



Tualatin Hills Park & Recreation District
ADVISORY COMMITTEE MEETING MINUTES

Parks & Facilities Advisory Committee Meeting
Date: December 13, 2022; Time: 6:00 PM
Location: Sequoia Room at Fanno Creek Service Center

DRAFT

In Attendance

Committee Members: Carl Nelson (Chair), Nanda Siddaiah (Secretary), Nisha George, Jane Leo, Jacqui Orenda-Weber

Staff: Keith Watson (Support Services Manager); Brenda Peterson (Maintenance Operations Support Staff)

Board Liaison: Alfredo Moreno

Absent: Kristen Abele, Carla Fennel, Alaka Sarangdhar, Erica Soto

Guest Staff: Peter Swinton, Park Planner; Nicole Paulsen, Park Planner; Karin Madsen, Community Events Specialist

- I. **Call to Order:** The meeting was called to order by Carl Nelson at 6:08 pm.

- II. **Approval of Minutes:** The minutes from the November 2022 meeting were emailed to the committee. There is one edit, to remove the meeting information referencing a joint meeting in the header. Nanda Siddaiah moved to accept the minutes as written and seconded by Nisha George. Approved unanimously.

- III. **Public Comment:** No public comment was received prior to the meeting.

- IV. **New Business**
 - A. Comprehensive Plan Update (Peter Swinton, Park Planner)
 1. ~90% complete; Peter sent the following questions to the members prior to the meeting.
 - 1) [Link to draft comp plan](#)
 - a) *Does the wording and sequencing of comp plan goals, objectives, and guiding principles in draft section III.C (pp. 62-80) accurately capture previous feedback from the Parks & Facilities Advisory Committee?*
 - i) Members asked for clarification on Environmental Stewardship
 - (1) Maybe Adaptation vs Stewardship (with climate change – shade)
 - (2) Maybe additional adaptations in a Functional Plan.
 - (3) Consider adding “remove” to invasive species section.
 - (4) Communicate (educate) with community on the “why” projects happen; taking out the perception (eg. Clean Water Services project to removing many trees/working with Friends Group).
 - (5) Partnerships are referenced in a few different areas of the plan.
 - (6) Technology and Innovation was discussed briefly.
 - b) *Do you feel draft comp plan section IV.B (p. 89) creates a clear connection between the 2023 comp plan and future strategic plans?*
 - i) Comp plan is looking at about a 20 year plan and the Strategic Plan is about a 3-5 year plan.
 - (1) More detailed information is typical in a Strategic Plan.
 - (2)
 - c) *Do you agree with the phrasing of the “Plan with Maintenance from the Start” best practice in draft section IV.A (p. 87)?*
 - i) Consider changing “should” to a stronger word (will, must)
 - (1) *Plan with Maintenance from the Start District Maintenance Operations will be consulted when generating plans; assessing land acquisition policies, procedures, and priorities;*

*creating and reviewing development plans; and developing programs, services, and pilot initiatives. Maintenance planning **should** account for maintenance roles and responsibilities, maintenance prioritization methods, district capacity to implement maintenance plans, and the availability and source of funding to maintain a plan, program, or asset throughout its life cycle.*

- B. Park Naming Review (SW Pointer Road Neighborhood Park)
 - 1. Nicole began by reminding the committee about the naming process and where we are in the process.
 - 2. Survey: <http://www.thprd.org/connect/news/new-concept-plan-and-name-for-future-park-at-sw-pointer-rd>
 - 3. Proposed name is Capulin Park named with cultural significance and features of a gleaning garden and community gardens.
 - a) It was suggested to include interpretive signage
 - (1) Nisha asked if there any interpretive signage added to Parivar Park?
 - 4. Carl moved to support the name suggestion as presented. Nanda seconded. Members present approved the motion.
 - a) Members wanted to make sure that there was a way to educate all on the pronunciation.
 - b) Members requested signage to educate park users on the historical meaning of the new park name.

V. Old Business:

- A. Grant Proposal: Programs & Events-Karin Madsen, Community Events Specialist
 - 1. Karin reviewed each event in the proposal and explained the process for budgeting. She noted that this will most-likely be a one-time challenge grant ask. She shared that there are funds for additional cultural celebrations after July 1, and additional funding sources are being explored, leveraged, or secured for the following years.
 - 2. Carl moved to support the proposal put forth by the Programs & Events Advisory Committee for challenge grant funds to be used by the Communications Division for cultural celebrations and community events; Jacqui seconded. Members present approved the motion.

VI. Wrap Up:

- A. 2023 Committee Roles (Chair & Secretary)
 - 1. Following discussion, Nisha volunteered to fill the role of the chairperson, and Nanda will remain as the Secretary. Roles will be officially appointed at the January 2023 meeting.
- B. Farewell to Departing Committee Members
 - 1. Year in Review: Keith shared a number of accomplishments achieved by the committee this year.
 - 2. A letter support from the committee helped the district earn two grants: \$1.9 million for the Westside Trail Bridge design and \$2 million for the Beaverton Creek Trail development.
 - 3. Other letters helped secure \$750,000 for a Local Government Grant for La Raiz Park development and we are pending a decision on the Abbey Creek Park Phase 2 grant application.
 - 4. Letter of support helped transfer two gardens from the City of Beaverton to THPRD and expansion of the Community Garden at Schiffler Park.
 - 5. Challenge Grant funds were secured to support the Eagle Scout project with the addition of two benches at Jackie Husen Dog Park.
 - 6. Challenge Grant funds were secured to add benches and accessible pathways to four basketball courts in Greenway Park. This project also completed projects related to the ADA Transition Plan.
 - 7. Thank you to four members leaving our advisory Committee:
 - a) Thank you, Carl, for your 3 years on the committee.
 - b) Alfredo thanked Carl for this time and commitment as well.
 - c) Keith acknowledged Carla, Kristin and Alaka, as they were not in attendance, but served hours on the committee for 2 or more years.

8. Four new members will be joining the committee in January. The interview process went well, and all seven candidates were strong. Thank you to Nisha and Nanda for assisting in the recruitment effort.
- C. Next meeting Joint Advisory Cte Mtg: January 2023; TBD

VII. Adjourn

Meeting adjourned at 8:00 PM

Minutes respectfully submitted by Brenda Peterson, THPRD staff