



## MEETING NOTICE & AGENDA

### TUALATIN PARK ADVISORY COMMITTEE January 11, 2022 - 6:00 pm

#### Virtual Meeting

#### To join by phone:

+1 253 215 8782 US (Tacoma)

Meeting ID: 881 2221 5158

#### To join by video:

<https://us06web.zoom.us/j/88122215158>

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“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. December 14, 2021

#### C. Communication

1. Chair
2. Staff
3. Public

#### D. Old Business

1. Parks Funding Update
  - a. Parks Bond Initiative
2. Basalt Creek Parks & Recreation Draft Plan
  - a. Council Work Session 1/10/22
  - b. Consideration of Acceptance 1/24/22
3. Veterans Memorial Site Planning & Design
  - a. Project Scope
  - b. Data Collection & Initial Planning
  - c. Public Engagement
  - d. Core Themes & Objectives
4. Annual Report

**E. New Business**

1. Updates
  - a. Programs
  - b. Projects
  - c. Operations
  - d. Volunteers

**F. Upcoming Dates & Calendar Review**

**G. Committee Member Communications**

**H. Adjournment**



## Minutes

### Tualatin Park Advisory Committee December 14, 2021

#### Virtual Meeting

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<b>Members Present:</b>	Denise Cline, Beth Dittman, Brandon Gill, Emma Gray, Josh Huffman
<b>Members Absent:</b>	Nadia Alvarado, Anthony Warren (excused)
<b>Staff Present:</b>	Ross Hoover, Parks and Recreation Director Rich Mueller, Parks Planning and Development Manager Kyla Cesca, Office Coordinator
<b>Public Present:</b>	Joe Lipscomb, Grace Lucini, John Lucini

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#### A. Call to Order

Chair, Beth Dittman called the meeting to order at 6:06 pm.

#### B. Approval of Minutes

The minutes of November 9, 2021 meeting were unanimously approved on a motion by Emma Gray, and second from Denise Cline.

#### C. Announcements

1. Chair  
Beth Dittman thanked the public for joining, and asked to keep comments to three minutes.
2. Staff  
None
3. Public  
None

#### D. Old Business

1. Basalt Creek Parks & Recreation Draft Plan  
Rich Mueller presented an overview of the draft plan process, and provided a summary of the input received during the public review and comment period. Ross Hoover added that this is a high level, non-site specific plan for the future. Rich then shared the suggested technical and content changes based on public comments and input. Rich concluded with next steps to council and turned the topic over to Beth Dittman. Beth engaged the committee in discussion with additional information provided by staff. Beth invited Grace Lucini to speak. Grace spoke for herself and her husband expressing concerns about representation, land use, planning, stormwater, natural areas, and resources. Members had additional discussion and move to the next topic. The

## Tualatin Parks Advisory Committee Meeting Minutes – December 14, 2021

discussion was brought back by Josh Huffman during committee member communications. After discussion Josh Huffman made a motion to recommend City Council accept the plan. This motion was seconded by Emma Gray and unanimously approved (Ayes: Denise Cline, Beth Dittman, Brandon Gill, Emma Gray, Josh Huffman & Nays: none).

2. Parks Funding Update  
Ross Hoover gave an update date on the Metro park bond program. He also shared the current work by consultants on a possible bond.
3. Native Land & People Acknowledgement  
Beth Dittman shared this will be passed onto the new ad hoc committee.
4. Veterans Memorial Site Planning & Design  
Rich Mueller recapped the planning process, which included internal data collection and conversations with technical staff regarding parking, streets, utilities, planning & engineering requirements, and safety & security issues. Kyla Cesca shared the plans for upcoming public engagement beginning in January 2022. Beth Dittman invited Joe Lipscomb to speak. Joe shared there are a lot of veterans interested in the memorial, but are concerned they have not heard much about the planning process. Staff indicated community engagement starts in January with outreach at that time.

### **E. New Business**

1. Annual Report  
The 2021 report was discussed. Beth Dittman requested 2020 report be included in the January packet along with a list of accomplishments.
2. Tree City USA  
Rich Mueller shared that TPARK is the City tree committee and the annual application for Tree City USA recognition has been submitted.
3. Updates
  - a. Programs  
Ross gave a brief update on the December Parks and Recreation programs such as the lights parade and holiday letters.
  - b. Projects  
None
  - c. Operations  
The committee was informed that the parks maintenance manager was out of the office and issues should be referred to Ross Hoover.
  - d. Volunteers  
Plantings and volunteer projects were included in the meeting packet.

### **F. Upcoming Dates**

Calendars were briefly reviewed.

### **G. Committee Member Communications**

Josh Huffman suggested the committee return to discussing the Basalt Creek Parks and Recreation Plan.

### **H. Adjournment**

## Tualatin Parks Advisory Committee Meeting Minutes – December 14, 2021

Chair Beth Dittman adjourned the meeting at 8:08 pm on a motion from Josh Huffman 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.”***



# Tualatin Parks Funding Opinion Research Results *and Beyond*



Barney & Worth, Inc.



DHM Research

# Opinion Research

*Combines qualitative and quantitative methods  
over two years*

January 2020	Campbell Delong telephone survey (251 residents)
2020	Tualatin Community Survey (570 residents)
November 2021	Stakeholder interviews (18)
November 20, 2021	Focus groups (2 groups, 23 participants)

# 2020 Tualatin Community Survey

## *Library and Parks Contribute to Quality of Life*

City Services Excellent/Good
95% Library
88% Parks
88% Drinking water
87% Police
84% Overall

Tualatin Quality of Life				
92%	92%	90%	88%	86%
Place to Live	Recommend to Others	Place to Raise Children	Overall	My Neighborhood

*Top Issues: affordable housing, the economy, traffic*

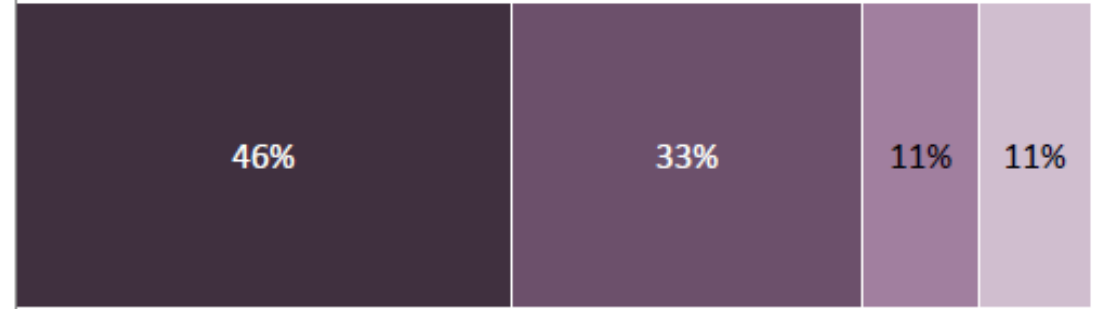


# 2020 Tualatin Community Survey

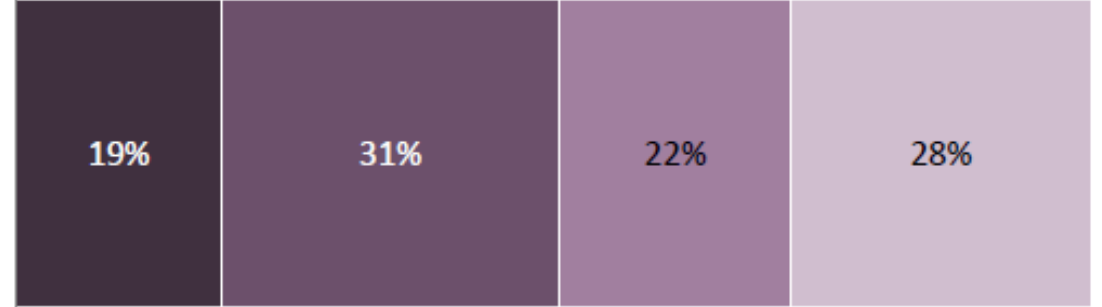
*Results show  
potential support  
for funding  
measure*

■ Strongly support ■ Somewhat support ■ Somewhat oppose ■ Strongly oppose

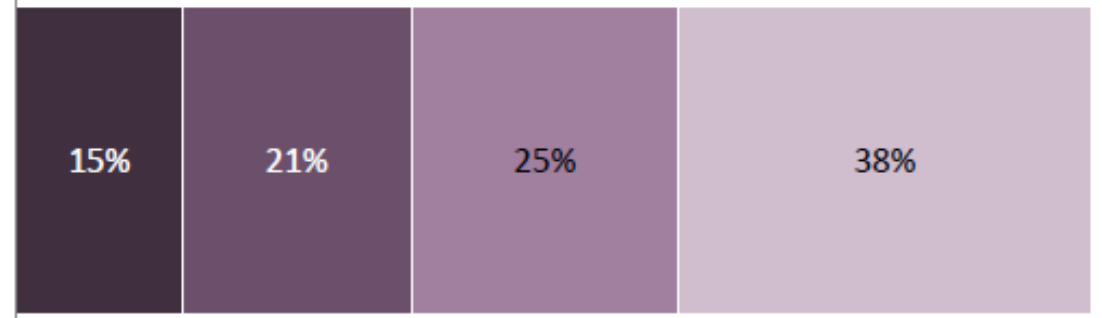
Develop a proposal for a property tax levy or bond for maintaining our parks amenities and then place the question on the ballot for voters to decide



Add a fee to each utility bill, with the amount to be determined and approved by City Council, to pay for maintaining our parks amenities



Do not ask property owners or utility rate payers to pay more even if it means reducing or removing amenities



# Stakeholder Interviews

## *Highlights – November 2021*

- Community leaders are generally supportive of parks and funding
- Park system deficiencies are obvious to most (but not all)
- **There's agreement on funding priorities:** trails, upgrading existing parks, deferred maintenance and safety.
- **The \$5/month utility fee is no longer an issue** – but stakeholders agree it's not enough
- **Advice:** an affordable bond measure and grassroots campaign that offers “something for everyone”

# Focus Groups

*November 20, 2021*

- Two groups; 2 hours each; 23 participants total
- Random participant selection proportionate to voter pool
- Combines written exercises and discussion
- Sessions videotaped; written analysis in summary report



# Focus Groups

## *Highlights – “Parks and Trails Connect Us”*

- The leading issue is still traffic. (Parks are not mentioned.)
- Most participants are satisfied with City services, including parks. “They are well-maintained” and “adequate”.
- However, Tualatin’s parks suffer from comparisons with nearby communities.
- Few know which agency operates Tualatin’s parks or how they are funded.
- Participants aren’t initially supportive of a bond measure. They point to other, higher priorities.
- Support improves when voters are assured the funding measure includes their priorities. The acceptable price point for homeowners appears to be \$75 to \$200 per year.

# Opinion Research

## *Priorities Seem Clear*

### Money Allocated to Parks Goals

1. Create a **walkable, bikeable** community with **interconnected trails**.
2. **Maintain parks** and promote high quality customer service
3. **Expand access** to parks to parts of the community that lack them.

### Importance of Park Investments

1. Connected trails
2. Upgrades to existing parks
3. “Nature parks,” natural areas, wildlife viewing
4. River access
5. Playground equipment
6. Large lawns for multiple use

# Opinion Research

## *Priorities Seem Clear*

- Priority projects for “swing voters”: **connected trails, park renovation, playground equipment**
- Least popular projects: dog parks, buy land, improve/expand playfields, implement Parks Master Plan (all participants agree)

# 5,300 “Yes” Votes – *Success Formula*

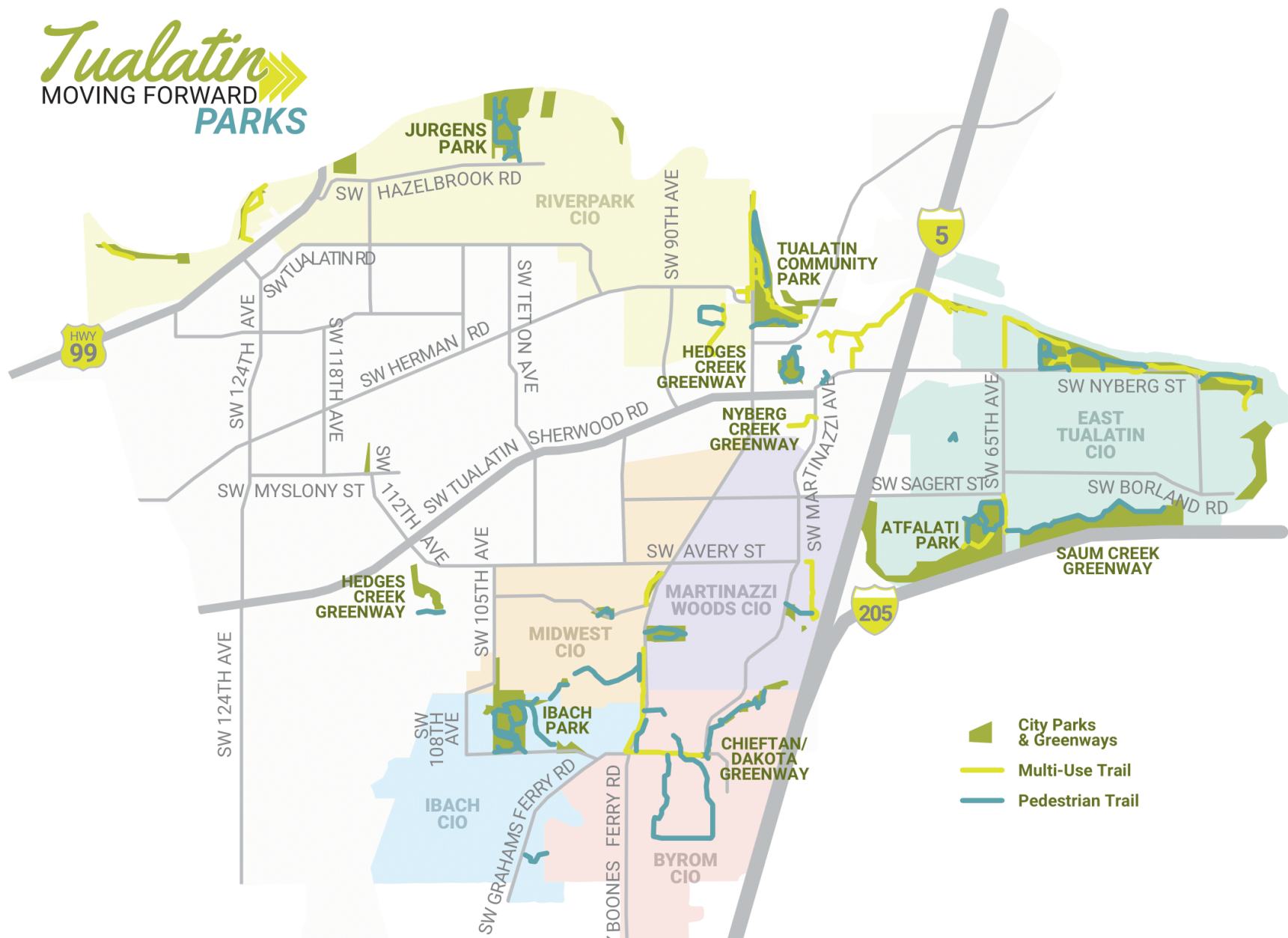
1. Community-driven; authentic public engagement
2. Something for everyone
3. Include voters’ priority projects
4. Be mindful:
  - Most residents *do not regularly visit parks*
  - Most think *our parks are in good condition*
5. “Right-size” the funding ask; not too much for voters to support

*Tualatin*  
MOVING FORWARD   
**PARKS**  
*Connecting Parks—Paths—and People*





*Tualatin*  
MOVING FORWARD  
**PARKS**



-  City Parks & Greenways
-  Multi-Use Trail
-  Pedestrian Trail

# 2022 Election Calendar

January	Launch Grassroots Campaign
<b>February</b>	<b>Refine Funding Options/Messaging</b>
<b>March</b>	<b>Telephone Survey</b>
April – October	Grassroots Public Engagement
April – May	Develop Funding Request
May 17	Primary Election
May – June	Draft Ballot Title, etc.
August	City Council Action
September	File Ballot Measure
August – October	Public Education (under ORS)
November 8, 2022	Election Day

# TPARK Advice?

**Thank You!**



*City of Tualatin*

## CITY OF TUALATIN Staff Report

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager

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

**DATE:** January 10, 2022

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**SUBJECT:**  
Basalt Creek Parks and Recreation Draft Plan

**EXECUTIVE SUMMARY:**

The 2018 Parks and Recreation Master Plan identified the need for future parks, trails and natural areas in Basalt Creek. Planning consultant MIG and City staff have completed the Parks and Recreation planning work in the Basalt Creek planning area, which included extensive community engagement. Consultant studies included developing acquisition criteria, analyzing potential locations, conducting a market study, and proposing an acquisition approach. During May through December 2021, planning work included conducting public outreach and community engagement, developing and refining park and trail design programs, and finalizing the draft Basalt Creek Parks and Recreation Plan.

Staff and project consultants will present the proposed Basalt Creek Parks and Recreation Final Draft Plan for Council questions, comments, and input.

The final draft plan is attached and report appendices can be found on the project website under supporting documents at <https://www.tualatinoregon.gov/recreation/webforms/basalt-creek-parks-recreation-plan>.

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**Attachments:**  
Presentation  
Basalt Creek Parks & Recreation Plan



CITY OF TUALATIN  
**Basalt  
Creek**  
PARKS & RECREATION PLAN

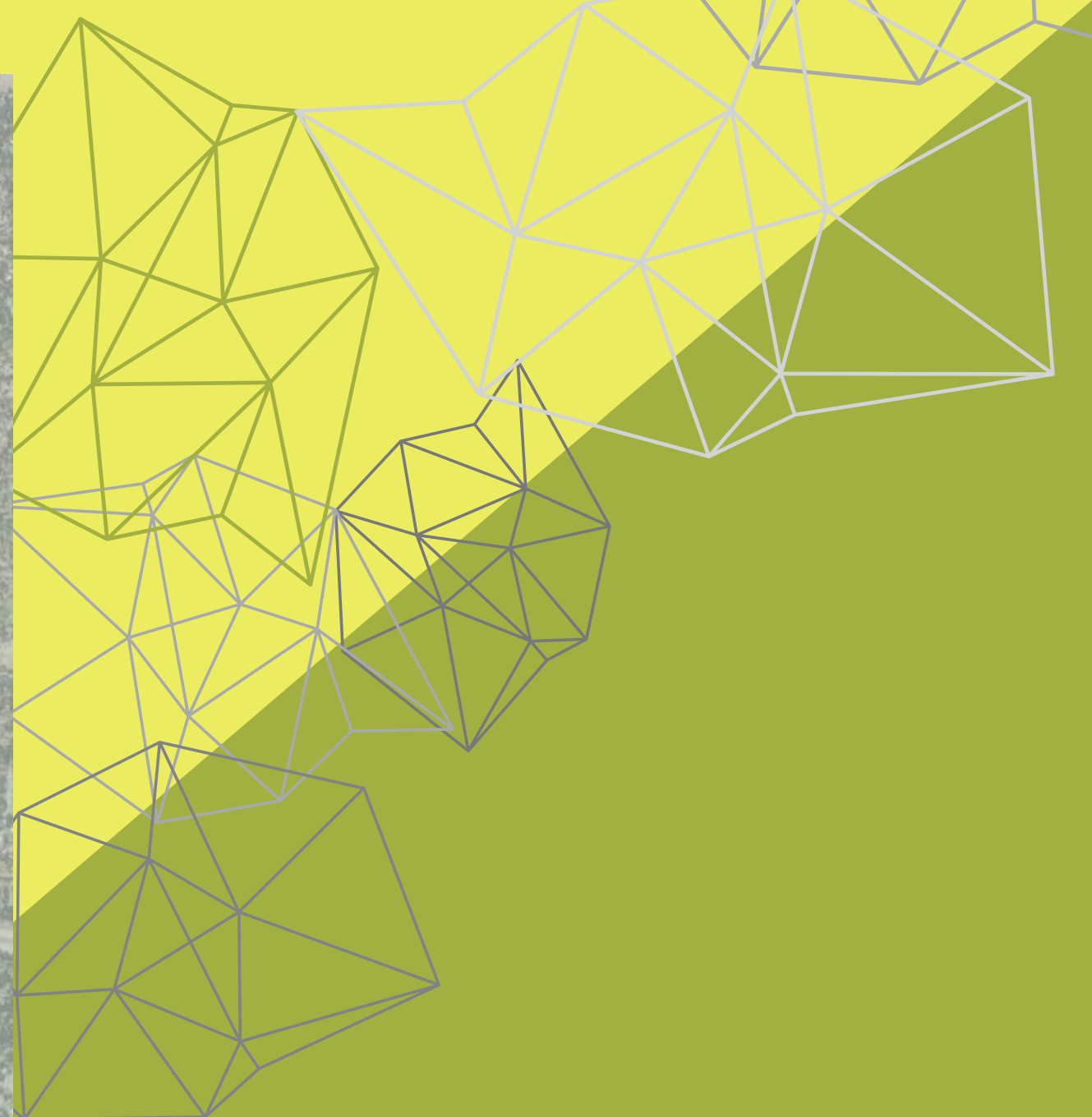
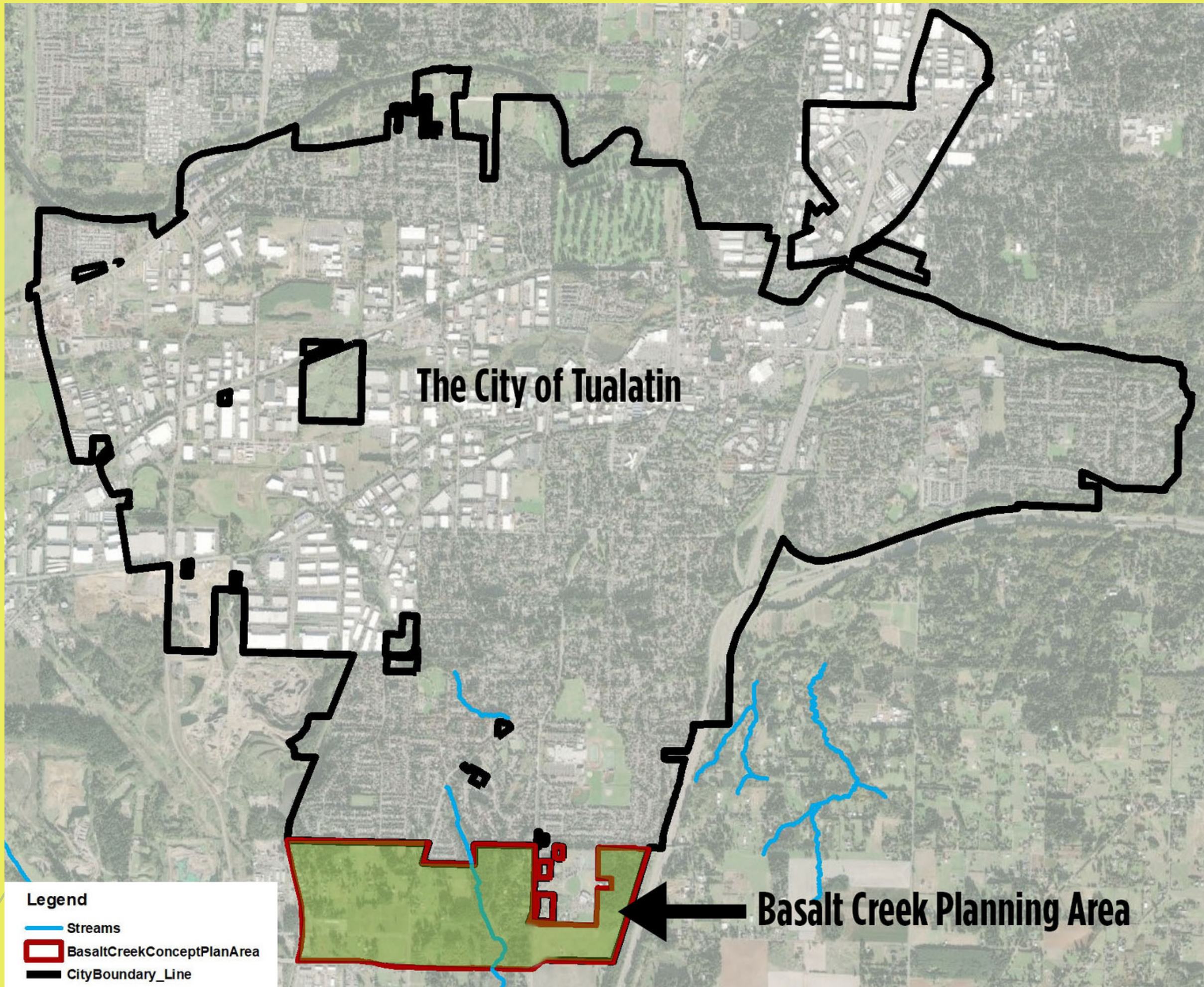
*Draft - November 2, 2021*



City of  
**TUALATIN**  
*Basalt Creek*  
**PARKS & RECREATION**

**PLAN**

**January 10, 2022**





## PURPOSE & BACKGROUND

- Parks & Recreation Master Plan
- Plan for expanding community Parks & Recreation needs
- Address needs of new residential, manufacturing & commercial areas
- Assess potential site acquisition opportunities





# VISION & GOALS

- Parks & Recreation Master Plan Goal Alignment
- City Council Vision & Priorities
- Basalt Creek Comprehensive Plan

# PROCESS OVERVIEW

MARCH  
2021



Assessing  
recreation  
opportunities



Engaging  
with  
community  
members &  
stakeholders



Establishing  
a parks &  
recreation  
development  
framework



Identifying  
key parks &  
recreation  
investments



Estimating  
costs



Identifying  
steps towards  
implementation



Basalt Creek Parks  
& Recreation Plan

DECEMBER 2021



**NEIGHBORHOOD & PROPERTY OWNERS FOCUS GROUP**  
*Open House*

Please join us share your ideas to help plan for parks for your Basalt Creek Area.

**THURSDAY  
 SEPTEMBER 9, 2021  
 6PM**

Ibach Park  
 Large Picnic Shelter  
 10455 SW Ibach St.  
 Tualatin, OR 97062

We look forward to meeting with you and hearing your thoughts to ensure resources are provided. If you would like more information on this process or are unable to attend, please visit the website where you can find out more, take the latest survey, share your thoughts, and learn about other engagement events and meetings.

[TualatinOregon.gov/Recreation](https://TualatinOregon.gov/Recreation) → Click Basalt Creek Parks and Recreation Plan



City of Tualatin ✓  
 Community Engagement  
 Coordinator Betsy Rodriguez  
 Ruef · 20w

**TUALATIN**  
 Basalt Creek  
 Area  
**PLAN**

# COMMUNITY ENGAGEMENT

- Community Event, Open House & Public Meetings
- Emails & Social Media Notifications
- Surveys & Webpage
- Focus Groups
- Internal Meetings with Partners
- Local Media Coverage

# BASALT CREEK PARKS & RECREATION PLAN CHAPTERS

- Executive Summary
- Introduction
- Existing Conditions & Site Analysis
- Vision & Goals
- Community Engagement
- Parks & Recreation Concept
- Implementation

# EXISTING CONDITIONS & SITE ANALYSIS



- Land Use
- Natural Area & Features
- Circulation System
- Unincorporated Washington County & Annexation
- Acquisition Criteria
- GIS Site Opportunities Assessment

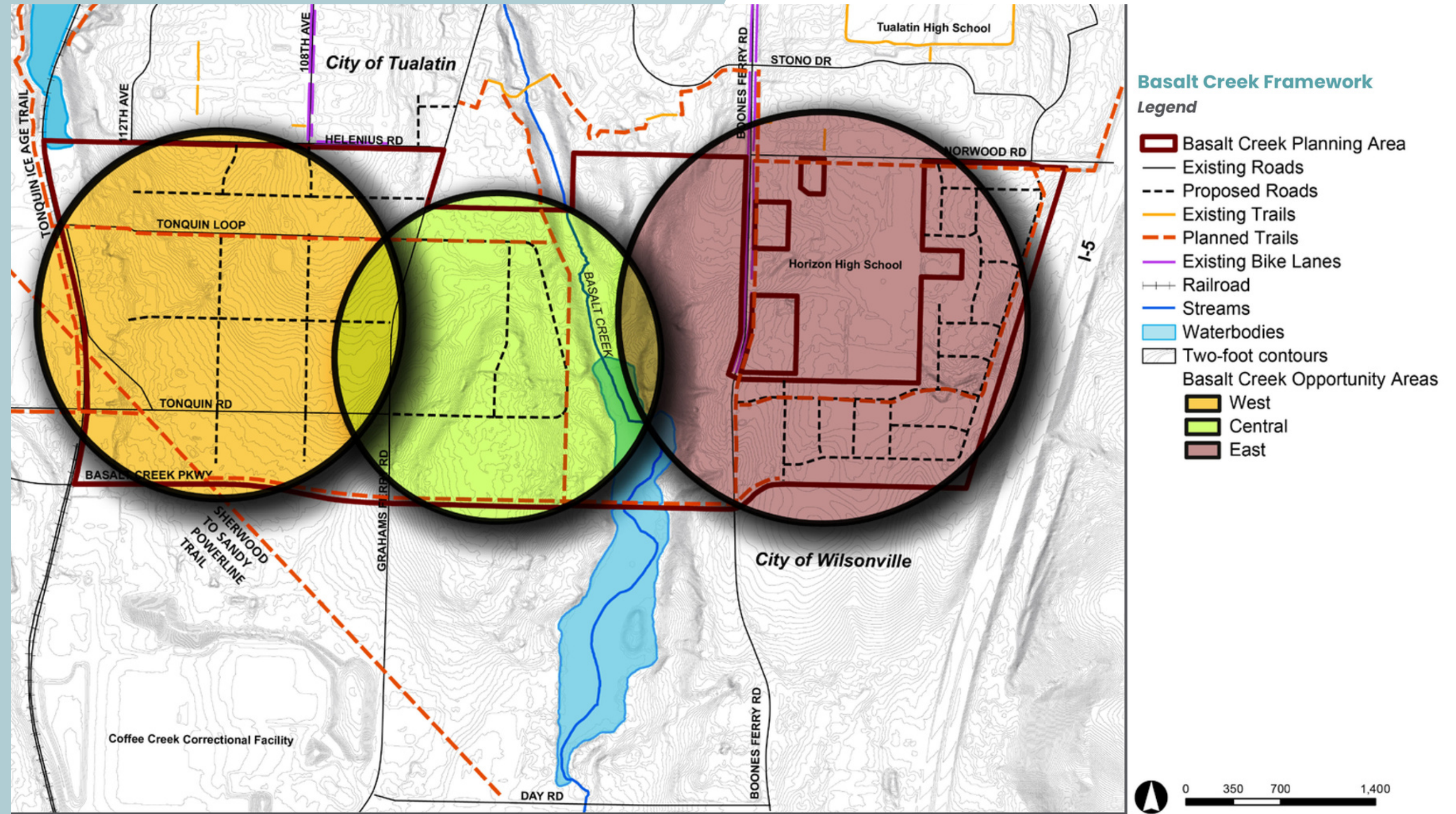
# COMMUNITY CONCERNS & QUESTIONS

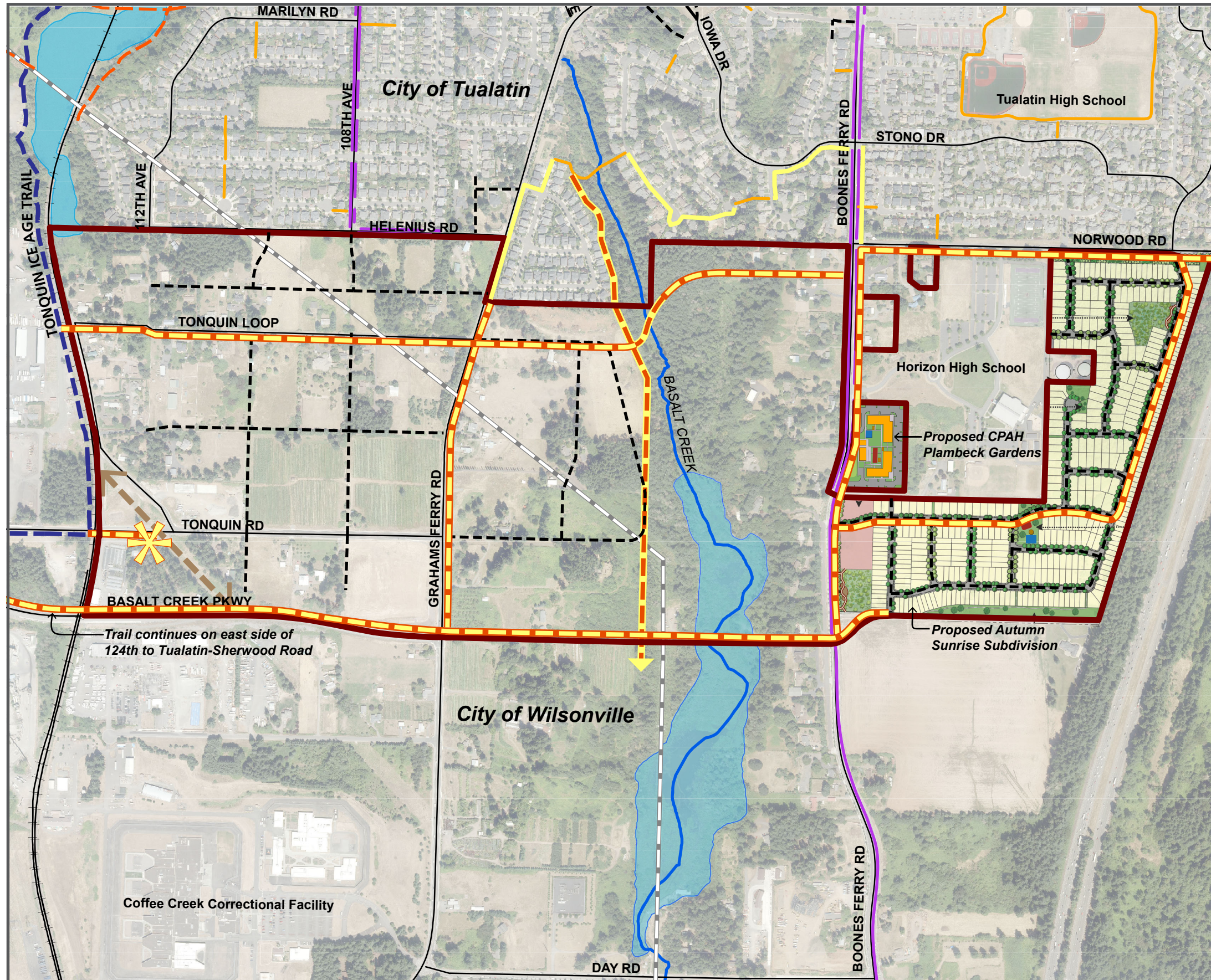
- Traffic
- Metro Title 13 Lands / Natural Areas
- Stormwater planning
- Sports Complex
- Bridge
- Land Acquisition



# PARKS & RECREATION CONCEPT

- Parks and Recreation Framework
- West Opportunity Area
- Central Opportunity Area
- East Opportunity Area
- Trail Concept
- Land Acquisition



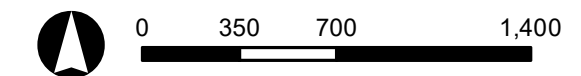


### Basalt Creek Trails Concept

#### Legend

- Basalt Creek Planning Area
- Existing Roads
- Proposed Roads
- Existing Sidewalk
- Existing Bike Lanes
- Existing Trails
- Planned and Proposed Trails**
- Tualatin (general)
- On-street trail/widened sidewalk
- Off-street trail/greenway
- Tonquin Ice Age Trail
- Sherwood to Sandy Power Line Trail
- ✱ Proposed Trailhead
- PGE Overhead Power Lines
- Railroad
- Streams
- Waterbodies

Note: On-street trails (enhanced sidewalks or multi-use paths) in residential areas to follow future development street systems.







# IMPLEMENTATION

- Cost Estimates
  - Land acquisition costs
  - Site Development costs
- Land Use and Zoning Change Process
- Action Plan
  - Coordination & Funding
  - Acquisition
  - Site Design Development & Construction
  - Activation



- Council Consideration of Acceptance
- Consideration of Adoption

# QUESTIONS

# Veteran Memorial Site Planning & Design

## **Internal Research & Analysis** (data collection) – October & November 2021

*Purpose: Determine planning & design requirements, and site knowledge & issues*

Parking	Core Area Parking Committee & Staff
Programs	Recreation Staff
Operations	Park Maintenance Staff
Infrastructure	Public Works Staff
Safety & Security	Police Patrol Officers
Development	Community Development (planning & engineering) Staff
Business	Century Hotel/Hayden's Grill & Commercial CIO

## **Community Outreach** – January through June 2022

### Online

- Website
- Social Media
- Email blasts & Newsletters
- Surveys
- Virtual Open House

### Print

- Newspapers
- Flyers/Posters

## **External Focus Group Meetings** – January & February 2022

*Purpose: Inform conceptual design elements & potential features*

- Veteran of Foreign Wars
- Forward Assist
- Tualatin Veterans
- Youth Advisory Council
- Parks & Arts Advisory Committees
- TuaLatinos
- Surrounding Area Businesses
- Neighboring Residential Units

## **Open House(s) & Survey(s)** – February through April 2022

*Purpose: Narrow down to preferred Programming & Design Options*

- Open House at Tualatin Commons Site

  - February 18 (weekday)

  - February 19 (weekend)

- Survey
- Displays

## **Draft Plan Review** – May & June 2022

*Purpose: Community review, comments and input on preferred design*

- Survey

## **Final Plan** – July 2022

## **TPARK Public Meetings**

*Purpose: Advisory input and opportunity for community info & engagement*

November 2021 – Project Scope and Schedule

December 2021 – Public Engagement Information

January 2022 – Community Engagement

Focus Groups

Internal data collection

Outreach to key stakeholders

February 2022 – Community Engagement

Open Houses

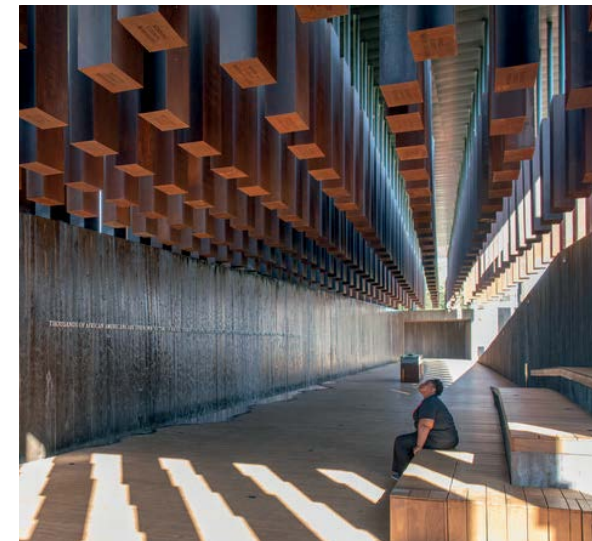
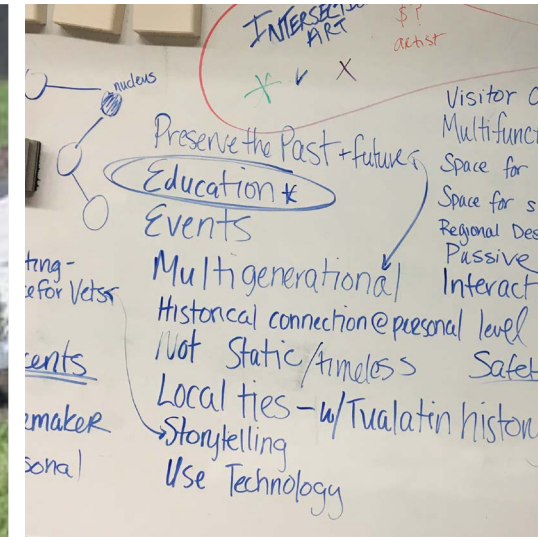
Programming & Design Options & Selection

CITY OF TUALATIN

# Veterans Memorial Design

SEPTEMBER 13, 2021

SHAPIRO / DIDWAY





Exhibits A & B

TUALATIN COMMONS SITE VISIT

# Project Understanding

The City of Tualatin has requested a scope of services and fee for professional design services to develop a preferred schematic design for City of Tualatin’s Veteran Memorial. The City is looking for a “new age” memorial, in line with outreach findings conducted in 2020. Shared community values for the Veterans Memorial documented in the 2020 Veterans Memorial Concept Planning & Site Selection Report included the following themes:

- **HONORS** all military service members & branches, military family members, freedom & peace, not war and hidden heroes who provide civilian support.
- Creates a strong **CONNECTION** to the community.
- Provides **ENGAGEMENT** opportunities.
- Evokes a unique **EXPERIENCE**.
- Conveys **SHARED VALUES**.
- Remains **TIMELESS**.

These goals, combined with design objectives, program elements, metrics, spatial characteristics, design ideas, and other outcomes will kick off our design efforts. The following is a list of tasks and includes subconsultant services. A fee breakdown follows.

## Organizational Chart

### CITY OF TUALATIN

**Ross Hoover** / Parks & Recreation Director

**Rich Mueller** / Parks Planning & Development Manager

### SHAPIRO DIDWAY / Lead Firm & Landscape Architects

**Nate Otani** / Principal

**Kealin Freund** / Project Manager

**Jessel Champoux** / Community Outreach Strategy

**Mario Martin** / Design & Outreach Support

**May Liu** / Design & Outreach Support

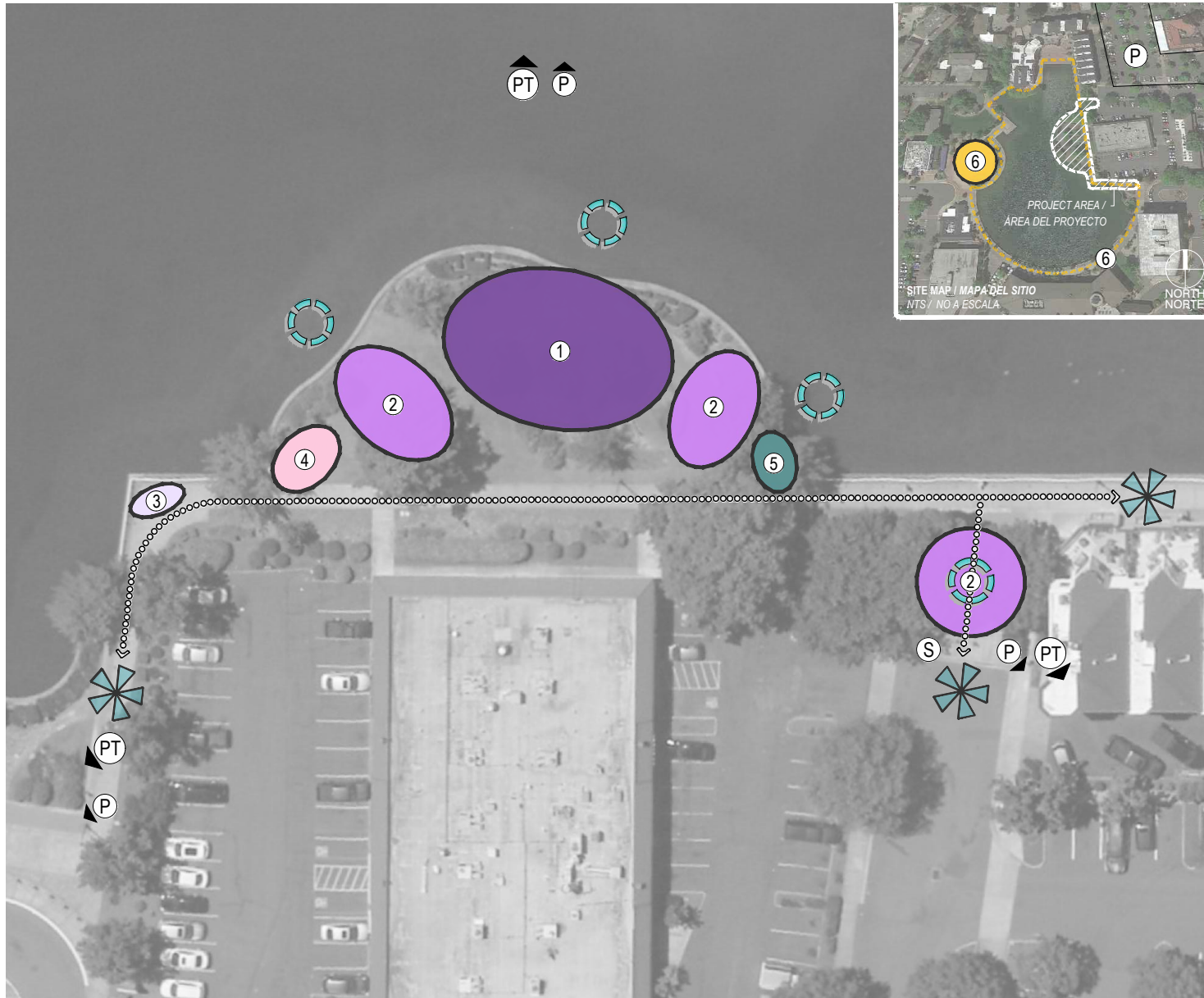
**Jesse Conner** / Drone Photographer

### BRIDGING LANGUAGE SERVICES

**Noelia Ruiz** / Translator/ Interpreter

### DCW COST MANAGEMENT

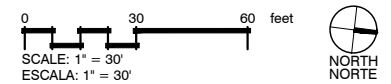
**Trish Drew** / Cost Estimator



**LEGEND / LEYENDA**

- 1 **GATHERING SPACE**  
ESPACIO PARA REUNIONES
- 2 **INTIMATE/PASSIVE SPACE W/ SEATING**  
ESPACIO ÍNTIMO O TRANQUILO CON ASIENTOS
- 3 **SPACE FOR SOLITUDE**  
ESPACIO PARA ESTAR A SOLAS
- 4 **SPACE FOR PERSONAL STORYTELLING**  
ESPACIO PARA CONTAR HISTORIAS PERSONALES
- 5 **DEDICATION AREA**  
ÁREA DE DEDICACIÓN
- 6 **SPACE FOR RECREATION**  
ESPACIO PARA LA RECREACIÓN
- 6 **INTERPRETIVE / PEACE ELEMENT(S)**  
ELEMENTO(S) INTERPRETATIVO / PAZ
- ACCESS POINT**  
PUNTO DE ACCESO
- S **SIGNAGE**  
SEÑALES
- P **PARKING**  
ESTACIONAMIENTO
- PT **PUBLIC TRANSIT**  
TRANSPORTE PÚBLICO
- PEDESTRIAN CIRCULATION**  
CIRCULACIÓN PEATONAL

**TUALATIN COMMONS**  
SITE CONCEPT DIAGRAM  
DIAGRAMAS DE CONCEPTO DEL SITIO







PRECEDENT IMAGERY

# Approach & Scope of Work

## Task 1 – Research & Analysis (2 Months)

SD will examine relevant site data and project information generated to date to understand the overall design objectives of the memorial and existing site opportunities and constraints. We will conduct a thorough site examination and prepare base mapping data to design work. Surveying and arborist services will not be retained in these services. Base mapping will be developed from existing site data, aerial imagery, and as-built drawings.

**Team/Client Coordination:** SD will coordinate with the City and team members using email, phone calls, formal meetings, and video conferencing as needed during this phase of the project. Meetings will include:

- (1) Kickoff Meeting
- (2) Client Teleconference(s)
- (1) Project Team Meeting/Charrette
- (1) Site Visit with Project Team & City Staff

**Focus Group Meetings:** SD, with City Staff, will host 5-7 virtual meetings with local businesses & site neighbors, maintenance staff, local police, Parks & Recreation Personnel, Public Works Maintenance Personnel, and City Engineering Staff to understand established patterns of use, proposed planning efforts that might affect the project, opportunities, and constraints.

**Pop-Up Activity:** SD will participate in (1) pop-up activity to promote the project and gather feedback.

**Site Information Coordination:** It is the responsibility of the City to provide all available site information to the project team, including any known easements, ROWs, utilities and existing site or topographical surveys.

**Research:** The project team will solicit available information from City Staff, maintenance personnel, previous public engagement outcomes, etc. to expand our knowledge of the site, existing infrastructure, and site uses.

**Site Assessment:** The project team will prepare a brief narrative which illustrates the existing site features and what improvements are anticipated.

**Arborist Report:** Excluded. It is assumed all site vegetation will be removed.

**Topographic and/or Boundary Field Survey:** Excluded.

**Existing Conditions Plan:** An existing conditions plan will be prepared from the best available site information, including aerial imagery, online databases, tax map information, as-built information, environmental data, or actual topographic and boundary surveys if available on time. This plan will be used as the base map for the preparation of design options.

## Community Outreach Strategy

As seen in Tasks 1-4, an inclusive outreach approach is a priority for this project. We anticipate a wide variety of input and propose an outreach strategy that will solicit feedback from a range of age groups, languages and interests. All meeting content and presentations will be available in Spanish and English. This task also includes preparation of public outreach PR materials and outreach event collateral (presentation and/or workshop materials). It is assumed the City will develop all social media and project postings, maintain a project website, and assemble the online surveys. SD will support the City in their efforts by supplying graphic or written content and translation services. Detailed outreach efforts include:

**Project Promotion:** We will contact project advocates established during the 2020 Veterans Memorial Concept Planning & Site Selection process. We will depend on these connections to further distribute project information and get the word out about the project.

**Project Website:** We recommend that the City develop a project website featuring content such as project background, video interviews by City Staff, Project Manager and select stakeholders from concepting efforts, ways to get involved, timeline/schedule, relevant documents, frequently asked questions, an opportunity to comment, and links to outreach events. For an example of website layout and content, see City of Lake Oswego Rassekh Park (<https://rassekhpark.com/>) or City of Salem's Geer Park Master Plan (<https://geer-salem.hub.arcgis.com/>). SD can provide graphic and written content in Spanish and English.

**Pop-up Activity:** Our team will host outreach opportunities at community gathering hubs. We will identify dates for special events such as cultural celebrations, Concerts on the Commons, The Pumpkin Regatta, Winter Festival, Memorial Day events, or other programmed events throughout the community and plan on attending two (2) events to engage with participants.

**Spanish Outreach:** SD will partner with Bridging Languages Services to provide translation and interpretation services and create bilingual outreach content. We will work with organizations such as TuaLatinos (previously the Diversity Task Force), the local school district(s), Tualatin Library, and community leaders identified in past efforts to distribute project information and engage the Spanish-speaking community in meaningful ways. Translation/Interpreter services will include outreach material (website, handouts, display boards, etc.) and final report executive summary, processing community feedback received in Spanish, online open house content, attendance at in-person meetings, phone call reminders, and attendance at pop-up events to promote the project.

**Focus Group Meetings:** Focus group meetings are designed to solicit feedback from a targeted group. Where feasible, meetings will occur virtually.

**Tualatin Commons Open House:** An open house at Tualatin Commons will provide a venue for the community at large to provide input and design ideas in person. The events will be advertised to park neighbors and the community at large through the distribution and posting of project flyers, personal outreach, email and social media postings, and a project website (managed by the City). We will encourage one-on-one conversations by visiting site neighbors during business hours and speaking to people using the Commons while distributing project flyers. In addition to building project interest/awareness, these visits will help identify community leaders, community groups, and posting locations.

**Virtual Q&A:** SD and City Staff will host live virtual Q&A sessions to allow in-person dialogue between the design team and the public at specified milestones in the project. Multiple time slots will be offered for each milestone. Optional times will be posted to the project website with a link to pre-register. A Zoom link will be sent to registrants to join a session.

**Online Surveys:** We will use web-based surveys in combination with online and in-person events to share and gather input for the proposed project.

**Virtual Open House:** Prerecorded video content, plan graphics, and written project information will be compiled using a virtual platform for a self-guided virtual experience of the project. The virtual open house will remain live for up to 3 weeks. Prerecorded video content will include a site overview and a guided tour of each design option. A series of surveys will gather feedback on specific design elements and alternatives. Open House content will be mirrored after Lake Oswego's Rassekh Park Development (see link: <https://storymaps.arcgis.com/stories/b8aedc4899ac465b8e74772865e953f8>)

**Project Gallery:** The gallery will be a multi-day exhibit displaying project information and graphics for viewing in person on poster boards. SD will present the same information from the online open house to allow opportunities for community members to participate without a computer or phone. The exhibit will be set up like an art gallery so participants can walk through and provide feedback at their own pace. This event will increase community outreach participation by allowing people to spontaneously encounter the exhibit. The Tualatin Library would be a safe space for this event as well as providing ample foot traffic for a gallery exhibit. This location has not been finalized and is subject to change.

## Task 2 – Programming & Design Options *(4 Months)*

In this task the project team will host an Open House at the project site and participate in a series of focus group meetings to refine the program from the 2020 Veterans Memorial Concept Planning & Site Selection project phase and collect design input. SD will use findings to prepare 2-3 design options. Alternatives will be shared at a Virtual Open House and Project Gallery.

**Team/Client Coordination:** SD will coordinate with the City and team members using email, phone calls, formal meetings, and video conferencing as needed during this phase of the project. Meetings will include:

- (10) Client Teleconference(s)
- (5) Design Team Teleconference(s)
- (4) Project Team Meeting(s)/Charrette(s)

**Focus Group Meetings:** SD with City Staff will host a series of 8-10 focus group meetings with local businesses, neighbors, local veterans, Veterans of Foreign Wars, Forward Assist, Tualatin Parks Advisory Committee, Tualatin Arts Advisory Committee, Tualatin Youth Advisory Council, and TuaLatinos (previously Tualatin Diversity Task Force). SD will use the themes and concept plan that came out of the 2020 Veterans Memorial Concept Planning & Site Selection project as discussion points to gather feedback and generate ideas.

**Tualatin Commons Open House:** An open house at Tualatin Commons will provide an opportunity for the general public to see the project site, respond to the concept graphic generated in the 2020 Veterans Memorial Concept Planning & Site Selection phase, and provide design input in-person.

**Virtual Open House:** Design options, precedent imagery, and case studies will be presented virtually. The public can weigh in by completing a series of surveys linked to the content.

**Project Gallery:** This static display will allow in person and self-guided tours of design options and opportunities for written feedback. Bridging Languages will visit the library to engage with Spanish-speaking community members and encourage participation in the Project Gallery.

**(1) Virtual Q&A:** We will host a live virtual session to allow the public to ask questions of the project team related to the design options presented in the virtual open house.

**Pop-Up Activity:** SD will participate in (1) pop-up activity to promote the project and gather feedback on the concept graphic generated in the 2020 Veterans Memorial Concept Planning & Site Selection phase.

**Alternatives:** SD will take the lead in developing (2-3) overall design options. We will research precedent imagery and furnish case studies for use in the presentation and to convey design intent.

## Task 3 – Draft Plan *(2 Months)*

In this task, feedback from the previous phase will be used to refine alternatives into a preferred design. We will prepare 3D modeling and rendered graphics to engage the public for final comment. Cost data will also be prepared.

**Team/Client Coordination:** SD will coordinate with the City and team members using email, phone calls, formal meetings, and video conferencing as needed during this phase of the project. Meetings will include:

- (4) Client Teleconference(s)
- (4) Design Team Teleconference(s)
- (2) Project Team Meeting(s)/Charrette(s)

**Preferred Alternative:** A preferred alternative will be prepared based on public and City input. A draft plan will be shared with City Staff for initial comment and revisions, and then to the public in an Online Survey for final comment.

**3D Modeling:** We will prepare a 3D model/render views for the preferred alternative.

**Cost Estimate:** An opinion of probable construction costs with all elements as necessary for a complete cost estimate will be prepared by DCW Cost Consultants for the preferred alternative. All cost data will be reviewed by the project team prior to issuance to the client. We will provide (1) revision based on client feedback.

**Online Survey:** We will present the preferred alternative and collect public comments.

**(1) Virtual Q&A:** The Q&A will answer questions about the preferred design.

**(1) Presentation to City Staff/TPark:** SD will assist the City with preparing a presentation and present the findings of the project to TPark.

## Task 4 – Final Plan *(1 Months)*

In this task the project team will prepare the final report and assist the City with presenting to City Council.

**Team/Client Coordination:** SD will coordinate with the City and team members using email, phone calls, formal meetings, and video conferencing as needed during this phase of the project. Meetings will include:

- (3) Client Teleconference(s)
- (2) Design Team Teleconference(s)

**Final Report:** A final report compiling the outreach process and findings, design alternatives, and the final preferred alternative with cost data on next steps will be compiled to document the project outcomes. The executive summary will be translated into Spanish. A draft of the report will be provided to City Staff for review and edit. Requested changes will be incorporated into the final digital printing.

**(1) Presentation to City Council:** SD will assist the City with preparing a presentation and present the findings of the project to City Council.

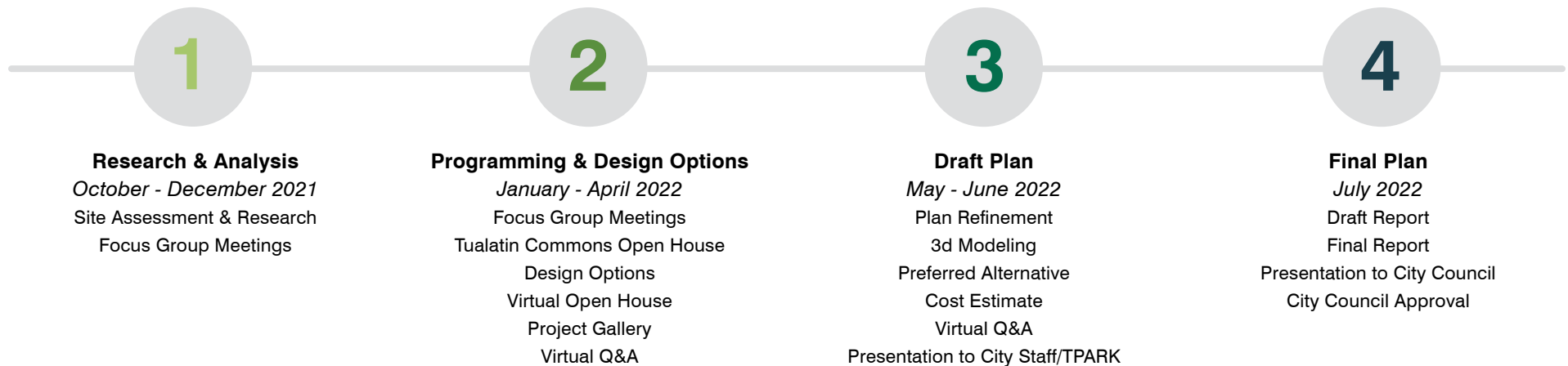
## Assumptions:

- City of Tualatin to provide all existing conditions data available for the site, including GIS data
- Mapping & design drawings will be prepared to a planning level only, using aerial imagery, LIDAR, or similar data readily accessible by design team
- City to provide tents, tables, and other needs for in person meetings
- City will support outreach efforts by managing a project website, issuing email/media blasts, making social media postings and assisting with distribution of project promotion flyers & posters throughout the community (at other parks, local businesses, etc.)
- SD to provide translation for use by City
- City to print all flyers & project promotional materials
- Meetings to adhere to all social distancing guidelines; flexibility in meeting format may be needed to keep project on schedule as guidelines are updated or to make outreach more effective

## Exclusions

- Site Survey
- Arborist study
- Environmental Consultant Investigations
- Geotechnical Engineering

# Timeline



## Who the Memorial Should Honor

Through outreach and engagement with the community, it was clarified that the memorial should honor:

- All military service members & branches
- Military family members
- Freedom & peace, not war
- Hidden heroes (civilian support)

## Core Themes & Objectives

Through outreach and engagement with the community, five (5) core themes and associated objectives proved to be fundamental to the vision of the memorial:

### CONNECTION

*Sense of community and belonging; feeling that one matters; commitment to one another.*

- Recognizing all who have served & sacrificed
- Honors families & others affected
- Empathy & understanding for Veterans experiences
- Celebrates community

### SHARED VALUES

*Common beliefs, ethics, concepts or principles that are important and lasting.*

- Service
- Respect
- Sacrifice
- Inclusive/Diversity
- Honor

### ENGAGEMENT

*Captures attention and promotes active interaction with visitors.*

- Space for events & gatherings
- Space for benches, picnic tables & trails
- Encourages conversation & storytelling
- Space for active recreation

### TIMELESS

*Considers the past, present and future; has relevance for generations; can change over time; remains adaptable.*

- Honors military service
- Includes past, present & future
- Adaptable & able to evolve
- Peaceful conflict resolution

### EXPERIENCE

*Connection to the space by engaging the senses.*

- Welcoming to all
- Sense of peace & memory
- Focus on positive, not violence
- Does not celebrate war
- Interactive & engaging

Outreach responses gave clear direction on who and what the memorial is not. Repeatedly, public comments stated the memorial should not emphasize war or glorify violence in any way. Rather, it should focus on service, and a positive message. There was also a strong preference to avoid overwhelming amounts of information and educational facts, but rather to create an inclusive space, welcoming to all in the community. Finally, much discussion was generated regarding who the memorial should or should not honor. Survey results clarified the memorial should not focus on first responders and specific references to conflicts or people.

## Site Assessment

The consultant team assessed eight (8) potential sites with support documentation provided by the City. Sites included:

- Brown's Ferry Park
- Sweek Pond Natural Area
- Toman & Van Rijn City Properties
- Little Woodrose Natural Area
- Indian Meadows Greenway
- Chieftain Dakota Greenway
- Tualatin Commons
- Commons Park

Site analysis for each site was presented at Stakeholder Advisory Committee Meeting II and Community Engagement Meeting II. Participants were guided through each site and given an opportunity to provide feedback on opportunities and constraints.

## Design Program

Using objectives from Veterans Memorial Survey II, the Stakeholder Advisory Committee was guided through a programming activity to create a design program for the memorial. This program outlines desired uses and site features that have spatial characteristics for the site. Desired memorial physical attribute elements include:

- Gathering space: Provide a gathering space to accommodate 50 people standing or 30 people sitting. The space should be flexible and open to accommodate diverse programming and small community gatherings.
- Intimate/passive spaces with seating: Provide an intimate space or a sequence of smaller spaces that accommodate two to three people comfortably sitting.
- Space for solitude: Provide a space that is quiet, reflective, calming and peaceful.
- Space for personal storytelling: Provide a passive space where people can do personal storytelling.
- Recreation space: Provide a recreational space that can accommodate physical activities such as programming.
- Dedication area: Provide a dedication area that is inclusive of all.
- Interpretive element(s): Provide interpretive element(s) that will serve as a focal point that celebrates life and remains timeless.
- Signage: Provide signage for the Memorial.
- Parking: Provide parking for up to 25 cars.
- Public transportation: The site should be accessible by public transportation.

## Preferred Site Selection

Based on each site's opportunities and constraints and the design program, the Stakeholder Advisory Committee selected three sites most suitable for the memorial. These included:

- Brown's Ferry Park
- Sweek Pond Natural Area
- Tualatin Common

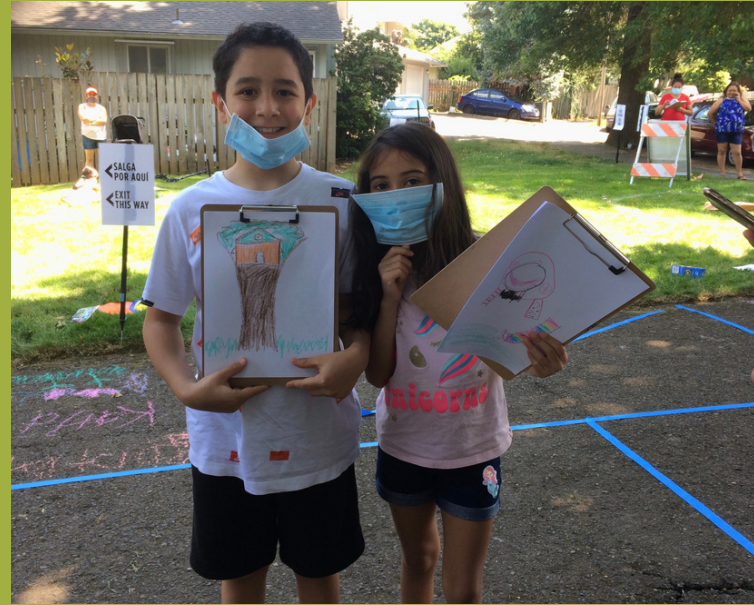
The consultant team then spatially arranged site program physical attribute elements on each site, conceptually illustrating how each site could be developed. These Site Concept Diagrams were introduced to the public in Survey III, where participants were asked to select their preferred site. **The preferred site selected is Tualatin Commons.**

## Next Steps

This report serves as the "road map" to Tualatin's Veterans Memorial, clearly outlining public sentiment and what is held as important and essential to this future community space. Next steps will build on these extensive outreach findings, with the development of concept designs for the Memorial, located at the preferred Tualatin Commons site. Through this Schematic Design phase, a consultant team will conduct additional public outreach and establish design intent for the memorial. Once a preferred schematic design is selected and associated costs outlined, funding opportunities can be determined for construction documentation and installation.



City of  
**TUALATIN**  
**PARKS & RECREATION**

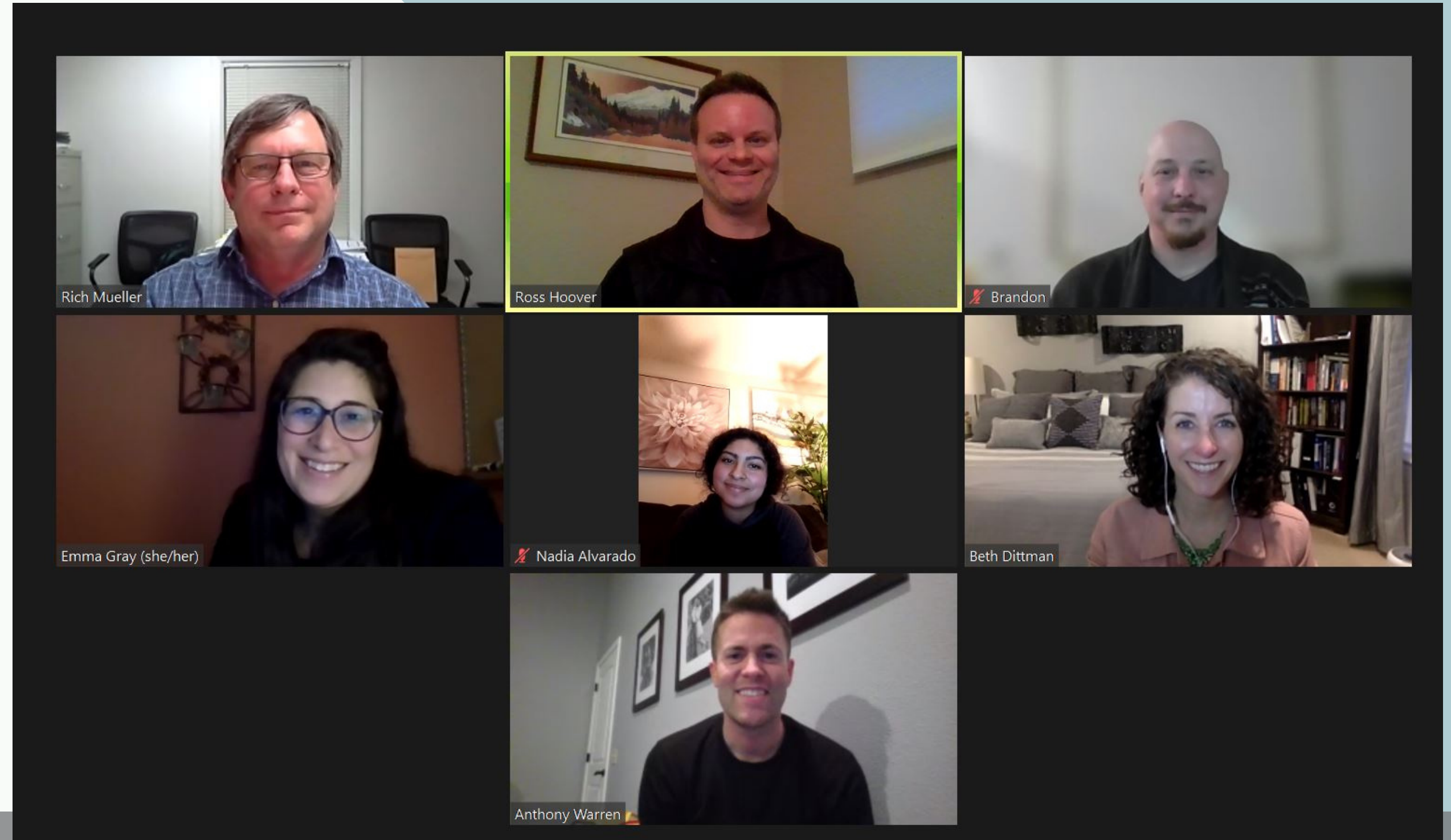


# Tualatin Park Advisory Committee

**2020 Annual Report**

# THIS IS US

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



**12 + Meetings Attended**   **6 Virtual Activities Attended**   **176 Hours Volunteered**



# CURRENT MEMBERS

- Beth Dittman, Chair
- Christen Sacco, Vice-Chair
- Nadia Alvarado
- Brandon Gill
- Josh Huffman
- Anthony Warren
- Anh Whitty





# WHAT WE DO

- Regular Meetings
- Represent Parks & Recreation to Community & Council
- Attend Activities & Events
- Engagement, Involvement & Outreach to Community
- Bee City Facilitation Committee
- Tree City USA Board
- Outreach & Presentation to CIO Presidents
- Advocate for the Parks & Recreation system-the backyard of our community



# WE CONTINUE TO GROW

- Adapted to Virtual Community Engagement
- Deeper Group Engagement & Advocacy
- Continue to be a citizen led group

# 2020 ACCOMPLISHMENTS

- Veterans Memorial Planning
- Stoneridge Park Design
- Jurgens Off Leash Area
- Atfalati Playground & Courts
- Lafky Irrigation
- Park Asset Assessment
- Advocacy for Park Utility Fee
- Equity + Inclusion Plan
- Discussion regarding how to best acknowledge Native Land & People

# WE CAN DO MORE

## **COVID caused limitations in 2020**

Additional funds would help us implement master plan goals to:

- Create a more equitable community
- Create access for all citizens
- Create a more environmentally sustainable community
- Advance active transportation (walking, running, biking)
- Enhance community gathering places



# OUR 2021 GOALS

- Continue to support the parks funding process (utility fee and bond or levy) to work toward identified goals in Master Plan
- Strengthen diverse committee membership
  - Offer meetings in Spanish and English
  - Work with council to identify ways to seat members as interest arises
  - Identify ways to and implement outreach efforts to BIPOC and Latinx community members
  - Continue discussion on the topic of how to best acknowledge native land and people during our meetings and programs
- Establish ongoing communication with Citizen Involvement Organizations
- Collaborate with other City advisory committees
- Outreach and communicate with park committees from other cities (e.g., Hillsboro, Tigard, Sherwood, Wilsonville)
- Invite guests and City employees from our community to help educate us
- Promote pollinator information and resources
- Provide community resources for trees and bees



# QUESTIONS & COMMENTS

## 2021 Accomplishments

- Basalt Creek Parks and Recreation Plan
- Park Asset Prioritization Criteria & Scoring
- Park Utility Fee Recommendation
- Equity + Inclusion Plan
- Acknowledgement of Native Land & People
- Tree City USA & Bee City USA Committee
- Oregon Community Paths Grant
- Tualatin Commons Splash Pad Project
- Arbor Week & Pollinator Week Presentations



# January 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10 7 pm Council Meeting	11 6 pm TPARK Meeting	12	13	14	15
16	17 City Closed - Holiday	18	19	20	21	22
23	24 7 pm Council Meeting	25	26	27	28	29
30	31					

# February 2022

Share the Love- all month long

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 7 pm Council Meeting	15 6 pm TPARK Meeting	16	17	18 Veterans Memorial Open House - on site 11:30am-1:30pm	19 Veterans Memorial Open House - on site 11:30am-1:30pm
20	21 City Closed - Holiday	22	23	24	25	26
27	28 7 pm Council Meeting					