



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 on Tuesday, January 8, 2019, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Work Session 5 pm; Executive Session 6 pm; Regular Meeting 6:30 pm.

Present:

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

Agenda Item #1 – Work Session

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, January 8, 2019, at 5:05 pm. Roll call was taken and each board member was in attendance.

A. State Legislative Platform

Keith Hobson, director of Business & Facilities, provided an overview of the proposed THPRD State Legislative Platform for 2019, a copy of which was entered into the record and which included the recommended district positions on the following topic areas:

- Systems Development Charges (SDCs)
- State park and recreation funding
- State funding for trails
- State management of federally funded trails
- Recreational immunity
- Procurement
- Labor and benefit issues
- Public records

Keith noted that staff is requesting board consensus regarding the proposed platform and offered to answer any questions the board may have.

Felicita Monteblanco inquired whether Oregon Recreation & Park Association (ORPA) and/or Special Districts Association of Oregon (SDAO) are anticipated to take formal positions regarding SDCs and labor and benefit issues, noting that if not, she questions whether THPRD should be the agency taking the lead on such topics.

- ✓ Keith explained that ORPA and SDAO may be assessing whether potential SDC legislation would have a state-wide impact. From a philosophical standpoint, he believes ORPA and SDAO would support an agency's ability to keep SDCs as a viable capacity building funding source.

Felicita pondered how the current democratic super majority legislature might view SDCs in relation to affordable housing.

- ✓ General Manager Doug Menke noted that the district will closely monitor this legislative season and will provide the board with updates.

Felicita agreed that if SDCs are under discussion, the district should be a participant in that discussion, but cautioned against taking a hardline stance without support from our allies.

- ✓ Keith commented that establishment of a legislative platform is the first step in order to enable discussion and that the district's position can change as the legislative season progresses, noting that the board will be kept informed as discussions progress.

Todd Duwe asked if there are any other special districts that THPRD could collaborate with on topics such as SDCs.

- ✓ Keith suggested Bend Metro Park & Recreation District.
- ✓ Doug explained that the reality is that THPRD would be one of the larger agencies, especially taking into consideration the required inclusionary zoning for cities such as the City of Portland.

Wendy Kroger expressed support for the legislative platform as presented, noting that while she agrees that some flexibility can be beneficial, she also has concerns regarding the Home Builders Association of Metropolitan Portland (HBA) using the current legislative discussions around SDCs and affordable housing as an entry point into the potential dismantling of parks SDCs entirely.

- ✓ Doug expressed agreement, noting that he believes that there is a clear consensus from the THPRD Board of Directors regarding the need to protect parks SDCs.

John Griffiths expressed agreement with Wendy and provided an overview of the contentious history between THPRD and the HBA when parks SDCs were first instituted. He encouraged the district to be cognizant that how the conversation transpires regarding SDCs and affordable housing is a relatively minor discussion relative to the much larger organizational effort to dismantle parks SDCs altogether.

Keith asked for confirmation that the proposed legislative platform has the board's support, recognizing that flexibility within some of the positions could be applied as necessary.

- ✓ The board members confirmed this.

B. Metro Natural Areas Bond Measure

General Manager Doug Menke introduced this topic, noting that Metro Council has announced three upcoming work sessions regarding the potential natural areas bond measure currently under consideration for a vote later this year. He encouraged the board to discuss overall themes that they would like to convey to Metro Council regarding this measure, which could be expanded upon as additional information, such as the measure's dollar amount, becomes available. He commented that based on the council's ambitious schedule of holding all three work sessions before the end of January, he anticipates that additional information and decision points will be announced relatively soon.

John Griffiths provided an overview of conversations had with Metro councilors and staff regarding the bond measure amount, noting that the current discussion is regarding an estimated bond size between \$270-400 million. He noted that the upcoming work sessions could be very constructive since Metro Council has not yet settled on some of the main decision points for the measure, and that THPRD's attendance at the work sessions will be important. He suggested that district communication to Metro Council at this point be brief and consist of general priorities for the measure that the district supports, such as moving funding for regional trails to the 2020 transportation bond measure under consideration, and support for land acquisition purchases both inside and outside the urban growth boundary.

Wendy Kroger expressed agreement with John's comments and provided an overview of a conversation she had with a Metro councilor regarding transferring regional trail improvements and active transportation components from the natural areas bond measure to the 2020 transportation bond measure under consideration, for which the Metro councilor was supportive. Neighborhood and community trails should remain within the natural areas bond measure. She described the correlation between facilitating access to public amenities and equity for all. She would also like to see additional opportunities provided within the local share component of the natural areas bond measure for programs like the district's Nature Experiences and Workforce Training (NEWT) program for which it received Metro grant funding, as well as educational programming focusing on getting children out into nature who wouldn't otherwise have those opportunities. Lastly, she supports inclusion of funds for the acquisition of land outside the urban growth boundary, which would provide significant cost savings and future access opportunities.

Todd Duwe expressed agreement with Wendy's comments that acquiring property outside of the urban growth boundary before such property values increase will pay dividends in the future, although he also acknowledges that there are needed acquisitions within the urban growth boundary, as well. He described the need to find a balance in those acquisitions.

Felicita Monteblanco described what she had learned by serving as THPRD's representative on the Metro stakeholder committee and explained that the Metro Council is leading their current efforts with a focus on racial equity. She suggested that the board give consideration as to how to frame these priorities while keeping that focus in mind. As an example, being able to articulate how buying property outside of the urban growth boundary would serve the region's most vulnerable residents. Community input is also a critical factor to Metro and she would encourage THPRD to get its residents' input on the priorities being proposed for Metro's consideration, as well as to describe to Metro the district's efforts in racial equity.

Board discussion continued regarding supporting all types of equity versus focusing only on racial equity, and how access is an important component of the equity conversation.

General Manager Doug Menke inquired whether the board would like to submit a letter outlining the district's priorities prior to the first Metro work session or after in order to react to the information provided within the first work session.

- ✓ The board expressed agreement with providing a letter after the first work session focusing on the following priorities:
 - Additional local share funding and educational opportunities
 - Refer to the language contained within the draft Portland Parks & Recreation letter regarding this component of the bond measure
 - Property acquisition outside and inside the urban growth boundary
 - Moving funding for regional trails to the 2020 transportation bond measure, but retaining funding for neighborhood and community trails that provide access

Board discussion occurred regarding how to convey to Metro a preference in funding method for the neighborhood and community trails component, with the consensus being to use language similar to what was provided within the letter drafted by Portland Parks & Recreation. THPRD will need to partner with local, community nonprofits in order to accomplish some of the capital projects needed to provide additional access opportunities.

Lastly, the board agreed that the letter submitted to Metro should be condensed somewhat as compared to the current two-page draft letter that had been routed to the board, a copy of which was entered into the record, and should include the priorities discussed this evening without being too detailed at this point.

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

President Kavianian called executive session to order for the following purposes:

- To conduct deliberations with persons designated by the governing body to carry out labor negotiations, 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) (d) and (e), which allows the board to meet in executive session to discuss the aforementioned issues.

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 #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 Ali Kavianian on Tuesday, January 8, 2019, at 6:35 pm.

Wendy Kroger moved that the board of directors move Agenda Item #7, Board Time, to immediately follow Agenda Item #10A, Scholarship Program Assessment. Felicit Monteblanco seconded the motion. The motion was UNANIMOUSLY APPROVED.

Agenda Item #4 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #5 – Presentations

A. Tualatin Hills Park Foundation Recognition of Lindsay Lambert

General Manager Doug Menke introduced Geoff Roach, director of Community Partnerships, to recognize Lindsay Lambert, management team support specialist, for her work on behalf of the Tualatin Hills Park Foundation.

Geoff described how Lindsay Lambert initiated and pursued a partnership with the ISing Choir to support the foundation as the beneficiary of their December 2018 concert series. The concerts raised over \$10,000 for the foundation and also provided great public exposure for the work the foundation and district are doing in support of access for all. Geoff described Lindsay's tenacity in organizing and leading this fundraising effort and thanked her on behalf of the foundation for her hard work and dedication.

- ✓ The board members thanked Lindsay for her efforts and those who attended the concerts described their experience as enjoyable, noting that such positive exposure for the foundation can have an impact far past the date of the event.

B. District Insurance Renewals

Keith Hobson, director of Business & Facilities, introduced Mark Hokkanen, Risk & Contract manager, and Geoff Sinclair, Vice President/Public Sector for Brown & Brown Northwest, to present an overview of the district's liability, property and auto insurance program.

Mark and Geoff provided an overview of a framework being considered by district staff to increase insurance deductibles or self-insured retentions via a PowerPoint presentation, a copy of which was entered into the record. This proposed modification in the district's insurance coverage would allow THPRD to take advantage of savings and redirect insurance premiums and/or savings toward a reserve to cover losses related to higher deductibles and is part of a longer-term plan to move the district toward a greater level of self-insurance. Mark and Geoff offered to answer any questions the board may have.

John Griffiths asked for additional information regarding how the anticipated net gain was calculated as reflected within the PowerPoint presentation.

- ✓ Geoff provided a detailed explanation, noting that after the expected claims, he anticipates that the district would retain \$23,000 a year in profit.

Agenda Item #6 – Audience Time

Steve Kindred, 16812 NW Paddington Drive, Beaverton, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Kindred is the president of Oak Hills Soccer Club, which is a 100% volunteer-operated, non-profit youth soccer affiliate of THPRD with a membership of 800 athletes ranging in age from kindergarten to 8th grade. He stated that, in general, Oak Hills Soccer Club does not support the pay-to-play philosophy prescribed by THPRD, but is especially concerned regarding the current proposal to raise field fees from \$12.50/hour to \$30/hour over the coming year. This would cause their player registration fees to increase by 40-50%, which would be a major impact on many families within the community, some of which who may no longer be able to afford to participate. He commented that THPRD has been behind in collecting field fees for some time and that he does not believe that the burden should be placed on the affiliate programs to help catch up on the missed revenue. He concluded by stating that Oak Hills Soccer Club is not opposed to fixing the field fee issue, but believes it should be done gradually over a span of no less than ten years, and should also take into consideration a field fee hierarchy based on field type and location.

- ✓ General Manager Doug Menke clarified that the recommended field fee increase for the coming year is capped at a 15% increase per district policy.
- ✓ Aisha Panas, director of Park & Recreation Services, agreed and added that the 15% increase has been applied over the past few years and that the current proposal is to continue the 15% annual increases until the \$30/hour rate is reached, which will take approximately seven years.

Kyle Patterson, 14875 NW Oak Hills Drive, Beaverton, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Patterson is the field coordinator for Oak Hills Soccer Club and commented that any field fee increase can result in a loss of participation. He described ways their club helps make participation more affordable, such as by allowing the reuse of jerseys, handing down equipment and jerseys from older players to younger, as well as by hosting cleat exchanges. The club's primary goal is to reduce the financial impact of participation and to create a positive experience for each participant. He stated that any fee increase, even 15%, will have an impact, including on his own family. Additionally, he described some experiences last season in being scheduled to play on fields that were unplayable due to a lack of maintenance. He questioned whether those fields would be maintained at the same level even after the field fee increase takes effect.

- ✓ President Kavianian encouraged Mr. Patterson to notify district staff of field maintenance issues, noting that there are maintenance standards that the district should adhere to.
- ✓ Wendy Kroger inquired of Mr. Patterson whether he informed district staff and if so, whether a response was received.

Mr. Patterson replied that he did inform district staff through the proper channels and depending on the field the concerns were either routed to the Beaverton School District or the team was moved to a different field, which created confusion and inconvenience for some of the parents. He has not yet been informed regarding whether the original fields of concern will be available for play in the upcoming season.

Joseph Barrer, 13650 SW 32nd Street, Beaverton, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Barrer is a coach for Oak Hills Soccer Club and described the highs and lows of the economic scale in the area. He noted that some families are not going to be able to afford any fee increase and already struggle to pay the current rates.

He echoed previous testimony regarding field maintenance concerns and provided an example of his team of eight-year-old girls being moved to a full-size, high-school soccer field, which created different challenges. He described the north field at Autumn Ridge Park as having large holes that pose a serious safety threat to players. He suggested that the district consider ways to reduce costs, such as through reevaluating how much district staff is paid, rather than increase field fees.

- ✓ General Manager Doug Menke provided background information regarding the assignment of fields, noting that at times the Beaverton School District will retract the use of a field, which could explain the team being moved to a field size that is less than ideal for their age group. He also confirmed that district staff would look into the field condition at Autumn Ridge Park.

Scott Porter, 17864 NW Lonerock Drive, Portland, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Porter is the president of the Somerset West Soccer Club, a youth soccer affiliate of THPRD with a membership of 700 athletes, and has served on their board for 25 years. He provided some history regarding THPRD's establishment of a field fee through the district's field fee study, noting that the fee started as a flat rate and could possibly increase up to \$30/hour within the next seven years. He echoed previous testimony this evening regarding the impact the fee increase will have on participation, noting that it would also likely increase the burden to THPRD's scholarship program. He requested that the board give ample consideration to ensuring that the field fees being assessed are truly for the incremental costs of maintaining the fields for affiliate club use as compared to a basic level of service that is already being paid for by the district's tax payers. He also reminded the board that the district's affiliated clubs provide a volunteer-led service to the district that would otherwise be provided via positions funded through the district's budget.

Matt Seidman, 15505 NW Melody Lane, Beaverton, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Seidman is a first-year volunteer with the Oak Hills Soccer Club and although he appreciated the video posted on the district's website regarding the proposed increase in field use fees, he felt that it lacked history and a clear explanation regarding why an increase is necessary. He is surprised by the high dollar amount proposed for the fee and the expedited timeline for the increase to take effect. He suggested that if the district's decision is to increase field fees, that consideration be given to assessing those fees based on the intensity of field use for different types of sports, as well as assessing fees based on the type of field used.

- ✓ President Kavianian thanked the volunteers in attendance this evening and referenced the district's cost recovery program, noting that district staff would be happy to provide additional information to those interested. He confirmed that the district will continue to ensure that the field fees are being assessed as appropriately as possible without creating a significant burden on users, while also serving the district's community at large. He noted that the goal is a long-term one and is ultimately about being good stewards of the district's taxpayer dollars.

Shelli Kime, 9530 SW Taylor Street, Portland, is before the board of directors this evening regarding the district's proposal to raise field fees. Ms. Kime is the president of Milltown United Soccer Club, a youth soccer affiliate of THPRD with a membership of 1,300 athletes. She reflected on this evening's testimony as an expression of passion, rather than an attack on the district, and an attempt to protect the soccer clubs' participants who do not have the means to participate even at the current costs. She described the various ways her club financially supports its players, from providing their own scholarship program, to seeking out sponsorships and encouraging their volunteers to inquire about matching grant programs through their employers. Their goal is that any child who wants to play soccer should be able to do so without stress. She noted that many of their program's volunteers no longer have children participating in the

program, but believe so strongly in the community service provided that they continue to volunteer. She described the challenges their club has experienced working with government agencies, noting that it is discouraging as they should be working with one another in partnership. She concluded by stating that any fee increase would prohibit children from participating.

- ✓ John Griffiths inquired whether she has information regarding how much participation would drop in relation to each dollar the fee is increased.

Ms. Kime replied that they initially ran the figures based on a \$30/hour fee being implemented this year and the decrease in participation was dramatic. She thanked the district for the staggered implementation of that fee, noting that she would do additional research regarding how a smaller increase would impact their overall participation if that would be helpful to the board.

- ✓ John inquired of district staff what the specified cost recovery percentage is for affiliated sports use.
- ✓ Keith Hobson, director of Business and Facilities, replied that affiliated sports are identified as Tier 3 on the cost recovery pyramid, which equates to a 100% cost recovery goal. He explained that the \$30/hour field fee is based on the cost information available to the district right now and that district staff would continue to work to refine that number, as well as identify the incremental costs associated with affiliated field use, as suggested during testimony earlier this evening. Cost recovery goals can also be met by reducing costs, which is something the district will evaluate, as well.

Ms. Kime echoed earlier testimony regarding substandard field maintenance conditions at some of the field sites.

- ✓ General Manager Doug Menke noted that staff will update the district's website to provide an option for submitting concerns regarding field conditions. Once established, he encouraged the users to be as specific as possible, including sending photos, and committed to staff being responsive to such complaints.

The board members thanked those who testified this evening for the volunteer service they provide and encouraged those experiencing field maintenance issues to notify district staff.

Agenda Item #8 – Consent Agenda

John Griffiths requested board discussion regarding Agenda Item 8D, Resolution Authorizing the Transfer of Appropriated Funds Within the 2018-19 General Fund Budget. He provided his understanding of the funding transfer request after talking with district staff, which is the result of a \$1,189,941 shortfall in funding the district's pension plan, as well as increased election costs of \$45,000 due to two board positions vacated mid-term. Due to the size of the transfer request, he believes it warrants board discussion rather than approval without discussion via the consent agenda. He described his discussion with district staff regarding the funding of the pension plan, noting that the funding shortfall is anticipated to continue into subsequent budget years, as well.

- ✓ Keith Hobson, director of Business and Facilities, explained that the pension plan has been impacted by the continuation of low interest rates and although it is an ongoing cost increase, it will be a stable ongoing cost increase that can be appropriately built into the district's future budgets. He also clarified that although the proposal is to use half of the district's contingency appropriation this year, excess revenue that will be received from a settlement with Comcast will mean that the contingency fund will remain relatively intact.
- ✓ General Manager Doug Menke added that the district has a relatively-new Fiduciary Committee providing an additional level of oversight and review of the district's pension plan. He suggested that it may be beneficial for the board to receive an annual report from the Fiduciary Committee regarding the status of the district's pension plan.

John suggested that a primer on the district's pension plan also be provided as part of the district's budget process as it would help the board and budget committee members understand what to expect in the coming years.

Felicita Monteblanco noted that the board may also wish to give consideration regarding how it can help mitigate for the additional \$45,000 in election costs, noting that although the additional cost was not the fault of the board, it is a significant amount that was not budgeted. She encouraged additional board discussion on this topic at a later date.

Felicita Monteblanco moved that the board of directors approve consent agenda items (A) Minutes of December 11, 2018 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Resolution Authorizing the Transfer of Appropriated Funds Within the 2018-19 General Fund Budget. Wendy Kroger seconded the motion. Roll call proceeded as follows:

Todd Duwe	Yes
John Griffiths	Yes
Wendy Kroger	Yes
Felicita Monteblanco	Yes
Ali Kavarianian	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #9 – 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:

- Transportation Trail Round Table
 - Gery Keck, Design & Development manager, provided an overview of a recently held Transportation Trail Round Table attended by approximately 30 attendees from jurisdictions all over the state to discuss challenges and potential solutions in using federal funding for trail projects, via a PowerPoint presentation, a copy of which was entered into the record.
- Fitness Programming Updates
 - Jennifer Smirl, fitness specialist, provided an update on the district’s fitness programming via a PowerPoint presentation, a copy of which was entered into the record.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Transportation Trail Round Table

Board discussion occurred regarding the overall willingness by the state to find solutions to the challenges being discussed and the next steps, along with a request that another update be provided to the board after the next quarterly round table occurs.

Fitness Programming Updates

Todd Duwe inquired of any new fitness programming initiatives planned for the coming year.

- ✓ Jennifer replied that the fitness equipment replacements will continue and will focus next on the district’s rowing machines. She will also be working on expanding or the continuation of some of the other initiatives discussed this evening, such as education and outdoor fitness programming during the summer months.

John Griffiths asked how the fitness programming is currently trending at the Elsie Stuhr Center.

- ✓ Jennifer replied that fitness programming at the Elsie Stuhr Center is as popular as ever.

Felicita Monteblanco requested that another update be provided to the board in a year regarding public health challenges and how the district is working to address some of those concerns within our community.

Wendy Kroger expressed appreciation for Jennifer's efforts in creating more consistency within the fitness programming between the district's different centers.

President Kavianian asked if all of THPRD's centers' fitness schedules are posted at each center.

✓ Jennifer confirmed this, noting that cross promotion continues to be a focus.

Agenda Item #10 – New Business

A. Scholarship Program Assessment

Holly Thompson, Communications director, introduced Adele Hughes Hromco of Bridge Connections Consulting, to provide an update regarding an assessment of the district's scholarship program that is currently in process. THPRD allocates approximately \$250,000 in annual scholarships intended to increase access to economically disadvantaged people and those experiencing barriers to participation, but utilization has not kept pace with the amount allocated and the district wanted to better understand how to structure the program to be most impactful for residents.

Holly and Adele provided a detailed overview of the assessment being conducted via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Background research
- Community engagement
- Learnings from the community
- Next steps
 - Immediate actions: address structural barriers
 - Mid-range actions: build capacity
 - Ongoing actions

Holly and Adele concluded their presentation by noting that ultimately the recommendations being made as a result of this process are to enable more people to access parks and recreation by increasing the opportunities available for access for all. They invited the board members to attend a community networking and scholarship assessment open house scheduled for January 23 and offered to answer any questions the board may have.

Wendy Kroger expressed support for the changes being recommended.

Felicita Montebianco offered compliments and comments of support for this process and the changes being recommended, noting that it confirms what she was hearing from the community and opens the door to many partnership opportunities between the district and other agencies.

Todd Duwe asked how much of the district's annual scholarships awarded are typically utilized.

- ✓ Holly replied that approximately \$560,000 was awarded in scholarship funds last fiscal year, of which only about \$195,000 was utilized. She provided an overview of ways to close that gap, such as by allowing scholarship funds to be shared between family members and addressing barriers to understanding the district's registration process, noting that it is relationship-oriented endeavor in order to help the district's most underserved populations successfully access the registration system to utilize the scholarship dollars, which is going to require additional staff time and resources.

John Griffiths foresees a dramatic increase in utilization just based on the recommendation to allow the scholarship awards to be shared among family members and described the impactful community building that could take place if the district is successful in increasing the scholarship program utilization rate. He noted that the district provides a different type of community building than other government agencies and is very successful at bringing people together.

Felicita Monteblanco pondered the ways in which the district's scholarship program could contribute to addressing big-picture community issues, such as public health and homelessness, commenting that the district is fortunate to have resources, a strong foundation, community support, and that the sky is the limit in terms of the work the district could do.

- ✓ General Manager Doug Menke noted that creativity is a common strength in park and recreation professionals, which should result in some interesting concepts to test and monitor, while also maintaining fiscal responsibility.

Felicita suggested that this would be a great opportunity to engage the district's volunteer base, especially those with different lenses that can help connect the district with communities of color, noting that she has many ideas that she would like to discuss with district staff.

General Manager Doug Menke thanked the project consultants, noting that an unforeseen delay in the project timeline aided the district's schedule in public outreach, resulting in more contact with the community than originally anticipated. He noted that the community networking and scholarship assessment open house scheduled for January 23 will provide additional insight.

Agenda Item #7 – Board Time

Wendy Kroger complimented district staff in relation to all of the various activities described in the management report included within the board of directors' information packet, and acknowledged the retirement of Security Operations manager, Mike Janin, noting that she would like to thank him for his efforts and dedication to the safety of THPRD.

John Griffiths echoed Wendy's comments regarding Mike Janin's retirement. He also described the recent elected officials swearing in ceremonies he attended, as well as noted the upcoming City of Beaverton State of the City address.

Felicita Monteblanco referenced the district's new offering of free childcare for those who wish to attend board meetings, noting that it reflects the district's commitment to addressing barriers.

President Kavianian asked for an update regarding the public testimony received at the November Regular Board Meeting from a patron expressing concern with some maintenance issues at Cedar Hills Recreation Center.

- ✓ Aisha Panas, director of Park & Recreation Services, noted that district staff reached out to the patron regarding their concerns and went over said concerns with appropriate district staff in order to resolve as many of the issues as possible.

President Kavianian referenced the public testimony received this evening about the equipment and cleat exchange programs that some of the soccer clubs provide and asked that the district consider establishing a similar service.

President Kavianian referenced the public testimony the board has received over the past year on the topic of affordable housing, noting that during this time the board has also continued to receive additional information, such as through the scholarship assessment, as well as the demonstrated support of Washington County residents for Metro's affordable housing bond measure. He thanked the community members and representatives of affordable housing organizations for their testimony on this important topic. He asked for board consensus to request that district staff identify within the upcoming budget development process funding to allocate to system development charge fee waivers for affordable housing projects. The waivers would serve as another tool for the district's use as it continues to build a collaboration with local government agencies and the private sector in supporting the cause of affordable housing, in addition to its current participation in other ways, such as through direct involvement in affordable housing

development projects. However, he does not want to see this funding impact the district's scholarship program.

- ✓ Felicita referenced previous legal advice received by the district that such fee waivers would need to be backfilled by another revenue source. She inquired what revenue source would be used.

President Kavianian replied that, ideally, he would like to see those backfilled funds come from revenue sources not related to recreational programming, such as cell tower revenue. The source of backfilled funds would be evaluated by district staff through the upcoming budget development process, the results of which would be further considered by the board and budget committee.

- ✓ Felicita expressed support for this proposal.
- ✓ Wendy expressed support for the proposal as well and described the evolution of this conversation on the part of the board, noting the show of support by Washington County voters for Metro's affordable housing bond measure. She would like to see the district set aside some funding as a starting point, while also continuing to find ways to assist Washington County and City of Beaverton as the leaders of providing affordable housing in the community. She would also like to see additional discussion amongst all parties involved, including the city, county, school district and homebuilders' association, to discuss and determine the true costs of development, especially for affordable housing, and how each entity can contribute.

President Kavianian reiterated that the board would evaluate the proposal district staff develops through the upcoming budget process.

- ✓ Todd Duwe expressed support for the proposal.
- ✓ John noted that any district revenue source is already committed to district services, whether it be cell tower revenue or recreational programming revenue. He believes that the district's scholarship program should be the first source to backfill the fee waivers especially since there is currently a surplus of funding in this program. However, he anticipates that the changes to the scholarship program proposed earlier this evening will be successful and will result in a higher utilization. He noted that the testimony received this evening regarding field fees is a clear indication of the number of community members currently in need of, or close to needing, financial assistance.

A. Committee Liaison Updates

Felicita provided an update regarding the activities of the Tualatin Hills Park Foundation, noting that they are looking forward to 2019 and recruiting additional members.

Todd commented that the next Programs & Events Advisory Committee meeting will be taking place later this month.

Agenda Item #10 – New Business

B. Resolution Appointing Budget Committee Members

General Manager Doug Menke provided opening comments regarding the process leading up to this point in filling two vacancies that currently exist on the THPRD Budget Committee. Fifteen applications were received for the two positions available. Board President Kavianian directed that a subcommittee of board members, fulfilled by Felicita Montebianco and Todd Duwe, and district staff, fulfilled by Keith Hobson, director of Business & Facilities, review and score the applications with the intent to conduct board interviews of the finalists. Similar to THPRD's practice used in the hiring process, the subcommittee reviewed the applications with applicant identifications and demographic information redacted. Based on the results of the subcommittee's efforts, four candidates were selected for interviews this evening: Samira Godil, Ashley Hartmeier-Prigg, Bill Kanable, and Heather Vonk. In order to facilitate a fair and random process, the interviews would be conducted alphabetically based on last name.

Applicant Bill Kanable requested to withdraw his name from consideration due to existing scheduling conflicts he has with the district's budget committee meeting schedule.

The three remaining candidates were asked the following interview questions:

1. Can you tell us a little more about why you want to serve on the Tualatin Hills Park & Recreation District budget committee?
2. What do you hope to accomplish as a member of the budget committee?
3. Can you please elaborate on your professional or volunteer experience that would help in your role as a budget committee member?
4. What else should we know about you as we select new members of the budget committee?

At the conclusion of the interviews, each board member listed their preferred two candidates and explained the attributes of those candidates that led them to their recommendations. The board members thanked each candidate for their participation, noting that each have strengths befitting a member of the district's budget committee. The board also expressed satisfaction with the outreach process used in securing applications from the community, noting the high-quality candidates that have been stepping forward to volunteer for district committees.

Felicita Monteblanco moved that the board of directors approve Resolution 2019-02 appointing Samira Godil and Ashley Hartmeier-Prigg to the budget committee, each for a term of three years. Todd Duwe seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Wendy Kroger	Yes
Todd Duwe	Yes
Felicita Monteblanco	Yes
Ali Kavianian	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #11 – Adjourn

There being no further business, the meeting was adjourned at 9:15 pm.

Ali Kavianian, President

Felicita Monteblanco, Secretary

Recording Secretary,
Jessica Collins