



## 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 Wednesday, February 12, 2025, at the Tualatin Valley Water District Headquarters, 1850 SW 170th Avenue, Beaverton, Oregon. Work Session 5:30 pm; Executive Session 6:00 pm; Regular Meeting 6:30 pm.

Present:

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

### **Agenda Item #1 – Work Session: Affordable Housing System Development Charge Waiver Policy**

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Barbie Minor on Wednesday, February 12, 2025, at 5:30 pm.

At the October 2020 board meeting, the THPRD Board of Directors approved an affordable housing policy that provided waivers of the district's system development charge (SDC) fees for affordable housing developments. During this evening's work session, staff will share a status update on policy implementation through the waiver program and how the program is assisting the production of affordable housing, as well as recommendations on potential updates.

Nicole Paulsen, Planning supervisor, and Peter Swinton, urban planner II, provided a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- SDC and Affordable Housing Program Overview
  - Overall Cap: 632 Waivers
    - 225 waivers must be reserved for <30% MFI (Median Family Income) units
  - 60-year Affordability Deed Restriction
- Grants Used to Offset Waiver Amounts
  - Waivers Used to Date
    - 475 waivers
    - \$2,571,911 in waived SDCs
  - Awarded Grant Funds
    - \$15,480,068
- Policy Implementation
  - Total Units Approved
    - 225 for <30% MFI
    - 407 for 30-60% MFI
  - Waivers Issued to Date
    - 136 for <30% MFI
    - 321 for 30-60% MFI
  - Value of Waivers to Date
    - \$1,199,304 for <30% MFI
    - \$1,372,607 for 30-60% MFI

- Waivers Remaining Until Cap is Reached
  - 89 for <30% MFI
  - 86 for 30-60% MFI
- Recommendation
  - Increase Cap from 632 Units to 900 Units
    - Would ensure capacity to issue waivers for three pending projects
    - The 268 units are available to use for both <30% MFI and 30-60% MFI
  - Amend the SDC Methodology to Reflect Updated Cap
- SDC Methodology & Affordable Housing Considerations
  - Future Considerations for Affordable Housing
    - Provide flexibility in issuing waivers to meet current market demands
      - This could look like removing caps for each category to maximize or facilitate affordable housing development
    - Dollar limit vs. unit cap
      - Example: cap is \$2 million instead of 144-units
    - Evaluate and update the Affordable Housing Resolution during overall SDC Methodology Updates (about every five years)
- Timeline
  - February 2025
    - Work session & recommendation
  - March/April 2025
    - Board approval of Affordable Housing Resolution & amendment to SDC Methodology
  - Summer - Fall 2025
    - SDC Methodology & Affordable Housing Update based on work session guidance

At the conclusion of their presentation, Nicole and Peter offered the following topics for the board's consideration and discussion:

- Recommendation to increase cap to 900 units
- Considerations for future affordable housing program

Felicita Montebianco commented that a cap makes sense and that she appreciates the district's desire to be both responsive to affordable housing and responsible with taxpayer dollars. She doesn't want to lose the waiver specific to <30% MFI housing but understands that it is very challenging to build those units. She supports continuation of the program as it is in alignment with the district's values and showcases the district's willingness to be a good partner. She wants to see flexibility but doesn't know how flexible the district can be and what would be most helpful.

Miles Palacios described his preference for staying with a unit cap versus dollar amount since the district has been successful in more than recouping the costs of the affordable housing waivers via grants, so he doesn't feel a pressure to switch over to a dollar amount cap.

Alfredo Moreno commented that he is in support of increasing the current cap and wants to be a reliable partner for the upcoming affordable housing projects in the pipeline. In terms of the future, with highly volatile outside forces impacting both costs as well as grant revenue, he may like to see the district protect itself budgetarily by having a known allocation; however, he would like to better understand the flexibility the board may have to reevaluate this as the program continues.

Felicita inquired how often the board should be revisiting this topic, noting that their values align with continuing to engage in this way and that she wants to see the district do the most it can.

- ✓ Nicole referenced the consideration previously noted of evaluating and updating the district's affordable housing resolution in conjunction with the SDC Methodology updates that occur about every five years.

Felicita described her thoughts around the benefits of having flexibility in issuing the waivers, but also how to best support the creation of <30% MFI units; she doesn't want to lose that designation but also doesn't want the funding to go unutilized.

- ✓ Aisha noted that while the recommendation is to reevaluate this program every five years through the SDC Methodology updates, staff also provides the board an annual update on the utilization of the waivers and grant funds received to offset the program. Tonight's opportunity is to make an adjustment to the cap prior to the SDC Methodology update.

Felicita expressed support for increasing the cap to 900 units and while she is open to changing the percentage of units in relation to MFI, she hopes that affordable developers will reach out to the district to let us know how that change could impact them long- or short-term.

- ✓ Peter noted that of the three affordable housing development projects currently in process, one has units dedicated to <30% MFI, but the other two projects are not currently interested in the <30% MFI level. Increasing the cap as presented this evening would accommodate all three of these projects, and future considerations could be explored around ways to maintain incentives for <30% MFI units.

Tya Ping expressed support for increasing the cap to 900 units but likes the idea behind using a dollar amount moving forward as it's easier to budget for and more transparent. She described how she would like to keep a reserve for <30% MFI units to encourage the development of those units as much as possible, even if the cap has been reached for the 30-60% MFI units.

- ✓ Nicole replied that district staff will continue to reach out to the developers and local jurisdictional partners to stay updated and better understand their challenges and barriers.

Tya inquired what happens if the affordable housing development doesn't remain as affordable housing during the 60-year deed restriction.

- ✓ Peter replied that the deed restriction would be enforced across the sale, which would require the developer to pay back the full amount of the SDCs that were waived.

Tya asked if the \$15,480,068 in awarded grant funds were specific to grants that would impact the district's SDC fund.

- ✓ Nicole confirmed this.

President Minor expressed support for increasing the cap to 900 units and described her bias to stay with a unit cap versus dollar amount as the unit cap better identifies and defines the actual humans and protects their spaces to be housed, whereas the dollar amount can fluctuate and represent something else. The unit count clearly demonstrates the impact the district is having to the community, but she is open to learning more about the pluses and minuses behind both measurements. If one is the clear winner in terms of flexibility in being able to respond to the demand, that may influence her.

Miles expressed agreement that flexibility is a priority and noted that President Minor articulated the unit representation well. He asked what would happen if the district ever found itself in a position of not bringing in enough SDC-related grant funds to offset the waivers.

- ✓ General Manager Doug Menke replied that the philosophy behind seeking grant funds to backfill the investment into the waiver system is not a requirement. Although the district has done well in recouping these funds, the district has also learned how challenging it is for the development of <30% MFI units which is outside of the district's control.
- ✓ Felicita expressed agreement, noting that while the district's waivers make a difference, they aren't enough to push a project over the line.
- ✓ Doug added that THPRD is the only jurisdiction providing these waivers, too, and that the district has done a great job showing that such a program can be managed responsibly.

## **Agenda Item #2 – Executive Session (A) Personnel (B) Legal (C) Land**

President Barbie Minor called executive session to order for the following purposes:

- To conduct deliberations with persons designated by the governing body to carry out labor negotiations;
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions; and
- 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.

Executive Session is held under authority of ORS 192.660(2)(d)(e) and (h).

President Minor 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 #3 – Call Regular Meeting to Order**

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Barbie Minor on Wednesday, February 12, 2025, at 6:35 pm.

## **Agenda Item #4 – Action Resulting from Executive Session**

There was no action resulting from Executive Session.

## **Agenda Item #5 – Proclamation: Black History Month**

President Minor welcomed Tafena Campos-Macon, founder of We Empower, a DEI consulting firm, and the Executive Director of W.E.S.T. Side Connect, to read the Black History Month proclamation on behalf of the THPRD Board of Directors.

Tafena introduced her family members in attendance this evening and provided comments on her family's background and her personal growth in leaning into using her voice to make connections which linked her to THPRD through the work being done to uplift and amplify the voices of those who have been pushed to the margins for far too long. Tafena thanked the district for its partnership and continued efforts to ensure that everyone has a place to belong, noting that the district's commitment to lifting up the people celebrated in its proclamations is a year-round effort, and read the Black History Month proclamation on behalf of the THPRD Board of Directors.

President Minor thanked Tafena and her family for sharing their time with the district this evening.

## **Agenda Item #6 – Audience Time**

Danielle Jacobson is before the board of directors this evening as a member of the Tualatin Hills Swim Club (THSC) regarding the addition of another swim club affiliate to THPRD's lane allocation process. She provided an overview of the history and relationship between THPRD and THSC, including the assets THSC has funded for the district over time, the revenue the district receives through its club, as well as the dedication of the club's volunteers that directly benefits the district. She stated that there is an undeniable symbiotic relationship between the two organizations that has been built over generations and that including an additional affiliate club in the lane allocation process will jeopardize the stability of this relationship, leading to instability in THSC membership, revenues, and a disruption in the overall team culture. She described how granting access to an additional club opens the door to requests from other clubs in the area, thereby creating an unsustainable model. She asked that the board reconsider the impact of bringing another affiliate swim club into THSC's home pool.

Jane Tram is before the board of directors this evening as a member of the Tualatin Hills Swim Club (THSC) regarding the addition of another swim club affiliate to THPRD's lane allocation process. She provided an overview of her professional background and family's involvement with

THSC. She expressed concern that a new swim club affiliate was added to THSC's home pool without their knowledge or input and that they are now accessing this space, noting that THSC has also asked for additional space in the past but has been denied. She provided an overview of the club's rate structure and noted that over 50% of their membership are kids of color and that over 50% are female. THSC also offers financial support for members and are working toward providing team information in other languages to increase accessibility. She described the high rates of anxiety and depression in today's youth due to isolation, noting that involvement in team sports is one way to have stable interaction with other people. She asked that the board carefully consider how adding another swim club affiliate is going to impact the teams that already exist.

President Minor thanked Danielle and Jane for their testimony this evening.

### **Agenda Item #7 – Board Time**

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

Tya Ping provided the following updates and comments:

- ✓ The new Equity & Engagement Advisory Committee is ready to start work and participated in the equity training held for all advisory committee members last week. Next time the training is offered, the board should be invited as it was a great opportunity.

Miles Palacios provided the following updates and comments:

- ✓ Provided an overview of the most recent Metro Policy Advisory Committee meeting, during which discussion topics included Metro's funding for regional housing, a U.S. Department of Transportation grant awarded for Tualatin Valley Highway, and the formation of a Regional Waste Advisory Committee.
- ✓ Reflected on this evening's Black History Month proclamation, noting that it represents an important part of his family in that his sister is black. He described his sister's background and accomplishments, noting that he is very proud of her, and added that people being able to stand in their identity is more important now than in our most recent history. He is excited to see the district's continued progression in finding new ways to integrate the many identities of our community in everything that we do.

Felicita Montebianco provided the following updates and comments:

- ✓ Described her experience attending Leadership Beaverton's Government Day earlier today, noting that there was a lot of interest expressed by participants in wanting to learn more about what is happening locally and seeing their values reflected. It was also nice to hear how people use and value THPRD.

Alfredo Moreno provided the following updates and comments:

- ✓ Along with President Minor and Finance Director Jared Isaksen, he participated in interviews of the candidates interested in serving on the district's budget committee, noting that it was inspiring to see so many highly talented and engaged users wanting to contribute to the district.
- ✓ A Tualatin Hills Park Foundation Board of Trustees meeting is taking place next week; he has been working with the executive director to identify ways the foundation can be further engaged within the community.
- ✓ He is holding a spirit of appreciation for the district's value as a hyperlocal governing body and thanked district staff for providing an inclusive place for everyone in the community.

President Minor provided the following updates and comments:

- ✓ Expressed gratitude to Tafena and Miles for sharing what Black History Month means to them personally, noting that she would like to underscore that the district's values proudly remain the same. THPRD's dedication to diversity, equity, inclusion and accessibility

makes our district so much richer and more valuable and she is proud to continue to use those words.

- ✓ Along with Tya and the district's advisory committee members, participated in the equity training held last week and expressed gratitude to the staff who organized the training. She described an icebreaker exercise that highlighted the diversity of the advisory committee members, adding that their contributions will push the district's work further.
- ✓ Encouraged the celebration of Black History Month all year long and recognized the work THPRD does around its proclamations that is intentional and ongoing.

#### **Agenda Item #8 – Consent Agenda**

**Miles Palacios moved that the board of directors approve consent agenda items (A) Minutes of January 8, 2025 Regular Board Meeting, (B) Quarterly Financial Report, (C) Addendum to the Employment Agreement for the District General Manager, and (D) Resolution Appointing Budget Committee Members. Tya Ping seconded the motion. Roll call proceeded as follows:**

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

**The motion was UNANIMOUSLY APPROVED.**

#### **Agenda Item #9 – Unfinished Business**

##### **A. Howard M. Terpenning Recreation Complex Pickleball Facility Concept Plan**

Julie Rocha, Sports & Inclusion director, and Tim Bonnin, Development supervisor, presented a detailed overview of the proposed Howard M. Terpenning (HMT) Recreation Complex Pickleball Facility Concept Plan, as included within the board of directors' information packet, via a PowerPoint presentation, a copy of which was entered into the record. The proposed pickleball facility will include an entry plaza, building, and twelve indoor/outdoor pickleball courts that would be covered by a seasonal air structure. At a future meeting, staff will be bringing forward a recommendation to fund the total anticipated project cost of \$9,384,435 within the Fiscal Year 2025/26 System Development Charges Fund budget. Staff is also working with Explore Tualatin Valley regarding potential grant funding for this project. Programming staff estimate the new facility will have the potential of generating revenue up to \$700,000 annually which is comparable to the offerings of the district's Babette Horenstein Tennis Center. If approved, the facility would likely be open in early 2027. Staff is requesting board consideration of approval of the concept plan as presented this evening.

Tya Ping expressed excitement for this project and described the comments she's received from constituents wanting more spaces to play pickleball. She suggested that the reception desk be wheelchair accessible from both sides and asked how players will retrieve their ball if it is hit over the fence when the air structure is not in place.

- ✓ General Manager Doug Menke and Tim described the fences, noting that they will be very tall and that there will be access points as well, including for emergencies.

Alfredo Moreno commented that it is a beautiful facility with a lot of income potential and represents a golden opportunity for a naming sponsorship.

President Minor thanked district staff for providing background information around the growth in pickleball and for providing the board multiple presentations along the way in laying the foundation for this project. There is obviously an appetite and demand for this facility, and she is eager to see it move forward.

**Alfredo Moreno moved that the board of directors approve the Howard M. Terpenning Recreation Complex Pickleball Facility concept plan. Tya Ping seconded the motion. Roll call proceeded as follows:**

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

**The motion was UNANIMOUSLY APPROVED.**

## **B. 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:

- Teen Programs
  - Laura Hester, center supervisor for the Conestoga Recreation & Aquatic Center, and Cass Negrette, program assistant at the Garden Home Recreation Center, provided an update on the teen programs available through THPRD and possible expansion opportunities, via a PowerPoint presentation, a copy of which was entered into the record.
- Project Updates
  - Gery Keck, Planning & Development manager, presented an overview of recently completed development projects and upcoming construction projects scheduled to start this summer, 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.

### Teen Programs

Miles Palacios referenced the public testimony received at the board's December meeting, noting that it was powerful to see young people attend to speak to the board and then to experience that their words have impact. He thanked district staff for their efforts in this area.

Tya Ping expressed gratitude to district staff for reacting so quickly to the public testimony received at the board's December meeting. She described how open community space time is needed for other groups as well, such as seniors and parent groups, and that these efforts could potentially be combined to be mutually beneficial, including in terms of securing grant funding.

Alfredo Moreno would like to receive updates on these efforts as they progress, as well as better understand what the district has tried in the past. He described that there are a lot of moving parts that need to come together in order to enable a successful program and while it might be challenging, it is a great opportunity and worthwhile work.

Felicita Monteblanco expressed gratitude for these efforts, noting that she's happy to hear that the district is working with its partners. She noted that students feeling safe in THPRD spaces is a testament to our amazing staff and that spaces like these save lives and keep kids safe.

President Minor described how, as a parent to teenagers herself, she has seen firsthand the value behind having a safe space for teens to hang out outside of scheduled extracurricular activities, especially options that don't cost a lot of money, can be spontaneous, and that are offered when teenagers need it, such as later hours especially on Friday and Saturday nights. She noted that it may take time for word to spread and described other potential partnership opportunities to boost attendance, such as with the school district's affinity groups. She encouraged the district to expand its youth perspectives as much as possible and noted the importance of having a vending machine accessible, as well.

Project Updates

Tya Ping inquired whether the district has a policy to ensure that all of its play structures are accessible.

- ✓ Gery described how ADA is consistently referenced when considering the amenities for a park site; although not everything will be directly ADA accessible, a like experience will be provided.

Felicita Monteblanco expressed gratitude to district staff for their hard work on these projects.

President Minor expressed gratitude to district staff as well, adding that it is exciting to see a project's progression from the planning phase to reality. She appreciates how long it takes for these projects to come to fruition and that they represent years of hard work.

**Agenda Item #10 – Adjourn**

There being no further business, the meeting was adjourned at 8:00 pm.

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Barbie Minor, President

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Alfredo Moreno, Secretary

Recording Secretary,  
Jessica Collins