

**PORTLAND PARKS BOARD  
MEETING MINUTES**

December 10, 2019 | 8:00 - 10:00 am  
Community Music Center | 3350 SE Francis Street

**Board Members Present:** Paul Agrimis, Michelle Dedeo, Mike Elliott, Pat Frobos, Bonnie Gee Yosick, Jenny Glass, Katy Holland, Randy Gragg, Ian Jaquiss, Tamara Layden, Jim Owens, Gladys Ruiz, Paddy Tillett

**Board Members Absent:** Kendall Clawson, Lorena Nascimento, Lee Novak, Erin Zollenkopf

**PP&R/City Staff Present:** Maximo Behrens, Claudio Campuzano, Gregory Dubay, Margaret Evans, Brooke Gardner, Todd Lofgren, Adena Long, Lauren McGuire, Everett Wild

**Call to Order/Approve November Minutes** Board Chair Paul Agrimis called the meeting to order at 8:02am. Paul asked members if they had any comments or edits to the November meeting minutes. He asked for a motion to approve them. Jim made the motion, Mike seconded, and they were unanimously approved.

**Director's Report** Director Long welcomed members to the Community Music Center (CMC). Center Director Gregory Dubay and Brian Wagner, the Vice President of CMC Inc., the non-profit partner, joined them to share about their work together.

Adena reminded members that in October the bureau issued a policy clarification regarding the process for obtaining a permit to conduct social service activities in a park. The City has not yet begun enforcing the terms of the policy clarification but has started doing outreach and education to assist those who wish to engage in these activities. The policy clarification aims to reduce barriers by waiving permit fees, and we've been successful with a few groups already. At the same time, a lawsuit has been filed against the City of Portland alleging that the plaintiffs to the suit, twelve individuals who serve food in parks, are engaged in constitutionally protected speech and assembly.

On the personnel front – an Equity & Inclusion Manager has been selected; reference checks and the City's pay equity process, have been completed. The Community Relations and PRMS Manager





recruitments have closed and interviews will begin soon. Land Stewardship West Zone Manager final interviews are underway.

### **Community Music Center Overview**

Gregory Dubay welcomed the Board to CMC. Brian Wagner shared his role as Vice President CMC Inc. Board. Members were provided the arts and culture guide, brochure for non-profit, and a book on the history of CMC. Gregory shared the history of CMC, the firehouse, participants, and the partnerships with the community including Rosewood Initiative. Gregory and Brian specified the specific roles of CMC as a facility and program within PP&R and CMC Inc. as a separate non-profit that provides program support, funding to CMC and more.

Paul asked what some of CMC's unmet needs are that should be prioritized. Gregory responded that there is a need to determine what the future of the building will be and where CMC will be housed in the future. Brian asked for suggestions for who the Board could be recruiting to serve on the CMC Inc. Board.

### **Budget and Performance Update: Assets & Development**

Assets & Development (A&D) Division Manager Lauren McGuire gave an overview of the work that the A&D division does. The work includes: the assets management program; the planning program; the development program (which includes the Bond, ADA, capital improvement, engineering/construction); and Professional Repairs and Maintenance Services. Lauren reviewed the A&D budgeted expenses by fund type. Lauren shared how A&D is doing in meeting their strategic plan goals. She shared the challenges and opportunities within the division as well as the division's work to meet the Racial Equity Plan goals.

Bonnie thanked Lauren for the presentation. She noted that SDC funding is included in the capital fund and asked how constrained that fund is. Lauren responded that the SDC funding is most of the capital fund, and it is quite constrictive. Bonnie noted that the 16,000 ADA barriers within the Parks & Recreation system is a huge number. She was glad to hear there is \$1M for addressing them. She asked if the barriers are in facilities or in parks primarily. Lauren shared that the barriers are in both facilities and in parks. The barriers in facilities have been prioritized especially if they exist at the only facility in the area. Adena agreed that there are a large number of barriers but noted that these include each individual instance, including signage.





Jim asked what the status was of the Level of Service (LOS) study. Lauren shared that the background study on LOS has been completed and informed part of the Sustainable Future presentation to Council. Jim confirmed that it will come to the Board. Lauren noted that they are on schedule to have that report completed in January. Jim noted that the LOS studies are the underpinning for the next vision plan and asked what the timing is for vision planning. Adena responded that the team needs to unpack the next steps following the Sustainable Future work session, and those will be in alignment with the vision work. There is additional work that needs to be done before next steps on the vision.

The Board thanked Lauren for her presentation.

### **Finance Committee Update**

Paul noted that the Public Comment Policy Update agenda item will be postponed.

Paul gave a report about the Sustainable Future work session. He shared that he was encouraged by the work session. The feedback was to think bold, big and long term. Council directed to look at additional funding options and eliminated scenario 1. At the work session, the Parks Board and the Foundation Board made a statement in support of seeking additional funding options.

Bonnie noted that there was a lot of support from Council, and it was a public commitment to the Bureau.

Jim shared that there was a commitment by Council to find a real solution. Council members gave solid suggestions for the long term, but there weren't many suggestions for how to solve for the short term. Jim noted that Commissioner Fish and Mayor Wheeler commented on the packed room and how unusual that is for Council work sessions.

Pat asked what the next steps are and timing. Adena shared that there have been meetings with Commissioner's office and staff to process the information and identify what the asks were. Staff will be organizing the information in a matrix and determining who will be responsible for what. They need to dig deeper on the scenarios and funding options.

Pat noted that Commissioner Hardesty was not at the work session and asked if there will there be an opportunity for her to





give feedback. Everett shared that Commissioner Hardesty has been on vacation and an invitation has been extended to fully brief her. Her senior staff have been briefed.

Todd noted that in 2013 as the Bond was being pursued, the bureau was transparent about the challenges it was facing. Staff will be working to be more open and transparent with Council and the public about the current challenges facing Parks.

Paul shared that the first BAC meeting was held on the previous Thursday. There was good energy around the format of the meeting and activities. Bonnie added that it was a great group and less unwieldy than last year. Bonnie asked members to please share any concerns about the process with those Board members serving on the BAC. Much of the work at the first meeting was based on discussions held last year. Paddy noted the meeting gave them the opportunity to review priorities in small groups. Lauren reminded the group that there is no direction to cut this year.

Paul asked if there is a change in staff morale following the work session. Adena has seen a change in staff morale over the last 9 months. She has asked staff to “do less, better.” Following the work session staff are cautiously optimistic, but they are encouraged to hear Council having conversations about Parks in this way.

## **Board Recruitment**

Michelle shared that the nominating working group edited last year’s recruitment letter and web posting. The group discussed recruitment opportunities and seeks the full Board’s feedback.

Paul suggested changing the language to say, “improve or fulfill the system,” not “grow the system.” He suggested adding Michelle’s name to the letter as someone to contact. Pat noted that there will be 5 positions to fill. Michelle will finish the letters and send to Brooke to edit and send.

Gladys suggested the Board be more explicit about what a diverse group means. Members should send recruitment information to people they have relationships with.

Michelle stressed the need to do recruitment differently than in past years to ensure a different response. Adena suggested adding specifically what the group is looking for. Todd suggested doing personal phone calls and reach out to folks directly.





Mike suggested that the email might have too much information and recommended editing it down and adding a link for more information.

Randy asked if there is a specific skill set(s) that the Board is looking for. Bonnie noted that there is a Board composition matrix that may need updating. Skills and demographic needs should be identified for targeted outreach. Paul reminded members that candidates should have a broad perspective. Michelle suggested going out to different groups to do targeted outreach.

Tamara shared that when looking for members who are from different age or ethnic groups, there will be diverse skill sets brought to the table. She suggested developing a flyer and asked if there will be a hard copy option for applying. Brooke will follow up to confirm.

Bonnie suggested that there should be a link on the Board website to the application. She also suggested targeting youth force participants. She noted it would be good to have better geographic diversity especially representation from North Portland.

Gladys noted that in past years the Board looked at shifting from blanket recruitment compared to targeted recruitment. She suggested the Board look at how they want to operate as a group rather than checking boxes.

Katy shared that several members have been meeting to discuss recruitment including the composition matrix. They would like to make it easier for folks to find out about the Board. Katy invited Bonnie to come to the next meeting. The group would like to reach out to as many organizations as possible.

Jim noted that they are competing with all non-profits in the city. The discussion is always about what the Board does but not about why people should apply for *this* Board. Jim suggested the group needs to communicate the exciting work the Board is involved in.

Jenny supported the idea for recruiting from the youth force. They would need to reconsider the time and location for meetings. She suggested recruiting more than one, so they aren't the only youth on the Board. Jenny noted that the Parks Board is advisory and





very different than a non-profit Board which runs the organization. This distinction needs to be explained to potential applicants. The Parks Board is not in control of the resources, but opinions can be brought to the table. Members need to think about messaging and how voices are utilized at the table in order to gain interest from community members.

Tamara reemphasized Gladys's point about creating a space where new members feel comfortable participating right from the start. Working groups are good options. She suggested the Board discuss how things are going - including the structure of meetings.

Bonnie added that there needs to be a better onboarding process. They could do a better job introducing members to the bureau and how the Board functions. New members should be quickly integrated into a well-functioning working group.

Adena reminded the group to reach out to her and staff to request support of their work. Michelle noted that she would like to have a brainstorm session with the group.

Randy echoed Gladys's point that the Board should be looking to recruit leaders in the community. He asked for more information about the meeting structure issues so they can address the concerns. Paul noted that he has incorporated breakout sessions so those less comfortable sharing in a large group can participate. He reminded the group that they need bureau presentations to understand the work of the bureau and learn the information. Paul committed to look at how the agenda is put together to incorporate these suggestions and asked for feedback.

Gladys shared that the goal of the bureau and the Board is to find different ways of thinking, being, and doing, and that doesn't fit into an agenda.

Tamara asked about presentations and agenda setting and what guidance is given to presenters for how they prepare for coming to the Board. Paul will be working with Bonnie and Adena and members of the Board to integrate the feedback, so meetings feel more comfortable.

Pat suggested that presenters continue to use the "What? So What? Now What?" briefing format. This helps presenters focus on what they want from the Board. When planning the agenda, a





certain amount of time can be given for the presentation, for feedback and maybe for small group discussions.

Todd shared that the meetings can be formatted in any way the Board wants. He noted that there are many ways to share information and staff can be flexible. They need to hear the feedback from the Board about what they want.

Gladys would like meetings to have a different format that incorporates personal elements. Parks is about being part of a community, but the Board meetings don't feel like community. There needs to be a balance between the work that needs to get done and the connection between people in the room.

**Parks Board Meeting  
Adjourns**

The meeting was adjourned at 10:03 am.

**Next meeting is Tuesday, January 14, 2019.**

