



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, April 14, 2021. Work Session 4:30 pm; Executive Session 5:00 pm; Regular Meeting 6:00 pm.

Present:

Ashley Hartmeier-Prigg	President/Director
Tya Ping	Secretary/Director
Heidi Edwards	Secretary Pro-Tempore/Director
Wendy Kroger	Director
Felicita Montebianco	Director
Doug Menke	General Manager

Agenda Item #1 – Work Session: Strategic Planning Update

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ashley Hartmeier-Prigg on Wednesday, April 14, 2021, at 4:30 pm.

General Manager Doug Menke introduced Aisha Panas, director of Park & Recreation Services, and Jeannine Rustad, Planning manager, to present information on the district's strategic planning efforts. This work will include both the preparation for THPRD's 2022 reaccreditation by the Commission on the Accreditation of Park & Recreation Agencies (CAPRA) as well as an update to the district's comprehensive and strategic plans.

Aisha and Jeannine presented information regarding the district's strategic planning efforts via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- CAPRA
 - Benefits of CAPRA
 - Timeline for Reaccreditation
- Comprehensive Planning
 - Comprehensive Plan History
 - Accomplishments Since 2013 Comprehensive Plan Update
 - Functional plans adopted
 - 2019 update of Parks Functional Plan/GRASP analysis
 - 2008 bond program spending almost complete
 - CAPRA accreditation in 2017
 - Vision Action Plan
 - Intent of New Comprehensive Plan
 - Align with Vision Action Plan
 - Incorporate updated census information (past, present & future)
 - Provide a high-level policy roadmap
 - 20-year plan for growth
 - Timeline for Comprehensive Plan

Aisha and Jeannine offered to answer any questions the board may have.

Felicita Montebianco asked whether CAPRA shares the district's values.

- ✓ Aisha replied that a values comparison would apply less to CAPRA specifically, and more to the National Recreation and Park Association (NRPA) as an organization. NRPA has established their three pillars as: conservation, equity, and health and wellness. They have also recently updated their strategic plan with values that are more inline with THPRD's values. CAPRA is more about ensuring that the organizational structure is in place to show that an agency is well-managed, and demonstrating that the agency has communicated its values to its community.

Tya Ping inquired of the benefits and cost associated with the reaccreditation process, and whether accreditation increases the district's success when applying for grant opportunities.

- ✓ Aisha replied that although there may not have been a significant increase in the district's grant successes attributable to accreditation, the accreditation process did provide an opportunity to document crucial operational practices for the district, review policies that needed updating, as well as the opportunity to gather best practices from peer agencies that had already been through the CAPRA process. The reaccreditation process will not be the lift it was initially for accreditation, and will take advantage of tasks that already need to be completed, such as updating the Comprehensive and Strategic Plans to reflect the district's values and priorities. The reaccreditation cost is \$3,600 every five years.
- ✓ General Manager Doug Menke added that other benefits of accreditation include succession planning, the internal pride of being accredited, and a value in terms of recruitment efforts in that THPRD is one of few accredited agencies across the nation.
- ✓ Jeannine noted that the district's accreditation status is leveraged when applying for grant funding, especially national grants, in that there are only 183 park and recreation agencies nationwide that have this accreditation, so it provides additional credibility.

Heidi Edwards thanked the district staff working on these efforts, noting that she appreciates the benefits to succession planning and the policy updates. She inquired whether emergency response planning is included in the CAPRA process, especially given what the district has gone through over the past year due to the pandemic. Additionally, she would like to see the district promote that it is one of the few agencies in the nation that is CAPRA accredited, noting that this would be a good talking point for the board members when speaking about the district.

- ✓ Jeannine referenced the financial impacts to the district due to the pandemic and described how the topic of financial sustainability will be imbedded within the Comprehensive and Strategic Plans to ensure that the right policies are in place for the district to remain nimble in the face of economic upturns and downturns.
- ✓ Aisha added that one of the topic areas in the accreditation process is safety and security. Regarding financial sustainability and the Comprehensive and Strategic Plans, these plans will be constrained by what the district is able to provide financially. The 108 action items within the Vision Action Plan will be broadly sorted into near, mid and far-term actions, but it will be critical to look at items within the three-to-five-year Strategic Plan timeframe to determine what exactly the district has the resources to be able to provide.
- ✓ Doug described the importance of being fiscally responsible today and in the future, noting that the Strategic Plan is a tool to provide the pathway in addressing the key priority areas as determined by the board. It will be a critical document that will need to be transparent and easily understandable by the community in order to provide a clear picture of where we are as a district today and where we plan to be in the future.

President Hartmeier-Prigg thanked district staff for the information presented this evening, and commented that she appreciates the documentation aspect of the CAPRA process.

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

President Ashley Hartmeier-Prigg called executive session to order for the following purposes:

- To conduct deliberations with persons designated by the governing body to carry out labor negotiations, 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)(d) and (e).

President Hartmeier-Prigg 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 Ashley Hartmeier-Prigg on Wednesday, April 14, 2021, at 6 pm.

Agenda Item #4 – Action Resulting from Executive Session

Tya Ping moved that the board of directors authorize staff to grant a temporary easement and authorization for the general manager or designee to execute the Permit of Entry to facilitate the project. Wendy Kroger seconded the motion. Roll call proceeded as follows:

Felicita Monteblanco	Yes
Heidi Edwards	Yes
Wendy Kroger	Yes
Tya Ping	Yes
Ashley Hartmeier-Prigg	Yes

The motion was UNANIMOUSLY APPROVED.

Wendy Kroger moved that the board of directors authorize staff to grant swale and vegetated corridor and mitigation easements on the property in the northwest quadrant of the district for the compensation discussed in executive session, subject to the standard due diligence review and approval by the general manager. Tya Ping seconded the motion.

Roll call proceeded as follows:

Heidi Edwards	Yes
Felicita Monteblanco	Yes
Tya Ping	Yes
Wendy Kroger	Yes
Ashley Hartmeier-Prigg	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #5 – Proclamation: National Volunteer Month

The board members read into the record a proclamation declaring the month of April as National Volunteer Month.

Agenda Item #6 – Audience Time

Secretary Tya Ping read written testimony received, a copy of which was entered into the record:

John Breiling provided testimony commenting that the Elsie Stuhr Center has been closed since March 2020 and that the lack of having the center available for daily exercise and physical therapy is doing immense medical harm to seniors. In the last seven weeks, many, if not most seniors have received their COVID-19 vaccinations. He urged the district to plan for a reopening of the Elsie Stuhr Center’s exercise facilities as soon as possible.

General Manager Doug Menke explained that the district is held to the guidance from Oregon Health Authority (OHA) in terms of what centers are allowed to be open at this point in time. The guidance pertaining to senior centers is very clear, regardless of the amenities within the center.

- ✓ Aisha Panas, director of Park & Recreation Services, agreed, noting that this is an ongoing challenge for the district. The current OHA guidance for senior centers prohibits reopening under any risk category, including low risk. She noted that since the closure began, the district has been looking for different ways to engage with its senior population and she provided a few examples of the various options and activities available. Those interested in learning more are welcome to attend the Elsie Stuhr Center's Friends Group meetings that happen once a month or check the district's website for more information.

President Hartmeier-Prigg thanked John Breiling for his comments and agreed that it is a difficult situation right now, and that district staff misses the Elsie Stuhr Center community, as well. She encouraged any seniors to please engage with the district in any way they can during this challenging time so that the district can connect with them in community and activity.

Agenda Item #7 – Board Time

A. Committee Liaisons Updates

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

- Attended the recent Nature & Trails Advisory Committee meeting, which included a presentation by staff on the areas being looked at to address climate change.
- Attended the tour of the future Westside Trail Bridge location organized by staff, along with Metro Councilors Juan Carlos González and Gerritt Rosenthal, and a few of her fellow board members.

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

- Recounted her discussion with Northwest Regional Education Service District regarding the success of the Preschool for All measure that passed in Multnomah County.
- Thanked district staff for their work on the Proposed FY 21/22 Budget information.
- Thanked district staff for their assistance in drafting a letter to legislators requesting federal funding to construct additional restroom facilities in the district.
- She is partnering with former district employee and current Bend Park & Recreation District board member, Deb Schoen, on an Oregon Recreation & Park Association conference session proposal on the topic of board service.

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

- Attended the recent Programs & Events Advisory Committee meeting, noting that the committee has selected volunteer opportunities and engagement as a focus for this year.
- Her children recently began their spring term district programs and the environment felt very safe. She is thankful for the opportunities provided by the district for children to return to some semblance of normal activities.
- Wished the community a happy Southeast Asian New Year.

Wendy Kroger provided the following updates and comments during board time:

- Inquired about the possibility of updating the landscaping in front of the HMT Recreation Complex to something more welcoming and aesthetically pleasing, and suggested something similar to the water-wise garden at Tualatin Valley Water District headquarters.
 - ✓ General Manager Doug Menke provided background information regarding the landscaping near the administration building, noting that originally the berms were covered in invasive English ivy. He commented that her request would be noted and given consideration as capital improvement funds allow.
 - ✓ Jon Campbell, Maintenance Operations manager, added that landscaping improvements for this area had been a planned project many years ago that was halted, but that it could be revisited.

- Inquired about the status of the outdoor artwork sponsored by the district at the Patricia Reser Center for the Arts.
 - ✓ Doug replied that the artwork is currently in process and that an update would be provided to the board, including renderings of the piece.
- Referenced a climate resilience task force being formed by the City of Beaverton and inquired as to the district's involvement.
 - ✓ Felicita commented that she has been speaking with Mayor Beaty on this topic and that the current discussions are centered on the makeup of the task force, including a desire for younger participants, such as age 30 or younger.
 - ✓ Holly Thompson, Communications director, added that she believes the city's focus is on a community member committee, which typically are not populated by staff from other agencies, but that it would be appropriate for the district to engage at the technical level.
- Attended a recent Pension Committee meeting during which the committee focused on reviewing and adjusting pension plan document language related to employees vesting in the pension program.
- Attended the recent Parks & Facilities Advisory Committee meeting during which the committee reviewed and made recommendations to approve an upgrade to the Eichler Park bike trail, which is moving forward with the Northwest Trail Alliance. They also reviewed the Vision Action Plan and what their role might be in the plan. Discussion also occurred regarding Challenge Grant ideas under the assumption that funding was still available within the budget for this program, but recently found out that is not the case, resulting in a wasted effort. She asked the district to be more transparent about this in the future, but that the committee understood the budgetary constraints that led to this decision. Lastly, the committee approved a letter to the City of Beaverton on the topic of the challenges experienced in installing dog runs within city limits due to code requirements and the costs involved, and that the committee is supportive of focusing future dog run improvements within unincorporated Washington County only.
- Also attended the tour of the future Westside Trail Bridge location as referenced by Heidi.

President Hartmeier-Prigg provided the following updates and comments during board time:

- Wished our Muslim community members a happy Ramadan.
- Provided an overview of the board members' legislative outreach efforts over the past month and thanked district staff for their support in preparing the board members for their meetings.
- Filmed an outreach video with the assistance of district staff to promote a community survey for improvements to Eichler Park.

General Manager Doug Menke introduced the topic of setting the board's summer meeting schedule, including a welcome retreat for the board's two new members that will begin their terms on July 1, noting that an email will be sent out to check schedules and set these meeting dates.

Agenda Item #8 – Consent Agenda

Tya Ping moved that the board of directors approve consent agenda items (A) Minutes of March 10, 2021 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Intergovernmental Agreement with Clean Water Services for Raleigh Park Stream Enhancement. Wendy Kroger seconded the motion. Roll call proceeded as follows:

Heidi Edwards	Yes
Felicita Montebianco	Yes
Wendy Kroger	Yes
Tya Ping	Yes
Ashley Hartmeier-Prigg	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #9 – Unfinished Business

A. 2021 Legislative Update

Aisha Panas, director of Park & Recreation Services, introduced Kylie Grunow, state legislative consultant for the district, to provide an update on legislative activities. Kylie commented that yesterday was a major legislative deadline where all bills had to have had a work session in order to progress, noting that she was previously tracking 55 bills on behalf of the district, which has now been reduced to 28. The next key deadline is May 14, when all bills will need to have been scheduled in their second chamber and posted for a work session to be held by May 28. Kylie provided an update on the following bills and areas of interest, noting that she will provide an updated bill report to the board in the near future:

- System Development Charges
 - HB 3040: Relating to a study of system development charges.
 - Status: Referred to Ways and Means by order of Speaker.
- Children's Service District
 - SB 299: Authorizes formation of children's service districts.
 - Status: Passed the Senate 20 to 10; now going to the House. Has been assigned to the House General Government Committee, but no hearing date has been set.
 - ✓ Felicita Monteblanco commented that all of the board members have strong relationships with our Washington County legislators and that she would like to see each board member assigned to contact a few of those legislators regarding this bill. She had reached out to two of the organizations listed on the Washington County Kid's endorsement webpage, and while one offered their explicit support for the bill, the other was unfamiliar with the bill. She described a conversation she had with a representative from Washington County Kids that was so triggering and problematic that she cannot support this bill. Over the past year, what has come to light is the need for universal childcare and accessible preschool; not to say that afterschool care isn't important, but when going to the voters to ask for more funding, she thinks of childcare and preschool opportunities first.
 - ✓ Kylie noted that, unfortunately, there are no Washington County legislators on the House General Government Committee, but it would still be beneficial for the board members to reach out to the Washington County legislators in order to relay their concerns should the bill make it out of committee. She will research what the timeline might be so that the board members do not reach out too early, as the timing of such outreach can be impactful. Additionally, a draft letter will be started in preparation for a hearing.
 - ✓ Felicita also offered to reach out to Representative Valderrama, who serves on the House General Government Committee.
- Right to Rest
 - HB 3115: Relating to the regulation of public property with respect to persons experiencing homelessness; declaring an emergency.
 - Status: Passed out of committee, awaiting a vote on the House floor.
 - HB 2367: Establishes Oregon Right to Rest Act.
 - Status: Not moving forward at this time.
- Child Care
 - HB 2503: Expands eligibility for certain child care subsidy programs.

- Status: Adopted in an amendment into HB 3703, including the expanded eligibility language desired by the board, and was voted out of committee. She will inform the board when it is scheduled for a hearing.
- Summer Learning
 - SB 864: Creates a summer learning account at the Department of Education (funded by HB 5042).
 - Status: Awaiting signature in Governor's Office.

Kylie provided a brief overview of the American Rescue Plan Act funding, noting that there is \$4.3 billion in federal relief funds coming to Oregon. After direct allocations, \$2.6 billion remains. Of that, \$1.3 billion is being used to continue current services, and \$520 million will be set aside in an emergency fund, leaving \$780 million for new programs or one-time investments. Board member Felicita Montebalanco is scheduled to testify this evening before the Joint Committee on Ways and Means about how to spend those funds. The state currently does not have a plan on how to allocate those funds, but there have been \$40 billion in requests as of today. She noted that it will likely be a process of fits and starts, including special sessions over the summer and fall, and that the board will need to be opportunistic in terms of their outreach to legislators.

- ✓ Felicita shared that her testimony this evening included information regarding the district's request of \$1.5 million to construct new restrooms in parks. She encouraged the board's continued relationship building with legislators, including by showing up to their town halls and events as enthusiastic park and recreation supporters.

Kylie agreed that relationship building is important, and provided an overview of the letters that the board has sent to its legislators over the past few weeks, noting that a next step she will be working on is setting up meetings between the board members and all of their legislators, similar to what was done earlier this year with the district's newly-elected legislators.

President Hartmeier-Prigg thanked Kylie for the informative presentation.

B. General Manager's Report

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

- Summer Marketing Update
 - Holly Thompson, Communications director, and Henry Chan, graphic design specialist, provided a detailed update on the district's summer marketing efforts, via a PowerPoint presentation, a copy of which was entered into the record.
- Winter Storm Response
 - Jon Campbell, Maintenance Operations manager, and Bruce Barbarasch, Nature & Trails manager, shared an overview of the district's response efforts to snow and winter weather, via a PowerPoint presentation, a copy of which was entered into the record.
- Volunteer Program Update
 - Melissa Marcum, Volunteer Services specialist, provided an update on the district's volunteer program, via a PowerPoint presentation, a copy of which was entered into the record.
- Sports Affiliation Process Review Update
 - Julie Rocha, Sports Department manager, provided an update on the recruitment process for the Affiliates Stakeholder Workgroup. Workgroup members will provide input to staff in developing proposals to make the affiliation process more equitable. The district is seeking representatives of various affiliated sports users, representatives from non-affiliated users of THPRD facilities, and members of the community with diverse voices and perspectives. Applications for the workgroup are being accepted through April 15, 2021.

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

Summer Marketing Update

The board members complimented district staff on the summer marketing efforts, and acknowledged the amount of effort required in responding and pivoting due to the ever-changing nature of the pandemic, all while maintaining a focus on accessibility and aesthetics.

Winter Storm Response

President Hartmeier-Prigg thanked district staff for keeping all of the district's assets in good condition and for doing so during inclement conditions while the rest of us are staying home.

Volunteer Program Update

Felicita Montebianco thanked all of the district's volunteers for their service to the community.

Wendy Kroger recalled her experiences volunteering in various capacities over the years, and noted that THPRD is one of the finest organizations she has ever had the pleasure of volunteering for in great part due to people like Melissa who make it fun and valuable.

Sports Affiliation Process Review Update

President Hartmeier-Prigg thanked Julie for the update, noting that she is excited to begin this process and that she has been sharing the recruitment information in as many places as possible as it will be such important work.

Wendy inquired about the district's involvement in the City Nature Challenge.

- ✓ Bruce Barbarasch, Nature & Trails manager, described the district's participation in the City Nature Challenge, a virtual community science project to observe and document as many plants and wildlife as possible in a 4-day period with other people from all around the world.

Wendy referenced a question that arose on the topic of community gardens during the recent City of Beaverton Mayor's town hall.

- ✓ Holly Thompson, Communications director, replied that the city is considering redeveloping their community center site where their community garden is located, and a question was asked regarding what would happen to the garden. The message conveyed by herself and city staff was that while discussions are still very preliminary, the city has invited THPRD to a discussion on the possibilities of absorbing those plots into the district's community garden program.

Wendy expressed appreciation for the Tualatin Hills Park Foundation's funding contributions to the district's Rec Mobile programming.

Agenda Item #10 – Adjourn

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

Ashley Hartmeier-Prigg, President

Tya Ping, Secretary

Recording Secretary,
Jessica Collins