



## MEETING NOTICE & AGENDA

### TUALATIN PARK ADVISORY COMMITTEE February 8, 2022 - 7:00 pm

#### Virtual Meeting

##### To join by phone:

+1 253 215 8782 US (Tacoma)

Meeting ID: 833 4529 4437

##### To join by video:

<https://us06web.zoom.us/j/83345294437>

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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

1. Roll Call
2. Election of Officers

#### B. Approval of Minutes

1. January 11, 2022

#### C. Communication

1. Chair
2. Staff
3. Public

#### D. Old Business

1. Parks Funding
  - a. Council Bond Presentation (1/24/22)
  - b. Next Steps
2. Basalt Creek Parks & Recreation Plan
  - a. Council Acceptance (1/24/22)
3. Veterans Memorial/Plaza Site Design
  - a. Public Notifications
  - b. Focus Groups
  - c. Open Houses
  - d. Community Engagement
4. Annual Report
  - a. Review Presentation
  - b. 2022 Goals
  - c. Group Zoom Photo

**E. New Business**

1. 2022-23 Budget
  - a. General Fund
  - b. Park Development  
Parks SDC Update
  - c. Utility Fee
  
2. School District Joint Meeting
  - a. Field Use
  - b. Field Investments
  
3. 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 January 11, 2022

#### Virtual Meeting

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<b>Members Present:</b>	Denise Cline, Brandon Gill, Emma Gray, Anthony Warren
<b>Members Absent:</b>	Beth Dittman (excused), Josh Huffman (excused), Nadia Alvarado
<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>	John Horvick, DHM Research Susanna Julber, Barney & Worth Clark Worth, Barney & Worth

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#### A. Call to Order

Vice Chair, Brandon Gill called the meeting to order at 6:01 pm.

#### B. Approval of Minutes

The minutes of December 14, 2021 meeting were unanimously approved on a motion by Anthony Warren, and second from Emma Gray.

#### C. Announcements

1. Vice Chair  
Brandon Gill provided a message from Beth Dittman that the topic of the Native Land & People Acknowledgement has been passed on an ad hoc committee.
2. Staff  
Rich Mueller reminded members that committee reapplications are due by January 21 from Anthony, Emma and Josh.  
Ross Hoover reminds members of topics coming up at City Council meetings.
3. Public  
None

#### D. Old Business

1. Parks Funding Update
  - a. Parks Bond Initiative  
Ross Hoover provided a recap of current parks funding plans and reminded TPARK that City Council had directed staff to research a bond with the help of consultants. Ross introduced Clark Worth who proceeded with a bond research presentation. John Horvick discussed the focus group

## Tualatin Parks Advisory Committee Meeting Minutes – January 11, 2022

process, highlights, feedback, and results. Clark concluded the presentation with clear priorities and a formula for success, and then asked for advice from the committee. Brandon Gill asked how this aligns with the parks DEI plan, consultants shared this not something address directly but seems to be of interest. Consultants also provide information on the phone survey process. Emma Gray questioned why there is a perceived lack of support for the master plan, consultants shared the process did not included details from the master plan. Clark shared this process will take strong grass roots community leadership from the community. Brandon asked what the group needs to do next, and a further discussion took place, which included ideas for involvement and education.

### 2. Basalt Creek Parks & Recreation Draft Plan

Brandon Gill gave a brief introduction and explained the committee's role at this stage in the planning process.

#### a. Council Work Session 1/10/22

Rich Mueller shared the presentation at work session that was shown.

#### b. Consideration of Acceptance 1/24/22

Rich explained the next step is acceptance to be considered by Council at their next meeting, and invites the committee to attend the meeting on the 24<sup>th</sup>.

### 3. Veterans Memorial Site Planning & Design

Brandon Gill gave a brief introduction and explained the committee's role on this topic.

#### a. Project Scope

Rich Mueller shared information in the packet summarizing previous processes and next steps.

#### b. Data Collection & Initial Planning

Rich Mueller shares details on internal meetings to collect information about the site and project to prepare for community engagement.

#### c. Public Engagement

Rich outlined the community engagement plan.

#### d. Core Themes & Objectives

Rich reminded the committee members of the chosen themes and objectives from the previous planning process. Rich then turned it over for comment and questions. Denise thanked Rich for the recap of the process. Anthony agreed and appreciates the thoughtfulness of the process.

### 4. Annual Report

Brandon Gill shared the report format and asked who would like to give the presentation, and that the Arbor Month presentation is usually at the same council meeting on March 28<sup>th</sup>. Rich Mueller provided a list of accomplishments for comment. Brandon suggests adding work on the Veterans Memorial, and noting the change in events due to COVID such as holiday lights.

## E. New Business

### 1. Updates

#### a. Programs

None

## Tualatin Parks Advisory Committee Meeting Minutes – January 11, 2022

### b. Projects

Anthony inquired about the Tualatin River Greenway Trail connection progress. Rich Muller states the design is currently under review by the City building department and once approved it will be up to the developer to build the trail before the apartments can be occupied. Rich gave an update on parks projects and status up dates.

### c. Operations

None

### d. Volunteers

Staff mentioned that volunteer park projects are included in the meeting packet.

## F. Upcoming Dates

Calendars were briefly reviewed.

## G. Committee Member Communications

There were none.

## H. Adjournment

Vice Chair, Brandon Gill, adjourned the meeting at 8:10 pm on a motion from Anthony Warren and second by Emma Gray, all in agreement.

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

# *Tualatin*

MOVING FORWARD 

## **PARKS**

*Connecting Parks—Paths—and People*



***Take the survey!***

[www.surveymonkey.com/r/TualatinParkSurvey](http://www.surveymonkey.com/r/TualatinParkSurvey)

*Tualatín*

MOVIENDO HACIA ADELANTE



**PARQUES**

*Conectando Parques—Senderos—y Personas*



***Realice la encuesta!***

[www.surveymonkey.com/r/EncuestaSobrelosParquesdeTualatin](http://www.surveymonkey.com/r/EncuestaSobrelosParquesdeTualatin)

RESOLUTION NO. 5593-22

A RESOLUTION ACCEPTING THE CITY OF TUALATIN BASALT CREEK PARKS AND RECREATION PLAN

WHEREAS, the Council directed staff to plan for parks and recreation in Tualatin's Basalt Creek planning area;

WHEREAS, a broad-based and diverse project community outreach occurred to facilitate an extensive public involvement and community engagement process over eight months;

WHEREAS, acceptance of the Basalt Creek Parks and Recreation Plan has been recommended to Council by the Tualatin Park Advisory Committee; and

WHEREAS, the Basalt Creek Parks and Recreation Plan will guide parks, trails and natural area acquisition and development in Tualatin's Basalt Creek planning area.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

**Section 1.** The Council accepts the Basalt Creek Parks and Recreation Plan which is attached as Exhibit A, and incorporated by reference.

**Section 2.** Nothing in this resolution is or shall be construed as a final decision by the Council that concerns the adoption, amendment or application of statewide planning goals, a comprehensive plan provision, or land use regulation.

**Section 3.** This resolution is effective upon adoption.

INTRODUCED and ADOPTED by the City Council this 24<sup>th</sup> day of January, 2022.

CITY OF TUALATIN, OREGON

BY Frank Bubenik  
Mayor

ATTEST:

BY Sherilyn Lombos  
City Recorder

Signature: 

Email: fbubenik@tualatin.gov

Signature:   
Sherilyn Lombos (Jan 28, 2022 08:43 PST)

Email: slombos@tualatin.gov











# Resolution No 5593-22 Basalt Creek P&R Plan

Final Audit Report

2022-01-28

Created:	2022-01-25
By:	Nicole Morris (nmorris@tualatin.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfFh0lv3u9t5ob2AMiNi5IS40iRjbp6fD

## "Resolution No 5593-22 Basalt Creek P&R Plan" History

-  Document created by Nicole Morris (nmorris@tualatin.gov)  
2022-01-25 - 7:07:43 PM GMT - IP address: 208.71.205.225
-  Document emailed to Frank Bubenik (fbubenik@tualatin.gov) for signature  
2022-01-25 - 7:07:54 PM GMT
-  Email viewed by Frank Bubenik (fbubenik@tualatin.gov)  
2022-01-26 - 3:59:28 PM GMT
-  Document e-signed by Frank Bubenik (fbubenik@tualatin.gov)  
Signature Date: 2022-01-26 - 3:59:56 PM GMT - Time Source: server
-  Document emailed to Sherilyn Lombos (slombos@tualatin.gov) for signature  
2022-01-26 - 3:59:58 PM GMT
-  Email viewed by Sherilyn Lombos (slombos@tualatin.gov)  
2022-01-27 - 10:13:35 AM GMT
-  Document e-signed by Sherilyn Lombos (slombos@tualatin.gov)  
Signature Date: 2022-01-28 - 4:43:17 PM GMT - Time Source: server- IP address: 208.71.205.225
-  Agreement completed.  
2022-01-28 - 4:43:17 PM GMT

# Help Design Your Public Space!

## PLANNING THE CITY OF TUALATIN'S VETERANS MEMORIAL/PLAZA: A PLACE OF HONOR & RECOGNITION



**Join the community conversation** to plan the City of Tualatin's Veterans Memorial/Plaza: A Place of Honor & Recognition, designed by and for the community! The next step in the planning process is an open house to gather community input for design alternatives. We want to hear from everyone! A Spanish Interpreter will be present to make sure everyone can join the conversation.



Don't miss this chance  
to share your ideas!

### OPEN HOUSE SCHEDULE

**Friday, February 18th** | 11:30am - 1:30pm

**Saturday, February 19th** | 11:30am - 1:30pm

**ON THE EAST SIDE OF TUALATIN COMMONS LAKE**

### QUESTIONS?

Visit the project's website for updates and more information at [TualatinOregon.Gov/Recreation/Veterans-Memorial](https://TualatinOregon.Gov/Recreation/Veterans-Memorial)



SCAN ME

# Veterans Memorial Community Engagement

Updated 1/21/22

## **OPEN HOUSE**

**Date:** February 17 & 18, 2022

**Time:** 11:30 am-1:30 pm

**Location:** Tualatin Commons Lake, 8325 SW Nyberg Street

**PUBLIC MEETINGS** – Agendas & Packet at <https://www.tualatinoregon.gov/meetings>

## **Core Area Parking Advisory Committee**

**Date:** October 20, 2021

**Time:** 12 pm

**Location:** Virtual

## **Joint Meeting of Tualatin Park Advisory Committee & Arts Advisory Committee**

**Date:** February 8, 2022

**Time:** 6 pm

**Location:** Virtual

## **Park Advisory Committee**

**Dates:** Oct. 12, Nov. 9, Dec. 14, 2021, Jan. 11, Feb. 8, March 8, April 14, May 10, June 14, 2022

**Time:** 6 pm

**Location:** Virtual

## **City Council**

**Date:** TBD

**Time:** 7 pm

**Location:** Virtual

## **SURVEY'S**

TBD

## **VIRTUAL OPEN HOUSE**

TBD

## **FOCUS GROUPS**

### **Local Veterans**

**Date:** January 20, 2021

### **Youth Advisory Council**

**Date:** January 20, 2021

**Veterans of Foreign Wars**

**Date:** February 7, 2022

**Joint Meeting of Tualatin Park Advisory Committee & Arts Advisory Committee**

**Date:** February 8, 2022

**Time:** 6 pm

**Location:** Virtual

**Forward Assist**

**Date:** February 17, 2022

**INTERNAL FOCUS GROUPS**

**Core Area Parking Advisory Committee**

**Date:** October 20, 2021

**Time:** 12 pm

**Location:** Virtual

**City of Tualatin Recreation Programing**

**Date:** October 28, 2021

**Time:** 12 pm

**Location:** Tualatin Commons Lake

**City of Tualatin Parks Maintenance**

**Date:** October 28, 2021

**Time:** 1 pm

**Location:** Tualatin Commons Lake

**City of Tualatin Public Works**

**Date:** November 7, 2021

**Time:** 3 pm

**Location:** Tualatin Commons Lake

**City of Tualatin Police**

**Date:** December 2, 2021

**Time:** 2 pm

**Location:** Virtual

**City of Tualatin Planning & Development**

**Date:** December 6, 2021

**Time:** 3 pm

**Location:** Virtual

**INTERNAL MEETINGS**



City of  
**TUALATIN**  
PARKS & RECREATION

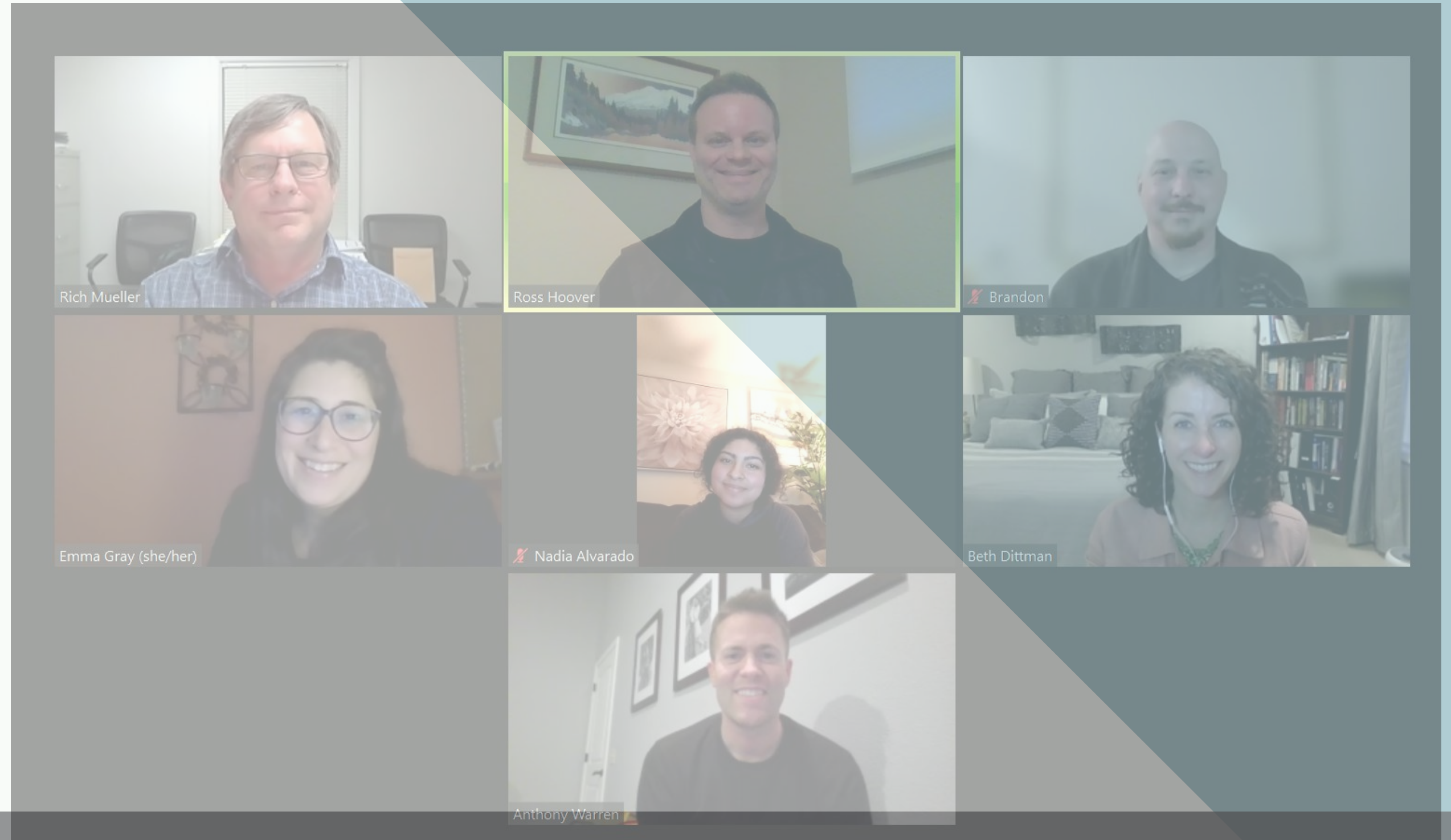


# Tualatin Park Advisory Committee

2021 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.”



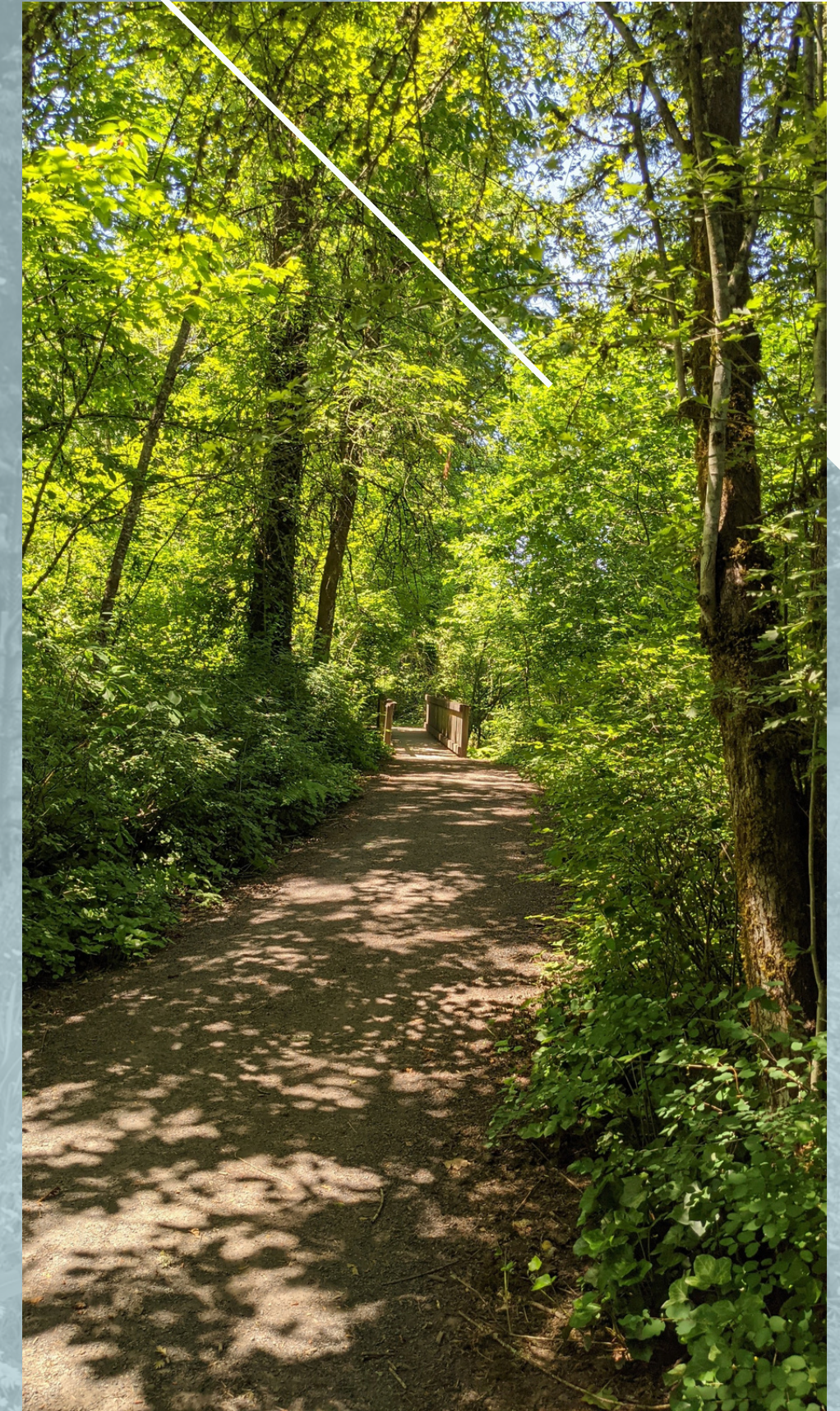
**13** Meetings Attended

**15** Virtual Activities Attended

**193** Hours Volunteered

# CURRENT MEMBERS

- Beth Dittman, Chair
- Brandon Gill, Vice-Chair
- Nadia Alvarado
- Emma Gray
- Denise Cline
- Josh Huffman
- Anthony Warren





# 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



# 2021 ACCOMPLISHMENTS

- Basalt Creek Parks and Recreation Plan
- Park Asset Prioritization Criteria & Scoring
- Park Utility Fee Recommendation
- Creation of Park Utility Fee Usage Matrix & Community Engagement
- Equity + Inclusion Plan
- Acknowledgement of Native Land & People
- Tree City USA & Bee City USA Committee
- Arbor Week & Pollinator Week Presentations
- Oregon Community Paths Grant
- Tualatin Commons Splash Pad Project
- Veterans Memorial Site Planning
- Continued Support of COVID Safe Community Events
- Community Engagement for Possible Bond in Fall 2022

# WE CAN DO MORE

## **COVID caused limitations in 2020-21**

Additional funds would help us implement master plan goals to:

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



# OUR 2022 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

**TPARK 2021 Annual Report**



# City of Tualatin

[www.tualatinoregon.gov](http://www.tualatinoregon.gov)

## FACT SHEET Parks System Development Charges

### Background

System Development Charges (SDC) are one-time charge to development to help pay a portion of the costs associated with building five types of public capital facilities – transportation, water, sewer, stormwater, and parks – to meet the need created by growth. Park SDCs are collected by the City at the time a building permit is issued on new construction, additions or change in use.

### Why Have SDCs?

There are several reasons, including assuring there are adequate public facilities to serve new development. SDCs are a way for new development to contribute to the costs of facilities needed to serve growth, without imposing on existing development.

### Parks & Recreation Master Plan Update

The Parks and Recreation Master Plan was accepted by Council on November 13, 2019 after an 18 month process. During the plan update, the City had extensive community outreach and engagement. This public outreach and initial engagement involved 2,892 people at 37 events or meetings. The plan review public involvement included 19 events & Meetings with 37,781 notifications. Over 50 projects were identified during the master plan process that residents and employees identified as needs.

### Parks SDC Methodology

The City of Tualatin has collected Parks SDCs since 1991. Ordinance No. 1415-18 relating to a new Parks SDC Methodology was adopted on January 14, 2019 and Resolution No. 5450-19, A Resolution Establishing the Parks System Development Charges for the City Of Tualatin on June 10, 2019.

### Residential Rates

There are two categories of residential Park SDC rates (attached) for single family and multi family dwelling units. The City had the ability to set SDC rates up to but not exceed the maximum rate in the methodology. Rates were set at 50% of the maximum allowable effective July 1, 2019.

### Nonresidential Rates

The nonresidential categories includes industrial/manufacturing, warehousing, retail/restaurant/hospitality, and office (healthcare, education, finance, & professional services). The City had the ability to set SDC rates up to but not exceed the maximum rate calculated in the methodology. Rates (attached) were set at 40% of the maximum allowable effective July 1, 2019. This rate will move to 50% of the maximum allowable on July 1, 2020.

### Information & Questions

Rich Mueller  
Parks Planning & Development Manager  
503 691-3064  
[rmueller@tualatin.gov](mailto:rmueller@tualatin.gov)

Ross Hoover  
Parks & Recreation Director  
503 691-3060  
[rhuover@tualatin.gov](mailto:rhuover@tualatin.gov)

**CITY OF TUALATIN  
PARKS SYSTEM DEVELOPMENT CHARGES RATE SCHEDULE**

Land Use Category / Development Type	SIC Code	Unit*	Rates Effective 2/1/2022
<b>Residential</b>	N/A	/dwelling unit	
Single Family Detached	N/A	/dwelling unit	\$8,548
Multi Family - Apartment Complex			\$6,371
<b>Nonresidential</b>	1-19	/square feet	
<b>Industrial/Manufacturing</b>	20	/square feet	
Ag., Fish & Forest Services; Constr; Mining Food & Kindred Products	21	/square feet	
Tabacco (industry does not exist in Oregon) Textile & Apparel	22, 23	/square feet	
Lumber & Wood	24	/square feet. 25,32,39	/square feet
Furniture; Clay, Stone & Glass; Misc. Paper& Allied	26	/square feet	
Chemicals, Petroleum, Rubber, Leather Primary & Fabricated Metals	28-31	/square feet	
Machinery Equipment	33,34	/square feet	
Electrical Machinery, Equipment Transportation Equipment Electric, Gas, And Sanitary Services	35	/square feet	
	36,38	/square feet	\$2.13
	37	/square feet	
	49	/square feet	
<b>Warehousing</b>	40-42, 44,45,47	/square feet	
TCPU - Transportation and Warehousing Wholesale Trade	50,51	/square feet	\$0.54
<b>Retail/Restaurant/Hospitality</b>	52-59	/square feet	
Retail Trade	70	/square feet	
Hotels and Other Lodging Places Amusement and Recreation Services Museum, Botanical, Zoological Gardens	79	/square feet	
	84	/square feet	\$2.08
<b>Office/Educational/Healthcare</b>	Printing, Publishing & Allied	27	/square feet
Communication	48	/square feet	
Finance, Insurance & Real Estate Personal, Business & Repair Services Health Services	60-68	/square feet	
Educational, Social, Membership Services Government	72-78	/square feet	
	80	/square feet	
	81-89	/square feet	
	90-99	/square feet	\$1.72

\* The category definitions can be found at [https://www.osha.gov/pls/imis/sic\\_manual.html](https://www.osha.gov/pls/imis/sic_manual.html)



# Hug A Park Lafky Park January 28, 2022

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

- 9 incredible volunteers from Tualatin High School WISE program spent the afternoon at Lafky Park.
- They assisted the Parks Maintenance staff with winter storm debris clean up. Two yards of debris was raked and loaded for removal.
- Thank you to Parks staff, Miguel Gonzalez and Shelly Helgerson for engaging volunteers in projects benefitting the community.





# Hug A Park Tualatin Community Park January 22, 2022

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

- 20 volunteers from ALBION SC Soccer came out running on a sunny Saturday to give Tualatin Community Park some TLC.
- 5 Yards of winter storm debris was removed from the Park.
- 5 yards of FiBar was installed for safety on the playground.
- The Park was scoured for litter from the tennis courts to the dog park.





# February 2022

Share the Love- all month long

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Tualatin Moving Forward Parks Survey Begins	2	3	4	5
6	7	8 6 pm Joint TPARK & Arts meeting 7 pm TPARK Meeting	9	10	11	12
13	14 7 pm Council Meeting	15	16	17	18 Veterans Open House 11:30- 1:30pm Commons Lake	19 Veterans Open House 11:30- 1:30pm Commons Lake
20	21 City Closed - Holiday	22	23	24	25	26
27	28 7 pm Council Meeting					

# March 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Arbor week Photo & Poster Contest Submissions Due	2	3	4	5
6	7	8 6 pm TPARK Meeting	9	10	11	12
13	14 7 pm Council Meeting	15	16	17	18	19
20	21	22	23	24	25	26
27	28 7 pm Council Meeting Veterans Virtual Open house begins	29	30	31		

## Operations Volunteer Events 2022

Program	Date	Project	Details	Plants #
PDRT	Friday, Jan. 14	Planting with Hazelbrook students Jurgens	Planting / mulching 9am – 3pm	50 - 100
PDRT   Hug a Park	Saturday, Jan. 22	Tualatin Community Park Blitz ALBION Soccer	Litter / Fibar install / Storm debris clean up	
PDRT   Hug a Park	Friday, Jan. 28	Lafky Park WISE program TUHS students	Winter storm debris clean up / raking	
PDRT   Friends of Trees Crew Leader Training	Saturday, Jan. 29	Jurgens	Planting / mulching demo	50-150
PDRT   Hug a Park	February	TBD Tualatin HS Cross Country Team		
PDRT   Hug a Park	February	TBD Daimler Truck		
PDRT   Hug a Park	Tuesday, March 1	Heritage Center Meeting / Garden care	WISE program TUHS	
PDRT	Saturday, March 5	Saum Creek Trail	Plant & Mulch w/ FOT	500
PDRT / Arbor Day	Saturday, April 9	Jurgens	Plant & Mulch w/ FOT	500

## Operations Volunteer Events 2022

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PDRT / Earth Day	Friday, April 22	Brown's Ferry Park	Invasive Removal w/ FOT	
PDRT / TUHS Biology	May 16-20	Chieftain Dakota / Little Woodrose	Invasive Removal Storm Debris Planting / Mulching	500-1000
TEAM	June 27 – August 11			
PDRT	Saturday, October 8	TBD, Saum Creek Trail	Planting / Mulching	500
PDRT	Saturday, November 12	TBD, Tualatin Community Park	Planting / Mulching	500-750