



## **MEETING NOTICE**

**TUALATIN ARTS ADVISORY COMMITTEE  
FEBRUARY 21, 2017 - 6:30 PM  
COMMUNITY SERVICES ADMIN. OFFICE  
8515 SW TUALATIN RD.**

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### **A. CALL TO ORDER**

### **B. APPROVAL OF MINUTES**

1. August 16, 2016

### **C. COMMUNICATIONS**

1. Chair
2. Council Liaison
3. Staff
4. Public

### **D. OLD BUSINESS**

1. Community Enhancement Award
  - Discussion  
(Committee)
2. FY16/17 Goals and Performance Measures, Budget
  - Discussion  
(Paul Hennon)
3. ArtSplash
  - Update  
(Paul Hennon)

### **E. NEW BUSINESS**

1. FY17/18 Goals and Performance Measures, Budget
  - Discussion  
(Paul Hennon)
2. Parks and Recreation Master Plan Update
  - Discussion  
(Paul Hennon)

### **F. COMMUNICATIONS FROM COMMITTEE MEMBERS**

### **G. ADJOURNMENT**



# City of Tualatin

## TUALATIN ARTS ADVISORY COMMITTEE MINUTES- DRAFT

August 16, 2016

**PRESENT:** Buck Braden, Frank Bubenik, Kristin Erickson, Brett Hamilton, Dawn Upton  
**ABSENT:** Art Barry, Mason Hall,  
**STAFF:** Paul Hennon, Community Services Director  
**PUBLIC:** None

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### **A. CALL TO ORDER**

Chair Buck Braden called the meeting to order at 6:30 pm.

### **B. APPROVAL OF MINUTES**

It was MOVED by Kristin Erickson and SECONDED by Dawn Upton to approve the minutes of July 19, 2016. Motion passed 5-0-0.

### **C. COMMUNICATIONS**

#### **1. Chair**

Buck Braden expressed that he felt the recent ArtSplash was a success and thanked everyone for their support.

#### **2. Council Liaison**

Councilor Bubenik gave an update on the upcoming Council election and other City related business including Blue Zones and the Basalt Creek Concept Planning process.

#### **3. Staff**

Paul Hennon reported he had not yet begun the recruitment process to fill the vacant Management Analyst II position.

#### **4. Public**

None present.

### **D. OLD BUSINESS**

#### **1. Community Enhancement Award**

Committee members had no new candidates to discuss.

#### **2. ArtSplash Update & Volunteering**

Paul Hennon provided an update on advance planning and discussion followed.

#### **3. ArtWalk Update**

Paul Hennon reported that the refreshed ArtWalk brochure was distributed to Tualatin hotels today.

**4. Tualatin Arts Advisory Committee Annual Report**

The committee reviewed the final report and made plans for the upcoming presentation to Council.

**E. NEW BUSINESS**

**1. FY16/17 Tualatin Visual Chronicle**

Paul Hennon reported that this would be put on hold until the new Management Analyst II was on board.

**F. COMMUNICATIONS FROM COMMITTEE MEMBERS**

Buck informed committee members that he was covered in an article in the September issue of the Southwest Art magazine.

**G. ADJOURNMENT**

It was MOVED by Dawn Upton and SECONDED by Brett Hamilton to adjourn the meeting at 7:52 pm. Motion passed 5-0-0.



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Paul Hennon, Recorder



# **Parks and Recreation**

# **Master Plan Update**

## ***Community Vision for the Future***

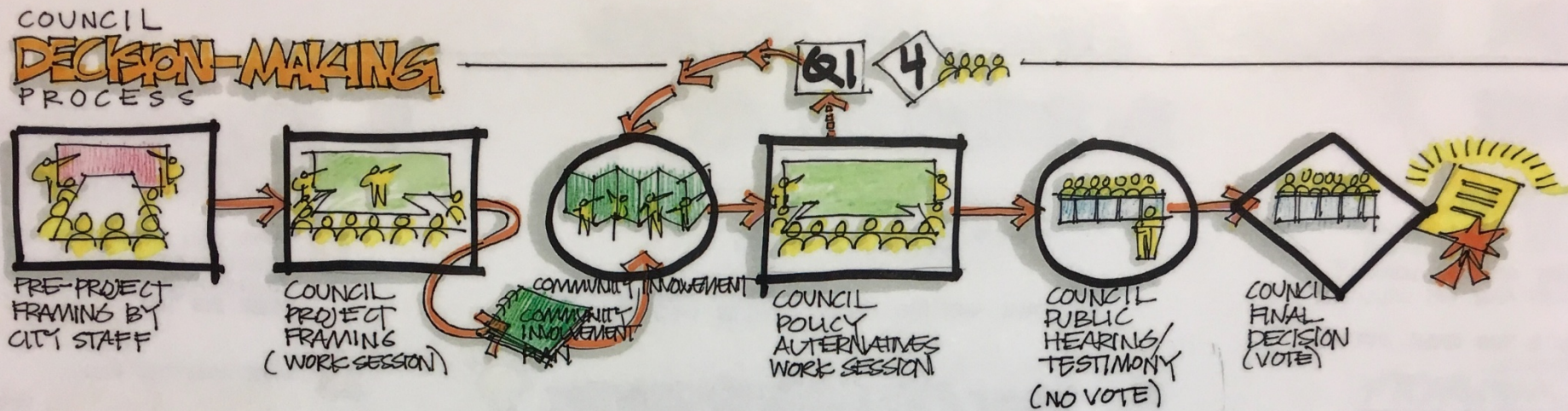
## **Council Project Framing**

February 27, 2017

Paul Hennon, Community Service Director

Rich Mueller, Parks and Recreation Manager

# Council Decision Making-Process



# Scope

## Project Definition

Comprehensive Plan with Community Vision for the Future:

- Looking at where the community stands today

- Envisioning where it wants to be tomorrow

- Determining how to best move from today to the desired future

Includes:

- Parklands – parks, trails, greenways and other natural areas

- Facilities – recreation, parks and art

- Programs – community services, recreation, older adults, library and art

# Scope Complexity

Complex Planning Project with:

Consultants

Council, TPARK, Ad Hoc Steering Committee

Extensive Public Involvement





# Scope

## Vision

### Council Vision:

Connected, Informed and Engaged Citizenry

Protect and Expand Natural Spaces

A Livable, Family-Oriented, Healthy, Active-Living and Safe Community

Expanded Opportunities for Vibrant Parks and Recreation Facilities,  
Including Greenway Trails and Bike/Pedestrian Trails





# Scope

## Scope Includes

Within Tualatin's Planning Areas:

- Vision, Policies and Goals

- Inventory and Assessment of Existing Conditions

- Define Levels of Service, Standards and Best Practices

- Extensive Public Involvement

- Identify Operating and Capital Funding Sources

- Determine Capital Improvements

- Implementation Plan



# Scope

## Out of Scope

Construction

Right of Ways (sidewalks and bike lanes)

Neighboring Cities

Other City Facilities

Park Site Design



# Scope

## Sub-Decisions

ADA Transition Plan for outdoor facilities and recreation programs

Public Arts Plan

Update Park System Development Charges (SDC's)

Identify General Community Priorities





# Schedule

## Dates

Process about 18 months

Winter 2017 – Kickoff

Consulting team to be selected and a refined schedule prepared

Summer/Fall 2018 – Completion



# Key Considerations

## Opportunities

Broad Community Support

Extensive Community Involvement and Engagement

Establish Priorities

## Constraints

Resources

Difficulty in outreach to underserved populations

Financial ability to implement recommendations

# Key Considerations

## **Influence**

Final decision will be made by the City Council

## **Other Cities**

Include Best Practices

Establish Local Level of Service

Include Public Involvement

Useful, Understandable, Clear and Concise





# Key Considerations

## **Staff Recommendation Factors**

Based on involvement and input from Council, advisory committees, steering committee, community organizations and citizens.

Accomplish a full system comprehensive master plan with attainable goals, policies, standards, funding opportunities and implementation plan with broad community support.

# Pre-Mortem Considerations

## Roadblocks

Complex Issues

Extensive Process

Special Interest Influence

## Opportunities

Transparent Process

Open Public Involvement

Inclusive and Diverse



# Pre-Mortem Considerations

## FAQ's

What is a master plan?

How do I propose a project or program?

What are the reasons for having a plan?

How will the plan affect and impact residents and businesses?

What are the expected outcomes?

Will community trail planning be included?

How are capital development projects funded?

How can citizens be involved?

# Public Involvement

## Assessment and Level

### Collaborative Level to Include:

- Steering committee and stakeholders
- Outreach to under served populations
- City advisory committees and CIO organizations
- Focus groups of stakeholders
- Statistically valid surveys
- Project web site and social media
- City newsletter, print media and mass news media methods
- Meetings with organizations, partners and citizens
- Informal surveys
- Open House
- Other toolkit methods deemed appropriate





# Next Steps

Issue a Request for Proposal (RFP) for consulting services

Award contract for consulting services

Council Approves an Ad Hoc Steering Committee for Parks and Recreation  
Master Plan Update



# Ad Hoc Steering Committee for Parks and Recreation Master Plan Update

## Purpose

To advise and guide the planning process and make a final recommendation to City Council.

## Membership (to be determined)

Tualatin Park Advisory Committee (7)

Community Involvement Organizations (up to 7)

City Council (2)





# Ad Hoc Steering Committee for Parks and Recreation Master Plan Update

## Other Possible Members

Special Populations

Special Interest Organizations

Partnering Organizations



# Questions ?

