



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

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was held electronically on Wednesday, May 10, 2023. Work Session 5:30 pm; Executive Session 6:00 pm; Regular Meeting 6:30 pm.

Present:

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

Agenda Item #1 – Work Sessions

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Felicita Monteblanco on Wednesday, May 10, 2023, at 5:30 pm.

A. District Budget Priority FY23/24: Sustainable Operating and Financial Models – Future Planning

Aisha Panas, deputy general manager, and Holly Thompson, Communications director, provided a brief history of Oregon property taxation and THPRD's historical use of operating levies via a PowerPoint presentation, a copy of which was entered into the record, and offered to answer any questions the board may have.

Tya Ping asked for additional information regarding the contents of the district's 2002 local option levy request.

- ✓ Aisha described the difference between what the funding from successful bond measures and local option levies can provide for, noting that the district's 2002 local option levy request contained some capital items in addition to operating funds and that perhaps the mix was off for this particular levy as it was not successful.

Alfredo Moreno inquired about any history of THPRD boards deciding against pursuing a local option levy since 2002.

- ✓ General Manager Doug Menke replied that while there have been discussions over the years, the final taxation structure for the district included an automatic 3% increase plus growth and annexations. There were years that the district was growing by 6-7% due to heavy development, but the challenge is that the new parks, trails, and facilities that have been added also add to the district's operating costs and a lot of the factors impacting the district's budget today are growing more than the 3%/growth/annexation amount.

Heidi Edwards asked what percentage of the district's budget is for personnel and benefits.

- ✓ Holly replied that currently it's 59% but if the district continues its current trajectory without additional revenue, it will be up to around 86% in five years.

B. Crime Prevention Through Environmental Design (CPTED) Overview

Aisha Panas, deputy general manager; Jon Campbell, Maintenance Operations manager; and, Tim Bonnin, interim Design & Development manager, provided an overview of the district's efforts to incorporate CPTED principles in the design and maintenance of parks and trails via a

PowerPoint presentation, a copy of which was entered into the record, and offered to answer any questions the board may have.

President Monteblanco expressed appreciation for this presentation, noting that when she heard the term CPTED for the first time, she was nervous that it might be a form of hostile design, but that's clearly not the case. She supports the district's focus on safety and appreciates gaining a better understanding regarding the level of detail that goes into this focus area.

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

President Felicity Monteblanco called executive session to order for the following purposes:

- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Executive Session is held under authority of ORS 192.660(2)(e) and (h).

President Monteblanco 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 Felicity Monteblanco on Wednesday, May 10, 2023, at 6:30 pm.

Agenda Item #4 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #5 – Proclamations

A. Asian American and Pacific Islander Heritage Month

The board members read into the record a proclamation declaring May as Asian American and Pacific Islander Heritage Month.

B. Jewish American Heritage Month

The board members read into the record a proclamation declaring May as Jewish American Heritage Month.

C. National Water Safety Month

Josh Norton, Harman & Sunset Swim Centers supervisor, and Patrick Williamson, Aloha & Beaverton Swim Centers supervisor, read into the record a proclamation declaring the month of May as National Water Safety Month.

President Monteblanco provided a brief overview of the activities and events THPRD is hosting in honor of Asian American and Pacific Islander Heritage Month, Jewish American Heritage Month, and National Water Safety Month.

Agenda Item #6 – Audience Time

There was no public testimony received during Audience Time.

Agenda Item #7 – Board Time

A. Committee Liaisons Updates

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

- ✓ The recent joint advisory committees meeting included presentations on the district's efforts around building sustainable funding and operating models, as well as the work to become reaccredited by the Commission for Accreditation of Park & Recreation Agencies.

- ✓ The Nature & Trails Advisory Committee met after the conclusion of the joint meeting to discuss prioritization of the district's trail projects, including field trips to trail segments of interest, and continued discussion on potential projects for grant funding.

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

- ✓ The most recent Fiduciary Committee meeting included a performance review of the district's investment portfolio and continued work on the FAQ being developed about the district's pension plan.

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

- ✓ The most recent Parks & Facilities Advisory Committee meeting included a discussion about pickleball, and possible sustainability work in introducing induction cooking to our facilities.
- ✓ Recognized Conestoga Recreation & Aquatic Center's 25th birthday celebration.

Agenda Item #8 – Consent Agenda

Tya Ping moved that the board of directors approve consent agenda items (A) Minutes of April 12, 2023 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Intergovernmental Agreement with City of Beaverton for Bicycle Tool Stations, (E) Future Park & Community Trail at Heckman Lane Consultant Contract, (F) La Raiz Park Construction Contract, and (G) Microsoft Contract Renewal. Heidi Edwards seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #9 – Unfinished Business

A. Downtown Beaverton Parks and Open Space Framework Plan

Gery Keck, Design & Development manager, provided a detailed update on the joint planning effort currently underway between THPRD and the City of Beaverton for downtown Beaverton open space, via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Community Engagement 2011-2022:
 - Beaverton Downtown Equity Strategy
 - Central Beaverton Urban Renewal Plan
 - THPRD Vision Action Plan
 - We have heard the community wants spaces and events to:
 - Exercise
 - Connect with nature
 - Play for all ages and abilities
 - Gather and bring diverse communities together
 - Feel welcome, equitable, inclusive, accessible, and safe
 - Enjoy food, music, picnics, art, live theater, water, shade, restrooms, seating, and more
- Project Goals
 - Build on previous plans and outreach
 - Describe the types of parks
 - Recommend general areas for new or improved parks, natural areas, and open spaces

- Identify amenities for an attractive, livable, and economically vibrant mixed-use downtown
- Determine a look and feel of amenities
- Ensure that all spaces are welcoming, inclusive, and accessible to everyone
- Outline an implementation strategy with immediate and future actions
- Downtown Themes & Goals
 - Gather Community
 - Welcome & Celebrate
 - Connect
- Plan Contents
- Project Timeline
 - Spring 2023: Review plan with city council, BURA and THPRD board
 - Summer 2023: Revise plan as needed; seek approval from city council, BURA and THPRD board

Gery offered to answer any questions the board may have.

Alfredo Moreno expressed support for the goal around raising community awareness of Beaverton's creeks and natural systems, noting that the district is uniquely situated to provide expertise and engagement around the interplay of urban and natural spaces.

President Monteblanco expressed support for the goals around wayfinding and placemaking, noting that wayfinding is especially important as development occurs and changes how downtown Beaverton looks. Additionally, she was pleased to see an accessibility focus group convened for this process and hopes to see this normalized in future planning efforts.

B. General Manager's Report

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

- Recreation Division Staffing Update and Fitness Update
 - Emily Kent, Sports & Inclusion manager, and Kristin Smith, Recreation manager, provided a recreation staff update, followed by a fitness update provided by Karol Johnston, Elsie Stuhr Center & Garden Home Recreation Center supervisor, and Myles Hamlett, fitness program aide, via a PowerPoint presentation, a copy of which was entered into the record.

The board members recognized the amount of change staff have gone through over the past three years and expressed appreciation for their resiliency. Comments included: hoping that staff feel heard and valued; pleased that the district is promoting from within and providing growth opportunities; reference to the board's priority of investing in our employees; and district staff's importance to the community and its families.

- ✓ General Manager Doug Menke recognized the contributions of Aisha Panas, deputy general manager, in the areas of employee growth and development.

Agenda Item #10 – New Business

A. Future Park at Evelyn Street Preferred Concept Plan

Tim Bonnin, interim Design & Development manager, and Nicole Paulsen, park planner, provided a detailed overview of the preferred concept plan for the future neighborhood park located on the corner of NW Eleanor Avenue and NW Evelyn Street in North Bethany, via a PowerPoint presentation, a copy of which was entered into the record. This park will be constructed by developer Taylor Morrison in exchange for the payment of system development charges. District staff have worked closely with Taylor Morrison's consultant, Pacific Community Design, to refine the concept plan and respond to public comments. Board consideration of approval of the

preferred concept plan is being requested this evening. At the conclusion of their presentation, Tim and Nicole offered to answer any questions the board may have.

Tya Ping inquired about what type of school this park will be close to.

- ✓ Aisha Panas, deputy general manager, replied that Beaverton School District had identified it as a future elementary school site, but that we are not aware of any timeline for developing the site.

Tya asked for additional information regarding what ages the “all ages” play equipment will be designed to serve, noting the lack of amenities available for middle school-aged children in the area.

- ✓ Nicole replied that “all ages” play equipment typically serves ages five to 12. However, Abbey Creek Park, which is within a one-mile radius of this site, will have a teen area.
- ✓ Tim confirmed this, noting that the neighbors in the area surrounding Abbey Creek Park requested an area specifically for teens, and described the components, such as seating areas and table tennis.

Tya expressed support for including edible plants in the design and inquired whether there are any liability concerns for the district in doing so.

- ✓ Tim replied that the areas with edible plants will have specific signage to help park users identify and understand what is edible.

Tya added that she loves the addition of the loop trail around the park.

President Monteblanco asked whether the public outreach surveys for this park site included an option for community garden plots.

- ✓ Nicole replied that the focus of the surveys was on the style of the play equipment. Because this is a developer-led project, the developer guidelines were used, taking into consideration the size of this particular site and the needs identified early on. However, the area’s future community park may provide an opportunity for a community garden.

Felicita added that she, too, loves the loop trail around the park and the gleaning area.

Barbie Minor moved that the board of directors approve the preferred concept plan for the future park at Evelyn Street located in North Bethany. Alfredo Moreno seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #11 – Adjourn

There being no further business, the meeting was adjourned at 7:35 p.m.

Felicita Monteblanco, President

Barbie Minor, Secretary

Recording Secretary,
Jessica Collins