



Parks & Facilities Advisory Committee Meeting Minutes August 27, 2025, 6:00 PM Virtual vis MS Teams

In Attendance

Committee Members: James Terwilliger, Kate Nelson, Travis Walker, Shalini Vivek, Robert Dupuy, Saravana Sevugapandian, Ashlee Richards, Claire Tenscher

Staff: Cameron Hall, Leilani Garcia

Board Liaison: None

Absent: Amanda West

Meeting minutes:

1. Call Meeting to Order
 1. Meeting started at 6:03 PM
2. Approval of Minutes from May and July 2025
 1. Hearing no objections or amendments and the minutes are approved
3. Public Comment
 1. No public comments are requested for tonight's meeting
4. Member Roll Call (What Park/facility has each member visited since our last meeting?)
 1. Feedback from Ashlee on THPRD Sunset Swim Center
 1. Faced challenge in navigating the building as a visual impaired person
 2. Comparing THPRD HMT campus, Sunset campus seems like not yet gotten upgraded to be an ADA friendly facility
 3. Cameron mentioned to follow up with Sunset facility manager on this topic
5. Old Business
 1. 2026 Challenge Grant Discussion – Finalize 2026 Project
 1. Water fountain installments (bottle fill stations)
 1. James and Kate visited different THPRD facilities
 1. **Harman swim center** - has 2 fountains - both are older style
 2. **Sunset swim center** - has 1 and that is old style
 3. **Beaverton swim center** - has 3 fountains and none of them is bottle fill station
 4. Garden home - has 7 fountains (1 bottle fill and rest 6 are old style)
 5. Cedar hills center - has 3 stations and 2 among them are bottle fill stations

2. Based on this data, committee discussed and finalized the facilities in order of preference: (we will pick top 3 top if budget allows - multiple factors are discussed: size of the facility, general traffic to the center, operating hours, etc.):
 1. **Harman swim center**
 2. **Beaverton swim center**
 3. **Sunset swim center**
 4. **Garden home**
2. Review Finalized Advisory Committee Bylaws and Guidelines
 1. Committee discussed on Article 7 and suggested some modifications:
 1. Specifically on the topic of how to handle committee members who are having more than 2 unexcused absences to the meetings and such - considering the members are volunteers and representative of the community
6. New Business
 1. Update on THPRD Grant Projects (Leilani Garcia)
 1. Update on 2 grants that PFAC committee had given letter of support
 1. 1 (ADA upgrades to the THPRD facilities) project is not approved - may be resubmitted in next round
 2. 2nd project was approved
 2. Shared how a typical grant project submission process works
 1. Shared FY25-Q4 grant update as a sample
 2. Challenge Grant Funding Discussion (FY 2025-2026)
 1. 20,000 USD is the budget for all 3 committees for this year
 3. Update on THPRD Guidelines for ICE and Immigration Authority Interactions
 1. Cameron walked through the guidelines that THPRD has created for this specific purpose
 2. James suggested to maintain a record of people who are visiting the facilities - to have some basic information about that person if any such event to occur
 4. Equity and Engagement Advisory Committee Challenge Grant Discussion
 1. Project: Tactile mapping and QR code navigation help options at the facilities
 1. Cameron will put together a proposal on this project and review with "Equity and Engagement Advisory Committee"
7. Wrap-up
 1. Next meeting – September 17th 6:00-7:00 P.M.
8. Adjourn
 1. Adjourned at 7:07 PM