



**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 on Tuesday, June 12, 2018, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6 pm; Regular Meeting 7 pm.

Present:

Ali Kavianian	President/Director
Felicita Monteblanco	Secretary/Director
John Griffiths	Secretary Pro-Tempore/Director
Wendy Kroger	Director
Holly Thompson	Director
Doug Menke	General Manager

Agenda Item #1 – Executive Session (A) Personnel

President Ali Kavianian called executive session to order for the purpose of considering the employment of a public officer, employee, staff member or individual agent. Executive session is held pursuant to ORS 192.660(2)(a), which allows the board to meet in executive session to discuss the aforementioned issue.

President Kavianian 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. At the end of executive session, the board welcomed the audience into the room.

Agenda Item #2 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, June 12, 2018, at 7:10 pm.

Agenda Item #3 – Action Resulting from Executive Session

Holly Thompson moved that the board of directors accept the general manager’s evaluation as presented and rated as exceptional and authorize a compensation increase of 5.6%. Wendy Kroger seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Felicita Monteblanco	Yes
Wendy Kroger	Yes
Holly Thompson	Yes
Ali Kavianian	Yes

The motion was UNANIMOUSLY APPROVED.

Holly Thompson moved that the board of directors authorize a bonus for the general manager in the amount of 8% of salary. Wendy Kroger seconded the motion. Roll call proceeded as follows:

Felicita Montebianco No
John Griffiths Yes
Wendy Kroger Yes
Holly Thompson Yes
Ali Kavianian Yes

The motion was **APPROVED** by **MAJORITY** vote.

Holly Thompson moved that the board of directors approve to fund the bonus pool at the amount specified within District Compiled Policies Chapter 4. **Wendy Kroger** seconded the motion. Roll call proceeded as follows:

John Griffiths Yes
Felicita Montebianco No
Holly Thompson Yes
Wendy Kroger Yes
Ali Kavianian Yes

The motion was **APPROVED** by **MAJORITY** vote.

Agenda Item #4 – Presentation: Cedar Mill Farmers Market

Eric Owens, superintendent of Recreation, introduced Karen Carroll, Cedar Mill Farmers Market manager, to present information on THPRD’s partnership with the Cedar Mill Farmers Market. Approximately 15 years ago, a former manager of the market came to the park district to propose a partnership for its operations. Since then, the park district has managed the market’s employees and its weekly revenue and expenses. This successful market has become a Saturday morning fixture of the Cedar Mill neighborhood.

Karen provided a detailed overview of the Cedar Mill Farmers Market’s offerings, activities and upcoming events as well as how its partnership with THPRD has helped to develop the market into what it is today, via a PowerPoint presentation, a copy of which was entered into the record. Karen offered to answer any questions the board may have.

John Griffiths inquired whether there are any additional ways THPRD could assist the market.

- ✓ Karen noted that she recently met with district staff regarding assistance in acquiring more volunteers.

Felicita Montebianco asked about the \$5 match the market awards to Supplemental Nutrition Assistance Program participants and inquired how much this has totaled over the past year.

- ✓ Karen replied that \$500 in matching funds was awarded last year and that the market intends to do more fundraising for this program.

President Kavianian asked for additional information regarding the Power of Produce Program that teaches children about the benefits of produce.

- ✓ Karen described that the program covers information from how to grow produce to the nutritional benefits of eating produce and includes hands-on activities.

Agenda Item #5 – Audience Time

Alan Carpenter, 11730 SW Welch Terrace, Beaverton, is before the THPRD Board of Directors this evening regarding flooding concerns along the Fanno Creek Trail at Greenway Park. He described a portion of the Fanno Creek Trail that includes an underpass beneath Scholls Ferry Road and the significant prevalence of flooding in that area resulting in the underpass becoming dangerous and impassible. He expressed concern that flood events force trail users to cross busy Scholls Ferry Road at street level, which lacks a pedestrian crosswalk, thereby creating a safety risk to those users. He noted that several jurisdictions have some responsibility in finding a

solution to this issue, including THPRD, Metro and Washington County; however, Washington County recently delegated management of the underpass to THPRD. He proposed some solutions to the issue, including construction of a pedestrian overpass or midblock crossing at Scholls Ferry Road, or installation of a flood wall to mitigate flooding risks within the underpass, which he understands would only cost approximately \$20,000. He noted that the flood wall seems like an obvious choice and that volunteers would be willing to help maintain it; however, that particular solution has been met with indifference by district staff. He suggested that, as a last resort, the district should consider closing that portion of the Fanno Creek Trail due to the safety risks posed when flooding occurs. He concluded by stating that a small investment in patron safety through the installation of a flood wall could be a reasonable stopgap until a permanent solution and legislative funding can be acquired, which may not be needed if the wall works well.

President Kavianian acknowledged Mr. Carpenter's written communication received by the board members on this issue.

General Manager Doug Menke referenced the Greenway Park Task Force project, noting that an update and recommendations for consideration will be on the board's August meeting agenda. He introduced Bruce Barbarasch, superintendent of Nature & Trails, to provide additional information.

- ✓ Bruce noted that the task force's work is complete at this point and that the input received from the recent public meeting is currently being compiled. A number of different options to lessen flooding and improve access in this area, each of which have positive and negative attributes, have been explored through the task force's work and will be presented in August.

John Griffiths inquired whether the City of Tigard has any involvement in this issue.

- ✓ Doug confirmed this, noting that board member Kroger has been engaged in this issue as well and has good contacts within the City of Tigard. He acknowledged the complexity of this issue, noting that Clean Water Services is involved, too.

Holly Thompson thanked Mr. Carpenter for his testimony this evening, noting that her family frequents Greenway Park and that she agrees that the situation needs to be addressed.

Lynn Parker, 4778 NW Neskowin Place, Portland, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Ms. Parker described her family's history in utilizing THPRD services. She also described the growing number of homeless individuals in the district, which includes over 2,100 homeless Beaverton School District students. She commented that one part of a solution to a complex problem is by providing access to a supportive, healthy and enriching community. She referenced the district's Diversity & Inclusion Vision Statement, noting that homelessness is a barrier to participation in THPRD programs and services. She noted that families within affordable housing developments would benefit greatly from THPRD's services, similarly to how her family has benefited from those services, and encouraged the THPRD Board of Directors to waive district SDC fees for affordable housing developments.

Martha McLennan, 13819 SE McLoughlin Boulevard, Milwaukie, is before the THPRD Board of Directors this evening as the Executive Director for Northwest Housing Alternatives. Ms. McLennan described the increasing rents for the Portland Metro area, noting that rents have increased 60% over the past six years while wages have only increased 18% over the same timeframe. Additionally, federal Housing and Urban Development funding has remained the same for the Portland Metro area since the 1980's regardless of the dramatic increase in population being experienced. The federal government has essentially stepped out of the role of affordable

housing and state and local governments need to step into that role in order to ensure that our communities are healthy and strong. She described how the number of special districts that exist outside of urban cores, such as THPRD, typically lack a broad mission of addressing a variety of needs within the community and can be a particular hurdle in the development of affordable housing and encouraged the THPRD Board of Directors to waive district SDC fees for affordable housing developments.

Sheri Wantland, 6220 SW 148th Avenue, Beaverton, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Ms. Wantland described the area's homeless crisis, noting that no one should be homeless against their choice and that the crisis is becoming too large to continue to ignore. She asked that THPRD become a part of the solution and referenced her former career with another local special service district, noting that she understands SDCs, public finance, political wins and public will. She noted that a person working full-time at minimum wage in our area can only afford to pay approximately \$600 a month for rent; however, the current average monthly rate for a one-bedroom apartment is over \$1,100. She referenced the statistic that over 2,100 Beaverton School District students identify as homeless, stating that this statistic is unconscionable. She described her volunteer work and activism on this issue, noting that being unable to afford housing is not a moral failure and has many different causes. She stated that publicly funded agencies exist to improve communities across the board and encouraged the THPRD Board of Directors to be a leader in this cause by waiving or reducing district SDC fees for affordable housing projects.

Ed Magee, 7235 SW Newton Place, Portland, is before the THPRD Board of Directors this evening representing the district's affiliated aquatics clubs. Mr. Magee referenced an agreement between the aquatics clubs and THPRD that has been in development for some time and has proven to be a challenging process, noting that the clubs have been operating without an agreement in place since this past August. He described the history between the aquatics clubs and THPRD, noting that the clubs operated without a formal written agreement for forty years. In 1997, the first written agreement was drafted and consisted of two pages of guidelines. The agreement remained relatively unchanged for 19 years until the clubs were presented with a new, 35-page agreement in April 2017. He described the challenges that have arisen through the drafting and development of this new agreement, such as new drafts being presented by district staff to the clubs for review that do not contain redline edits. He commented that the club volunteers are spending a lot of time on this agreement and he assumes district staff are as well. He described the mutually beneficial relationship between the district and aquatics clubs and requested assistance from the THPRD Board of Directors in getting an agreement signed.

General Manager Doug Menke commented that written agreements exist between the district and all of its affiliated clubs, acknowledging that each of these agreements have changed over time and have become lengthier. He introduced Aisha Panas, director of Park & Recreation Services, to provide additional information.

- ✓ Aisha noted that another meeting is scheduled between the clubs and district staff that she plans to attend, noting that district staff desires to work through this process as well and get an agreement signed.

Wendy Kroger asked if there is an estimated end date in order to have the agreement signed.

- ✓ Aisha replied that there are five aquatics clubs involved in this process and that she would speak with district staff to determine a timeline that could then be shared with the board.

Holly Thompson thanked Mr. Magee for his testimony this evening and requested that the board be kept updated on this process.

John Trinh, 8915 SW Center Street, Tigard, is before the THPRD Board of Directors this evening as the CEO for Luke Dorf, a nonprofit agency located in Washington County that provides mental health, addiction and housing services to the area's most vulnerable populations. Mr. Trinh noted that someone receiving \$750 a month in social security income is unable to afford housing. Luke Dorf pulls together different funding streams in order to provide affordable housing for those making between 30-60% of median family income, which equates to a monthly rent of between \$400-900 for a one-bedroom apartment. However, the current construction climate has resulted in contractors charging a premium and the last affordable housing development he was leading had a funding gap of between \$300,000 and \$400,000. Thanks to the support of community partners and a larger loan, he was able to move the development forward. He noted that SDC fees are one of the largest impacts on such projects and encouraged the THPRD Board of Directors to waive district SDC fees in support of affordable housing developments.

Barbara Wilson, 12820 SW 20th Court, Beaverton, is before the board of directors this evening regarding the 2008 Bond Measure. Ms. Wilson stated that the purpose of her attendance this evening is to follow up on her previous testimonies to the board regarding the pace at which natural area land acquisition has taken place under the district's 2008 bond program. She noted that it has now been ten years since the bond measure passed, yet \$3.6 million is still remaining within the natural resources land acquisition category and she feels that it has been a low priority for the district. She inquired about the Parks Bond Citizen Oversight Committee recommendation to keep remaining bond funds separate in order to better track the allocation of such funds, noting that when funds are set aside and not used, they become vulnerable to other uses.

- ✓ Keith Hobson, director of Business & Facilities, confirmed that all remaining bond funds are maintained separately within their specific categories. He clarified that the oversight committee's recommendation was that once the bond is finished, if there are still natural resource restoration funds remaining for the ongoing establishment of the restored natural areas, that these funds be set aside and tracked separately.
- ✓ The board members confirmed that such funds would not be used for other purposes and that the board unanimously believes in the value of natural resources.

Mark Danley, 8675 SW Alyssa Lane, Portland, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Mr. Danley described how he has educated himself on the topic of homelessness by talking to the people he meets, some of which are hardworking homeless individuals and families who simply cannot afford housing. He also described an apartment complex near his home that has more people living in each apartment than designed, which creates parking issues for the surrounding neighborhood. He acknowledged that homelessness and affordable housing are complex issues, but that everyone needs to do their part and encouraged the THPRD Board of Directors to waive district SDC fees for affordable housing developments.

Diane Doctor, 6602 SW Florence Lane, Portland, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Ms. Doctor stated that it is important that THPRD waive these fees in order to eliminate one more barrier in providing affordable housing to those within the park district. She described how people are being pushed out of the area due to housing affordability and the growing prevalence of homeless camps. She acknowledged that while affordable housing and homelessness has not traditionally been within the purview of THPRD, she believes that the problem has grown to a point that everyone and every agency needs to step up to help. She provided personalized accounts of local homeless individuals and those trying to help them, noting that not having an address is a barrier to employment for otherwise hardworking individuals. She acknowledged that waiving SDC fees alone will not solve the homeless crisis, but that it will contribute to the solution or at least keep it from getting worse.

Agenda Item #6 – Board Time

Wendy Kroger congratulated district staff on the Helping Hands swimming lessons fundraiser.

Holly Thompson referenced the upcoming event for the Coalition of Communities of Color's Washington County Research Project on the lived experiences of communities of color and encouraged as many to attend as possible, especially given that THPRD helped fund the project.

- ✓ Felicity Montebianco noted that she served on the steering committee for this project and that a specific presentation will be provided to the THPRD Board of Directors at an upcoming board meeting regarding this critical information and its call to action.

Holly thanked those in attendance this evening who testified on the topic of affordable housing, particularly those who are also involved on a personal level in helping address the crisis.

- ✓ Felicity agreed and encouraged everyone to use their voice on this important topic.

A. Committee Liaison Updates

Felicity provided an update regarding the activities of the Tualatin Hills Park Foundation and the upcoming annual Champions Council meeting.

Wendy commented that she has been attending the Greenway Park Task Force meetings and is confident that a solution will be identified for the Scholls Ferry Road underpass issue as previously discussed this evening. She has also been attending the Parks & Facilities Advisory Committee meetings.

Holly stated that she attended the most recent Parks & Facilities Advisory Committee meeting and described an in-depth discussion that took place regarding dog parks. The committee is also working on interpretive signage, noting that she supports the extension of the grant funds that the committee will request.

Agenda Item #7 – Consent Agenda

Felicity Montebianco moved that the board of directors approve consent agenda items (A) Minutes of May 8, 2018 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Intergovernmental Agreement with Clean Water Services for Whispering Woods, (E) Cedar Hills Park District-Purchased Materials, (F) Resolution Authorizing Outdoor Recreation Legacy Partnership Grant Program Application for New Neighborhood Park Development for Bonnie Meadow, and (G) Resolution Appointing Audit Committee Member. Holly Thompson seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Wendy Kroger	Yes
Holly Thompson	Yes
Felicity Montebianco	Yes
Ali Kavianian	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. General Manager's Report

General Manager Doug Menke provided an overview of his General Manager's Report included within the board of directors' information packet, including the following:

- Beaverton Family Promise
 - Eric Owens, superintendent of Recreation, provided an overview of the district's partnership with Beaverton Family Promise. Staff has been working with Family Promise on an innovative approach to providing temporary housing for families without permanent homes in the community. THPRD has committed to hosting the

families served by Family Promise on three to four separate weeks throughout the year. Families will be hosted overnight in facilities that are closed to the public for planned maintenance. THPRD is proud to be the first and only park and recreation agency in the nation to partner with a Family Promise local affiliate.

- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

John Griffiths recounted his understanding that Family Promise is generally able to quickly place families into permanent housing.

Felicita Montebalanco asked Eric for any lessons learned in working with Family Promise.

- ✓ Eric replied that he has been impressed by how the community has banded together to help address this issue, noting that it has involved many different arms of the community, from individuals to churches to public agencies.

Holly Thompson thanked district staff for their openness in considering new ideas and working with this organization, noting that there are over 200 Family Promise organizations nationwide and THPRD is the first to partner with them, which is impressive and deserves to be celebrated.

Wendy Kroger commented that some of those who testified this evening and left afterwards could have benefited from hearing this presentation.

President Kavianian recalled that the district was approached by Family Promise less than a year ago, noting that this partnership is a reflection of the district's ambitions, openness to creative ideas and synergies moving forward in addressing affordable housing and homelessness issues.

Agenda Item #9 – New Business

A. Bonnie Meadow Area Neighborhood Park Master Plan

General Manager Doug Menke introduced Gery Keck, superintendent of Design & Development, René Brucker, park planner, and Tracy Johnson with ESA, the project consultant, to provide an overview of the preferred master plan for Bonnie Meadow Area Neighborhood Park.

Gery provided a brief overview of the memo included within the board of directors' information packet, noting that the Bonnie Meadow Area Neighborhood Park is funded via the district's Systems Development Charge (SDC) program. Staff is requesting board review and comment on the preferred master plan, which will be brought back before the board at a future meeting for consideration of approval.

René provided an overview of the enhanced public engagement process used for this project, similar to what was used for Crowell Woods, by reaching out to the area's diverse community early in the design phase in order to get input and create a vision for the project before beginning the master plan design work.

Tracy provided a detailed overview of the proposed Bonnie Meadow Area Neighborhood Park master plan via a PowerPoint presentation, a copy of which was entered into the record, and offered to answer any questions the board may have.

Felicita Montebalanco inquired about parking for the site.

- ✓ Tracy provided an overview of the on-street parking available for the site.

Felicita asked about the location of the next public meeting being in the Dryland Meeting Room.

- ✓ Gery replied that unfortunately the school near the park was not available.

Wendy Kroger noted that the preferred master plan has been shared with the Parks & Facilities Advisory Committee who were supportive. She asked how composting could be educationally integrated into the community garden at this site, rather than just hauling away the waste.

- ✓ Keith Hobson, director of Business & Facilities, described a recent district staff team project exploring different ways to reduce solid waste. One of the recommendations from the team was regarding waste management within parks. The current practice is to chip a lot of the organic debris on-site, but the team's recommendation included composting at community garden sites as well, which will start to become more common at THPRD sites in the future.

John Griffiths asked what funding was used in order to acquire this site.

- ✓ Keith replied that the site was a 2008 Bond Measure program acquisition and will be developed using SDC funds.

Felicita inquired whether Spanish language outreach will be a best practice going forward.

- ✓ General Manager Doug Menke noted that this has been an ongoing discussion as there are those who feel that having Spanish language-specific meetings does not bring the entire community together into one room.
- ✓ Keith noted that the district's ultimate objective is to have community meetings that are inclusive to everyone rather than separate meetings for certain languages or populations. However, Spanish language-specific meetings will continue until the district can get to that point of removing all barriers to participation and can meet the goal of inclusive meetings for the whole community.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 8:30 pm.

Ali Kavianian, President

Felicita Montebianco, Secretary

Recording Secretary,
Jessica Collins