANNUAL REPORT FISCAL YEAR 2012/2013

Introduction

The Parks System Development Charge (Parks SDC) consists of an "improvement fee" that covers the cost of new capacity to meet the demands of new development, based on adopted standards and a capital improvement list. The Parks SDC does not include a "reimbursement fee" since the park system does not include any excess capacity that would be used by new development. The fee is charged per new residential dwelling unit.

Council approved the original Parks SDC in 1984 by adoption of Ordinance 655-84. In 1989 the Legislature enacted House Bill 3224 requiring local governments to meet specific statutory requirements and that system development charges be based upon past and future capital improvements to the system for which it is being collected. In 1991, Council adopted Ordinance 833-91 to repeal the original ordinance and bring the City in compliance with ORS 223.297 through 223.314 (System Development Charges). The fee established in the new ordinance went into effect on July 1, 1991.

In January 2004, Council authorized two actions affecting the Parks SDC. First, by adoption of Resolution 4192-04, the 1991 fee was adjusted to present value by applying an adjustment factor consisting of indexes for both land and construction. The second action taken by Council in January 2004, by adoption of Ordinance 1154-04, was to establish an annual adjustment factor indexing both land and construction costs to enable the Parks SDC to have the purchasing power to pay for park projects it is intended to fund. These changes have been incorporated into the Tualatin Municipal Code, Chapter 2-6, System Development Charges.

Purpose

The purpose of this report is to fulfill the requirements of ORS 223.311, which requires an annual accounting of Park SDC's be performed, and to recommend any changes in the Parks SDC as adopted by the City of Tualatin.

Revenue

During the period covered by this report (July 1, 2012 to June 30, 2013), the City of Tualatin collected \$647,110.08 in Parks SDC fees and interest on the fee income (\$644,092.00 in fees and \$3,018.08 in interest).

Credits

No credits were authorized.

Installment Payment Agreements

No installment payment agreements were authorized.

Expenditures

Parks SDC funds were used in the following projects in Fiscal Year 2012/2013.

<u>Project Description</u>	<u>Parks SDC Amount</u>
1. Tualatin River Greenway acquisition: 11605 SW Hazelbrook Rd.	27,300.95
2. Pathway Concrete Testing Tualatin River Greenway at Juanita Pohl Center	200.00
3. Transfer to General Fund <u>Costs associated with management of Parks SDC</u>	<u>13,690.00</u>
Total Expenditures	41,190.95

Recommendation

It is recommended the Community Services Director continue to monitor issues that may arise and review their impact on the Parks SDC legislation or fee, and update the Parks and Recreation Master Plan as soon as is practical.

No changes to the methodology, procedures, or fees for the Parks SDC are recommended at this time.



DRAFT

TUALATIN PARK ADVISORY COMMITTEE MINUTES

February 11, 2014

MEMBERS PRESENT:	Kay Dix, Connie Ledbetter, Bruce Andrus-Hughes, Dana Paulino, Dennis Wells, Valerie Pratt, Stephen Ricker
MEMBERS ABSENT:	None
STAFF PRESENT:	Paul Hennon, Community Services Director Carl Switzer, Parks and Recreation Manager Tom Steiger, Parks Maintenance Manager
PUBLIC PRESENT:	None
OTHER:	None

A. CALL TO ORDER

Meeting called to order at 6:09 p.m.

B. APPROVAL OF MINUTES

The January 14, 2014 minutes were unanimously approved.

C. COMMUNICATIONS

1. Public – None
2. Chairperson – None
3. Staff – Council Building demolition means that all future TPARK meetings will be held at the Juanita Pohl Center in the multi-purpose room.

D. OLD BUSINESS

1. Tualatin Park Advisory Committee Annual Report.
Chairman Wells debriefed TPARK about the presentation of the annual report to Council on 2/10/14. He stated that Council thanked TPARK for all of their work and applauded the four members who renewed their committee appointments.
2. Ice Age Tonquin Trail
Paul Hennon relayed that the IATT would be removed from the City's Transportation System Plan. A suitable route that skirts the Regionally Significant Industrial Land will be considered at some point in the future.

E. NEW BUSINESS

1. Parks Maintenance 101

Tom Steiger presented information about some of the work that the Parks Maintenance Division performs.

F. FUTURE AGENDA ITEMS

1. Tualatin Heritage Center Annual Report

2. Park and Recreation Master Plan

3. Arbor Week Proclamation and program

G. COMMUNICATION FROM TPARK MEMBERS (All)

TPARK celebrated Carl's departure for a new position with the North Clackamas Park and Recreation District.

H. ADJOURNMENT

The meeting was adjourned at 7:35 p.m.