



## 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 14, 2020, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Work Session 5:30 pm; Executive Session 6:15 pm; Regular Meeting 7 pm.

Present:

Felicita Montebianco	President/Director
Tya Ping	Secretary/Director
Heidi Edwards	Director
Ashley Hartmeier-Prigg	Director
Doug Menke	General Manager

Absent:

Wendy Kroger	Secretary Pro-Tempore/Director
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### Agenda Item #1 – Work Session: 2020 Legislative Policy

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Felicita Montebianco on Tuesday, January 14, 2020, at 5:30 pm.

Keith Hobson, Director of Business & Facilities, introduced Kylie Grunow, state legislative consultant for the district, to provide an overview of the district's legislative topic areas for the 2020 short session, noting that the district also participates in legislative issues through its involvement with Special Districts Association of Oregon (SDAO) and Oregon Recreation & Park Association (ORPA). Kylie provided a PowerPoint presentation, a copy of which was entered into the record, regarding the following position statements proposed to guide the district's advocacy efforts:

- Local Agency Control & Authority
  - Maintain local agency control and authority to implement statewide policies within the context of agency and community needs.
  - Request careful consideration of the full impact of mandates on park and recreation agencies and services, especially unfunded mandates.
- Systems Development Charges (SDCs)
  - THPRD proactively seeks to address our region's needs for affordable housing through locally designed efforts that apply to all cost impacts.
  - Building upon tools and policies developed by THPRD, maintain local agency autonomy on policy decisions regarding local SDC resources.
  - Preserve the ability to utilize SDCs to ensure that new growth is financially self-sustaining.
- Carbon Reduction
  - Support role of parks and recreation districts in carbon reduction activities like those in urban forestry and wetland mitigation.

- Recognize infrastructure needs beyond transportation, including landscaping machinery and equipment (i.e. leaf blowers).
- Clear & Orderly Provision of Urban Services
  - Preserve the reasonable planning framework outlined in SB 122 (1993) to address complex issues associated with annexation and withdrawal.
  - Promote consistency of process for annexation and withdrawal amongst cities and special districts.
- State Funding for Parks & Recreation and Trails
  - Preserve funding levels for Local Government Grant Program from lottery and other funds.
  - Preserve and expand state funding for active transportation through the State Parks & Recreation Department, Connect Oregon, and other programs.

Kylie concluded the presentation with a brief overview of the upcoming short session process and rumored bills in the works, and inquired whether the board has any additional feedback or suggestions to the proposed position statements as outlined this evening.

The board concurred with the proposed position statements as outlined. Comments and discussion included the following:

- SDCs: It will be critical to maintain local control over SDCs, especially as the board continues to have necessary conversations on the topic of affordable housing. This area dovetails well with the position statements for Local Agency Control & Authority.
- Carbon Reduction: Climate change is a concern of the board and is of importance to our community as well, based on the initial feedback received through the district's visioning process. In the future, it will be interesting to see if there are opportunities to lend the district's voice on this subject matter to areas within its scope. While the board values carbon reduction, it also values taxpayer dollars. The board requested the current summary for this bill.
- A bill report will be provided to the board at least weekly during the short session.

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

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

- 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, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

The Executive Session is held under authority of ORS 192.660(2) (e) & (h).

President Montebianco 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 Felicita Montebianco on Tuesday, January 14, 2020, at 7 pm.

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

**Ashley Hartmeier-Prigg moved that the board of directors authorize staff to dedicate right-of-way and easements in the northwest quadrant of the district per the terms discussed in executive session, subject to the standard due diligence review and approval by the general manager. Heidi Edwards seconded the motion. Roll call proceeded as follows:**

Tya Ping Yes  
Heidi Edwards Yes  
Ashley Hartmeier-Prigg Yes  
Felicita Monteblanco Yes

The motion was UNANIMOUSLY APPROVED.

Tya Ping moved that the board of directors authorize staff to accept the donation of property in the northwest quadrant of the district per the terms discussed in executive session, subject to the standard due diligence review and approval by the general manager. Heidi Edwards seconded the motion. Roll call proceeded as follows:

Ashley Hartmeier-Prigg Yes  
Heidi Edwards Yes  
Tya Ping Yes  
Felicita Monteblanco Yes

The motion was UNANIMOUSLY APPROVED.

#### **Agenda Item #5 – Presentation: Audit Report on Park District Financial Statements for Fiscal Year 2018/19**

Keith Hobson, Director of Business & Facilities, introduced Julie Fahey, Audit Partner with Talbot, Korvola & Warwick, LLP, the district’s auditor, to make a presentation on the Audit Report on the district’s Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019. Keith noted that this report was presented to the district’s Audit Committee for their review and approval in December, and that at the conclusion of this evening’s presentation, district staff is requesting board acceptance of the Audit Report on the district’s Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019.

Julie provided a brief overview of the audit process and the district’s Comprehensive Annual Financial Report for the year ended June 30, 2019, as included within the board of directors’ information packet, noting information on the following pages:

- Page 8: Independent Auditor’s Report, which includes an unmodified opinion, meaning that the district’s financial statements have been fairly presented.
- Page 11: Management’s Discussion and Analysis, which provides a synopsis of the financial activities of THPRD.
- Pages 21 & 22: Statement of Net Position and Statement of Activities.
- Page 94: Independent Auditor’s Report, reflecting that there was no non-compliance discovered, nor was there any material weaknesses or sufficient deficiencies to report.

Julie concluded her presentation by noting that this will be the 14<sup>th</sup> consecutive year that the district will apply for, and likely receive, the Government Finance Officers Association Certificate of Excellence in Financial Reporting Award. Julie thanked the district’s financial staff, noting that they are professional and competent to work with, and offered to answer any questions the board may have.

President Monteblanco thanked the district’s Audit Committee volunteers for their work, as well as Julie and the team at Talbot, Korvola & Warwick, LLP.

Heidi Edwards moved that the board of directors accept the Audit Report on the park district’s Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019. Tya Ping seconded the motion. Roll call proceeded as follows:

Ashley Hartmeier-Prigg Yes  
Tya Ping Yes  
Heidi Edwards Yes  
Felicita Monteblanco Yes

The motion was UNANIMOUSLY APPROVED.

**Agenda Item #6 – Resolution Amending District Compiled Policies Chapter 5 to Change Public Contract Rules**

**A. Open Hearing**

Acting as the Local Contract Review Board, President Monteblanco opened the public hearing.

**B. Staff Report**

Keith Hobson, Director of Business & Facilities, provided an overview of the memo included within the board of directors' information packet regarding proposed changes to the district's Public Contracting Rules contained in Chapter 5 of the District Compiled Policies (DCP). An initial review of the proposed changes was presented to the board at their December 10, 2019 Regular Board meeting. The proposed changes reflect changes to statute made by the Oregon Legislature, but also include other recommended changes proposed by staff related to sustainable and socially equitable purchasing, and can be summarized as follows:

- Increases dollar thresholds for small procurements.
- Updates sustainable purchasing requirements to recognize that the human health, environmental, social and economic impacts of products and services occur throughout their life cycle and throughout the associated supply chains.
- Updates Minority, Women and Emerging Small Businesses (MWESB) purchasing requirements to align with dollar thresholds in the remainder of DCP 5, and to encourage support of self-defined MWESB companies.

Keith noted that the action requested this evening is that the board of directors, acting as the Local Contract Review Board, conduct a public hearing regarding the proposed changes and, pending the outcome of the public hearing, approve the resolution adopting the proposed changes as presented with an immediate implementation.

**C. Public Comment**

There was no public comment.

**D. Board Discussion**

President Monteblanco noted that the proposed changes nicely align with several of the district's values and results in more consistency.

**E. Close Hearing**

President Monteblanco closed the public hearing.

**F. Board Action**

**Heidi Edwards moved that the board of directors, acting as the Local Contract Review Board, approve Resolution 2020-01 amending the Public Contracting Rules contained within Chapter 5 of the District Compiled Polices. Ashley Hartmeier-Prigg seconded the motion. Roll call proceeded as follows:**

<b>Tya Ping</b>	<b>Yes</b>
<b>Ashley Hartmeier-Prigg</b>	<b>Yes</b>
<b>Heidi Edwards</b>	<b>Yes</b>
<b>Felicita Monteblanco</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #7 – Audience Time**

Lily Gardner, 5553 NW 133<sup>rd</sup> Avenue, and Elizabeth Cook, 1939 NW Jasmine Lane, Portland, are before the THPRD Board of Directors this evening regarding the temperature of the water in the 50-meter pool at the Tualatin Hills Aquatic Center. Lily described her participation on the Valley Catholic High School Senior 1 swim team, noting her goal of qualifying for the Olympic trials this year. She described the difficulties of training at the Tualatin Hills Aquatic Center due to the high temperature of the water, noting that it is even warm outside of the pool on the deck.

She commented that lowering the temperature even a little would help her and her fellow teammates' abilities to perform. Elizabeth expressed agreement, noting that the FINA (Fédération Internationale de Natation) recommended water temperature for aquatic sports is between 77 and 82.4 degrees and that the Tualatin Hills Aquatic Center operates at 84 degrees. She noted that this temperature affects other pool users as well, such as synchronized swimmers, water polo players, and lap swimmers, all of whom would benefit from a lower temperature. She asked that the district consider lowering the temperature to 81 degrees as a compromise, which would also fall within the safe temperature recommendation for other users.

Lee O'Connor, 17247 NW Oakley Court, Portland, is before the THPRD Board of Directors this evening representing the Tualatin Hills Barracudas swim club. He referenced his previous testimony to the board at the December 10, 2019 Regular board meeting regarding the temperature of the water in the 50-meter pool at the Tualatin Hills Aquatic Center. He noted that district staff followed up with him after the meeting and that he learned that the family dressing rooms have cool water showers available, and that the air and water temperature within the aquatic center needs to be kept within one degree to prevent corrosion. He explained why FINA and USA Swimming does not allow competition in pools at or above 87.8 degrees due to the fatality of a champion swimmer from heat stroke, which is only four degrees warmer than the standard operating temperature at the Tualatin Hills Aquatic Center. He stated that between 77 and 82.4 degrees is the recommended temperature for lap swimming as defined by multiple national organizations that oversee aquatic exercise, including the American Red Cross. Lee distributed information regarding the temperatures of other competition pools, a copy of which was entered into the record, identifying three pools in the region that operate at lower temperatures than the Tualatin Hills Aquatic Center. He concluded by stating that lap swimmers and swim team members make up a large portion of the daily users at the Tualatin Hills Aquatic Center and that the current water temperature is not appropriate for those users. With six to eight pools available within the district, he hopes that the district can find a way to make all users comfortable.

- ✓ President Montebianco thanked Lee, Lily and Elizabeth for their testimony this evening and involvement in the district, and described the challenge in balancing and maximizing the district's public amenities. She noted that the Tualatin Hills Aquatic Center serves over 4,000 learn-to-swim participants annually, some of whom represent future swim team members. She would like to see continued dialogue regarding other possibilities in cooling swimmers down and hopes that they will continue to hold the board accountable; however, she anticipates that the water temperature will remain as-is in order to maximize public benefit. She pledged to continue to learn more about this issue and welcomed future public comment.
- ✓ Heidi Edwards commented that while THPRD is indeed fortunate to have six to eight pools, those pools are fully programmed at maximum capacity and there is no availability to shift programming to other pools.
- ✓ Tya Ping added that even at 84 degrees, some participants complain that the water is too cold. The district's goal is to satisfy the majority of patrons.
- ✓ Ashley Hartmeier-Prigg noted that, as a fellow athlete, she sympathizes with their challenges, but as a government agency, it is necessary to serve the greatest public need. The district will continue to look for creative options to see if there are other ways to help.
- ✓ President Montebianco encouraged Lee, Lily and Elizabeth to help identify those creative opportunities and ideas.

#### **Agenda Item #6 – Board Time**

Heidi Edwards provided the following updates and comments during board time:

- The Tualatin Hills Park Foundation (THPF) will hold its next quarterly meeting in February with three new trustees. She asked for consideration of a THPF presentation at a future THPRD Board of Directors meeting, possibly in February or March.
  - ✓ President Monteblanco replied that this would be considered based on the length of the agendas.
- The Nature & Trails Advisory Committee recognized a few outgoing, longstanding committee members; reflected on the engagement of underrepresented community members; and has also provided input on the upcoming Clean Water Services project at the Tualatin Hills Nature Park. She noted that the committee is interested in presenting at a future THPRD Board of Directors meeting.
  - ✓ President Monteblanco suggested that the end of the fiscal year may be a good time to invite interested district advisory committees to present to the board.
  - ✓ General Manager Doug Menke noted that previous discussion about these presentations was as an annual occurrence.

Tya Ping provided the following updates and comments during board time:

- Participated in various educational meetings on the topic of affordable housing with more scheduled.
- The next Programs & Events Advisory Committee meeting is scheduled to take place tomorrow evening.
- Participated in the final Play for Everyone Action Team meeting in relation to the district's visioning process, noting that it is an exciting prospect to envision the future of play 20 years from now.

Ashley Hartmeier-Prigg provided the following updates and comments during board time:

- Attended the most recent Audit Committee meeting, noting that she is grateful for the district staff and volunteers that she worked with through the auditing process.
- Participated in the final Accessible & Safe Action Team meeting in relation to the district's visioning process, noting that the facilitator was skilled and helped keep the participants at a 20-year level.

President Monteblanco provided the following updates and comments during board time:

- Asked that her fellow board members submit any parking lot items for future consideration by the board by January 31.
- Described the developing themes in the board's continuing discussion of affordable housing and system development charges (SDCs), including:
  - Priority in serving housing needs for those at 30% or below Area Median Income, while also serving those between 30-60%.
  - Determination of a capped amount that will not negatively affect the district's level of service.
  - More discussion is needed around certain parameters, such as nonprofit and for-profit affordable housing providers, any limitations to serving only Metro bond measure projects, and the scaling of SDC fees.
  - She is learning through meetings with affordable housing advocates that there is a strong desire to build more family-sized affordable housing units which should be considered when discussing scaling SDCs.
- Requested that district staff bring forward a proposal for board consideration of a change in board stipend guidelines, to include a cap of \$200 per month per board member (at \$50 per day for district service as per state statute) and a cap of \$3,500 annually per board member for travel in order to be able to accommodate the increase in stipend without an overall increase to the board's budget.

**Agenda Item #9 – Consent Agenda**

Tya Ping moved that the board of directors approve consent agenda items (A) Minutes of December 10, 2019 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Authorizing the Transfer of Appropriated Funds Within the 2019-20 General Fund Budget, and (E) Resolution Amending District Compiled Policies Chapter 6 Section 6.07 to Suspend Operation of the Capital Replacement Reserve Fund Until June 30, 2025. Ashley Hartmeier-Prigg seconded the motion. Roll call proceeded as follows:

Heidi Edwards	Yes
Ashley Hartmeier-Prigg	Yes
Tya Ping	Yes
Felicita Monteblanco	Yes

The motion was **UNANIMOUSLY APPROVED**.

**Agenda Item #10 – 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:

- Fanno Creek Trail Segment #5 – Scholls Ferry Road to 92nd Avenue
  - Gery Keck, Design & Development Manager, provided a detailed overview of three options currently under consideration by the City of Beaverton for the Fanno Creek Trail to connect between Scholls Ferry Road and 92nd Avenue, via a PowerPoint presentation, a copy of which was entered into the record. The city has asked the district to partner on the costs of the trail, for which district staff will be returning to the board at a future meeting.

Doug offered to answer any questions the board may have.

After asking clarifying questions about each design option, the board expressed support for Option #2 consisting of the roundabout at SW 92<sup>nd</sup> Avenue and Allen Boulevard. Comments also included conveying the preference to the city of not installing stop signs to the entrance of the roundabout.

**Agenda Item #11 – Adjourn**

There being no further business, the meeting was adjourned at 7:50 pm.

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Felicita Monteblanco, President

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Tya Ping, Secretary

Recording Secretary,  
Jessica Collins