



## **Tualatin Hills Park & Recreation District**

### **ADVISORY COMMITTEE MEETING MINUTES**

**Parks Advisory Committee Meeting**  
**Date: February 12, 2013**  
**Time: 6:15 pm**  
**Location: Fanno Creek Service Center**

#### **In Attendance**

Committee Members: Greg Cody, Virginia Bruce, Miles Glowacki  
Staff: Mike Janin, Dave Chrisman

#### **I. Call to Order**

Meeting was called to order by Committee Chairman, Miles Glowacki, at 6:15 pm at the Fanno Creek Service Center.

#### **II. Approval of Minutes**

The Committee unanimously approved minutes from the January 15<sup>th</sup>, 2012, Parks Advisory Committee Meeting.

#### **III. Staff Reports**

- Mike Janin, Superintendent of Security Operations, updated the Committee on the staff report, recently completed, regarding the smoking policy. The report provides additional detail and background information that was considered by the PAC prior to submitting smoking policy recommendation to THPRD management.
- Mike J informed the Committee of recent fence/gate vandalism at the Schiffler Park outdoor basketball court. The fence/gate between the basketball court and the adjacent church parking lot will be removed and replaced with a permanent fence panel. This is a result of recent vandalism to the gate by those parking in an unauthorized church parking lot and climbing the fence or breaking the secured gate.
- Mike J reported that security cameras have now been installed in the HMT Recreation Complex Athletic Center.
- Dave Chrisman, presented a proposal for the PAC to participate in the development of a Parks staff recognition program. The purpose is to recognize examples of exceptional effort of Parks staff as they manage their park sites.

Specific examples of exceptional effort include:

- Exceptional Project- Unique project that improves a site or remedies an existing problem/deficiency.
- Exceptional Service- Example of outstanding customer service to patrons or staff.
- Exceptional Efficiency- A unique idea that provides an efficiency or cost savings to the District.

The PAC provided the following suggestions:

- That the recognition be annual and correspond to the THPRD winter holiday potluck party
- That the PAC members to participate in the selection and presentations
- That the awards might recognize individual or team efforts
- That public input also be considered, perhaps using the Districts website

A motion was made and unanimously approved to support and participate in the development and delivery of a Parks Staff Exceptional Efforts Recognition Program.

**IV. Old Business**

- The PAC discussed the status of PAC new member search....
  - Virginia B will review and edit a brief statement developed by Miles G that may be used to explain the purpose of the PAC and encourage interested citizens to participate.
  - All the members agreed that additional members are needed to serve on the PAC.
  - Dave C will provide an update at the next meeting of current PAC member term expirations.
- Greg suggested that the PAC consider installing a park bench and picnic table on the platform overlook at Schiffler Park. Greg suggested that PAC Challenge Grant funds could be used to cover the cost. Staff will first contact our Planning Department to verify if benches/tables are appropriate additions to the platforms. Dave/Mike will update the status at the next PAC meeting.

**V. Other**

- Discussion was held regarding the District's efforts to annex non-District residents.
  - Would be helpful to have a better understanding of the District's policy/position/program on annexation.
  - Dave C will provide an update to the PAC at the next meeting on the District's Annexation position.
- A brief discussion was held regarding the District's Public Notification Process which is a requirement prior to making alterations to park sites. Staff will provide more information at the next PAC meeting.

**VI. Next Meeting will be held on Tuesday, March 12<sup>th</sup>, FCSC, 6:15 pm.**

Meeting adjourned at 7:15 pm.

Respectfully submitted,

Dave Chrisman  
Recording Secretary