



## 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 at 6:00 pm on Wednesday, September 13, 2023, at the Tualatin Valley Water District Headquarters, 1850 SW 170th Avenue, Beaverton, Oregon.

Present:

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

### Agenda Item #1 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Alfredo Moreno on Wednesday, September 13, 2023, at 6:00 pm.

### Agenda Item #2 – Proclamations

#### A. National Hispanic Heritage Month

The board members read into the record a proclamation declaring September as National Hispanic Heritage Month, in English. Cynthia Rodriguez Méndez, financial aid specialist, then read the same proclamation in Spanish.

#### B. Indigenous Peoples' Day

The board members read into the record a proclamation declaring October 9, 2023, as Indigenous Peoples' Day.

President Moreno provided a brief overview of the activities and events THPRD is hosting in honor of National Hispanic Heritage Month and Indigenous Peoples' Day.

### Agenda Item #3 – Audience Time

Lee O'Connor, 4667 NW Buckboard Dr., Portland, is before the board of directors this evening as a member of the Tualatin Hills Barracudas masters swim team regarding lane fee increases instituted for THPRD aquatics programs. He provided a brief overview of the club, noting that the Barracudas have been affiliated with THPRD for more than 40 years, almost all of their members reside within Beaverton School District boundaries, the club provides a financial aid program for those who need it, and that they are by far the largest swim club in Oregon, but also have some of the highest fees in the nation. He noted that the recent lane fee increases of 48% are unsustainable for their operations, as well as for the district's other aquatics clubs. They have attempted to mitigate the increased fees through reduced practice times, and by using fewer lanes and pools outside of THPRD, which also has a negative impact on THPRD revenue. He requests that the district consider retroactively delaying implementation of these increased fees until after the work of the task force planned for 2024.

President Moreno requested district staff comments regarding this evening's testimony.

- ✓ Sabrina Taylor Schmitt, Recreation & Aquatic director, noted that the fee increase being referenced is not a lane fee increase, but is the result of a change in lifeguard requirements recently implemented by the State of Oregon. Notice was provided to the clubs about this change and, taking into consideration this new impact, THPRD held back

on a planned base lane fee increase. THPRD's lane fees are under market compared to other local agencies for both non-primetime and primetime use. District staff will be convening a task force to further evaluate different fee structures and participation practices to ensure that our aquatics clubs can afford to continue to use THPRD facilities.

President Moreno commented that he understands the realities and impacts of such fee increases and thanked Lee for his testimony, noting that district staff will continue to work to resolve the issue to the best of their ability.

#### **Agenda Item #4 – Board Time**

##### **A. Committee Liaisons Updates**

Miles Palacios provided the following updates and comments during board time:

- ✓ Recent Parks & Facilities Advisory Committee activities included a tour of new park sites, challenge grant discussions, and a presentation by district staff on shaded play options.

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

- ✓ Attended two Fiduciary Committee meetings, which included a training on the roles and responsibilities of committee members and an update from the actuary.

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

- ✓ Participated in an e-bike tour of the West Five area hosted by the City of Beaverton and connected via THPRD trails. His biggest takeaway was the overall benefit to the community when agencies collaborate to address big issues and how THPRD's work contributes to the area's economic vitality and transportation access.
- ✓ Recognized Eileen Kravetz, executive director for the Tualatin Hills Park Foundation, who recently submitted her resignation due to health issues. He thanked her for her service and noted that recruitment for a new executive director will be important as the foundation is a critical link for THPRD in fulfilling its commitments to the community.

#### **Agenda Item #5 – Consent Agenda**

**Barbie Minor moved that the board of directors approve consent agenda items (A) Minutes of August 10, 2023 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Resolution Authorizing Application to Land & Water Conservation Fund. Felicita Monteblanco seconded the motion. Roll call proceeded as follows:**

<b>Miles Palacios</b>	<b>Yes</b>
<b>Tya Ping</b>	<b>Yes</b>
<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>Barbie Minor</b>	<b>Yes</b>
<b>Alfredo Moreno</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

#### **Agenda Item #6 – Unfinished Business**

##### **A. Legislative Update**

Aisha Panas, deputy general manager, and Kylie Grunow, state legislative consultant for the district, provided a detailed update on the 2023 State Legislative Session via a PowerPoint presentation, a copy of which was entered into the record. Also included within the board of directors' information packet is a comprehensive report of all the bills that THPRD followed during the session and those for which the district provided testimony. Aisha and Kylie's presentation included an overview of the district's current legislative platform, a summary of the bills followed during the 2023 session, and focus areas going into the 2024 legislative session. Aisha and Kylie offered to answer any questions the board may have.

Felicita Monteblanco commented on the excitement of being included in Congresswoman Bonamici's earmarks as well as the efforts around land acquisition near Cooper Mountain Nature Park, noting that the district is starting to see its hard work pay off and is well-poised due to its engaged board members and talented staff.

- ✓ Kylie expressed agreement, noting that it would be beneficial to organize another lobby day in Salem to continue building those relationships with our legislators.

## **B. Resolution Appointing Levy Task Force Members**

At the board's March 8, 2023 meeting, district staff provided an update on one of the district's budget priorities for the following fiscal year: Developing Sustainable Operating and Financial Models for the Future. Following the presentation, staff committed to return in April for a board work session to continue the discussion. The work session explored strategies the district may pursue to develop long-term sustainable operating and financial models, as prioritized by the board. Staff shared information for the board's consideration including impacts to current and future service levels based on budget projections, realistic operating scenarios given budget projections, and an examination of options to pursue for revenue enhancement, including the timeline and process for pursuing a potential voter-approved operating levy to help fund service delivery. Another board work session was held in May where staff shared information on THPRD's historical use of operating levies. Lastly, at the board's August meeting, staff provided a detailed overview regarding plans to form a community-led Levy Task Force to help advise the district on preparing for a potential operating levy. This evening, district staff is requesting approval of a resolution appointing the Levy Task Force members.

Holly Thompson, Communications director, provided an overview of the memo included within the board of directors' information packet, noting that the task force's charge is to advise the THPRD Board of Directors on whether the district should pursue a voter approved operating levy, and if so, the size, scale, and components of the levy. She noted that it was a privilege to interview the applicants and that the members being recommended for appointment represent a diverse group of people demographically with a wide variety of participation areas with the district who understand their responsibility of representation through their service on this task force. The resolution offers 12 people for appointment and one budget committee member who is yet to be determined. Holly concluded her comments by noting that the hope is to have the task force's first meeting at the end of this month and offered to answer any questions the board may have.

Miles Palacios thanked staff for their work on this effort and commented that he is excited to see a student advocate recommended for the task force.

Barbie Minor expressed agreement with Miles' comments, noting that she is looking forward to engaging with this group.

Felicita Monteblanco expressed gratitude as well and inquired whether any lessons were learned through this recruitment effort that could be applied to recruitments for our advisory and budget committees.

- ✓ Holly described the importance of tailored and targeted marketing for the specific purpose of the committee opportunity available.

President Moreno expressed appreciation for these volunteers stepping forward in helping advise on such a critical decision impacting how the district moves forward in serving the community.

**Miles Palacios moved that the board of directors approve Resolution 2023-13 appointing Levy Task Force members. Tya Ping seconded the motion. Roll call proceeded as follows:**

<b>Felicita Monteblanco</b>	<b>Yes</b>
<b>Barbie Minor</b>	<b>Yes</b>

**Tya Ping** Yes  
**Miles Palacios** Yes  
**Alfredo Moreno** Yes

**The motion was UNANIMOUSLY APPROVED.**

### **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:

- Annual Affordable Housing Update
  - Peter Swinton, planner II, provided an update on the affordable housing waivers issued in fiscal year 2022-2023, as well as requests for waivers anticipated over the next two years, via a PowerPoint presentation, a copy of which was entered into the record.
- Annual Grant Report
  - Gery Keck, Planning manager, and Leilani Garcia, grants administrator, provided an overview of the FY23 Annual Grant Report, a copy of which was included within the board of directors' information packet, via a PowerPoint presentation, a copy of which was entered into the record.
- Pickleball Action Plan
  - Emily Kent, Sports & Inclusion manager, and Tim Bonnin, interim Design & Development manager, provided information on pickleball programming growth, challenges, community engagement, and future plans, via a PowerPoint presentation, a copy of which was entered into the record.
- Summer Programming Recap & Fall Update
  - Emily Kent, Sports & Inclusion manager; Andrew Jackman, Aquatic manager; Kristin Smith, Recreation manager; and Cinthya Rodriguez Méndez, financial aid specialist, provided a summer programming recap, fall registration numbers update, and a Centro de Bienvenida overview, 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 regarding the presentations.

#### Annual Affordable Housing Update

Tya Ping asked if it is known whether the district's 100% waiver for units serving those at 30% of Median Family Income (MFI) has encouraged more development of these types of units.

- ✓ Peter replied that there are a variety of incentive programs throughout the metro area for affordable housing, but he sees more requests for waivers serving those between 31-60% of MFI. He described his process of proactively reaching out to developers about THPRD's affordable housing waiver options available to them.

Felicita Monteblanco inquired whether Peter has a sense of how long is left until the district reaches its waiver cap.

- ✓ Peter replied that he currently doesn't believe that the cap will be reached this year, and acknowledged his understanding that the board has requested updates as the cap gets closer and will also advise if demand starts to sharply rise.

#### Annual Grant Report

Tya Ping inquired how much of the annual grants awarded qualify as an offset to the affordable housing system development charge waivers that have been granted by the district.

- ✓ Gery replied approximately \$4.6 million for three separate projects.

Felicita Monteblanco referenced the opportunities available through the federal Inflation Reduction Act and asked how district staff strategically analyzes so many opportunities.

- ✓ Leilani noted that many of these grants available thus far are specifically for states or municipalities, so unfortunately the district is not technically eligible to apply as a lead applicant. However, there are opportunities to partner with other local agencies, such as the City of Beaverton and Metro. She also evaluates opportunities through the lens of the district's values and budget priorities.

Felicita described the overwhelming number of opportunities available via this Act and referenced the critical role the board can play in helping pursue funding options.

- ✓ Aisha Panas, deputy general manager, added that funding eligibility for special districts is a longstanding issue and that THPRD staff have been participating with the National Special Districts Coalition to work on getting special districts access to these funding opportunities, similar to what other government agencies enjoy.

President Moreno asked for additional information regarding how the district's grant planning process intersects with the district's budget process and whether there is a forecast developed.

- ✓ Gery described the work of the district's staff-led grants steering committee in this area. After the board establishes the values and budget priorities each fall, the grant steering committee begins work on finding grants that fit those priorities, as well as those of the district's Comprehensive Plan and Strategic Plan. District staff will also be updating our grant strategy annually instead of every five years.

Alfredo asked if target amounts or goals are established that the district then works toward.

- ✓ Gery replied that grant opportunities can fluctuate as a lot of the district's larger grant opportunities are offered on multi-year cycles. Another determining factor is staff capacity and the district's System Development Charge five-year Capital Improvement Plan (SDC CIP) project list adopted by the board annually. Currently, staff are focused on the construction activities resulting from three large grant awards so there may be a little lull in capital-related grant activities based on the parameters of staff availability and the SDC CIP. Staff also continually look for grants relating to land acquisition and work closely with programming staff to identify their needs and opportunities, as well.
- ✓ Tya added that a grants forecast is also included and adjusted through the district's annual budget process.

#### Pickleball Action Plan

Tya Ping inquired whether drawing pickleball lines on tennis courts is expensive and why the district doesn't add these lines to all of its tennis courts that aren't very close to homes.

- ✓ Emily replied that many of the district's tennis courts have had pickleball lines added when they are being resurfaced, but that not every court is eligible due to reasons such as ownership (Beaverton School District-owned), the need for multi-court spaces to accommodate group play which is popular with pickleball, and proximity to homes.

Tya asked how the fundraising and donation effort that resulted in the construction of Hardin Stadium Court is being taken into consideration in terms of the possible conversion to covered pickleball courts.

- ✓ Doug replied that the space would continue to be named Hardin Court, the plaza would remain, and that contact has been made with the family regarding the plans under discussion, which has been positive thus-far.

President Moreno commented that it is interesting to hear that tennis is also still growing in participation numbers, noting that this is good news for both sports. He hopes THPRD can amicably and reasonably find ways to accommodate both sports in the confines of our budget.

#### Summer Programming Recap & Fall Update

Felicita Montebianco expressed gratitude for the work done around the recent triathlon, noting that it was a great first-year event and offered to help think of ways to grow the participation numbers.

President Moreno expressed gratitude for the increase in swim lessons being offered. He asked how many years the district has been offering Centro de Bienvenida and what the program's future aspirations may be considering that it's already seen such exponential growth.

- ✓ Holly Thompson, Communications director, replied that Centro started in December 2018.
- ✓ Kristin provided a brief overview of the evolution of Centro, noting that when it first started, it was a one-day event at a single location on the first day of registration. Now, it is four days and evenings taking place prior to registration and at different locations. Capacity limitations are impacted by the number of experienced operators, translators, and computer stations available, which are necessary in order to expand further. District staff evaluates the program each term to see how it can be made even better.
- ✓ Holly added that Centro is designed around what people are asking for, removing barriers, and is constantly evolving based on that feedback. She described some of the meaningful impacts the program has made, such as increasing the number of first-time swim lesson participants, and hopes that it continues to change as it is one of the district's most impactful equity initiatives and such change shows that we're listening and growing.

Alfredo thanked district staff for this time-intensive work that increases visibility of the district and awareness of the resources available.

#### **Agenda Item #7 – Adjourn**

There being no further business, the meeting was adjourned at 7:45 pm.

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Alfredo Moreno, President

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Barbie Minor, Secretary

Recording Secretary,  
Jessica Collins