



## CITY OF HILLSBORO PARKS & RECREATION COMMISSION AGENDA

Regular Meeting  
Tuesday, October 27, 2015

**7:00 AM**  
**Hillsboro Parks & Recreation Office**

**Public Meeting**  
**4400 NW 229<sup>th</sup> Ave**

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Assistive Listening Devices (ALD) and sign language interpreters are available at no cost, and can be scheduled for this meeting. Please provide at least a 72 hour notice prior to the meeting. To obtain these services, call (503) 681-6100 or TTY (503) 681-6284.

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- I. Citizen Communication:**
  - II. Minutes:** Regular Meeting – September 22, 2015
  - III. Reports/Presentations:**
    - A. Summer Camps Update – Pam Cummings
    - B. Community Recreation Center Update – Dave Miletich
  - IV. Old Business:**
    - A. Consideration of Parks & Recreation policies in the Comprehensive Plan – Laura Weigel
  - V. New Business:**
    - A. Consider approving Parks Vending Policy – Ken Pipher
    - B. Consider adopting Hillsboro Trails Master Plan – Karen Vitkay, Alta Planning and Design
    - C. Consider forwarding recommendation to City Council regarding an IGA with Metro concerning Orenco Woods Nature Park – Laurie DeVos
  - VI. Information Items:**



**Hillsboro Parks and Recreation Commission Minutes**  
Regular Session

September 22, 2015 7:00 a.m.  
Hillsboro Parks and Recreation Office

The Hillsboro Parks and Recreation Commission met in regular session on September 22, 2015. Present were Parks and Recreation Commissioners Gwynne Pitts, Ken Phelan, Aisha Panas, Julie Karlbom, Marilyn Helzerman, Jon Michael Kowertz and Lisa Goodwin; City staff Wayne Gross, Dave Miletich, Laurie DeVos Mary Loftin, Ken Pipher, Cristina Caravaca, Valerie Otani, Lori Mason, Michael Brown, Sean Morgan, Karen Edwards and Laura Weigel and Dan Rutzick from the Planning Department; Dan Bloom, Orenco resident

Commission Chair Pitts called the meeting to order.

**Minutes:**

Motion was made by Helzerman and seconded by Goodwin to approve the minutes of the Regular Meeting on August 25, 2015 as written. The motion was approved unanimously.

Motion was made by Kowertz and seconded by Panas to approve August 25, 2015 Executive Session minutes as written. The motion was approved unanimously.

**Reports/Presentations:**

**What We Believe Presentation:** Brown acknowledged the contributions of all volunteers for the City and highlighted the appointed board and commission members. His vision is to help connect current board and commission members with one another. Morgan explained the Hello Neighbor project, which includes photos and a one-sentence mantra, as a creative way to get to know a person. This program has morphed into the What We Believe event with a visual chronicle at the Gallery of Leadership on February 6, 2016. Pipher added this gallery will be used to tie into the Citizen's Academy. The Citizen's Academy will bring together and educate citizens on ways to volunteer and help within city governance and what to expect when serving as a board or commission member. Approximately twelve citizens will be invited to the first session. Pipher asked if the Commissioners had any information that would be helpful to add to the Academy training. Staff is partnering with the Portland State University School of Collaborative Governance to develop this program.

**Citizen Communication:** Dan Bloom requested that more welcoming signage be added to the open space parcel in Old Orenco. Some citizens are confused if they are allowed to use this area or not. He also stated he would like to plant an apple tree near the picnic table for all to enjoy.

**Overview of the Hillsboro Comprehensive Plan:** Senior Planners, Laura Weigel and Dan Rutzick reported this 20-year plan will address housing, economic development, natural resources, safety and set the stage for future growth and development. Last revised in 1983 the updated plan will incorporate the Hillsboro 2035 items. The plan includes seven core areas and will assist with development of draft goals and policies. The Parks & Recreation Commission will be asked to review the draft plan. Weigel requested that a Commissioner join the Citizen Advisory Committee. Gwynne Pitts and Ken Phelan will represent the commission on advisory committee. The plan is scheduled to be implemented in 2017.

**Public Art Update:** Otani presented a list of recently completed projects and others that are planned for this fall. Highlights were the Orenco Station Plaza, Champion Flock of Weed Eaters, The Shute Library mural, and the Public Works Building which is under construction. The Brookwood Overpass is under construction and the Main Street Arch was completed in July.

**Glenn & Viola Walters Cultural Arts Center Quarterly Report – Apr.-Jun., 2015** – Caravaca stated this report would also include the year end statistics. She reported that rentals hit a record high due to proms, weddings and camps. Arts sales doubled and many concerts last season were sold out. The concert series was intentionally planned to always be Friday nights at 7:30pm. Classes are going well and the Arts Center is in good fiscal health. She distributed packets of regional events to the Commission.

**Shute Park Aquatic & Recreation Center Quarterly Report – Apr.-Jun., 2015** – Mason stated the membership amount variance is due to the new on-going membership billing program. Memberships have slightly increased. General admissions were higher due to the hot weather this summer. The new inflatable island brought in more middle school age swimmers. Swim lessons and Silver & Fit registrations were up. Concession revenue also increased. The highlighted program was the Sunday Family Swim Lessons. This new program has been very successful. The pool reopened on September 21 after a three-week maintenance closure. Many upgrades were completed.

**Community Recreation Center Update** – Miletich informed the Commission that the City Council Capital Improvement Plan discussion has been moved to November 17; giving HP&R more time to finalize the recommended design. Following the discussion at the last meeting, staff had our architects create a new option for Phase 1 that would include everything in the original vision except for the aquatic facilities. The new option would include three gyms with walk/jog track, fitness areas, locker room facilities, classrooms and community rooms for an estimated construction cost of \$35 million and a net operating cost of \$460,000. Phase 2 would then add the aquatic facilities at an estimated construction cost of \$30 million (2022 costs). The entire completed facility would have a net operating cost of \$550,000. After some discussion, the Commission agreed that they would support the new Phase 1 option as their recommended option but also still request a commitment to build out the original vision for the project.

**Old Business: None**

**New Business: None**

**Information Items:**

OrenKofest, Orenco Station Plaza, October 10, 2015, 12-8pm  
Senior Center Dinner and Auction, October 17, 2015

There being no other business, Commission Chair Pitts adjourned the meeting.

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Chair

## Summer Camps

	2013	2014	2015
<p><b>Sizzling Summer Day Camp</b></p> <p>Each week is jam-packed with great games, terrific trips, sizzling sports and amazing arts and crafts!</p>	345	391	374
<p><b>The Zone Adventure Day Camp</b></p> <p>What are you doing this summer? Have an action packed summer full of adventure! Discover life.</p>	117	114	121
<p><b>Wolfpack Summer Camp</b></p> <p>This is a school-referred program designed to support education over the summer for hand-selected students at Witch Hazel Elementary. Every week will be full of exciting activities including games, sports, arts, crafts, and much more!</p>	N/A	N/A	60
<p><b>Youth Tech, Inc.</b></p> <p>New in 2015! Interactive computer camps focusing on providing enrichment opportunities to students in the world of computers.</p>	N/A	N/A	40
<p><b>Hillsboro Arts Summer/Camp Amp</b></p> <p>Classes taught by professionals in performing arts and visual arts for youth entering grades six through high school.</p>	135	155	148
<p><b>Jackson Bottom Nature Camps</b></p> <p>Spend your summer break with nature! Camps designed for youth who want to connect with the natural world.</p>	138	151	99
<p><b>Mad Science Camps</b></p> <p>Get kids excited about science and how it affects the world around them!</p>	54	90	65
<p><b>Lego Engineering Camps</b></p> <p>Create, Play, Learn! Explore the many possibilities of Lego building systems while learning useful construction techniques.</p>	125	140	74
<p><b>Summer Fun Days</b></p> <p>Fun activities for preschool kids including games, crafts, water activities and themed special events.</p>	127	84	121
<p><b>SHARC Aquatic Camps</b></p> <p>Join us for a full morning of fun as we play a variety of water games each day!</p>	78	46	87



## MEMORANDUM

**To:** Hillsboro Parks & Recreation Commission

**From:** Laura Weigel, Long Range Manager  
Dan Rutzick, Senior Planner

**Date:** October 27, 2015

**Subject:** Comprehensive Plan Update – Draft Recreation Background Report and Goals and Policies

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**Requested Parks and Recreation Commission Action:**

Review and discuss additions or revisions to the attached Comprehensive Plan Update's draft Recreation background report and goals and policies.

**Background:**

At their September 22<sup>nd</sup> meeting, the Parks and Recreation Commission received an overview of the Comprehensive Plan update process. The Comprehensive Plan represents the long term vision for the City related to land use, and includes planning policies that guide City decisions on land use, transportation systems, utility systems, and selected other City services. The current Comprehensive Plan was originally adopted in 1984. The City has begun a thorough Plan update, which will apply more recent policy in the areas of land use, economic development, open space and natural areas management, transportation, public facilities and services, and others.

The framework for the Update will be organized under seven core areas. Recreation is included in the Enhancing Livability and Recreation core area. Each topic under each core area has a background report that serves as the foundation for discussing draft goals and polices.

Based on the background report for Recreation, Planning staff prepared a first draft of the goals and policies working closely with Hillsboro Parks and Recreation staff. After incorporating the Parks and Recreation Commission's comments, the draft background report and goals and policies will be revised and then reviewed by the Comprehensive Plan Technical Advisory Committee later this fall.

**Cost:**

Project costs for preparation of the draft background report and goals and policies includes staff time only.

**Recommendation:**

Staff recommends that the Parks and Recreation Commission discuss additions or revisions to the Comprehensive Plan Update's draft Recreation background report and goals and policies.

**Attachments:** Draft Recreation Background Report  
Draft Recreation Goals and Policies

# Recreation

*Goals and Policies DRAFT – October 22, 2015*

## Goal 1 Plan, develop, and enhance recreation opportunities to meet the needs of community members of all ages, abilities, cultures, and incomes.

- Policy 1.1 Increase recreation opportunities consistent with the city's population growth while maintaining a balance between active and passive recreation.
- Policy 1.2 Disperse the types and sizes of recreation opportunities throughout the city in proportion to the population of the area
- Policy 1.3 Promote health and community wellness through expanded recreation opportunities.
- Policy 1.4 Coordinate with the Hillsboro School District in the acquisition, development, and maintenance of combined park and school sites wherever desired, feasible, and mutually agreeable to both parties.
- Policy 1.5 Coordinate recreation planning, development, and maintenance with other public agencies, the private sector, organizations, property owners, and residents.
- Policy 1.6 Continue to revise and update recreation plans and programs in response to changing conditions and emerging trends to ensure that the needs of a growing community and diverse population are met.

## Goal 2 Create a citywide network of safe, interconnected recreation opportunities.

- Policy 2.1 Improve on-street active transportation connections linking the community to recreation opportunities.
- Policy 2.2 Pursue the expansion of greenways and trails through and around the city to serve both as recreation resources and viable transportation alternatives. As new development, redevelopment, or other opportunities occur, pursue the creation of public access easements.
- Policy 2.3 Evaluate public safety in the planning, design, and management of greenways, open space, and trails.

## Goal 3 Strive for recreation opportunities that preserve and promote ecological health.

- Policy 3.1 Advance the preservation and restoration of sensitive areas including wetland, riparian, and upland wildlife habitats when designing and developing recreation opportunities.

Policy 3.2 Integrate the development, operation, and maintenance of outdoor recreation opportunities to reduce energy, water, and chemical use, and support a wide variety of beneficial species.

Goal 4 Optimize funding for land acquisition, recreation development, operations, and maintenance.

Policy 4.1 Advance new development's and redevelopment's dedication of land, or a payment-in-lieu of provision of public open space, for the expansion of public recreation opportunities.

Policy 4.2 Require that developer-built private recreation opportunities are constructed to city standards.

Policy 4.3 Facilitate private sector development and maintenance of streetscape areas in the public right-of-way for passive recreation.

Policy 4.4 Adopt additional funding methodologies, as needed, to ensure that new development and redevelopment pays its share for the expansion of recreation opportunities.

Policy 4.5 Pursue creative and flexible funding strategies for the operations and maintenance of existing and new recreation resources.

# Recreation

*Background Report DRAFT – October 22, 2015*

## 1. Introduction

Parks and recreation provides communities with personal, social, economic, and environmental benefits that contribute to a higher quality of life for community members. According to the city's first Comprehensive Plan adopted in 1972, one of the purposes of planning in Hillsboro was to provide, "the best possible recreational advantages for all members of the community." The Parks and Open Space Plan section of this original Comprehensive Plan stated that, "a satisfactory community to live in requires more than orderly pattern of development served by streets and facilities. A balanced, healthy urban environment also requires parks, open spaces and ample opportunity for indoor and outdoor leisure activities." Recreation overlap with land use and transportation as the population grows and development occurs. In Hillsboro the city's transit-oriented centers experience increased population growth, and the City is required to create long-term plans for the edge areas transitioning from rural to urban.

This Recreation background report is one of a series of papers identifying recommended policy questions and updates to the Hillsboro Comprehensive Plan. The intent of this report is to examine the City's recreation as it relates to land use, transportation planning, and other infrastructure planning, and to evaluate these efforts against relevant policies, goals, and regulations as well as emerging issues and trends. The outcome of this report is a series of policy questions and recommendations to inform the update of the Recreation section of the City's new Comprehensive Plan. This background report was prepared by City of Hillsboro Planning staff, with support from Parks and Recreation staff, and will be refined and reviewed through a process including guidance from the Parks & Recreation Commission, a Citizen Advisory Committee, the Planning Commission, and City Council.

## 2. Background

Recreation consists of parks, greenways and open space, trails, recreation facility, programming, and maintenance. This report is primarily focused on planning, acquisition, development, and maintenance of parks, greenways and open space, trails, and recreation facilities with some discussion of recreation programming. Cultural arts, addressed in the Hillsboro 2035 Community Plan, will not be included in the Comprehensive Plan update which focuses primarily on the intersection of recreation and land use, transportation planning, and other infrastructure planning.

Hillsboro Parks & Recreation (HP&R) is an award-winning and nationally accredited parks and recreation department within the City of Hillsboro. The HP&R system includes diverse parks, greenways and open space, trails, and recreation facilities that provide a wide variety of recreation opportunities and experiences. The total acreage of HP&R developed parks is 622 acres and undeveloped park land is 167 acres. Each year thousands of residents enjoy HP&R's 35 developed parks, 4 indoor recreation centers, and 3 sports complexes. In addition, HP&R operates special facilities including the Orenco Station Plaza. From an aquatic and recreation center and multi-field sports complexes to small playgrounds and large picnic facilities, HP&R offers a wide variety of unique play and recreation opportunities for Hillsboro residents and visitors.

In addition to Hillsboro's parks and recreational facilities, there are about 400 acres of greenways and open spaces such as the Rock Creek Trail and Jackson Bottom Wetlands Preserve. The greenways include both built and natural corridors that provide linkages between parks and opportunities for trail-related outdoor recreation. Open space includes undeveloped areas within subdivisions and non-linear areas that preserve significant natural resources, such as rivers and streams, wetlands, steep hillsides, environmentally sensitive areas, and wildlife habitats. These areas preserve green space and provide areas for wildlife and stormwater management. Many of these spaces offer potential for passive recreation such as trails or viewpoints that are appropriate to the natural setting.

HP&R offers hundreds of diverse, year-round recreational programs and activities to enrich the lives of Hillsboro citizens and visitors of all ages. Major recreation program areas include special events, preschool and parent/child activities, youth classes, youth sports leagues, adult programs, adult sport leagues, and senior programs. HP&R partners with other agencies, including the Hillsboro School District, to offer afterschool and summer youth recreation programming. In addition, HP&R partners with numerous private and non-profit organizations to provide recreational programs such as bowling or golf lessons, as well as sites for community gardens.

Hillsboro has come a long way over the past several decades in increasing its number and size of recreation opportunities. For example, Hillsboro had an average ratio of 1.8 acres of developed park land for every 1,000 people in 1985. Hillsboro currently has an average ratio of 6.4 acres of developed park land for every 1,000 residents. This is a remarkable accomplishment as the gains in service levels occurred even as population was growing at a fast rate. Such an increase in level of service represents good support from elected and appointed officials, and from the community at large. HP&R is continuing to develop new recreation opportunities to accommodate a growing and diverse community.

The Hillsboro Parks & Recreation Commission (PRC) is the governing body overseeing management of HP&R's facilities and activities, as defined in the Hillsboro Municipal Code<sup>1</sup>. Under the general direction of the City Council, the PRC has authority to regulate the use of HP&R facilities, establish fees and charges for such uses, and perform other duties delegated by code or ordinance. The PRC is made up of five to seven residents of the city who are appointed by the Mayor and confirmed by the City Council for three-year terms. The PRC holds meetings at least once each month.

HP&R has developed partnerships with the Hillsboro School District and Washington County Fairgrounds to provide recreation opportunities. A partnership with the Hillsboro School District allows the use of gyms, playfields, and other facilities located at select schools, providing a significant amount of programming space for HP&R. In return, HP&R maintains Hillsboro School District's playfields and other facilities with funding from the District. One noteworthy site of HP&R's partnership with the Hillsboro School District is Hare Field. This sports field complex is owned by the School District and is used by both the District and HP&R.

### 3. Hillsboro 2020 and Hillsboro 2035

The 2020 Vision and Action Plan identified several ways the City should be addressing recreational in the City. It is obvious that this topic is of utmost importance to residents as numerous ideas regarding recreation are also included in the Hillsboro Community Plan 2035. The City received more citizen comments on recreation than any other topic during the Hillsboro Community Plan 2035 outreach process in 2014 and early 2015.

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<sup>1</sup> Hillsboro Municipal Code Subchapter 2.32.

### 3.1. Hillsboro 2020 Vision and Action Plan

The Hillsboro 2020 Vision and Action Plan was organized into a series of focus areas, strategies, and actions. The actions most related to Recreation are listed below. All actions are listed as implemented and ongoing through 2020 but for Action 19.1 which is categorized as ongoing.

Action	Summary
10.1	<i>Parks Facilities Inventory:</i> Develop and periodically update the inventory of existing parks, open spaces, and recreational facilities to assist in identifying future needs.
10.2	<i>Recreational Programs Enhancement:</i> Examine existing recreational programs and determine the need for additional programs in response to community needs and desires.
10.3	<i>Off-leash Dog Area:</i> Create fenced off-leash area(s) for dogs to promote responsible pet ownership, public health and safety, and a community gathering place.
17.5	<i>Community Garden Development:</i> Identify site(s) for and develop city-wide community garden(s), to be maintained by community residents.
19.1	<i>Parks Land Inventory/Analysis:</i> Involve local community in analyzing existing parks land inventory to match new parks with population needs for recreational land.
19.2	<i>New Parks Property Identification:</i> Identify and consider properties that include existing structures for their cultural and recreational potential and incorporate this information into the Parks Master Plan.
19.3	<i>Parks Land Incentive:</i> Develop and apply incentives for park land donations and dedications when considering public and private community master development plans.
20.1	<i>Parks Master Plan Update:</i> Complete the City's parks master plan update, including a needs assessment for additional multi-purpose recreation and aquatics facilities.

### 3.2. Hillsboro 2035 Community Plan

The Hillsboro 2035 Community Plan involved extensive community outreach over the past two years that solicited thousands of comments from community members on a broad assortment of topics. These comments can be used to help identify general policy questions to be explored, and shape specific policy recommendations to reflect community values. Community members contributed over 600 comments related to Recreation. Listed below are the Hillsboro 2035 Community Plan initiatives and actions that intersect with Recreation.

Focus Area	Initiative	Action
Health, Wellness and Safety	1. Promote community wellness through expanded services, information, and access to healthy food and activities.	B. Expand the number and geographic availability of community gardens
	3: Create systems to facilitate aging-in-place and quality of life for our growing senior population.	B. Offer recreation classes and information workshops for seniors
Economy and Infrastructure	5. Continue efforts to develop a vibrant, mixed-use downtown as a unique attraction.	C. Create walkable connections to downtown from neighborhoods and Jackson Bottom Wetlands

Livability and Recreation	1. Launch a sustained, multi-faceted effort to make Hillsboro a clean and inviting community citywide.	D. Establish a community forestry management program (e.g. Tree City USA)
	2. Foster distinct, vibrant neighborhoods featuring quality development, preserved landmarks, a variety of housing, and services safely accessible by walking, biking, transit, or short commute.	B. Make parks and open space accessible to all neighborhoods
	3. Expand Hillsboro’s inventory of community events, festivals and family activities citywide.	B. Encourage development of plazas, streetscapes, green spaces and other new venues for holding community events citywide
	5. Continue to build a full-service, world-class parks system scaled to meet growing community demand.	A. Increase parks accessibility for people with disabilities and create at least one destination park for disabled community members
		B. Create one or more “regional” destination parks
		C. Develop new nature playgrounds
		D. Add new dog parks
	6. Expand recreational facilities and opportunities to serve Hillsboro’s growing and diversifying population.	A. Develop community centers to serve seniors, youth and families citywide
B. Create interactive trails with amenities like art and cultural activities		
7. Make Hillsboro walkable and bicycle-friendly citywide for daily living and recreation.	A. Continue to complete gaps in Hillsboro’s sidewalk network, with an emphasis on sidewalks near school zones	
	B. Add and promote off-street walking, running and hiking trails citywide	
	C. Improve on-street bicycle commute and recreation infrastructure by adding lanes, improving buffers and connections, and promoting designated travel routes	
8. Continue to enhance alternative transportation options, services and facilities.	A. Extend public transit hours, routes and services	
Environmental Sustainability	Energy Objectives: Reduce greenhouse gas emissions, Reduce use of non-renewable energy resources, Expand use of renewable energy resources to meet demand	
	Resource Conservation Objectives: Enhance understanding of the importance of natural assets and ecosystem services, Protect and enhance environmental assets (air, land, water and habitat), Foster healthy human and wildlife populations	

## 4. Existing Comprehensive Plan

The City's first Comprehensive Plan adopted in 1972<sup>2</sup> addressed recreation. In 1977 the current Hillsboro Comprehensive Plan was adopted by the City Council<sup>3</sup>. Section 9 – Recreation of the current Hillsboro Comprehensive Plan establishes goals, policies, and implementation measures to guide recreation planning and development.

### 4.1. Goals

The existing Comprehensive Plan goals for recreation are to design a parks and recreation facilities plan, and provide a recreation program that:

- (A) Provide a variety of open spaces, parks, recreation facilities and recreation programs.
- (B) Link open spaces, parks, recreation facilities, and school, via a pedestrian and bicycle trail system.
- (C) Promote and encourage a physically fit and healthy community.

A fourth goal was deleted in 1986 when the goal was moved to the Policies section. This goal stated: "Provides a variety of recreation opportunities in the planning area that meet the recreation needs of citizens of all ages and physical capabilities." The existing Comprehensive Plan goals for recreation have not been amended since 1986.

### 4.2. Policies

The existing Comprehensive Plan's three recreation goals are accompanied by twelve policies that have not been amended since 1986<sup>4</sup>. These policies are as follows:

- A) The amount of park acreage and the numbers and type of recreation facilities and recreation programs shall increase with the population growth of the planning area.
- (B) Recreation facilities and programs shall be designed to meet the recreation needs of citizens of all ages and physical capabilities.
- (C) The development of parks, recreation facilities and programs shall be coordinated with other public agencies, including schools, in order to efficiently use public lands and facilities for recreation.
- (D) The types and sizes of parks and recreation facilities shall be dispersed in park planning neighborhoods throughout the planning area in proportion to the population of the neighborhood.
- (E) Floodplains may be used for park and recreation facilities requiring large areas of land. The development of the parks and recreation facilities shall be consistent with the provisions of the Floodplain Ordinance and shall avoid wildlife nesting, feeding and mating habitats.

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<sup>2</sup> Resolution No. 704-1-72

<sup>3</sup> Ordinance No. 2793-4-77

<sup>4</sup> The one exception was an amendment in 1996 adding Policy (L).

- (F) A pathways plan shall be developed to link open spaces, parks, recreation facilities and schools within the planning area.
- (G) The donation of land for public parks within new development shall be encouraged.
- (H) The creation and preservation of private parks and open spaces within developments shall be encouraged.
- (I) Private citizens and groups shall be encouraged to assist in the development and maintenance of the City's parks, recreation facilities, and programs.
- (J) Private and public developers shall be required to landscape their developments in order to create a park-like nature in the community.
- (K) The preservation of some natural areas will be considered when designing and developing parks.
- (L) In Station Community Planning Areas, usable open space shall be provided to mitigate higher overall residential and employment densities and to provide for public and private local parks and recreation opportunities in station communities. Open space requirements shall be identified in implementing districts for each Station Community Planning Area.

### 4.3. Implementation Measures

The three implementation measures for recreation that have been completed were added to the existing Comprehensive Plan in 1986. These implementation measures involve the City preparing and adopting a Parks Master Plan, a Recreational Facilities Plan, and a Trail System Master Plan. The final implementation measure, added to the Comprehensive Plan in 1996, involves the City preparing and adopting a specific plan for parks and recreation services within Station Community Planning Areas. This specific plan is to define the need for park and recreation facilities and pathways, identify objectives for achieving a parks network, and establish accessibility and design standards for parks within the Station Community Planning Areas.

## 5. Regulatory Context

### 5.1. Federal Regulations

Federal regulations apply to park development that encroaches on wetlands or public waters. State and federal agency recreation plans are to be coordinated with local and regional recreational needs and plans.

### 5.2. Statewide Regulations

Oregon Statewide Planning Goal 8 addresses Recreational Needs<sup>5</sup>. Goal 8 is to satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts<sup>6</sup>. Goal 8 requirements

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<sup>5</sup> Oregon Administrative Rule 660-015-0000(8).

<sup>6</sup> Hillsboro has no destination resorts.

for meeting recreation needs are to be planned for by governmental agencies having responsibility for recreation areas, facilities and opportunities. Planning for recreation areas, facilities, and opportunities are to be coordinated with private enterprise, in appropriate proportions, and in such quantity, quality and location consistent with the availability of the resources to meet such requirements.

Goal 8 also provides a number of guidelines to complete recreation planning though local context is most pertinent to us, and we are engaged with the Hillsboro community directly. Goal 8 guidelines include:

1. An inventory of recreation needs and opportunities in the planning area based on research and analysis of public wants, desires, and available resources;
2. Roles and responsibilities for recreation land use, to meet recreational needs and development standards, should be developed by all agencies in coordination with each other and with the private interests;
3. Long range plans and action programs to meet recreational needs should be developed by each agency responsible for developing comprehensive plans;
4. The planning for lands and resources capable of accommodating multiple uses should include provision for appropriate recreation opportunities;
5. The *State Comprehensive Outdoor Recreation Plan* could be used as a guide when planning, acquiring and developing recreation resources, areas and facilities;
6. When developing recreation plans, energy consequences should be considered, and to the greatest extent possible non-motorized types of recreational activities should be preferred over motorized activities;
7. Planning and provision for recreation facilities and opportunities should give priority to areas, facilities and uses that
  - (a) Meet recreational needs requirements for high density population centers,
  - (b) Meet recreational needs of persons of limited mobility and finances,
  - (c) Meet recreational needs requirements while providing the maximum conservation of energy both in the transportation of persons to the facility or area and in the recreational use itself,
  - (d) Minimize environmental deterioration,
  - (e) Are available to the public at nominal cost, and
  - (f) Meet needs of visitors to the state;
8. Unique areas or resources capable of meeting one or more specific recreational needs requirements should be inventoried and protected or acquired;
9. All state and federal agencies developing recreation plans should allow for review of recreation plans by affected local agencies.
10. Comprehensive plans should be designed to give a high priority to enhancing recreation opportunities on the public waters and shorelands of the state especially on existing and potential state and federal wild and scenic waterways, and Oregon Recreation Trails; and
11. Plans that provide for satisfying the recreation needs of persons in the planning area should consider as a major determinant, the carrying capacity of the air, land and water resources of the planning area. The land conservation and development actions provided for by such plans should not exceed the carrying capacity of such resources.

Implementation of recreational plans should take into account various techniques in addition to fee acquisition such as easements, cluster developments, preferential assessments, development

rights acquisition, subdivision park land dedication that benefits the subdivision, and similar techniques to meet recreation requirements through tax policies, land leases, and similar programs.

### 5.3. Metro Regulations

Metro implements its own recreational needs program apart and separate from city or county programs required under Goal 8 for elements of the publicly owned portion the of the regional system of parks, natural areas, and open spaces. Metro codes guides the recreational needs program for the regional government itself, and do not generally place additional requirements on member municipalities.

The Regional Urban Growth Management Functional Plan's Title 11 requirements involves planning for new urban areas<sup>7</sup>. The Regional Framework Plan calls for long-range planning to ensure that areas brought into the UGB are urbanized efficiently and become or contribute to mixed-use, walkable, transit friendly communities. It is the purpose of Title 11 requirements to guide long-range planning for urban reserves and areas added to the UGB.

Prior to inclusion of urban reserve areas into the UGB, Title 11 Comprehensive Planning is to be developed that includes the general location of parks and trails and their proposed connections to existing facilities. For areas added to the UGB, Comprehensive Plan provisions are to be developed that include the amount of land and improvements needed, if any, for public park facilities sufficient to serve the area added in coordination with affected park providers.

The Regional Framework Plan recognizes that local governments remain responsible for the planning and provision of community and neighborhood parks, local open spaces, natural areas, sports fields, recreational centers, trails, and associated programs within their jurisdictions.

## 6. Other Plans, Programs, or Reports

The need for a Parks Master Plan was first recognized in the City's first Comprehensive Plan adopted in 1972. Goals and policies of the Recreation section of the Hillsboro Comprehensive Plan adopted in 1977 served as a guide for the first Parks Master Plan completed in 1985. Several updates of the Parks & Recreation Master Plan have been completed since, most recently in 2005 and 2010. HP&R continues to update planning documents on a regular basis. Listed below are the multiple HP&R documents either recently adopted by the Hillsboro Parks & Recreation Commission or in the process of being prepared.

### 6.1. Parks & Trails Master Plan and Natural Resource Analysis

The Parks & Trails Master Plan and Natural Resource Analysis was adopted by the Hillsboro Parks & Recreation Commission in 2010. The goals of this Master Plan are to identify ways to develop existing sites to their greatest potential and best use, to identify remaining opportunities to add park land to the park system, and to look for opportunities to partner with others, including developers, schools, public agencies, and community members, to enhance the City of Hillsboro's parks and recreation system. This Plan also supported the efforts of the department to achieve agency accreditation through CAPRA (Commission for Accreditation of Park and Recreation Agencies). Most importantly, this plan aspires to rally community support for parks and

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<sup>7</sup> Ordinance No. 99-818A, Sec. 3. Amended by Ordinance No. 02-969B, Sec. II; and Ordinance No. 10-1238A, Sec. 5; and Ordinance No. 11-1252A, Sec. 1).

recreation, aiding HP&R's efforts to make Hillsboro a model for providing park services, meeting community needs, and creating an innovative, efficient, interconnected, and diverse park system.

## 6.2. Community Gardens Master Plan

In 2011, a Community Gardens Master Plan was adopted by the Hillsboro Parks and Recreation Commission. The purpose of this Plan was to establish a framework for the city's commitment to the manageable development and operation of both new and existing community gardens. A framework was identified that provides a clear procedure for the establishment of new gardens, outlines partnership and resource needs and opportunities, and provides a rationale for decision making that ensures consistency in the delivery of positive community garden services into the future.

## 6.3. Indoor Recreation Facilities Master Plan

In 2013, an Indoor Recreation Facilities Master Plan was adopted by the Hillsboro Parks and Recreation Commission. This Plan states that Hillsboro is currently underserved by community recreation centers. The Plan recommends a long-range vision for two new large comprehensive facilities at 53rd Avenue Park and in South Hillsboro as well as a new more specialized and smaller facility to be located in AmberGlen. Additionally, the plan recommends various degrees of remodel and additions to the SHARC, Community Senior Center, Walters Cultural Arts Center and the Jackson Bottom Education Center.

## 6.4. Hillsboro Trails System Master Plan

The City currently addresses off-street trails and paths in both the Hillsboro Parks and Recreation Plan and through the Transportation System Plan (TSP). The Hillsboro Trails System Master Plan to be completed in 2015 is intended to respond to community needs for connectivity, livability, healthy recreation and active transportation. This Master Plan will identify Hillsboro's vision for a thriving network of off-street trails and paths and their connection with parks, other key destinations, and on-street bicycle and pedestrian facilities. In addition to identifying an interconnected trail and pathway system, this Master Plan will guide the location and extents, categories, and development guidelines for various types of trails, and assess funding strategies and priorities.

## 6.5. Rock Creek Trail Alignment Study

The Rock Creek Regional Trail, a multi-use pathway for bicyclists and pedestrians, currently runs about 2-miles in length within the city, with potential for future extension to more than 8 miles when complete. The Rock Creek Trail Alignment Study underway will show a recommended alignment for future extensions of the Rock Creek Trail with Hillsboro. Portions of the trail will include on-street connections that link separated pathways.

# 7. Emerging Issues, Challenges, and Trends

The City faces multiple issues and challenges around recreation. This section examines these issues and challenges, and also explores some emerging trends and opportunities that the City could leverage to improve the provision of recreation services to the community.

## 7.1. Issues & Challenges

- Although in the current regulations private recreation opportunities must be built to City standards and they are only allowed under very specific conditions, prior to the recent Community Development Code they were allowed and were developed frequently. However, with no real maintenance plan some of the areas are in need of repair and on-going maintenance. As a result HP&R is sometimes asked to take over the care of the private facilities although there is a cost and time commitment to doing so.
- The HP&R system lacks sufficient indoor recreation facilities.
- Though scholarships and discounts are offered for access to recreation opportunities, these are not available for all persons of limited finances.
- Off-street trails and paths not interconnecting with on-street facilities including bike lanes and sidewalks to connect recreation facilities with schools, housing, and employment.
- New development often has smaller yard sizes for gardening and general outdoor activities, resulting in greater demands for public and shared spaces.
- Financing the capital repair and maintenance for existing parks and recreation facilities.
- Lack of available land and high development costs for park and recreation facilities overall, particularly in new higher-density areas, are a serious challenge.
- Parks and recreation facilities plans and their goals, policies, and actions are less binding with the development community because they are not referenced in the Comprehensive Plan.
- Designing landscapes and buildings for climate change which will result in higher temperatures, more adverse weather conditions, and water resource shortages in our region.

## 7.2. Emerging Trends & Opportunities

In addition to the challenges listed above, examining emerging best practices and opportunities identified by HP&R staff can help to identify areas to focus on when crafting goals and policies. Some examples are discussed below.

- *New Major Facilities*  
Demand for new multi-generational recreation facilities.
- *Community Garden Facilities*  
Gardening is not just recreational, it is also a food resource for many people. Many seek to grow their own produce to ensure their food is free of pesticides and genetic modifications. Others enjoy growing surplus produce to share, including donations to local food banks. Community gardens offer affordable, low cost family recreation that stretches family budgets and provides a connection to nature while ensuring fresh, healthy food. Nationwide, interest in gardening continues to gain in popularity; even the White House has a garden plot.

- *Environmentally Responsible Landscape Practices*  
A growing awareness that pursuing sustainable landscape development, operation, and maintenance saves money by finding ways to create and maintain healthy landscapes while reducing energy, water, and chemical use, and supporting a wide variety of beneficial species. Environmentally responsible landscape practices demonstrate a commitment to protecting the environment and the public health of both workers and visitors by eliminating, reducing, and controlling wastes.

### 7.3. Inter-Relationship with other Comprehensive Plan Sections

An inter-relationship exists between multiple Comprehensive Plan sections. An updated Comprehensive Plan could reflect other section's policies in the Recreation section. For example, a prospective policy in the Energy & Climate Change section could be added to the Recreation section regarding new recreation facilities. Another example is that a prospective policy in the Transportation section could be added to the Recreation section regarding improving roadway pedestrian and bicycle pathways (and not just trail pathways) to connect recreation opportunities with schools and housing.

## 8. Goal/Policy Questions to Consider

There are a number of policy questions that need to be considered to expand the Recreation section. These questions are listed below.

- Is the approach that private and public developers be required to landscape their developments in order to create a park-like nature in the community still relevant?
- What are some creative and flexible funding strategies for the operations and maintenance of existing and new recreation resources?
- Should the city facilitate private sector development and maintenance of streetscape areas in the public right-of-way for passive recreation?
- How should the city prioritize on-street active transportation connections linking the community to recreation opportunities?

## 9. Recommended Comprehensive Plan Updates

See the draft Recreation Goals and Policies for the full list of recommended Comprehensive Plan Updates. See below for policies proposed to be added to Recreation that are not currently captured in this Comprehensive Plan section.

- Plan, develop, and enhance recreation opportunities to meet the needs of community members of all cultures and incomes, rather than just community members of all ages and abilities. Increase recreation opportunities consistent with the city's population growth while maintaining a balance between active and passive recreation.
- Continue to revise and update recreation plans and programs in response to changing conditions and emerging trends to ensure that the needs of a growing community and diverse population are met.

- Pursue the expansion of greenways and trails through and around the city to serve both as recreation resources and viable transportation alternatives. As new development, redevelopment, or other opportunities occur, pursue the creation of public access easements.
- Evaluate public safety in the planning, design, and management of greenways, open space, and trails.
- Integrate the development, operation, and maintenance of outdoor recreation opportunities to reduce energy, water, and chemical use, and support a wide variety of beneficial species.
- Optimize funding for land acquisition, recreation development, operations, and maintenance.
- Advance new development's and redevelopment's payment-in-lieu of provision of public open space for the expansion of public recreation opportunities.
- Require that developer-built private recreation opportunities are constructed to city standards.
- Facilitate private sector development and maintenance of streetscape areas in the public right-of-way for passive recreation.
- Adopt additional funding methodologies, as needed, to ensure that new development and redevelopment pays its share for the expansion of recreation opportunities.
- Pursue creative and flexible funding strategies for the operations and maintenance of existing and new recreation resources.

In addition, the following language is recommended to be removed from the Comprehensive Plan's Recreation section:

- Encourage the creation and preservation of private parks and open spaces within developments.
- Require private and public developers to landscape their developments in order to create a park-like nature in the community.



## MEMORANDUM

**To:** Hillsboro Parks and Recreation Commission

**From:** Ken Pipher, Program and Support Manager

**Date:** October 27, 2015

**Subject:** Request for Approval of Vending Policy

---

### **Requested Parks Commission Action:**

Staff requests that the Commission consider approving a departmental vending policy outlining the requirements and process for vending requests in Parks.

### **Background:**

Our adopted Park Rules currently prohibit vending activities in parks without PRC approval, and have for many years. The PRC has previously delegated authority to staff for approval of vending activities in conjunction with GFRC rentals and City-managed events, however, so only vending requests taking place outside of the GFRC by a third party are brought before the PRC. Despite this practice, we have never implemented an official policy with guidelines for how this process would work; patrons are simply told that staff will need to take their vending request to the PRC for approval. Staff believes it would be beneficial to the Department and our customers if we had a clear policy outlining the requirements and expectations for vending, as this would allow requests coming before the PRC to at least meet a predefined set of standards.

Staff has developed a Vending Policy for your consideration that attempts to provide this clarity. The main points we are trying to solidify include the following:

- Vending is typically only allowed in conjunction with an event or rental, not as an ongoing business operation.
- Vending is typically only allowed in “rentable” locations of our park system, as these are the sites that can easily accommodate the need for power/water/access, ensure that our other users are not overly inconvenienced, and limit potential damage to turf or other park amenities.
- Vending of certain products and services will not be allowed on park property (e.g. cigarettes, guns, adult products), as determined by the PRC.
- An application must be submitted with all vending requests stating the days, times, products, locations, etc., so that all of the relevant information needed for an approval decision is present.
- If approved, the vendor will be charged a fee (in addition to the standard rental rate) and issued a permit by the Department. Revenue from the fee will help offset the administrative costs required to process the requests and a permit will ensure that both maintenance crews and

code enforcement are able to determine whether a vending activity has, in fact, been approved by the PRC.

- The permit fee for someone using our space in a private rental to invited guests (e.g. Tupperware, Scentsy, Pampered Chef, etc.) will be \$75. Fees for vending activities associated with a large third party event (public or private) will be negotiated depending on the size of the event, types of products being sold, expected attendance, impact on staff and facilities, etc.

Having a vending policy in place will allow staff to provide better customer service to our patrons, add consistency to vending requests that come before the PRC, and ensure that patrons have an up-front understanding of what types of vending activities are typically allowed on park property.

**Recommendation:**

Staff recommends that the Commission approve the proposed departmental vending policy.

Policy: # 194  
Subject: Vending in Parks  
Effective: 12/1/2015 Revised:

**Purpose:**

The purpose of this policy is to set fees, guidelines and approval criteria for vending activities within City of Hillsboro parks and facilities. Vending activities in this policy are defined as any individual, organization or business that is selling food, beverages, merchandise or any other products/services.

**Background:**

The Parks and Recreation Department regularly receives requests from business owners, event coordinators and park renters for permission to have vending activities in our parks. The Hillsboro Municipal Code prohibits all vending activities on park property without prior approval by the Parks and Recreation Commission (PRC), so any requests received by staff are taken before the PRC for consideration. The types of vending requests that are approved, the locations they occur and the fees they should be charged are not clearly defined, however, so this policy will provide guidelines that will ensure clarity and consistency with the way in which vending activities are approved and regulated.

**Policy Guidelines:**

For the purposes of this policy, vending activities will be divided into two categories: City Events and Third Party Events. City Events are concerts, programs, celebrations and other activities that are funded, planned, organized or managed by City of Hillsboro staff, or any event taking place at the Gordon Faber Recreation Complex (GFRC). Third Party Events are any activities that are produced without the assistance of City of Hillsboro staff outside of the GFRC. Vending activities at City Events will be completely at the discretion of City staff who are managing the event. This includes fee structures, acceptable locations, types of vendors, number of vendors, etc. Vending activities for Third Party Events will only be allowed with PRC approval, and will be subject to the guidelines below. Vending activities on park property that are not in conjunction with a facility rental or special event are not contemplated in this policy. As a result, the merits of such requests will continue to be considered by the PRC on a case-by-case basis.

**1. General Guidelines**

- a. Vendors must adhere to all Park Rules and the provisions of this policy.
- b. Certain products and services are prohibited from being sold on park property including, but not limited to: firearms, weapons, tobacco, e-cigarettes, adult entertainment, or any other items deemed inappropriate for park users by the PRC.
- c. Vendors must keep their area of operation clean and orderly, ensuring that patrons are unobstructed in their use of the park.

## **2. Locations**

- a. Acceptable parks and locations for vending activities will generally be limited to those that are existing rentable spaces within the park system.
- b. Any vending requests for locations not already a rentable space may be denied by staff if deemed inappropriate for the requested use.

## **3. Permits, Liability and Insurance**

- a. A permit is required for all Third Party Event vendors prior to operating on park property. Permit applications are available at the Parks and Recreation Administration building and will be used by staff to inform the PRC of vending requests.
- b. Vending permits are only valid for a specified, limited period of time and will generally coincide with the duration of an approved rental or event.
- c. If a park or park amenity is damaged due to improper use by the vendor and requires more than normal maintenance and/or repair to be restored to its original condition, the vendor shall be responsible to pay the amount necessary to cover the cost of the required maintenance and/or repair.
- d. Vending activities as part of a standard rental will be subject to the liability insurance requirements of the rental agreement.

## **4. Fees**

- a. All vending permits that are approved by the PRC will also be subject to a fee prior to being issued to the applicant. Permit fees will vary depending on the type of permit requested based on the following guidelines:
  - i. Private vending to invited guests in a rentable space will be assessed a \$75 permit fee in addition to the standard rental rate.
  - ii. Vending as part of a large Third Party Event (public or private) will be assessed a fee that is negotiated between Parks and Recreation Staff and the vendor depending on the size of the event, types of goods or services to be sold, impact to staff and facilities, etc.
- b. As per the Department's adopted Fees and Charges Policy, vending permit fees for non-profit organizations will generally be less than those of for-profit organizations.



## MEMORANDUM

**To:** Hillsboro Parks and Recreation Commission

**From:** Laurie DeVos, Project Manager

**Date:** October 27, 2015

**Subject:** Trails Master Plan

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**Requested Parks and Recreation Commission Action:**

Consider adoption of Hillsboro Trails Master Plan.

**Background:**

The development of a Trails Master Plan for the City of Hillsboro has long been a recognized need. A Trails Master Plan gives both an inventory of existing assets, and identifies opportunities for trails moving forward. The document provides a vision for a first rate trail system for the community of Hillsboro.

Staff and consultants conducted a thorough public process, including a series of open houses, stakeholder meetings, two advisory committees, an online survey, and public outreach events. This significant input, along with staff and consultant expertise, helped shape the draft Master Plan.

The three main objectives of the Trails Master Plan are to:

- establish a vision for creating an integrated network of trails that enhances connectivity and livability while providing access to nature
- develop an alignment plan for the Rock Creek Trail, the city's primary regional multi-use trail corridor
- determine goals and guidance for the Crescent Park Greenway Vision Plan

**Cost:**

There is no cost associated with the adoption of the Trails Master Plan. It is a long range planning tool that will allow Hillsboro Parks & Recreation to be strategic when acquiring property and developing trails.

**Recommendation:**

Staff recommends adoption of Hillsboro Trails Master Plan.

## EXECUTIVE SUMMARY

Trails offer numerous aesthetic and recreational opportunities, as well as travel options within and around the City of Hillsboro. Residents who want to go for a family bicycle ride to the park or library, experience a natural area, or bicycle or walk to work will benefit from a system of safe, well-connected, and maintained trails. The trails system will also benefit people who work in Hillsboro, who can travel to work, and also enjoy the outdoors during work breaks. Trails help raise property values and business investment, provide common space for social interactions, improve overall community safety, and encourage healthy lifestyles. Members of the Hillsboro community envision the following:

A trail system for all that safely connects us to our destinations, each other, nature, and recreation, enabling us to appreciate the assets of our community while elevating the daily quality of life in Hillsboro.

A high-quality trail system is a marker of a community where it is pleasant to live, work, and play. The City of Hillsboro's Trail System Master Plan (referred to as the Plan) uses the term 'trail' to describe shared-use paths, multi-use trails, hiking paths, and a water trail designed for non-motorized recreation and transportation usage. Sidewalks, paths, and bike lanes on or adjacent to roadways are noted when they provide a link between trails or between a trail and a destination. Trail users are anticipated to include but are not limited to: bicyclists, wheelchair users

(both non-motorized and motorized), strollers, in-line skaters, roller skaters, walkers, runners, and nature lovers.

As part of developing this Plan, project staff analyzed the cultural context, previous planning efforts, and physical setting of Hillsboro. An inventory of the existing trail system, circulation patterns, destinations, and environmental features provided a basis for planning a future system. Chapter 1 of the Plan describes the existing conditions affecting the future development of trails in Hillsboro. A summary of relevant planning documents is available within Appendix A.

Input from area stakeholders and community members was a critical aspect of the planning process, which is summarized in Chapter 2. Engagement occurred through a series of community workshops, one on one interviews, a web-based survey, and focused outreach efforts. A Citizen Advisory Committee and Technical Advisory Committee were also established to guide and inform the process. Meeting summaries are available within Appendix B.

The City has many opportunities to enhance its existing trails system. The Plan recommends improvements that will upgrade the existing system where needed, fill in missing gaps, and connect to significant environmental features, schools, public facilities, local neighborhoods, other parks, and business districts throughout the region. Chapter 3 describes the recommended trail network including alignments and typologies. The recommendations within this Plan include 71 miles of new trail facilities resulting in nearly 98 miles of trails to serve the community.

Chapter 4 of this document describes a Vision Plan for the Crescent Park Greenway (CPG). Paralleling several riparian corridors, the CPG will be a loop encircling the City as a premier greenway experience. The CPG will allow community members to experience nature close to home while benefitting the natural environment through habitat restoration, enhancement, and stormwater management.

Rock Creek Trail remains the central spine of the trail network as it diagonals through the City from the Tualatin River and Rood Bridge Park in the south to existing segments within Rock Creek Trail Park in the north. Chapter 5 highlights the opportunities and challenges associated with the regional trail as it follows its namesake Rock Creek, while describing a feasible alignment. Issues of property ownership, topography, floodplain, sensitive natural resource areas, roadway crossings, and community preferences were each taken into consideration with the recommended alignment. The alignment alternatives selection process is described in Appendix C.

This plan further includes guidance on best practices for trail design. The broad functional classifications of regional, community, local, and greenway trails are each described within Chapter 6. Specific design guidance for the following trail typologies are also provided: multi-use, on-street facilities, rail trails, water trails, neighborhood accessways, hiking and walking paths, and mountain bike trails. Chapter 7 describes essential trail network features including: roadway crossing treatments, bridges, underpasses, and boardwalk design, as well as trail amenities such as trailheads, site furnishings, and public art.

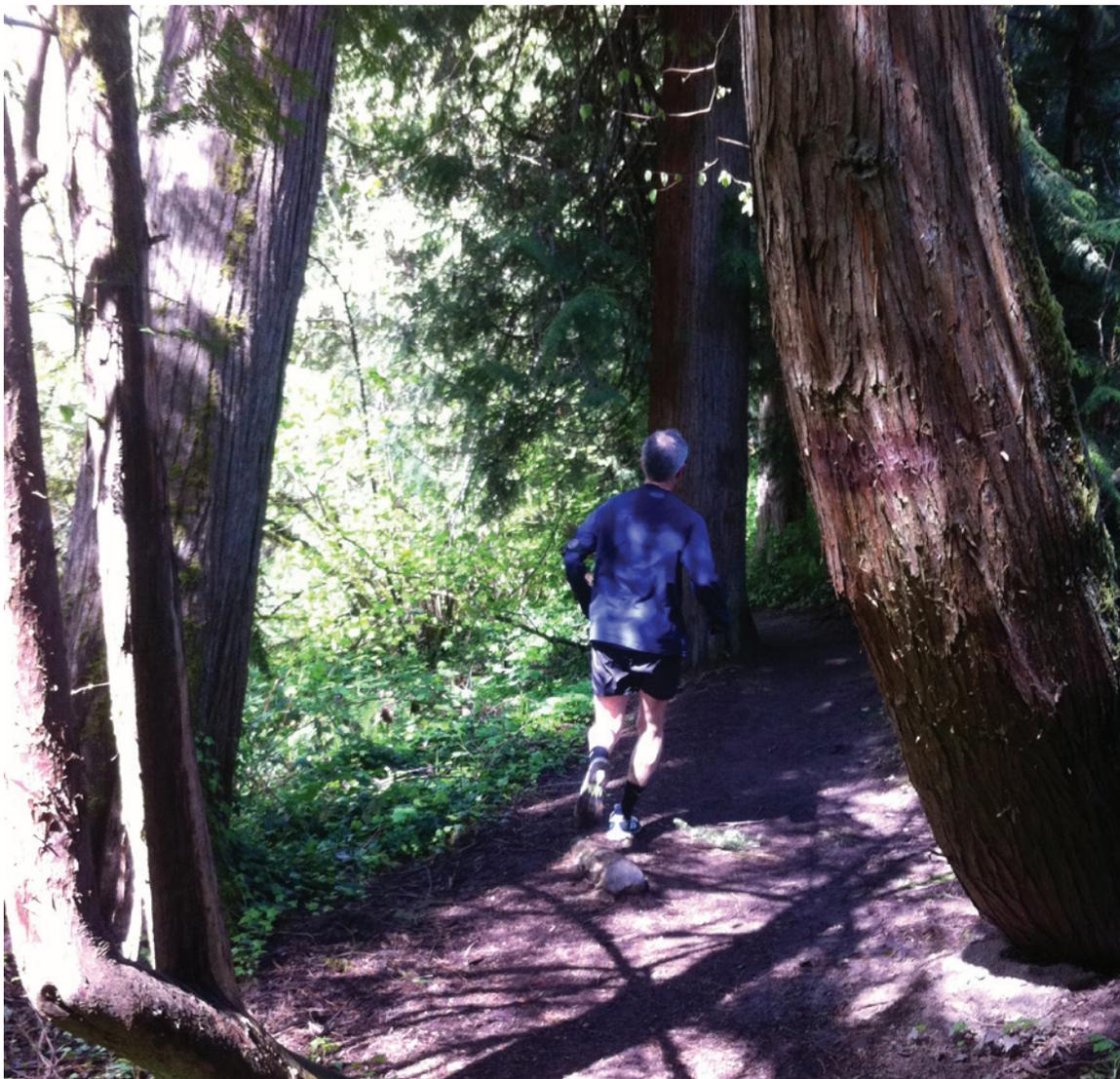


Chapter 8 describes next steps to be taken to move this plan towards implementation, describing the trail development process from master plan, to alignment study, and design development. It includes different means of acquiring property for trail use. Partnerships will be an essential aspect of trail development going forward; several essential partners and their roles with respect to trail development are outlined. Lastly, a cost table and sources of funds are included which may be used to inform budgets and funding in support of the trail development process.

This Plan builds upon the 2010 Parks & Trails Master Plan and Natural Resource Analysis, and is intended as a guide for trail development over the next 25 to 50 years. By taking a long-term view, the Plan includes projects that may be decades away. This long-term view sets forth

the vision, the implementation of which depends on City and resident leadership and support. The City of Hillsboro will adopt the trail alignments into future plans and policy documents including comprehensive plans, zoning codes, and transportation system plans. Segments of the trail network will be constructed in phases, as properties become available and funds are secured. Final trail alignments, designs, and construction will be determined on an individual basis at the appropriate time, while also considering funding, topography, natural resources, safety, existing vegetation, and maintenance.

The trail system will connect community members to neighborhoods, businesses, transit, schools, parks, and natural areas. The network will provide a convenient, comfortable, and safe atmosphere for trail users of all ages and abilities to travel, recreate, and enjoy nature. The Hillsboro Trail System Master Plan has garnered strong support from local leaders, project partners, and community members who will work together to implement this Plan.





## MEMORANDUM

**To:** Hillsboro Parks and Recreation Commission

**From:** Laurie DeVos, Project Manager

**Date:** October 27, 2015

**Subject:** IGA Amendment with Metro for Orenco Woods Nature Park

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### **Requested Parks and Recreation Commission Action:**

Forward recommendation to City Council for approval of amendment to IGA with Metro regarding additional funding for Orenco Woods Nature Park.

### **Background:**

In July 2014 the City of Hillsboro entered into an IGA with Metro in regards to the development of the co-owned Orenco Woods Nature Park. The IGA outlined agreements in terms of budget, development, maintenance, management, and operations. As the construction documents were refined, it became apparent that there was inadequate funding for the completion of the high priority park elements. The amendment to the IGA seeks to remedy the funding gap as follows:

Metro will contribute up to \$1,100,000 in additional funds to complete the development of key items, specifically parking, utilities, site furnishings, restrooms, the regional trail and bridge, the oak savanna trail, the large picnic shelter, the irrigated open landscaped area associated with the day use area, and the nature-based play area. These are shown as "Phase 1- COH and Metro Funded" in the attached exhibit.

At the July 21, 2015 Parks & Recreation Commission meeting, additional matching Hillsboro SDC funds in the amount of \$1,895,000 were approved and incorporated into the 2015-16 CIP. In addition to the items listed above, this funding will also allow the completion of the "Riparian Trail", including two pedestrian bridges, shown on the attached exhibit. Construction for all Phase 1 elements is anticipated in 2016.

### **Cost:**

There is no additional cost: the additional funding from Parks SDCs was already incorporated into the 2015-16 CIP.

### **Recommendation:**

Forward recommendation to City Council for authorization of amendment to the existing IGA with Metro.

# PHASE 1

COH and Metro Funded

- major day-use & oak savannah trail
- nature play / open area

COH Funded

- riparian trail

# PHASE 2

- facilities

