



Minutes

TUALATIN PARK ADVISORY COMMITTEE

January 14, 2025

Virtual Meeting

Members Present:	Carl Hosticka, Beth Dittman, Emma Gray, Michael Klein, Rebecca Ryan, Cosi Slider
Members Absent:	John Makepeace
Staff Present:	Megan George, Interim Parks & Recreation Director Rich Mueller, Parks Planning & Development Manager Bella DePhillipo, Office Coordinator Don Hudson,
Public:	None

A. Call to Order

1. Emma Gray called the meeting to order at 6:00 pm.

B. Approval of Minutes

1. Rich Mueller told the committee that the December minutes are not ready yet, and will be reviewed at the next meeting.

C. Communication & Comments

1. Chair: none
2. Staff: none
3. Public: none

D. Old Business

1. Park Bond Update
 - 1 Projects Status: Kira Hein presented on ongoing parks bond projects.
 - i. The RFP for the Riverfront Park is being finalized, and proposals will come in three weeks after the RFP is posted. Emma Gray asked about TPARK involvement in decisions for this park, and Rich Mueller responded that in the RFP stage decisions are mostly made by City Legal. Kira added that there will be a lengthy public engagement phase to come, which TPARK will be involved in.
 - 2 Veterans Plaza
 - i. Completion Status: Kira Hein reported that completion has been pushed back to February, but is still on track for the official opening.
 - ii. Brick Program: Kira Hein clarified that brick order forms are still being accepted all year long, and she shared that community member Joe will be receiving a brick.
 - iii. Shade Shelter Funding: Megan George shared that the shade structure originally intended to go in the plaza is currently being included in a state

funding request, and she asked if the committee would write a letter of support. The committee agreed, and Megan added that there will also be an opportunity for in-person or virtual testimony. Rebecca Ryan requested the shade structure design, and Rich Mueller will send it out.

2. Committee Goals

- 1 2025 Goals: Emma Gray went over the ideas for 2025 goals, and requested that feedback be sent to her or parks staff at any time.

3. Utility Fee Projects

- 1 Project Review & Discussion: Rich Mueller presented, showing the assets scored by parks maintenance and prioritized by department managers.
- 2 Recommendation Consideration: Emma Gray entertained the motion to approve, Beth Dittman moved and Cosi Slider seconded. The utility fee recommendations were approved unanimously.

4. Annual Report

- 1 Content: Bella DePhillipo will present a draft of the report to the next meeting.
- 2 Committee Photo: A photo was taken by Bella DePhillipo.

5. Parks & Recreation Director Selection Update

- 1 Megan George shared that Sharilyn Lombos is close to making a decision between the three finalists.

E. New Business

1. City Budget & Finance Information (Don Hudson, Assistant City Manager/Finance Director)

- a. Presentation: Emma Gray introduced Don Hudson and briefly described his role for the city. Don then shared a presentation on Parks Department budget and finances.
 - i. City Budget Process
 - ii. Funds Available for Parks and Recreation
 - iii. Financial Overview of Funding Sources
 - iv. Core Opportunity Reinvestment Area
- b. Questions
 - i. Rebecca Ryan asked if the utility fee has an end date, and Emma Gray clarified that it is ongoing. Don Hudson then added that a parks replacement fund is currently under discussion.
 - ii. Emma Gray asked how money is allocated to different SDC funds, Don Hudson responded that they're under separate ordinances.
 - iii. Emma Gray and Beth Dittman asked how the desire to increase services factors in, Don Hudson said that he and Sherilyn Lombos make individual decisions based on **add packages**.
 - iv. Emma Gray and Beth Dittman expressed interest in knowing how the budget is allocated. Beth also suggested an annual financial presentation, and Don Hudson agreed.

2. Las Casitas Park Construction Update

- a. Rich Mueller shared that construction bids were closed last week, and that the winning bid will be taken to Council on the 27th.

3. 2025 Meetings

- a. In Person/Virtual: Beth Dittman shared the results of the survey she sent out to

members. Carl Hosticka asked about having more hybrid meetings, and Emma Gray acknowledged the difficulties with communication in a hybrid meeting. Emma proposed a motion for three meetings per year, which Cosi Slider motioned and Beth Dittman seconded. The motion passed by vote.

4. Updates

- a. Programs: Bella DePhillipo shared information about Share the Love.
- b. Projects: Kira Hein shared that the Victoria Woods staircase is currently under construction.
- c. Operations: Bella DePhillipo shared that parks maintenance staff are currently working on street tree maintenance.
- d. Volunteers: No updates.

F. Upcoming Dates & Calendar Review

Emma Gray shared the calendar, and let the committee know that she would be at the City Council meeting on the 27th

G. Committee Member Communications

None.

H. Adjournment

Emma Gray adjourned the meeting at 7:35 pm.