



**Tualatin Hills Park & Recreation District
Minutes of a Retreat of the Board of Directors**

A Retreat of the Tualatin Hills Park & Recreation District Board of Directors was held electronically at 5:30 pm on Wednesday, October 28, 2020.

Present:

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

Agenda Item #1 – Call to Order

A Retreat of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ashley Hartmeier-Prigg on Wednesday, October 28, 2020 at 5:30 pm.

General Manager Doug Menke introduced facilitator, Thomas Bruner, with Bruner Strategies.

Agenda Item #2 – District Updates

General Manager Doug Menke provided a detailed overview of the current state of the district via a PowerPoint presentation, a copy of which was entered into the record, and which included the following topic areas:

- Pandemic Pivot
 - Key initiatives in response to rapidly-evolving health guidance
 - Continuation of critical business functions
- Guiding Documents
 - Comprehensive Plan Update
 - Service and Financial Sustainability Analysis
 - Strategic Plan & Service and Financial Sustainability Plan
 - Vision Action Plan
 - Functional Plans
- Budget Projections
 - Budget big picture considerations

Doug offered to answer any questions the board may have.

- ✓ Hearing none, Thomas opened the floor to discussion regarding the board’s Parking Lot.

Thomas provided a recap of the Parking Lot and Decision-Making Tool concepts discussed and agreed to by the board at their previous retreat in October 2019, intended to be used as a mechanism by which to thoughtfully evaluate ideas, suggestions, requests and opportunities identified by both the board and staff in an equitable and transparent manner.

Board discussion occurred regarding the single topic currently in the Parking Lot: digital programming offerings. President Hartmeier-Prigg described her Parking Lot submission in

greater detail as developing digital programming opportunities, such as art classes or nature curriculums, that could provide an additional revenue stream for the district. Board discussion focused on the district's digital programming already being offered in response to the pandemic, the public's desire for more in-person content provided in a safe and cost-effective manner, the public's "Zoom Fatigue," and the overabundance of free or inexpensive online programming already available on the market. President Hartmeier-Prigg agreed that this idea is already being addressed through staff's efforts and agreed to remove the suggestion from the Parking Lot.

Agenda Item #3 – Board Priorities Discussion

General Manager Doug Menke referenced the three core values identified by the board at their retreat last year: Equity, Sustainability and Community Vision. He shared some highlights of how those values have manifested in the district's work over the past year, via continuation of the PowerPoint presentation. Thomas opened the floor to discussion regarding the board's core values and whether the board wishes to reaffirm these values or discuss updated values.

The board members and staff reflected on the ways in which the core value of Equity was advanced over the past year, including:

- Diversity, Equity, Inclusion and Access (DEIA) training for all staff and the board members, as well as training opportunities through other organizations, such as Partners in Diversity.
- Robust policy discussion on the topic of affordable housing.
- Calling out and supporting the Black Lives Matter movement and elevating the voices of the BIPOC community.
- The district's preschool program at Chehalem Elementary School.
- Our partnership with Project Homeless Connect in providing a shelter at the Elsie Stuhr Center.
- Increased intentionality, relationship building, and authentic engagement through initiatives such as Centro de Bienvenida and the visioning process.
- Reevaluation of the district's hiring practices and expansion of the definition of supervisor.

Thomas inquired of the board what they would like to see more of in this area over the next year, while also acknowledging the district's financial constraints and limitations due to the current pandemic. Comments included:

- Leading with race and calling out race; not just equity. Acknowledging that the district needs to lead with BIPOC voices in order to do this work thoughtfully. Intentionality in our values of racial justice and racial equity, and holding one another accountable.
- Continuous DIEA training opportunities.
- Community-based programming and events that showcase underrepresented communities and cultures, including establishing partnerships with other cultural organizations for which the district can host their events.
- Creation of outdoor spaces with equity in mind, including multigenerational uses and providing a welcoming, safe and inclusive atmosphere for all.

The board members and staff reflected on the ways in which the core value of Sustainability was advanced over the past year, and what the board would like to see more of in this area over the next year. Comments included:

- Acquisition of the Findley property represented the culmination of years of work by the district's board and staff.
- A focus on providing nature play areas and leaning into staff's knowledge and expertise in the areas of environmental sustainability.
- Desire to see the district promote the various ways it is leading in sustainability efforts, such as changing to more environmentally-friendly maintenance equipment and recycling

efforts, and encouraging and educating the public in how they can take similar actions via social medial posts.

- Broadening the definition of sustainability to include financial and operational, recognizing that from a planning and strategy perspective, it takes funding to implement sustainability goals. The district's current financial status presents a great time to rethink and reevaluate long-standing district practices, such as the capital budgeting process, and cross-reference where to invest limited resources with the district's guiding documents, such as the newly-adopted Vision Action Plan.
- Community education and outreach as stewards of natural resource areas. Evaluate how to maintain natural areas as they age. Natural areas encroaching into trails was given as an example.
- Consider what the district's role should be in addressing climate change, including our own actions, as well as educating the community. Leading in this area with the board's values in addressing climate justice. Are there opportunities to share the district's experiences in terms of how our natural areas have been impacted by climate change?
- Continued strengthening of our partnerships in protecting existing natural resources that span multiple property owners, such as streams and wildlife corridors.
- Determine how best to balance public access with protecting some natural areas from human impact in order to encourage environmental benefits. Protecting some streams from children playing in them was given as an example.

The board members and staff reflected on the ways in which the core value of Community Vision was advanced over the past year, and what the board would like to see more of in this area over the next year. Comments included:

- The list of accomplishments in this area over the past year is long and was an impressive lift by staff.
- Explore ways to continue gathering ideas from the public considering that the Vision Action Plan outreach took place prior to the current pandemic. Prioritize projects or improvements that can be utilized by the community during the pandemic, such as through the construction of a four-season park. While the pandemic may not have changed the input received in development of the Vision Action Plan, it did magnify the importance of the district to community health.
- Consider how the Vision Action Plan will inform updates to the district's Functional Plans.
- The Vision Action Plan should serve as a guiding light in the development of the upcoming budget. Ensure that what is added within the budget is reflected by the community feedback.
- The more the plan is used as a lens in evaluating ideas and proposals that come before the board and district staff, the more it will become institutionalized and operationalized.
- Utilize this time period for long-term strategic planning, including exploring big ideas that could set the district apart.
- Consider how to integrate the community vision into the district's mission and vision statements to lead and guide the work of the district.

The board reaffirmed Equity, Sustainability and Community Vision as their core values for FY 2021/22.

Thomas referenced the three Priority Themes for FY 2020/21 Budgeting that the board identified at their retreat last year:

- Investing in our Future through Technology
- Planning for Future Natural Areas, Facility and Trail Needs, and Funding Resources
- Investing in our Employees and Volunteers

Thomas opened the floor to discussion regarding development of the board's budgeting priorities for FY 2021/22.

The board members discussed whether the board wishes to reaffirm these budgeting priorities or consider updated priorities. Comments and board discussion included:

- The board's desire to keep Investing in our Employees and Volunteers as a top priority, recognizing what the district's employees have been through over the past year due to the pandemic, as well as the community benefit received in retaining qualified staff.
- Thorough board discussion occurred regarding the financial impacts of the pandemic in relation to the priority of Investing in our Future through Technology and whether this item should be delayed. In conclusion, the board agreed to retain this priority due to the need to continue to evolve technologically in order to best serve the community, including during the pandemic, and the fact that some critical, operational projects contained within this priority are already in process.
- Planning for Future Natural Areas, Facility and Trail Needs, and Funding Resources will need to be heavily guided by the Vision Action Plan and the board's commitment to racial equity and sustainability due to the reduced funding that will be available for this area.
- The importance of evaluating these priorities through the lens of the board's values when determining funding levels given the financial constraints of the district.
- A suggestion for an additional priority around the concept of reimagining programming, taking into account the district's current programming challenges in light of the pandemic. After discussion, the board concluded not to add this as a priority, noting that it is already a focus area for district staff being addressed thoughtfully and intentionally and can also be managed within the existing budgeting priorities.
- The need to continue to focus on the district's grant program during this time of financial constraints.
- A suggestion that now might be the right time to begin conducting a trail survey, which can be done inexpensively and with the use of volunteers. This kind of information helps position the district well for when funding becomes available to move ahead.
- The current priorities reflect a good balance of addressing current needs while also investing in the future.
- A suggestion that the board consider retaining values and priorities, especially values, for a long-enough time that an impact can be made, rather than changing them annually.

The board reaffirmed the budgeting priorities for FY 2021/22 as:

- Investing in our Future through Technology
- Planning for Future Natural Areas, Facility and Trail Needs, and Funding Resources
- Investing in our Employees and Volunteers

President Hartmeier-Prigg concluded the Retreat by thanking Thomas and district staff, and offering the board's guidance should district staff need any assistance in refining the budgeting priorities and ideas discussed this evening in development of the FY 2021/22 Budget.

Agenda Item #4 – Adjourn

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

Ashley Hartmeier-Prigg, President

Tya Ping, Secretary

Recording Secretary,
Jessica Collins