



Tualatin Hills Park & Recreation District Minutes of a Regular Meeting of the Board of Directors

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held electronically on Wednesday, December 8, 2021. Work Session 5:30 pm; Executive Session 6:30 pm; Regular Meeting 7 pm.

Present:

Tya Ping	President/Director
Heidi Edwards	Secretary/Director
Barbie Minor	Secretary Pro-Tempore/Director
Felicita Montebianco	Director
Alfredo Moreno	Director
Doug Menke	General Manager

Agenda Item #1 – Work Session: Washington County Preschool for All

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Tya Ping on Wednesday, December 8, 2021 at 5:30 pm.

Sabrina Taylor Schmitt, interim Recreation & Aquatics director, introduced Sarah Pope from Northwest Regional Educational School District and Megan Irwin from Brave Ideas Consulting.

Sarah and Megan provided a detailed overview of the efforts of the Washington County Preschool for All taskforce working toward free universal preschool for all three and four-year-old children in Washington County, via a PowerPoint presentation, a copy of which was entered into the record. The taskforce is on track to provide recommendations pertaining to a potential ballot measure for November 2022. Following their presentation, Sabrina shared a brief PowerPoint presentation providing an overview of THPRD's preschool programs and the challenges and opportunities for expansion. The presenters offered to answer any questions the board may have.

Felicita Montebianco, who serves on the taskforce, described the diverse, thoughtful and democratic process of the group, noting that their intent is to lift up the providers and parents to shape the policy.

President Ping asked how THPRD can best help support this effort.

- ✓ Sarah referenced a form they are asking boards to sign in support of the concept; forms can also be signed individually. If referred to the ballot by the Washington County Board of Commissioners, the campaign would return to request a ballot measure endorsement.

President Ping inquired how THPRD might be asked to assist if the ballot measure is successful.

- ✓ Megan replied that this will need additional discussion at a board and staff level, but that expanding programming to enable additional capacity would be one way.
- ✓ Felicita added that, in honoring the taskforce's vision and values, there will be some rules that all participating organizations will need to follow in order to be eligible for the funding, such as not allowing expulsions. There will need to be conversations at a programming level regarding how THPRD is going to participate.

President Ping asked whether the programming will be full-day or less.

- ✓ Megan replied that the taskforce has decided to allow for flexibility and to be supportive of parents choosing the program that is the best fit for their child. There will be a mixture of

full-day and half-day spots, as well as schoolyear only and year-round. The recommendation is that the type of spots contracted are in line with the community's actual need, which may tilt toward full-time based on their research. She encouraged THPRD to consider what it would like its program to look like with the opportunity for extra funding, and whether that could enable an expansion to more full-day opportunities.

Alfredo Moreno asked how quickly programs could be in place once a measure is successful.

- ✓ Megan replied that they are planning an 18-month start-up/implementation schedule and are currently modeling different scenarios for rolling out spots. The taskforce will be receiving their first look at some of these timelines at their meeting next week.
- ✓ Sarah added that the funding mechanism will also be important in terms of timing, in that if the ballot measure is successful in November 2022, the tax revenue from the measure wouldn't start coming in until April 2024.

Heidi Edwards suggested that, as THPRD continues to work with Beaverton School District on a possible expansion of afterschool programming, the efforts around preschool for all should be tied into these discussions as a package effort.

- ✓ General Manager Doug Menke noted that the realities of balancing that additional programming with our existing programming will require some healthy communication efforts and survey work with our THPRD community. It is a delicate balance in that although we may have some space that could be made available for this programming, there are also existing programs already using that space.

Heidi noted that the inquiry forms submitted to the schools would be helpful in quantifying the existing need.

- ✓ Sarah added that Beaverton School District Superintendent Don Grotting has been actively involved in supporting the taskforce's efforts.

President Ping asked for confirmation that this is envisioned as a two-year program.

- ✓ Megan confirmed that the hope is that those who enter the program at three-years-old can continue until kindergarten. However, as the taskforce begins to evaluate revenue and costs, this will help shed light on what can be afforded.
- ✓ Sarah explained how funding from the federal Build It Back Better Act could come into play if it passes.

President Ping thanked Megan, Sarah and Sabrina for the informative presentations this evening.

Agenda Item #2 – Executive Session (A) Personnel (B) Legal

President Tya Ping called executive session to order for the following purposes:

- To consider the employment of a public officer, employee, staff member or individual agent, and
- To consider information or records that are exempt by law from public inspection.

Executive Session is held under authority of ORS 192.660(2)(a) and (f).

President Ping noted that the news media and designated staff may attend executive session. Representatives of the news media were directed not to disclose information discussed during executive session. No final action or final decision may be made in executive session.

Agenda Item #3 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Tya Ping on Wednesday, December 8, 2021, at 7 pm.

Agenda Item #4 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #5 – Audience Time

Secretary Heidi Edwards read written testimony, copies of which were entered into the record:

Wendy Kroger, John Griffiths, Tom Hjort, and Dick Schouten submitted a letter and attachments regarding the Cooper Mountain Nature Park (CMNP) expansion as follow up to testimony submitted at the board's October meeting. At that time, they described a goal to complete CMNP by adding at least 250 acres to the current park as highlighted in three consecutive Metro Parks & Nature bond measures beginning in 1995. Tonight, they request that both THPRD and the City of Beaverton budget sufficient resources in the next fiscal year to enable adequate field research, public agency coordination, public engagement, and due diligence to ensure the appropriate local land use/zoning, including the potential use of an overlay mechanism, to ensure a successful outcome for the CMNP expansion. In the course of THPRD's upcoming budget process, they ask that the district set aside and fund adequate resources to further these next steps, and they believe System Development Charges are appropriate for this proposal. The City of Beaverton is considering the approval of a new staff position that would coordinate with public agencies and stakeholders while managing preliminary engineering and design work for McKernan Creek and other key infrastructure. The city is also moving forward on its Cooper Mountain Community Plan with public engagement to be featured prominently in the next year. And THPRD, the city, Clean Water Services, Metro and possibly Washington County plan to convene soon to determine the scope of work on Cooper Mountain. Since October, they have met with Metro's conservation director, the Cooper Mountain lead planner for the city, and have attended both the city's Cooper Mountain Advisory Committee meeting and Metro's latest 2019 Parks & Nature Bond Measure status briefing. At the city's Cooper Mountain Advisory Committee meeting, they reiterated that THPRD is the city's parks provider. They also have upcoming meetings with Clean Water Services and various interested non-profits. Attachments to the letter include documentation from the city regarding Cooper Mountain area road options, Scenarios A, B, and C, as well as the McKernan Creek Greenway Concept. Scenario C avoids almost all creek crossings (roads are a major challenge for wildlife and natural areas), offers more tree canopy, and greater natural resource protection. It is the only Scenario that includes a community park. All three scenarios emphasize the importance of expanding the nature park. Additional ground research is needed to determine the strongest water quality management scenarios for natural resource protection in light of critical climate concerns. At a city work session scheduled for December 7, councilors will be asked if the alternatives provide an adequate range of choices (housing, commercial, roads, stream corridors and natural resource protection). They plan to testify before the city council on December 14 in support of the Community Development Department's request for a new coordination and management position relative to Cooper Mountain.

- ✓ General Manager Doug Menke noted that the city's work is going to provide THPRD a good deal of the framework for moving forward, including zoning, which is going to be a critical outcome for the northern Cooper Mountain area in particular. There are a lot of moving parts in this process, including density, transfer of density, and significant transportation needs, and Metro holds the funds for land acquisition. District staff has been involved in a lot of conversations with both the city and Metro. He offered that district staff can bring additional information to the board at their January meeting, although some of this information will qualify as executive session discussion.

Agenda Item #6 – Board Time

A. Committee Liaisons Updates

Alfredo Moreno provided the following updates and comments during board time:

- Attended the most recent Parks & Facilities Advisory Committee meeting, during which discussion occurred regarding Aloha Swim Center not reopening this fiscal year. A recommendation was made to specify why the district opted to have certain swim centers reopen and others not, and to be more transparent with the information or data that influenced those decisions.

- The Tualatin Hills Park Foundation’s Help a Senior fundraising campaign successfully raised \$10,000 to help seniors purchase monthly passes for the Elsie Stuhr Center.

Felicita Monteblanco provided the following updates and comments during board time:

- Recently met with City of Beaverton’s City Manager, Jenny Haruyama, and encouraged her fellow board members to do the same.

Heidi Edwards provided the following updates and comments during board time:

- Attended the most recent Fiduciary Committee meeting, during which the committee reviewed last quarter’s information. There wasn’t much change from the previous quarter, but overall things are on a positive trajectory.
- In Felicita’s absence, she attended the most recent Washington County Preschool for All Taskforce meeting and appreciated hearing from them again this evening during the work session.
- An Audit Committee meeting will be taking place next week on December 16.

President Ping provided the following updates and comments during board time:

- Along with Felicita, she attended a summit of local area elected officials from City of Beaverton, Washington County and Beaverton School District (BSD), hosted by Mayor Beaty to start a conversation around the possible expansion of childcare services for our community and potential funding options. All agencies in attendance agreed that this is an interest area and are supportive. Staff from THPRD and BSD will now take the lead to discuss logistics before more discussions occur regarding funding. This is shaping up to be a great example of how local government can work together to benefit the community.

Agenda Item #7 – Consent Agenda

Barbie Minor moved that the board of directors approve consent agenda items (A) Minutes of November 10, 2021 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Request for Reallocation of Funds Between Projects Within the 2021-22 System Development Charges Fund Budget and (E) Resolution Authorizing Application to Land & Water Conservation Fund. Felicita Monteblanco seconded the motion. Roll call proceeded as follows:

Alfredo Moreno	Yes
Heidi Edwards	Yes
Felicita Monteblanco	Yes
Barbie Minor	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Operations Update

Since March 2020, THPRD has experienced dramatic shifts in programming and operational levels due to the COVID-19 pandemic. After successfully working within a revised spending plan over the course of the previous fiscal year, staff have approached the current fiscal year with a similar strategy to best manage expenditures within a changing environment in which lower overall revenue is projected. Holly Thompson, Communications director, provided an operations update via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Financial Update
 - October results indicate that the district is operating within its revised financial plan
 - November and December will be watched closely for property tax revenue and winter registration numbers

- Staffing Challenges
 - 300 job openings; reflects seasonal operational transitions and challenges of labor shortages
 - Vacancies throughout the agency, with most in aquatics
 - Time to fill vacant positions is down 24% from last year
 - 83% of hires over the past year were specifically interested in working for THPRD
 - Since the previous operations update in August, the district has hired 288 people
- Construction Closure at Conestoga
 - Completion is expected January 2022
- Facility Reopening Schedule
 - Open facilities are operating under limited hours
 - Aloha, Harman, and Sunset Swim Centers will remain closed through FY 2021/22
- DEIA Update
- Winter Registration
 - Currently showing a 12% drop in registrations from Winter 2019
- Healthcare Partner Program Review
- Affiliate Review Process
 - Public outreach concluded in November
 - Recommendations will be presented to the board in Spring 2022
- Afterschool Care
- Budget Preparation for FY 2022/23

Holly offered to answer any questions the board may have.

Alfredo Moreno requested an overview of the history of the district's financial aid position, which Holly provided.

President Ping asked for additional information regarding the drop of 12% in registrations as compared to Winter 2019. She asked if this is due to the district offering less programming than in 2019 or if the numbers have been adjusted to compare like-to-like.

- ✓ Holly replied that the comparison is like-to-like.

President Ping described an issue with the district's registration system where it shows an offering as "class full/waitlist available" for classes that do not yet have an instructor assigned. She asked if different terminology could be used to encourage people to sign up for the waitlist pending an instructor assignment, noting that many simply see that the class is full and don't sign up for the waitlist.

- ✓ Holly replied that appropriate staff will review and report back.

B. 2008 Bond Program

Bruce Barbarasch, Nature & Trails manager, and Gery Keck, Design & Development manager, provided a detailed update on the remaining natural resources and capital projects in the 2008 bond program, as well as the overall financial status, via a PowerPoint presentation, a copy of which was entered into the record, and included the following information:

- To utilize remaining 2008 bond funds in a timely manner staff are considering:
 - Natural Resource Projects:
 - Complete spending on the Bronson Creek Greenway at Laidlaw (BCGL) project by the end of the 2023 calendar year, or when permits allow.
 - Compress the timeline of all preferred projects to achieve completion by the end of 2023, regardless of BCGL's status.
 - Request reallocated funds and other funds left from projects to be used for natural area land acquisition or at the board's discretion.

- Capital Projects:
 - Reallocate the savings within the bond program's Administration category to the Cedar Hills Park redevelopment project and reduce the System Development Charge funds necessary to complete the project.
- If the board supports utilizing the remaining 2008 Bond Measure funds as described, the proposal will return to the board in January for formal action.

Gery and Bruce offered to answer any questions the board may have.

Heidi Edwards inquired whether funding reallocated to natural area land acquisition could be utilized in support of the efforts to expand the Cooper Mountain Nature Park.

- ✓ General Manager Doug Menke confirmed that a transfer of natural resource restoration funds to natural area acquisition would be a viable use for natural area land purchases in Cooper Mountain.
- ✓ Bruce added that the district, like Metro, operates under a willing seller program.

President Ping asked for additional information regarding what the funding was intended for in the Administration category.

- ✓ Doug replied that the Administration category included funding to enable staff support of projects, as well as the critical functions of the financial components of the bond. As the board is aware, multiple refinances have occurred for the 2008 Bond Measure, which saved the district's taxpayers a significant amount of money.

President Ping asked for additional information regarding the estimated costs for the right-of-way adjustment work that needs to occur as part of the Cedar Hills Park redevelopment project.

- ✓ Gery explained that the total project cost estimated at \$485,000 is assuming that the district does this work itself; this cost may be able to be reduced if Washington County agrees to complete the project on behalf of THPRD in conjunction with their roadway expansion project. He described a few different design options under consideration.
- ✓ Doug added that having Washington County complete the work would be more efficient for the public as well in limiting the disruptions to Walker Road. If the project ends up costing less than the \$485,000 estimate, the excess funds would remain in the bond fund.
- ✓ Gery noted that, with the transfer of \$326,754 from the Administration category to the Cedar Hills project, the amount of SDC funds needed to complete the project would be reduced to \$158,246.

Felicita Montebianco expressed support for the proposal as presented, noting that she appreciates the mixture of large, community-wide projects, and smaller, neighborhood projects that were included in the 2008 Bond Measure.

C. General Manager's Report

The following presentations were provided as listed within the General Manager's Report included in the board of directors' information packet:

- Park Services Storm Response
 - Bruce Barbarasch, Nature & Trails manager, James Quach, Park Maintenance coordinator, and Crystal Durbecq, Nature & Trails specialist, shared information about the district's storm response efforts via a PowerPoint presentation, a copy of which was entered into the record.
- Lake Management Program
 - Bruce Barbarasch, Nature & Trails manager, provided an overview regarding the development of lake management plans for the district's three lakes, via a PowerPoint presentation, a copy of which was entered into the record.

Doug and the presenters offered to answer any questions the board may have.

The board members shared comments of appreciation for district staff's efforts in responding to storm events.

Felicita Monteblanco commented regarding the lake management plans, stating that if we lead with racial equity in our education, survey and planning, the recreational opportunities will be reflective of those diverse communities. She appreciates the intentionality in the process.

Agenda Item #9 – New Business

A. Resolution Appointing Budget Committee Members

There are two open positions on the district's budget committee. Notice of the vacancies was published and applications were accepted October 8 to November 8. Four applications were received. President Ping directed each board member to individually review and rank the applications received to determine whether interviews should be conducted. A subcommittee comprised of two board members (Heidi Edwards and Barbie Minor) and a budget committee member (Suzanne Massar) conducted interviews of three finalists the week of November 29.

Heidi Edwards provided a brief overview of the interview process, noting that all three candidates are highly qualified. The two recommended candidates provide the necessary experience and skillsets to help guide the district's budget process during this time of transition for the district.

Barbie Minor thanked district staff for refining the appointment process, including providing the interview questions to the applicants in advance, which sets the stage for the candidates to bring their best selves forward.

Heidi Edwards moved that the board of directors approve Resolution 2021-17 appointing Christopher Howard and Natalie Zehner to the budget committee, each for a term of three years. Barbie Minor seconded the motion. Roll call proceeded as follows:

Alfredo Moreno	Yes
Felicita Monteblanco	Yes
Barbie Minor	Yes
Heidi Edwards	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

B. Resolution Appointing Advisory Committee Members

Holly Thompson, Communications director, provided a brief overview of the memo included within the board of directors' information packet, noting that board appointment of 15 advisory committee members is being requested this evening to fill vacancies on the Nature & Trails, Parks & Facilities, and Programs & Events advisory committees. She noted that 88 applications were received this year, which is a marked increase over years' past, which averaged around 25-40 applications. She provided an overview of the interview processes, noting that committee members participated as well and that interview questions were also provided in advance. Those not selected for appointment have been contacted regarding other volunteer opportunities with THPRD. Holly offered to answer any questions the board may have.

Felicita Monteblanco moved that the board of directors approve Resolution 2021-18 appointing advisory committee members. Alfredo Moreno seconded the motion. Roll call proceeded as follows:

Barbie Minor	Yes
Heidi Edwards	Yes
Alfredo Moreno	Yes
Felicita Monteblanco	Yes
Tya Ping	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 8:25 pm.

Tya Ping, President

Heidi Edwards, Secretary

Recording Secretary,
Jessica Collins