



## MEETING AGENDA

### TUALATIN PARK ADVISORY COMMITTEE

May 11, 2021 - 6:00 pm

#### Virtual Meeting

#### To join by phone:

+1 253 215 8782 US (Tacoma)

Meeting ID: 939 0201 3210

#### To join by video:

Register by emailing [rmueller@tualatin.gov](mailto:rmueller@tualatin.gov)

---

*"We are a group of enthusiastic advocates for the Parks & Recreation system  
with a focus on the stewardship and enhancement of our community."*

#### A. Call to Order

#### B. Approval of Minutes

1. April 13, 2021

#### C. Communication

1. Chair
2. Staff
3. Public

#### D. Old Business

1. Native Land and People Acknowledgment
2. Parks Funding Update
  - a. Utility Fee
  - b. Project Prioritization Criteria
  - c. Public Information
3. Basalt Creek Parks & Recreation Plan

#### E. New Business

1. Put Down Roots Volunteer Plantings
2. National Pollinator Week Presentation
3. Programs, Operations and Projects Update
  - a. COVID-19
  - b. Recreation Programs, Activities & Events
  - c. Park Projects

d. Park Operations

**F. Upcoming Dates & Calendar Review**

**G. Committee Member Communications**

**H. Adjournment**



## Minutes

### Tualatin Park Advisory Committee

April 13, 2021

### Virtual Meeting

---

**Members Present:** Nadia Alvarado, Beth Dittman, Brandon Gill, Emma Gray, Anthony Warren

**Members Absent:** Josh Huffman

**Staff Present:** Ross Hoover, Parks and Recreation Director  
Rich Mueller, Parks Planning and Development Manager

**Public Present:**

---

#### A. Call to Order

Committee Chair, Beth Dittman called the meeting to order at 6:04 pm.

#### B. Approval of Minutes

The minutes of March 13, 2021 meeting were unanimously approved on a motion by Brandon Gill, and second from Anthony Warren.

#### C. Announcements

1. Chair

Beth Dittman mentioned the utility presentation and Council discussion. Beth also discussed connecting with Community Involvement Organizations.

2. Staff

Rich Mueller mentioned National Pollinator Week proclamation in June. TPARK indicated they would like to provide a presentation to Council. Staff will provide a presentation outline for committee input. The committee asked for information about Put Down Roots in Tualatin plantings.

Ross Hoover provided information about the Oregon Recreation & Park Association annual conference, and asked committee members to consider attending this year's virtual event.

3. Public

None

#### D. Old Business

1. Acknowledgement of Native Land and People

Beth Dittman shared Council discussion, process and roles regarding an acknowledgement, and next steps moving forward.

## Tualatin Parks Advisory Committee Meeting Minutes – April 13, 2021

### 2. Equity and Inclusion Plan

Ross Hoover discussed the status of the draft plan, and utilizing consultant services to share the plan and engage community members.

### 3. Park Funding Update

Ross Hoover provided the April 12 Council presentation and direction for a parks utility fee. This topic returns to Council for consideration on April 26. The committee discussed other funding options, timing and community engagement. Ross mentioned that projects and prioritization would come to TPARK for discussion at the next meeting.

### 4. Council Presentations

Brandon Gill and Emma Gray reported on the Arbor Week presentation to Council on March 22. Beth Dittman and Nadia Alvarado summarized the Annual TPARK report to Council on March 22.

## E. New Business

### 1. Oregon Community Paths Grant

Rich Mueller notified committee members that the trail application to design and build a section of the Tualatin River Greenway Trail has been recommended for Oregon Department of Transportation grant funding. The state transportation committee meets in May to consider approval of project recommendations.

### 2. Programs, Operations and Projects Update

Ross Hoover and Rich Mueller provided updates on COVID-19, youth summer day camps, Pohl Center programs, splash pad project, Basalt Creek planning, Put Down Roots event, park ranger program, seasonal park maintenance staffing, and City Services Center/City Offices.

## F. Upcoming Dates

Beth Dittman led the committee in review of the April and May 2021 calendars.

## G. Committee Member Communications

Beth Dittman and committee members would like to connect to other city groups and advisory committees, starting with the library.

Brandon Gill asked about federal COVID funds. Ross Hoover provided information about the Council budget meeting on April 19 at 5 pm, where the American Recovery Fund program will be discussed.

## H. Adjournment

Chair Beth Dittman adjourned the meeting at 7:21 pm on a motion from Brandon Gill, and second by Emma Gray.

***“We are a group of enthusiastic advocates for the Parks & Recreation system with a focus on the stewardship and enhancement of our community.”***



<b>SEQUENCING SCORING GUIDANCE CRITERIA</b>		<b>POSSIBLE SCORE</b>	<b>TOTAL SCORE</b>
Capacity Expansion	Increases opportunities and/or builds capacity to serve a greater number of people.	1-3	
System Diversity	Increases or provides variety in the assortment of uses or recreation opportunities in the community.	1-3	
System Balance	Increases equity, access, or geographic distribution of recreation opportunities (e.g., meets an unmet need, addresses a gap in services, serves an underserved group or area).	1-3	
Urgency/ Immediacy	Meets health and safety/regulatory elements; action must be taken now before the opportunity is lost; completion is needed before another priority project can be started.	1-3	
Ease of Implementation	Can be easily attained or accomplished; uses existing site; necessary planning, feasibility studies, and permitting have already been completed.	1-3	
Available Resources	Uses or leverages available resources (staffing, funding, partnerships, equipment) for capital development and/or ongoing operations.	1-3	
Return on Investment/ Value	Delivers high value for the cost or resources needed, relative to other projects.	1-3	
Operational Sustainability	Increases sustainability, reduces costs, increases maintenance and operational efficiencies, and/or increases facility revenues.	1-3	
Scale of Benefit	Serves a greater number of people.	1-3	
Master Plan Goals Alignment	Supports Master Plan goals (see Table 6-3). 1 goals = 1 point; 2-3 goals = 2 points; 4+ goals = 3 points	1-3	
Vision Alignment	Coincides with or supports the 2030 City Council vision & Priorities. 1 point = Inclusive Community 1 point = Connected, Informed & Engaged 1 point = Gathering Places 1 point = Transportation System 1 point = Environment	1-5	
<b>TOTAL</b>		<b>TBA</b>	
<b>PERCENT FAVORABILITY (TOTAL SCORE/?? * 100)</b>			

# Tualatin Basalt Creek Recreation Plan

## Exhibit A: Scope of Work

### Work Plan Tasks

The following work plan involves coordination with a Project Leadership Team (PLT). The PLT includes MIG Team members, the City's Project Manager, Parks & Recreation Director, plus key staff such as the Community Development Director, City Planner, Economic Development Manager, Deputy City Manager, Finance Director, and Community Engagement Coordinator. The staff present may vary depending on the nature of the meeting.

The work plan is divided into two phases. Phase 1 is internal facing with research, due diligence, and market analysis, while Phase 2 is externally oriented with community engagement, design refinement, and plan document production.

#### PHASE 1: IDENTIFY AN ACQUISITION APPROACH.

##### 1. Develop Acquisition Criteria

The MIG Team will initiate the project, providing a letter requesting project GIS data and other background information. With this information, we will assemble a base map and jump right in. Our first step will be allowing ourselves to dream big by hosting an internal working charrette that will imagine an idealized parks and recreation vision for the Basalt Creek area. Are we prioritizing protection of natural resources, ease of access, connectivity of active recreation corridors or some combination of all three? An articulation of these goals—and an initial application of where they might occur on a map—will allow us to create property acquisition criteria for future public parklands. These criteria might include parcel size, proximity to arterial streets, adjacency to other protected lands, natural area setback, known natural features, etc. This will establish a shared foundation and common understanding of potential limits for the site search as we move forward.

Sub-tasks:

- a. Project Kickoff Meeting
- b. Background Information Request
- c. PLT Brainstorming Charrette
- d. Criteria Development
- e. Project Management and Coordination

##### *Task 1 Assumptions*

- *The Kickoff Meeting (a) and the PLT Brainstorming Charrette (c) will be hosted by MIG via Zoom. The City will facilitate contact with the City's GIS manager. The data request (b) will be provided to MIG prior to the charrette to form a project base map. A second data request may follow the charrette.*



- *Project Management and Coordination for all tasks includes coordination with the City and subconsultants; responses to emails; coordinating site reconnaissance; meeting recaps; monthly invoicing; manage documents.*

## 2. Analyze Potential Locations

Using GIS and other available data, MIG will then begin the process of analyzing buildable lands and potential park sites to identify suitable properties within the study area. This analysis will assess parcel size, stormwater requirements, existing and planned transportation corridors, safety, access issues, accessibility, and barriers to use. These data-driven recommendations will be cross-checked by drive-by “windshield” analyses to better understand the physical environment and site constraints. Findings will be summarized in a Site Suitability Summary Memo and Map that will be discussed with the project leadership team (PLT) for further vetting.

Sub-tasks:

- a. GIS-based Site Opportunities Assessment
- b. Field Visit and Windshield Tour
- c. Site Suitability Summary/Map
- d. Project Leadership Team Meeting
- e. Project Management and Coordination

### *Task 2 Assumptions*

- *The PLT will be hosted by MIG via Zoom.*
- *Development of the Site Suitability Summary Memo includes one round of consolidated edits.*

## 3. Conduct Market Study

MIG Team member Johnson Economics will document recent development trends and patterns in the study area, including residential, commercial, and industrial markets. This analysis will establish the background market dynamics impacting anticipated private-sector development patterns in the area. We will assess remaining capacity by cross-comparing to GIS and the regional buildable lands inventory. Supply and demand for park and trail options would be reconciled and an expected pattern and pace of development would be determined in the study area. This would allow the team to anticipate land absorption and associated market pricing. The analysis would then focus on strategies to acquire necessary park parcels and trail corridors in appropriate locations. These findings will be discussed with the PLT.

Sub-tasks:

- a. Market / Land Opportunities Assessment
- b. Real Estate Market Overview and Forecast
- c. Opportunities Summary and Land Evaluation
- d. Project Leadership Team Meeting
- e. Project Management and Coordination

#### Task 3 Assumptions

- *The PLT will be hosted by MIG via Zoom.*
- *Development of the Opportunities Summary and Land Evaluation will include one round of consolidated edits.*

#### 4. Develop Preliminary Design Options

Combining the results of Task 2 and Task 3, MIG will identify leading candidate sites and begin to test potential site programs, fitting them to the sites. This will include an overview of the implications for site design, zoning setbacks, and the mix of amenities and facilities at each site, especially analyzing large footprint, high-impact items like sports fields and parking lots, which may increase traffic and stormwater mitigation costs. These early design studies will also address implications for ecological functions, including whether sites may support the City's new Stormwater Master Plan. These alternatives will be discussed with the Project Leadership Team to prioritize options and see if a clear best opportunity emerges.

Sub-tasks:

- Site Alternatives
- Design Options and Shared Stormwater Implications
- Project Leadership Team Meeting
- Project Management and Coordination

#### Task 4 Assumptions

- *Design Options and Shared Stormwater Implications will be comprised of maps highlighting identified sites that the City may consider for short- or long-term pursuit. The deliverable will include typical program footprints (e.g., a soccer field) placed on scaled site plans.*
- *There is one round of consolidated edits for the Design Options.*
- *The PLT will be hosted by MIG via Zoom.*

#### 5. Propose Acquisition Approach

If clear acquisition opportunities emerge from these analyses, the City should begin informal consultation with the property owners. Property owners might be unwilling to sell but may be willing to place the property in a living estate or establish a right of first refusal. At the same time, MIG will define the tools to advance as part of the property acquisition strategy, schedule out action items and decision points, and frame potential next steps. This may include the City moving immediately to purchase a park site, initiating MOAs/MOUs with property owners for future site acquisition/dedication, or a variety of other next steps. These steps will be discussed with the PLT to identify the timing/sequencing of action items, and discussed and vetted upward to confirm elected official buy-in. Using this information, MIG will also be able to better define Phase 2 Tasks for the remainder of the planning process.

Sub-tasks:

- a. Acquisition Strategy, Action Items, and Potential Next Steps
- b. Project Leadership Team Meeting
- c. Project Management and Coordination

#### *Task 5 Assumptions*

- *There is one round of consolidated edits for the Acquisition Strategy memo.*
- *The PLT will be hosted by MIG via Zoom.*
- *The City will take the lead in initiating conversations, pursuing, and tracking acquisition agreements with property owners.*

## PHASE 2: INVOLVE THE PUBLIC IN IDENTIFYING THE PROGRAMMATIC ELEMENTS FOR SITE DEVELOPMENT, PLUS A FUNDING AND IMPLEMENTATION STRATEGY.

### 6. Conduct Public Outreach

Following Phase 1, the City will likely have a pretty clear picture about the overall desired open space framework for the Basalt Creek planning area and whether or not any acquisition plans can be acted upon in the short term. We anticipate that a “light-touch” outreach process will be required due to COVID-19 health restrictions, MIG sees a need to involve TPARK members in decisions about the open space planning framework, key program drivers, and the types of sites that the city may be looking to acquire. Focus groups consisting of sports group representatives and/or residents south of Ibach Park may want to be consulted to get their input on different purchase options and site configurations. A bilingual focus group will be introduced to ensure diverse residents of Tualatin have an opportunity to participate.

Sub-tasks:

- a. Tualatin Parks Advisory Committee (TPARK) Meeting
- b. Focus Groups with Key Stakeholders and Partners (2)
- c. Hispanic/Latino Outreach
- d. Project Management and Coordination

#### *Task 6 Assumptions*

- *TPARK outreach will take place during TPARK’s monthly meeting and attended by MIG staff via Zoom or similar.*
- *City will facilitate MIG getting on the TPARK agenda.*
- *City will facilitate meeting invites to stakeholder focus groups via social media and contact lists. Focus groups will be virtual meetings hosted by MIG via Zoom.*
- *Hispanic/Latinx outreach will utilize bilingual staff at the City Library to collect feedback on the potential site programs and locations using tools developed by MIG. Outreach findings will be summarized for PLT for review.*

## 7. Refine Park and Trail Design Program

Using public input and the results of Phase 1 acquisition efforts, MIG will refine the preliminary design options to identify how many sites, what sites, and what site elements should be pursued in a continued acquisition strategy. Tasks include definition of a full site program (for one or multiple sites), illustrations of the site concepts, and high-level, rough-order-of-magnitude development cost estimates. These will be discussed with the PLT and refined based on one round of revisions.

Sub-tasks:

- a. Parks Design Program
- b. Site Concepts (3 illustrations)
- c. Project Leadership Team Meeting
- d. Final Design Programs, Site Design Concepts
- e. Project Management and Coordination

### *Task 7 Assumptions*

- *There is one round of edits for the Site Concepts illustrations and the Final Design Programs, Site Design Concepts.*
- *The PLT will be hosted by MIG via Zoom.*

## 8. Package Draft and Final Basalt Creek Parks and Recreation Plan

MIG will summarize all study elements—overall open space framework, priority program elements, preferred site criteria, site tests and, if appropriate, conceptual site plans—in an attractive packet that can be used for grant applications and publicity materials to build public, stakeholder, and political support for future funding decisions and implementation. Using the final design program and concepts, MIG will identify acquisition costs and site development costs, as well as order-of-magnitude assumptions about operations costs and staffing needs. This information will be incorporated into a draft and final Basalt Creek Parks and Recreation Plan that considers short-, medium-, and longer-term actions for moving forward, as well as implementation considerations. MIG will present the findings to City Council.

Sub-tasks:

- a. Capital Improvement Plan and Costs
- b. Staffing, Operations, and Maintenance Costs
- c. Draft Implementation Strategy and Phasing
- d. Project Leadership Team Meeting
- e. Draft Basalt Creek Parks and Recreation Plan
- f. Final Plan
- g. Council Meeting
- h. Project Management and Close-Out

### *Task 8 Assumptions*

- *There is one round of edits for each of the Draft Basalt Creek Parks and Recreation Plan and the Final Plan.*
- *The PLT will be hosted by MIG via Zoom.*



- *Presentation to City Council will take place during Council's bi-weekly meeting and attended by MIG staff via Zoom or similar.*
- *City will facilitate MIG getting on the Council agenda.*





# Put Down Roots in Tualatin Earth Day at TCP April 24, 2021



## Thank You Corporate Volunteers for Keeping Tualatin Green and Clean!

- Ten incredible corporate volunteers from The Management Group, celebrated Earth Day by giving Tualatin Community Park a Hug.
- 6 yards of winter storm debris was raked and loaded in dump boxes.
- 200 Summer Reading Packets were assembled for the Library.
- This enthusiastic team of coworkers ignored the April rain and made TPC shine.



Thank you Parks Staff,  
Miguel Gonzalez  
Javi Mitchell,  
Omar Olivera,  
Shelly Helgerson and  
Tom Steiger for engaging  
volunteers in projects  
benefitting the  
community.





# Put Down Roots in Tualatin Earth Day at Ibach Park April 22, 2021



## Thank You Corporate Volunteers for Keeping Tualatin Green and Clean!

- Six incredible corporate volunteers from Coyote, a division of UPS, celebrated Earth Day by planting trees along Hedges Creek.
- 8 Ash trees and 10 Douglas fir trees were planted to replace the many trees lost in the ice storm in February.
- This enthusiastic team of coworkers also removed Himalayan blackberry, English ivy and English holly and relocated a mountain of mulch left from storm clean up.



Thank you Parks Staff,  
Miguel Gonzalez  
Will Harder and  
Tom Steiger for  
engaging  
volunteers in  
projects  
benefitting the  
community.



JUNE 14, 2021

# POLLINATOR WEEK

JUNE 21-27, 2021





**June 21-27, 2021**

- **Activities**
- **Lightings**
- **Proclamations**

# NATIONAL POLLINATOR WEEK





# BEE CITY USA



Thinking globally and acting locally, Bee City USA provides a framework for communities to work together to conserve native pollinators by increasing the abundance of native plants, providing nest sites, and reducing the use of pesticides.

Bee City USA affiliates make commitments to conserve native pollinators, laid out in a resolution adopted by the local city council. City staff and community members work together to carry out these commitments and make their city a better place for pollinators.





Establish a standing Bee City USA committee to advocate for pollinators.

Create and enhance pollinator habitat on public and private land by increasing the abundance of native plants and providing nest sites.

Reduce the use of pesticides.

Incorporate pollinator-conscious practices into city policies and plans.

Host pollinator awareness events.

Publicly acknowledge Bee City USA affiliation with signs and an online presence.

Pay an initial application fee and annual renewal fee. Annually apply for renewal and report on the previous year's activities.

# BEE CITY COMMITMENTS





# PUT DOWN ROOTS VOLUNTEER PLANTINGS



5

Planting events and activities

1,500

Pollinators planted

200

Volunteers

??

Volunteer Hours



# COMMUNITY BENEFITS

- ◆ Ensure survival of vital animal species
- ◆ Build community locally and nationally
- ◆ Improve local food production
- ◆ Support small businesses
- ◆ Address pest problems with fewer pesticides
- ◆ Heighten awareness of biological diversity





# POLLINATION FAST FACTS

## WHAT IS POLLINATION?

- Pollination is a vital stage in the life cycle of all flowering plants.
- When pollen is moved within a flower or carried from one flower to another of the same species it leads to fertilization. This transfer of pollen is necessary for healthy and productive native & agricultural ecosystems.
- About 75% of all flowering plant species need the help of animals to move their heavy pollen grains from plant to plant for fertilization.
- About 1,000 of all pollinators are vertebrates such as birds, bats, and small mammals.
- Most pollinators (about 200,000 species) are beneficial insects such as flies, beetles, wasps, ants, butterflies, moths, and bees.

## WHY ARE POLLINATORS IMPORTANT?

- Pollinators are often keystone species, meaning that they are critical to an ecosystem. The work of pollinators ensures full harvests of crops and contributes to healthy plants everywhere.
- An estimated 1/3 of all foods and beverages is delivered by pollinators.
- In the U.S., pollination produces nearly \$20 billion worth of products annually.



# POLLINATION FAST FACTS

## HOW YOU CAN HELP?

- Reduce your impact. Reduce or eliminate your pesticide use, increase green spaces, and minimize urbanization.
- Plant for pollinators. Create pollinator-friendly habitat with native flowering plants that supply pollinators with nectar, pollen, and homes. For information on what to plant in your area, download a free eco-regional guide online at <https://www.oregonmetro.gov/native-plants-willamette-valley-yards-booklet>.
- Tell a friend. Educate your neighbors, schools, and community groups about the importance of pollinators.
- Become an International Dark Sky Place.
- Be part of a growing community of pollinator supporters.



# GET INVOLVED AT HOME AND IN COMMUNITY

- ◆ Audubon Backyard Habitat Certification Program <https://audubonportland.org/get-involved/backyard-habitat-certification-program>
- ◆ Friends of Trees <https://friendsoftrees.org/>
- ◆ Byrom School Pollinator Garden <https://www.facebook.com/byromgarden>



A close-up photograph of a bumblebee on a large, dense cluster of small pink flowers. The bee is positioned on the right side of the frame, facing left. The background is a soft-focus field of similar pink flowers.

# NATIONWIDE PARKS FOR POLLINATORS BIOBLITZ

- NRPA and The Scotts Miracle-Gro Foundation Launch Nationwide Parks for Pollinators BioBlitz as Part of Gro More Good Initiative

- New national effort offers local support to park and recreation agencies to promote pollinator awareness and education for children and families



# RESOURCES

**CITY OF TUALATIN**

<https://www.tualatinoregon.gov/recreation/bee-city-usa%C2%AE-city-tualatin>

**BEE CITY USA**

<https://beecityusa.org/>

**NATIONAL POLLINATOR WEEK**

<https://www.pollinator.org/pollinator-week>

**OSU LANDSCAPES TO PROTECT  
POLLINATORS**

[https://protect-us.mimecast.com/s/lekmCLYNM3fzygzTGzmLD?  
domain=catalog.extension.oregonstate.edu](https://protect-us.mimecast.com/s/lekmCLYNM3fzygzTGzmLD?domain=catalog.extension.oregonstate.edu)

**PORTLAND AUDUBON**

<https://audubonportland.org/>

**INTERNATIONAL DARK SKY PLACE**

[https://protect-us.mimecast.com/s/0MplCpYlX3fxGXxuJYij1?  
domain=darksky.org/](https://protect-us.mimecast.com/s/0MplCpYlX3fxGXxuJYij1?domain=darksky.org/)



# QUESTIONS & COMMENTS





# What's Going on at the Juanita Pohl Center!

April 2021

**April All Access Virtual Fitness Passes Sold = 18**

**\*sponsored in-part by Brookdale River Valley Tualatin**

*Gentle Yoga  
w/Sandra Gail →*





# What's Going on at the Juanita Pohl Center!

*April 2021*

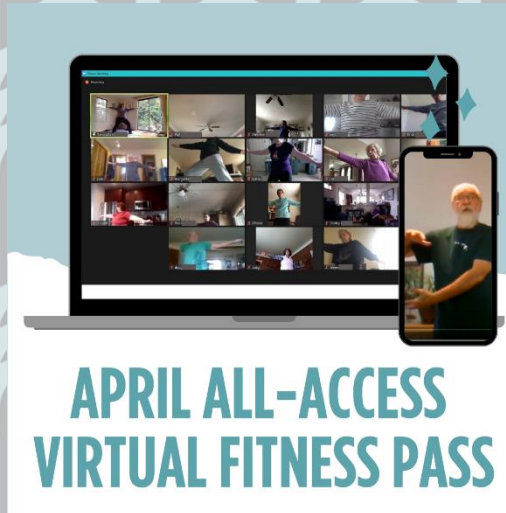
## Virtual Fitness

\*Sponsored in-part by Washington County

**Gentle Yoga = 109 participants**

**Tai Chi = 72 participants**

**Boomer Boot Camp = 146 participants**





# What's Going on at the Juanita Pohl Center!

*April 2021*

## Virtual Enrichment Programming

**April 1: JPC Social Hour = 8 participants**

**April 8: Shoulder Pain Workshop w/Summit = 12 participants**

**April 22: Plants that Birds, Bees, Humans (and other animals) Love! = 16 participants**

**April 29: Volunteerism & Community Building = 11 participants**

*"Thank you so much for sharing!  
Delightful informative presentation."*

– Jill T.

*"It was a great class and I know  
there are some plants I'd like to  
add to my garden."*

– Thea W.



*Jonn Karsseboom from  
The Garden Corner*

*"I greatly enjoyed the video today  
with The Garden Corner. It was the  
best one ever! Beautiful flowers  
and presentation. Thank you."*

– Rosemarie H.





# May 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
						<b>1</b> May is Mental Wellness & Stress Management Month at Pohl Center	
2	3	4	5 Cinco de Mayo	6	7	8	
9	10 7 pm Council Meeting	11 6 pm TPARK Meeting	12	13	14	15 Armed Forces Day	
16	17	18	19	20	21	22	
23	30	24 7 pm Council Meeting	25 Memorial Day	26	27	28	29
		31					

# June 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8 6 pm TPARK Meeting	9	10	11	12
13	14 7 pm Council Meeting Flag Day	15	16	17	18	19 Juneteenth
20 National Pollinator Week	21 Summer Begins	22	23	24	25	26
27	28 Youth Day Camps, Skyhawks Sports Camps & Willowbrook Begins 7 pm Council Meet	29	30			