



**Tualatin Hills Park & Recreation District**  
**ADVISORY COMMITTEE MEETING MINUTES**

**Parks & Facilities Advisory Committee Meeting**  
**Date: October 20<sup>th</sup>, 2021**  
**Time: 7:00 PM; after Joint Advisory Cte Meeting**  
**Location: via Zoom**

**In Attendance**

Committee Members: Ken Rattarree (Chair), Kristen Abele, Carl Nelson, Michael Reidel, Tricia Lance  
Staff: Keith Watson (Support Services Manager), Brenda Peterson (Maintenance Operations Office Tech)  
Staff Guests: Aisha Panas, Park Services Director, Jessica Kittleson, Admin Specialist Park Services, Liana Hardin, Engagement & Partnership Program Specialist, Melissa Marcum, Volunteer Services Specialist with Braden Hadley (Eagle Scout applicant)  
Board Liaison: Alfredo Moreno  
Absent: Nanda Siddaiah (Secretary), Alaka Sarangdhar, Tiago Zuccari

- I. **Call to Order:** The meeting was called to order at 7:00pm.
- II. **Approval of Minutes:** The minutes from the September 2021 meeting were presented to the committee and approved as written.
- III. **Public Comment:** No public comments were received prior to this month's meeting.
- IV. **New Business**
  - Park Services Division Update - Aisha Panas
    - Aisha shared organizational changes; showing new division changes as departments work together through the life-cycle of a park/land; and some current successes within the division.
  - Community Garden Update - Jessica Kittleson
    - Jessica shared that even in the pandemic, all of the garden plots are reserved (405 in 15 garden sites). She also shared survey results, improvements and "what's coming." There was continued discussion on plot improvements.
  - New Park Naming Update - Liana Harden
    - Liana shared two documents 1) Recommended Park Names and 2) Location Map (2 sites). She reminded us of the naming process and what the advisory committee should consider in support of the recommended names.
      - Site 1/Highlands neighborhood (north):
        - Q. Will the amenities support the meaning of the name chosen?  
A. Parivar Park is already designed, but there will be opportunities to bring in the cultural aspects to other sites to be developed nearby in the future. Liana will also connect with the Communications department re: event planning ideas to bring in cultural aspects.
      - Site 2/Vose neighborhood (central): there were no additional questions from the committee regarding La Raiz Park.
      - General Discussion
        - Q. Will both sites will have signage explaining the name?  
A. Yes, each may look different, but there will be some description within the designs of the park.
  - Eagle Scout Project Proposal - Melissa Marcum/Braden Hadley
    - Dog Run Project at Jackie Husen Park

- Brayden intends to lead a service project that will benefit the community including adding two park benches and re-bark dusting the area. With the approval of this plan, he intends to begin work mid-November.
  - Requesting \$5,000 in challenge grant dollars.
  - Keith will work with Melissa on the committee's recommendation, including having Brayden write the proposal to the joint committee for approval.
- Request for Letter of Support by Cindy Dauer for support of a grant from Land and Water Conservation to repair weir at Commonwealth Lake Park.
  - The letter has been shared with the committee and Keith will forward it to Cindy with signatures.

**V. Old Business:**

- Challenge Grant Discussion; see above.
  - Questions from joint AC meeting
  - Eagle Scout proposal

**APPLICATIONS for Committee Members**

Application process for new members. Currently 58 applications with 15 as PFAC as their first priority. The committee needs to review applications and interview selected applicants for recommendation to the Board of Directors. Brenda will send the timeline and optional dates. Current members whose term expires are: Tricia, Ken, Nanda, Michael, with 2 vacant positions.

**VI. Next Meeting**

- The next meeting of the Parks & Facilities Advisory Committee will be held on Wednesday, November 17, 2021 at 6:00 PM. Meeting invites will be sent out to committee members.
- Review applications and interviews for new committee members will be scheduled prior to that meeting.

Meeting adjourned at 8:15 PM.

Minutes respectfully submitted by,  
Brenda Peterson, THPRD staff