



**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, May 12, 2021. Executive Session 5 pm; Regular Meeting 5:30 pm.

Present:

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

Absent:

Tya Ping	Secretary/Director
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Agenda Item #1 – Executive Session (A) Legal (B) Land

President Ashley Hartmeier-Prigg 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 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 #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 Ashley Hartmeier-Prigg on Wednesday, May 12, 2021, at 5:30 pm.

Agenda Item #3 – Action Resulting from Executive Session

Felicita Monteblanco moved that the board of directors authorize staff to dedicate right-of way on the property in the northwest quadrant of the district, subject to the standard due diligence review and approval by the general manager. Heidi Edwards seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #4 – Proclamations

A. National Water Safety Month

The board members read into the record a proclamation declaring the month of May as National Water Safety Month.

B. Asian American and Pacific Islander Heritage Month

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

Agenda Item #5 – Audience Time

Secretary Pro-Tempore Heidi Edwards read written testimony received, a copy of which was entered into the record:

Bill Evans provided testimony regarding concerns about the condition of the asphalt pathway at Barrows Park, noting that a significant portion of the pathway is in need of resurfacing. He commented that, while the pathway is suitable for walking, it is rough and difficult to navigate for those on skates and scooters. He asked that the district please consider upgrading this highly-trafficked stretch of trail when prioritizing future trail improvements.

General Manager Doug Menke noted that district staff visited this site yesterday and will review its condition in comparison to the district's multitude of other trails and pathways via the capital replacement program process.

President Hartmeier-Prigg thanked Bill for his comments.

Agenda Item #6 – Board Time

A. Committee Liaisons Updates

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

- Requested an update on the district's legislative work and thanked the district's staff and consultant for all of their work in navigating such an extraordinary legislative season. She referenced a bill moving through the legislative process, HB 2560, that would require governmental agencies to expand the remote participation of the public in public meetings through the use of technology.
 - ✓ General Manager Doug Menke agreed that the legislative season has been quite active and expressed appreciation for the full board's engagement. He commented on our legislators' responsiveness and openness in hearing the needs of THPRD.
 - ✓ Aisha Panas, director of Park & Recreation Services, added that at a minimum, the district took advantage of an opportunity to build relationships with its delegation. After a busy week, the district ultimately joined a larger Washington County group in requesting funding for permanent restroom facilities, and also submitted testimony for the crossing of the Fanno Creek Trail at Scholls Ferry Road. There is optimism that the district will receive some or all of the funding requested.
- She has been invited to participate on a task force exploring preschool for all in Washington County, and that Tya has offered to be her backup if schedule conflicts arise.
- Received feedback from the public regarding the inclusiveness of the district's registration welcome center, Centro de Bienvenida, that took place this past week, and thanked the district's volunteers and staff who make this event a success.

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

- Attended the recent Joint Advisory Committees meeting, followed by a Nature & Trails Advisory Committee meeting. Topics for the joint meeting included the district's budget, grants, and the Westside Trail Bridge project, while topics for Nature & Trails Advisory Committee included the City Nature Challenge.
- A strategic task force for the Tualatin Hills Park Foundation is currently meeting to discuss future planning for the foundation, and a quarterly meeting for the board of trustees is scheduled for next week.

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

- Attended the recent Joint Advisory Committees meeting, followed by a Parks & Facilities Advisory Committee meeting. She commented on the receptiveness and appreciation of the committee members in learning about the topics presented during the joint committee meetings. Discussion topics for the Parks & Facilities Advisory Committee included the upcoming renovation project at Conestoga Recreation & Aquatic Center, an improvement project at Eichler Park, preparing for Challenge Grant funding available after July 1, and a response letter received back from the Mayor of Beaverton in relation to the committee's letter on the topic of dog runs, noting that the committee plans to continue their support of district dog runs and parks, with a potential focus on locations outside of city limits.

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

- Commented on the district's legislative efforts, noting that she is proud of this work and how the district's request for funding tied into the feedback received from the public via the community visioning process for additional public restrooms. She noted that it was a true team effort and thanked everyone for their involvement in this process.
- Referenced the budget committee work session that took place a few weeks ago, noting that she was appreciative of the thoughtful questions provided by the budget committee members and the thorough responses provided by district staff.
- The City of Beaverton hosted a Voters Forum that included the participation of the district's future board members.

Agenda Item #7 – Consent Agenda

Wendy Kroger moved that the board of directors approve consent agenda items (A) Minutes of April 14, 2021 Regular Board Meeting, (B) Monthly Bills, and (C) Monthly Financial Statement. Felicita Monteblanco seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. 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:

- Spring Programming and Summer Sneak Peak
 - Aisha Panas, director of Park & Recreation Services, and Sabrina Taylor Schmitt, Recreation Department manager, provided a detailed update on the district's spring programming currently in process, and upcoming summer programming, via a PowerPoint presentation, a copy of which was entered into the record.
- Internal Equity Work
 - Lulú Ballesteros, cultural inclusion specialist; Liana Harden, community engagement specialist; Christine Hoffmann, Human Resources director; and Holly Thompson, Communications director, provided an overview of two projects underway to support the district's internal equity work: affinity groups for employees and the Welcoming and Inclusive Committee. Information was provided via a PowerPoint presentation, a copy of which was entered into the record.
- Equity-based Recruitment Update
 - Kristin Smith, Interpretive Programs supervisor; Karen Munday, program coordinator; and Karlean Lawson, Human Resources business partner, provided an overview of the training, tools, and techniques developed to break down

barriers and promote equity in hiring, leading with race. Information was provided via a PowerPoint presentation, a copy of which was entered into the record.

Spring Programming and Summer Sneak Peak

Felicita Montebianco complimented district staff on their efforts in pulling together quality programming in an ever-changing environment. She inquired whether outside facility rentals are available again, such as the Beaver Den at the Tualatin Hills Nature Park; whether the library is open at Garden Home Recreation Center; and how we are accommodating demand for learn to swim classes since such programs were not available last year, essentially doubling the need for beginner classes this season.

- ✓ Aisha replied that facility rentals are not available quite yet, but that staff is working on a plan to be able to begin supporting these services again. Regarding the library, she noted that while it is open for pick-up services, it is not yet open for in-person browsing.
- ✓ Sabrina described how current health and safety guidelines are impacting learn to swim programs, especially the guideline that instructors are required to remain six feet from participants, which means that a parent will be required to be in the pool with their child. She agreed that the biggest demand is for level one learn to swim classes and described the training being developed as more swim instructors are hired for the district's programs. As guidance changes, the hope is that we'll be able to expand those programs, but safety will always be the district's first priority, along with the quality of the program.

Heidi Edwards complimented the creativity of the summer camps being offered and inquired whether there is any need for extra promotion in filling certain camps.

- ✓ Sabrina described how district staff adjusts programming in order to accommodate camps with the most demand, noting that half-day camps seem to be the most sought after this year, and how health and safety guidelines are impacting the size of camps and classes.

Heidi suggested that full-day camps may become more popular as more parents return to work full-time.

Wendy Kroger expressed appreciation for the district's learn to swim program offerings and congratulated staff on a job well done.

President Hartmeier-Prigg commented that she is encouraged by the district's summer registration numbers and inquired if all of the free summer camp spots enabled by the YMCA grant funding were filled.

- ✓ Sabrina confirmed this, noting that the Communications Department did a phenomenal amount of work in a short amount of time in order to enable that opportunity.

Internal Equity Work

The board members complimented and recognized staff for this critical, difficult work and agreed on the importance of continual development and training opportunities.

- ✓ Felicita requested that a Diversity, Equity, Inclusion and Access training for the board be planned for later this year.

Equity-based Recruitment Update

Heidi expressed gratitude for the district's work in this area, and inquired whether staff sees this process helping us to inform our hiring of full-time employees as well, and what our focus is on retention and providing opportunities and support for part-time employees to transition to full-time.

- ✓ Karlean replied that this process has been in place for the past few years for full-time positions with successful results. In terms of retention, ensuring that the district's employees feel welcomed and included is a top priority, which is also a focus of the Welcoming and Inclusive Committee.

Heidi referenced and reconfirmed the board's priority of Investing in our Employees and Volunteers, and how this initiative dovetails with that priority.

Felicita complimented district staff on this important work, noting that she appreciates the commitment to continued improvement, and is excited for the recruitment fair. She commented that the intentionality of these efforts reflects the board's values and priorities, and that the increased diversification in every way of the board itself is a reflection of not only actions transpiring outside of THPRD, but also actions taking place within THPRD.

Wendy expressed agreement with her fellow board members' comments, noting that she is continually amazed by the quality of district staff and the hard work that is taken on.

President Hartmeier-Prigg expressed agreement with her fellow board members' comments, and encouraged those watching the meeting to explore job opportunities with the district.

Agenda Item #9 – Adjourn

There being no further business, the meeting was adjourned at 6:50 pm.

Ashley Hartmeier-Prigg, President

Tya Ping, Secretary

Recording Secretary,
Jessica Collins