



Administration Office
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**Board of Directors Regular Meeting
Tuesday, April 9, 2019**

**6:00 pm Executive Session
7:00 pm Regular Meeting**

**HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room
15707 SW Walker Road, Beaverton**

AGENDA

1. Executive Session*
 - A. Personnel
 - B. Legal
 - C. Land
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. Presentations
 - A. [Proclamation: National Volunteer Month](#)
 - B. [Proclamation: National Autism Awareness Month](#)
 - C. [American Red Cross Recognition to Aquatics Department](#)
5. Audience Time**
6. Board Time
 - A. Committee Liaisons Update
7. Consent Agenda***
 - A. [Approve: Minutes of March 12, 2019 Regular Board Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statement](#)
 - D. [Award: Waterhouse Trail Segment #4 Construction Contract](#)
 - E. [Award: Waterhouse Trail Segment #4 Bridge and Boardwalk Purchase](#)
 - F. [Award: Bonny Slope Trail Construction Contract](#)
8. Unfinished Business
 - A. [Approve: Parks Functional Plan](#)
 - B. [Information: General Manager's Report](#)
9. New Business
 - A. [Approve: Resolution Authorizing Execution of Full Faith and Credit Financing Agreement for the Purpose of Financing Real Property](#)
10. Adjourn

Executive Session:** Executive Sessions are permitted under the authority of ORS 192.660. Copies of the statute are available at the offices of Tualatin Hills Park & Recreation District. *Public Comment/Audience Time:** If you wish to be heard on an item not on the agenda, or a Consent Agenda item, you may be heard under Audience Time with a 3-minute time limit. If you wish to speak on an agenda item, also with a 3-minute time limit, please wait until it is before the Board. Agenda items may not be considered in the order listed. *****Consent Agenda:** If you wish to speak on an agenda item on the Consent Agenda, you may be heard under Audience Time. Consent Agenda items will be approved without discussion unless a board member requests to discuss a particular Consent Agenda item. The issue separately discussed will be voted on separately.

Free childcare during the meeting is available at the Athletic Center. To reserve a spot, please contact Dayna Dixon at 503-619-3861 or ddixon@thprd.org (or, contact the Athletic Center at 503-629-6330). In compliance with the Americans with Disabilities Act (ADA), this material, in an alternate format, or special accommodations for the meeting, will be made available by calling 503-645-6433 at least 48 hours prior to the meeting.



MEMO

DATE: March 29, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: Information Regarding the April 9, 2019 Board of Directors Meeting

Agenda Item #4 – Presentations

A. Proclamation: National Volunteer Month

Attached please find a proclamation declaring the month of April as National Volunteer Month.

B. Proclamation: National Autism Awareness Month

Attached please find a proclamation declaring the month of April as National Autism Awareness Month.

C. American Red Cross Recognition to Aquatics Department

Attached please find a memo reporting that representatives from the American Red Cross will be in attendance at your meeting to recognize the Aquatics Department.

Agenda Item #7 – Consent Agenda

Attached please find consent agenda items #7A-G for your review and approval.

Action Requested: Approve Consent Agenda Items #7A-G as submitted:

- A. Approve: Minutes of March 12, 2019 Board Meeting**
- B. Approve: Monthly Bills**
- C. Approve: Monthly Financial Statement**
- D. Award: Waterhouse Trail Segment #4 Construction Contract**
- E. Award: Waterhouse Trail Segment #4 Bridge and Boardwalk Purchase**
- F. Award: Bonny Slope Trail Construction Contract**

Agenda Item #8 – Unfinished Business

A. Parks Functional Plan

Attached please find a memo providing a final overview of the update to the district's Parks Functional Plan. Jeannine Rustad, Planning manager, will be at your meeting to provide an overview of the memo and to answer any questions the board may have.

Action Requested: Board of directors' approval of the Parks Functional Plan.

B. General Manager's Report

Attached please find the General Manager's Report for the April regular board meeting.

Agenda Item #9 – New Business

A. [Resolution Authorizing the Execution of Full Faith and Credit Financing Agreement for the Purpose of Financing Real Property](#)

Attached please find a memo requesting approval of a resolution authorizing the execution of a full faith and credit financing agreement for the purpose of funding the acquisition and development of office space for administrative employees. Lori Baker, Chief Financial Officer, will be at your meeting to provide an overview of the memo and to answer any questions the board may have.

Action Requested: Board of directors' approval of Resolution No. 2019-04 authorizing the execution of full faith and credit financing agreement for the purpose of financing real property acquisition.

Other Packet Enclosures

- [Management Report to the Board](#)
- [Monthly Capital Report](#)
- [Monthly Bond Capital Report](#)
- [System Development Charge Report](#)
- [Newspaper Articles](#)

TUALATIN HILLS PARK & RECREATION DISTRICT

PROCLAMATION

By the Board of Directors

WHEREAS, volunteerism is about giving, contributing, and helping others throughout the community, and THPRD would not be able to achieve all that we do without the gift of service and the dedication of our volunteers; and

WHEREAS, THPRD's volunteers serve in a variety of ways from helping with community events, habitat and natural area restorations, park and trail clean-ups, nature education, summer youth volunteers, sporting events, and so much more; and

WHEREAS, last year more than 4,000 people contributed almost 50,000 hours to THPRD; and

WHEREAS, the value of volunteer's contributions to THPRD is more than \$1.2 million dollars; and

WHEREAS, volunteerism brings us together as a community, it breaks down barriers and provides everyone an opportunity to better our park and recreation system; and

WHEREAS, THPRD's volunteers help the district fulfill our mission to provide high-quality park and recreation facilities, programs, services, and natural areas that meet the needs of the diverse community we serve;

NOW, THEREFORE, the Board of Directors of the Tualatin Hills Park & Recreation District does hereby declare the month of April 2019 as

National Volunteer Month

And do urge all those in the Tualatin Hills Park & Recreation District to support and promote this observance.

Signed this 9th day of April, 2019.

Ali Kavarianian, President

Felicita Montebalco, Secretary

TUALATIN HILLS PARK & RECREATION DISTRICT

PROCLAMATION

By the Board of Directors

WHEREAS, Autism Spectrum Disorder is the result of a neurological disorder that can affect anyone, regardless of race, ethnicity, gender, or socioeconomic background; and

WHEREAS, Autism is a reality that affects millions of families every day, and while our nation has made progress in supporting those with Autism Spectrum Disorder we are only beginning to understand the factors behind the challenges they face; and

WHEREAS, THPRD is committed to ensuring that people living with autism have access to recreation and services needed to pursue their full potential and happiness; and

WHEREAS, the Centers for Disease Control and Prevention reports that 1 in 59 school-aged children have been identified with Autism Spectrum Disorder; and

WHEREAS, THPRD is a leader in Access for All, championing inclusion services for people of all abilities to be able to fully participate in programs and activities; and

WHEREAS, THPRD is proud to offer Free Art Expressions classes, adaptive aquatics, water safety classes, and a spring celebration with a Quiet Egg Hunt.

NOW, THEREFORE, the Board of Directors of the Tualatin Hills Park & Recreation District, does hereby declare the month of April 2019 as

National Autism Awareness & Acceptance Month

And do urge all those in the Tualatin Hills Park & Recreation District to support and promote this observance.

Signed this 9th day of April 2019.

Ali Kavianian, President

Felicita Montebianco, Secretary



MEMO

DATE: March 25, 2019
TO: Doug Menke, General Manager
FROM: Aisha Panas, Director of Park and Recreation Services

RE: **American Red Cross Recognition to Aquatics Department**

Representatives from the American Red Cross will be in attendance at the April 9, 2019 board of directors' meeting to present two awards to the Aquatics Department. Nayeli Trejos, Aquatics Program Manager for the Western United States and Brian Hoffmeister, Pacific Northwest Service Delivery Manager, will present the Gold Level Learn to Swim Provider Award as well as the Top Training Provider Award. This is the second year in a row the Aquatics Department has received these recognitions.

Gold Level Learn to Swim Provider - These awards are given to the top level learn to swim providers in each territory. Tualatin Hills Park & Recreation District has long been the gold standard for swimming and water safety in the region.

Top Training Provider Award – These awards are given to the top 10 training providers within a territory. In 2018, Tualatin Hills Park & Recreation District certified over 400 individuals in life saving skills including Lifeguarding, CPR, First Aid, and AED training. These are 400 individuals that will have the ability to save or sustain a life both at work or out in the community.

We are pleased the American Red Cross has recognized the Aquatics Department's ongoing efforts in providing water safety programs for the community.



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, March 12, 2019, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6 pm; Regular Meeting 7 pm.

Present:

Ali Kavianian	President/Director
Felicita Monteblanco	Secretary/Director
Wendy Kroger	Secretary Pro-Tempore/Director
Todd Duwe	Director
John Griffiths	Director
Doug Menke	General Manager

Agenda Item #1 – Executive Session (A) Personnel (B) Land

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

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

Executive Session is held under authority of ORS 192.660(2) (d) and (e), which allows the board to meet in executive session to discuss the aforementioned issues.

President Kavianian 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 #2 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, March 12, 2019, at 7:15 pm.

Agenda Item #3 – Action Resulting from Executive Session

Felicita Monteblanco moved that the board of directors authorize THPRD to grant a public utility easement to Portland General Electric in the southeast quadrant for the price discussed in executive session, subject to the appropriate due diligence review and approval by the general manager. Wendy Kroger seconded the motion. Roll call proceeded as follows:

Todd Duwe	Yes
John Griffiths	Yes
Wendy Kroger	Yes
Felicita Monteblanco	Yes
Ali Kavianian	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #4 – Presentations

A. National Developmental Disabilities Month

Julie Rocha, Sports manager, and Gretchen Gorman, Adaptive & Inclusion specialist, read into the record a proclamation that the Tualatin Hills Park & Recreation District declares the month of March 2019 as National Developmental Disabilities Month.

B. Women’s History Month

Selected board members and district staff read into the record a proclamation that the Tualatin Hills Park & Recreation District declares the month of March 2019 as Women’s History Month.

Agenda Item #5 – Audience Time

Kelly Ross, 17875 Northwest Sue Court, Beaverton, is before the THPRD Board of Directors this evening regarding the district’s participation in the City of Beaverton’s Safe Parking Program. She asked if the district would ever consider expanding the program from the site currently under consideration (Fanno Creek Service Center) to additional sites that have more public use. She encouraged that the screening process for participants in this program be thorough and expressed concern that the program may attract more homeless persons to the district’s parks.

- ✓ Holly Thompson, Communications director, provided an overview of the district’s participation in this program, noting that this is a one-year pilot for the identified location only, with no plans to expand to other locations. She noted that the program is used in other cities in the country and has been successful in helping people transition to more stable, permanent housing. She described the legal agreements currently in development between the district and city, which will also detail the expectations and requirements for the program participants, including that the participants follow all of THPRD’s rules and regulations and that any violations of those rules could be basis for the participant’s termination from the program. The program is designed with low-barrier participation, but the district has the opportunity to add additional screening for participants using THPRD property. Holly committed to a transparent process when district staff returns to the board after the one-year pilot and reconfirmed that at this point there are absolutely no plans to expand the program to sites other than the Fanno Creek Service Center. She provided details regarding the City of Beaverton’s open house on this topic taking place tomorrow evening, noting that she also visited adjacent businesses to the Fanno Creek Service Center to inform them of the district’s participation in this program. She explained that the city is the convener of this program and will be contracting with Just Compassion of East Washington County. At this point, only the City of Beaverton and THPRD have committed space to the program, but she understands that negotiations are getting close between the city and three churches, as well.
- ✓ John Griffiths inquired where the city’s Safe Parking Program location will be.
- ✓ Holly replied that it will be at the Beaverton Community Center across from the library.
- ✓ Felicita Monteblanco commented that the city’s location will be a good fit as the library also offers a lot of services. She stated that this is an exciting project as the community seeks way to address the concerns of homelessness. She expressed support for THPRD’s participation and encouraged continued dialog on the topic.

Kelly commented that she does not take her children to the Beaverton City Library because of the number of homeless already there out of concerns for her children’s safety. She expressed concern that the number of homeless individuals using THPRD properties will also increase.

- ✓ Holly thanked Kelly for reaching out to THPRD to ask for additional information regarding its participation in this program, noting that the information released by the city did not detail the location of the district’s participation in this program, which was purposeful, but also made the district aware of the need for additional community outreach.

Mahesh Udata, 1129 NW Turnberry Terrace, Beaverton, is before the THPRD Board of Directors this evening to request more recreational opportunities for the nearby Waterhouse community. He described an open area next to a playground that could accommodate additional recreational amenities such as a sports field. He commented that he is bringing this request forward on behalf of himself and a few of his neighbors who would enjoy additional recreational opportunities.

- ✓ General Manager Doug Menke provided a brief overview of the current recreational amenities in that area, noting that district staff would be happy to discuss his ideas with him further and will reach out to him in the near future.

Agenda Item #6 – Board Time

A. Committee Liaison Updates

Todd Duwe provided an overview of a recent Programs & Events Advisory Committee meeting he attended, which included a presentation from district staff regarding changes to the district's scholarship program, for which the committee had compliments and suggestions for additional outreach, such as hosting registration nights at schools, language line access, and additional training for front desk staff. The committee also provided ample feedback on the district's activities guide, suggested that consideration be given to development of a welcome packet for new residents to the district, and that virtual tours of the district's facilities be posted on the district's website, as well as how-to videos.

Wendy Kroger provided an overview of her district-related activities since the last board meeting, which included the following:

- Forwarded information to district staff for participation in Aloha High School's Summer and Beyond Employment and Career Fair.
- Attended a recent townhall meeting with Representatives Neron, Schouten and Sollman that was held at the Tualatin Hills Nature Center, which was the result of an offer extended during her and fellow board member John Griffith's visit to Salem in January.
- Along with fellow board member Felicita Montebalanco, she recently met with community member Virginia Bruce who represents a group concerned about cultural acknowledgement and historical preservation. These topics will be referred for the consideration of the Parks & Facilities Advisory Committee.
- Attended recent Greenway NAC and CPO 7 meetings, during which THPRD was well-represented by its staff members who answered various questions.
- Participated in a walking meeting through Greenway Park with nearby residents and Washington County Board of Commissioners Chair Kathryn Harrington to discuss the continued flooding challenges in that location due to beaver activity.
- Toured SUN Community School program sites in Parkrose, along with fellow board member Felicita Montebalanco and Beaverton School District board member Tom Colette, with an interest in how THPRD could move forward in expanding its afterschool programs.
- Toured Chehalem Elementary School's Police Activities League (PAL) afterschool program with district staff.
- Washington County Kids presented their out of school summit results identifying needs for removing barriers around afterschool care and may be considering a future funding measure. She sees opportunities for our two agencies to work together.
- Attended the Washington County Civic Leader Project Cohort Celebration along with fellow board member Felicita Montebalanco and is excited to hear the results of district staff reaching out to the recent graduates with opportunities for involvement with the district.
- Performed volunteer duties in monitoring amphibian populations and described a recent significant motor vehicle accident that spread debris into the natural area and wetland area she had been working in, which has since been cleaned up by THPRD without disturbance to the frog eggs that had been found.

Felicita Monteblanco provided an overview of her district-related activities since the last board meeting, which included the following:

- Hosted a tour of Mt. View Champions Park for Metro Councilor Christine Lewis along with district staff.
- Attended a 2020 Census informational meeting hosted by Washington County, noting that it is a topic she will bring up again in the future and that an accurate count benefits all.
- Attended a stakeholder meeting this morning regarding Metro's upcoming natural areas bond measure for which she has a lot of notes to share with the board. She finds Metro's commitment to leading with race, including prioritizing indigenous communities and social justice, bold and exciting, noting that it offers THPRD an opportunity to reflect on how we're serving our various communities and perhaps make some changes. She hopes that Metro will clarify what the outreach and outcome expectations are going to be. According to the most recent timeline she viewed, April may be an appropriate time for the board to comment again on the measure before the Metro Council makes a final decision in May.
- ✓ General Manager Doug Menke noted that district staff has also attended a variety of meetings on this topic and that staff would work on packaging up the most current information and timeline for the board's information.

John Griffiths provided an overview of his district-related activities since the last board meeting, which included the following:

- Attended the most recent Nature & Trails Advisory Committee meeting during which the committee received a presentation from district staff and discussed the Jenkins Estate Concept Plan.
- Attended the Metro Council Work Session regarding the natural areas bond measure during which the council committed to moving forward with the larger funding option of the two proposed. He explained that the next question is how the funds would be divided.
- Attended Centro Cultural's Gala de Cultura which raised over \$200,000 that evening.

President Kavianian proposed for the board's consideration a request to direct district staff to present options as to how the district might facilitate more youth involvement in its advisory committees, which would also be helpful in leading into the district's visioning process.

- ✓ Felicita expressed support for this suggestion, noting that she especially would like to see people under 20 years of age involved in the visioning process as this will be the population that is served through the decisions made during that process.
- ✓ General Manager Doug Menke commented that district staff has been discussing how to integrate youth involvement into the district's three advisory committees, as well as via the visioning process. Additional information will be provided to the board for review within the next month and a half.

Agenda Item #7 – Consent Agenda

Felicita Monteblanco moved that the board of directors approve consent agenda items (A) Minutes of January 8, 2019 Regular Board Meeting, (B) Minutes of February 12, 2019 Regular Board Meeting, (C) Monthly Bills, (D) Monthly Financial Statement, and (E) Resolution Authorizing Local Government Grant Program for Somerset West Park. Wendy Kroger seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Todd Duwe	Yes
Wendy Kroger	Yes
Felicita Monteblanco	Yes
Ali Kavianian	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – 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:

- Rec Mobile Program Update
 - Sabrina Taylor Schmitt, Recreation manager, provided an update regarding the district's Rec Mobile programs via a PowerPoint presentation, a copy of which was entered into the record.

Doug offered to answer any questions the board may have.

Todd Duwe inquired how the various apartment sites were chosen for visits from the Rec Mobile.

- ✓ Sabrina replied that they are located in identified environmental justice areas or socioeconomic areas identified by information provided by the city.

President Kavianian asked for confirmation that information regarding the Rec Mobile is communicated to the Beaverton School District.

- ✓ Sabrina confirmed this, noting that staff from both districts coordinate closely regarding THPRD's Rec Mobile program and the school district's meal programs to make sure that they go where the need is, which changes over time. The Free Fitness in the Parks schedule is also provided to the school district to be distributed along with free meals in order to increase outreach.

John Griffiths inquired whether visits by the Rec Mobile correlate to an increased participation in the district's scholarship program. He described the different side of government that's being presented when the Rec Mobile visits these sites.

- ✓ Sabrina confirmed this, noting that the Rec Mobile programs provide a great opportunity to connect people with other district services.

Felicita Montebianco added that the current political climate is attributing to an overall distrust of government, noting that it is exciting to think of the ripple effects the Rec Mobile program may have on the community, especially for those who are isolated, by presenting a safe environment in which to recreate.

Wendy Kroger referenced the Management Report included within the board of directors' information packet and provided the following feedback:

- She asked if there is any updated information regarding the district's negotiations with the City of Beaverton on the Urban Service Agreement.
 - General Manager Doug Menke provided an update, noting that district and city staff are working together to find a mechanism that would deem the word "primary" unnecessary. City staff are also meeting one-on-one with their elected officials.
- She complimented the concrete pads being installed under garbage cans at park sites.
- She asked that district staff give consideration as to how the rule of "no dogs off leash" could be re-messaged in a more creative way.

Agenda Item #9 – New Business

A. Jenkins Estate Concept Plan

General Manager Doug Menke introduced Keith Watson, Community Programs manager, to provide an overview of a concept plan for Jenkins Estate currently in development as included within the board of directors' information packet.

Keith provided a detailed overview of the draft Jenkins Estate Concept Plan via a PowerPoint presentation, a copy of which was entered into the record and included the following information:

- Purpose and Vision
 - The estate’s master plan was originally developed in 1978
 - The concept plan is being developed to:
 - Reflect changes in the community
 - Evaluate community desires and identify future activities, uses, and goals for the site
 - Identify overall goals and objectives for the site
 - Introduce supporting projects/action steps to be developed over time
- Timeline
 - Public outreach process began in Summer 2017
 - Final concept plan will be presented in May
- Key findings from public outreach process
 - What part of the estate do you use?
 - What is your purpose at the estate?
 - What would you like to see happen with the estate?
- Identified focus areas, including goals and actions for each area
 - Public access
 - Recreation
 - Nature and trails
 - Events
- Next steps
 - Tonight’s presentation to the board of directors
 - Draft plan available to the public by April 1
 - Final plan review by the board of directors at May board meeting
 - Plan implementation will be ongoing

Keith offered to answer any questions the board may have.

John Griffiths described feedback received on the concept plan during the recent Nature & Trails Advisory Committee meeting regarding people new to the area and/or from cultures without a reference point for an estate of this size and who may have trouble relating to it. Some of the district’s other historic properties are of a much more modest size. This discussion brought up a question for him of how the use or perception of the estate may change as the demographics change for the area and how the district can adapt to those changes in order for the estate to maintain relevancy. He pondered whether the district may wish to consider marketing all of its historic properties together as a group and questioned whether there is a need for the district to alter how it presents its historic properties for public use or as rentals, as appropriate.

- ✓ Keith agreed that the district’s historic properties vary in size and accessibility, noting that how to market them together would need additional thought.
- ✓ Doug commented that marketing the sites could be more about telling the properties’ stories, noting that not all of them are in a state that could facilitate public access, but each serve a purpose and have unique meaning. Helping to define that would be an interesting approach in that the district serves an ever-changing public.
- ✓ Keith added that one of the comments received through the outreach process was that the term “Estate” is off-putting and pondered if a change in the title to “Park” would help.

Felicita Monteblanco commented that she read all of the comments submitted and nothing particularly surprised her. However, although she does not wish to detract from the work done, she would like to point out that those who commented and engaged in the outreach process was not terribly reflective of the community, which is not surprising but serves as another reminder that the district needs to continue to work on its outreach methods, whether that means more outreach in Spanish or going out directly into the community and knocking on doors.

Wendy Kroger thanked district staff for taking into consideration the comments she submitted about the concept plan prior to tonight's meeting, noting that she likes the idea of a concept plan as it is more of a living document that can be built upon over time.

President Kavianian noted that among the races/ethnicities listed in the survey, Middle Eastern/Iranian was not offered as an option. He also read all of the comments submitted and two topics that were reoccurring seemed to be a general feeling of leaving things as they are, but enhanced, as well as a stated lack of restrooms.

- ✓ Keith replied that staff is working on gaining year-round access to restrooms for users.

B. Oregon Public Records and Meetings Law

General Manager Doug Menke introduced Jeff Condit and James Walker, attorneys with Miller Nash Graham & Dunn LLP, district legal counsel, to present information to the board regarding Oregon Public Records and Meetings Law. Specifically, the board had requested additional information regarding topics acceptable for Executive Session discussion versus what must be discussed during Open Session.

Jeff and James provided a detailed overview of the information provided within the board of directors' information packet outlining Oregon Revised Statutes 192.660, which prescribes what matters are permitted under Executive Session, as well as procedures and media attendance. Jeff and James offered to answer any questions the board may have.

John Griffiths asked clarifying questions regarding whether the board's authority extends to discussion of employees other than the general manager under sections ORS 192.660(2)(a) Employment or (b) Employee Discipline.

- ✓ Jeff replied that this would extend only to the employee over which the board has direct authority, which is the general manager. If someone were to come to a board meeting with a complaint about a district employee, he recommends that the board refer the issue to the general manager. If the board is unwilling to do this for some reason, it would be possible to bring that discussion into executive session. The board does not have the authority to discuss the hiring of positions other than that of the general manager within Executive Session.
- ✓ James added that salary discussions cannot be held within Executive Session.

Felicita Montebianco asked for clarification regarding where Executive Session discussion of potential lawsuits would fall within the ORS.

- ✓ Jeff replied that if a tort claim has been received, the matter can be discussed under ORS 192.660(2)(h) Potential Litigation. A mere threat of contacting a lawyer likely would not qualify. If the board wishes to discuss a potential liability with legal counsel without a claim having been filed, this could occur under ORS 192.660(2)(f) Exempt Public Records.
- ✓ James added that it is helpful to have a written memo from legal counsel in order to evoke ORS 192.660(2)(f) Exempt Public Records.

Felicita asked if legal counsel reviews each executive session agenda prior to the board meeting.

- ✓ Doug replied that this had been done under previous legal counsels and that there has been discussion regarding the need to work more closely with our new legal counsel. Tonight's presentation is serving an educational purpose for district staff, as well.

Felicita requested that this presentation be given to the board every two years, noting that the consequences for misusing the Executive Session privilege can be serious, as well as to keep up to date on any ORS changes that may come from the legislature. She noted the accountability

that comes along with the use of Executive Session and the knowledge needed in order to avoid unintended consequences.

General Manager Doug Menke referenced the script read aloud into the record by the board president when opening Executive Session and inquired whether it is necessary to read the portion directing media not to disclose information if there is no media present.

- ✓ Jeff replied that if there is no media present, the portion relating to media does not need to be read. He noted that media does not have a right to listen to the Executive Session recordings after the fact. On the other hand, he would not recommend that the board president get out of the habit of reading that portion should media attend.

Doug commented that district staff is diligent about monitoring the room for media presence.

C. Board of Directors Stipend

General Manager Doug Menke introduced Jeff Condit, attorney with Miller Nash Graham & Dunn LLP, district legal counsel, to present information to the board regarding the process for amending the board's stipend practice, including any potential ethics considerations. The board had recently expressed the desire to discuss and possibly amend the current stipend amount of \$50 per month.

Jeff presented a detailed overview of the memo he provided on this topic included within the board of directors' information packet which offered a review of the district's former legal counsel's opinion regarding amending the board stipend. While he agrees with the previous opinion that the board has some discretion under ORS 198.190 to set parameters for how and when a board member may receive the stipend, he disagrees somewhat with the analysis provided of the application of the Code of Ethics to the decision. The previous legal counsel recommended that any stipend revision be applied prospectively at the start of successive director terms; however, his recommendation is to request an opinion from the Oregon Government Ethics Commission (OGEC) about whether the board could vote for a stipend amendment effective during their terms currently in progress. Jeff offered to answer any questions the board may have.

Felicita Montebianco expressed support for considering an increase to the board's stipend as an investment in the future and racial equity. She asked for clarification that, as the only board member not up for election this May, whether she should abstain from any vote on this topic and would then wait until her term is over in two years for any stipend adjustment to take place.

- ✓ Jeff replied that he would recommend every board member take part in the vote, but that the results would apply prospectively. In Felicita's case, any change in the stipend would begin to be applied to her position after her term concludes. He noted that this would still require her to declare a potential conflict of interest.

General Manager Doug Menke asked for confirmation that if the board seeks an opinion from the OGEC and it determines that there is no conflict of interest in the board amending its stipend, then the board could take and benefit from such action immediately.

- ✓ Jeff confirmed this and explained the two types of opinions that could be sought from the OGEC: a staff opinion, which only takes up to six weeks but is still subject to OGEC review and possible disagreement; or an official OGEC opinion, which takes up to six months. The ultimate protection comes from seeking an official OGEC opinion.

Felicita stated that she feels very strongly about an increase in the board's stipend and that it is not about the current board members, but investing in future board members. She described a recent event she attended celebrating future community leaders, noting that some face barriers to participation. At times she must miss work to attend district meetings, but she is fortunate to have

paid time off and a flexible boss, whereas others may face challenges in this regard. In her opinion, this is a clear choice about the board making a commitment to its future elected leaders.

General Manager Doug Menke asked for a board consensus regarding whether it wishes to seek an OGEC opinion on this topic and, if so, what level of opinion is desired. At some point, the board would also need to regroup to determine what the criteria will be for the qualifying events eligible for a stipend and whether there would be a monthly cap. It will be important to develop a clear process that is not onerous.

Todd Duwe stated that he is in favor of moving forward by requesting an opinion from the OGEC.

John Griffiths asked for confirmation that under the process outlined whereby any stipend revision would be applied prospectively at the start of successive director terms would result in some board positions receiving \$50 per event and others receiving \$50 per month.

- ✓ Jeff confirmed this. He provided an additional overview regarding the ethics considerations of this issue as outlined within his memo, as well as the flexibility the board has in determining how it would like to manage its stipend, such as by allowing \$50 per board meeting and \$25 per other district-related engagement, or by setting a hard cap of up to \$100 in qualifying events per month. The key is not to run afoul of the ORS specification that board members “may receive an amount not to exceed \$50 for each day or portion thereof as compensation for services performed as a member of the governing body.”

President Kavianian asked if there is a cost associated with requesting an OGEC opinion.

- ✓ Jeff replied that the OGEC does not charge for staff opinions, but that he would need to check to see if there is a charge for official OGEC opinions. He estimates his time in preparing the request for submittal to the OGEC would be an hour or two.

John inquired whether Jeff has ever seen an OGEC staff opinion overruled by the OGEC?

- ✓ Jeff confirmed that he had and provided an overview of the process behind OGEC’s review of the staff opinions issued.

John asked if this would be a mundane inquiry for the OGEC.

- ✓ Jeff replied that it would not and provided examples of other ethics-related questions that have been asked of the OGEC.

Wendy Kroger stated that if the district were not under any financial constraints at all, with every program, facility and land acquisition need fully funded, she may begin to consider an adjustment in the board’s stipend. She would rather spend her time thinking about what as a district the board should be doing for its patrons instead of what stipend amount the board receives. She stated that she is not happy with this direction and that when considering the range of ethical violations, there are actual ethical violations, potential ethical violations, and then there are some things that just do not seem right. She does not wish to be asking the OGEC how she can get more money from the district as this is not the reason she serves on the board. If the board decides to move forward with seeking an opinion from the OGEC, she wants to be clear in that she does not want to see her name attached to any such inquiry. Although she understands the argument about investing in future board members, she respectfully disagrees. She adamantly disagrees with this direction and wants to take no part in it if it moves forward, noting that she does not believe it to be the best use of district staff time nor taxpayer dollars.

Felicita suggested that the board could facilitate an increase to the stipend without increasing its overall budget. For example, she noted that the board could consider utilizing a portion of its generous travel budget, which tends to be used most by those who are retired. She stated that

she does not want to see the board increase its budget, but rather reduce the travel budget so that it could be more equitable. She commented that those who currently have access to the travel dollars isn't equitable right now since several of the board members work full time, which is an important lens as are the other lenses on the board. She encouraged consideration of the district's future leaders in making this decision, such as the recent graduates of the Washington County Civic Leader Project, and others who are passionate and want to bring underrepresented perspectives to the table. Those individuals face barriers to participation and if the board wants to ensure that it is representative of the community it serves, some of those barriers must be eliminated. She stressed the privilege she feels in sitting on the board and making decisions on behalf of the community she serves, noting that she is not advocating for a dramatic increase, perhaps up to four meetings per month at the most. As an example of the extreme, Metro council members earn \$47,000 a year. She stated that she feels very strongly about this topic in relation to the district's commitment to racial equity and an overall commitment to diversifying boards across the nation, for which this board needs to be bold and lead by example. She emphasized that she does not want to see funds taken from somewhere else in the district's budget to benefit the board, but rather to use funds from the existing travel budget, all of which is not currently being utilized anyway.

General Manager Doug Menke provided a brief overview of the board's budget line item of Training, Travel and Memberships, noting that of the \$43,048 budgeted for the current fiscal year, approximately half is used for travel purposes.

Felicita added that this topic relates to some important conversations she believes need to happen regarding the board's travel budget and what it means to be using taxpayer dollars for this purpose. She used the City of Tualatin as an example, which requires councilors who travel on city business to present to the council. She questioned how the board is holding each other accountable in spending travel funds and how they are being held accountable by the taxpayers. For example, she asks whether each board member should attend the National Recreation & Park Association conference every year. And whether there should be a limit to the number of board members who travel to Washington, D.C., on the district's legislative business. She believes this is worthy of future board discussion.

Additional board and district staff discussion occurred regarding the board's budget line item of Training, Travel and Memberships, noting that of the \$43,048 budgeted for the current fiscal year, approximately \$5,000 remains; however, the great majority of the board's travel expenditures has already occurred for the fiscal year.

President Kavianian commented on the value of the time shared between fellow board members and district staff during travel, noting that although he most likely will be unable to attend this year's annual conference, when he has attended in the past he has managed to continue his work schedule while traveling, although he recognizes the restraints that others may have in this regard. He stated that he does not want to hold whether he can take part in district travel against the current or future board members. He described the benefits the board's travel provides in building bonds and learning what is going on in the industry on a national level. He agrees that for travel to Washington, D.C., it is not necessary to have all board members in attendance, but in the past, it has been valuable to have an additional board member in attendance in order to help facilitate a busy meeting schedule with legislators. He noted that as board members travel more for these purposes, the amount they are able to contribute grows from experience. He stated that if there are funds left over at the end of the fiscal year within the board's budget, the board could discuss other ways to utilize those funds, such as for the district's scholarship program or affordable housing. He commented that each of the board members have sat on volunteer boards and performed extensive volunteer work, all of which has been unpaid, and that none of the

board members are serving on the THPRD Board of Directors for the money or notoriety, but out of a desire to contribute to and be part of a fantastic community. He is open to considering how to enable future board members to serve on the board, but if the board determines to move forward in seeking an adjustment to its stipend, he believes any change in the stipend amount should not be applicable to those currently serving.

Felicita commented that consideration should also be given to the ripple effect that the board's decision and discussion could have on other special park districts who have unpaid board positions and asked that they move forward in seeking an opinion from the OGEC.

John provided an overview of the history of the board's stipend amount as well as past board discussions regarding a potential increase, noting that if the stipend is meant as compensation, it has been deflated away a long time ago from its original value. If it is not meant as compensation and is really meant as an expense reimbursement, then he can understand it remaining relatively stagnant. But if it is meant as compensation, it should go up over time. He commented that he has a lot of respect for Wendy and that he trusts her intuition, noting that sometimes it is better to do things that do not create dissension on the board. He stated that he would be supportive of not proceeding any further.

Todd expressed agreement with Felicita's comments regarding an increase in stipend addressing barriers and does not feel that the impact to the board's budget would be significant. He would like to see the board move forward in seeking an opinion from the OGEC.

President Kavianian commented that he understands Felicita's comments and rationale, but also believes that there is more that the board could be doing with its funding at this time than an increase in the stipend. Even if it is only a \$5,000 difference, that represents \$5,000 that could go toward the district's scholarship program, which is expected to see a great increase in utilization due to some of the recent changes that have been made. He described the accountability to the taxpayers that comes with being a board member and believes that forgoing an increase in stipend at this time is the right thing to do. He provided his experience in serving on many uncompensated boards in the past during times that he was not financially secure, yet he still contributed due to the passion he felt in helping contribute to the betterment of the community. He, too, faced barriers, but through personal sacrifice was able to persevere.

Felicita thanked the board members for the healthy discussion this evening, noting that this topic may come up again in the future.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 9:25 pm.

Ali Kavianian, President

Felicita Monteblanco, Secretary

Recording Secretary,
Jessica Collins

Check #	Check Date	Vendor Name	Check Amount
ACH	2/8/2019	FIELDTURF USA, INC.	202,904.55
		Capital Outlay - Athletic Facility Replacement	\$ 202,904.55
306526	2/15/2019	PORTLAND MECHANICAL CONTRACTORS	7,384.00
		Capital Outlay - Bond - Facility Rehabilitation	\$ 7,384.00
306432	2/8/2019	CASWELL/HERTELL SURVEYORS, INC.	1,298.00
		Capital Outlay - Bond - Land Acquisition	\$ 1,298.00
ACH	2/8/2019	BRIAN C. JACKSON, ARCHITECT LLC	8,252.64
ACH	2/22/2019	GOODFELLOW BROS., INC.	3,480.89
306593	2/28/2019	LANDSCAPE STRUCTURES, INC.	45,898.00
ACH	2/28/2019	CARLSON TESTING, INC.	1,312.00
		Capital Outlay - Bond - New/Redevelop Community Parks	\$ 58,943.53
ACH	2/8/2019	AKS ENGINEERING & FORESTRY, LLC	10,278.40
		Capital Outlay - Bond - Youth Athletic Field Development	\$ 10,278.40
ACH	2/15/2019	3J CONSULTING, INC	4,224.50
		Capital Outlay - Bridges/Bdwlks-3 sites	\$ 4,224.50
64834	2/4/2019	METRO TINT	10,750.00
ACH	2/8/2019	R & W ENGINEERING, INC.	7,196.00
		Capital Outlay - Building Improvements	\$ 17,946.00
64566	2/4/2019	POOL & SPA HOUSE, INC.	4,874.98
306421	2/8/2019	River City Environmental Inc.	34,517.08
306435	2/8/2019	COLUMBIA ROOFING & SHEET METAL	1,361.31
ACH	2/8/2019	COOK SECURITY GROUP	2,719.08
ACH	2/8/2019	PETERSON STRUCTURAL ENGINEERS, INC.	9,433.21
ACH	2/15/2019	OPIS ARCHITECTURE, LLP	9,274.24
		Capital Outlay - Building Replacements	\$ 62,179.90
306534	2/15/2019	TUFF SHED, INC.	2,281.10
		Capital Outlay - Facility Challenge Grants	\$ 2,281.10
ACH	2/15/2019	3J CONSULTING, INC	6,675.50
ACH	2/22/2019	GOODFELLOW BROS., INC.	539,471.52
		Capital Outlay - Park & Trail Improvements	\$ 546,147.02
306587	2/28/2019	CLASSIC FENCES & DECKS	5,920.00
		Capital Outlay - Park & Trail Replacements	\$ 5,920.00
64525	2/4/2019	WASHINGTON COUNTY	7,000.00
64730	2/4/2019	GENERAL TREE SERVICE	26,800.00
306420	2/8/2019	PAUL BROTHERS, INC.	12,278.00
306438	2/8/2019	ENVIRONMENTAL SCIENCE ASSOCIATES	8,763.50
306441	2/8/2019	JOE KITTEL - TREES BY JOE	62,150.00
ACH	2/8/2019	AKS ENGINEERING & FORESTRY, LLC	7,164.50
ACH	2/8/2019	RP HERMAN & ASSOCIATES, LLC	11,850.00
ACH	2/15/2019	WH PACIFIC, INC.	45,620.32
		Capital Outlay - SDC - Park Development/Improvement	\$ 181,626.32

Check #	Check Date	Vendor Name	Check Amount
ACH	2/8/2019	BEYNON SPORTS SURFACES, INC. Capital Outlay - Athletic Facility Replacement	3,916.85 \$ 3,916.85
64529	2/4/2019	EVENTBRITE, INC.	1,800.00
64910	2/4/2019	GG CENTRO CULTURAL DE Conferences	1,500.00 \$ 3,300.00
306381	2/4/2019	PORTLAND GENERAL ELECTRIC	20,091.71
306573	2/22/2019	PORTLAND GENERAL ELECTRIC	26,235.31
306595	2/28/2019	PORTLAND GENERAL ELECTRIC	13,101.19
ACH	2/28/2019	PGE (CLEAN WIND) Electricity	1,867.08 \$ 61,295.29
306368	2/1/2019	Kaiser Foundation Health Plan	277,996.75
306369	2/1/2019	Moda Health Plan, Inc.	25,145.92
306388	2/5/2019	Standard Insurance Co.	12,783.42
306389	2/5/2019	UNUM Life Insurance-LTC	1,619.80
306540	2/19/2019	Standard Insurance Company Employee Benefits	436,404.29 \$ 753,950.18
306370	2/1/2019	Standard Insurance Company	33,671.90
ACH	2/1/2019	Massachusetts Mutual Life Insurance Company	10,904.85
306387	2/5/2019	PacificSource Administrators, Inc.	3,228.76
ACH	2/5/2019	Oregon Department of Justice	1,013.50
ACH	2/12/2019	THPRD - Employee Assn.	9,270.29
306537	2/15/2019	PacificSource Administrators, Inc.	8,592.02
306538	2/15/2019	Standard Insurance Company	30,975.04
ACH	2/15/2019	Massachusetts Mutual Life Insurance Company	10,647.50
ACH	2/15/2019	Oregon Department of Justice Employee Deductions	1,014.92 \$ 109,318.78
306596	2/28/2019	WASHINGTON FEDERAL, N.A. FF&C Series 2013 Debt Payment	19,041.16 \$ 19,041.16
306380	2/4/2019	NW NATURAL	7,359.55
306571	2/22/2019	NW NATURAL	10,967.31
306594	2/28/2019	NW NATURAL Heat	8,986.47 \$ 27,313.33
ACH	2/15/2019	PORTLAND ENERGY BASKETBALL LLC Instructional Services	6,435.00 \$ 6,435.00

Check #	Check Date	Vendor Name	Check Amount
64361	2/4/2019	NORTHWEST TREE SPECIALISTS	1,800.00
64399	2/4/2019	INTERSTATE AUTO PARTS, INC.	1,696.00
64412	2/4/2019	POOL & SPA HOUSE, INC.	672.00
64413	2/4/2019	POOL & SPA HOUSE, INC.	896.00
64461	2/4/2019	UNITED SITE SERVICES	7,085.76
64566	2/4/2019	POOL & SPA HOUSE, INC.	1,344.00
64883	2/4/2019	TURF STAR, INC. / WESTERN EQUIPMENT	1,536.75
64894	2/4/2019	GUARANTEED PEST CONTROL SERVICE CO., INC.	1,543.00
64936	2/4/2019	UNITED SITE SERVICES	2,477.48
65113	2/4/2019	UNITED SITE SERVICES	2,805.00
306422	2/8/2019	SCOTT WARNER CONSTRUCTION	1,640.00
ACH	2/8/2019	ENGINEERED CONTROL PRODUCTS, INC.	1,871.27
ACH	2/8/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	298.62
ACH	2/28/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	710.20
		Maintenance Services	\$ 26,376.08
64379	2/4/2019	AIRGAS NOR PAC, INC.	7,200.43
64412	2/4/2019	POOL & SPA HOUSE, INC.	2,033.84
64413	2/4/2019	POOL & SPA HOUSE, INC.	3,951.53
64475	2/4/2019	EWING IRRIGATION PRODUCTS, INC.	2,567.38
64531	2/4/2019	BELSON OUTDOORS, LLC	3,468.82
64566	2/4/2019	POOL & SPA HOUSE, INC.	4,034.76
64803	2/4/2019	STEP FORWARD ACTIVITIES, INC.	5,365.60
64900	2/4/2019	WILBUR-ELLIS COMPANY	8,369.60
64991	2/4/2019	NORTHWEST TREE SPECIALISTS	2,800.00
65076	2/4/2019	STEP FORWARD ACTIVITIES, INC.	2,248.00
65091	2/4/2019	PACIFIC FENCE & WIRE CO.	2,855.00
65107	2/4/2019	WILBUR-ELLIS COMPANY	4,280.00
65293	2/4/2019	EWING IRRIGATION PRODUCTS, INC.	1,000.00
65373	2/4/2019	STEP FORWARD ACTIVITIES, INC.	7,371.84
306447	2/8/2019	ROSS RECREATION EQUIPMENT COMPANY, INC.	13,044.00
ACH	2/8/2019	ORCA PACIFIC, INC.	1,736.30
ACH	2/8/2019	OREGON CORRECTIONS ENTERPRISES	1,009.00
306530	2/15/2019	SPECIAL DISTRICTS ASSOCIATION OF OREGON	2,888.00
		Maintenance Supplies	\$ 76,224.10
306448	2/8/2019	US POSTAL SERVICE CMRS-PB	2,000.00
306578	2/22/2019	US POSTMASTER	19,383.30
		Postage	\$ 21,383.30
64384	2/4/2019	BULLARD LAW, P.C.	1,548.00
64797	2/4/2019	ACCOUNTEMPS	3,989.44
306387	2/5/2019	PacificSource Administrators, Inc.	878.75
306413	2/8/2019	MARK SHERMAN CONSULTING LLC	1,314.00
306442	2/8/2019	KOFF & ASSOCIATES, INC.	2,432.50
306445	2/8/2019	PRICHARD COMMUNICATIONS, INC.	2,218.75
ACH	2/8/2019	R & W ENGINEERING, INC.	9,438.75
306502	2/15/2019	KOFF & ASSOCIATES, INC.	1,112.00
306527	2/15/2019	PROVIDENCE HEALTH & SERVICES	1,724.25
		Professional Services	\$ 24,656.44

Check #	Check Date	Vendor Name	Check Amount
64681	2/4/2019	KORE GROUP	15,521.10
64750	2/4/2019	PORTLAND TRAIL BLAZERS	12,553.00
65073	2/4/2019	OFFICE DEPOT, INC.	1,329.22
65157	2/4/2019	PORTLAND TRAIL BLAZERS	18,321.00
ACH	2/8/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	864.07
		Program Supplies	\$ 48,588.39
64468	2/4/2019	TERRA VERDE SECURITY, LLC.	2,000.00
64847	2/4/2019	SOUND SECURITY, INC.	12,445.68
306437	2/8/2019	ELEVATE TECHNOLOGY GROUP	2,925.00
306529	2/15/2019	SOCIAL VENTURE PARTNERS PORTLAND	8,743.75
ACH	2/15/2019	SMITH DAWSON & ANDREWS	3,000.00
306591	2/28/2019	GRUNOW, KYLIE	1,500.00
ACH	2/28/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	1,278.05
		Technical Services	\$ 31,892.48
306412	2/8/2019	BOLI TECHNICAL ASSISTANCE FOR EMPLOYERS	1,100.00
ACH	2/8/2019	CONFIDENCE COACH, LLC	1,000.00
		Technical Training	\$ 2,100.00
306582	2/28/2019	ALLSTREAM	5,113.98
		Telecommunications	\$ 5,113.98
306426	2/8/2019	THP FOUNDATION	1,450.00
		THPF - Donation	\$ 1,450.00
64559	2/4/2019	PACIFIC SERVICE CENTER	4,087.80
		Vehicle & Equipment Services	\$ 4,087.80
ACH	2/8/2019	MARC NELSON OIL PRODUCTS, INC.	5,775.39
306533	2/15/2019	TUALATIN VALLEY WATER DISTRICT	2,711.47
		Vehicle Gas & Oil	\$ 8,486.86
		Grand Total	\$ 2,336,063.34



Tualatin Hills Park & Recreation District

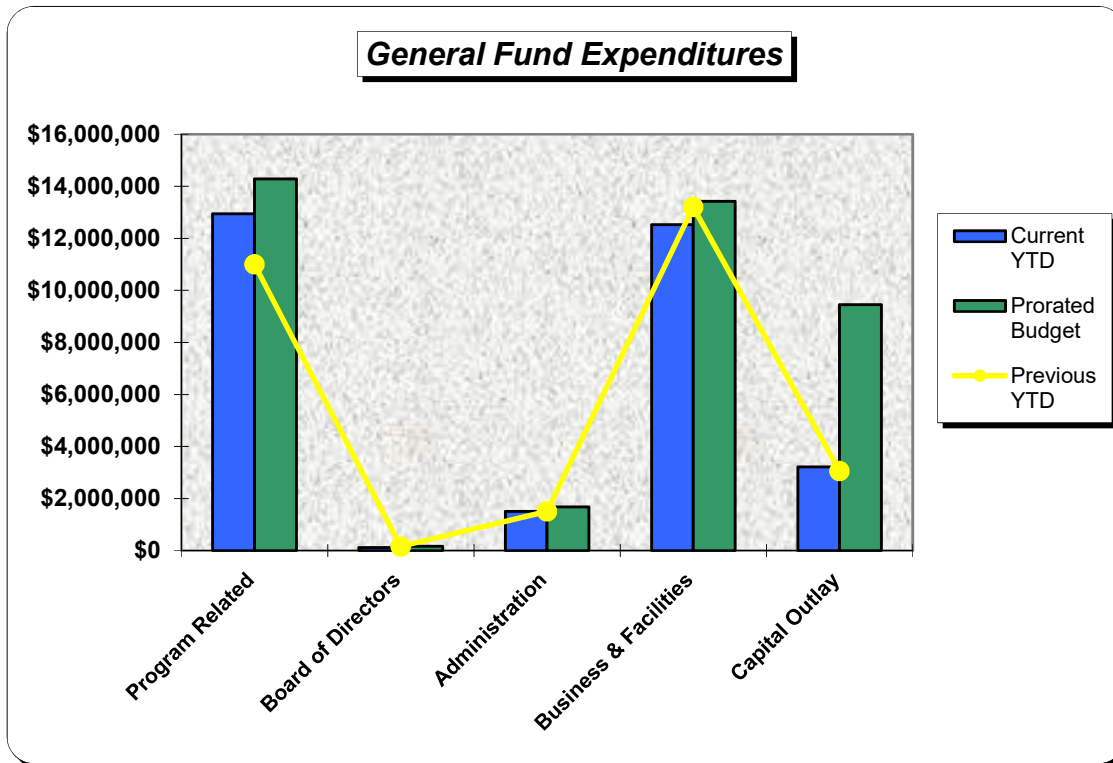
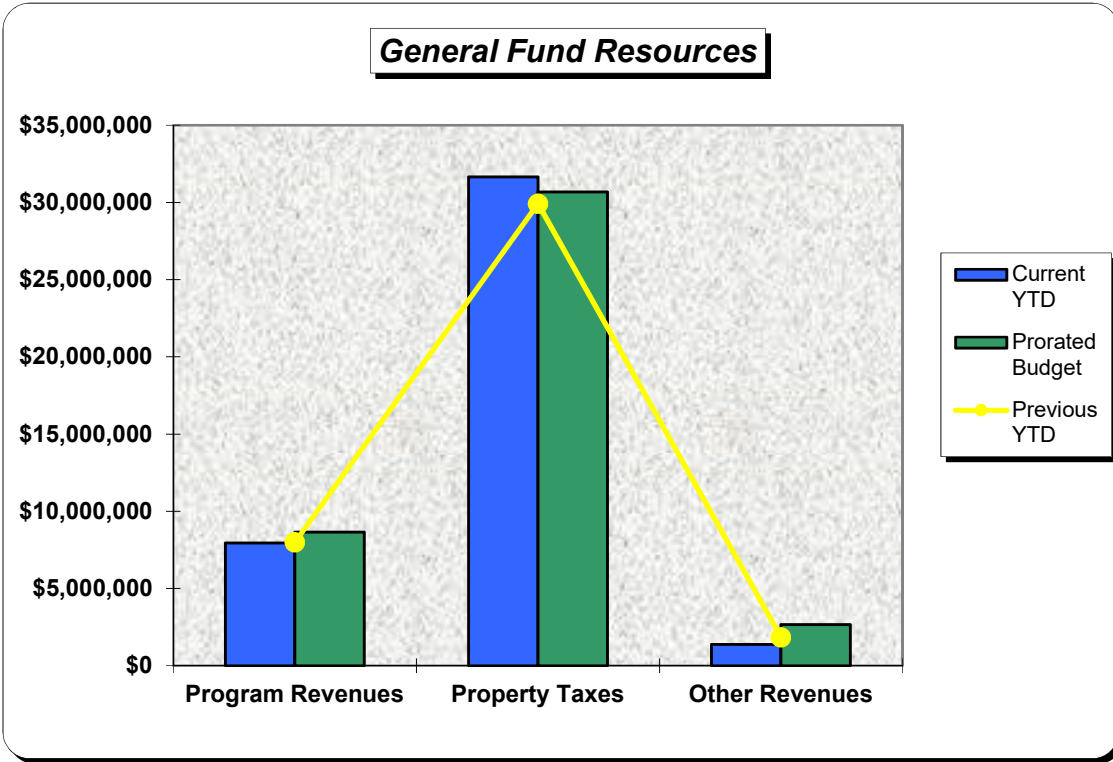
General Fund Financial Summary February, 2019

	Current Month	Year to Date	Prorated Budget	% YTD to Prorated Budget	Full Fiscal Year Budget
Program Resources:					
Aquatic Centers	\$ 96,463	\$ 1,897,941	\$ 2,327,890	81.5%	\$ 3,527,061
Tennis Center	79,208	731,666	808,771	90.5%	1,145,403
Recreation Centers & Programs	235,231	3,849,453	4,123,681	93.3%	5,616,772
Sports Programs & Field Rentals	34,379	1,070,560	1,019,242	105.0%	1,727,357
Natural Resources	25,575	405,543	371,299	109.2%	460,823
Total Program Resources	470,856	7,955,163	8,650,883	92.0%	12,477,416
Other Resources:					
Property Taxes	95,363	31,642,094	30,674,289	103.2%	31,969,978
Interest Income	56,101	314,899	137,377	229.2%	250,000
Facility Rentals/Sponsorships	39,922	452,023	399,161	113.2%	517,200
Grants	2,141	200,860	1,487,676	13.5%	1,998,539
Miscellaneous Income	55,229	410,505	641,847	64.0%	398,450
Debt Proceeds	4,000,000	4,000,000	4,000,000	0.0%	4,000,000
Total Other Resources	4,248,756	37,020,381	37,340,350	99.1%	39,134,167
Total Resources	\$ 4,719,612	\$ 44,975,544	\$ 45,991,233	97.8%	\$ 51,611,583
Program Related Expenditures:					
Parks & Recreation Administration	45,422	406,111	437,997	92.7%	682,972
Aquatic Centers	337,178	2,747,541	3,026,455	90.8%	4,454,117
Tennis Center	128,975	905,222	935,844	96.7%	1,392,083
Recreation Centers	628,379	5,144,295	5,690,204	90.4%	8,412,747
Community Programs	39,936	357,310	339,206	105.3%	485,486
Athletic Center & Sports Programs	187,729	1,605,342	1,924,303	83.4%	2,820,320
Natural Resources & Trails	233,207	1,771,237	1,929,704	91.8%	2,914,154
Total Program Related Expenditures	1,600,826	12,937,059	14,283,714	90.6%	21,161,879
General Government Expenditures:					
Board of Directors	1,017	114,933	167,952	68.4%	311,500
Administration	176,183	1,503,374	1,676,597	89.7%	2,601,140
Business & Facilities	1,443,182	12,518,492	13,421,842	93.3%	20,122,803
Capital Outlay	659,145	3,210,221	9,447,803	34.0%	12,529,412
Contingency/Capital Replacement Reserve	-	-	-	0.0%	5,900,000
Total Other Expenditures:	2,279,527	17,347,021	24,714,193	70.2%	41,464,855
Total Expenditures	\$ 3,880,353	\$ 30,284,079	\$ 38,997,907	77.7%	\$ 62,626,734
Revenues over (under) Expenditures	\$ 839,259	\$ 14,691,464	\$ 6,993,325	210.1%	\$ (11,015,151)
Beginning Cash on Hand		12,583,814	11,015,151	114.2%	11,015,151
Ending Cash on Hand		\$ 27,275,278	\$ 18,008,476	151.5%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

February, 2019





[7D]

MEMO

DATE: March 21, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Waterhouse Trail Segment #4 Construction Contract**

Introduction

Staff is seeking board of directors' approval of the lowest responsible bid for the Waterhouse Trail Segment #4 construction contract, and authorization to execute a contract with Lyda Excavating, Inc. for the amount of \$799,500.

Background

In June 2013, staff requested board approval for the Waterhouse Trail project improvements. The project included trail segments identified in the 2008 Bond Measure, as well as Segment #4. The realization that the bond funding estimate did not include approximately 950 linear feet of Segment #4 was discovered during the preliminary study of Waterhouse Trail, and at that time, it was decided to include it in the overall design of the project as a bid alternate. Because the cost to construct the Segment #4 bid alternate exceeded the designated Bond Measure funds, the trail segment was dropped from the Waterhouse Trail project.

To fund the Segment #4 project, staff applied for a ConnectOregon grant in 2013 and 2015. A \$400,000 grant was successfully awarded to the district in 2016 by the Oregon Transportation Commission, coupled with a \$300,000 contribution from Washington County's Major Street Transportation Improvement Program (MSTIP). In 2017, staff reconvened the original design team to update the construction documents to re-permit the project for a 2019 construction season. A construction cost estimate as determined by a third-party estimator was \$650,268. This does not include the cost of the district-purchased bridge and boardwalk structure of \$265,300, the purchase approval of which will be requested in a separate board action.

Prior to bidding the construction phase of the project, arborist and erosion control contractors were hired to clear the trail alignment in accordance to the Migratory Bird Act's nesting season. This initial phase of work was completed in January 2019, for a total cost of \$30,000. The trail construction phase of the project was advertised for bid on February 4, 2019. Twelve contractors requested bid documents and five attended the mandatory pre-bid meeting. The bid opening was on March 12, 2019 and the district received one responsive bid from Lyda Excavating, Inc. in the amount of \$799,500.

The total hard cost at this point is the combined base bid, district-purchased materials and initial trail clearing costs, which totals \$1,099,300, plus the project soft cost expenses of \$216,382 and the project contingency of \$98,676, for a total project cost of \$1,414,358. Based on the Systems Development Charge (SDC) budget of \$300,000, ConnectOregon VI grant of \$400,000 and county MSTIP contribution of \$300,000, the project budget equals \$1,000,000. This leaves a

shortfall between the project cost and the project budget of \$414,358. The project contingency was lowered to 7.5% for the construction phase, which is our standard practice at bid award.

A breakdown of project costs is provided below:

Waterhouse Trail Segment #4 Budget Information

Budget Item	Current Project Cost
Construction	\$1,099,300 Includes: <ul style="list-style-type: none"> • \$799,500 (<i>lowest responsible bid amount</i>) + \$30,000 (<i>trail clearing</i>) + \$269,800 (<i>district-purchased bridge and boardwalk structure, plus incidental materials</i>)
Contingency	\$98,676
Soft costs	\$216,382
Total project cost	\$1,414,358
Project budget variance (over) under	(\$414,358)

Staff is recommending that SDC undesignated funds be used to cover the remaining project shortage.

All permit documents have been submitted to the City of Beaverton and Department of State Lands. Staff is completing the final assurance requirements for the city and expects the permits to be issued prior to the beginning of construction in June 2019. The construction phase of the project is scheduled for completion by fall 2019.

Proposal Request

Staff is seeking board of directors’ approval of the lowest responsible base bid of \$799,500 from Lyda Excavating, Inc. for the construction of Waterhouse Trail Segment #4; and approval of the use of \$415,000 from the SDC undesignated funds to cover the project shortfall.

Waterhouse Trail Segment #4 Funding Chart

Funding Sources	Amount
SDC Project Funding	\$300,000
ConnectOregon VI	\$400,000
MSTIP Contribution	\$300,000
SDC Undesignated Funds	<u>+\$415,000</u>
Total Project Funding	\$1,415,000

Benefits of Proposal

The project will construct approximately 950 linear feet of the Waterhouse Trail, completing the final gap in the 5.5-mile-long off-street multi-use trail. The result will provide improved access and connection to transit, commercial and employment centers, residential neighborhoods,

regional and community trails, schools, civic places, parks and recreation facilities, and natural areas.

Potential Downside of Proposal

Because the overall cost of the project is greater than the project budget, supplemental funding from the SDC undesignated funds is being requested as part of this action.

Maintenance Impact

The project is anticipated to increase maintenance costs. The estimated maintenance cost for the new trail segment is \$2,783 annually. In addition, the annual impact for future capital replacement is estimated at \$7,203.

Action Requested

Board of directors' approval of the following items:

1. Approval to award the contract to the lowest responsible bid from Lyda Excavating, Inc. for the amount of \$799,500; and
2. Approval of the use of \$415,000 from the SDC undesignated funds to the project; and
3. Authorization for the general manager or his designee to execute the contract.

**Tualatin Hills Park & Recreation District
PROJECT AWARD RECOMMENDATION REPORT**

Project:	Waterhouse Trail Segment #4	
Contractor:	Lyda Excavating, Inc.	
Contractor worked for THPRD previously: Yes		
Contractor references checked: Yes		
Contractor registered with appropriate boards: Yes		
SCOPE OF WORK		
Location:	North of Waterhouse Linear Park soccer field to NW Bethany Court.	
Description:	Demolition, site preparation, earthwork and installation of: paved trail, bridge and boardwalk structure, retaining walls, site furnishings, fencing, signage and landscape.	
FUNDING		
Funds Budgeted and Estimated Costs	Amount:	Page:
Current Total Project Budget:		
SDC Project Funding	\$300,000	
ConnectOregon VI	\$400,000	
MSTP contribution	\$300,000	
SDC Undesignated Funds	<u>+\$415,000</u>	
Total Project Funding	\$1,415,000	
Estimated Project Cost: (expenditures, lowest contractor bid and district project purchases)	\$1,414,358	
Project Budget Variance: (over) under	\$642	

BID PROPOSALS RECEIVED

Low to High Bid	Contractor	Base Bid Amt.	Completed Bid forms
1	Lyda Excavating, Inc.	\$799,500	Yes

PROJECTED PROJECT SCHEDULE	
Invitation to Bidders	February 4, 2019
Sealed Bids Due and Bid Closing Time	March 12, 2019 at 2:00 pm/FCSC
Bid Opening	At time of Bid Closing

Final Bid Review / Memo to Board	March 25, 2019
THPRD Board Meeting to Approve Bid	April 9, 2019
Notice of Intent to Award	April 10, 2019
Notice to Proceed (approx.)	May 6, 2019
Preconstruction Site Meeting (approx.)	May 29, 2019
Preconstruction Conference with City	May 29, 2019
Site Mobilization (approx.)	June 3, 2019
Desired Project Duration - Notice to Proceed to Substantial Completion.	120 days



[7E]

MEMO

DATE: March 21, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Waterhouse Trail Segment #4 Bridge and Boardwalk Purchase**

Introduction

Staff is seeking board of directors' approval of the district-purchased materials for the Waterhouse Trail Segment #4 project, and authorization to purchase a bridge and boardwalk structure from Western Wood Structures, Inc. (WWS) in the amount of \$265,300.

Background

In June 2013, staff requested board approval for the Waterhouse Trail project improvements. The project included trail segments identified in the 2008 Bond Measure, as well as Segment #4. The realization that the bond funding estimate did not include approximately 950 linear feet of Segment #4 was discovered during the preliminary study of Waterhouse Trail, and at that time, it was decided to include it in the overall design of the project as a bid alternate. Because the cost to construct the Segment #4 bid alternate exceeded the designated Bond Measure funds, the trail segment was dropped from the Waterhouse Trail project.

To fund the Segment #4 project, staff applied for a ConnectOregon grant in 2013 and 2015. A \$400,000 grant was successfully awarded to the district in 2016 by the Oregon Transportation Commission, coupled with a \$300,000 contribution from Washington County's Major Street Transportation Improvement Program (MSTIP). In 2017, staff reconvened the original design team to update the construction documents to re-permit the project for a 2019 construction season.

At the April 9, 2019 regular board meeting, staff is requesting board of directors' approval to award the contract to Lyda Excavating, Inc. as the general contractor for the trail improvements for \$799,500. The request notes that the estimated cost of the district's provided items equaled \$269,800. This amount includes the large (over \$150,000) district purchase of the bridge and boardwalk structure in the amount of \$265,300, and incidental district materials for the balance.

Approval to procure WWS bridge and boardwalk structures for Segment #4 was previously granted as part of the Waterhouse Trail project in 2011 when the district had multiple trail projects to build under the 2008 Bond Measure. At that time, staff competitively bid the design and fabrication of bridge and boardwalk structures for the Rock Creek and North Bethany Trails, Waterhouse Trail and Westside Trail projects. A Request for Proposals was publically advertised in April 2011 and on June 6, 2011 the board of directors approved awarding the contract to WWS. WWS proceeded to design and fabricate all the bridge and boardwalk structures for the aforementioned trail projects, with the exception of Segment #4.

Staff has confirmed with legal counsel that the contract and scope of the original contract approval are still in effect, and a contract amendment was executed with WWS for Segment #4. However, given the cost of the structure, which exceeds \$150,000, the actual purchase requires board approval.

A breakdown of district-purchased materials is outlined below, which does not include district purchases that are less than \$150,000 and can be procured within the general manager authority.

Waterhouse Trail Segment 4 District Purchased Materials

Company	Product	Amount	Procurement Method
Western Wood Structures	Bridge and boardwalk structure	\$265,300	2011 Competitive Bid
	Large expense materials total	\$265,300	

Proposal Request

Staff is seeking board of directors’ approval of the district-purchased materials for the Waterhouse Trail Segment #4 project that exceed the general manager’s purchase authority of \$150,000, and authorization for the general manager or his designee to execute the contract with Western Wood Structures, Inc.

Benefits of Proposal

Approval of the district-purchased materials will allow the district to successfully procure high quality materials for the completion of the Waterhouse Trail Segment #4 project. By procuring the designed bridge and boardwalk structure directly from Western Wood Structures, Inc., the district can schedule the delivery of materials in succession with the construction schedule and complete the project on time. Additionally, the district will save the general contractor’s markup on these materials.

Potential Downside of Proposal

There is no apparent downside to this proposal.

Action Requested

Board of directors’ approval of the following items:

1. Approval of the district-purchased materials for the estimated amounts shown, which total \$265,300; and
2. Authorization for the general manager or his designee to execute the contracts.



[7F]

MEMO

DATE: March 21, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Bonny Slope Trail Construction Contract**

Introduction

Staff is seeking board of directors' approval of the lowest responsible bid for the Bonny Slope Trail (The Bluffs Park) construction contract, and authorization to execute a contract with 3 Kings Environmental, Inc. for the amount of \$205,250.

Background

In April of 2009, the district entered into a purchase and sale agreement with the Beaverton School District (BSD) to acquire 2.15 acres adjacent to the Bonny Slope Elementary School and The Bluffs Park. In August of 2013, the district acquired an additional property of 1.83 acres to the east of the property acquired from BSD. The total additions to The Bluffs Park equaled 3.98 acres. As part of the purchase and sale agreement with BSD, THPRD agreed to construct an ADA-compliant path through the property to the elementary school.

Prior to bidding the trail construction phase of the project, an arborist was hired to fell and de-limb trees within the trail alignment in accordance to the Migratory Bird Act's nesting season. This initial phase of work was completed during the school's winter break from December 22, 2018 to January 6, 2019, and cost \$26,800.

The Bonny Slope Trail (The Bluffs Park) total construction cost estimate as determined by the project engineer was \$266,078. The trail construction phase of the project went out for bid on January 9, 2019. A mandatory pre-bid meeting was held on January 17, 2019 and was attended by eight contractors. The bid opening was held on January 31, 2019 and the district received a total of two bids, both of which exceeded the project budget. Due to this bid result, in the public's interest, the bid was canceled, and the project was rebid on March 6, 2019. The new bid opening was held on March 21, 2019 and the district received two bids. The lowest bid came from 3 Kings Environmental, Inc. with a base bid of \$205,250.

The total hard cost at this point is the combined base bid and initial tree work, which totals \$232,210; the addition of the project soft cost expenses of \$210,700 and the project contingency of \$33,218, results in a total project cost of \$476,128. Based on the Systems Development Charge (SDC) budget of \$500,000, the project cost is within the project budget with a surplus of \$23,872. The project contingency was lowered to 7.5% for the construction phase which is our standard practice at bid award.

A breakdown of project costs is provided below.

Bonny Slope Trail (The Bluffs Park) Budget Information

Budget Item	Current Project Cost
Construction	\$232,210 Includes: <ul style="list-style-type: none">\$205,250 (<i>lowest responsible bid amount</i>)+ \$26,800 (<i>tree felling and de-limbing</i>)+ \$160 (<i>district-purchased misc. materials</i>)
Contingency	\$33,218
Soft costs	\$210,700
Total project cost	\$476,128
Project budget variance (over) under	\$23,872

All permit documents have been submitted to Washington County and Clean Water Services. Staff is completing the final assurance requirements and expects the permits to be issued when the contractor is approved and prior to the beginning of construction in mid-June 2019. The construction phase of the project is scheduled for completion by the end of August 2019.

Proposal Request

Staff is seeking board of directors' approval of the lowest responsible base bid of \$205,250 from 3 Kings Environmental, Inc. for the construction of the Bonny Slope Trail (The Bluffs Park).

Bonny Slope Trail (The Bluffs Park) Funding Chart

Funding Sources	Amount
SDC Project Funding	\$500,000
Total Project Funding	\$500,000

Staff is also requesting authorization for the general manager or his designee to execute the contract.

Benefits of Proposal

The proposed connection to the school will provide a year-round alternative paved access for children to use to get to school. It will also provide a key trail linkage to the neighborhood and other portions of The Bluffs Park and the surrounding neighborhood streets. This project satisfies the district commitment to the Beaverton School District made in the initial acquisition of the land adjacent to Bonny Slope Elementary School.

Potential Downside of Proposal

There is no apparent downside to this proposal.

Maintenance Impact

The project is anticipated to increase maintenance costs. There are existing soft surface trails on the site, but the maintenance of those trails is minimal. The estimated maintenance cost for

the new paved trail is \$3,892 annually. In addition, the annual impact for future capital replacement is estimated at \$1,794.

Action Requested

Board of directors' approval of the following items:

1. Approval to award the contract to the lowest responsible bid from 3 Kings Environmental, Inc. for \$205,250; and
2. Authorization for the general manager or his designee to execute the contract.

**Tualatin Hills Park & Recreation District
PROJECT AWARD RECOMMENDATION REPORT**

Project:	Bonny Slope Trail (The Bluffs Park)	
Contractor:	3 Kings Environmental, Inc.	
Contractor worked for THPRD previously: No		
Contractor references checked: Yes		
Contractor registered with appropriate boards: Yes		
SCOPE OF WORK		
Location:	End of NW South Drive, end of NW 117 th Drive and north side of Bonny Slope Elementary School.	
Description:	Demolition, site preparation, earthwork and installation of: paved trail, drainage, retaining wall, site furnishings, fencing, signage and seeding.	
FUNDING		
Funds Budgeted and Estimated Costs	Amount:	Page:
Current Total Project Budget:		
SDC Project Funding	\$500,000	
	±	
Total Project Funding	\$500,000	
Estimated Project Cost: (expenditures, lowest contractor bid and district project purchases)	\$476,128	
Project Budget Variance: (over) under	\$23,872	

BID PROPOSALS RECEIVED

Low to High Bid	Contractor	Base Bid Amt.	Completed Bid forms
1	3 Kings Environmental, Inc.	\$205,250	Yes
2	Lyda Excavating, Inc.	\$290,000	Yes

PROJECTED PROJECT SCHEDULE	
Invitation to Bidders	March 6, 2019
Sealed Bids Due and Bid Closing Time	March 21, 2019 at 2:00 pm/FCSC
Bid Opening	At time of Bid Closing
Final Bid Review / Memo to Board	March 25, 2019
THPRD Board Meeting to Approve Bid	April 9, 2019

Notice of Intent to Award	April 10, 2019
Notice to Proceed (approx.)	May 2019
Preconstruction Site Meeting (approx.)	June 7, 2019
Preconstruction Conference with County	June 7, 2019
Site Mobilization (approx.)	June 17, 2019
Desired Project Duration - Notice to Proceed to Substantial Completion.	4 months (2 months construction)



MEMO

DATE: March 25, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: Parks Functional Plan

Introduction

Staff presented updates and new sections to the Parks Functional Plan (PFP) at the board of directors' August, November and December 2018 and February 2019 regular board meetings. The PFP (Attachment A)¹ has been updated based on comments and discussions at the meetings. Staff is requesting board approval of the PFP at the April 9, 2019 meeting. Upon approval, staff will work with the consultant to include images in the final layout.

Background

The district's initial PFP was approved in May 2015. The PFP provides a guide for staff on decisions and activities regarding how the district acquires, develops, operates and maintains parks. Functional plans are intended to be updated every 3-5 years and the update of the PFP began in 2018.

The board was presented with updated and new information on the following dates:

- August 7, 2018: Overview of the public engagement and update process for the PFP.
- November 13, 2018: Update of park classifications, the revised prioritization criteria (based on public input, as well as screening by the advisory team) and a summary of the public engagement feedback. The prioritization criteria have been applied, resulting in updated Tables 8, 9 and 10.
- December 11, 2018: Revised park design (Section 4.1.5) and maintenance (Section 4.1.7) guidelines and new sections on historic resources (Section 3.4.5), health, wellness and the benefits of parks (Section 4.1.9), art strategy (Section 4.1.5.q), safe routes to parks (Section 4.1.5.p), hours of operation (Section 4.1.5.r).
- February 12, 2019: New sections including land acquisition strategy (Section 3.4.2), master planning parks in new urban areas (Section 4.1.3), dog parks (Section 4.1.8) and the district's role in downtown Beaverton (Section 3.4.2.c) and updated funding (Section 4.2) and property disposition (Section 4.1.4.f) sections.

Board comments and feedback from these meetings have been included in the attached PFP.

¹ Attachment A includes the main text of the PFP, as well as Appendices 6.1 (Park Inventory and Level of Service (LOS) Scoring and 6.2 (Park User Request Flow Chart). Appendices 6.3 through 6.6 contain technical reports and documents that are summarized in the text and tables of the PFP and are available upon request.

Proposal Request

Staff is requesting board approval of the PFP at the April 9, 2019 meeting. Upon approval, staff will work with the consultant to include images to the final layout.

The updates to the PFP include:

1. Park Inventory and Walkable Access Analysis (updated Section 2.3.2 and maps contained in Figures 1-3 and 5-6): Staff worked with a consultant to update the park inventory and walkable access GRASP maps to reflect new park development, existing park enhancements and land acquisition since 2015.
2. Park Classifications (Sections 2.1.3, 3.1.2-3.1.5 and Tables 1 and 6): Classifications were updated to reflect recent planning efforts (North Bethany and Bonny Slope West) that have resulted in smaller neighborhood parks, as well as to add new definitions for urban parks (to reflect changing development patterns in the downtown core) and pocket parks to provide guidance for meeting level-of-service expectations where traditional park services are not feasible due to size limitations or surrounding development patterns.
3. Prioritization Criteria for Park Development (Section 3.3.1 and Table 7): Based on work of an interdepartmental review team (including staff from the City of Beaverton and Washington County), as well as extensive public engagement, the criteria for prioritizing development of future parks was updated and applied to existing undeveloped park land (Table 9).
4. New Information (New Sections 3.4.5, 4.1.8 and 4.1.9 and updated Sections 4.1 and 4.2): New information has been added to reflect district initiatives and processes in the areas of Access for All, all-inclusive play areas, dog parks, public art, historic properties, health and wellness and Safe Routes to Parks.
5. Park Design Guidelines and Maintenance: Updates have been included to reflect current trends, best management practices and lessons learned on past and current projects.

Benefits of Proposal

The PFP will provide guidance for staff on decisions and activities regarding how the district acquires, develops, operates and maintains parks.

Potential Downside of Proposal

There are no potential downsides to the proposal.

Action Requested

Board of directors' approval of the Parks Functional Plan.

Tualatin Hills Park & Recreation District

DRAFT Parks Functional Plan

03.26.19

Board of Directors

Ali Kavianian, CFP, President/Director
Felicit Montebianco, Secretary/Director
Wendy Kroger, MA, Secretary Pro-Tempore/
Director
Todd Duwe, Director
John Griffiths, MBA, Director

THPRD Management Oversight

Doug Menke, General Manager
Keith Hobson, Director of Business & Facilities
Geoff Roach, Director of Community Partnerships
Holly Thompson, EMPA, Director of
Communications
Aisha Panas, CPRP, Director of Park & Recreation
Services

THPRD Review Team

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Bruce Barbarasch, Natural Resources & Trails
Manager
Tim Bonnin, Senior Park Planner
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Mike Cero, Parks Maintenance Supervisor - North
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Deb Fife, Community Programs
Steve Gulgren, Parks Maintenance
Brad Hauschild, Urban Planner

Gery Keck, Design & Development Manager
Nicole Paulsen, CPRP, Park Planner
Mike Janin, Security Operations Manager
Troy Schader, Parks Maintenance Supervisor -
South
Charri Hearn Schairer, MPA, Urban Planner
Deb Schoen, CPRP, Community Programs
Keith Watson, CPRP, Community Programs
Manager
City of Beaverton: Brian Martin, Long Range
Planning Manager
Washington County: John Floyd, Associate Planner
THPRD Parks & Facilities Advisory Committee

Consultants

Katie Mangle and Jill Roszel, Alta Planning + Design
Robby Layton, PHD, FALSA, PLA, CPRP, Dave
Peterson, PLA and Carter Marshall, PLA Design
Concepts Community + Landscape Architects

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1. INTRODUCTION

The purpose of the Parks Functional Plan (PFP) is to help implement several goals from the Tualatin Hills Park & Recreation District's (THPRD) 2013 Strategic Plan/Service and Financial Sustainability Analysis. These goals set forth THPRD's approach to providing, developing, and maintaining park sites for its patrons. This PFP outlines how THPRD will:

1. Acquire land for new parks
2. Prioritize park development
3. Design, construct, and maintain parks

The 2006 Comprehensive Plan recommended prescriptive standards for park lands, such as minimum sizes and locational criteria. An outcome of THPRD's 2013 Comprehensive Plan Update process and the 2013 Strategic Plan was a call for a review of the standards and guidelines used to ensure residents are provided with quality park lands. This review included how THPRD acquires land for parks; how it develops or enhances park sites; and how it maintains and operates park sites. In 2018, the district also updated the Inventory (Appendices 6.3 and 6.4) to include new parks, improvements to existing parks, and future park sites.

As part of the PFP's development, a new methodology and approach for the provision of parks is being utilized. This approach, a "composite-values methodology," is an outcome of the 2013 Comprehensive Plan Update and considers a park's individual components, such as a play area, ball field, or community garden; the quality of these components; its comforts and conveniences, such as benches, restrooms, and landscaping; its overall design; its aesthetics and ambience; and its walkability from adjacent neighborhoods. This new approach will help THPRD:

1. Improve overall neighborhood level of service (LOS) to the residents it serves
2. Improve walkable access to parks and park components
3. Establish criteria for how land is acquired for parks
4. Create prioritization criteria for park development and maintenance

The following goals identified in the 2013 Strategic Plan relate to providing, developing, and maintaining park lands for its patrons as follows:

Goal 1: Provide quality neighborhood and community parks that are readily accessible to residents throughout the district's service area.

Goal 2: Provide quality sports and recreation facilities and programs for park district residents and workers of all ages, cultural backgrounds, abilities, and income levels.

Goal 3: Operate and maintain parks in an efficient, safe, and cost-effective manner, while maintaining high standards.

Goal 4: Acquire, conserve, and enhance natural areas and open spaces with the district.

Goal 5: Develop and maintain a core system of regional trails, complemented by an interconnected system of community and neighborhood trails, to provide a variety of recreational opportunities such as walking, biking, and jogging.

Goal 6: Provide value and efficient service delivery for taxpayers, patrons, and others who help fund park district activities.

Goal 7: Effectively communicate information about park district goals, policies, programs, and facilities among district residents, customers, staff, district advisory committees, the district Board, partnering agencies, and other groups.

Goal 8: Incorporate principles of environmental and financial sustainability into the design, operation, improvement, maintenance, and funding of park district program and facilities.

This Plan consists of four primary sections:

1. Existing Conditions
2. Future Conditions
3. Achieving Success
4. Success Monitoring

Finally, the PFP also includes new information based on THPRD Board and Advisory Committee feedback, and community engagement survey results on the following topics:

- Historic Resources
- Health Benefits of Parks and Recreation
- Art Strategy
- Safe Routes to Parks
- Dog Parks

1.1 Existing Conditions / Where We Are

The 2013 Comprehensive Plan Update identified a number of needs related to park development, including the provision of positive activities for youth and implementing planned park and trail projects. Additionally, the 2018 Parks Development and Maintenance Survey identified a number of important future facilities and amenities, including pathways and trails, play and picnic areas, and dog parks. The results from the 2018 survey were consistent with the Park Development and Maintenance Survey completed in the fall of 2014.

Established in the 2013 Comprehensive Plan Update, park components are features that draw people to parks, such as play areas, natural areas and ball fields. Comfort and convenience amenities are features that enhance overall park experience, such as restrooms, benches, and drinking fountains. Each park site was scored to rate its components, comforts, conveniences, and ambient qualities based on the following point scale. The score for each park site is summarized in Appendix 6.1, and the score sheets for each park site can be found in the 2018 Inventory Atlas (Appendix 6.3).

- 0 = Not Provided
- 1 = Below Expectations
- 2 = Meets Expectations
- 3 = Exceeds Expectations

Park level of service (LOS) is considered in one of two ways: neighborhood or community. Neighborhood LOS addresses walkable access, and the number and quality of unique components within a park site. Community LOS addresses neighborhood factors plus the quantity of each unique component. The 2013 Comprehensive Plan Update established an average value for neighborhood LOS and community LOS, which represents the district's desired LOS for parks as follows:

- Neighborhood LOS = 75
- Community LOS = 168

The average LOS value increased to 86 in the 2018 Inventory update. This can be attributed to an increase in level of service due to recent upgrades at parks, and the assessment of additional sites not included in the 2014 assessment. This Plan acknowledges that not every park in THPRD's service area will achieve this expectation due to limitations such as site size, topography, or other considerations. This Plan identifies strategies to address these types of situations. A number of maps, highlighting the district's community and neighborhood LOS coverage are included in this Plan.

1.2 Future Conditions / Where We Want to Be

Development of new park sites starts with the acquisition of land. The acquisition process involves identifying sites that are suitable for park use when considering needs such as the site's developable area (for meeting neighborhood or community needs), having adequate street frontage, and being easily accessible from adjacent neighborhoods.

To achieve neighborhood LOS expectations, a park should consist of five components (Table 6), include comfort and convenience amenities, and be within a 10-minute walk from the neighborhood it serves. For community LOS, a park site should include an additional three to five components, multiples of unique components, and be within a 10-minute drive of the community it serves.

The district should allocate its resources to: 1) land acquisition for parks; 2) new park development; and 3) maintenance, preservation, and enhancement of existing parks. These recommendations were established, in part, through the Park Development and Maintenance Survey conducted in 2018, and after discussion with the District's Parks and Facilities Advisory Committee.

The PFP also identifies criteria that will be used to prioritize park enhancement and development (See Section 3.3 Prioritization Criteria). These include, but are not limited to: serving diverse communities, available infrastructure; community support; potential for various types of recreation; and site access and visibility. As projects arise, they will be scored and placed in "high," "medium," or "low" priority categories. These criteria will also be used to determine site suitability for land acquisition of new park sites.

The district's priorities for land acquisition, development of new parks, and enhancement of existing parks are discussed in greater detail in Section 4 of this Plan, and are summarized in Table 8, Table 9, and Table 10.

1.3 Achieving Success / How We Get There

The PFP establishes guidelines for land acquisition, park design, and maintenance operations. This Plan also reinforces processes already in place, such as public involvement, park naming, encroachments, and property disposition. This section identifies funding sources for park development and enhancement projects, such as capital funds, system development charges (SDCs), grants, partnerships, and general obligation bonds. Not all funding sources can be used for all types of park improvements. For example, SDCs may not be used to fund the renovation or replacement of components or amenities, as they must be spent only on land acquisitions or improvements that add capacity to the park system.

To ensure a high level of service for its users, THPRD has established guidelines for typical park features, comforts, and conveniences, which are intended to ensure high quality and to minimize long-term maintenance costs. This Plan identifies a number of key park design elements, including: site furnishings, play areas, accessibility, signage, landscaping, irrigation, and sustainability. Guidelines for maintenance operations are also outlined in this Plan and include: zone management, frequency of operations, and typical services (such as mowing, trash removal, and emergency response).

1.4 Success Monitoring / How Are We Doing?

The PFP identifies a number of traditional performance measures for park and recreation that are typically monitored annually and include, but are not limited to, acres of new park land acquired, number of projects completed, and number of master plans developed.

With an emphasis on improving walkable access to parks and improving district-wide neighborhood LOS, the district will also monitor items such as ensuring one-half (1/2) mile walkable access free of barriers to

parks, creating well-designed parks that promote healthy lifestyles, and operating and maintaining parks sustainably.

The district will use a variety of methods to monitor its successes, or shortfalls, in achieving its expectations. Monitoring of expectations will occur on an annual basis, through site visits and annual inspection reports, or on a multiple year basis, such as tracking projects identified in the budget and comprehensive park inventories, depending on outcomes being monitored.

2. EXISTING CONDITIONS / WHERE WE ARE

THPRD first adopted a Comprehensive Plan in 1997. In 2006, that Plan was updated and identified a number of goals for parks; established standards for parks, land acquisition, and maintenance; and provided strategies for achieving success. The 2006 Comprehensive Plan was updated in 2013, refining district goals and rethinking strategies for goal implementation. This section of the PFP outlines existing conditions in the district and progress towards Comprehensive Plan goals.

2.1 2013 Comprehensive Plan Update

2.1.1 Existing Conditions

In 2019, THPRD owns and operates about 200 parks and recreation facilities, encompassing about 2,400 acres. This includes parks, natural areas, and special use facilities. Table 1 provides descriptions of each park category and Table 2 shows THPRD's total existing and future parks breakdown by classification and acreage.

2.1.2 Identified Needs

With the Comprehensive Plan Update in 2013, the following needs related to park development were identified:

- Parks should positively impact healthy, active lifestyles
- Parks should provide positive activities for youth
- Existing parks should be maintained
- Planned park and trail projects should be implemented

In 2018, Tualatin Hills Park & Recreation District (THPRD) conducted the Parks Development and Maintenance Survey to measure community interest to provide guidance on:

- Prioritization of land acquisition
- Park development, including prioritization of development
- Park design and maintenance

The findings from the 2018 survey of park users throughout the district identified the following:

- Top five reasons to visit parks:
 - + exercise (56%)
 - + nature / wildlife (49%)
 - + play area / play equipment (48%)
 - + socialize / time with friends or family (39%)
 - + nature play and walk my dog (28%)
- Top five desired facility improvements in parks:

- + restrooms (69%)
 - + drinking fountain (53%)
 - + seating (51%)
 - + parking (45%)
 - + picnic shelter (36%)
- Top five maintenance activities for parks:
 - + litter & debris removal (76%)
 - + timely repair of damaged park features (67%)
 - + prompt graffiti removal (35%)
 - + regularly mowed and irrigated grassy areas (35%)
 - + water conservation practices (21%)
 - Top five prioritization considerations for developing parks:
 - + enhance existing parks (47%)
 - + maintain existing parks (44%)
 - + number of overall residents served (25%)
 - + potential for informal recreation (walking and enjoying nature) (20%)
 - + active recreation (sports, running, or play areas) (12%)

The full Parks Development and Maintenance Survey results can be found in Appendix 6.5.

2.1.3 Standards and Expectations

The 2013 Comprehensive Plan Update did not change park classifications for neighborhood, community, and special use parks. However, some parks were reclassified to better meet their current function (e.g., John Marty Park was reclassified from a linear park to a neighborhood park).

In 2018, two additional classifications – urban plaza and pocket park – were created to address park and recreation needs in fully developed residential areas, where available land is scarce, and in higher density areas of new or evolving residential/mixed-use development. As a result of these new classifications, some sites have been reclassified in this PFP Update. Refer to Table 1 - THPRD Park Category Descriptions for details about each of the district’s park classifications.

Table 1 – THPRD Park Category Descriptions.

Classification	Description	Size
Urban Plaza	A small public gathering space in an urban area that fosters community interaction and civic pride. Although intended to be stand-alone components of a streetscape, plazas can be included as a part of a park development in higher density population areas with limited access to parks and open space. <i>Examples:</i> Progress Lake Park, Timberland Park, and Beaverton Round.	Varies
Pocket Park	A small park that provides recreational opportunities to meet the needs of local residents. Ideally located in areas where full size park development is not feasible due to land availability.	Typically, 1 acre or less.

Classification	Description	Size
	This type of park is distinctive from other types of parks because it offers a small open space or recreational area, such as play equipment, open lawn area, and sport courts. <i>Examples:</i> Fifth Street Park and Wildhorse Park.	
Neighborhood Park	A park that meets the recreational needs of neighborhood residents. Generally, includes play areas, small active recreation areas, green space, and opportunities for passive recreation. <i>Examples:</i> Forest Hills Park and Hideaway Park.	Typically, 2 - 8 acres; in new urban areas, the target should be a minimum of 2 - 4.
Community Park	A large park intended to serve a larger geographic area. These parks are designed to engage families and visitors from across the district and region. Multiple diverse activities and amenities can engage visitors for an entire day. Community parks serve a broader purpose than neighborhood parks and focus on meeting a wide variety of community recreation needs, including active and passive recreational opportunities. <i>Examples:</i> Evelyn M. Schiffler Memorial Park, Cedar Hills Park and Commonwealth Lake Park.	Typically, 8 acres or more.
Linear Park	Often combined with trail corridors, may include park amenities. <i>Examples:</i> Westside Linear Park and Waterhouse Linear Park.	Varies
Special Use Park	Destination areas or facilities dedicated to a specific purpose, including natural, historical, or cultural resources that do not fit into other park classifications. <i>Examples:</i> Jenkins Estate and Fanno Farmhouse.	Varies

2.1.4 Accomplishments

THPRD owns and operates about 200 parks and recreation facilities, encompassing approximately 2,400 acres. This is an increase of 29 sites, which includes parks, green spaces, natural areas, sport fields and facilities/centers. The district serves approximately 250,000 residents, which is an increase of approximately 20,000 people since 2013.

Table 2 shows the breakdown by park category. Please note that this table does not include natural areas, athletic facilities located at Beaverton School District sites, nor THPRD's recreation and aquatic centers.

Table 2 - Existing and Future Park Site Breakdown by Category, 2019.

Classification	Total Number	Total Acres	Average Acres per Park
Neighborhood Parks	105	447.48	4.26
Community Parks	17	398.82	23.46
Special Use Parks	9	646.00	71.78
Urban Plazas	2	**	**
Pocket Parks	4	3.35	0.84
**The Urban Plazas are part of a larger park			

2.2 LOS Scoring Criteria

2.2.1 LOS Scoring Process

As part of the 2013 Comprehensive Plan Update, all THPRD parks and facilities were inventoried, analyzed and scored based on their individual and cumulative components, amenities, and attributes. This analysis resulted in the establishment of a scoring process to determine a desired level of service on a neighborhood and community scale. More details on this analysis are provided below.

2.2.2 Scoring Criteria

Parks are made up of multiple components, which are those features that draw people to use parks, such as natural areas, picnic areas, and dog parks. The setting for a component, and the conditions around it, affect how well it functions. Therefore, in addition to scoring the components, each park site is also scored on its comforts, conveniences, and ambient qualities. Table 3 provides descriptions of the park evaluation criteria.

Table 3 - Park Evaluation Criteria.

Criterion	Description
Components	Components are those elements that draw people to a park. Examples of components include community gardens, dog parks, play equipment, water play/splash pads, ball fields, bocce ball, horseshoe pits, open grassy areas, natural areas, lakes/water, fishing, tennis, volleyball, overlooks, interpretive/education areas and looped pathways.
Quality	The service provided by a component is determined, in part, by its quality. For example, a play area with a variety of features, such as climbers, slides, and swings, provides a higher degree of service than one with limited features.
Condition	The service provided by a component is determined, in part, by its condition. For example, play equipment in disrepair with unsafe conditions does not offer the same service as one in good condition.
Location	The service provided by a component is determined, in part, by its proximity and accessibility to its users. For example, people living within easy reach of a play area are better served by that play area than those living across town.
Comfort	The service provided by a component is increased by having amenities nearby because they enhance the experience of using components. Examples of comforts include shade, seating, restrooms, bike racks, trash receptacles, signage, drinking fountains, landscaping, and parking.

Convenience	The service provided by components is increased by having easy access to and availability of comfort amenities.
Ambience	The service provided by a component is enhanced where there is a sense of safety and security, as well as pleasant surroundings, attractive views, and a sense of place.

Components are scored using the following three-tier rating system to establish a base score (Table 4).

Table 4 - Park Rating Classification.

Symbol	Description	Value
B	Below expectations	1
M	Meets expectations	2
E	Exceeds expectations	3

Taking into consideration the above criteria, as well as proximity to trails, multipliers are then added to the base score. These individual component scores are then combined to establish an overall score for specific park sites. This analytical scoring technique, known as Composite-Values Methodology (CVM), is used to establish level of service provided by parks throughout the district.

More detailed information on the scoring criteria and analysis process can be found in the 2013 Comprehensive Plan Update.

2.2.3 What the Scoring Means

Based on the 2013 Comprehensive Plan Update inventory and scoring of park sites, level of service (LOS) values have been identified for district needs at both a neighborhood and community level. Table 5 highlights these LOS considerations.

Table 5 - Park Level-of-Service (LOS) Considerations.

Category	LOS Consideration
Neighborhood Park	In general, addresses access to parks and recreation facilities, and is primarily based on the number of unique components and quality of those components
Community Park	Addresses the two neighborhood factors, but also considers the quantity of each component

To establish an overall LOS for a park, each park component is given a value (as identified in Table 4 above), which is then used to calculate a cumulative score (taking into account the multipliers described in Table 3 above) for each park site in the inventory. The outcome of this analysis, highlighted in the 2013 Comprehensive Plan Update, established an average value for neighborhood LOS and community LOS, and represents the desired LOS expectation for district parks as follows:

- Neighborhood LOS = 75
- Community LOS = 168

For purposes of the analysis, a one-mile “buffer” was placed on all components to evaluate a park’s neighborhood LOS. This represents a distance from which convenient access to the park can be achieved by normal means (such as driving, bicycling, or walking). An additional one-half mile buffer was used, which represents a distance that a resident can reasonably walk in ten minutes. As a result, scores are doubled within the one-half mile buffer to reflect the added value of walkable proximity, since most healthy individuals can reach a location on their own by walking.

A three-mile buffer was placed on all components to evaluate a park’s community LOS, because it is assumed that users are willing to travel farther (approximately ten-minute drive times) to reach the types of

components providing a community-oriented service. Scoring for a park's community LOS also takes into consideration the total number of the same component, not just the type of component (i.e., four tennis courts or two multi-purpose sports fields).

The intent is to achieve a neighborhood LOS score of 75 over the entire THPRD service area and to ensure district residents have access to those components typically found in a park. Whether this is achieved at an individual park site or at multiple park sites within their neighborhood, the key to success is the provision of easily accessible park and recreation opportunities throughout the district.

2.3 Inventory of Park Sites

2.3.1 Mapping

In 2013, a consultant team updated the Tualatin Hills Park & Recreation District (THPRD) Comprehensive Plan resulting in a System-Wide Priorities Analysis – 10 Year Plan for Growth. The Comprehensive Plan identified major opportunities for parks, trails, and open space improvements and acquisitions. Short-term (within five years) and long-term (within 5-10 years) capital improvement priorities were identified, as well as recommendations for improving the effectiveness and efficiencies of THPRD operations.

THPRD had approximately 145 sites that were excluded from the 2013 Comprehensive Plan update. The district requested that these sites be evaluated and included in the inventory and level of service analysis. This report follows the process of inventorying and analyzing for the additional sites and is presented as the 2018 Inventory Update, Walkability Assessment, and Prioritization (Appendix 6.4).

The maps included in this plan inventory and highlight the district's neighborhood LOS as it currently stands. The maps should serve as a baseline and be used to measure the district's progress in meeting its expectations.

2.3.2 Inventory Update

2.3.2.a. Updated Park Inventory Scoresheets/GRASP¹ Atlas

The 2018 update of the PFP included an update to the Inventory Atlas. This update added new parks, improvements to existing parks, and newly acquired park sites. The summary report and score sheets are included in Appendices 6.3 and 6.4.

2.3.2.b. New Parks (11 sites):

- Bethany Creek Falls Park
- Cedar Hills Community Park – update based on approved master plan and anticipated commencement of construction
- Cedar Mill Creek Pocket Park
- Crowell Woods Park – update based on approved master plan and anticipated commencement of construction
- Mountain View Champions Park – update based on completed construction
- Neighborhood Square Park – update based on completed construction
- NWQ-3 Future Athletic Field – update based on proposed master plan and anticipated construction timeline

¹ Geo-Referenced Amenities Standards Program

- NWQ-4 Future Neighborhood Park – update based on proposed programming
- Ridgewood View Park – update based on completed construction
- Somerset West Swim Center Park – update based on approved master plan and anticipated commencement of construction
- Steeplechase Park – update based on completed construction

2.3.2.c. Existing Parks (33 sites):

- Bethany Lake Park – site furnishings replacement
- Bonny Slope Park – parking area replacement
- Burntwood Park – play equipment replacement, site furnishings replacement
- Camille Park – tennis court resurfacing (3)
- Carolwood Park – basketball court resurfacing
- Cedar Hills Recreation Center – play equipment replacement, site furnishings replacement
- Channing Heights Park – pathway resurfacing
- Commonwealth Lake Park – pathway resurfacing
- Elsie Stuhr Center – new outdoor fitness equipment
- Fifth Street Pocket Park – site furnishings replacement, sidewalk repair, fencing replacement
- Fir Grove Park – pathway resurfacing
- Forest Hills Park – tennis court resurfacing (2)
- Garden Home Park – tennis court repairs (2)
- Greenway Park (south end) – play equipment replacement, site furnishings replacement
- Harman Swim Center – pathway resurfacing
- HM Terpenning Recreation Center – tennis court resurfacing (8), skate park upgrades, synthetic field replacement (field 2 soccer)
- Jenkins Estate/Camp Rivendale – play equipment canopy replacement, play area surfacing repairs
- John Marty Park – trail resurfacing
- Kaiser Woods Park – pathway resurfacing
- Lost Park – new drinking fountain
- McMillan Park – play equipment replacement, pathway resurfacing, natural area enhancements, site furnishings replacement, tennis court resurfacing (2)
- Melilah Park – tennis court resurfacing (2)
- Mitchell Park – tennis court resurfacing (2)
- PCC Rock Creek Recreational – tennis court resurfacing (6)
- Progress Lake Park – site furnishings replacement
- Raleigh Swim Center Park – tennis court resurfacing (3)
- Sexton Mountain Park – pathway resurfacing
- Somerset Meadows Park – ball wall repairs, tennis court resurfacing (2)
- Summercrest Park – tennis court stabilization, trail resurfacing
- Valley Pocket Park – play equipment replacement
- Veteran’s Memorial Park – new plaza, new memorial
- Vista Brook Park – new fitness equipment
- Wonderland Park – play equipment, safety surfacing, site furnishings

2.3.2.d. Future Park Sites (22 sites):

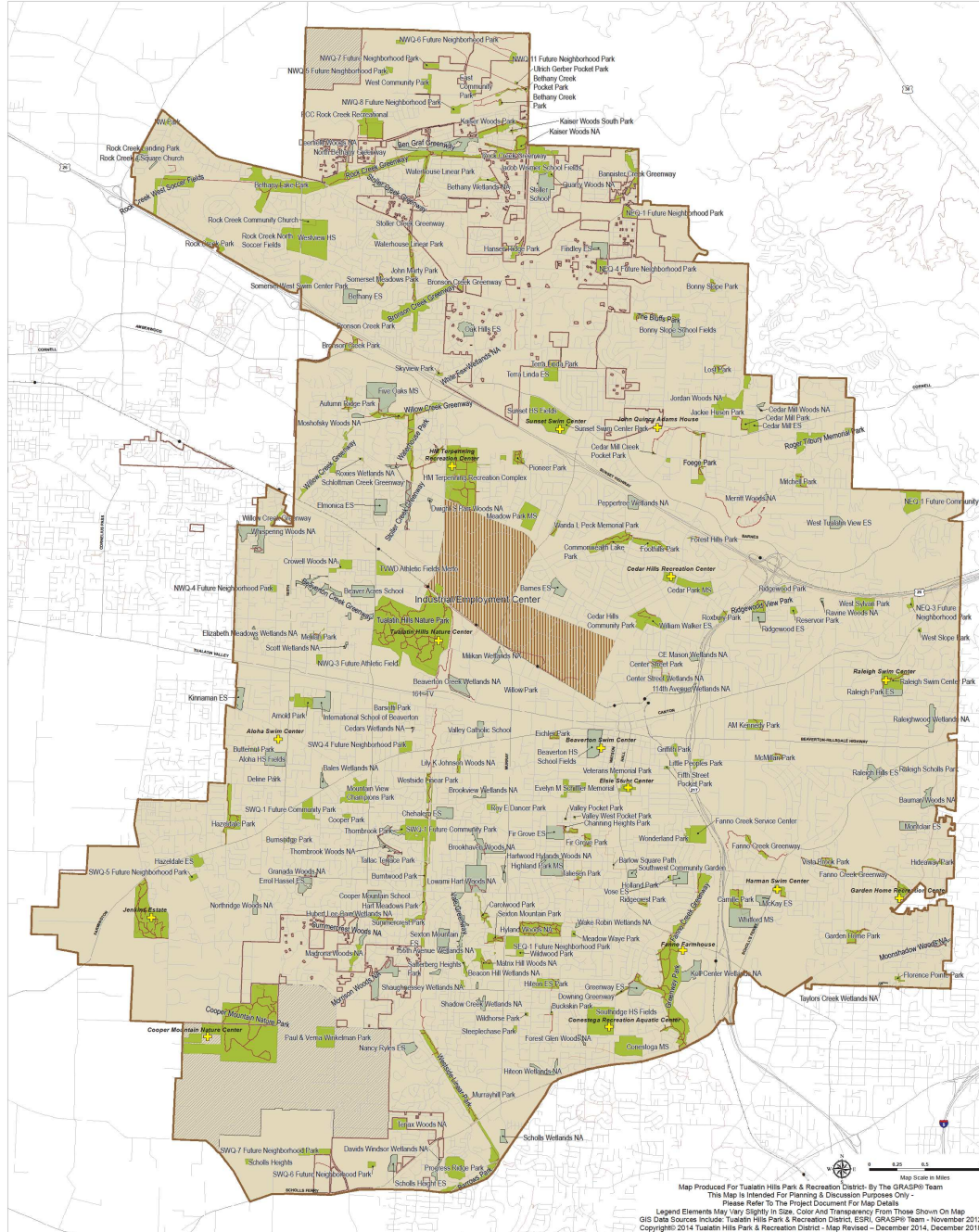
- Arnold Park expansion
- Mountain View Champions Park expansion

- NEQ-1 Future Community Park
- NEQ-2 Northeast Neighborhood Park
- NEQ-3 Future Neighborhood Park
- NEQ-4 Future Neighborhood Park
- NWQ-1 East Community Park
- NWQ-11 Future Neighborhood Park
- NWQ-2 West Neighborhood Park
- NWQ-5 Future Neighborhood Park
- NWQ-6 Future Neighborhood Park
- NWQ-7 Future Neighborhood Park
- NWQ-8 Future Neighborhood Park
- SEQ-1 Future Neighborhood Park
- SWQ-1 Future Community Park
- SWQ-2 Future Community Park
- SWQ-4 Future Neighborhood Park
- SWQ-5 Future Neighborhood Park
- SWQ-6 Future Neighborhood Park
- SWQ-7 Future Neighborhood Park
- SWQ-8 Future Neighborhood Park
- SWQ-9 Future Neighborhood Park

Map A THPRD System Map (Figure 1) shows all parks and recreation properties owned, managed, and/or maintained by the district.

Figure 1 – Resource Map A: 2018 SYSTEM MAP.

Tualatin Hills Park & Recreation District
Resource Map A: 2018 System Map



- Indoor Facility
- Outdoor Recreation Area (Inventory)
- Outdoor Recreation Area (Assumed Score)
- Trail Within THPRD
- Trails Outside of THPRD
- Major Road
- Street
- Lightrail Line
- Lightrail Stop
- Level of Service Exempt Area
- Urban Reserve
- Current THPRD Boundary
- Study Area

2.3.3 Update Pedestrian Barrier Zones

Walkable access to parks and recreation opportunities is often limited by barriers. Barriers may vary from busy streets and freeways, to commuter rail lines and natural features, such as rivers. In 2012, based on staff input and language in the comprehensive plan, virtually all arterials and major Highways were used as barriers to walkable access in the THPRD service area. These barriers were also applied in the 2014 update. The 2018 analysis included additional updates to the pedestrian barriers. Walkable level of service is truncated at these barriers, which limits parks and recreation access to the area or zone (PBZ) defined by those barriers. The following is a list of PBZs updated in 2018:

PBZ 1:

- Eliminate Rigert Road west to 185th Avenue
- Follow 185th Avenue from Bany Road south to Gassner Road to Grabhorn Road
- Follow Grabhorn Road from Farmington south to Tileflat Road to Scholls Ferry Road
- Follow Kemmer Road west from 175th Avenue to 197th Avenue to Gassner Road

South Cooper Mountain Area:

- The area within Scholls Ferry Road, Tileflat/Grabhorn Roads, PBZ 1 southern boundary and 175th Avenue create new PBZs based on SCM street plan

PBZ 7:

- Follow Rigert Road east to 170th Avenue, then north to Bany Road

PBZ 11:

- Follow Saltzman Road north (from Cornell Road) to Laidlaw Road
- Follow Laidlaw Road east (from Bethany Boulevard) to edge of PBZ

PBZ 17:

- Should be smaller (does lack of street connectivity constitute a barrier?)

PBZ 32:

- Follow Thompson Road a barrier (between Barnes and Cornell Roads)

Label All Undesignated PBZs:

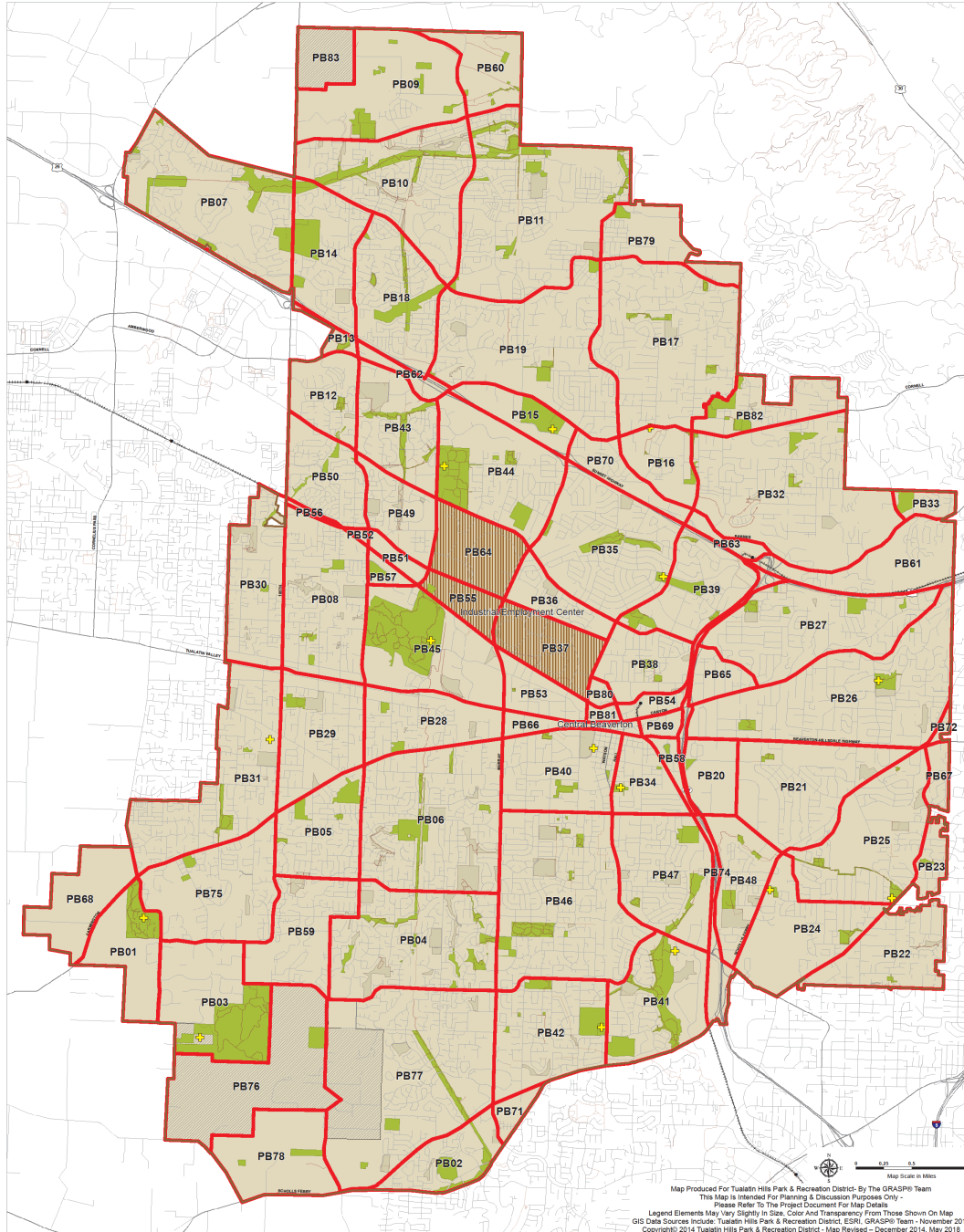
- Highway corridors, such as US-26 and OR-217
- Commercial and industrial areas, such downtown Beaverton and Nike

Resource Map B: Pedestrian Barriers Map (Figure 2) depicts locations that are considered barriers to pedestrian access. It includes barriers, such as: having to cross major streets, highways, freeways, light rail, railroad, rivers, and other significant natural features that may limit walkable access to recreation opportunities.

Figure 2 – Resource Map B: Pedestrian Barriers Map.

Tualatin Hills Park & Recreation District

Resource Map B: Pedestrian Barriers Map



- Legend**
- Pedestrian Barriers
 - Level of Service Exempt Area
 - Indoor Facility
 - Outdoor Recreation Area (Inventory)
 - Outdoor Recreation Area (Assumed Score)
 - Trails Within THPRD
 - Trails Outside of THPRD
 - Major Roads
 - Lightrail Line
 - Lightrail Stop
 - Urban Reserve

2.3.4 Level of Service Analysis

2.3.4.a. Level of Service Overview

Perspectives

Perspective maps, tables, and charts are produced based on scoring calculations determined by applying the GRASP® process to the asset inventory. Each park or recreation location, along with all on-site component assets, has been assigned a service value, or GRASP® score. These GRASP® scores are distributed on a map based on the previously discussed walkable catchment area.

A GRASP® score ascribed to a catchment area yields a **service area** for an asset, which reflects that score. When service areas for multiple components are plotted on a map, a picture emerges that represents the cumulative LOS provided by that set of components in a geographic area.

On a map, darker shades result from the overlap of more service areas. Darker shades indicate areas served by more and/or higher quality components. All shades have GRASP® scoring values associated with them such that for any given spot on a perspective map there is a GRASP® LOS score that reflects cumulative scoring for nearby assets.

Level of Service

Several different analyses or perspective maps were generated to evaluate and prioritize improvements and upgrades to the walkable access to assets available to residents. For purposes of this study, the THPRD Ultimate Service Boundary was used as the extent of the study area.

Walkable Access to All Recreation

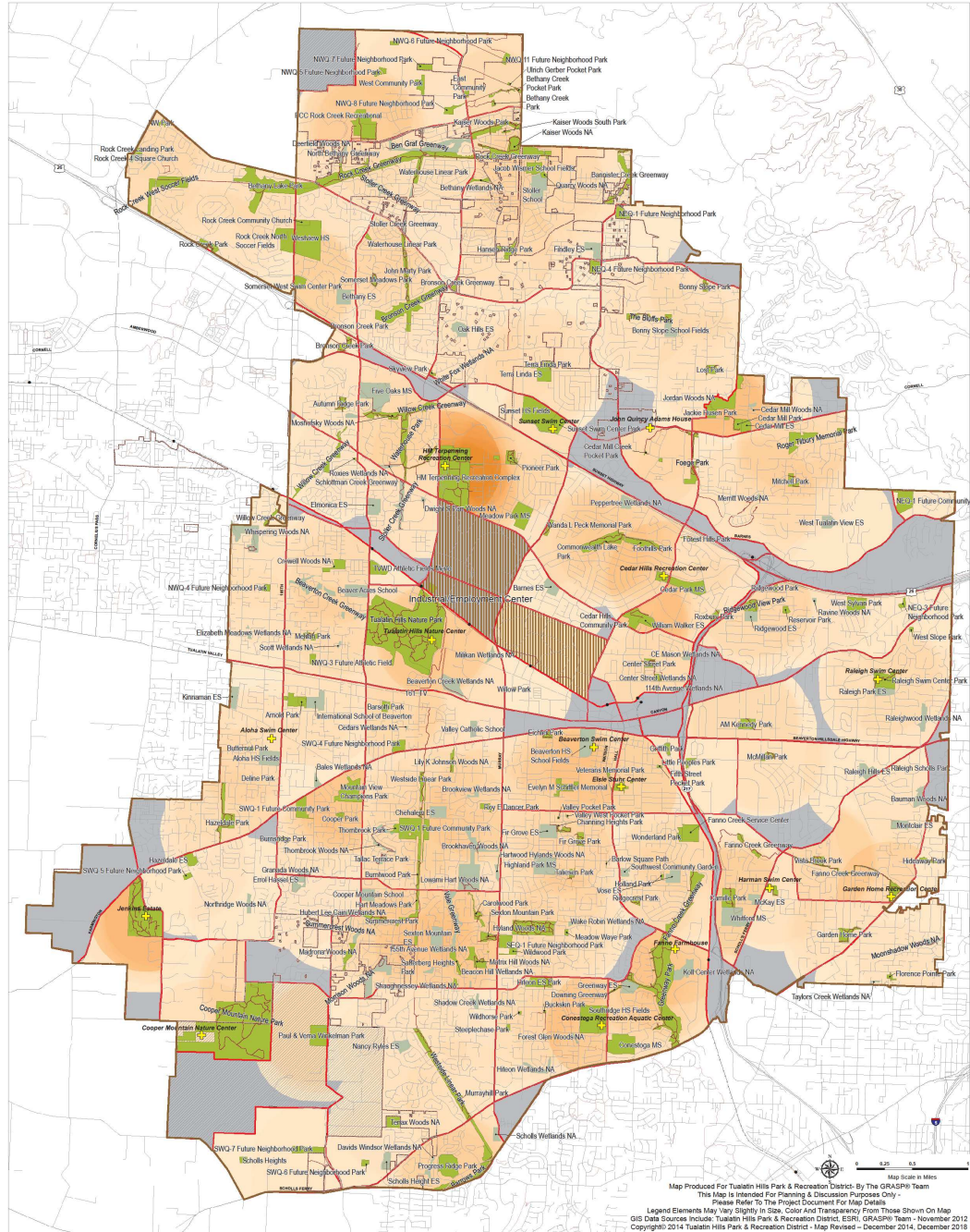
The first perspective was created to examine Walkable LOS for THPRD. Results of this analysis are displayed in *Map C*, which models walkable access to all recreation components. One-half mile catchment radii have been placed around each component and shaded relative to the component's GRASP® score. Higher LOS is represented by darker shades of orange gradient. The scores ranged from a low of 0 to a high of 1145.1, up from a high of 871.2 in 2014. Areas shown in darker gray have no access to recreation opportunities within a 15-minute walk. As described earlier, walkable LOS is truncated by pedestrian barriers.

In general, Figure 3 indicates that THPRD utilizes good distribution of recreation facilities. Areas of higher concentration (darker orange gradient) are notable, particularly around locations or areas that not only have numerous parks but also have indoor recreation opportunities like HM Terpenning Recreation Complex, PCC Rock Creek Complex, Tualatin Hills Nature Center and Park, Cedar Hills Park and Recreation Center, Conestoga Aquatic Center and adjacent parks, and Jenkins Estate. Darker shades of orange represent higher levels of service or greater access to quality parks and recreation opportunities.

Figure 3 – Resource Map C: Walkable Access to All Recreation.

Tualatin Hills Park & Recreation District

Perspective C: Walkable Access to All Recreation



- Legend**
- GRASP® Values*
Range: 0 - 1145.1
 - No Access
 - Less Access
 - More Access
 - Indoor Facility
 - Outdoor Recreation Area (Inventory)
 - Outdoor Recreation Area (Assumed Score)
 - Trail Within THPRD
 - Trails Outside of THPRD
 - Major Road
 - Street
 - Lightrail Line
 - Lightrail Stop
 - Level of Service Exempt Area
 - Urban Reserve
 - Current THPRD Boundary
 - THPRD Ultimate Service Boundary

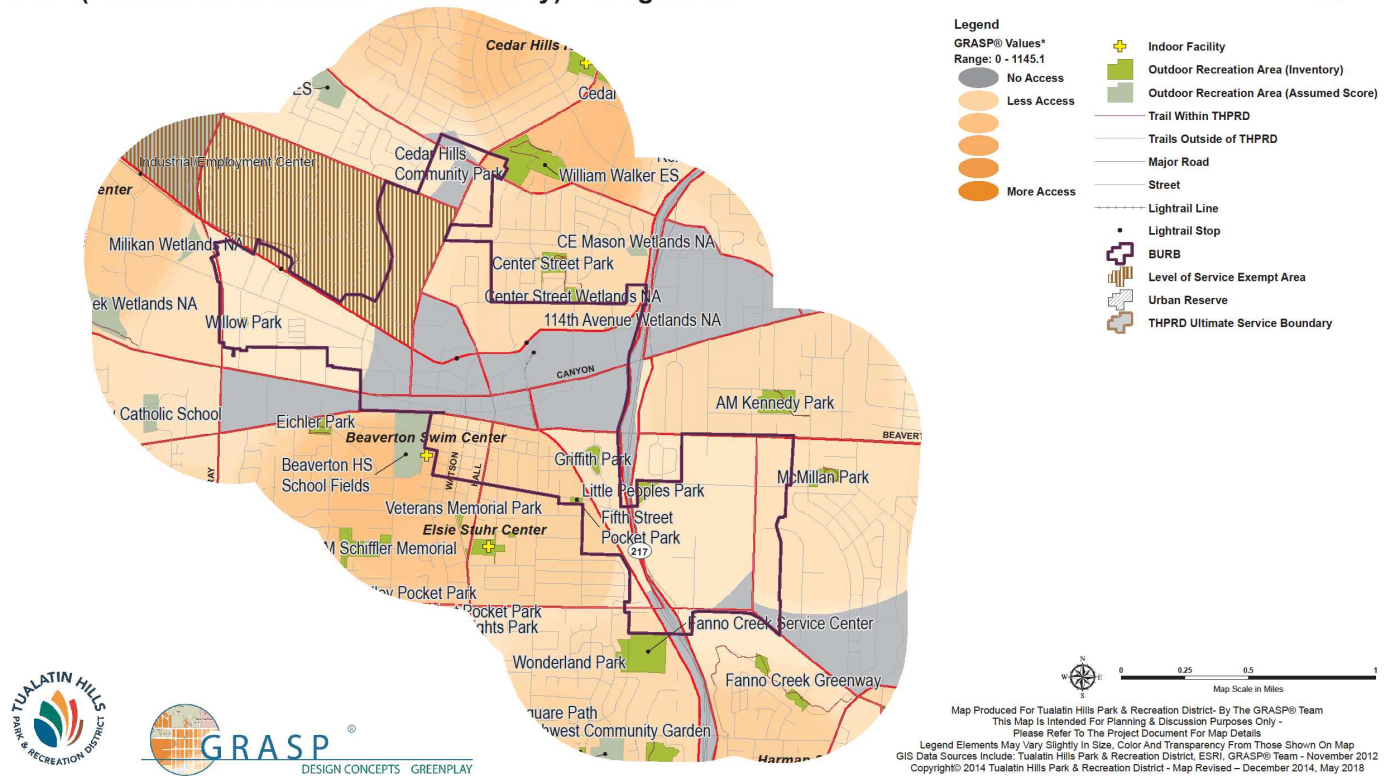
In the current mapping, two areas have been identified as Industrial/Employment Center and Central Beaverton. These areas have limited service provided by THPRD. It should be noted that Nike, for example, provides its own recreation opportunities. There are also parks and urban plazas within the Central Beaverton zone that provide recreation opportunities. These sites/facilities are not owned by THPRD and therefore are not part of the THPRD inventory and analysis. The following map (Figure 4) shows an enlargement of the BURB (Beaverton Urban Renewal Boundary). While not currently part of the inventory and analysis, provision of parks in downtown Beaverton is covered in Section 3.4.2.c. (in the GRASP® Mapping Report).

Figure 4 – Walkable Access to All Recreation Opportunities.

Tualatin Hills Park & Recreation District

Walkable Access to All Recreation Opportunities

BURB (Beaverton Urban Renewal Boundary) Enlargement



2.3.4.b. Threshold Calculation Perspective Bracketing

The 2014 study used a baseline value of 74.7 that was calculated based on the average score of all neighborhood parks in the system and the assumed value of a system trail. This value is used in 2018 for consistency and comparability.

The threshold score can be used to show a minimum standard LOS for THPRD. The GIS data can be bracketed, allowing areas to be shown where LOS is above or below the threshold.

As a reference, calculation of the “average neighborhood park” score following the 2014 assessment shows a value of 82.2. This increase can be attributed to an increase in level of service due to recent upgrades

and/or the actual assessment of some previously assumed scored sites being included in the component-based scoring system. In 2018, that value had risen to 86.

2.3.4.c. Walkable Access Threshold Analysis

Using the 74.7 threshold baseline, as discussed previously, Map D (Figure 5) displays areas throughout the district that meet or exceed this threshold (purple), fall below-threshold (yellow), or have no current service (gray). An overall analysis of these three areas shows that 87% of THPRD's service area has access to some service within a 15-minute walk (purple and yellow); 63% of that area is at or above the chosen threshold (purple).

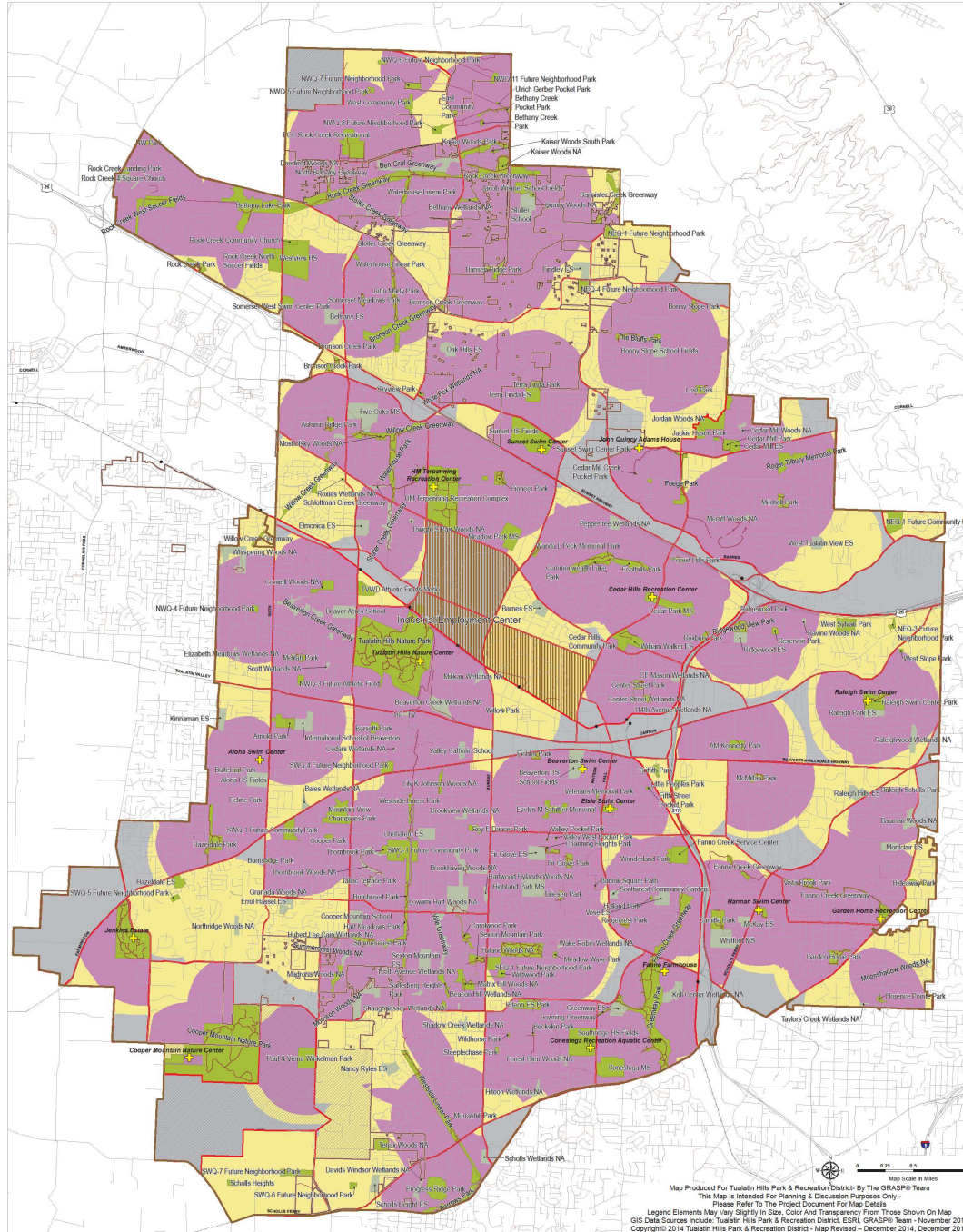
Targeted Demographic Analysis:

Further analysis of these areas reveals another very positive finding. Using ESRI (Environmental Systems Research Institute) Business Analyst Software and data enrichment processes, it is estimated that 74% of the total THPRD population lives in an area at or above the threshold mark of 74.7. Of the remaining 26%, 19% of the population lives in areas of below-threshold level of service, and 7% of the population must walk further than 15-minutes for their recreation opportunities.

Figure 5 – Perspective D: Gaps in Walk Access to All Recreation.

Tualatin Hills Park & Recreation District

Perspective D: Gaps in Walkable Access to All Recreation

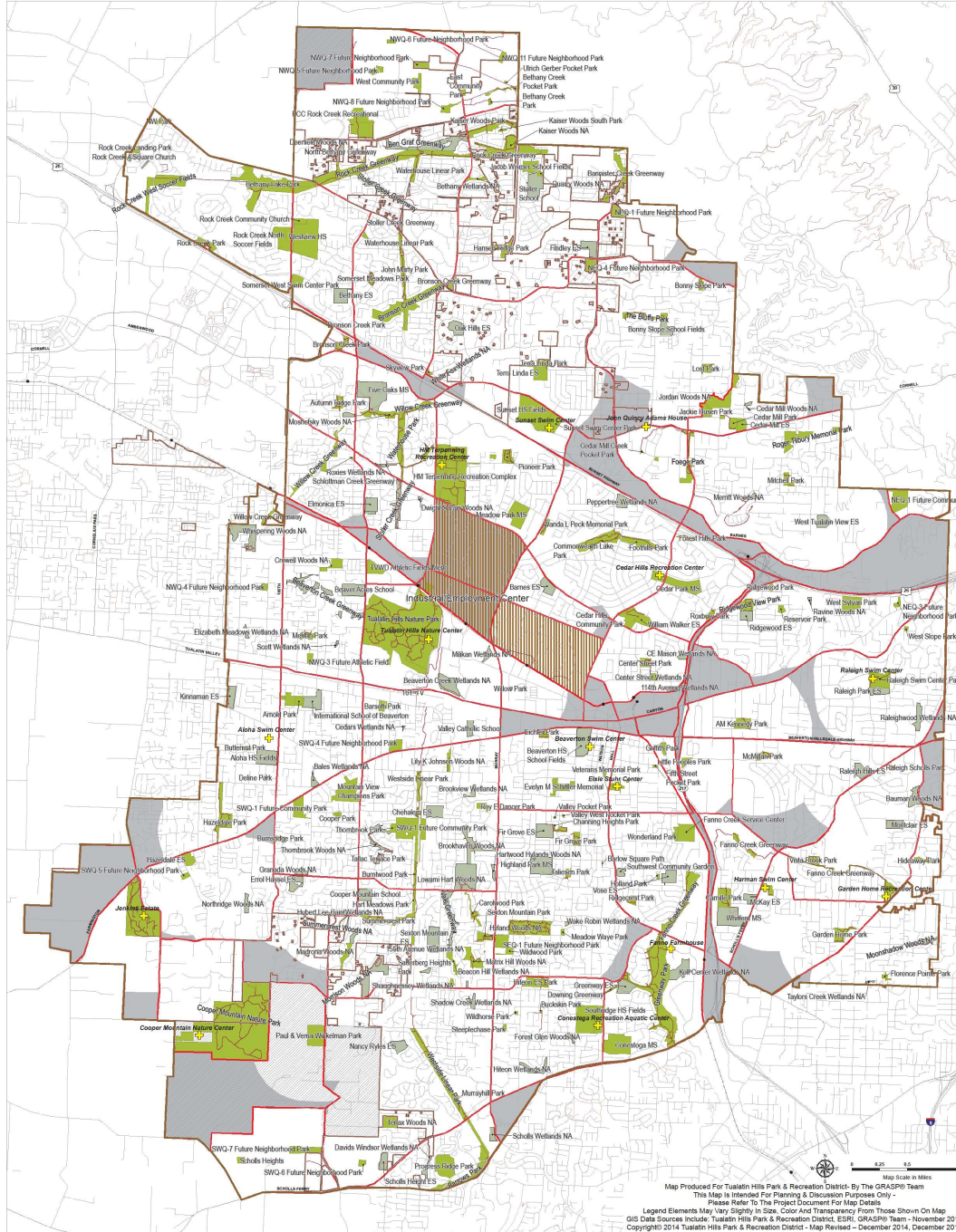


- Legend**
- Threshold Analysis
 - Bracketed Value: 74.7
 - No Service
 - Below Service Threshold
 - At or Above Service Threshold
 - Indoor Facility
 - Outdoor Recreation Area (Inventory)
 - Outdoor Recreation Area (Assumed Score)
 - Trail Within THPRD
 - Trails Outside of THPRD
 - Major Road
 - Street
 - Lightrail Line
 - Lightrail Stop
 - Level of Service Exempt Area
 - Urban Reserve
 - Current THPRD Boundary
 - THPRD Ultimate Service Boundary

Figure 6 – Perspective E: No Walkable Service Areas.

Tualatin Hills Park & Recreation District

Perspective E: No Walkable Service Areas



2.3.4.d. Strategies or Approaches for Addressing Walkability Gaps in Service

Areas with no current level of service

Map E (Figure 6) displays gray areas currently with no walkable access to recreation within 15-minutes.

Addressing areas with below-threshold LOS

There are three main methods to address areas with no current level of walkable service:

- Address pedestrian barriers
- Acquire new lands
- Develop partnerships

Strategy 1: Address Pedestrian Barriers

First, a closer look at existing pedestrian barriers that may limit access to existing opportunities is warranted. Map D (Figure 5) shows several areas where the dark gray area is bordered by areas of purple (threshold). Existing barriers may be limiting access to a quality park or recreation opportunity even though residents are within 15-minute walk of a given facility. Ground truthing or further investigation may be required by THPRD to determine actual barrier significance or solutions.

Strategy 2: Acquire New Lands and Partnerships

Areas with no current LOS provided by THPRD may be candidates for partnerships with other providers, or may also become target areas for land acquisition by THPRD. Partnerships may also be used to address pedestrian barriers, such as providing safe crossings.

Strategy 3: Recognize Other Service Provision or No Service Provision Needed

Finally, some areas may not warrant service provision. Areas such as the Nike Headquarters have restricted public access and currently provide some recreation opportunities for employees. Other areas may be currently unpopulated or be industrial in nature.

Areas with below-threshold LOS with existing neighborhood parks

The decision to improve or upgrade existing parks versus developing newly acquired lands as developed parks can be a borderline case and many factors beyond the scope of this study may influence the decision. For the purposes of this study, when all factors are equal, it may be more sustainable to improve or upgrade existing facilities prior to building new facilities and therefore these solutions will be presented in that order. Areas that fall below the threshold LOS that are outside the district boundaries will have a lower priority for improvement or upgrading than areas inside the district boundaries.

Strategy 4: Improve and/or Upgrade Low Scoring Components

Based on the park assessments, a list of low scoring components can be queried from the database.

3. FUTURE CONDITIONS / WHERE WE WANT TO BE

To achieve the level of service (LOS) expectations outlined in the previous section, the district has identified the following guidelines for development of new parks, and redevelopment or enhancement of existing parks. The district has established criteria to help prioritize where and how district resources are allocated when addressing district park needs.

3.1 Minimum Expectations for New Parks

3.1.1 Land Acquisition

Minimum expectations for land acquisition relate to acquiring sites that are suitable for development as a park and include the following:

- Minimum Developable Area:
 - Urban Plazas and Pocket Parks: Generally, 1/4 to 1-1/2 acre. However, the developable area required for urban and pocket parks is flexible, based on land availability and the need of the surrounding neighborhood.
 - Neighborhood Parks: A minimum of two to four acres is preferred to meet the desired LOS and is the minimum standard in new urban areas.
 - Community Parks: Eight acres or more.
- Relatively flat.
- District-wide balanced mix of natural areas (passive recreation) and open areas (active recreation).
- Walkable access from surrounding neighborhoods.
- Population density, consider amenities appropriate to specific neighborhoods.
- Incorporate recommendations and standards identified in the Athletic Facilities Functional Plan, which provides guidance for siting ball fields and sport courts.
- Incorporate recommendations and standards identified in the Natural Resources Functional Plan when natural areas are present.
- Incorporate recommendations and standards identified in the Trails Functional Plan where trails occur or are planned to occur.

After land is acquired, notice of acquisition is given to maintenance, park patrol, risk management, and design and development staff, so that maintenance and security operations may begin (at a minimal level) until the site can be prioritized, planned, and developed.

3.1.2 Neighborhood LOS

To achieve an LOS score of 75, a park fulfilling neighborhood needs will generally require the following:

- Five components (see Table 6 - Park Components.)
- Comfort and convenience amenities
- Be within a ten-minute walk from the neighborhood it serves
- Walkable access that is not impeded by barriers, such as arterials, highways, or rail lines
- Be within one-half mile of a regional or community trail

3.1.3 Community Park LOS

To achieve an LOS score of 168, a park fulfilling community needs will generally consist of requirements for Neighborhood LOS plus:

- An additional three to five components (see Table 6 - Park Components.)
- Multiples of a single component, such as four tennis courts or two ball fields
- Be within a ten-minute drive time from the community it serves.

Parks acquired through developer SDC credit projects or other partnerships are also expected to adhere to the expectations outlined above.

3.1.4 Urban Park LOS

Due to the unique function of urban parks, the district recognizes that a neighborhood LOS score of 75 may not be achievable. To provide quality LOS for adjacent residents and workers, urban parks will include the following:

- One to two components (see Table 6 - Park Components.)
- Comfort and convenience amenities, e.g., seating, drinking fountain, bike racks, restroom facilities, or shade

3.1.5 Pocket Park LOS

Due to the unique function of pocket parks, the district recognizes that a neighborhood LOS score of 75 may not be achievable. To provide a quality LOS for adjacent residents, pocket parks will generally consist of the following:

- Two to three components (see Table 6 - Park Components.)
- Comfort and convenience amenities, e.g., seating, drinking fountain, bike racks, restroom facilities, or shade
- Located within a ten-minute walk from the neighborhood it serves
- Walkable access that is not impeded by barriers, such as steep terrain, major roadways, or rail lines

Table 6 - Park Components.

(Note: This is not an exhaustive list.)

- | | | |
|--------------------------|---------------------------|---------------------------|
| • Amphitheater | • Garden, Community | • Public Art |
| • Aquatics Pool | • Garden, Display | • Rectangular Field |
| • Aquatics Spray Pad | • Horseshoe Court | • Shelter |
| • Archery Range | • Loop Walk | • Skate Feature |
| • Basketball Court | • Multi-Use Court | • Skate Park |
| • Bike Course | • Multi-use Pad | • Tennis Complex |
| • Bocce Court | • Multi-use Field | • Tennis Court |
| • Diamond Fields | • Natural Area | • Tennis Wall |
| • Disc Golf | • Open Turf | • Track |
| • Dog Park | • Passive Node | • Trail, Multi-Use |
| • Educational Experience | • Pickleball Court | • Trail, Soft Surface |
| • Event Space | • Picnic Ground | • Volleyball Court |
| • Fitness Course | • Playground, Destination | • Water Access, Developed |
| • Futsal Court | • Playground, Local | • Water Access, General |
| • Game Court | • Playground, Nature Play | • Water Feature |
| | | • Water, Open |

3.2 Maintaining and Enhancing the Level of Service for Existing Parks

Based on the park inventory and scoring, the district can evaluate those park sites not meeting minimum LOS expectations. All parks scoring low in LOS will be evaluated to determine what elements or features

are lacking in a specific park site and/or what opportunities exist to improve or enhance that park. Upon completion of this evaluation process, existing parks can be enhanced based on the park development prioritization criteria described below.

For example, a park having a low LOS score as a result of aging play equipment and lack of a restroom, seating, and a drinking fountain could be enhanced by replacing the play equipment, adding a restroom facility, benches, picnic tables, and a drinking fountain. The addition of enclosures around portable toilets where none currently exist, or the addition of shade trees around play and picnic areas, is also another way to improve overall LOS at low scoring parks.

Capital funds are typically prioritized for use in replacing existing components, while other funding, such as grants and bond funds, can be spent on a wider array of improvements and enhancements. The use of SDCs can only be used for capacity improvements, and may not be used to renovate or replace existing components or amenities.

Other examples of improving LOS include:

- Overcome barriers, such as arterials and rail lines, by purchasing land or developing parks on both sides of the barrier in order to eliminate the barrier
- Re-purpose underutilized components, such as basketball courts or tennis courts, into something new, such as skate areas or street soccer/futsal courts
- Modernize or “freshen up” well-used areas, by installing permanent ADA accessible picnic tables and benches where they do not currently exist, to improve park ambience
- Incorporate Safe Routes to Parks

It should be noted that not every park will be able to meet the neighborhood LOS threshold due to site size and/or site constraints, such as wetlands, topography, or utility impediments. In these situations, it will be important to use nearby park sites to ensure neighborhood LOS thresholds are being met and district residents have walkable access to a variety of park components. Ultimately, the end result is to meet the desired neighborhood LOS threshold district-wide, whether it is achieved by a single park or multiple parks. The following summary list represents low scoring components that ranked as high priority based on the above criteria and analysis. Contributing factors are listed as comments with each component and location.

3.2.1 Final Low Scoring Component Priorities

The following parks represent low scoring components that ranked as high priority based the analysis of average household income and population criteria:

Florence Pointe Park

- Playground, Local
Moderate population impact (920), income \$93k, Low scoring park

Rock Creek North Soccer Fields

- Open Turf
Impacts large number (1069) of lower income people (\$65k)
- Rectangular Field, Large
Impacts large number (1069) of lower income people (\$65k)
- Diamond Field, Practice
Impacts large number (1069) of lower income people (\$65k)

Rock Creek Park

- Basketball, Practice
Impacts large number (1069) of lower income people (\$65k)

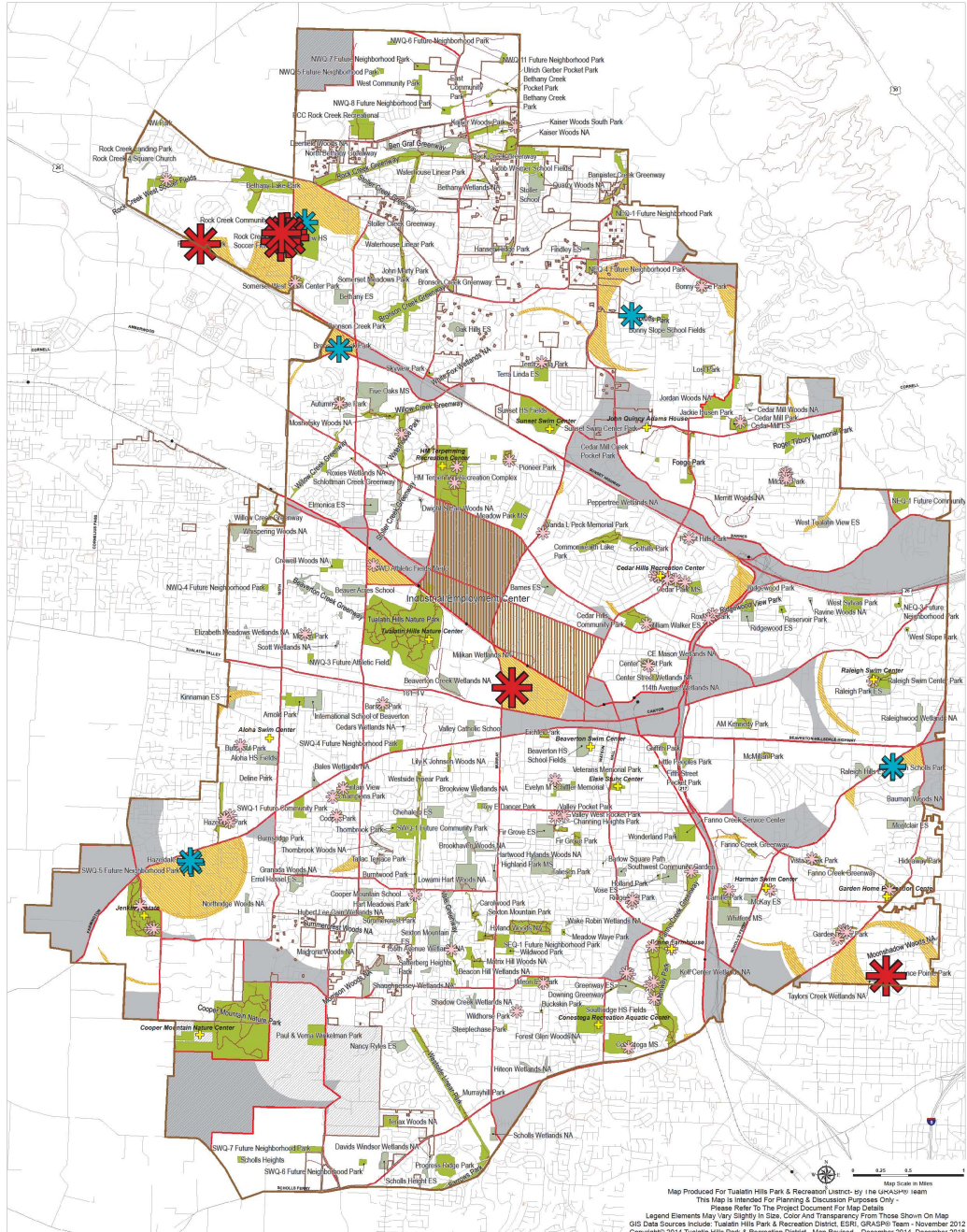
Willow Park

- Playground, Local
Impacts large number (1430) of lowest average income (\$33k) of all areas

Map F (Figure 7) illustrates graphically the areas of the district where existing park components scored below expectations. The high priority, low scoring components from the parks listed above are indicated in large red asterisks on the map.

Figure 7 – Perspective F: High Priority Components.

Tualatin Hills Park & Recreation District
Perspective F: High Priority Components



- Legend**
- Low Scoring Components
 - High Priority Component
 - Moderate Priority Component
 - Low Priority Component
 - Indoor Facility
 - Outdoor Recreation Area (Inventory)
 - Outdoor Recreation Area (Assumed Score)
 - Trail Within THPRD
 - Trails Outside of THPRD
 - Major Road
 - Street
 - Lightrail Line
 - Lightrail Stop
 - Level of Service Exempt Area
 - Urban Reserve
 - Current THPRD Boundary
 - THPRD Ultimate Service Boundary

Figure 8 – Perspective G: Park Priorities.

Tualatin Hills Park & Recreation District
Perspective G: Park Priorities

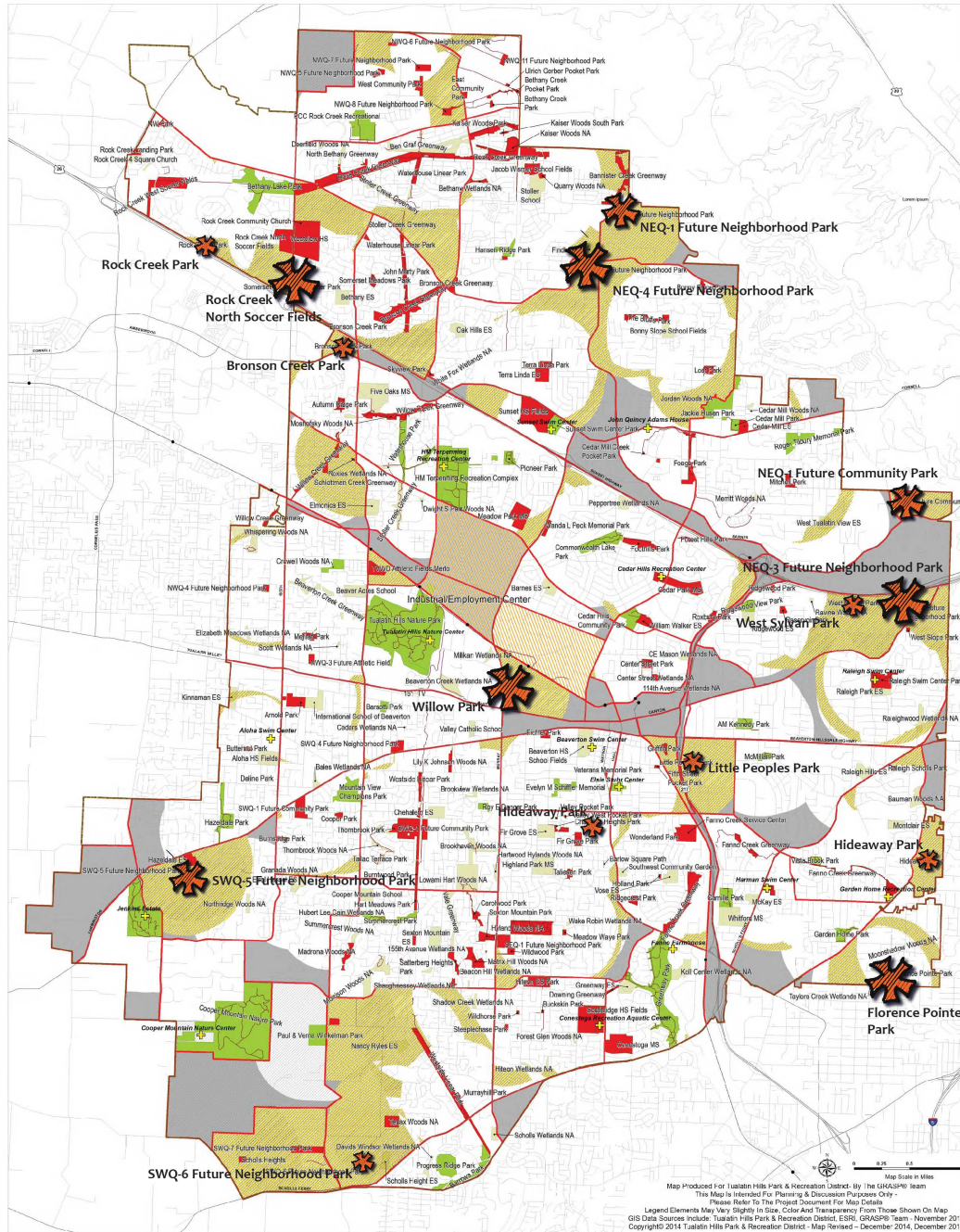


Figure 8 represents higher priority low scoring parks and future parks based on the size of the asterisks for each location. Higher priority parks are shown as larger symbols.

3.2.1.a. Walkable Access to Standard Outdoor Opportunities

Previously in the discussion on “Threshold Calculation Perspective Bracketing” the following parks were identified as representative of the “average neighborhood park” in the system: Arnold, Foege, and Roxbury. A closer look at the actual components that are common in those parks is helpful in evaluating the addition of components to existing low scoring parks or even to development of future parks.

The typical neighborhood park in THPRD has four basic categories of components:

- Playground
- Open/Free Play
- Court Play
- Walking Opportunities

Grouping components from the database, allows another way to look at walkability. This analysis looks at the mix of components available within walking distance of any given location. For this perspective, relevant components in the inventory are grouped into four categories:

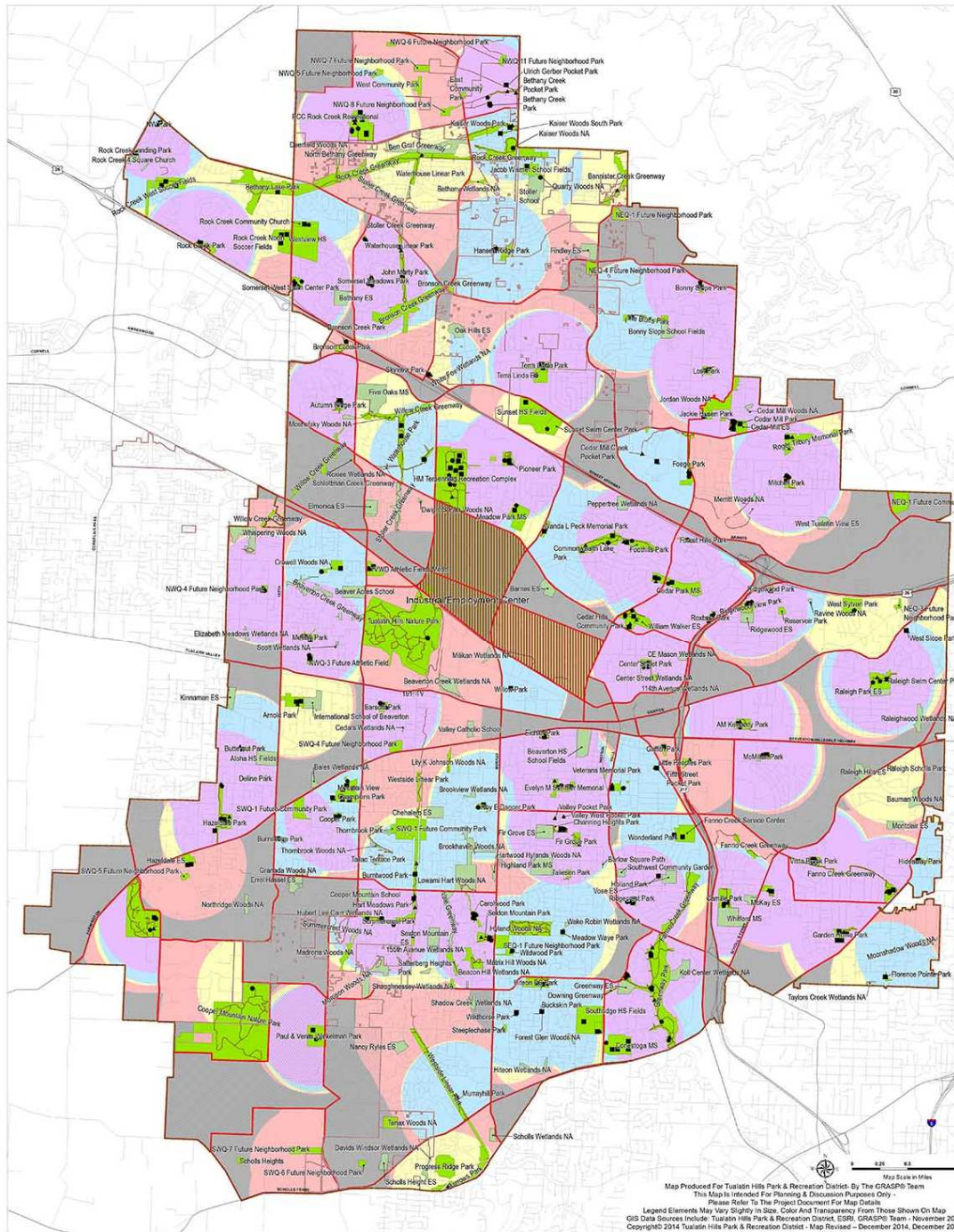
- **Playground**
 - Any playgrounds
 - Open Play
- **Multipurpose field**
 - Open turf
- **Courts**
 - Basketball
 - Tennis
 - Volleyball
- **Trails**
 - Trail
 - Loop walk

For any given location, the map shows whether components from any one, two, three, or all four of these categories are available within a walking distance. Figure 9 represents the number of component categories that are available within a given area.

Figure 9 – Perspective H: Walkable Access to Standard Components.

Tualatin Hills Park & Recreation District

Perspective H: Walkable Access to Standard Components



- | | | |
|--------------------------|--------------|---|
| Legend | ● Court | ■ Outdoor Recreation Area (Inventory) |
| ○ No Standard Components | ▲ Playground | ■ Outdoor Recreation Area (Assumed Score) |
| ● 1 of 4 Components | ■ Free Play | — Trail Within THPRD |
| ● 2 of 4 Components | ● Loop Walk | — Trails Outside of THPRD |
| ● 3 of 4 Components | — Major Road | — Street |
| ● All Four Components | | — Light Rail Line |
| | | ● Light Rail Stop |
| | | ■ Level of Service Exempt Area |
| | | ■ Urban Reserve |
| | | — THPRD Ultimate Service Boundary |



Instead of measuring quantitative values of the components available at any given location, Figure 9 portrays the selection of components available from any given location in terms of the four broad categories. In effect, it shows the richness of the system in providing a variety of experiences to residents. Each color on the map corresponds to the level of access available within ½ mile of that location. It does not reveal *which* of the four are represented, only *how many* of them are. It also does not convey how many components (i.e., how many courts and whether they consist of different kinds of courts or one kind) are available, or the capacity of those. Nonetheless, it is a useful tool for measuring the *diversity* of services offered throughout THPRD.

The parts of THPRD with access to a full range of amenities are shown in the purple color. These areas are well distributed throughout the District. Areas with only one category of amenity are shown in red, while areas with two and three categories are shown in yellow and blue respectively.

Where multiple park sites are in close proximity, it is important that those parks provide a variety of park components rather than all the same type. If three parks are needed to meet the LOS threshold of a neighborhood, each park should contain a unique component that the others do not have. For example, while all three could include play equipment, looped pathways, and turf areas, the first could include a dog park, the second a basketball court, and the third a picnic pavilion.

3.3 Prioritization Criteria

The Prioritization Criteria Worksheet is intended to provide THPRD staff with a tool to assist the district in prioritizing funding for park development. Each criterion includes the corresponding data source, measure, and approach to scoring. The goals adopted in THPRD's 2006 Comprehensive Plan, and in the 2013 Comprehensive Plan Update, that guide the prioritization criteria include:

Goal 1: Provide quality neighborhood and community parks that are readily accessible to residents throughout the district's service area.

Goal 2: Provide quality sports and recreation facilities and programs for park district residents and workers of all ages, cultural backgrounds, abilities, and income levels.

Goal 3: Operate and maintain parks in an efficient, safe, and cost-effective manner, while maintaining high standards.

Goal 4: Acquire, conserve, and enhance natural areas and open spaces with the district.

Goal 5: Develop and maintain a core system of regional trails, complemented by an interconnected system of community and neighborhood trails, to provide a variety of recreational opportunities such as walking, biking, and jogging.

Goal 6: Provide value and efficient service delivery for taxpayers, patrons, and others who help fund park district activities.

Goal 7: Effectively communicate information about park district goals, policies, programs, and facilities among district residents, customers, staff, district advisory committees, the district Board, partnering agencies, and other groups.

Goal 8: Incorporate principles of environmental and financial sustainability into the design, operation, improvement, maintenance, and funding of park district program and facilities.

The prioritization criteria were established, in part, through a community-wide survey on park development and maintenance, as well as with input from THPRD's advisory committees and staff. These priorities will be implemented by the district's Board of Directors through the annual budgeting process. Priorities will largely be set based on the funds that are available for each category (i.e. capital funding to be used for

replacement projects in existing parks). Based on this outreach process, the following section provides information on how the district should allocate resources related to park improvements in the following order:

1. Enhance existing parks
2. Develop new parks
3. Buy more land for parks

It should be noted, however, that while purchase of land for new parks rated as the third priority for respondents, there may be extenuating circumstances when land acquisition should take precedence to park development or enhancement. Land acquisition is often driven by market conditions, a property owner's willingness to sell, partnerships, and other factors. The district will continue to actively pursue land for parks and recreation facilities in those areas where no service currently exists (including current and future service areas). In areas currently served, the district will be most interested in acquiring land adjacent to existing parks where LOS could be increased as a result of a larger park site.

The district will prioritize land acquisition in the district's future growth areas, where service will eventually be provided. However, while these areas may rank high in land acquisition priority, they may in turn rank low in park development because they are located outside of the district's current service boundary. This would include areas such as North Bethany, South Cooper Mountain, Cooper Mountain, and Bonny Slope West. Areas within the district's current service area that have no service will also be a priority for land acquisition, but these areas are often already developed, and sites large enough for parks are often difficult to find.

As part of the district's process to update the Capital Improvement Program list, and as an element of the annual SDC budgeting process, the district's Board of Directors will be asked to prioritize the acquisition of land. As acquisition efforts progress, it may be necessary to recalibrate the district's priorities. For example, if many of the future park and trail locations identified in community plans for the new urban areas have not been secured, the board may find that acquiring land in those areas should take top priority. Conversely, if many of the desired sites in those areas have been secured, the board may wish to prioritize a ten to 15-year supply of land needs in the larger service area. As noted above, these priorities can be adjusted and set by the board each year.

Table 7 represents ten (10) prioritization criteria that will be used to determine how the district will use its resources for park development, whether it is enhancement of existing parks or development of new parks. In order to better prioritize park projects throughout the district, each criterion is weighted based on district policies and desired outcomes. As projects arise, they will be scored and placed in "high," "medium," or "low" priority areas.

3.3.1 Prioritization Criteria Process

Criteria Themes:

- **Qualifying Criteria:** Criteria must be met for project to advance.
- **Community Characteristics:** Will the project fulfill the district's mission to serve diverse communities?
- **Site Characteristics:** Will the project improve the geographic distribution of parks facilities throughout the district, and provide a high level of benefits relative to the expected cost to the district?
- **Bonus Conditions:** Is the project leveraging resources or social capital in special ways?



Table 7 - Park Development Prioritization Criteria Matrix

QUALIFYING CRITERIA					
Criteria must be met for project to advance.					
CRITERIA	Rationale (Why this is important?)	Goal Supported	Score	Evaluation Metrics	
1	Is it a THPRD owned property or is an agreement in place	Need certainty of ownership.	GOAL 1	Yes/No	Must be yes to qualify for funding

COMMUNITY CHARACTERISTICS					
Will the project fulfill the district's mission to serve diverse communities?					
CRITERIA	Rationale (Why this is important?)	Goal Supported	Score	Evaluation Metrics	
1	Located in an Underserved and/or Underrepresented Community	Provide equal parks access to historically disadvantaged groups.	GOAL 1 GOAL 2	20%	High (within EJ area) = 5 points Medium (within ¼ mile of EJ area) = 3 points Low (other) = 1 point Data Source: Metro Flexible Funding Allocation – Equity Analysis Environmental Justice Data Map & 2018 Inventory Update
2	Walkable Access & Level of Service (LOS)	Creating and providing access to amenities where they are limited or non-existent.	GOAL 1 GOAL 2	15%	High (5 points) No components Medium (3 points) 1-3 components Low (1 point) 4 or more components Data Source: Map D: Gaps in Walkable Access to All Recreation

3	Total Population Served (Includes existing and future residents and employees)	People within ½ mile of project area. (10-minute walkable access standard).	GOAL 1 GOAL 6	10%	High (5 points) More than 750 Medium (3 points) 301-750 Low (1 point) Less than 300
4	**Serves District Residents	Prioritize investments in sites that directly serve properties that are in the service district.	GOAL 1 GOAL 6	10%	High (5 points) Surrounded by In-District Residents Medium (3 points) Partially Surrounded by In-District Residents Low (1 point) Surrounded by Out-of-District Residents
5	Partner Agency Priority	Aligning priorities with partner agencies	GOAL 7	5%	High (5 points) In Comprehensive or Community Plans Medium (3 points) Safe Routes to School & Parks Low (1 point) Concept plans or future development areas

SITE CHARACTERISTICS					
Will the project improve the geographic distribution of parks facilities throughout the district, and provide a high level of benefits relative to the expected cost to the district?					
CRITERIA	Rationale (Why this is important?)	Goal Supported	Score	Evaluation Metrics	
1	Adjacency and Connectivity	Proximity to existing (and proposed) regional or community trails improves health of community. Connections to the active transportation network improves Safe a Routes to Parks.	GOAL 5	10%	High (5 points) – ¼ mile to a trail route (for pedestrian and bicycle connections) Medium (3 points) – ¼ mile to active transportation facility or neighborhood/low traffic routes Low (1 point) – more than ¼ mile from trail or active transportation routes Data Sources: THPRD Trails Plan Beaverton and Wash. Co Active Transportation Plans Consider Map B: Pedestrian Barriers GIS mapping

	CRITERIA	Rationale (Why this is important?)	Goal Supported	Score	Evaluation Metrics
2	Site Readiness	<p>Estimation of the difficulty of developing the site. Factors include:</p> <p>Developable acres available for access.</p> <p>On-site improvements, such as utility connections</p> <p>Frontage improvement requirements, such as sidewalk infill, lighting, and half street improvements</p>	<p>GOAL 4</p> <p>GOAL 6</p> <p>GOAL 8</p>	20%	<p>High (5 points) – Development ready (e.g., frontage work is limited to ramp or sidewalk infill; minor work is required to prepare the site for utility service; over 75% of the site is developable)</p> <p>Medium (3 points) – Developable (e.g., frontage requirements are limited to sidewalk; work is required to prepare the site for utility service; 50-75% of the site is developable)</p> <p>Low (1 points) - Significant work required (e.g., frontage requirements significant – half street improvements; work is required to prepare the site for utility service; 25-50% of the site is developable)</p>
3	Street Frontage	Access and visibility to surrounding neighborhood.	<p>GOAL 1</p> <p>GOAL 5</p>	5%	<p>High (5 points) – Street Frontage and Neighborhood Connection</p> <p>Medium (3 points) – Street Frontage</p> <p>Low (1 point) – Neighborhood Connection</p>
4	Years Undeveloped or Lacking Significant Improvements	Honors long term plans.	<p>GOAL 7</p> <p>GOAL 8</p>	5%	<p>High (5 points) – More than 10 years</p> <p>Medium (3 points) – 5-10 years</p> <p>Low (1 point) – Less than 5 years</p> <p>Data Source: Based on the number of years THPRD has owned the land.</p>

BONUS CONDITIONS

Is the project leveraging resources or social capital in special ways?

	CRITERIA	Rationale (Why this is important?)	Goal Supported	Score	Evaluation Metrics
1	Ability to Leverage Outside Funding	Project takes advantage of outside financing, in which in-kind donations, private partnerships, or grants covers costs. Includes development of master planned parks.	<p>GOAL 3</p> <p>GOAL 8</p>		<p>30% funded by other sources = 5 points</p> <p>15-30% funded by other sources = 3 points</p> <p>0-15% funded by other sources = 1 point</p>

2	Community Support	Public support factors into long term project success.	GOAL 7		<p>High (5 points): The project demonstrates a high degree of neighborhood support or involvement as demonstrated through a public review process such as letters of support from: Neighborhood or Community Council, District or Advisory Council or other organizations representing a neighborhood as recognized by THPRD.</p> <p>Medium (3 points): The project is consistent with a THPRD approved plan</p> <p>Low (1 point): The project is not identified in any approved plans and has little or no documented neighborhood support.</p>
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Note: This approach does not differentiate between park classifications. The criteria are intended to determine if each park project is serving the community's needs and facilitating the district's goals.

3.4 Priority Areas

3.4.1 Priorities for Land Acquisition for Park Sites

In general, areas of the district that currently have no service, as illustrated in Figure 8, will rank high in priority for land acquisition. Areas that have some service, but do not meet the district's LOS expectation, will typically rank medium in priority. Any areas that meet current LOS expectations will tend to rank low in priority.

Table 8 indicates locations where THPRD is either likely or unlikely to pursue land acquisition. Likely areas for land acquisition pursuits include "new and future service areas" such as North Bethany, Downtown Beaverton, Bonny Slope West, Cooper Mountain, and South Cooper Mountain. Land acquisition is not likely to be pursued in "private commercial/industrial sites" such as Nike, Tektronix, and Red Tail Golf Course or in the "Hillsboro annexation area" (Figure 5 – Perspective D: Gaps in Walk Access to All Recreation.)

Areas currently located out of the district, but within its future service area (such as North Bethany, South Cooper Mountain, Bonny Slope West, and Cooper Mountain) will generally rank high in land acquisition priority. Given recent multi-family development and projected growth, downtown Beaverton is also a high priority area. In order for the district to ensure it will be able to adequately provide service in these future service areas, it is important to acquire land in these areas when opportunities arise. Table 8 highlights land acquisition priorities for the district based on the park inventory and analysis work completed in fall 2014 and updated in 2018.

Table 8 - Land Acquisition Priorities for New Park Sites.

High	Medium	Low
<ul style="list-style-type: none"> • South Cooper Mountain • Cooper Mountain (2018 UGB Addition) • Bonny Slope West • North Bethany • Downtown Beaverton 	<ul style="list-style-type: none"> • Allen/Scholls Ferry • Highway 217/ Canyon/Walker • Highway 217/US-26/THPRD Boundary/Barnes • Cedar Mill Town Center area 	<ul style="list-style-type: none"> • All other areas

Table 9 - Priorities for New Development of Future Park Sites.

High	Medium	Low
<ul style="list-style-type: none"> • SW-Q4 • SW-Q4 • NW-Q6 • SW-Q6 • SW-Q8 	<ul style="list-style-type: none"> • SW-Q2 • NW-Q8 • NW-Q5 • SW-Q7 • NW-Q2 • SW-Q1 • SE-Q1 • NE-Q3 • NW-Q11 • NW-Q1 	<ul style="list-style-type: none"> • NE-Q1 • NW-Q7 • NE-Q4 • SW-Q9 • NE-Q2

Table 10 - Priorities for Enhancement of Existing Park Sites.

High	Medium	Low
<ul style="list-style-type: none"> • Willow Park 	<ul style="list-style-type: none"> • Bronson Creek Park • Butternut Park • Florence Pointe Park • Foege Park • Forest Hills Park • Harman SC & Park • Hart Meadows Park • Holland Park • Raleigh Swim Center & Park • Reservoir Park • Ridgecrest Park • Ridgewood Park • Rock Creek Park 	<ul style="list-style-type: none"> • Fanno Farmhouse Park • Griffith Park • Little Peoples Park • Raleigh Scholls Park • Valley Park • Veterans Memorial Park

High	Medium	Low
	<ul style="list-style-type: none"> • Wanda L. Peck Memorial Park • Waterhouse Park • West Slope Park • West Sylvan Park • Wildhorse Park • Wildwood Park 	

3.4.2 Land Acquisition Strategy

The following outlines the strategy to identify and prioritize acquisition in new, future, and underserved areas. Considerations for target properties will include:

- Acres of unconstrained land, either of individual property or in combination with adjacent properties
- Distance from the target area, with preference of acquiring properties within the target area or within ½ mile of the target area
- Value per unconstrained square foot of land
- Whether the property is vacant or developed
- Value of existing development in relation to total property value

If multiple, suitable properties are identified in a given target areas, additional considerations for prioritization will include:

- Access to existing and planned transportation
- Walkability and pedestrian accessibility
- Zoning
- Land and building value
- Surrounding existing and planned development
- Proximity to existing or planned regional or community trail
- Ground cover (i.e., wooded or open)
- Slopes and topography

3.4.2.a. New Urban Areas:

For new urban areas, the strategy is to acquire larger areas of land based on the park type, see Table 1 (Park Category Descriptions). The exception is in the North Bethany Plan area, where the community plan identifies land for fixed neighborhood parks between 1.5 and 2 acres. Acquisition of parks in North Bethany is either underway or completed through the development process. Likewise, the development process for South Cooper Mountain has identified potential neighborhood park sites.

The *Beaverton South Cooper Mountain Concept Plan* calls for up to four neighborhood parks (roughly a total of eight acres of unconstrained land) and one community park (10-20 acres of unconstrained land) in the area added to the urban growth boundary in 2018. The Bonny Slope West Community Plan calls for one to two neighborhood parks, preferably along Ward Creek.

In addition to the considerations above, acquisition strategy in new urban areas includes:

- Partnering with the City of Beaverton, Washington County, Clean Water Services, Tualatin Valley Water District, Metro, the school districts, and other service or infrastructure providers and/or housing partners/developers to acquire properties for joint use.

- Working with the permitting jurisdiction to identify suitable sites and provide incentives to developers to donate or sell land for parks and/or develop parks within new developments.
- Acquiring options or rights of first refusal directly from property owners.

3.4.2.b. Underserved Areas:

Acquiring lands to meet minimum standards for neighborhood parks in developed, underserved areas will be difficult. To the extent that areas can be served by removing barriers to existing parks, such as providing safe crossings of roadways, the district should work with the governing road authority to make improvements.

In addition to the considerations above, acquisition strategy in underserved areas includes:

- Targeting properties under common ownership for assemblage of a site
- Working with property owners to acquire options or rights of first refusal

3.4.2.c. Downtown Beaverton:

Recognizing a limited supply of urban park and open spaces in Downtown Beaverton, THPRD has partnered with the City of Beaverton to explore how best to provide these amenities in an urbanizing environment. This effort began with the development of Beaverton’s Downtown Design Project, a long-range planning effort to increase vibrancy in the city’s urbanizing core. During public outreach, Beaverton and THPRD staff heard strong desire for more urban open spaces, with high preference for dog parks, improved natural areas, paths and trails, children’s play areas, and spaces that support community events. The public also voiced a preference for a well-connected network of small to medium sized parks, as opposed to a single larger facility. THPRD and the City will continue this partnership to develop strategies to support a comprehensive and coordinated approach for land acquisition, park development, park programming, funding, and maintenance.

3.4.3 Develop New Park Sites

Similar to park enhancement projects, prioritization of new park development projects is based on the park development prioritization criteria identified in Table 1Table 7 (Park Development Prioritization Criteria Matrix), along with Figure 5 (Gaps in Walkable Access to All Recreation). Figure 5 illustrates areas of the district where undeveloped park sites are located and where the initial prioritization analysis identified high priority sites for development.

Table 9 (Priorities for New Development of Future Park Sites) highlights development priorities for future parks based on the park inventory and analysis work completed in fall 2018 and the park development prioritization criteria outlined in Table 7.

3.4.4 Enhance Existing Park Sites

Prioritization of enhancement park projects is based on the park development prioritization criteria found in Table 7, along with the following illustrations. Figure 5 illustrates areas of the district where existing park components scored below expectations. Figure 6 illustrates existing parks having a neighborhood LOS score below district expectations. These areas offer opportunities where neighborhood LOS might be quickly and/or inexpensively improved.

In some cases, a park site needs total redevelopment to improve LOS. Since this type of improvement is not eligible for SDC funding, and since General Fund capital dollars are typically committed to capital replacements, there is no funding source for this level of park enhancement other than passage of a new

general obligation bond measure or other outside funding, such as grants or donations. As such, this strategy needs to be applied on a very limited basis and depending on availability of a funding source.

Table 10 highlights enhancement priorities for existing parks based on the park inventory and analysis work completed in fall 2018 and the park development prioritization criteria outlined in Table 7.

3.4.5 Historic Resources

Historic and cultural resources play an important role in the park system by providing context and adding educational and visual interest to the landscape. THPRD understands the value of preservation and adaptive reuse of its existing historic resources and maintains an inventory of all cultural resources determined to be significant or important.

Several THPRD special use facilities include resources of historic significance. These facilities are important legacies and serve to educate users about their community's history. THPRD strives to maintain its existing facilities based on the THPRD management plan. As parks are developed and redeveloped, project teams should refer to the historic resources inventory and avoid development and construction impacts in historically-significant areas.

THPRD will prioritize and maintain its existing historic and cultural resources in the manner specified by the following documents:

- THPRD Maintenance Standards – Facilities
- THPRD Park Maintenance Standards Manual
- THPRD Natural Resources Functional Plan
- THPRD Historical Resource Management Plan

The district will continue to maintain and manage resources already in the inventory, while new resources will require support from private groups. When THPRD acquires a new historic resource, a strong partnership or “friends of” group is needed to fund restoration, programming, management, and maintenance of the facility. Additionally, THPRD is cautious about acquiring new historic resources that may impede developing a property for a desired use.

A resource may be included in the inventory if it:

- Exemplifies or reflects special elements of the THPRD's cultural, social, economic, political, aesthetic, engineering, architectural, or archeological history.
- Is identified with native people or events significant in local, state, or national history.
 - If a site is linked to a significant native people or event, an informational plaque should be included on site to signify the historic importance.
- Is included in the National Register of Historic Places.

NOTE: The THPRD Historic Resources inventory process complies with the following requirements Oregon Administrative Rule 660-016-0000 Historical and Cultural Resources Inventory; Washington County Comprehensive Plan Policy 12: Historic and Cultural Resources; and City of Beaverton Comprehensive Plan, Volume I, Chapter 7: Natural, Cultural, Historic, Scenic, Energy, and Groundwater Resources Element Summary.

4. ACHIEVING SUCCESS / HOW WE GET THERE

To facilitate the district's desire to meet level of service (LOS) expectations, a number of guidelines have been established for land acquisition, public involvement, park design (including system development

charge credit projects), and maintenance operations. A number of funding sources are also identified in order to highlight the options available to the district for funding park development and enhancement projects.

4.1 Standards and Guidelines

4.1.1 Community Engagement

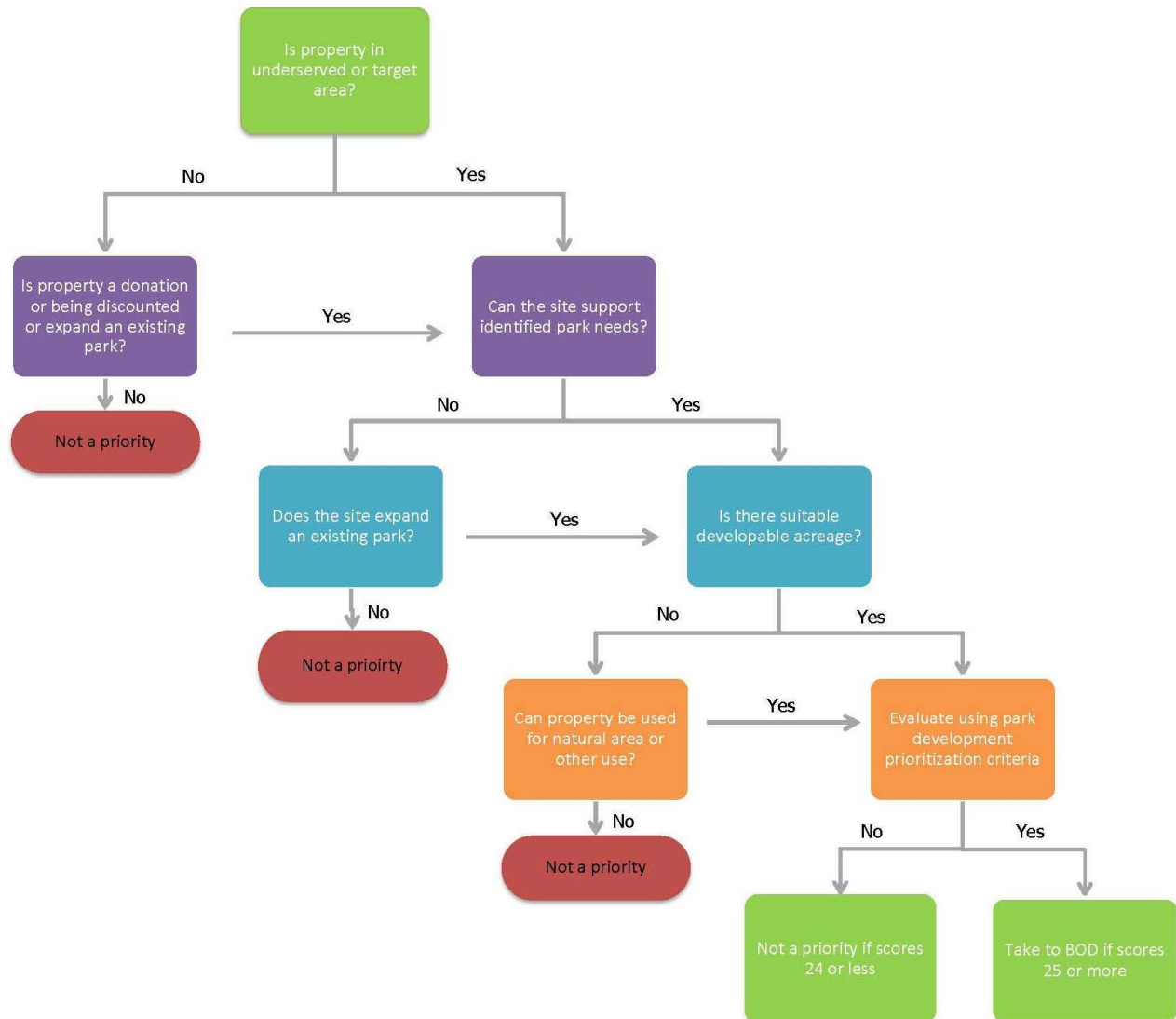
THPRD's vision is to "enhance healthy and active lifestyles while connecting more people to nature, parks, and programs." This is accomplished through "stewardship of public resources and by providing programs/spaces to fulfill unmet needs." Community engagement is a vital component in planning and development of current and future parks.

The 2018 Park Development and Maintenance Survey gave district residents the opportunity to shape THPRD park design, programming, development, accessibility, and maintenance priorities. Additionally, the survey provided important information about the community's current use of THPRD parks including: who is visiting, how often, and what draws visitors to the parks. Responses to demographic questions provided THPRD staff with information about the patrons that participated in the engagement efforts, so the district can adapt outreach methods accordingly. See Appendix 6.5 for the complete 2018 survey and results.

4.1.2 Land Acquisition

THPRD's Planning & Development Department utilizes its *Acquisition Parameters Guide*, which outlines how the district acquires properties. As part of its due diligence, the district utilizes an extensive process of inventorying potential properties for acquisition. This process is highlighted in the following illustration (Figure 10) and helps to determine site suitability for development as a park. This process, initially created and used as part of the 2008 bond measure land acquisition strategy, has been updated to include the park development prioritization criteria outlined in the previous section.

Figure 10 – Land Acquisition Site Suitability Flow Chart.



In addition to the flow chart, a number of questions are also asked when determining acquisition and prioritization of potential park sites. These include the following:

- Does it make sense to develop this site as a park?
- Does this site fill a specific need or service?
 - Is this a unique opportunity?
 - Can the site fulfill its intended purpose?
 - What are potential costs for future park development (utilities & infrastructure, site developability, etc.)?
 - Does it serve a multi-purpose opportunity for a park, natural area and/or athletic facility, or is it just a park?
- Is it a key piece to expand an existing park?

As opportunities arise, properties will be scored and placed in “high,” “medium,” or “low” suitability park sites.

4.1.3 Master Planning Parks in New Urban Areas

This policy applies in new housing development urban areas (e.g., North Bethany, Bonny Slope West, Cooper Mountain and South Cooper Mountain) where residents are not yet established and THPRD properties have been purchased for development and/or properties have been identified for park development through the planning and/or development approval. Under such circumstances where the developer accepts system development charge credits in exchange to fully develop a park, trail, or other amenities in a new urban area, an abbreviated master planning and outreach process is warranted. Any future phases of master planning and construction conducted by THPRD will warrant a graduated level of community engagement after the new development areas have become more established.

4.1.3.a Development of an Interim or Comprehensive Master Plan for new park

- i. Interim or Comprehensive Master Plans will be prepared by the developer in partnership with district staff and shall comply with the standards set forth in this and other applicable Functional Plans.
- ii. An Interim Master Plan will prioritize ADA accessibility and inclusivity, contain approximately two to four amenities, and align with characteristics described in Table 1 (Park Category Descriptions) and Table 6 (Park Components). The Plan should also provide the space and flexibility for the possibility of additional park amenities in the future.
- iii. A Comprehensive Master Plan will prioritize ADA accessibility and inclusivity, basic applicable park standards, and be designed and constructed to meet the target GRASP® score. A Comprehensive Master Plan may include proposed phasing of development of park amenities.

4.1.3.b Review and approvals for master plans

- i. Review Master Plan with THPRD management team.
- ii. Present and review Master Plan with Advisory Committee(s).
- iii. The Level IV public outreach process will be conducted, as outlined in the THPRD Community Outreach Procedures, which includes, but is not limited to one public meeting to present and review Master Plan with NAC/CPO and any existing residents within the planning area, and the minimum notification requirement as dictated by the jurisdiction.
- iv. Evaluate and incorporate feedback as budget, site, and maintenance restrictions allow.
- v. Public hearing to present, review and approve the Master Plan with the THPRD board. THPRD will work in partnership with the developer to construct the amenities according to Interim or Comprehensive Master Plan. (Interim master plan amenities may include lawn, play equipment, and trail connections to the park.)

Credits for the master planning and construction of improvements will be granted to the developer in accordance with the district’s System Development Charge Administrative Procedures Guide.

4.1.4 Public Involvement

4.1.4.a Land Acquisition

Due to the confidential nature of land acquisition, public involvement does not occur during site-specific transactions. However, district residents are asked to participate in broader planning efforts to help

determine where new parks are needed. This process follows the district's *Community Outreach Procedures, Operating Procedure 4.01.01*.

4.1.4.b New Park Development

A master planning process is required of any new park development. This process includes an extensive public involvement process to ensure residents have opportunities to provide feedback on design options and programming needs of a new park. This process follows the district's *Community Outreach Procedures, Operating Procedure 4.01.01*.

4.1.4.c Existing Park Enhancement

Unlike new park development, a master planning process is not always required when changes are proposed to an existing park. Only in cases where major renovation of the park, or reprogramming of a park use, is proposed, would a master planning process be utilized. This process would be the same as the process used for new park development.

When smaller changes to an existing park are proposed, such as installing permanent picnic tables or fencing near a play area, a master planning process is not utilized. Instead, informational materials and/or meetings are used to let the public know of pending changes to the park. These projects typically have minimal options available to solicit widespread public feedback.

In either scenario, the district's *Community Outreach Procedures, Operating Procedure 4.01.01* is followed.

4.1.4.d Encroachments

Whether identified through a master planning process or through routine maintenance operations, encroachments will be handled per the district's *Encroachments on district Property, Operating Procedure 4.02.01*. If an encroachment is identified through a master planning process for a new park project, the district will seek to have the encroachment addressed prior to completion of the park improvements in order to ensure clearly delineated park boundaries.

4.1.4.e Park Naming, Sponsorship and Memorials

Naming of park sites and other district facilities shall follow the district's *Naming of District Property, Operating Procedure 5.01.01*. In the case of sponsorships for athletic facilities or special events located in park sites, the district's *Private Sponsorships, Operating Procedure 4.01.02* shall be followed.

In many instances the district is approached about the placement of memorial benches, trees, boulders and other items to be located in parks. Whenever possible, these features should be included as part of a master planning effort for development of new parks and enhancement of existing parks. In all cases, such memorials shall follow the district's *Memorials and Tributes, Operating Procedure 4.01.04*.

4.1.4.f Property Disposition

There may be instances when the district acquires land for new park development or existing park enhancement and it becomes necessary to sell a portion of such property or enter into an exchange of property with another party when the result of such action provides a greater benefit to the district.

For example, the district may purchase a residence on an oversized lot adjacent to an existing park in order to improve access to that park. The district may decide to process a partition or lot line adjustment in order to sell the portion of the property with the house and use any proceeds from the sale for improvements to the park, or to reimburse the district's land acquisition fund.

Another example may be that the district owns property and enters into an agreement with an adjacent property owner to swap a portion of the property that provides a mutual benefit to both parties. Likely reasons for such an agreement would be improved development suitability for park improvements (i.e., flatter topography or less environmentally sensitive areas) in exchange for street frontage or visibility. The result of the land swap does not generally change the overall park size or location from what it was before the land swap occurred. In all cases, property dispositions shall follow the district's *Disposal of Surplus Property, Policy 5.12*.

When the district determines a property is surplus, consideration for disposition of that property should include its use for a public purpose, such as affordable housing.

4.1.5 Park Site Standards

4.1.5.a Site Furnishings

Site furnishings are fundamental to any park and include, but are not limited to, seating, picnic areas, restrooms, and kiosks. Typical materials used for site furnishings include recycled plastic lumber, repurposed wood, and metal. Other materials may be considered on a project-specific basis. Comply with ADA standards where required to promote inclusivity and adaptivity.

Picnic Shelters

Requirements:

- Comply with ADA.
- Accommodate at least four permanent picnic tables, including two ADA-compliant picnic tables.
- Place trash receptacles and any barbeque grills adjacent to the shelter, but not under the roof.

Considerations:

- Locate the shelter to serve as a gathering space, with easy access to parking, restrooms, and play areas.
- The shelter should be easily accessible for maintenance service, and have clear sight lines.
- If a power source is needed, consider solar power and daylighting, in addition to standard outlets.
- Shelter design may provide an artistic element customized to the site.

Restrooms

Restrooms may be permanent or portable, based on appropriate park amenities, use, and/or programming, such as splash pads sports or picnic shelters.

Requirements:

- Comply with ADA.
- Permanent restrooms should include:
 - Auto-lock security measures to prevent after hours use
 - Single-use restroom facilities
- Portable restrooms should include:
 - Screen enclosure – to be ADA compliant if screening and ADA facility
 - Infrastructure to accommodate maintenance of restroom

Considerations:

- Locate restrooms near park entries, picnic areas, sport courts, sport fields, or other similar park components.
- Locate restrooms for ease of vehicle maintenance service and access, and with clear sight lines from park entries for security.

Kiosks

Considerations:

- Locate at trailheads or at parks with high use as a result of programming, and/or activities.
- Include power source (for inactive messaging capabilities).
 - Use solar power when possible.

Artwork

Refer to Art Strategy section of the Parks Functional Plan for additional information.

Considerations:

- Include artwork, as appropriate.
- Incorporate into project as:
 - Site furnishings (benches, bike racks, kiosk, portable restroom enclosure, etc.)
 - Park components (play equipment, picnic shelter, etc.); as stand-alone elements (bridge, sculpture, mural, etc.)
 - Educational features (interpretive elements, environmental features, etc.)

Drinking Fountains

Requirements:

- Comply with ADA.
- Include at least one drinking fountain with a pet bowl.
- At sites with active recreation, include a drinking fountain with a jug filler, as appropriate.

Considerations:

- Locate near picnic areas, play areas, sport courts, ball fields, and other similar park components.
- Do not obstruct path of travel.
- Site with consideration for utility access.
- Locate for ease of maintenance service and access.

Seating

Includes benches, seat walls, boulders, or other features designed for park users to sit.

Requirements:

- Comply with ADA.

Considerations:

- Provide covered seating option, when possible.
- Locate near play areas, viewing areas/overlooks, plazas, park entries, sport courts, ball fields, along pathways, and other high-use park components.
- Provide space for strollers and mobility devices, outside the path of travel.
- Include “skate stops” on seat walls, where appropriate.

Picnic Tables

Requirements:

- Include ADA accessible tables proportional to number of park components.

Considerations:

- Include permanent or temporary/movable tables.
- Locate near play areas, pathways, plazas, and other similar park components.
- Provide space for strollers and mobility devices, outside the path of travel.
- Provide shade with trees or a structure, when possible.

Trash Receptacles

Considerations:

- Locate away from shelters, play areas, or seating.
- Locate near primary park entries for ease of maintenance service and access.

Doggie Bag Dispensers

Requirements:

- Locate near primary park entries and dog park entries.
- Locate near trash receptacles.

Considerations:

- May be mounted on a sign post, fence, or other surface.

Bike Racks

Considerations:

- Locate near play areas, plazas, park entries, and other similar park components, as appropriate.
- Do not obstruct pathways, plazas, park entries, or other high use pedestrian areas.
- Accommodate new mobility, as needed (i.e. e-scooters).
- Provide covered bike racks at sites with high levels of use.

Bollards

Includes permanent, removable, collapsible or other site elements, such as boulders or logs.

Considerations:

- Locate where pathways connect to transition ramps at sidewalks, parking areas, drive aisles, bridges, boardwalks, or streets.
- Use removable or collapsible bollards where maintenance access is needed at park entries and pathways.
- Use decorative bollards in locations where a higher level of design detail is desired, such as main park entries, plazas and urban parks.
- Use reflective tape where bollards are located in high use pathways or trail entries.

4.1.5.b Play Areas

Play areas are an important component of many park sites, but may not be appropriate in some settings. Play areas may have multiple components or a single element.

Play Equipment

Requirements:

- Play environments shall be safe, durable, vandal resistant, and require minimal maintenance.
- Locate with clear sight lines from park entries, picnic areas, and other high use components.
- Include play elements for all ages and abilities (including swings), separate uses depending on size of play area.

Considerations:

- Include play elements of varying styles and skill levels.
- Use of inclusive play elements is strongly encouraged at all park sites, especially those serving as destination sites due to programming, including ball fields, community gardens, dog parks and other similar components.
- Incorporate shade into the playground and seating, where possible.
- Shaded seating, such as trees or shade structures, should be located close enough to play areas for adults to supervise children.
- Avoid perimeter planter strips or small planting pockets adjacent to play equipment.
- Locate for ease of maintenance service and access.

Safety Surfacing

Requirements:

- Comply with all national and industry safety standards.
- Use synthetic surfacing or engineered wood fiber (EWF) that is contained by a sidewalk, curbing or other edging material.
- Provide transition ramps to allow access from pathway to the play area where EWF is used.

Considerations:

- Synthetic surfacing may include a variety of surfaces, color patterns, or elevation changes in the play area.

Accessibility

Requirements:

- Include all-inclusive play areas at community parks, special-use sport facilities, and recreation centers.
- To the greatest extent possible, comply with district's Access for All Initiative: All play areas and equipment should be all inclusive, providing accessible play elements for all age and abilities, including mobility, visual, audio and cognitive features.

Considerations:

- Include all-inclusive play areas at park sites with destinations, such as dog parks, splash pads or other similar components.
- Provide equitable distribution of all-inclusive play areas throughout the district.

Drainage

Requirements:

- Include subsurface drainage system under safety surfacing that daylights away from play area.

- Ensure positive surface drainage away from play equipment and other surface play elements.
- Review site design to ensure property drainage for pocket parks and urban plazas that may have more hardscape amenities.

Spatial Relationship of Play Areas to Other Park Components

Requirements:

- Locate with clear sight lines from park entries, picnic areas, and other high use components.
- Locate within close proximity of primary entry or parking lot.

Considerations:

- Avoid locating adjacent to ball fields, sports courts, or other active / programmed uses to reduce user conflicts. Refer to the Athletic Facilities Functional Plan (AFFP) for additional information.
- Avoid locating in or near stands of large, mature trees where tree litter and debris may cause for safety and/or maintenance concerns.

Nature Play

Considerations:

- Locate in parks with natural features, such as woodlands.
- Include boulders, logs, or other natural elements, when site conditions are appropriate.
- Use unique features and materials found on or nearby sites.
- Incorporate with typical play equipment or develop as stand-alone park feature. Refer to the Natural Resources Functional Plan (NRFP) Nature Play guidelines for additional information.

4.1.5.c Urban Plazas

Due to the unique nature of open space in higher density areas, traditional park design may not be appropriate in meeting the recreational needs of these areas. In those instances, urban plazas can satisfy open space needs providing both formal and informal spaces for users to enjoy. In many instances, an urban plaza will require a higher level of maintenance due to the higher level of design, use, and visibility associated with these spaces.

Requirements:

- Include seating, such as benches, picnic tables, or walls.
- Comply with ADA standards.
- Ensure positive drainage away from buildings.
- Design expansion and control joints to manage cracking and aesthetically enhance the plaza design.

Considerations:

- Accommodate a wide variety of functions/events in the space.
- Provide lighting and electric power source.
- Provide a water source, such as a hose bib.

4.1.5.d Dog Parks

Dog parks are an important component of the district's park system and ensuring their distribution throughout the district is critical. Dog parks can be stand-alone components or included as part of an overall park development. Specific design guidelines for dog parks are included in this plan in Section 4.1.8.

4.1.5.e Accessibility

To ensure continued compliance and implementation of the district's commitment to meet or surpass requirements set forth in the Title II of the Americans with Disabilities Act: "all parks, their components and to the greatest extent possible, the comforts and conveniences within them shall be designed - with the guidance of the district's Access for All Initiative - to be fully accessible for park users of all ages." While it is understood that not every portion of a park site may be ADA accessible, every effort should be made to ensure all intended experiences of that park site are made available to all park users. Accessibility is a critical piece for any park site or facility and conformance to the Americans with Disabilities Act Accessibility Guidelines (ADAAG) is expected.

Mobility

Requirements:

- Park entry points, parking areas, and public rights-of-way must consider accessibility of mobility devices.
- Transition landings of sloped pathways, sidewalks, and turns must consider accessibility of mobility devices.
- Provide railings and landings, or pull-outs whenever steep slopes occur on pathways for long or extended stretches.
- Provide adequate space adjacent to benches, picnic tables and other seating areas for mobility devices.

Visibility

Requirements:

- Use truncated warning strips where transition ramps occur at parking areas and public rights-of-way.
- Select park component color schemes that promote visibility and/or contrast.

Clearance

Requirements:

- Provide adequate horizontal clearance from park components and amenities, including landscape elements, in order to ensure clear access and reduce user conflict.
- Provide adequate overhead clearance for the intended use that does not impede access or cause conflict.
- Provide adequate shoulder clearance along the edge of surfaces and the path of travel. Refer to the Trails Functional Plan Trail Design Standards and Guidelines for additional information.

Stairs and Ramps

Requirements:

- Comply with ADA guidelines for stairs, specifics on treads and risers, nosings, handrails, and detectable warnings.

- Comply with ADA guidelines for ramps, specifics on width, slope, landings, handrails, edge protection and outdoor conditions.
- Do not exceed five feet between landings on stairs.
- Avoid single steps to prevent potential tripping hazards.

4.1.5.f Pathways

Pathways are intended to provide for access to components, amenities, and opportunities for exercise within a park site. Supplemental information can be found in the Trails Functional Plan and the Natural Resources Functional Plan related to pathway design. The following items must be considered:

Hard Surface

Requirements:

- Use asphalt or concrete for hardscape in parks. Pavers, or other enhanced surfaces, may be considered in urban plazas.
- Hard surface paths should be a minimum of five (5) feet wide, wider widths should be considered in high use areas.

Considerations:

- Use pervious pavement, when appropriate, based on-site conditions.
- Concrete is preferred in areas near parking, park entries, plazas, picnic shelters, and other high use areas.
- Asphalt is preferred for secondary and looped pathways within a park or connections to park components from a main pathway.

Soft Surface

Requirements:

- Use compacted crushed rock with fines or bare earth.
- Soft surface paths should be a minimum three (3) feet wide. Wider widths should be considered in high use areas.
- Grade should not exceed 4% maximum.
- Use of bark chips is prohibited.

Considerations:

- Crushed rock may include a binding agent when path is sloped or located in high use areas.
- Use edging material when adjacent to grass.
- Use filter fabric where moist conditions are present.

4.1.5.g Signage

All signage proposed at park sites shall adhere to the district's approved Signage Policy, included as part of the Maintenance Standards Manual. Guidance for the use of bilingual or multilingual signage is addressed in the Signage Policy. The following represents the most commonly found signs at park sites.

Identification Signs

- Identification signs include the A1 sign type at neighborhood park sites; A2 sign type at community and special use parks; and A3 sign type at all park sites.
- A1 and A2 signs are located at the main park entry, perpendicular to the street and may be located in a landscape bed.

- A3 signs are located at pocket parks, urban parks and secondary park entries; include a R1 sign and doggie bag dispenser; are offset at least two (2) feet from the edge of the entry pathway and/or sidewalk; and may be located in a landscape bed.

Regulatory Signs

- R1 Signs are required at all parks. Other rule signage related to park components (ball fields, courts, etc.) are required only when appropriate R1 signs are located at all park entries and can be combined with A3 signs and doggie bag dispensers as needed.
- Other regulatory sign may be applicable, such as for sport courts, ball fields, or dog parks, when present. These signs types are located at the relevant park component(s).

Informational Signs

- Includes interpretive signage, although other signage may be applicable.
- Interpretive signs are used when unique site features or educational opportunities are present. These signs may be used to identify historic and culturally significant sites. Signs must adhere to the district’s interpretive signage program, as administered by the Natural & Trails Department.

4.1.5.h Lighting

In instances where lighting is necessary, the following should be considered:

Pathways

Considerations:

- Use pedestrian scale, pole-mounted lamps, or ornamental bollards.
- Other lighting styles may be considered, depending on the intent of their use.

Parking Areas

Considerations:

- Limit to off-street parking areas.

Ball Fields and Sport Courts

Considerations:

- Limit to areas that are programmed for night use.
- Scaled to the intended use.

Urban Parks and Plazas

Considerations:

- Provide pedestrian-scale lighting based on intended function of the site, especially if part of the streetscape.

Security

Considerations:

- Include with permanent restrooms, as determined by the district’s manager of security operations.

4.1.5.i Parking

Parking is only provided at park sites with programmed activities available. Where parking is needed, the following items must to be considered.

On-Street: the most common type of parking available.

Considerations:

- Understand the relationship between park components and street frontage (i.e. routes from street to community garden or picnic shelter).

Off-street

Requirements:

- Design to the minimum parking space standards, including ADA spaces, per local jurisdiction.
- Provide enough parking spaces to meet park programming needs and/or as designated in the Athletic Facilities Functional Plan.
- Locate parking to minimize conflicts with street, site amenities, and pedestrian circulation.

Bicycle Parking

Considerations:

- Locate at main park entries, play areas, plazas, and other high use park components.
- Do not impede pedestrian circulation.
- Consider proximity to park from streets, parking areas, and/or trails.
- Refer to 5.1.3.a Site Furnishings for details about bike racks.

Half-Street Improvements

Requirements:

- Relevant when no sidewalk or curb exists along a park's street frontage.
- Design to meet all regulatory requirements.

Considerations:

- Incorporate improvements into the overall park design, with on-street parking as appropriate.
- Improvements should be considerate of adjacent properties and street frontages.

4.1.5.j Fencing

When perimeter fence is necessary to delineate property lines or natural area boundaries, or due to safety and security purposes, the following fencing types should be considered.

General Information

- As a general guideline the district does not install perimeter fencing between the park site and adjacent properties. Only when directed through land use, will perimeter fencing be installed. The height and type of fence is determined by the local jurisdiction.
- The district does not install fencing for adjacent property owners. In the instance where it is required, the district will place such fencing on the property owner's side of the property line and is not responsible for such fencing after installation.
- The district does not install fencing to delineate natural area boundaries unless deemed necessary by Nature & Trails staff or a local jurisdiction.

- Locate all fencing within a planter or mow strip regardless of fence type.

Split-Rail

The preferred fencing type in most situations to delineate between contrasting activities or uses.

Requirements:

- Used for site boundaries.
- Typically, three to four feet tall with two rails; three rails are considered “heavy duty.”

Considerations:

- Use for site boundaries, natural areas, and safety.
- Use along pathways with steep side slopes.
- Use along street frontages where play areas are located within 100 feet of a street.

Chain-Link

Considerations:

- Use for site boundaries, natural areas, dog parks, and safety.
- Build four to six feet tall. Sport courts and ball fields require taller fencing. Refer to the Athletic Facilities Functional Plan for more details.
- Use along street frontages, parking areas, pathways, and other high use areas.
- Use galvanized or black vinyl-coated, depending on application.
- Use privacy slats, as appropriate.

Wood Plank

Considerations:

- Use to match conditions of adjacent homeowner properties as a “good-neighbor” fence.
- Build four to six feet tall.
- Locate along park access ways or as appropriate.

Ornamental/Decorative

Considerations:

- Use in instances where a higher level of design is desired, such as urban parks, plazas, or main park entries.

Welded Wire or Field Fencing

Considerations:

- Use as temporary fencing for lawn or natural area restoration.
- Build two to five feet tall.

4.1.5.k Landscaping

The following items must be considered for park site landscaping. Use of native and drought tolerant species should be considered whenever possible, especially in locations where irrigation is not provided.

Low Maintenance Guidelines

Requirements:

- Provide mulch “mow ring” around the base of trees located in open lawn areas.

Considerations:

- The overall plant palette of trees and shrubs species should be kept to a minimum with simple massing for efficient care and maintenance.
- Minimize plant quantities by designing with a variety of large-spreading species.
- Avoid using plant species that produce excessive litter and debris, such as fruit, pods or cones.
- Avoid using *weak wooded* plant species that are susceptible to wood rot, wind damage or limb breakage.
- Avoid locating plant species that will overgrow pathways, sitting areas, play areas, sport courts and other park components.
- Design plant compositions that allow for each species to reach full maturity without excessive “prune-back.”

Designs

Requirements:

- Locate landscaping at park entries, plazas, sitting areas, and other appropriate places, as part of the integral park design.
- Minimize irrigated planters to the areas of highest use and visibility.
- Include native and drought tolerant plant species.

Considerations:

- General landscaping should include medium to large shade trees in groupings or as a stand-alone specimen.
- Site entry landscaping should include low-growing shrubs, groundcovers, perennials, and may include small ornamental trees, as appropriate.
- Passive area landscaping should include low-growing shrubs, groundcovers, small to medium-sized ornamental or shade trees, and may include perennials in regularly maintained areas with irrigation.
- High activity areas, such as play areas, should minimize landscaping that conflicts with pedestrian access and circulation. In general, plant species selection should be hardy and resist high foot traffic.
- Only consider irrigated ornamental plant species, where appropriate.
- Existing landscaping and trees should be protected and incorporated into park site development, enhancement, and redevelopment, whenever possible.

Ornamental Grasses

Considerations:

- Require minimal maintenance once established.
- Use at park entries, plazas, and other high use park areas.

Groundcovers

Considerations:

- Use when lawn is not appropriate, such as on steep slopes, and in planter beds, where low foot traffic is anticipated.
- Use ornamental plant species in high visibility areas, such as main park entries, plazas, and other similar focal areas.

Shrubs

Considerations:

- Use ornamental plant species in areas most visible to park users, such as park entries, sitting areas, and play areas.
- Use native plant species along park boundaries, natural areas, and other locations where buffers are needed.

Trees

Considerations:

- Avoid planting trees that have excessive litter and debris adjacent to high park use, such as play areas, picnic areas, sport courts, and ball fields.
- Select trees according to mature size to ensure location is appropriate with nearby park components.
- Avoid placement of trees within ten feet of pathways and sidewalks. Where trees are needed within ten feet (e.g., street tree planter strips or urban plazas), follow the local jurisdiction standards.

4.1.5.l Irrigation

The district practices water-efficiency techniques and monitors irrigation system consumption in daily operations. Irrigation is primarily used to establish plants after the initial installation and to maintain lawn areas for programmed activities, such as soccer and baseball. In the event that water supply changes, the district will re-evaluate its irrigation practices accordingly. Where irrigation is used at a park site, the following items must be taken in account.

Groundcover, Shrub and Tree Areas

- Automatically irrigate when water source is available.

Lawn Areas

- Automatically irrigate when water source is available, unless determined otherwise by the Maintenance Department.

Automated Irrigation System Components: Includes, but is not limited to, controllers, wiring, valve boxes, valves, piping, drip lines, and sprinkler heads.

- Refer to the THPRD Standard Irrigation Details.
- Develop a replacement and repair schedule for the athletic field irrigation systems.

4.1.5.m Stormwater Management

Storm water runoff is typically managed on-site at district park facilities. Storm water facilities should be incorporated into the overall park design with minimal impact to the potential use of the site. The following items need to be considered for stormwater management at park sites.

Pervious Surfaces

Considerations:

- Use for pathways, plazas, parking areas, and other hard surfaced areas where feasible. May include the use of asphalt, concrete or pavers.
 - Use asphalt for lower use pathways or low-use, smaller-sized parking areas.

- Use concrete for higher use pathways, plazas, picnic areas, or moderate-use parking areas.
- Use pavers for plazas, picnic areas, or parking stalls where drive aisles will be an impervious material.

Bioswales/Filtration Strips

Considerations:

- Use adjacent to plazas, parking areas, pathways, sports courts, and other hard-surfaced areas.
- Plant in accordance with Clean Water Services Design and Construction Standards.

Detention/Retention Ponds

Requirements:

- If desired or required, incorporate into the overall park design and plant in accordance with Clean Water Services Design and Construction Standards.

Wetland Mitigation/Enhancement

Requirements:

- If desired or required, incorporate into the overall park design and plant in accordance with regulatory agency guidelines.

Vegetated Corridor Mitigation/Enhancement

Requirements:

- If desired or required, incorporate into the overall park design and plant in accordance with Clean Water Services Design and Construction Standards.

Low Impact Design Alternatives

As part of the overall park design, preserve natural areas by minimizing development impacts to the greatest extent possible.

Requirements:

- Implement small integrated treatment techniques throughout the site, rather than a large single-treatment solution, where space allows.
- Refer to guidelines established by Clean Water Services.

4.1.5.n Crime Prevention Through Environmental Design (CPTED)

The district is committed to ensuring the safety and security of its parks and facilities. To help make this possible, the following fundamental CPTED principles should be considered.

Access

Considerations:

- Establish clearly defined park entries and routes for park users to easily pass through a park site.
- Establish clearly defined park boundaries to differentiate between public and private spaces.

Visibility

Considerations:

- Maintain open sight lines throughout a park site in order to promote natural surveillance and a “see and be seen” concept.

4.1.5.o Sustainability

The district strives to create, operate and maintain more sustainable parks and facilities. The following principles should be applied whenever possible.

Materials Found on Site

Considerations:

- Incorporate the use of local site materials into the overall development of the park.
- Include stone, wood, or other natural site features in nature play areas, seating areas, artwork, landscape features, interpretive elements, or other features.

Native/Local Materials

Considerations:

- Incorporate building and landscape materials and products manufactured in the Pacific Northwest.

Leadership in Energy and Environmental Design (LEED)

Considerations:

- Encourage incorporation of LEED design principle into park development or park enhancement projects.

Sustainable Sites Initiative

Considerations:

- Encourage incorporation into an overall park development or park enhancement.

Water Conservation

Considerations:

- Design irrigation systems efficiently to maximize water usage.
- Design irrigation system zones to be “off-line” once plant establishment has occurred or when turf areas are no longer programmed for activities.
- Use native and drought tolerant plants.

4.1.5.p Safe Routes to Parks

Safe Routes to Parks are short (10-15 minute) walk or bike routes to parks that are:

- Accessible via multiple modes of transportation for people of all ages and abilities.
- Conveniently located within approximately ½ mile (a 10-minute walk) from where people live.
- Safe from traffic and personal danger.
- Comfortable and appealing places to walk or bicycle.

Providing and identifying Safe Routes to Parks can increase park usage and improve health for people of all ages, races, abilities, and income levels. Safe Routes to Parks can benefit neighborhoods that have experienced historical disinvestment, high traffic streets without bike and pedestrian infrastructure, crime

and public safety challenges, and/or high rates of chronic disease. THPRD has approximately twenty sites that have schools adjacent to parks, and close to fifty school sites where THPRD provides recreation programming. In these instances, THPRD promotes a coordinated effort to create Safe Routes to Parks as well as Safe Routes to Schools.

Safe Routes to Parks Implementation

Local governments, community groups, and residents should collaborate to create policies and practices that support safe and equitable access to parks. THPRD has an extensive community engagement plan that identifies best practices and policies. This Plan, combined with the National Recreation and Park Association (NRPA) recommendations, will be used to guide partnerships and processes.

The following steps provide a framework for how partners should work together:

- **Engage:** Partner with community organizations and community members during all stages of the process.
 - **Work with the coalition and individual partners** to analyze data, conduct audits, collect community surveys, and lead community meetings/events.
 - **Hold a meeting or community event and conduct a community-wide survey** to gather input and data from community members on perceived gaps, barriers, and assets to park access. These should serve as evaluation data to measure community-wide progress
- **Assess:** Understand community priorities based on data and community input.
 - Identify parks or neighborhoods to focus efforts based on data identifying community need.
 - Complete a data and mapping analysis of the park and surrounding neighborhood and identify assets and barriers to park access.
 - **Conduct an in-person walkability, accessibility, and park audit** with community partners at the park and surrounding neighborhood to identify assets and barriers in park access and safety.
- **Plan:** Develop priority areas, set goals and specific actions, identify policy improvements, and integrate into agency and jurisdiction plans and policies.
 - **Define Safe Routes to Parks priority areas and create an action plan** with specific goals and actions based on data and community feedback.
 - **Leverage funding** opportunities when possible.
 - **Incorporate Safe Routes to Parks priorities into other plans** that would enhance efforts, such as inclusion in capital improvement plans, park master plans, neighborhood and comprehensive planning, Safe Routes to School initiatives, and transportation, health, and food access plans. Safe Routes to Parks should be considered in every master plan.
 - **Identify policy changes to promote Safe Routes to Parks** through amendments to design guidelines, street standards, zoning and subdivision standards, policing, maintenance, and other policy opportunities.
 - **Review Safe Routes to Parks** throughout community engagement processes with THPRD staff, local partners, and community members.
- **Implement:** Put plans into action using best practices in engineering, design, and programming. Work with the road authority to help prioritize necessary improvements.
 - **Engineering and Design** within and leading to the park, focusing on:
 - Maintenance
 - Street Design
 - Signage and wayfinding
 - Connectivity
 - **Programming**

- Design programs at the park (including those run by other organizations) to encourage residents to walk or bike to the park and engage in physical activity at the park.
 - Promote and design programs (including those run by other organizations) that are tailored to the needs of the community and reach under-represented or high-need populations or groups.
 - Collaborate with Safe Routes to Schools and local authorities' pedestrian coordinators to combine efforts and gain economies of scale
 - **Personal Safety**
 - Make physical improvements to the built environment that discourage violence and increase street safety using techniques of "crime prevention through environmental design" (CPTED)
- **Sustain:** Evaluate and sustain the project by integrating into agency functions and determining if the project is positively affecting the community.
 - **Develop a sustainable financing model for Safe Routes to Parks** related projects by redirecting existing resources or identifying new funding streams.
 - **Incorporate Safe Routes to Parks action items** into park and recreation and partner agency system-wide planning and policy, including capital improvement, preventative maintenance, park and open space plans, and park and street design policies, to increase sustainability of efforts.
 - **Measure the impact** the changes have on the community. Evaluation should include measures such as park usage, crime levels, and/or levels of physical activity before and after changes.

References

"Healthy Communities: Safe Routes to Parks." *Safe Routes to School National Partnership*. Website. <https://www.saferoutespartnership.org/healthy-communities/saferoutestoparks>

"Safe Routes to Parks Action Framework." National Recreation and Park Association. 2016 Report. www.nrpa.org

4.1.5.q Art Strategy

Public art is defined as permanent and temporary works of art that are placed in public spaces. Public art promotes community pride and visual interest. Within THPRD parks, the purpose of public art is to make places more vibrant, livable, accessible, and creative. Public art could be imaginative, engaging, dynamic, interactive, aesthetically pleasing, connected, and sustainable. Public art within THPRD's parks can serve as a source of inspiration and education for residents and visitors.

The art strategy is intended to guide developers, curators, and public artists; however, it allows room for flexibility. Artists are encouraged to demonstrate creative freedom of expression within THPRD's guidelines. Public artwork that express a key cultural theme or story are often most effective at engaging the public.

Budget and funding for all artwork should be identified by project partnership, outside source, or integrated into development budgets at the onset of the project. A designated designer should be identified early in the process. The designer will provide expert advice regarding materials to use and future maintenance of the project.

Local artists should have a good understanding of themes appropriate for the area and will have the most genuine response to the site. However, it can also be beneficial to have artists from outside the community engage with the site, or even collaborate with local artists to deliver new and exciting art projects. Again, creativity is welcome and encouraged.

Community Consultation

Community engagement is integral to the success of a public art strategy; it instills a sense of ownership and value in the community. Public art processes should facilitate communication between community members, local businesses, city officials, artists, and other stakeholders to ensure the design reflects local character and preferences.

Site Selection

Locations for the placement of artwork are based on the following considerations:

- Visibility
- Public safety
- Interior and exterior traffic patterns
- Relationship of proposed artwork to existing or future architectural and natural features
- Facility users and interaction of users with proposed artwork
- Future development plans for the area
- Overall program goal or concept
- Landscape design
- Relationship of proposed artwork to existing artwork within the site vicinity
- Environmental impact
- Public accessibility to the artwork
- Social context of the artwork
- Equal distribution through the district

Criteria for selecting artwork may include but are not limited to:

- **Quality:** Consider the inherent quality of the artwork.
- **Context:** Consider the architectural, historical, geographical, and socio-cultural context of the site.
- **Project Goals:** Artist's and artwork's ability to meet the goals established for the specific project.
- **Durability:** Consider the structural soundness and inherent resistance to theft, vandalism, weathering, operation or maintenance, and repair costs.
- **Public Safety:** Evaluate to ensure that it does not present a hazard for public safety.
- **Feasibility:** Examine feasibility and evidence of the artist's ability to successfully complete the work as proposed. Factors include project budget, timeline, artist's experience, soundness of materials, and applicable zoning, construction, and design guidelines.
- **Site and Environmental Considerations:**
 - Is the relationship between the site and the artwork in the best interest of both?
 - Response of artwork or memorial to the natural and built environment.
 - Appropriateness of artwork or memorial scale to the proposed site.
 - Impact on ecology.
 - Relationship of artwork or memorial to other art or memorials in context.
 - Impact on historic areas or objects within the park.
 - Impact on views or accessibility.

Maintenance

Long-term survival of outdoor artwork in parks is affected by proximity to water, climate, use of the site, adjacent buildings, trees, roads and sidewalks. It is important to determine who will use the area – pedestrians and pets, cyclists, skateboarders, etc. – and how it will be used. The survival of outdoor artwork depends on the nature of its construction, the environment it is exposed to, and the maintenance it receives.

To anticipate and limit future maintenance needs, consult with professional curators whose technical understanding of materials and fabrication processes are invaluable during the artwork review process.

Each project must include a decommissioning plan that provides a specific strategy to maintain and remove artwork at the end of its lifecycle. THPRD is not mandated to restore any damaged artwork.

Accepting Gifts of Artwork and Memorials

Without thoughtful processes and policies in place, the design, selection, placement, and maintenance of public art and memorials can be complex and controversial, especially in an environment in which public space is limited and in demand for a variety of uses.

Consideration for accepting gifts of art include (but are not limited to):

- Cover the total cost of a project.
- Are accessible to all park users.
- Adhere to the THPRD's design guidelines for public spaces.
- Consider the long-term cost of maintenance.
- Do not conflict with the district's adopted Goals.

Types of Art (includes but is not limited to):

- **Temporary Art:** Programming temporary art provides an opportunity for the public to experience contemporary art. It allows for the realization of a diversity of experimental projects by both established and emerging artists. Temporary art invites a range of media including digital, mechanical, musical, literary, and performance art.
- **Traditional Art Forms:** Sculpture, painting, billboards, murals, screens, photography, digital prints, mosaic installations, monuments, memorials, civic statuary.
- **Multi-Media:** Works using digital imagery, film, video, photography, and cybernetics.
- **Landscape Design:** Signature or landmark statements and interpretations such as land art, landscape as earth works, and landscape design as art installations.
- **Functional Design:** Architectural forms, facades, site furniture, lighting, textiles, fabrics, carpets, door handles, glass features, and street furniture.
- **Applied Design:** Works using paving, pathways, floors, walls, windows, doors, stairways, fencing, and landscape features.
- **Signage as Art:** Works using graphics, lighting design, industrial artefacts re-interpreted as art, and industrial design.
- **Animation:** Animation celebrations and collaborations, spatial and interactive installations, performance, music, dance, theatre, soundscapes, lighting, art projections, wrapping, fireworks, and street theatre.
- **Ephemeral Art:** An experience constructed by artists making the unfamiliar in familiar landscapes and sites. Here today, gone tomorrow, having left both individual and collective memories of a moment. Fluidity of spaces, mist screens, water jets, lighting design, kinetic art elements, and temporary installations.
- **Memorials:** An item, object, designated space within the park, a small landscape park, project, or monument established to preserve the memory of a significant person or event that occurred in the past. Refer to district policy for requirements.

4.1.5.r. Park Hours of Operation

THPRD parks are open from dawn to dusk, though some parks are open for extended hours. All park hours of operation should be posted at each site. No one is allowed in parks after hours. THPRD will consider the following when determining extended hours of operation:

- **Available lighting:** Parks may have additional hours of operation while lighted facilities are reserved or in use.
- **Seasonal use:** Parks used as a transportation connection with a trail/pathway adjacent to or through them have higher use after dusk, especially in winter; or for special events.
- **Neighboring property uses:** Parks near commercial properties may be open later than those near quieter, residential neighborhoods.
- **Park classification:** Urban plazas may be open later than neighborhood parks because they have more people actively using the space.

4.1.6 System Development Charges (SDC) Credit Projects

4.1.6.a Credits for Minimum Standards

Developer SDC credit projects are partnerships between a developer and the district to develop park sites in lieu of having the developer pay SDC fees. This partnership is described in more detail in section 4.2.2 below.

The district shall only provide credit for the minimum standards at which the district would develop a park site. For example, when concrete is used for a loop pathway in lieu of using asphalt, credit shall only be granted for the cost of using asphalt. Additional costs associated with the use of concrete shall be borne by the developer of the project.

Similarly, where a four (4) foot tall chain-link fence is used where a split-rail fence could be used instead, credit shall be given for the cost of the split-rail fence rather than the chain-link fence.

4.1.7 Maintenance Operations

Maintenance operations at district park sites fall into two categories: park maintenance, and natural resources maintenance.

- **Park maintenance** provides for safe and open access opportunities for people to recreate, enjoy the outdoors, and compete on sports fields and courts. Refer to the Athletics Facilities Functional Plan for additional information relating to athletic facilities maintenance.
- **Natural resources maintenance** minimizes human impact and allows natural processes to continue, while providing safe access for people, where appropriate. Refer to the Natural Resources Functional Plan for additional information relating to natural resources maintenance.

Park maintenance operations are identified as follows:

4.1.7.a. General Considerations

Requirements:

- Integrated pest management should be included in maintenance operations at all district park sites.

Considerations:

- Park maintenance is performed in a zone management structure with six park zones in the South and six parks zones in the North. Zone maps and weekly site schedules are updated and available at www.thprd.org on the maintenance operations webpage.

- Park maintenance and operation standards and guidelines are taken from THPRD's *Maintenance Standards Manual* and should be referenced for the most current maintenance and operations practices.

4.1.7.b. Frequency of Operations

Considerations:

- Frequency of park maintenance is determined by service levels established for park sites, as shown below in Table 11.
- Routine park maintenance operations are seasonally dependent, but are consistent for approximately eight to nine months out of the year.
- Park maintenance operations during the winter months are project based, but also include winterization and spring preparation of assets and landscapes.

Table 11 - Maintenance Operation Service Levels.

Service Level	Site Description	Typical Park Features	Service Frequency
1	Level 1 sites are highly programmed for sports leagues and tournaments. Includes urban plazas, community parks, special use parks, or recreation/swim centers.	High-use irrigated sport fields / landscapes, rentable picnic shelters, community gardens, dog parks, splash pads or destination features (i.e. unique play equipment, nature play areas, lakes, day-use camp areas, special event features), and contain high-use garbage cans, and dog bag dispensers, or an athletic field that may need a second mow.	2 times per week
2	The majority of parks in the district are Level 2 sites. Includes pocket parks, neighborhood parks, higher use trail segments or linear parks, and may also include sport fields and passive green spaces.	Children's play areas, picnic areas, trails, green spaces, modest natural areas, outdoor basketball or tennis courts, irrigated sport fields or passive recreation areas, and contain irrigation systems, drinking fountains, benches, picnic tables, garbage cans, dog bag dispensers, signs, etc.	1 time per week
3	Level 3 sites are non-irrigated, non-programmed, and not used for park-type activities; and could include land owned by the district, but not developed. Includes green spaces, natural areas, trail segments, or power line corridors.	Undeveloped landscape, field grass, soft surface trail sections, or natural areas, and some sites may have a garbage can or dog bag dispenser.	1 to 2 times per month

4.1.7.c. Typical Park Maintenance Duties

Field maintenance staff perform routine park maintenance duties, but occasionally emergency response is needed. Examples of these duties include:

Routine Park Maintenance Duties:

- Trash removal
- Dog bag dispenser stocking
- High production mowing
- General landscape practices
- Safety inspections and reports
- Irrigation system maintenance
- Pesticide application

Emergency Response Maintenance Duties:

- Vandalism repair
- Graffiti removal
- Safety response
- Hazard tree removal and storm response
- Snow and ice removal

4.1.7.d. Support Services

Park maintenance provides support for other district functions including:

- Special events
- Community events
- Picnic shelter rentals

4.1.7.e. Public Access at Undeveloped / Future Park Sites

When a future park site is undeveloped, but public access is desired, the following items must be considered.

Considerations:

- Active or passive public access or use will be determined by management, as appropriate for a specific site.
- Sites may be secured with temporary fencing
- Interim improvements may include fencing, signage, hazard removal, rough grading, non-irrigated lawn, or invasive plant removal.

4.1.8 Dog Parks

Dog parks can be stand-alone components or included as part of an overall park development. Requests for new dog parks should follow the guidelines found in the Parks Functional Plan section 4.1 Standards and Guidelines.

THPRD's current policy on dogs was developed to keep parks clean, safe, and sanitary; it requires that dogs be kept on leash unless in a designated, fenced dog park. Policy 7.10 (I) requires that dogs on district property shall be on a leash not more than eight feet in length, or confined in a vehicle, and must be kept under control at all times.

Requests for additional areas to socialize and exercise dogs continue to increase as the urban growth boundary expands and new construction continues. To help inform both staff and the community, the following guidelines on dog parks were developed to improve the delivery of new and existing dog parks within the THPRD service area.

4.1.8.a. Dog Park Types

THPRD currently has an inventory of three designated, fenced dog parks. Hazeldale Dog Park, located within Hazeldale Park in Aloha; PCC Rock Creek Dog Park, located on the campus of PCC Rock Creek Community College; and Winkleman Park, located off of 175th Ave. on Cooper Mountain.

While these three sites have traditional amenities found at most dog parks: 1.5+ acres, separate areas for large and small dogs, access to water, and parking areas; public input has suggested that THPRD dog owners would like to see more options at their local parks. These would be smaller areas within neighborhood parks that may not have all the usual amenities and would serve a more local crowd.

Given this feedback, below are two types of parks, design elements, and design criteria that should be considered during the planning process.

A **dog park** is a larger fenced area designated for dogs to exercise and socialize off leash. Design elements shall include: a minimum four (4') foot perimeter fence, double gates for entry, separate areas for small and large dogs, appropriate surfacing for the chosen location, seating (benches), shade, fountain or other appropriate water source, covered trash receptacles, dog waste bag dispensers, and regulatory signage. The dog park is typically included as part of an overall park development process.

A **dog run** is a smaller fenced area designated for dogs to exercise and socialize off leash. Design elements shall include: a minimum four (4') foot perimeter fence, double gates for entry, appropriate surfacing for the chosen location, covered trash receptacles, dog waste bag dispensers, and regulatory signage. The dog run is typically an added amenity to an existing park following a specific request and community outreach process.

4.1.8.b. Dog Park Design Criteria and Considerations

Dog Park Criteria

- i. The targeted size for a dog park is an area of at least one (1) acre with surrounding fence four feet in height.
- ii. The distance between proposed fenced dog park and adjacent park features, homes, and businesses will be evaluated for conflicts associated with noise. A target separation of two hundred (200) feet is preferable; however, changes in topography or intervening landscape or other screening can reduce the distance of spatial separation.
- iii. Fenced dog parks will require well drained soils and are not recommended for placement in floodplains.
- iv. A fenced dog park shall have permanent signage displaying rules and regulations and contact information for THPRD.
- v. Design of a fenced dog park shall include a potable water source for dogs to drink. It can provide a water source for cleaning and maintenance depending on the surface material utilized to ensure proper sanitation.
- vi. A fenced dog park shall comply with all applicable codes, ordinances, and regulations.

Considerations:

- i. If located within an existing park, consideration should be given to placing the fenced dog park in any area that will minimize the impact on primary uses of the park. Sites will be evaluated for noise conflicts with adjacent park users, adjacent residences, and businesses. Potential use conflicts include but are not limited to the following:
 - a. Playgrounds and other children's play areas
 - b. Athletic fields and courts
 - c. Sensitive habitats and wildlife areas

- d. Areas directly upslope from community gardens
 - e. Greenway trails or internal park pathways
 - f. Historic sites or other cultural resources
- ii. Design of a fenced dog park shall ensure an ADA accessible route from designated parking if provided or available.
 - iii. Hours of operation shall follow the same guidelines for the park in which the fenced dog park is located.
 - iv. Consideration should be given to the potential amount of fecal material and ammonia that would be generated from this type of park. Coordination with the local storm water management agency to protect water quality could be an option.

Dog Run Criteria

- i. The targeted size for a dog run is an area at least ten thousand (10,000) square feet with surrounding fence four feet in height.
- ii. Fenced dog runs will require well drained soils and are not recommended for placement in floodplains.
- iii. A fenced dog run shall have permanent signage displaying rules and regulations and contact information for THPRD.
- iv. A fenced dog park shall comply with all applicable codes, ordinances, and regulations.

Considerations

- i. The distance between proposed fenced dog run and adjacent park features, homes, and businesses will be evaluated for conflicts associated with noise. In addition to distance, considerations include changes in topography or intervening landscape or other screening can reduce the distance of spatial separation.
- ii. Typically located with an existing park, consideration should be given to placing the fenced dog run in any area that will minimize the impact on primary uses of the park. Sites will be evaluated for noise conflicts with adjacent park users, adjacent residences, and businesses. Potential use conflicts include but are not limited to the following:
 - a. Playgrounds and other children's play areas
 - b. Athletic fields and courts
 - c. Sensitive habitats and wildlife areas
 - d. Areas directly upslope from community gardens
 - e. Greenway trails or internal park pathways
 - f. Historic sites or other cultural resource
- v. Design of a fenced dog run may include a potable water source for dogs to drink. It can provide a water source for cleaning and maintenance depending on the surface material utilized to ensure proper sanitation.
- vi. Design of a fenced dog run shall consider an ADA accessible route from designated parking if provided or available.
- vii. Hours of operation may follow the same guidelines for the park within which the fenced dog run is located or have more restricted hours to reduce conflicts.

Consideration should be given to potential amount of fecal material and ammonia that would be generated from this type of park. Coordination with the local storm water management agency to protect water quality could be an option.

4.1.9 Health Benefits of Parks and Recreation

Parks have always been important to the public health of our communities. Nearly 40 years of research confirms that daily exposure to nature, including parks, gardens, the urban forest, and green spaces, support human health and wellness. The connection between active living and opportunities to avoid chronic diseases (such as diabetes, heart disease, and respiratory problems) is particularly relevant to large parks, where people can walk, run, bike on paths, and actively move on playing fields.

However, small parks and nature spaces, are equally as important to the health of a community. In many communities, additional land for large parks is either expensive or difficult to repurpose. Creating small parks in existing urbanized and underserved areas can be a productive public and private joint venture that benefits everyone by creating space for active recreation and connecting with nature. In new urban areas, THPRD's goal is to maximize the parks, as set forth in the park classifications.

THPRD facilities and programs create healthy communities and play a fundamental role in enhancing the physical environments in which people live, work, and play. THPRD's facilities and programs support and increase health for people of all abilities, ages, socio-economic backgrounds, and races/ethnicities. THPRD strives to promote collaborative programs and policies that reach a vast population to:

- Reduce obesity and incidence of chronic disease by providing opportunities to increase rigorous physical activity in a variety of forms.
- Provide a connection to the outdoors, which has been proven to relieve stress levels and improve mental health. Stress is a major contributor to ill health. Left unresolved, long-term stress can lead to immune system issues and illness.
- Foster overall wellness and healthy habits, such as engaging in enrichment opportunities. Studies have indicated a strong correlation between access to parks and recreation, and a healthy lifestyle.
- Promote exercise opportunities for all ages and abilities.
- Build social capital through interpersonal relationships and the resulting supportive networks. The mere presence of landscape or trees in a community is linked to greater perceptions of well-being and neighborhood satisfaction. Residents reported feeling safer if their development had well-maintained landscaping, including trees and grass. Active involvement in community greening and nature restoration projects also produces social benefits, including strengthening of intergenerational ties and organizational empowerment.
- Offer amenities for all ages, stages, abilities, and allow opportunity to age in place.
- Incorporate placemaking and create spaces for community members to come together and interact. While connecting with nature and outdoors is highly important, so is connecting with people. Parks give residents, especially children, a place to play where race, income, etc. do not impede opportunity or involvement.

Public parks and recreation are gateways to a healthier neighborhood and region, and they ensure that communities are truly livable. With this knowledge in mind, THPRD plans to establish a range of park types in different neighborhoods so that all THPRD residents can interact with others in the outdoors and enjoy healthy lifestyles.

References:

“The Health Benefits of Small Parks and Green Spaces.” *National Recreation and Park Association*. Website. <https://www.nrpa.org/parks-recreation-magazine/2017/april/the-health-benefits-of-small-parks-and-green-spaces>

4.2 Funding

4.2.1 Capital Improvement Program (CIP)

The district's capital improvement program (CIP) is a combination of capital replacement projects and SDC development projects (new parks or existing park enhancements). Additionally, the list takes into account the project priorities outlined in Section 3.4 List of Priority Areas of this PFP. Projects in the CIP are then funded through the district's budgeting process with either general funds or system development charge (SDC) funds. Grants, partnerships, donations and volunteers may also be solicited to help fund projects identified in the CIP in an effort to maximize district resources.

As stated above, the primary funding streams available to deliver projects on the CIP are:

4.2.1.a. Property Taxes / General Fund

The district's primary funding source is property tax revenues. These revenues go into the district's general fund and are then allocated for capital projects and maintenance operations on an annual basis. These funds are typically prioritized toward capital replacements and may also be used for new improvements that are not eligible for SDC funding.

4.2.1.b. System Development Charges / SDC Fund

The district's secondary source of funding for park improvements comes from its system development charges (SDC) fund. Since 1997 the district has collected fees on new residential and commercial development occurring within its service area. These fees can only be used for land acquisition, new park, trail or natural area development or improvements to existing parks, trails or natural areas to expand capacity necessitated by new development. SDC funds cannot be used for capital replacement or maintenance purposes.

4.2.1.c. SDCs in New Urban Areas

In addition to the district-wide SDCs, which are based on assets and projects of district-wide benefit, the district charges additional funds in overlay areas (e.g. North Bethany, South Cooper Mountain and Bonny Slope West). The overlay SDC fee reflects the increment of acquisition and development costs that exceeds district-wide costs. Development within an overlay pays both the district-wide SDC and the overlay SDC. While district-wide SDCs can be spent on any project in the district's project list, overlay SDCs can be spent only in the area in which they were earned.

Because of the limitation of spending overlay SDCs in the area in which they are collected, as well as the need to ensure SDCs collected in overlay areas pay for necessary infrastructure to serve those areas, the district shall track SDCs (both districtwide and Overlay) collected in each overlay area. SDCs collected in an overlay area may not be spent in other areas of the district without backfilling those funds from other sources.

4.2.2 Developer SDC Credit Projects

In lieu of paying SDC fees at the time of development, developers may enter into a memorandum of understanding (MOU) to construct park improvements in the amount of estimated SDC fees that would normally be charged. Requirements for development MOUs are set forth in the district's *Parks and*

Recreation System Development Charges Administrative Procedures Guide and include a description of the specific park improvements to be constructed for which credit will be issued; approval by the district of plans and specifications; compliance with district standards, as set forth in its Functional Plans; and inspection and acceptance of improvements.

4.2.3 Grants

Multiple grant opportunities exist for funding of park improvements, in part or wholly. Grant sources include private foundations, such as the United States Tennis Association, and public agencies, such as the Oregon Parks and Recreation Department. Grants can be used to acquire land, fund an entire park development and/or just a portion of a park, such as play equipment, picnic shelter, or sports court. Grants can also be used for new park development or enhancement of existing parks and facilities. The district will typically use SDC funds as a local match in order to leverage grant funds.

4.2.4 Donation / Volunteer / Partnership

In certain instances, park improvements are donated to the district or provided to the district. This could include land, materials, products, and/or labor for the construction or installation of park improvements. In most instances, this occurs in conjunction with improvement projects of other public agencies, such as Beaverton School District, Tualatin Valley Water District, Clean Water Services, or the City of Beaverton. In some instances, park improvements can come from private development or community groups seeking improvements of park facilities of their neighborhoods.

4.2.5 Future Bond Funding

The district may pursue the issuance of bonds if approved by voters during a general or special election. Bond funds can be used for a variety of projects based on how the bond is crafted, including land acquisition, new park development, redevelopment of existing parks, capital replacements or a combination of these items. Bond funds can be short-term or long-term and can be used for specific projects or many different projects.

5. SUCCESS MONITORING / HOW ARE WE DOING?

5.1 Performance Measures

With an emphasis on improving walkable access to parks and improving district-wide neighborhood LOS scores, the district will monitor the following items:

- Ensure one-half (½) mile walkable access, free of pedestrian barriers, to neighborhood parks or park components and amenities at other district facilities.
- Create well-designed parks that promote healthy active lifestyles and promote positive activities for youth.
- Operate and maintain parks sustainably and efficiently with high standards.

Additionally, traditional performance measures for park and recreation will also be utilized, typically monitored annually, including:

- Acres of new park land acquired
- Number of park master plans completed
- Number of new park sites developed
- Number of existing park sites enhanced

- Number of capital replacement projects completed

While the district will monitor these measures, they cannot be stand-alone measurements as many factors can influence targeted outcomes. Budget constraints, shifts in priorities, environmental considerations, and other such factors can impact the length of time to complete projects or acquire land.

5.2 Monitoring Procedures

The district will use a variety of methods to monitor its successes, or shortfalls, in achieving its expectations. Monitoring of expectations will occur on an annual basis or a multi-year basis depending on monitored outcomes.

5.2.1 Short Term Monitoring

The annual maintenance inspection process is one of the easiest ways for the district to gauge whether neighborhood LOS is increasing. Each year all district assets at its parks and facilities are evaluated and placed into the deferred maintenance database. This database is used to help prioritize capital replacement projects during the budgeting process. As replacement projects occur, often updating park components and amenities, these items can be tracked against the park inventory database completed in the fall of 2014 and LOS scores can be adjusted to reflect these improvements.

Park inventory scoring analysis can also be performed, independently or as part of the maintenance inspection process, to determine increases or decreases in neighborhood LOS by evaluating current conditions to the 2014 park inventory information.

Park user surveys are another way the district can monitor whether or not LOS expectations are being met or if walkable access is improving. Although these types of surveys are not scientific or statistically accurate, they do provide immediate feedback from the people in the parks.

5.2.2 Long Term Monitoring

Because projects such as master plans, new park development, and existing park redevelopment often take more than one year to complete, it is more effective to monitor for success on a two to three-year basis. Tracking projects identified in the district's annual budget is one of the easiest ways to track progress, comparing projects completed on time versus those that get delayed or eliminated.

Comprehensive park inventory and analysis work can be performed every five years to update neighborhood and community LOS scores for the district's park sites, as well as to update the maps showing results of the inventory. This type of comprehensive analysis confirms short-term monitoring results and establishes new baselines.

6. APPENDIX

6.1 Park Inventory Level of Service (LOS) Scoring

The following tables summarize LOS scoring for both neighborhood and community parks at the district's sites. Scores are based on the park inventory and analysis work completed in fall 2018. More detailed information on individual park sites can be found in the Inventory Atlas (Appendix 6.3).

Table 12 – LOS for Neighborhood Park Sites.

Site Name	Acres	Neighborhood Score	Community Score
A.M. Kennedy Park	8.20	72.0	72.0
Arnold Park	11.10	22.0	22.0
Autumn Ridge Park	4.99	36.0	38.4
Barrows Park	14.25	54.0	54.0
Barsotti Park	3.77	61.2	61.2
Bethany Creek Falls Park	1.51	26.4	26.4
Bethany Creek Pocket Park	2.10	14.4	14.4
Bonnie Meadow Area Neighborhood Park NWQ4	2.52	28.8	28.8
Bonny Slope Park	2.59	26.4	40.8
Bronson Creek Park	5.31	16.5	16.5
Buckskin Park	0.35	13.2	13.2
Burnsridge Park	2.20	13.2	13.2
Burntwood Park	7.13	19.2	19.2
Butternut Park	2.42	18.0	18.0
Carolwood Park	4.32	28.8	43.2
Cedar Mill Creek Pocket Park	0.25	9.6	9.6
Center Street Park	4.80	33.0	50.6
Channing Heights Park	2.78	26.4	40.8
Cooper Park	1.87	16.8	16.8
Crowell Woods Park	7.42	52.8	52.8
Eichler Park	3.18	28.8	28.8
Fifth Street Pocket Park	0.66	14.4	14.4
Fir Grove Park	4.75	19.2	19.2
Florence Pointe Park	1.55	7.7	7.7

Site Name	Acres	Neighborhood Score	Community Score
Foege Park	9.09	22.0	22.0
Foothills Park	10.53	26.4	26.4
Forest Hills Park	2.08	26.4	45.6
Garden Home Park	8.58	43.2	48.0
George W. Otten Park	0.98	28.8	28.8
Griffith Park	2.28	28.8	67.2
Hansen Ridge Park	6.74	54.0	54.0
Hart Meadows Park	2.67	16.8	16.8
Hideaway Park	5.20	19.2	19.2
Hiteon Park	2.91	21.6	21.6
Holland Park	0.53	9.6	9.6
Jackie Husen Park	5.84	87.8	87.8
John Marty Park	7.19	19.2	19.2
Kaiser Woods Park	2.99	21.6	21.6
Kaiser Woods South Park	5.00	6.6	6.6
Lawndale Park	1.01	7.2	7.2
Little Peoples Park	2.74	19.2	19.2
Lost Park	4.28	21.6	26.4
McMillan Park	3.66	43.2	50.4
Meadow Waye Park	1.00	26.4	26.4
Melilah Park	4.30	31.2	40.8
Mitchell Park	5.05	31.2	45.6
Murrayhill Park	0.41	24.0	28.8
Neighborhood Square Park (Timberland)	0.66	28.8	28.8
NW Youth Athletic Field NWQ3	2.91	14.4	14.4
Northwest Park	1.49	19.2	19.2
Pioneer Park	0.80	72.0	72.0
Pirate Park (formerly Bethany Meadows)	0.80	0.0	0.0
Progress Lake Park	19.60	57.6	68.4
Raleigh Scholls Park	0.79	4.4	2.2
Reservoir Park	2.23	2.2	2.2

Site Name	Acres	Neighborhood Score	Community Score
Ridgecrest Park	3.23	26.4	30.8
Ridgewood Park	1.28	8.8	8.8
Ridgewood View Park	6.72	50.4	55.2
Rock Creek Landing Park	2.02	13.2	17.6
Rock Creek North Soccer Fields	17.00	13.2	13.2
Rock Creek Park	6.82	21.6	28.8
Rock Creek West Soccer Fields	24.00	21.6	31.2
Roger Tilbury Memorial Park	14.47	68.4	68.4
Roxbury Park	3.42	22.0	26.4
Roy E. Dancer Park	3.26	48.6	48.6
Satterberg Heights Park	0.35	2.2	2.2
Sexton Mountain Park	5.95	28.8	43.2
Skyview Park	0.81	14.4	14.4
Somerset Meadows Park	2.81	28.8	43.2
Steeplechase Park (formerly Summer Falls)	1.18	21.6	21.6
Summercrest Park	11.20	40.8	45.6
Taliesen Park	1.67	4.4	4.4
Tallac Terrace	3.22	0.0	0.0
Terra Linda Park	4.14	30.8	37.4
The Bluffs Park	9.39	26.4	26.4
Thornbrook Park	2.46	15.4	15.4
TVWD Athletic Fields Metro	8.30	12.1	17.6
Ulrich Gerber Pocket Park	0.34	13.2	13.2
Valley Park	0.24	3.3	3.3
Valley West Park	0.25	3.3	3.3
Vista Brook Park	4.09	90.0	104.0
Wanda L. Peck Memorial Park	1.84	21.6	21.6
Waterhouse Park	6.03	40.8	40.8
West Slope Park	0.69	14.4	14.4
West Sylvan Park	1.00	13.2	17.6
Wildhorse Park	0.45	11.0	11.0

Site Name	Acres	Neighborhood Score	Community Score
Wildwood Park	2.85	14.4	14.4
Willow Park	0.46	5.5	5.5
Wonderland Park	3.01	16.8	16.8
Total Acres	379.31		

Table 13 – LOS for Community and Special Use Park Sites.

COMMUNITY PARKS			
Site Name	Acres	Neighborhood Score	Community Score
Bethany Lake Park	45.90	38.4	38.4
Camille Park	12.20	82.8	104.0
Cedar Hills Community Park	11.90	177.0	177.0
Center Street Park	7.08	33.0	41.8
Commonwealth Lake Park	20.80	97.2	97.2
Evelyn M. Schiffler Memorial Park	10.02	115.2	133.2
Greenway Park	87.40	110.0	173.0
Harman Park & Swim Center	4.08	21.6	28.8
Hazeldale Park	16.80	60.0	64.8
Paul & Verna Winkelman Park	24.14	93.6	115.2
Raleigh Park & Swim Center	16.30	36.4	59.8
Somerset West Park & Swim Center	6.16	104.0	137.0
Mountain View Champions Park	21.50	170.0	201.0
Total Acres	284.28		

SPECIAL USE PARKS			
Site Name	Acres	Neighborhood Score	Service Level
Cooper Mountain Nature Park	232.55	90.0	90.0
Fanno Farmhouse	0.87	25.2	25.2
H.M. Terpenning Recreation Complex	90.20	337.0	491.0
Jenkins Estate	65.60	117.0	144.0
John Quincy Adams Young House	0.50	17.6	17.6

Site Name	Acres	Neighborhood Score	Service Level
PCC Rock Creek Recreational Facility	28.20	145.0	260.0
Progress Lake Park	19.62	30.8	37.4
Tualatin Hills Nature Park	224.24	101.0	109.0
Veterans Memorial Park	0.96	36.0	36.0
Total Acres	662.74		

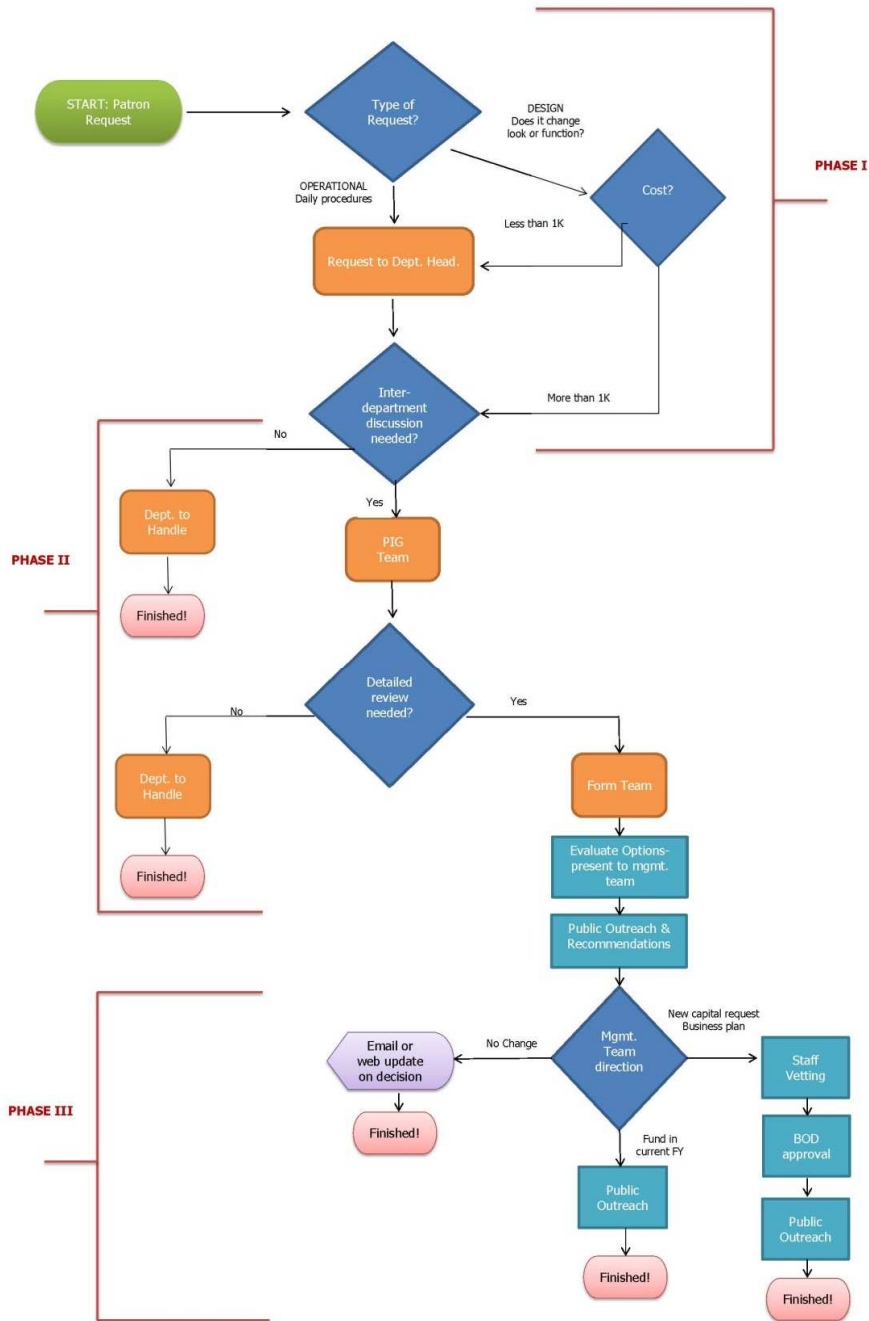
Table 14 – LOS for Undeveloped Park Sites.

Site Name	Park Type	Acres	Neighborhood Score	Community Score
NE-Q1	Community	17.00	13.2	13.2
NE-Q2	Neighborhood	7.45	8.8	8.8
NE-Q3	Neighborhood	1.90	4.4	4.4
NE-Q4	Neighborhood	6.80	4.4	4.4
NW-Q1	Community	15	4.4	4.4
NW-Q11	Neighborhood	2.70	4.4	4.4
NW-Q2	Neighborhood	5.59	4.4	4.4
NW-Q5	Neighborhood	2.78	4.4	4.4
NW-Q6	Neighborhood	1.50	4.4	4.4
NW-Q7	Neighborhood	5.00	4.4	4.4
NW-Q8	Neighborhood	0.82	4.4	4.4
SE-Q1	Neighborhood	8.70	4.4	4.4
SW-Q1	Community	11.00	8.8	8.8
SW-Q2	Community	29.00	8.8	8.8
SW-Q4	Neighborhood	6.20	4.4	4.4
SW-Q5	Neighborhood	2.00	4.4	4.4
SW-Q6	Neighborhood	2.10	4.4	4.4
SW-Q7	Neighborhood	10.40	4.4	4.4
SW-Q8	Neighborhood	2.23	4.4	4.4
SW-Q9	Neighborhood	2.00	4.4	47.4
Totals	Neighborhood (16)	68.17		
	Community (4)	77.82		

6.2 Park User Request Flow Chart

The following highlights the process whenever requests are made from park users for improvements to parks. Requests can be related to maintenance operations and/or park components, comforts and conveniences.

Figure 11 – Park User Request Flow Chart



6.3 April 2018 Inventory Atlas

The inventory atlas identifies the components, and the comfort and convenience amenities found at each of the district's park sites. The atlas also contains scoring information and comments or feedback for an entire park site, as well as the individual components and amenities found in that park.

6.4 2018 Inventory Update, Walkability Assessment and Prioritization Report

This 2018 Inventory is an update to the 2014 Inventory, and includes upgrades to existing parks, new parks, and future parks. Based on the full inventory of district park sites, a walkability analysis was conducted to identify pedestrian barriers (such as freeways, arterial streets, rail lines and waterways). This analysis shows areas of the District that are underserved because pedestrian barriers make it difficult for district residents to access parks. The update also makes recommendations on how to overcome these barriers and improve neighborhood LOS.

6.5 2018 Parks Development and Maintenance Survey Summary and Findings Report

In 2018, the Tualatin Hills Park & Recreation District (THPRD) staff conducted the Parks Development and Maintenance Survey to measure community interest to provide guidance on: prioritization of land acquisition; park development, including prioritization of development; and park design and maintenance.

6.6 Reference Documents

The following documents are referenced in this PFP, and are available on the THPRD website:

1. July 2013 Comprehensive Plan Update
2. January 2015 Comprehensive Plan Update - Inventory Update and Walkability Assessment and Prioritization ADDENDUM
3. April 2015 Inventory Atlas
4. July 2013 Service and Financial Stability Analysis
5. 2006 Comprehensive Plan



MEMO

DATE: March 25, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager
RE: General Manager's Report for April 9, 2019

Family Promise Update

The partnership between THPRD and Family Promise enters its second year this spring, and will host families at the Garden Home Recreation Center during the partial closure planned for spring break the week of March 24-30. THPRD is the first park and recreation agency in the nation to partner with Family Promise, which has more than 200 affiliates across the country. The organization's mission is to help families find permanent, sustainable housing and employment as quickly as possible. THPRD was also happy to host families at THPRD sites in August 2018 at the Elsie Stuhr Center and in December 2018 at the Cedar Hills Recreation Center.

While in the program, guest families receive food, shelter, and comprehensive support services. Guest families have the opportunity to develop enduring life skills through individualized case management by staff and through personal mentoring by volunteers. Family Promise allows parents to meet their family's basic needs and gives them the opportunity to create a plan to get back on their feet. Through this plan, they can begin to realize their dreams of providing a better life for their children. This improves the lives of future generations and helps change our community for the better.

THPRD committed to provide space for seven consecutive nights, Sunday evening through Sunday morning, up to four times a year for a maximum of fourteen individuals (typically 3-4 families). THPRD provides a room for community use where guest families can socialize and enjoy meals provided by volunteers from another organization. Up to two more rooms are provided for sleeping quarters, with beds, bedding, and privacy screening provided by Family Promise. A Family Promise representative stays in the facility overnight with the guest families.

Family Promise of Beaverton also maintains a day center located inside Sunset Presbyterian Church, where the staff works and provides hands on services to the families. Families have access to showers, laundry, a mailing address, and case management at the day center. Sabrina Taylor Schmitt, Recreation manager, will attend the April 9 board meeting to provide additional details about this partnership.

Board of Directors & Budget Committee Meeting Schedule

The following dates are proposed for the board of directors and budget committee meeting schedule over the next few months. All dates are Tuesdays unless otherwise noted.

- April 16, 2019 (budget committee work session)
- May 14, 2019
- May 21, 2019 (budget committee budget approval)
- June 11, 2019
- June 18, 2019 (budget adoption by board of directors)



MEMO

DATE: March 29, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities
RE: **Resolution Authorizing the Execution of Full Faith and Credit Financing Agreement for the Purpose of Financing Real Property**

Introduction

Staff is requesting board approval of a resolution authorizing the execution of a full faith and credit financing agreement for the purpose of funding the acquisition and development of office space for administrative employees. This authorization allows staff to enter into financing agreements pledging the district's full faith and credit as the project's funding plans.

Background

Currently, office space available for THPRD administrative staff is insufficient based on a space needs analysis conducted by an architectural consultant. The current space deficiency is approximately 4,400 square feet, with an additional 4,600 square feet needed for anticipated growth in staffing. Based on an alternatives analysis, the most cost-effective option is to acquire and remodel an existing facility. This alternative has the added benefit of making the existing administrative building available for public use.

The potential purchase and rehabilitation of a building is anticipated to require between \$7-\$8 million, to fully fund both the purchase and rehabilitation of a building to meet district's needs.

Debt service costs for \$8 million in full faith and credit debt is estimated at \$500,000 per year, with a 30-year amortization and interest at 4% per year.

Proposal Request

Staff is seeking board approval of a resolution authorizing the execution of a full faith and credit financing agreement for the purpose of funding the purchase and rehabilitation of an administrative building in an amount not to exceed \$8,000,000 at a true effective rate not to exceed 5% per annum, with maturity of not later than 31 years from date of issuance. Estimates above utilize an interest rate of 4%, which is the current estimate of market interest rates. The request for 5% allows for market changes in interest rates. The bond amount allows for differences in estimated project costs given the potential for cost increases through the bidding process. Staff will return to the board of directors at a future date to seek approval of the funding plan as part of the approval for the administrative building acquisition and development project.

Approval of the resolution does not commit the district to issuing the debt, it creates the authority to do so in order to allow for the completion of this project. In order to authorize the district to seek reimbursement via bond funds of due diligence expenses that may be incurred prior to purchase of a building, staff is requesting approval of the financing and reimbursement resolution at this time. The final determination of how much debt to issue and the timing of the

issuance will be made as further due diligence is performed and the project planning is completed for the project.

Benefits of Proposal

Board approval of the resolution authorizing the execution of a full faith and credit financing agreement for the purpose of funding the purchase and rehabilitation of an administrative office building, including authorization for reimbursement of due diligence costs, will allow THPRD to move forward with the purchase, design and construction of this space.

Potential Downside of Proposal

The downsides to the requested action are the use of additional district funds and the costs associated with debt financing.

Action Requested

Staff is seeking board approval of Resolution No. 2019-04 authorizing the execution of full faith and credit financing agreement for the purpose of financing real property acquisition.

**TUALATIN HILLS PARK & RECREATION DISTRICT
RESOLUTION NO. 2019-04**

A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A FULL FAITH AND CREDIT FINANCING AGREEMENT AND ESCROW AGREEMENT FOR THE PURPOSE OF FINANCING REAL AND PERSONAL PROPERTY IN AN AMOUNT NOT TO EXCEED \$8,000,000; DESIGNATING AN AUTHORIZED REPRESENTATIVE AND SPECIAL COUNSEL; AND RELATED MATTERS.

RECITALS:

- A. The Tualatin Hills Park & Recreation District, Oregon (the “District”), is authorized by Oregon Revised Statutes (“ORS”) Sections 266.410, 271.390 and 287A.315 to (i) enter into financing agreements to finance real and personal property that the District determines is needed, (ii) pledge its full faith and credit, and (iii) pay the costs of issuance of such financing agreements; and
- B. Funding for the planning, acquisition, remodeling, furnishing and equipping of additional office space is needed (the “Project”); and
- C. The District desires to authorize the execution and delivery of a financing agreement(s) and escrow agreement(s) to finance the Project and related matters; and
- D. The estimated weighted average life of the financing agreement(s) will not exceed the estimated dollar weighted average life of that portion of the Project being financed; and
- E. The District anticipates incurring expenditures (the “Expenditures”) to finance the costs of the Project and wishes to declare its official intent to reimburse itself for any Expenditures it may make from District funds on the Project from the proceeds of a financing agreement, the interest on which may be excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”).

NOW, THEREFORE, THE DISTRICT BOARD OF DIRECTORS OF THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES AS FOLLOWS:

Section 1. Authorization. The Board of Directors hereby authorizes:

A. Financing Agreement. The District authorizes the execution and delivery of full faith and credit financing agreement(s) (the “Financing Agreement”) in a form satisfactory to the Authorized Representative (defined herein). The aggregate principal amount of the Financing Agreement may not exceed \$8,000,000 and the proceeds shall be used to finance the Project and costs of issuance of the Financing Agreement. The Financing Agreement may consist of one or more financing agreements and may be issued as taxable and/or tax-exempt obligations at a true effective rate not to exceed five percent (5.00%) per annum as determined by the Authorized Representative and shall mature not later than thirty-one (31 years) from the date of issuance on date(s) set by the Authorized Representative.

B. Method of Sale. The Financing Agreement may be entered into directly with a lender (a “Private Placement”) or obligations representing the principal amount payable under the Financing Agreement may be sold to an underwriter by negotiated or competitive sale (a “Public Offering”), as determined by the Authorized Representative.

C. Private Placement. The Financing Agreement may be evidenced by a note and may be entered into with a lender(s) as determined by the Authorized Representative.

D. Public Offering. The District authorizes the issuance and sale of Full Faith and Credit Obligations, Series 2019C (the “Series 2019C Obligations”) which shall be issued by the escrow agent, for and on behalf of the District, representing the principal amount payable under the Financing Agreement. The Series 2019C Obligations may be issued in one or more series, shall be issued at a true effective rate as determined by the Authorized Representative and shall mature on dates set by the Authorized Representative. The District authorizes the execution and delivery of an escrow agreement(s) between the District and the escrow agent (the “Escrow Agreement”), in a form satisfactory to the Authorized Representative, pursuant to which the escrow agent shall execute the Series 2019C Obligations representing the principal amount payable under the Financing Agreement, and evidencing the right of the escrow agent to receive the District’s Financing Payments under the Financing Agreement.

Section 2. Security.

The Financing Agreement shall be a full faith and credit obligation of the District payable from the lawfully available, non-restricted funds of the District and other funds which may be available for that purpose, including taxes levied within the restrictions of Sections 11 and 11b, Article XI of the Constitution of the State of Oregon.

Section 3. Designation of Authorized Representative.

The Board of Directors hereby authorizes the General Manager, the Director of Business and Facilities or the Chief Financial Officer, or any designee of the General Manager (the “Authorized Representative”) to act as the authorized representative on

behalf of the District and determine the remaining terms of the Financing Agreement as delegated herein.

Section 4. Delegation of Final Terms of the Financing Agreement and Additional Documents.

The Authorized Representative is authorized, on behalf of the District, to:

A. determine the method of sale, determine the provisions of the notice of sale if sold at a competitive sale, act upon bids received, negotiate the terms of, and execute and deliver a purchase agreement if sold at a negotiated sale, and negotiate the terms of, and execute and deliver documents if privately placed with a lender.

B. establish the maturity and interest payment dates, dated dates, principal amounts, capitalized interest (if any), optional and/or mandatory redemption provisions, interest rates, draw-down provisions, amortization schedules, covenants, fees, denominations, and all other terms under which the Financing Agreement and Series 2019C Obligations shall be issued, sold, executed, and delivered;

C. negotiate the terms and approve of the Financing Agreement and the Escrow Agreement, if applicable, as the Authorized Representative determines to be in the best interest of the District, and to execute and deliver the Financing Agreement and the Escrow Agreement;

D. deem final, approve of and authorize the distribution of any preliminary and final Official Statements to prospective purchasers of the Series 2019C Obligations, if applicable;

E. determine whether the Series 2019C Obligations shall be Book-Entry certificates and to take such actions as are necessary to qualify the Series 2019C Obligations for the Book-Entry System of DTC, including the execution of a Blanket Issuer Letter of Representations;

F. apply for one or more ratings for the Series 2019C Obligations and determine whether to purchase municipal bond insurance or other credit enhancement, negotiate and enter into agreements with providers of credit enhancers, and expend proceeds to pay credit enhancement fees;

G. determine if the Financing Agreement will be issued on a tax-exempt basis and/or a taxable basis; and all other terms of the Financing Agreement and approve, execute and deliver the Financing Agreement;

H. approve, execute and deliver a Tax Certificate for the portion of the Agreement issued on a tax-exempt basis;

I. approve, execute and deliver a continuing disclosure certificate pursuant to

SEC Rule 15c2-12, as amended (17 CFR Part 240, §240.15c2-12) for each series of Series 2019C Obligations, if applicable;

J. engage the services of any professionals whose services the Authorized Representative determines are necessary or desirable, including the appointment of an escrow agent for the Series 2019C Obligations;

K. execute and deliver a certificate specifying the action taken pursuant to this Resolution, and any other documents, agreements or certificates that the Authorized Representative determines are necessary and desirable to issue, sell and deliver the Financing Agreement and Series 2019C Obligations in accordance with this Resolution and take any other actions that the Authorized Representative determines are necessary or desirable to finance the Project with the Agreement in accordance with this Resolution; and

L. take any other actions which the Authorized Representative determines are necessary or desirable to finance the Projects in accordance with this Resolution.

Section 5. Maintenance of Tax-Exempt Status.

The District hereby covenants for the benefit of the Owners of the Financing Agreement issued on a tax-exempt basis to use the Financing Agreement proceeds and the Project financed with such proceeds in the manner required, and to otherwise comply with all provisions of the Code, which are required so that interest paid on the Financing Agreement will not be includable in gross income of the Owners of such Financing Agreement for federal income tax purposes. The District makes the following specific covenants with respect to the Code:

A. The District will not take any action or omit any action if it would cause the Financing Agreement to become “arbitrage bonds” under Section 148 of the Code.

B. The District shall operate the Project financed with a tax-exempt Financing Agreement so that the Financing Agreement does not become a “private activity bond” within the meaning of Section 141 of the Code.

C. The District shall comply with appropriate Code reporting requirements.

D. The District shall pay, when due, all rebates and penalties with respect to the Financing Agreement which are required by Section 148(f) of the Code.

The covenants contained in this Section 5 and any covenants in the closing documents for the Financing Agreement shall constitute contracts with the owners of the Financing Agreement, and shall be enforceable by them. The Authorized Representative may enter into covenants on behalf of the District to protect the tax-exempt status of the Financing Agreement.

Section 6. Appointment of Placement Agent/Underwriter.

The Authorized Representative is authorized to appoint a placement agent/underwriter for the issuance of the Financing Agreement and the Series 2019C Obligations.

Section 7. Appointment of Special Counsel.

The District appoints Mersereau Shannon LLP as special counsel to the District for the issuance of the Financing Agreement and the Series 2019C Obligations.

Section 8. Appointment of Financial Advisor

The District appoints PFM Financial Advisors LLC as an independent municipal financial advisor to the District for the issuance of the Financing Agreement and the Series 2019C Obligations.

Section 9. Continuing Disclosure.

In the event of a Public Offering, the District covenants and agrees to comply with and carry out all of the provisions of a Continuing Disclosure Agreement which may be negotiated with any underwriter. Notwithstanding any other provision of this Resolution, failure by the District to comply with the Continuing Disclosure Agreement will not constitute an event of default; however, any Owner may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section and the Continuing Disclosure Certificate.

Section 10. Preliminary and Final Official Statement.

In the event of a Public Offering, the District may prepare or cause to be prepared a preliminary official statement for the Series 2019C Obligations which shall be available for distribution to prospective purchasers. In addition, an official statement may be prepared and shall be ready for delivery to the purchasers of the Series 2019C Obligations no later than the seventh (7th) business day after the sale of the Series 2019C Obligations. When the District determines that the final official statement does not contain any untrue statement of a material fact or omit to state any material fact necessary to make the statements contained in the official statement not misleading in the light of the circumstances under which they are made, the Authorized Representative is authorized to certify the accuracy of the official statement on behalf of the District.

Section 11. Closing of the Financing Agreement.

The Authorized Representative is authorized to negotiate the terms and conditions of a commitment letter in the case of a Private Placement or a purchase agreement in the case of a Public Offering. The Authorized Representative is authorized to execute the

commitment letter or the purchase agreement, as the case may be, for and on behalf of the District and to execute such additional documents, including a Tax Certificate, and to perform any and all other things or acts necessary for the sale and delivery of the Financing Agreement or Series 2019C Obligations as herein authorized. Such acts of the Authorized Representative are for and on behalf of and are authorized by the Board of Directors of the District.

Section 12. Resolution to Constitute Contract.

In consideration of the purchase and acceptance of any or all of the Financing Agreement or Series 2019C Obligations by those who shall own the same from time to time (the “Owners”), the provisions of this Resolution shall be part of the contract of the District with the Owners and shall be deemed to be and shall constitute a contract between the District and the Owners. The covenants, pledges, representations and warranties contained in this Resolution or in the closing documents executed in connection with the Financing Agreement or Series 2019C Obligations and the other covenants and agreements herein set forth to be performed by or on behalf of the District shall be contracts for the equal benefit, protection and security of the Owners, all of which shall be of equal rank without preference, priority or distinction of any of such Financing Agreement and Series 2019C Obligations over any other thereof, except as expressly provided in or pursuant to this Resolution.

Section 13. Bank Designation.

For purposes of paragraph (3) of Section 265(b) of the Code, the Authorized Representative is authorized to designate the Financing Agreement issued on a tax-exempt basis as a “qualified tax-exempt obligation” provided the Financing Agreement or the Series 2019C Obligations, as the case may be, (i) does not constitute a private activity bond as defined in Section 141 of the Code and (ii) not more than \$10,000,000 aggregate principal amount of obligations, the interest on which is excludable under Section 103(a) of the Code from gross income for federal income tax purposes (excluding, however, private activity bonds other than qualified 501(c)(3) bonds) including the Financing Agreement, or the Series 2019C Obligations, as the case may be, have been or shall be issued by the District, including all subordinate entities of the District, if any, during the current calendar year in which the Financing Agreement is entered into.

Section 14. Post Issuance Compliance Procedures.

The Authorized Representative is authorized to adopt, or modify existing, procedures regarding post issuance compliance related to tax-exempt and taxable obligations of the District.

Section 15. Reimbursement.

The District hereby declares its official intent to reimburse itself with the proceeds of the Financing Agreement for any of Expenditures incurred by it prior to the issuance of the Agreement.

This resolution is adopted by the Board of Directors of Tualatin Hills Park and Recreation District, Washington County, Oregon this 9th day of April 2019.

TUALATIN HILLS PARK & RECREATION DISTRICT
WASHINGTON COUNTY, OREGON

By _____
President

ATTEST:

By _____
Secretary



Management Report to the Board April 9, 2019

Communications

Holly Thompson, Communications Director

1. Staff are busy planning Centro de Bienvenida for summer registration on Saturday, April 27 from 8 am to 12 pm at the Elsie Stuhr Center. We will once again be working with volunteers and community partners to offer a welcome center to help Spanish speaking patrons with registration on opening day.
2. Communications staff are partnering with the Friends of the Elsie Stuhr Center to host a THPRD Voters' Forum on Saturday, April 27 from 1 to 3 pm at the Elsie Stuhr Center. All candidates for the four THPRD board positions have been invited to participate. Staff are busy working with the moderator and volunteers on the format and marketing for the event.
3. Staff and JLA are working on planning for the upcoming visioning process. We will be recruiting for Visioning Committee Liaisons in early April and will bring forward nominations for the committee to the May board meeting. The Visioning Community Liaisons will begin meeting in May 2019 and will conclude their work in May 2020, when the Vision Report is brought forward to the Board of Directors for final approval.
4. Communications staff supported a number of activities to promote the district this past month. We booked a segment on KATU's AM Northwest to promote our Inclusion Services. We attended the Beaverton School District's Migrant Education Program Night to speak about THPRD offerings and the scholarship program. And we spoke with the current Beaverton BOLD members to talk about how to get involved in THPRD activities.

Community Partnerships

Geoff Roach, Director of Community Partnerships

1. Tualatin Hills Park Foundation (THPF)
 - The operational task force is nearing completion of its work:
 - THPF part time executive director job description has been drafted
 - Process for preparing and handling payroll is understood
 - Pro bono office space in Tanasbourne and downtown Portland identified
 - Outlets for posting the job are under review now
 - Awaiting word on grant submissions made in support of the THPF program fund for people experiencing disabilities.
 - Executive committee will meet in April to prepare for the May quarterly meeting.
 - Reviewing grant requests from THPRD in support of 2019 programs for people experiencing disabilities and for scholarship support. Scholarship support includes a week-long Peace Village summer camp at Garden Home Recreation Center.

Aquatics

Sharon Hoffmeister, Aquatics Manager

1. The Aquatics Passport is back for May 2019. With the success of the program in 2018, we have added new enticements to encourage families to visit all of our pools during open

swims and water safety events in May for an opportunity to learn about staying safe in and around water and have a chance to earn prizes. This year we added early access incentives for those who register for the program before April 19. To date, 29 families have registered for early access. Registration for the Aquatics Passport program is free and regular admission rates apply for open swims and events.

2. This was the first year we offered the Make a Splash free swim lessons during spring break. We offered these classes at Beaverton and Harman Swim Centers where we had 35 children registered for the program. We will look to expand the program during spring break in 2020. Our annual Make a Splash swim lessons is in its fifth year and will be offered at all six indoor THPRD pools during the week of June 10-14. Staff is looking at ways to add more opportunities throughout the year to offer this program.

Community Programs

Keith Watson, Community Programs Manager

1. The National Gold Medal Award application for 2019 has been submitted. The award honors communities throughout the United States that demonstrate excellence in long-range planning, resource management, and innovative approaches to delivering superb park and recreation services with fiscally sound business practices. Finalists are announced at the beginning of May, and the Grand Award recipients will be announced at the NRPA Annual Conference being held September 24-26 in Baltimore, Maryland.
2. As the warm spring weather arrives, THPRD staff and volunteers prepare community gardens for spring. THPRD's 12 community gardens are at approximately 95% capacity, with waiting lists at several sites. Volunteer clean-up crews have assisted maintenance staff in preparing vacant plots for new gardeners and a grant from the Hardy Plant Society of Oregon provided funding toward a complete renovation of the garden at Eichler Park. Local Eagle Scouts are also contributing toward a partnership with Waste Not Food Taxi by building produce boxes to temporarily store excess harvest. The program takes excess produce from our gardens and delivers it to those in need.

Maintenance

Jon Campbell, Maintenance Operations Manager

1. The recent weather has helped Park Maintenance staff prepare parks for the spring season. The mild winter weather has allowed crews to get an early start on tasks usually reserved for later in the spring. Staff have been busy on their routes mowing, pruning, spreading recycled chips, preparing athletic fields, adjusting tennis nets, turning on drinking fountains and testing irrigation, painting picnic tables, cleaning shelters, and making any necessary repairs in preparation for the high-use season.
2. ADA transition plan upgrades are underway at Veterans Memorial Park. Staff is overseeing the completion of Phase 2 of the ADA improvements for the park. The improvements include adjusting grades and relocating walkways, adding an access ramp in the northwest corner of the park, and relocating/replacing the existing drinking fountain in the south section of the park. The project is scheduled to be completed by the end of March.
3. In preparation for the upcoming gardening season, staff have installed new raised garden plots at both Eichler Park and Mt. View Champions Park. Staff will be providing support for the community garden program by replenishing wood chips, providing cleanup services in designated areas, string trimming the fence lines, and providing green waste disposal throughout the gardening season.

Nature & Trails

Bruce Barbarasch, Nature & Trails Manager

1. New Flashing Beacons. The City of Beaverton's Traffic Commission recently approved the installation of marked crosswalks and flashing beacons at the Fanno Creek Trail at SW Denney Road and the Westside Trail at Millikan Way, near the Tualatin Hills Nature Park. The timeline for construction is still being determined.
2. Planting Season Concludes. Over the last few months, staff, volunteers, and contractors installed more than 35,000 native trees, shrubs, and herbs in district natural areas.
3. NEWT Program. The Nature Experiences and Workforce Training program has started with afterschool sessions for participants at seven schools, serving more than 150 students. This will be followed by three field trips for participants and their families to district natural areas in April.

Planning, Design & Development

Gery Keck, Design & Development Manager
Jeannine Rustad, Planning Manager

1. Staff recently submitted Land Use applications for three projects. The Bethany Creek Trail #2 application was submitted to Multnomah County, and Somerset West Park and Bonnie Meadow Park were submitted to Washington County. Staff anticipates jurisdictional responses by June.
2. Staff presented the Ridgeline Park Master Plan to the Parks Advisory Committee at their March meeting. This is an SDC developer project with Polygon Northwest. The proposed park is approximately 2 acres and located in the northeast portion of North Bethany at the corner of NW Evelyn Street and NW Eleanor Avenue. Staff will seek neighborhood input this summer and anticipates bringing the master plan to the board of directors in August.
3. Staff also presented the Cedar Grove Plaza Master Plan to the Parks Advisory Committee at their March meeting. The committee provided good input and was supportive of the master plan. This project includes a partnership with Community Partners for Affordable Housing. The project is located on the southeast corner of NW Murray Boulevard and NW Cornell Road. Staff will present the master plan to the board of directors in May.
4. On March 21, staff attended the technical advisory committee (TAC) for Beaverton's Housing Options Project (HOP). The HOP is intended to evaluate how types of homes other than single family homes might be allowed in Beaverton's residential areas. This meeting focused on input from the TAC on Accessory Dwelling Units (ADUs) and design guidelines for ADUs, such as setback, visibility from street and location on property.
5. Also on March 21, staff attended the kick-off meeting of the Washington County First/Last Mile Transit Access Strategies (FLM) Technical Advisory Committee. The FLM project intends to recommend infrastructure improvements and mobility options making it "easy" for people to connect from transit to their destination (work, school, etc.). This meeting focused on review of the latest technical memo, and input from members on barriers. Staff suggested exploring creative partnerships with neighboring employers and how to connect families, since parents travel between schools and THPRD locations to transport kids for classes. Future meetings will look at priority projects and specific locations to connect from transit.

Recreation

Sabrina Taylor Schmitt, Recreation Manager

1. Since October 2018, Conestoga Recreation & Aquatic Center has hosted a black light Zumba program the first and third Friday of each month. This unique program almost doubles in attendance from regular Zumba nights and exposes Conestoga and our fitness programs to a broader audience. This year's program has brought in over 350 participants.
2. Elsie Stuhr held two forum meetings for seniors; one was hosted by Harman Swim Center. A total of 25 people attended the two meetings. Staff approached the meeting as if conducting in-person surveys to solicit feedback. Participants worked on three prioritization exercises with topics including health care, partner programs, senior wellness programs, and senior fitness.
3. The 2019 track and field season at Cedar Hills Recreation Center has officially started and enrollment in this popular program has increased from last year. Notably, the International School of Beaverton's program numbers have almost doubled from 35 participants in last year's program to 58 this year.
4. Garden Home Recreation Center hosted a gymnastics performance on Saturday, March 9. During the performance 68 children showcased gymnastics skills they learned during their classes. Performers ranged from ages 3 to 13 years old and included pre-gym through level 2 students. Over 200 spectators showed up to the performance to cheer on their gymnasts.

Security Operations

Mark Pierce, Security Operations Manager

1. Security Operations conducted parent reunification training with Administrative office staff. Two sessions were held in the Dryland Training room on Monday, March 11.
2. A Defensive Driver training was held for part-time Maintenance staff in conjunction with Risk & Safety.
3. Collaboration continues with the Communications department on the Safe Parking Pilot Program and the production of a video on off-leash dogs in parks.
4. A draft intergovernmental agreement was submitted to the Beaverton Police Department (BPD) for continued use of BPD radios.

Sports

Julie Rocha, Sports Manager

1. Spring revenue is up \$116,634 with 2,205 registrants compared to \$110,865 and 2,025 registrants in 2018 at the Babette Horenstein Tennis Center.
2. During the week of spring break, March 25-29, the Athletic Center had over 150 children on campus participating in sports camps. Through our community partners, Portland Timbers and Westside Timbers, soccer camps were held on our fields. Inside the Athletic Center, 30 children participated in our all-day Sports Madness Camp. During the week, campers were introduced to hockey, baseball, basketball, soccer and even the emerging bean bag toss sport of cornhole.

3. As part of the Adaptive Recreation and Inclusion program, THPRD co-hosted the Spring Celebration and Quiet Egg Hunt with Autism Society of Oregon on March 30. More than 330 participants registered for the two events.

Business Services

*Lori Baker, Chief Financial Officer
Clint Bollinger, Information Services Manager
Christine Hoffman, Human Resources Manager
Mark Hokkanen, Risk & Contract Manager
Katherine Stokke, Operations Analysis Manager*

1. During the month of April, employees will be conducting earthquake drills. Departments will participate by practicing the *Drop, Cover and Hold* technique and evacuation procedures with their employees. Some departments also include the public in educational sessions and the evacuation scenarios. This is an annual requirement for public employers.
2. Spring Registration began March 2 for in-district patrons and March 4 for out-of-district patrons. The registration system performed without any technical issues. Most of the transactions occurred through the online portal, which has continued to operate at a high level of stability since major updates were completed last year. Registration for Spring 2019 totaled \$644,250, as compared to registration for Spring 2018 of \$677,521.
3. In March, Human Resources facilitated a legal training for supervisors that was led by Naomi Haslitt, a partner with Miller Nash Graham & Dunn LLP. This management development opportunity built upon wage hour training led by BOLI in February and also included issues such as working with unions, harassment prevention, protected leaves, and workplace accommodations.

April 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5 Dive-in Movie 7:30pm @ Beaverton Swim Ctr	6
7	8	9 Board Meeting 7pm @ HMT/Dryland	10 Newcomer's Welcome 10am @ Elsie Stuhr Ctr	11	12 Underwater Egg Hunt 5:30pm @ Conestoga Rec & Aquatic Ctr	13
14	15	16 Budget Committee Work Session 6pm @ Elsie Stuhr Ctr	17 Joint Advisory Committee Meeting (all committees) 6:30pm @ Fanno Creek Service Ctr	18	19	20 Spring Egg Hunt 9:30am @ Cedar Hills Rec Ctr Spring Egg Hunt 11am @ Garden Home Rec Ctr
21	22	23	24	25	26	27 In-District Summer Registration Opens Centro de Bienvenida 8am-12pm @ Elsie Stuhr Ctr THPRD Voters Forum 1-3pm @ Elsie Stuhr Ctr Native Plant Sale @ Tualatin Hills Nature Park Día de los Niños 11:30am @ Garden Home Rec Ctr
28	29	30				

May 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3 Springtime Par-Tea 1:30pm @Elsie Stuhr Ctr Water Safety Fair 6pm @ Beaverton Swim Ctr	4
5	6	7	8	9	10 Boat Regatta 6pm @ Conestoga Rec & Aquatic Ctr	11
12	13	14 Board Meeting 7pm @ HMT/Dryland	15 Nature & Trails Advisory Comm Mtg 6:30pm @ Fanno Creek Service Ctr	16	17 Boater Safety Day 7:30pm @ Aloha Swim Ctr	18
19	20	21 Budget Committee Meeting 6:30pm @ HMT/Dryland	22	23	24	25
26	27	28	29 National Senior Health & Fitness Day 1:45pm @ Elsie Stuhr Ctr	30	31	

June 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 PRIDE Social 6pm @ Cedar Hills Rec Ctr
2	3	4	5	6	7 Family PRIDE Dance 6:30pm @ Conestoga Rec & Aquatic Ctr	8
9	10	11 Board Meeting 7pm @ HMT/Dryland	12	13	14	15
16 Family Fun Day 12:30pm @ Beaverton Swim Ctr	17	18 Board Meeting (budget adoption) 7pm @ HMT/Dryland	19	20 Summer Celebration @ Mt. View Champions Park	21	22
23	24	25	26	27	28	29
30						

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 2/28/19

Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget			
	Prior Year Budget Amount	Budget Carryover to Current Year	New Funds Budgeted in Current Year	Cumulative Project Budget	Current Year Budget Amount	Expended Prior Years	Expended Year-to-Date	Estimated Cost to Complete	Basis of Estimate	Project Cumulative	Current Year	Project Cumulative	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
GENERAL FUND													
CAPITAL OUTLAY DIVISION													
<u>CARRY FORWARD PROJECTS</u>													
Financial Software	436,800	436,800	-	436,800	436,800	-	-	436,800	Budget	436,800	436,800	-	-
Phone Replacement	30,000	29,721	57,000	87,000	86,721	279	-	86,721	Budget	87,000	86,721	-	-
Translation Software	2,474	2,474	-	2,474	2,474	-	-	2,474	Budget	2,474	2,474	-	-
Folder / Sorter	12,000	12,000	-	12,000	12,000	-	-	12,000	Budget	12,000	12,000	-	-
Wood Floor Refinish	1,975	1,975	-	1,975	1,975	543	-	1,432	Budget	1,975	1,432	-	543
ADA Improvements	59,650	28,200	50,000	109,650	78,200	48,443	-	61,207	Budget	109,650	61,207	-	16,993
Play Equipment (2 sites)	190,000	77,762	170,000	360,000	247,762	140,273	207,568	-	Complete	347,841	207,568	12,159	40,194
Bridges and Boardwalks (3 sites)	661,207	661,207	99,000	760,207	760,207	46,907	11,815	701,485	Budget	760,207	713,300	-	46,907
Hazeldale Parking Lot	310,512	310,512	-	310,512	310,512	30,220	298,200	-	Complete	328,420	298,200	(17,908)	12,312
Babette Horenstein Tennis Center LED Lighting	307,000	307,000	-	307,000	307,000	260,195	29,676	-	Complete	289,871	29,676	17,129	277,324
Office Space Expansion Design	10,000	10,000	-	10,000	10,000	10,000	-	-	Complete	10,000	-	-	10,000
Landscaping	5,000	5,000	55,000	60,000	60,000	-	-	60,000	Budget	60,000	60,000	-	-
Shower Facility Repair	7,500	7,500	-	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
Configuration Management Software	75,000	75,000	-	75,000	75,000	-	46,438	28,562	Budget	75,000	75,000	-	-
TOTAL CARRYOVER PROJECTS	2,109,118	1,965,151	431,000	2,540,118	2,396,151	536,860	593,698	1,398,180		2,528,738	1,991,878	11,380	404,273
<u>ATHLETIC FACILITY REPLACEMENT</u>													
Synthetic Turf - PCC Rock Creek			1,100,000	1,100,000	1,100,000	-	938,104	161,896	Award	1,100,000	1,100,000	-	-
Sports Field Lighting Control			40,000	40,000	40,000	-	39,560	-	Complete	39,560	39,560	440	440
Tennis Court Resurface (3 sites)			110,000	110,000	110,000	-	104,541	-	Complete	104,541	104,541	5,459	5,459
Basketball Pad Asphalt Overlay			15,000	15,000	15,000	-	8,177	-	Complete	8,177	8,177	6,823	6,823
TOTAL ATHLETIC FACILITY REPLACEMENT			1,265,000	1,265,000	1,265,000	-	1,090,382	161,896		1,252,278	1,252,278	12,722	12,722
<u>ATHLETIC FACILITY IMPROVEMENT</u>													
Court Restriping for Pickleball			15,000	15,000	15,000	-	14,000	-	Complete	14,000	14,000	1,000	1,000
TOTAL ATHLETIC FACILITY IMPROVEMENT			15,000	15,000	15,000	-	14,000	-		14,000	14,000	1,000	1,000
<u>PARK AND TRAIL REPLACEMENTS</u>													
Bridges and Boardwalks (2 sites)			38,500	38,500	38,500	-	5,823	32,677	Budget	38,500	38,500	-	-
Concrete Sidewalk Repair (7 sites)			169,000	169,000	169,000	-	64,129	104,871	Budget	169,000	169,000	-	-
Design Berm Stabilization Study - Bethany Lake			45,000	45,000	45,000	-	-	45,000	Budget	45,000	45,000	-	-
Fences (3 sites)			38,750	38,750	38,750	-	30,258	-	Complete	30,258	30,258	8,492	8,492
Irrigation Systems Redesign & Reconfig (2 sites)			20,000	20,000	20,000	-	1,145	18,855	Budget	20,000	20,000	-	-
Asphalt Pedestrian Pathways (10 sites)			293,000	293,000	293,000	-	75,512	217,488	Budget	293,000	293,000	-	-
Play Equipment (2 sites)			102,500	102,500	102,500	-	46,686	55,814	Budget	102,500	102,500	-	-
Burntwood Playground Activity Panel			-	-	-	-	1,839	-	Complete	1,839	1,839	(1,839)	(1,839)
Emergency Park and Trail Repairs			-	-	-	-	1,135	-	Complete	1,135	1,135	(1,135)	(1,135)
Wonderland Park Smarte Turf			-	-	-	-	7,600	-	Complete	7,600	7,600	(7,600)	(7,600)
TOTAL PARK AND TRAIL REPLACEMENTS			706,750	706,750	706,750	-	234,127	474,705		708,832	708,832	(2,082)	(2,082)
<u>PARK AND TRAIL IMPROVEMENTS</u>													
Memorial Benches			8,000	8,000	8,000	-	465	7,535	Budget	8,000	8,000	-	-
Regional Tran Prog - Cedar Mill Creek Trail 3-4			150,000	150,000	150,000	-	-	150,000	Budget	150,000	150,000	-	-
Connect Oregon - Waterhouse Trail			400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
Metro Nature in Neighborhoods-Fanno Crk Grnwy			220,700	220,700	220,700	-	10,202	210,498	Budget	220,700	220,700	-	-
Energy Trust of Oregon Projects			83,938	83,938	83,938	-	-	83,938	Budget	83,938	83,938	-	-
LGGP - Cedar Hills Park			340,156	340,156	340,156	-	-	340,156	Budget	340,156	340,156	-	-
Cedar Hills Park-Additional funding for Bond project			3,900,000	3,900,000	3,900,000	-	567,865	3,332,135	Award	3,900,000	3,900,000	-	-
Summercrest Park Bank Stabilization			6,000	6,000	6,000	-	2,608	-	Complete	2,608	2,608	3,392	3,392
Retaining Wall - Tennis Ctr			10,000	10,000	10,000	-	6,676	3,325	Award	10,000	10,000	-	-
Garbage Can and Picnic Table Pads			15,000	15,000	15,000	-	3,891	11,109	Budget	15,000	15,000	-	-
LWCF - Crowell Woods			384,104	384,104	384,104	-	-	384,104	Budget	384,104	384,104	-	-
LWCF - Commonwealth Lake Pk Bridge			60,554	60,554	60,554	-	-	60,554	Budget	60,554	60,554	-	-
LGGP - Butternut Park Play Equipment			75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
SDAO - Combustion Analyzer			3,000	3,000	3,000	-	2,987	-	Complete	2,987	2,987	14	14
TOTAL PARK AND TRAIL IMPROVEMENTS			5,656,452	5,656,452	5,656,452	-	594,693	5,058,354		5,653,047	5,653,047	3,405	3,405

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 2/28/19

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
CHALLENGE GRANTS													
Program Facility Challenge Grants			75,000	75,000	75,000	-	8,032	66,968	Budget	75,000	75,000	-	-
TOTAL CHALLENGE GRANTS			75,000	75,000	75,000	-	8,032	66,968		75,000	75,000	-	-
BUILDING REPLACEMENTS													
Cardio and Weight Equipment			40,000	40,000	40,000	-	2,186	37,814	Budget	40,000	40,000	-	-
Cedar Hills Boiler			100,000	100,000	100,000	-	1,518	98,482	Budget	100,000	100,000	-	-
Conestoga Pool Tank/Deck			554,380	554,380	554,380	-	117,617	436,763	Budget	554,380	554,380	-	-
Raleigh Swim Center Pool Tank/Deck			795,000	795,000	795,000	-	32,658	762,342	Budget	795,000	795,000	-	-
Fanno Creek Service Center Roof Study			25,000	25,000	25,000	-	25,597	-	Complete	25,597	25,597	(597)	(597)
HMT Athletic Center Roof			75,000	75,000	75,000	-	70,324	-	Complete	70,324	70,324	4,676	4,676
John Quincy Adams Young House Restoration			50,000	50,000	50,000	-	8,743	41,257	Budget	50,000	50,000	-	-
Concession Stand Roof Sections Replacement			5,000	5,000	5,000	-	6,970	-	Complete	6,970	6,970	(1,970)	(1,970)
HMT Recreation Complex Parking Lot Relamp			30,000	30,000	30,000	-	15,710	-	Complete	15,710	15,710	14,290	14,290
Tennis Air Structure Curtains			9,800	9,800	9,800	-	9,876	-	Complete	9,876	9,876	(76)	(76)
Ergonomic Equipment/Fixtures			6,000	6,000	6,000	-	1,510	4,490	Budget	6,000	6,000	-	-
Electrical Panel - CH Boiler Room			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
Tile Flooring			29,000	29,000	29,000	-	-	29,000	Budget	29,000	29,000	-	-
Carpet			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Wood Floor Refinish - AC Courts			14,000	14,000	14,000	-	16,432	-	Complete	16,432	16,432	(2,432)	(2,432)
Floor Replacements - Stuhr Poplar Room			10,000	10,000	10,000	-	7,082	-	Complete	7,082	7,082	2,918	2,918
Steam Traps			20,000	20,000	20,000	-	-	20,000	Award	20,000	20,000	-	-
Emergency Repairs			57,090	57,090	57,090	-	72,411	19,919	Budget	92,330	92,330	(35,240)	(35,240)
Other HVAC Components (4 sites)			68,000	68,000	68,000	-	17,075	50,925	Budget	68,000	68,000	-	-
Parking Lot Overlay and Curbs - HMT Lot A			92,000	92,000	92,000	-	43,250	56,235	Award	99,485	99,485	(7,485)	(7,485)
Water Heaters-AC			18,000	18,000	18,000	-	20,576	-	Complete	20,576	20,576	(2,576)	(2,576)
Sink Drain Piping-CRA Utility Sink			3,000	3,000	3,000	-	2,852	-	Complete	2,852	2,852	148	148
Drain and Backwash Valves (2 sites)			20,800	20,800	20,800	-	15,618	-	Complete	15,618	15,618	5,182	5,182
Circulation Pump-BSC			3,400	3,400	3,400	-	-	-	Complete	-	-	3,400	3,400
Autofill System (2 sites)			16,100	16,100	16,100	-	-	16,100	Budget	16,100	16,100	-	-
Entryway - ASC			30,000	30,000	30,000	-	29,383	-	Complete	29,383	29,383	617	617
Somerset West Pool Heater			3,350	3,350	3,350	-	3,350	-	Complete	3,350	3,350	(0)	(0)
Emergency Building Repairs			3,356	3,356	3,356	-	3,356	-	Complete	3,356	3,356	(0)	(0)
GHRC Heating			36,204	36,204	36,204	-	33,704	2,500	Award	36,204	36,204	0	0
HMT Adm Office CarpetFurntr			-	-	-	-	10,957	-	Complete	10,957	10,957	(10,957)	(10,957)
Aquatic Center Renov Phase 2			-	-	-	-	11,019	-	Complete	11,019	11,019	(11,019)	(11,019)
TOTAL BUILDING REPLACEMENTS			2,154,480	2,154,480	2,154,480	-	579,774	1,615,827		2,195,601	2,195,601	(41,121)	(41,121)
BUILDING IMPROVEMENTS													
HVAC (3 sites)			125,279	125,279	125,279	-	29,759	95,520	Budget	125,279	125,279	-	-
Blackout Curtains			4,800	4,800	4,800	-	4,270	-	Complete	4,270	4,270	530	530
Pool Window Tinting - CRA			8,500	8,500	8,500	-	10,750	-	Complete	10,750	10,750	(2,250)	(2,250)
Office Remodel - CHRC			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Storage Shed (2 sites)			18,500	18,500	18,500	-	3,524	14,976	Budget	18,500	18,500	-	-
TOTAL BUILDING IMPROVEMENTS			167,079	167,079	167,079	-	48,303	120,496		168,799	168,799	(1,720)	(1,720)
ADA PROJECTS													
ADA Improvements - Other			45,000	45,000	45,000	-	32,201	11,683	Award	43,884	43,884	1,116	1,116
ADA Improvements - Bonny Slope Park			8,500	8,500	8,500	-	9,600	-	Complete	9,600	9,600	(1,100)	(1,100)
ADA Improvements - Veterans Memorial Park			40,000	40,000	40,000	-	5,413	34,588	Budget	40,000	40,000	-	-
TOTAL ADA PROJECTS			93,500	93,500	93,500	-	47,214	46,271		93,484	93,484	16	16
TOTAL CAPITAL OUTLAY DIVISION	2,109,118	1,965,151	10,564,261	12,673,379	12,529,412	536,860	3,210,222	8,942,697		12,689,779	12,152,919	(16,400)	376,493

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 2/28/19

Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget			
	Prior Year Budget Amount	Budget Carryover to Current Year	New Funds Budgeted in Current Year	Cumulative Project Budget	Current Year Budget Amount	Expended Prior Years	Expended Year-to-Date	Estimated Cost to Complete	Basis of Estimate	Project Cumulative	Current Year	Project Cumulative	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
INFORMATION SERVICES DEPARTMENT													
<u>INFORMATION TECHNOLOGY REPLACEMENTS</u>													
Desktops			67,000	67,000	67,000	-	160	66,840	Award	67,000	67,000	-	-
Servers			37,000	37,000	37,000	-	34,961	2,039	Budget	37,000	37,000	-	-
LAN/WAN			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Desktop Printers			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Timeclocks			119,812	119,812	119,812	-	-	119,812	Budget	119,812	119,812	-	-
Wireless Access Points			-	-	-	-	46,094	-	Complete	46,094	46,094	(46,094)	(46,094)
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			233,812	233,812	233,812	-	81,215	198,691		279,906	279,906	(46,094)	(46,094)
<u>INFORMATION TECHNOLOGY IMPROVEMENTS</u>													
Computers (2)			11,100	11,100	11,100	-	9,002	2,098	Budget	11,100	11,100	-	-
Thermal Monocular Vision Camera			3,599	3,599	3,599	-	-	3,419	Award	3,419	3,419	180	180
Drone			8,645	8,645	8,645	-	-	8,645	Budget	8,645	8,645	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			23,344	23,344	23,344	-	9,002	14,162		23,164	23,164	180	180
TOTAL INFORMATION SYSTEMS DEPARTMENT	-	-	257,156	257,156	257,156	-	90,217	212,853		303,070	303,070	(45,914)	(45,914)
MAINTENANCE DEPARTMENT													
<u>FLEET REPLACEMENTS</u>													
Large Rotary Mower			110,000	110,000	110,000	-	96,583	-	Complete	96,583	96,583	13,417	13,417
Field Blower			10,500	10,500	10,500	-	7,436	-	Complete	7,436	7,436	3,064	3,064
Cargo Vans (2)			54,000	54,000	54,000	-	-	54,297	Award	54,297	54,297	(297)	(297)
52" Mowers (3)			25,500	25,500	25,500	-	24,120	-	Complete	24,120	24,120	1,380	1,380
72" Mowers (3)			45,000	45,000	45,000	-	42,240	-	Complete	42,240	42,240	2,760	2,760
Infield Rakes (2)			34,000	34,000	34,000	-	34,573	-	Complete	34,573	34,573	(573)	(573)
4x4 Hybrid SUV Park Patrol			35,000	35,000	35,000	-	34,289	-	Complete	34,289	34,289	711	711
Single Axle Trailer			6,000	6,000	6,000	-	6,181	-	Complete	6,181	6,181	(181)	(181)
Pressure Washer Trailer			17,000	17,000	17,000	-	17,983	-	Complete	17,983	17,983	(983)	(983)
1/2 Ton Pickup			23,000	23,000	23,000	-	-	24,620	Award	24,620	24,620	(1,620)	(1,620)
3/4 Ton Crew-cab Pickup			36,000	36,000	36,000	-	-	30,981	Award	30,981	30,981	5,019	5,019
Platform Scissor Lift			26,000	26,000	26,000	-	17,686	-	Complete	17,686	17,686	8,314	8,314
Tractor PTO Mower			7,500	7,500	7,500	-	7,125	-	Complete	7,125	7,125	375	375
Crew-cab 2-3 Yard			43,000	43,000	43,000	-	-	41,356	Award	41,356	41,356	1,644	1,644
TOTAL FLEET REPLACEMENTS			472,500	472,500	472,500	-	288,217	151,254		439,471	439,471	33,029	33,029
<u>FLEET IMPROVEMENTS</u>													
Vehicle Wraps			14,000	14,000	14,000	-	2,443	11,557	Award	14,000	14,000	-	-
Minibus			30,000	30,000	30,000	-	27,500	-	Complete	27,500	27,500	2,500	2,500
			44,000	44,000	44,000	-	29,943	11,557		41,500	41,500	2,500	2,500
<u>BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS</u>													
Sweeper Batteries/Brushes			4,000	4,000	4,000	-	1,055	2,945	Award	4,000	4,000	-	-
TOTAL BLDG MAINT EQUIPMENT REPLACEMENTS			4,000	4,000	4,000	-	1,055	2,945		4,000	4,000	-	-
TOTAL MAINTENANCE DEPARTMENT	-	-	520,500	520,500	520,500	-	319,215	165,756		484,971	484,971	35,529	35,529
GRAND TOTAL GENERAL FUND	2,109,118	1,965,151	11,341,917	13,451,035	13,307,068	536,860	3,619,654	9,321,306		13,477,820	12,940,960	(26,785)	366,108

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 2/28/19

Description	Project Budget					Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget		
	Prior Year Budget Amount	Budget Carryover to Current Year	New Funds Budgeted in Current Year	Cumulative Project Budget	Current Year Budget Amount	Expended Prior Years	Expended Year-to-Date	Estimated Cost to Complete	Basis of Estimate	Project Cumulative	Current Year	Project Cumulative	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
SDC FUND													
<u>LAND ACQUISITION</u>													
Land Acq - N. Bethany Comm Pk	1,465,800	1,465,800	500,000	1,965,800	1,965,800	-	137	1,965,664	Budget	1,965,800	1,965,800	-	-
Subtotal Land Acq-N Bethany Comm Pk	1,465,800	1,465,800	500,000	1,965,800	1,965,800	-	137	1,965,664		1,965,800	1,965,800	-	-
Land Acq - N. Bethany Nghbd Pk	241,000	241,000	500,000	741,000	741,000	-	2,903	738,097	Budget	741,000	741,000	-	-
Subtotal Land Acq-N. Bethany Nghbd Pk	241,000	241,000	500,000	741,000	741,000	-	2,903	738,097		741,000	741,000	-	-
Land Acq - Bethany Creek Falls	-	-	-	-	-	-	323,184	-	Complete	323,184	323,184	(323,184)	(323,184)
Land Acq - N Bethany Trails	846,000	846,000	100,000	946,000	946,000	-	203,918	418,898	Budget	622,816	622,816	323,184	323,184
Subtotal Land Acq-N Bethany Trails	846,000	846,000	100,000	946,000	946,000	-	527,102	418,898		946,000	946,000	-	-
Land Acq - Bonny Slope West Neighborhood Park	1,951,000	1,951,000	-	1,951,000	1,951,000	-	220	1,950,780	Budget	1,951,000	1,951,000	-	-
Subtotal Land Acq-General	1,951,000	1,951,000	-	1,951,000	1,951,000	-	220	1,950,780		1,951,000	1,951,000	-	-
Land Acq - S Cooper Mtn Trail	485,000	485,000	50,000	535,000	535,000	-	-	535,000	Budget	535,000	535,000	-	-
Subtotal S Cooper Mtn Trail	485,000	485,000	50,000	535,000	535,000	-	-	535,000		535,000	535,000	-	-
Land Acq - S Cooper Mtn Nat Ar	395,000	395,000	105,000	500,000	500,000	-	80	499,920	Budget	500,000	500,000	-	-
Subtotal S Cooper Mtn Nat Ar	395,000	395,000	105,000	500,000	500,000	-	80	499,920		500,000	500,000	-	-
Land Acq - Neighborhood Parks - S Cooper Mtn	480,000	480,000	5,025,000	5,505,000	5,505,000	-	13,669	5,491,331	Budget	5,505,000	5,505,000	-	-
Subtotal Neighborhood Parks - S Cooper Mtn	480,000	480,000	5,025,000	5,505,000	5,505,000	-	13,669	5,491,331		5,505,000	5,505,000	-	-
Land Acq - Schiffler	-	-	-	-	-	-	460,094	-	Complete	460,094	460,094	(460,094)	(460,094)
Land Acq - Neighborhood Parks - Infill Areas	350,000	350,000	500,000	850,000	850,000	-	6,778	383,128	Budget	389,906	389,906	460,094	460,094
Sub total Neighborhood Parks Infill Areas	350,000	350,000	500,000	850,000	850,000	-	466,872	383,128		850,000	850,000	-	-
TOTAL LAND ACQUISITION	6,213,800	6,213,800	6,780,000	12,993,800	12,993,800	-	1,010,982	11,982,818		12,993,800	12,993,800	-	-
<u>DEVELOPMENT/IMPROVEMENT PROJECTS</u>													
Bonny Slope / BSD Trail Development	500,000	419,900	-	500,000	419,900	74,782	80,752	344,466	Budget	500,000	425,218	-	(5,318)
MTIP Grant Match - Westside Trail #18	967,000	-	2,150,000	3,117,000	2,150,000	1,879,919	2,068,877	398,132	Award	4,346,928	2,467,009	(1,229,928)	(317,009)
Bethany Creek Falls Phases 1, 2 & 3 - Proj Management	175,000	12,000	-	175,000	12,000	114,181	23,806	-	Complete	137,987	23,806	37,013	(11,806)
S Cooper Mtn Park and Trail Development - Prog Mgmt	50,000	50,000	-	50,000	50,000	3,893	-	46,107	Budget	50,000	46,107	-	3,893
NW Quadrant Neighborhood Park Master Plan & Design	265,000	265,000	-	265,000	265,000	92,814	153,248	153,083	Award	399,145	306,331	(134,145)	(41,331)
New Neighborhood Park Development	1,499,000	1,337,000	600,000	2,099,000	1,937,000	159,063	143,297	1,796,640	Budget	2,099,000	1,939,937	-	(2,937)
Dog Parks - expansions and new sites	-	-	70,000	70,000	70,000	-	-	70,000	Budget	70,000	70,000	-	-
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Building Expansion (TBD)	995,000	995,000	-	995,000	995,000	-	-	995,000	Budget	995,000	995,000	-	-
LWCF Grant Match-New Natural Area Public Access	-	-	250,000	250,000	250,000	-	-	250,000	Budget	250,000	250,000	-	-
New Synthetic turf field- Conestoga Middle School	1,255,000	10,000	-	1,255,000	10,000	916,158	-	10,000	Complete	926,158	10,000	328,842	-
RFFA Actv Trns Prjt Readiness Mtch-Wstsd Tr Hy 26 cross	-	-	200,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
MTIP Beaverton Creek Trail Land Acquisition ROW phase	247,000	241,000	-	247,000	241,000	175	5,085	241,740	Budget	247,000	246,825	-	(5,825)
NW Quadrant New Neighborhood Park Development	1,925,000	1,830,000	-	1,925,000	1,830,000	-	23,662	1,901,338	Budget	1,925,000	1,925,000	-	(95,000)
N Bethany Park & Trail - project management	141,000	120,000	-	141,000	120,000	39,821	42,477	58,702	Budget	141,000	101,179	-	18,821
Cedar Hills Park - Additional funding for bond project	1,038,000	1,038,000	-	1,038,000	1,038,000	-	-	1,038,000	Budget	1,038,000	1,038,000	-	-
Connect OR Grant Match - Waterhouse Trail, Segment 4	300,000	200,000	-	300,000	200,000	76,808	49,520	173,672	Budget	300,000	223,192	-	(23,192)
SW Quadrant Neighborhood Park Master Plan & Design	200,000	192,500	75,000	275,000	267,500	3,227	59	277,249	Award	280,535	277,308	(5,535)	(9,808)
Cedar Mill Creek Comm Trail Seg #4 Master Plan & Des	250,000	250,000	50,000	300,000	300,000	1,558	231	298,211	Budget	300,000	298,442	-	1,558
North Bethany Park and Trail Improvements	-	-	315,000	315,000	315,000	-	80,712	234,288	Budget	315,000	315,000	-	-
Bethany Creek Trail #2, Segment #3 - Design & Devel	1,100,000	1,075,000	-	1,100,000	1,075,000	58,562	85,726	955,712	Budget	1,100,000	1,041,438	-	33,562
Fanno Creek Trail-Denny Road Crossing Improvements	-	-	20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Waterhouse Trail Improvements	-	-	350,000	350,000	350,000	-	-	350,000	Budget	350,000	350,000	-	-
Undesignated projects	-	-	4,714,976	4,714,976	4,714,976	-	10,582	4,704,394	Budget	4,714,976	4,714,976	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	11,007,000	8,135,400	8,794,976	19,801,976	16,930,376	3,420,961	2,768,034	14,616,734		20,805,729	17,384,768	(1,003,753)	(454,392)
GRAND TOTAL SDC FUND	17,220,800	14,349,200	15,574,976	32,795,776	29,924,176	3,420,961	3,779,016	26,599,553		33,799,529	30,378,568	(1,003,753)	(454,392)

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 2/28/19

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost		
			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date								(1)	(2)
BOND CAPITAL PROJECTS FUND																	
<u>New Neighborhood Parks Development</u>																	
SE	91-901	AM Kennedy Park & Athletic Field	1,285,250	50,704	1,335,954	1,674,551	-	1,674,551	-	Complete	1,674,551	(338,597)	-25.3%	125.3%	100.0%		
SW	91-902	Barsotti Park & Athletic Field	1,285,250	27,556	1,312,806	1,250,248	-	1,250,248	-	Complete	1,250,248	62,558	4.8%	95.2%	100.0%		
NW	91-903	Hansen Ridge Park (formerly Kaiser Ridge)	771,150	16,338	787,488	731,629	-	731,629	-	Complete	731,629	55,859	7.1%	92.9%	100.0%		
SW	91-904	Roy Dancer Park	771,150	16,657	787,807	643,447	-	643,447	-	Complete	643,447	144,360	18.3%	81.7%	100.0%		
NE	91-905	Roger Tilbury Park	771,150	19,713	790,863	888,218	-	888,218	-	Complete	888,218	(97,355)	-12.3%	112.3%	100.0%		
Total New Neighborhood Parks Development			4,883,950	130,968	5,014,918	5,188,093	-	5,188,093	-		5,188,093	(173,175)	-3.5%	103.5%	100.0%		
Authorized Use of Savings from Bond Issuance																	
UND	Administration Category		-	173,175	173,175	-	-	-	-	N/A	-	173,175	n/a	n/a	n/a		
Total New Neighborhood Parks Development			4,883,950	304,143	5,188,093	5,188,093	-	5,188,093	-		5,188,093	-	0.0%	100.0%	100.0%		
<u>Renovate & Redevelop Neighborhood Parks</u>																	
NE	91-906	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,756	1,155,635	990,095	-	990,095	-	Complete	990,095	165,540	14.3%	85.7%	100.0%		
SE	91-907	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	-7.9%	107.9%	100.0%		
NW	91-908	Somerset West Park	1,028,200	69,834	1,098,034	288,464	15,894	304,358	1,136,294	Design	1,440,652	(342,618)	-31.2%	27.7%	21.1%		
NW	91-909	Pioneer Park and Bridge Replacement	544,934	21,278	566,212	533,358	-	533,358	-	Complete	533,358	32,854	5.8%	94.2%	100.0%		
SE	91-910	Vista Brook Park	514,100	20,504	534,604	729,590	-	729,590	-	Complete	729,590	(194,986)	-36.5%	136.5%	100.0%		
Total Renovate & Redevelop Neighborhood Parks			3,727,213	170,006	3,897,219	3,126,978	15,894	3,142,872	1,136,294		4,279,166	(381,947)	-9.8%	80.6%	73.4%		
<u>New Neighborhood Parks Land Acquisition</u>																	
NW	98-880-a	New Neighborhood Park - NW Quadrant (Biles)	1,500,000	28,554	1,528,554	1,041,404	-	1,041,404	-	Complete	1,041,404	487,150	31.9%	68.1%	100.0%		
NW	98-880-b	New Neighborhood Park - NW Quadrant (Living Hope)	-	-	-	1,067,724	-	1,067,724	-	Complete	1,067,724	(1,067,724)	-100.0%	n/a	100.0%		
NW	98-880-c	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	793,396	-	793,396	-	Complete	793,396	(793,396)	-100.0%	n/a	100.0%		
NW	98-880-d	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%		
NE	98-745-a	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,968	1,527,968	529,294	-	529,294	-	Complete	529,294	998,674	65.4%	34.6%	100.0%		
New Neighborhood Park - NE Quadrant																	
NE	98-745-b	(Lehman - formerly undesignated)	1,500,000	32,103	1,532,103	2,119,940	-	2,119,940	-	Complete	2,119,940	(587,837)	-38.4%	138.4%	100.0%		
New Neighborhood Park - SW Quadrant																	
SW	98-746-a	(Sterling Savings)	1,500,000	24,918	1,524,918	1,058,925	-	1,058,925	-	Complete	1,058,925	465,993	30.6%	69.4%	100.0%		
SW	98-746-b	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%		
New Neighborhood Park - SW Quadrant																	
SW	98-746-c	(Hung easement for Roy Dancer Park)	-	-	-	60,006	-	60,006	-	Complete	60,006	(60,006)	-100.0%	n/a	100.0%		
SE	98-747	New Neighborhood Park - SE Quadrant (Cobb)	1,500,000	15,547	1,515,547	2,609,880	-	2,609,880	-	Complete	2,609,880	(1,094,333)	-72.2%	172.2%	100.0%		
NW	98-748	New Neighborhood Park (North Bethany) (McGettigan)	1,500,000	23,667	1,523,667	1,629,763	-	1,629,763	-	Complete	1,629,763	(106,096)	-7.0%	107.0%	100.0%		
UND	98-749	New Neighborhood Park - Undesignated	-	1,363	1,363	-	-	-	-	Reallocated	-	1,363	-100.0%	n/a	0.0%		
Sub-total New Neighborhood Parks			9,000,000	154,120	9,154,120	11,524,740	-	11,524,740	-		11,524,740	(2,370,620)	-25.9%	125.9%	100.0%		
Authorized Use of Savings from New Community Park																	
UND	Land Acquisition Category		-	1,655,521	1,655,521	-	-	-	-	N/A	-	1,655,521	n/a	n/a	n/a		
Authorized Use of Savings from Community Center / Community																	
UND	Park Land Acquisition Category		-	715,099	715,099	-	-	-	-	N/A	-	715,099	n/a	n/a	n/a		
Total New Neighborhood Parks			9,000,000	2,524,740	11,524,740	11,524,740	-	11,524,740	-		11,524,740	-	0.0%	100.0%	100.0%		
<u>New Community Park Development</u>																	
SW	92-915	SW Quad Community Park & Athletic Field	7,711,500	343,963	8,055,463	10,520,819	-	10,520,819	-	Complete	10,520,819	(2,465,356)	-30.6%	130.6%	100.0%		
Sub-total New Community Park Development			7,711,500	343,963	8,055,463	10,520,819	-	10,520,819	-		10,520,819	(2,465,356)	-30.6%	130.6%	100.0%		
Authorized use of savings from Bond Facility Rehabilitation category																	
UND	Authorized use of savings from Bond Administration (Issuance) category		-	1,300,000	1,300,000	-	-	-	-	N/A	-	1,300,000	n/a	n/a	n/a		
Outside Funding from Washington County / Metro																	
UND	Transferred from Community Center Land Acquisition		-	781,105	781,105	-	-	-	-	N/A	-	781,105	n/a	n/a	n/a		
UND	Transferred from Community Center Land Acquisition		-	384,251	384,251	-	-	-	-	N/A	-	384,251	n/a	n/a	n/a		
Total New Community Park Development			7,711,500	2,809,319	10,520,819	10,520,819	-	10,520,819	-		10,520,819	-	0.0%	100.0%	100.0%		

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Quad-rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
<u>New Community Park Land Acquisition</u>															
NE	98-881-a	New Community Park - NE Quadrant (Teufel)	10,000,000	132,657	10,132,657	8,103,899	-	8,103,899	-	Complete	8,103,899	2,028,758	20.0%	80.0%	100.0%
NE	98-881-b	Community Park Expansion - NE Quad (BSD/William Walker)	-	-	-	373,237	-	373,237	-	Complete	373,237	(373,237)	100.0%	n/a	100.0%
Sub-total New Community Park			10,000,000	132,657	10,132,657	8,477,136	-	8,477,136	-		8,477,136	1,655,521	16.3%	83.7%	100.0%
Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category			-	(1,655,521)	(1,655,521)	-	-	-	-	N/A	-	(1,655,521)	n/a	n/a	n/a
UND	Total New Community Park		10,000,000	(1,522,864)	8,477,136	8,477,136	-	8,477,136	-		8,477,136	-	0.0%	100.0%	100.0%
<u>Renovate and Redevelop Community Parks</u>															
NE	92-916	Cedar Hills Park & Athletic Field	6,194,905	436,369	6,631,274	2,647,129	4,945,050	7,592,179	391,824	Award	7,984,003	(1,352,729)	-20.4%	114.5%	95.1%
SE	92-917	Schiffler Park	3,598,700	74,403	3,673,103	2,633,084	-	2,633,084	-	Complete	2,633,084	1,040,019	28.3%	71.7%	100.0%
Total Renovate and Redevelop Community Parks			9,793,605	510,772	10,304,377	5,280,213	4,945,050	10,225,263	391,824		10,617,087	(312,710)	-3.0%	99.2%	96.3%
<u>Natural Area Preservation - Restoration</u>															
NE	97-963	Roger Tilbury Memorial Park	30,846	1,595	32,441	22,875	1,795	24,670	7,186	Establishment	31,856	585	1.8%	76.0%	77.4%
NE	97-964	Cedar Mill Park	30,846	1,172	32,018	1,201	-	1,201	-	Complete	1,201	30,817	96.2%	3.8%	100.0%
NE	97-965	Jordan/Jackie Husen Park	308,460	8,961	317,421	36,236	-	36,236	-	Complete	36,236	281,185	88.6%	11.4%	100.0%
NW	97-966	NE/Bethany Meadows Trail Habitat Connection	246,768	16,178	262,946	-	-	-	262,946	On Hold	262,946	-	0.0%	0.0%	0.0%
NW	97-967	Hansen Ridge Park (formerly Kaiser Ridge)	10,282	300	10,582	12,929	-	12,929	-	Complete	12,929	(2,347)	-22.2%	122.2%	100.0%
NW	97-968	Allenbach Acres Park	41,128	2,318	43,446	10,217	-	10,217	-	Complete	10,217	33,229	76.5%	23.5%	100.0%
NW	97-969	Crystal Creek Park	205,640	7,208	212,848	95,401	-	95,401	-	Complete	95,401	117,447	55.2%	44.8%	100.0%
NE	97-970	Foothills Park	61,692	1,172	62,864	46,178	-	46,178	-	Complete	46,178	16,686	26.5%	73.5%	100.0%
NE	97-971	Commonwealth Lake Park	41,128	778	41,906	30,809	-	30,809	-	Complete	30,809	11,097	26.5%	73.5%	100.0%
NW	97-972	Tualatin Hills Nature Park	90,800	2,323	93,123	27,696	-	27,696	-	Complete	27,696	65,427	70.3%	29.7%	100.0%
NE	97-973	Pioneer Park	10,282	254	10,536	9,421	-	9,421	-	Complete	9,421	1,115	10.6%	89.4%	100.0%
NW	97-974	Whispering Woods Park	51,410	914	52,324	48,871	-	48,871	-	Complete	48,871	3,453	6.6%	93.4%	100.0%
NW	97-975	Willow Creek Nature Park	20,564	389	20,953	21,877	-	21,877	-	Complete	21,877	(924)	-4.4%	104.4%	100.0%
SE	97-976	AM Kennedy Park	30,846	741	31,587	26,866	-	26,866	-	Complete	26,866	4,721	14.9%	85.1%	100.0%
SE	97-977	Camille Park	77,115	1,784	78,899	61,399	-	61,399	-	Complete	61,399	17,500	22.2%	77.8%	100.0%
SE	97-978	Vista Brook Park	20,564	897	21,461	5,414	-	5,414	-	Complete	5,414	16,047	74.8%	25.2%	100.0%
SE	97-979	Greenway Park/Koll Center	61,692	2,316	64,008	49,854	1,207	51,061	-	Complete	51,061	12,947	20.2%	79.8%	100.0%
SE	97-980	Bauman Park	82,256	2,024	84,280	30,153	-	30,153	-	Complete	30,153	54,127	64.2%	35.8%	100.0%
SE	97-981	Fanno Creek Park	162,456	6,444	168,900	65,147	-	65,147	5,508	Establishment	70,655	98,245	58.2%	38.6%	92.2%
SE	97-982	Hideaway Park	41,128	1,105	42,233	38,459	-	38,459	-	Complete	38,459	3,774	8.9%	91.1%	100.0%
SW	97-983	Murrayhill Park	61,692	1,031	62,723	65,712	-	65,712	-	Complete	65,712	(2,989)	-4.8%	104.8%	100.0%
SE	97-984	Hyland Forest Park	71,974	1,342	73,316	62,121	3,400	65,521	-	Complete	65,521	7,795	10.6%	89.4%	100.0%
SW	97-985	Cooper Mountain	205,640	13,479	219,119	14	-	14	219,105	On Hold	219,119	-	0.0%	0.0%	0.0%
SW	97-986	Winkelman Park	10,282	241	10,523	5,894	-	5,894	-	Complete	5,894	4,629	44.0%	56.0%	100.0%
SW	97-987	Lowami Hart Woods	287,896	9,345	297,241	127,906	-	127,906	-	Complete	127,906	169,335	57.0%	43.0%	100.0%
SW	97-988	Rosa/Hazeldale Parks	28,790	722	29,512	12,754	-	12,754	-	Complete	12,754	16,758	56.8%	43.2%	100.0%
SW	97-989	Mt Williams Park	102,820	6,021	108,841	36,167	1,850	38,017	70,824	Establishment	108,841	-	0.0%	34.9%	34.9%
SW	97-990	Jenkins Estate	154,230	3,365	157,595	136,481	2,560	139,041	-	Complete	139,041	18,554	11.8%	88.2%	100.0%
SW	97-991	Summercrest Park	10,282	193	10,475	7,987	-	7,987	-	Complete	7,987	2,488	23.8%	76.2%	100.0%
SW	97-992	Morrison Woods	61,692	4,042	65,734	0	-	0	-	Cancelled	0	65,734	100.0%	0.0%	100.0%
UND	97-993	Interpretive Sign Network	339,306	9,264	348,570	326,776	-	326,776	-	Complete	326,776	21,794	6.3%	93.7%	100.0%
NW	97-994	Beaverton Creek Trail	61,692	4,043	65,735	-	-	-	65,735	On Hold	65,735	-	0.0%	0.0%	0.0%
NW	97-995	Bethany Wetlands/Bronson Creek	41,128	2,695	43,823	-	-	-	43,823	On Hold	43,823	-	0.0%	0.0%	0.0%
NW	97-996	Bluegrass Downs Park	15,423	1,010	16,433	-	-	-	16,433	On Hold	16,433	-	0.0%	0.0%	0.0%
NW	97-997	Crystal Creek	41,128	2,696	43,824	-	-	-	43,824	On Hold	43,824	-	0.0%	0.0%	0.0%
UND	N/A	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	-	(865,000)	100.0%	0.0%	0.0%
SE	97-870	Hyland Woods Phase 2	-	76,248	76,248	51,353	3,100	54,453	21,795	Establishment	76,248	-	0.0%	71.4%	71.4%
SW	97-871	Jenkins Estate Phase 2	-	127,999	127,999	54,685	-	54,685	73,314	Establishment	127,999	-	0.0%	42.7%	42.7%
NW	97-872	Somerset	-	154,548	154,548	-	-	-	154,548	Budget	154,548	-	0.0%	0.0%	0.0%
NW	97-873	Rock Creek Greenway	-	159,699	159,699	-	-	-	159,699	Budget	159,699	-	0.0%	0.0%	0.0%
NW	97-874	Whispering Woods Phase 2	-	97,879	97,879	-	-	-	97,879	Budget	97,879	-	0.0%	0.0%	0.0%

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			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)	
SE	97-875	Raleigh Park	-	113,077	113,077	8,500	-	8,500	104,577	113,077	-	0.0%	7.5%	7.5%	
NE	97-876	Bannister Creek Greenway/NE Park	-	77,273	77,273	-	-	-	77,273	77,273	-	0.0%	0.0%	0.0%	
NW	97-877	Beaverton Creek Greenway Duncan	-	20,607	20,607	-	-	-	-	-	20,607	100.0%	0.0%	0.0%	
SE	97-878	Church of Nazarene	-	30,718	30,718	14,121	-	14,121	-	14,121	16,597	54.0%	46.0%	100.0%	
SW	97-879	Lilly K. Johnson Woods	-	30,459	30,459	21,256	-	21,256	9,203	30,459	-	0.0%	69.8%	69.8%	
UND	97-914	Restoration of new properties to be acquired	643,023	41,096	684,119	7,172	-	7,172	651,254	658,426	25,693	3.8%	1.0%	1.1%	
Total Natural Area Restoration			3,762,901	182,965	3,945,866	1,579,902	13,912	1,593,814	2,084,926	3,678,741	267,125	6.8%	40.4%	43.3%	
Natural Area Preservation - Land Acquisition															
UND	98-882	Natural Area Acquisitions	8,400,000	348,691	8,748,691	5,063,697	5,016	5,068,713	3,679,978	8,748,691	-	0.0%	57.9%	57.9%	
Total Natural Area Preservation - Land Acquisition			8,400,000	348,691	8,748,691	5,063,697	5,016	5,068,713	3,679,978	8,748,691	-	0.0%	57.9%	57.9%	
New Linear Park and Trail Development															
SW	93-918	Westside Trail Segments 1, 4, & 7	4,267,030	85,084	4,352,114	4,381,083	-	4,381,083	-	4,381,083	(28,969)	-0.7%	100.7%	100.0%	
NE	93-920	Jordan/Husen Park Trail	1,645,120	46,432	1,691,552	1,227,496	-	1,227,496	-	1,227,496	464,056	27.4%	72.6%	100.0%	
NW	93-924	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	78,646	3,882,986	4,392,047	-	4,392,047	-	4,392,047	(509,061)	-13.1%	113.1%	100.0%	
NW	93-922	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	103,949	2,365,989	1,743,667	-	1,743,667	-	1,743,667	622,322	26.3%	73.7%	100.0%	
UND	93-923	Miscellaneous Natural Trails	100,000	5,184	105,184	30,394	-	30,394	74,790	105,184	-	0.0%	28.9%	28.9%	
NW	91-912	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	238,702	124,262	34.2%	65.8%	100.0%	
NE	91-913	NE Quadrant Trail - Bluffs Phase 2	257,050	14,797	271,847	412,424	-	412,424	-	412,424	(140,577)	-51.7%	151.7%	100.0%	
SW	93-921	Lowami Hart Woods	822,560	55,645	878,205	1,255,274	-	1,255,274	-	1,255,274	(377,069)	-42.9%	142.9%	100.0%	
NW	91-911	Westside - Waterhouse Trail Connection	1,542,300	48,560	1,590,860	1,055,589	-	1,055,589	-	1,055,589	535,271	33.6%	66.4%	100.0%	
Total New Linear Park and Trail Development			15,060,310	441,391	15,501,701	14,736,676	-	14,736,676	74,790	14,811,466	690,235	4.5%	95.1%	99.5%	
New Linear Park and Trail Land Acquisition															
UND	98-883	New Linear Park and Trail Acquisitions	1,200,000	23,345	1,223,345	1,222,206	-	1,222,206	1,139	1,223,345	-	0.0%	99.9%	99.9%	
Total New Linear Park and Trail Land Acquisition			1,200,000	23,345	1,223,345	1,222,206	-	1,222,206	1,139	1,223,345	-	0.0%	99.9%	99.9%	
Multi-field/Multi-purpose Athletic Field Development															
SW	94-925	Winkelman Athletic Field	514,100	34,601	548,701	941,843	-	941,843	-	941,843	(393,142)	-71.6%	171.6%	100.0%	
SE	94-926	Meadow Waye Park	514,100	4,791	518,891	407,340	-	407,340	-	407,340	111,551	21.5%	78.5%	100.0%	
NW	94-927	New Fields in NW Quadrant	514,100	33,439	547,539	38,246	21,357	59,603	1,277,820	1,337,423	(789,884)	-144.3%	10.9%	4.5%	
NE	94-928	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	527,993	291	0.1%	99.9%	100.0%	
SW	94-929	New Fields in SW Quadrant	514,100	33,663	547,763	997	-	997	546,766	547,763	-	0.0%	0.2%	0.2%	
SE	94-930	New Fields in SE Quadrant (Conestoga Middle School)	514,100	19,833	533,933	545,894	3,023	548,917	-	548,917	(14,984)	-2.8%	102.8%	100.0%	
Total Multi-field/Multi-purpose Athletic Field Dev.			3,084,600	140,511	3,225,111	2,462,313	24,380	2,486,693	1,824,586	4,311,279	(1,086,168)	-33.7%	77.1%	57.7%	
Deferred Park Maintenance Replacements															
UND	96-960	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	773,055	40,853	5.0%	95.0%	100.0%	
NW	96-720	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	127,277	(29,340)	-30.0%	130.0%	100.0%	
SW	96-721	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	38,381	897	2.3%	97.7%	100.0%	
SW	96-722	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	28,430	(20,810)	-273.1%	373.1%	100.0%	
SE	96-723	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	985	9,916	91.0%	9.0%	100.0%	
NE	96-998	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	41,902	7,015	14.3%	85.7%	100.0%	
UND	96-999	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	118,039	(1,202)	-1.0%	101.0%	100.0%	
SW	96-946	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	191,970	(29,541)	-18.2%	118.2%	100.0%	
NE	96-947	Permeable Parking Lot at Sunset Swim Center	160,914	3,248	164,162	512,435	-	512,435	-	512,435	(348,273)	-212.2%	312.2%	100.0%	
Sub-total Deferred Park Maintenance Replacements			1,451,515	10,474	1,461,989	1,832,474	-	1,832,474	-	1,832,474	(370,485)	-25.3%	1321.8%	900.0%	
UND		Authorized Use of Savings from Facility Expansion & Improvements Category	-	200,000	200,000	-	-	-	-	-	200,000	n/a	n/a	n/a	
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	170,485	170,485	-	-	-	-	-	170,485	n/a	n/a	n/a	
Total Deferred Park Maintenance Replacements			1,451,515	380,959	1,832,474	1,832,474	-	1,832,474	-	1,832,474	-	0.0%	100.0%	100.0%	

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			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)	
Facility Rehabilitation															
UND	95-931	Structural Upgrades at Several Facilities	317,950	(194,874)	123,076	115,484	-	115,484	-	Complete	115,484	7,592	6.2%	93.8%	100.0%
SW	95-932	Structural Upgrades at Aloha Swim Center	406,279	8,497	414,776	518,302	-	518,302	-	Complete	518,302	(103,526)	-25.0%	125.0%	100.0%
SE	95-933	Structural Upgrades at Beaverton Swim Center	1,447,363	37,353	1,484,716	820,440	-	820,440	-	Complete	820,440	664,276	44.7%	55.3%	100.0%
NE	95-934	Structural Upgrades at Cedar Hills Recreation Center	628,087	18,177	646,264	544,403	-	544,403	-	Complete	544,403	101,861	15.8%	84.2%	100.0%
SW	95-935	Structural Upgrades at Conestoga Rec/Aquatic Ctr	44,810	847	45,657	66,762	-	66,762	-	Complete	66,762	(21,105)	-46.2%	146.2%	100.0%
SE	95-937	Structural Upgrades at Garden Home Recreation Center	486,935	21,433	508,368	513,762	-	513,762	-	Complete	513,762	(5,394)	-1.1%	101.1%	100.0%
SE	95-938	Structural Upgrades at Harman Swim Center	179,987	2,779	182,766	73,115	-	73,115	-	Complete	73,115	109,651	60.0%	40.0%	100.0%
NW	95-939-a	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr	312,176	4,692	316,868	233,429	-	233,429	-	Complete	233,429	83,439	26.3%	73.7%	100.0%
NW	95-939-b	Structural Upgrades at HMT Aquatic Ctr - Roof Replacement	-	203,170	203,170	446,162	-	446,162	-	Complete	446,162	(242,992)	-119.6%	219.6%	100.0%
NW	95-940	Structural Upgrades at HMT Administration Building	397,315	6,080	403,395	299,599	-	299,599	-	Complete	299,599	103,796	25.7%	74.3%	100.0%
NW	95-941	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	Complete	66,000	(194)	-0.3%	100.3%	100.0%
NW	95-942	Structural Upgrades at HMT Dryland Training Ctr	116,506	2,137	118,643	75,686	-	75,686	-	Complete	75,686	42,957	36.2%	63.8%	100.0%
NW	95-943	Structural Upgrades at HMT Tennis Center	268,860	5,033	273,893	74,804	-	74,804	-	Complete	74,804	199,089	72.7%	27.3%	100.0%
SE	95-944	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	-27.1%	127.1%	100.0%
NW	95-945	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	Complete	9,333	(359)	-4.0%	104.0%	100.0%
NE	95-950	Sunset Swim Center Structural Upgrades	1,028,200	16,245	1,044,445	626,419	-	626,419	-	Complete	626,419	418,026	40.0%	60.0%	100.0%
NE	95-951	Sunset Swim Center Pool Tank	514,100	275	514,375	308,574	-	308,574	-	Complete	308,574	205,801	40.0%	60.0%	100.0%
UND	95-962	Auto Gas Meter Shut Off Valves at All Facilities	-	122	122	9,984	7,384	17,368	-	Complete	17,368	(17,246)	100.0%	0.0%	100.0%
Sub-total Facility Rehabilitation			6,227,732	132,069	6,359,801	4,807,961	7,384	4,815,345	-		4,815,345	1,544,456	24.3%	75.7%	100.0%
UND	Authorized use of savings for SW Quad Community Park & Athletic Fields		-	(1,300,000)	(1,300,000)	-	-	-	-	N/A	-	(1,300,000)	n/a	n/a	n/a
Total Facility Rehabilitation			6,227,732	(1,167,931)	5,059,801	4,807,961	7,384	4,815,345	-		4,815,345	244,456	4.8%	n/a	n/a
Facility Expansion and Improvements															
SE	95-952	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	Complete	2,039,367	(11,188)	-0.6%	100.6%	100.0%
SW	95-953	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	85,351	5,534,811	5,414,909	-	5,414,909	-	Complete	5,414,909	119,902	2.2%	97.8%	100.0%
SW	95-954	Aloha ADA Dressing Rooms	123,384	158	123,542	178,764	-	178,764	-	Complete	178,764	(55,222)	-44.7%	144.7%	100.0%
NW	95-955	Aquatics Center ADA Dressing Rooms	133,666	1,083	134,749	180,540	-	180,540	-	Complete	180,540	(45,791)	-34.0%	134.0%	100.0%
NE	95-956	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	Complete	321,821	192,933	37.5%	62.5%	100.0%
Sub-total Facility Expansion and Improvements			8,218,478	117,557	8,336,035	8,135,401	-	8,135,401	-		8,135,401	200,634	2.4%	97.6%	100.0%
UND	Authorized Use of Savings for Deferred Park Maintenance Replacements Category		-	(200,634)	(200,634)	-	-	-	-	N/A	-	(200,634)	n/a	n/a	n/a
Total Facility Expansion and Improvements			8,218,478	(83,077)	8,135,401	8,135,401	-	8,135,401	-		8,135,401	-	0.0%	100.0%	100.0%
ADA/Access Improvements															
NW	95-957	HMT ADA Parking & other site improvement	735,163	19,544	754,707	1,019,771	-	1,019,771	-	Complete	1,019,771	(265,064)	-35.1%	135.1%	100.0%
UND	95-958	ADA Improvements - undesignated funds	116,184	2,712	118,896	72,245	-	72,245	-	Complete	72,245	46,651	39.2%	60.8%	100.0%
SW	95-730	ADA Improvements - Barrows Park	8,227	104	8,331	6,825	-	6,825	-	Complete	6,825	1,506	18.1%	81.9%	100.0%
NW	95-731	ADA Improvements - Bethany Lake Park	20,564	194	20,758	25,566	-	25,566	-	Complete	25,566	(4,808)	-23.2%	123.2%	100.0%
NE	95-732	ADA Improvements - Cedar Hills Recreation Center	8,226	130	8,356	8,255	-	8,255	-	Complete	8,255	101	1.2%	98.8%	100.0%
NE	95-733	ADA Improvements - Forest Hills Park	12,338	197	12,535	23,416	-	23,416	-	Complete	23,416	(10,881)	-86.8%	186.8%	100.0%
SE	95-734	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	Cancelled	-	15,619	100.0%	0.0%	0.0%
SW	95-735	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	Complete	11,550	5,162	30.9%	69.1%	100.0%
SW	95-736	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	46.2%	53.8%	100.0%
NE	95-737	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	Complete	15,000	668	4.3%	95.7%	100.0%
NW	95-738	ADA Improvements - Rock Crk Pwrlne Prk (Soccer Fld)	20,564	327	20,891	17,799	-	17,799	-	Complete	17,799	3,092	14.8%	85.2%	100.0%
NW	95-739	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	Complete	7,075	(1,853)	-35.5%	135.5%	100.0%
NW	95-740	ADA Improvements - Waterhouse Powerline Park	8,226	183	8,409	8,402	-	8,402	-	Complete	8,402	7	0.1%	99.9%	100.0%
NE	95-741	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	Complete	5,102	120	2.3%	97.7%	100.0%
SE	95-742	ADA Improvements - Wonderland Park	10,282	163	10,445	4,915	-	4,915	-	Complete	4,915	5,530	52.9%	47.1%	100.0%
Total ADA/Access Improvements			1,028,196	24,461	1,052,657	1,242,547	-	1,242,547	-		1,242,547	(189,890)	-18.0%	118.0%	100.0%
UND	Authorized Use of Savings from Bond Issuance Administration Category		-	189,890	189,890	-	-	-	-	N/A	-	189,890	100.0%	n/a	n/a
Total ADA/Access Improvements			1,028,196	214,351	1,242,547	1,242,547	-	1,242,547	-		1,242,547	-	100.0%	100.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 2/28/19

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
Community Center Land Acquisition															
UND	98-884-a	Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)	5,000,000	105,974	5,105,974	1,654,847	-	1,654,847	-	Complete	1,654,847	3,451,127	67.6%	32.4%	100.0%
UND	98-884-b	Community Center / Community Park (SW Quadrant) (Wenzel/Wall)	-	-	-	2,351,777	-	2,351,777	-	Complete	2,351,777	(2,351,777)	-100.0%	n/a	100.0%
Sub-total Community Center Land Acquisition			5,000,000	105,974	5,105,974	4,006,624	-	4,006,624	-		4,006,624	1,099,350	21.5%	78.5%	100.0%
UND		Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	N/A	-	(176,000)	n/a	n/a	n/a
UND		Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	N/A	-	(208,251)	n/a	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(715,099)	(715,099)	-	-	-	-	N/A	-	(715,099)	n/a	n/a	n/a
Total Community Center Land Acquisition			5,000,000	(993,376)	4,006,624	4,006,624	-	4,006,624	-		4,006,624	-	0.0%	100.0%	100.0%
Bond Administration Costs															
ADM		Debt Issuance Costs	1,393,000	(539,654)	853,346	68,142	-	68,142	-	Complete	68,142	785,204	92.0%	8.0%	100.0%
ADM	08-500-99-	Bond Accountant Personnel Costs	-	241,090	241,090	288,678	-	288,678	-	Complete	288,678	(47,588)	-19.7%	119.7%	100.0%
ADM		Deputy Director of Planning Personnel Costs	-	57,454	57,454	57,454	-	57,454	-	Complete	57,454	-	-100.0%	n/a	100.0%
ADM	08-500-99-	Communications Support	-	50,000	50,000	12,675	-	12,675	37,325	Budget	50,000	-	0.0%	25.4%	25.4%
ADM	08-500-99-	Technology Needs	18,330	-	18,330	23,952	-	23,952	-	Complete	23,952	(5,622)	-30.7%	130.7%	100.0%
ADM	08-500-99-	Office Furniture	7,150	-	7,150	5,378	-	5,378	-	Complete	5,378	1,772	24.8%	75.2%	100.0%
ADM	08-500-99-	Admin/Consultant Costs	31,520	-	31,520	48,093	-	48,093	-	Complete	48,093	(16,573)	-52.6%	152.6%	100.0%
ADM		Additional Bond Proceeds	-	1,507,717	1,507,717	-	-	-	-	Budget	-	1,507,717	0.0%	0.0%	0.0%
Sub-total Bond Administration Costs			1,450,000	1,316,607	2,766,607	504,372	-	504,372	37,325		541,697	2,224,910	80.4%	18.2%	93.1%
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(170,485)	(170,485)	-	-	-	-	N/A	-	(170,485)	n/a	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Development Category	-	(173,175)	(173,175)	-	-	-	-	N/A	-	(173,175)	n/a	n/a	n/a
UND		Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(781,105)	(781,105)	-	-	-	-	N/A	-	(781,105)	n/a	n/a	n/a
UND		Authorized Use of Savings for ADA/Access Improvements Category	-	(189,890)	(189,890)	-	-	-	-	N/A	-	(189,890)	n/a	n/a	n/a
Total Bond Administration Costs			1,450,000	1,952	1,451,952	504,372	-	504,372	37,325		541,697	910,255	62.7%	34.7%	93.1%
Grand Total			100,000,000	4,285,897	104,285,897	89,712,152	5,011,637	94,723,789	9,230,861		103,954,651	331,246	0.3%	90.8%	91.1%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 2/28/19

	Category (Over) Under Budget
Limited Reprogramming	
Land: New Neighborhood Park	-
New Community Park	-
New Linear Park	-
New Community Center/Park	-
	-
Nat Res: Restoration	267,125
Acquisition	-
	267,125
All Other	
New Neighborhood Park Dev	-
Neighborhood Park Renov	(381,947)
New Community Park Dev	-
Community Park Renov	(312,710)
New Linear Parks and Trails	690,235
Athletic Field Development	(1,086,168)
Deferred Park Maint Replace	-
Facility Rehabilitation	244,456
ADA	-
Facility Expansion	-
Bond Admin Costs	910,255
	64,121
Grand Total	331,246



MEMORANDUM

Date: March 20, 2019
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Charge Report for February 2019**

The Board of Directors approved a resolution implementing the System Development Charge program on November 17, 1998. Below please find the various categories for SDC's, i.e., Single Family, Multiple Family and Non-residential Development. Also listed are the collection amounts for both the City of Beaverton and Washington County, and the 1.6% handling fee for collections through February 2019. This report includes cumulative information for the program, from 1998 through current.

Current Rate per Unit		With 1.6% Discount	Current Rate per Unit		With 1.6% Discount
Single Family			Multi-Family		
North Bethany	\$12,268.00	\$12,071.71	North Bethany	\$9,791.00	\$9,634.34
Bonny Slope West	\$12,789.00	\$12,584.38	Bonny Slope West	\$10,206.00	\$10,042.70
South Cooper			South Cooper		
Mountain	\$12,624.00	\$12,422.02	Mountain	\$10,072.00	\$9,910.85
Other	\$10,800.00	\$10,627.20	Other	\$8,619.00	\$8,481.10
Accessory Dwelling			Non-residential		
Other	\$6,152.00	\$6,053.57	Other	\$360.00	\$354.24

City of Beaverton Collection of SDCs	Gross Receipts	Collection Fee	Net Revenue
3,096 Single Family Units	\$10,871,008.50	\$255,547.43	\$10,615,461.07
15 Single Family Units at \$489.09	\$7,557.80	\$221.45	\$7,336.35
2,502 Multi-family Units	\$8,581,838.76	\$162,144.36	\$8,419,694.40
0 Less Multi-family Credits	(\$52,424.23)	(\$229.36)	(\$52,194.87)
290 Non-residential	\$1,103,843.23	\$24,798.92	\$1,079,044.31
5,903	\$20,511,824.06	\$442,482.80	\$20,069,341.26

Washington County Collection of SDCs	Gross Receipts	Collection Fee	Net Revenue
9,806 Single Family Units	\$46,347,149.93	\$860,206.47	\$45,486,943.46
-300 Less Credits	(\$642,834.00)	(\$19,285.02)	(\$623,548.98)
3,273 Multi-family Units	\$11,617,758.86	\$220,899.79	\$11,396,859.07
-24 Less Credits	(\$48,786.85)	(\$1,463.61)	(\$47,323.24)
5 Accessory Dwelling Units	\$30,475.38	\$281.91	\$30,193.47
167 Non-residential	\$1,722,912.34	\$32,813.91	\$1,690,098.43
12,927	\$59,026,675.66	\$1,093,453.45	\$57,933,222.21

Recap by Agency	Percent	Gross Receipts	Collection Fee	Net Revenue
5,903 City of Beaverton	25.73%	\$20,511,824.06	\$442,482.80	\$20,069,341.26
12,927 Washington County	74.27%	\$59,026,675.66	\$1,093,453.45	\$57,933,222.21
18,830	100.00%	\$79,538,499.72	\$1,535,936.25	\$78,002,563.47

System Development Charge Report, February 2019

	Recap by Dwelling				
	Single Family	Multi-Family	ADU	Non-Resident	Total
City of Beaverton	3,111	2,502	0	290	5,903
Washington County	<u>9,506</u>	<u>3,249</u>	<u>5</u>	<u>167</u>	<u>12,927</u>
	<u>12,617</u>	<u>5,751</u>	<u>5</u>	<u>457</u>	<u>18,830</u>

Total Receipts to Date

Gross Receipts	\$79,538,499.72
Collection Fees	<u>(\$1,535,936.25)</u>
	\$78,002,563.47
Interest	<u>\$2,822,325.09</u>
	<u>\$80,824,888.56</u>

Total Payments to Date

Refunds	(\$2,066,073.95)
Administrative Costs	(\$18.67)
Project Costs -- Development	(\$33,864,026.45)
Project Costs -- Land Acquisition	<u>(\$27,297,534.98)</u>
	<u>(\$63,227,654.05)</u>
	<u>\$17,597,234.51</u>

Recap by Month, FY 2018/19

	Net Receipts	Expenditures	Interest	SDC Fund Total
through June 2018	\$72,813,708.42	(\$58,590,370.46)	\$2,538,170.38	\$16,761,508.34
July	\$342,857.66	(\$872,928.08)	\$32,080.61	(\$497,989.81)
August	\$1,183,834.73	(\$126,118.56)	\$34,128.16	\$1,091,844.33
September	\$823,693.55	(\$79,873.68)	\$34,735.78	\$778,555.65
October	\$278,922.28	(\$363,809.14)	\$39,526.05	(\$45,360.81)
November	\$462,811.10	(\$2,425,151.23)	\$38,542.23	(\$1,923,797.90)
December	\$775,931.70	(\$577,921.51)	\$27,949.39	\$225,959.58
January	\$940,983.49	(\$163,539.45)	\$38,760.28	\$816,204.32
February	\$379,820.54	(\$27,941.94)	\$38,432.21	\$390,310.81
March	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$78,002,563.47</u>	<u>(\$63,227,654.05)</u>	<u>\$2,822,325.09</u>	<u>\$17,597,234.51</u>

Recap by Month, by Unit

	Single Family	Multi-Family	Non-Residential	ADU	Total Units
through June 2018	12,202	5,747	442	4	18,395
July	28	4	0	0	32
August	94	0	3	1	98
September	69	0	0	0	69
October	24	0	0	0	24
November	38	0	3	0	41
December	63	0	2	0	65
January	67	0	7	0	74
February	32	0	0	0	32
March	0	0	0	0	0
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0	0
	<u>12,617</u>	<u>5,751</u>	<u>457</u>	<u>5</u>	<u>18,830</u>

Projected SDC beginning cash balance per FY19 budget was \$15,809,110. Actual beginning balance was \$17,228,453
 Budgeted receipts for FY19 are \$14,115,066



MEMORANDUM

Date: March 20, 2019
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Charge Report for February 2019**

The Board of Directors approved a resolution implementing the System Development Charge program on November 17, 1998. Below please find the various categories for SDC's, i.e., Single Family, Multiple Family and Non-residential Development. Also listed are the collection amounts for both the City of Beaverton and Washington County, and the 1.6% handling fee for collections through February 2019. This report includes information for the program for the current fiscal year to date.

Current Rate per Unit		With 1.6% Discount	Current Rate per Unit		With 1.6% Discount
Single Family			Multi-Family		
North Bethany	\$12,268.00	\$12,071.71	North Bethany	\$9,791.00	\$9,634.34
Bonny Slope West	\$12,789.00	\$12,584.38	Bonny Slope West	\$10,206.00	\$10,042.70
South Cooper			South Cooper		
Mountain	\$12,624.00	\$12,422.02	Mountain	\$10,072.00	\$9,910.85
Other	\$10,800.00	\$10,627.20	Other	\$8,619.00	\$8,481.10
Accessory Dwelling			Non-residential		
Other	\$6,152.00	\$6,053.57	Other	\$360.00	\$354.24

City of Beaverton Collection of SDCs	Gross Receipts	Collection Fee	Net Revenue
86 Single Family Units	\$1,014,230.00	\$16,227.68	\$998,002.32
0 Single Family Units at \$489.09	\$0.00	\$0.00	\$0.00
0 Multi-family Units	\$0.00	\$0.00	\$0.00
0 Less Multi-family Credits	\$0.00	\$0.00	\$0.00
9 Non-residential	\$152,523.09	\$2,440.37	\$150,082.72
95	\$1,166,753.09	\$18,668.05	\$1,148,085.04

Washington County Collection of SDCs	Gross Receipts	Collection Fee	Net Revenue
329 Single Family Units	\$3,944,454.98	\$63,111.26	\$3,881,343.72
0 Less Credits	\$0.00	\$0.00	\$0.00
4 Multi-family Units	\$35,036.59	\$560.59	\$34,476.00
0 Less Credits	\$0.00	\$0.00	\$0.00
1 Accessory Dwelling Units	\$6,152.00	\$98.43	\$6,053.57
6 Non-residential	\$120,830.00	\$1,933.28	\$118,896.72
340	\$4,106,473.57	\$65,703.56	\$4,040,770.01

Recap by Agency	Percent	Gross Receipts	Collection Fee	Net Revenue
95 City of Beaverton	22.13%	\$1,166,753.09	\$18,668.05	\$1,148,085.04
340 Washington County	77.87%	\$4,106,473.57	\$65,703.56	\$4,040,770.01
435	100.00%	\$5,273,226.66	\$84,371.61	\$5,188,855.05

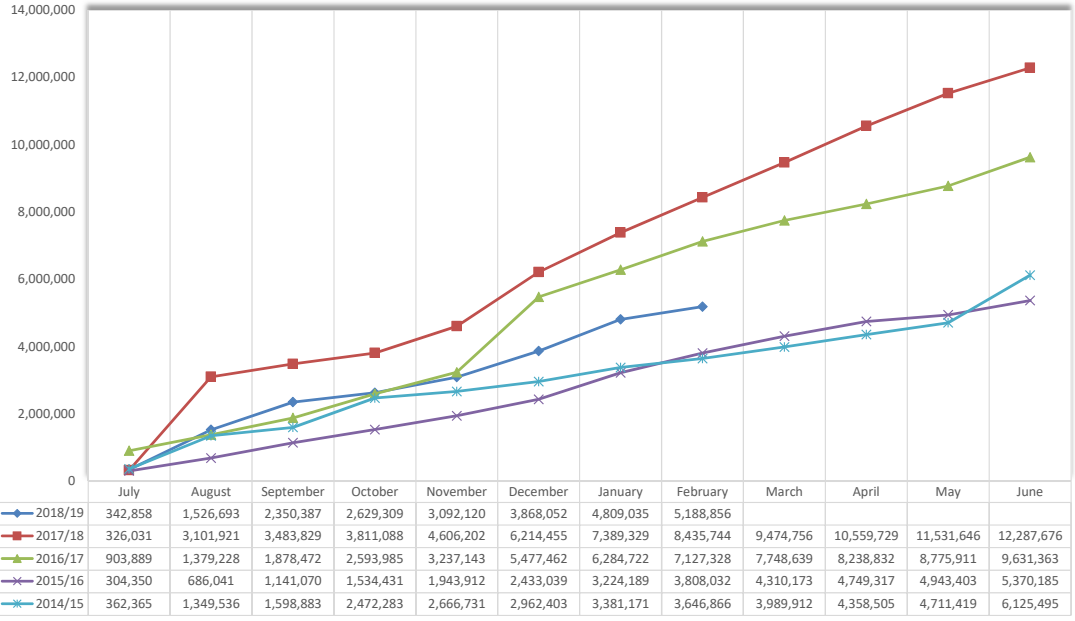
System Development Charge Report, February 2019

	Recap by Dwelling				
	Single Family	Multi-Family	ADU	Non-Resident	Total
City of Beaverton	86	0	0	9	95
Washington County	<u>329</u>	<u>4</u>	<u>1</u>	<u>6</u>	<u>340</u>
	<u>415</u>	<u>4</u>	<u>1</u>	<u>15</u>	<u>435</u>
Total Receipts Fiscal Year to Date					
Gross Receipts				\$5,273,226.66	
Collection Fees				<u>(\$84,371.61)</u>	
				\$5,188,855.05	
Interest				\$284,154.71	\$5,473,009.76
Total Payments Fiscal Year to Date					
Refunds				\$0.00	
Administrative Costs				\$0.00	
Project Costs -- Development				(\$4,616,418.09)	
Project Costs -- Land Acquisition				<u>(\$20,865.50)</u>	<u>(\$4,637,283.59)</u>
					\$835,726.17
Beginning Balance 7/1/18					\$16,761,508.34
Current Balance					<u>\$17,597,234.51</u>

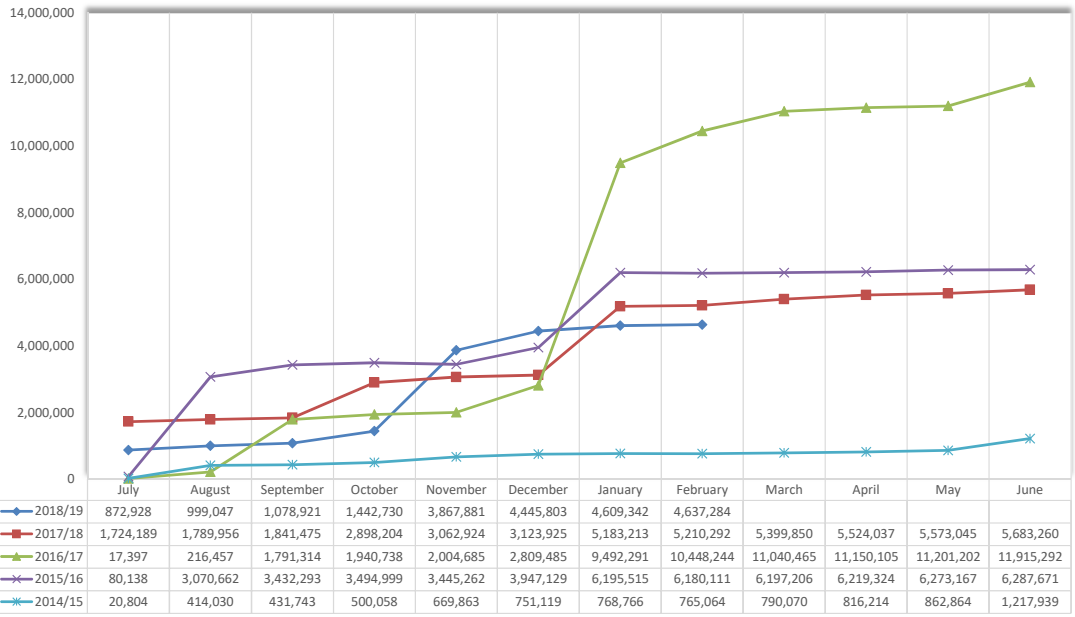
Recap by Month, FY 2018/19	Net Receipts	Expenditures	Interest	SDC Fund Total
July	\$342,857.66	(\$872,928.08)	\$32,080.61	(\$497,989.81)
August	\$1,183,834.73	(\$126,118.56)	\$34,128.16	\$1,091,844.33
September	\$823,693.55	(\$79,873.68)	\$34,735.78	\$778,555.65
October	\$278,922.28	(\$363,809.14)	\$39,526.05	(\$45,360.81)
November	\$462,811.10	(\$2,425,151.23)	\$38,542.23	(\$1,923,797.90)
December	\$775,931.70	(\$577,921.51)	\$27,949.39	\$225,959.58
January	\$940,983.49	(\$163,539.45)	\$38,760.28	\$816,204.32
February	\$379,820.54	(\$27,941.94)	\$38,432.21	\$390,310.81
March	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$5,188,855.05</u>	<u>(\$4,637,283.59)</u>	<u>\$284,154.71</u>	<u>\$835,726.17</u>
Beginning Balance 7/1/18				\$16,761,508.34
Current Balance				<u>\$17,597,234.51</u>

Recap by Month, by Unit	Single Family	Multi-Family	Non-Residential	ADU	Total Units
July	28	4	0	0	32
August	94	0	3	1	98
September	69	0	0	0	69
October	24	0	0	0	24
November	38	0	3	0	41
December	63	0	2	0	65
January	67	0	7	0	74
February	32	0	0	0	32
March	0	0	0	0	0
April	0	0	0	0	0
May	0	0	0	0	0
June	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>415</u>	<u>4</u>	<u>15</u>	<u>1</u>	<u>435</u>

SDC NET RECEIPTS



SDC EXPENDITURES



THPRD: WE'RE READY FOR SPRINGTIME AT THPRD, SPRING REGISTRATION IS HERE- BEGINNING ON MARCH 2

Mar 1, 2019 | Featured, Fresh Air | 0 | ★★★★★



**The BGR
March 1**

Check out the district's Activity Guide to pick your latest round of swim, fitness, dance, or sports offerings. We have several spring break camp options for kids, ranging from one-day sign-ups to full week sports camps, nature camps, and more.

Spring Cleaning

Less is Best. The Elsie Stuhr Center is offering a FREE workshop on spring downsizing and decluttering on May 1 and May 8 from 10 to 11 am. "Tidying up" is very popular right now, meet new friends and learn new tricks to make this your most successful spring clean ever.

THPRD is proud to honor National Developmental Disabilities Month in March

THPRD is committed to ensuring everyone has the opportunity to play, learn, and enjoy high-quality parks and recreation services.

As part of honoring National Developmental Disabilities Month, we want to shine a spotlight on our Access for All work. THPRD has adaptive aquatics programs and adaptive inclusion recreation. We operate Camp Rivendale, a summer day camp that serves children and young adults who have physical, emotional, and/or developmental disabilities. We operate the annual All Ability Tri4Youth triathlon with FACT Oregon for people of all abilities. We offer therapeutic recreation drop-in options. And we are proud to have Mountain View Champions Park, Oregon's only one-of-a-kind all-inclusive park designed for people of all abilities. To learn more visit our website and check out the Inclusion Services program.

Opportunities to join the THPRD Board of Directors

There are four positions that will be up for election on the THPRD Board of Directors. The filing deadline is March 21, and the election is May 21.

To learn more, visit the county's website at www.co.washington.or.us/elections.

SHARE THIS:



Imagine the Fun this Summer with THPRD
April 1, 2019
In "Fresh Air"

THPRD: Connecting People, Parks & Nature: Park district is honored for support of people experiencing disabilities
December 1, 2017
In "Community"

Tualatin Hills Park & Recreation District: connecting people, parks and nature
Longtime THPRD: Edwards contract a benefit to both
December 1, 2015
In "Fresh Air"

Spring Registration

In-District



Saturday, March 2 at 8am

Registration starts Monday, March 4 for those outside of THPRD boundaries

Para obtener información en español, visite thprd.org

**The Valley Times
March 7**



To Register:
Visit thprd.org/portal or call 503.439.9400

