



Administration Office
503/645-6433
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**Board of Directors Regular Meeting
Tuesday, March 12, 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. Land
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. Presentations
 - A. [Proclamation: National Developmental Disabilities Month](#)
 - B. [Proclamation: Women's History Month](#)
5. Audience Time**
6. Board Time
 - A. Committee Liaisons Update
7. Consent Agenda***
 - A. [Approve: Minutes of January 8, 2019 Regular Board Meeting](#)
 - B. [Approve: Minutes of February 12, 2019 Regular Board Meeting](#)
 - C. [Approve: Monthly Bills](#)
 - D. [Approve: Monthly Financial Statement](#)
 - E. [Approve: Resolution Authorizing Local Government Grant Program for Somerset West Park](#)
8. Unfinished Business
 - A. [Information: General Manager's Report](#)
9. New Business
 - A. [Review: Jenkins Estate Concept Plan](#)
 - B. [Review: Oregon Public Records and Meetings Law](#)
 - C. [Review: Board of Directors Stipend](#)
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 5, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Information Regarding the March 12, 2019 Board of Directors Meeting**

Agenda Item #4 – Presentations

A. [Proclamation: National Developmental Disabilities Month](#)

Attached please find a proclamation declaring the month of March as National Developmental Disabilities Month.

B. [Proclamation: Women’s History Month](#)

Attached please find a proclamation declaring the month of March as Women’s History Month.

Agenda Item #7 – Consent Agenda

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

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

A. [Approve: Minutes of January 8, 2019 Board Meeting](#)

B. [Approve: Minutes of February 12, 2019 Board Meeting](#)

C. [Approve: Monthly Bills](#)

D. [Approve: Monthly Financial Statement](#)

E. [Approve: Resolution Authorizing Local Government Grant Program for Somerset West Park](#)

Agenda Item #8 – Unfinished Business

A. [General Manager’s Report](#)

Attached please find the General Manager’s Report for the March regular board meeting.

Agenda Item #9 – New Business

A. [Jenkins Estate Concept Plan](#)

Attached please find a memo regarding the draft Jenkins Estate Concept Plan being presented for board review. Aisha Panas, director of Park & Recreation Services, and Keith Watson, Community Programs manager, will be at your meeting to provide an overview of the plan and to answer any questions the board may have.

B. [Oregon Public Records and Meetings Law](#)

Attached please find a memo regarding Oregon Public Records and Meetings Law. Attorneys Jeff Condit and James Walker will be in attendance at your meeting to provide an overview of this information and to answer any questions the board may have.

C. [Board of Directors Stipend](#)

Attached please find a memo regarding the board of directors’ stipend. Attorneys Jeff Condit and James Walker will be in attendance at your meeting to provide an overview of this information and to answer any questions the board may have.

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, THPRD is committed to providing individuals of all abilities the opportunity to play, learn, and enjoy high-quality park and recreation facilities, programs, services, and natural areas; and

WHEREAS, THPRD is dedicated to removing barriers to participation and fostering an inclusive culture; and

WHEREAS, THPRD is committed to creating awareness about developmental disabilities, teaching the importance of inclusion within every aspect of life, and to sharing the stories of individuals with a disability to show that a successful life is possible; and

WHEREAS, about one in six children in the U.S. experience one or more developmental disability; 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 Adaptive and Inclusive Aquatics and Recreation, Camp Rivendale, a summer day camp that provides recreational opportunities for children and young adults experiencing physical, emotional, and/or developmental disabilities, Therapeutic Recreation Drop-In events, the All Ability Tri4Youth triathlon with FACT Oregon, and Mountain View Champions Park – Oregon’s one-of-a-kind all inclusive park designed for people of all abilities to be able to safely play and recreate;

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

National Developmental Disabilities Month

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

Signed this 12th day of March, 2019.

Ali Kavianian, President

Felicita Montebalco, Secretary

TUALATIN HILLS PARK & RECREATION DISTRICT

PROCLAMATION

By the Board of Directors

WHEREAS, the roots of National Women’s History Month began in March 1857 when women from various New York City factories staged a protest over working conditions; and

WHEREAS, women of diverse backgrounds have made historic contributions to the growth and strength of our Nation in countless ways;

WHEREAS, THPRD exists today because of the pioneering vision and spirit of a woman, Elsie Stuhr, who in 1953 began a two-year effort that led to the creation of THPRD in 1955; and

WHEREAS, because of the persistence and leadership of Elsie Stuhr, a physical education teacher, mother, and wife, who served on the THPRD Board of Directors for 18 years and understood the importance of dedicated park and recreation services we all enjoy today; and

WHEREAS, today THPRD has become a nationally accredited award-winning provider of park and recreation services that employees creative, innovative, and hard-working women that are dedicated to our profession; and

WHEREAS, today THPRD has many women that lead throughout the district from the Board of Directors, the director of park and recreation services, communications director, chief financial officer, human resources manager, sports department manager, recreation department manager, aquatics manager, facilities supervisor, seven center supervisors, and many more, who are all dedicated public servants that make THPRD a better organization for their contributions;

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

Women’s History Month

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

Signed this 12th day of March, 2019.

Ali Kavianian, President

Felicita Montebalco, Secretary



**Tualatin Hills Park & Recreation District
Minutes of a Regular Meeting of the Board of Directors**

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, January 8, 2019, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Work Session 5 pm; Executive Session 6 pm; Regular Meeting 6:30 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 – Work Session

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, January 8, 2019, at 5:05 pm. Roll call was taken and each board member was in attendance.

A. State Legislative Platform

Keith Hobson, director of Business & Facilities, provided an overview of the proposed THPRD State Legislative Platform for 2019, a copy of which was entered into the record and which included the recommended district positions on the following topic areas:

- Systems Development Charges (SDCs)
- State park and recreation funding
- State funding for trails
- State management of federally funded trails
- Recreational immunity
- Procurement
- Labor and benefit issues
- Public records

Keith noted that staff is requesting board consensus regarding the proposed platform and offered to answer any questions the board may have.

Felicita Monteblanco inquired whether Oregon Recreation & Park Association (ORPA) and/or Special Districts Association of Oregon (SDAO) are anticipated to take formal positions regarding SDCs and labor and benefit issues, noting that if not, she questions whether THPRD should be the agency taking the lead on such topics.

- ✓ Keith explained that ORPA and SDAO may be assessing whether potential SDC legislation would have a state-wide impact. From a philosophical standpoint, he believes ORPA and SDAO would support an agency’s ability to keep SDCs as a viable capacity building funding source.

Felicita pondered how the current democratic super majority legislature might view SDCs in relation to affordable housing.

- ✓ General Manager Doug Menke noted that the district will closely monitor this legislative season and will provide the board with updates.

Felicita agreed that if SDCs are under discussion, the district should be a participant in that discussion, but cautioned against taking a hardline stance without support from our allies.

- ✓ Keith commented that establishment of a legislative platform is the first step in order to enable discussion and that the district's position can change as the legislative season progresses, noting that the board will be kept informed as discussions progress.

Todd Duwe asked if there are any other special districts that THPRD could collaborate with on topics such as SDCs.

- ✓ Keith suggested Bend Metro Park & Recreation District.
- ✓ Doug explained that the reality is that THPRD would be one of the larger agencies, especially taking into consideration the required inclusionary zoning for cities such as the City of Portland.

Wendy Kroger expressed support for the legislative platform as presented, noting that while she agrees that some flexibility can be beneficial, she also has concerns regarding the Home Builders Association of Metropolitan Portland (HBA) using the current legislative discussions around SDCs and affordable housing as an entry point into the potential dismantling of parks SDCs entirely.

- ✓ Doug expressed agreement, noting that he believes that there is a clear consensus from the THPRD Board of Directors regarding the need to protect parks SDCs.

John Griffiths expressed agreement with Wendy and provided an overview of the contentious history between THPRD and the HBA when parks SDCs were first instituted. He encouraged the district to be cognizant that how the conversation transpires regarding SDCs and affordable housing is a relatively minor discussion relative to the much larger organizational effort to dismantle parks SDCs altogether.

Keith asked for confirmation that the proposed legislative platform has the board's support, recognizing that flexibility within some of the positions could be applied as necessary.

- ✓ The board members confirmed this.

B. Metro Natural Areas Bond Measure

General Manager Doug Menke introduced this topic, noting that Metro Council has announced three upcoming work sessions regarding the potential natural areas bond measure currently under consideration for a vote later this year. He encouraged the board to discuss overall themes that they would like to convey to Metro Council regarding this measure, which could be expanded upon as additional information, such as the measure's dollar amount, becomes available. He commented that based on the council's ambitious schedule of holding all three work sessions before the end of January, he anticipates that additional information and decision points will be announced relatively soon.

John Griffiths provided an overview of conversations had with Metro councilors and staff regarding the bond measure amount, noting that the current discussion is regarding an estimated bond size between \$270-400 million. He noted that the upcoming work sessions could be very constructive since Metro Council has not yet settled on some of the main decision points for the measure, and that THPRD's attendance at the work sessions will be important. He suggested that district communication to Metro Council at this point be brief and consist of general priorities for the measure that the district supports, such as moving funding for regional trails to the 2020 transportation bond measure under consideration, and support for land acquisition purchases both inside and outside the urban growth boundary.

Wendy Kroger expressed agreement with John's comments and provided an overview of a conversation she had with a Metro councilor regarding transferring regional trail improvements and active transportation components from the natural areas bond measure to the 2020 transportation bond measure under consideration, for which the Metro councilor was supportive. Neighborhood and community trails should remain within the natural areas bond measure. She described the correlation between facilitating access to public amenities and equity for all. She would also like to see additional opportunities provided within the local share component of the natural areas bond measure for programs like the district's Nature Experiences and Workforce Training (NEWT) program for which it received Metro grant funding, as well as educational programming focusing on getting children out into nature who wouldn't otherwise have those opportunities. Lastly, she supports inclusion of funds for the acquisition of land outside the urban growth boundary, which would provide significant cost savings and future access opportunities.

Todd Duwe expressed agreement with Wendy's comments that acquiring property outside of the urban growth boundary before such property values increase will pay dividends in the future, although he also acknowledges that there are needed acquisitions within the urban growth boundary, as well. He described the need to find a balance in those acquisitions.

Felicita Monteblanco described what she had learned by serving as THPRD's representative on the Metro stakeholder committee and explained that the Metro Council is leading their current efforts with a focus on racial equity. She suggested that the board give consideration as to how to frame these priorities while keeping that focus in mind. As an example, being able to articulate how buying property outside of the urban growth boundary would serve the region's most vulnerable residents. Community input is also a critical factor to Metro and she would encourage THPRD to get its residents' input on the priorities being proposed for Metro's consideration, as well as to describe to Metro the district's efforts in racial equity.

Board discussion continued regarding supporting all types of equity versus focusing only on racial equity, and how access is an important component of the equity conversation.

General Manager Doug Menke inquired whether the board would like to submit a letter outlining the district's priorities prior to the first Metro work session or after in order to react to the information provided within the first work session.

- ✓ The board expressed agreement with providing a letter after the first work session focusing on the following priorities:
 - Additional local share funding and educational opportunities
 - Refer to the language contained within the draft Portland Parks & Recreation letter regarding this component of the bond measure
 - Property acquisition outside and inside the urban growth boundary
 - Moving funding for regional trails to the 2020 transportation bond measure, but retaining funding for neighborhood and community trails that provide access

Board discussion occurred regarding how to convey to Metro a preference in funding method for the neighborhood and community trails component, with the consensus being to use language similar to what was provided within the letter drafted by Portland Parks & Recreation. THPRD will need to partner with local, community nonprofits in order to accomplish some of the capital projects needed to provide additional access opportunities.

Lastly, the board agreed that the letter submitted to Metro should be condensed somewhat as compared to the current two-page draft letter that had been routed to the board, a copy of which was entered into the record, and should include the priorities discussed this evening without being too detailed at this point.

Agenda Item #2 – 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 #3 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, January 8, 2019, at 6:35 pm.

Wendy Kroger moved that the board of directors move Agenda Item #7, Board Time, to immediately follow Agenda Item #10A, Scholarship Program Assessment. Felicita Monteblanco seconded the motion. The motion was UNANIMOUSLY APPROVED.

Agenda Item #4 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #5 – Presentations

A. Tualatin Hills Park Foundation Recognition of Lindsay Lambert

General Manager Doug Menke introduced Geoff Roach, director of Community Partnerships, to recognize Lindsay Lambert, management team support specialist, for her work on behalf of the Tualatin Hills Park Foundation.

Geoff described how Lindsay Lambert initiated and pursued a partnership with the ISing Choir to support the foundation as the beneficiary of their December 2018 concert series. The concerts raised over \$10,000 for the foundation and also provided great public exposure for the work the foundation and district are doing in support of access for all. Geoff described Lindsay's tenacity in organizing and leading this fundraising effort and thanked her on behalf of the foundation for her hard work and dedication.

- ✓ The board members thanked Lindsay for her efforts and those who attended the concerts described their experience as enjoyable, noting that such positive exposure for the foundation can have an impact far past the date of the event.

B. District Insurance Renewals

Keith Hobson, director of Business & Facilities, introduced Mark Hokkanen, Risk & Contract manager, and Geoff Sinclair, Vice President/Public Sector for Brown & Brown Northwest, to present an overview of the district's liability, property and auto insurance program.

Mark and Geoff provided an overview of a framework being considered by district staff to increase insurance deductibles or self-insured retentions via a PowerPoint presentation, a copy of which was entered into the record. This proposed modification in the district's insurance coverage would allow THPRD to take advantage of savings and redirect insurance premiums and/or savings toward a reserve to cover losses related to higher deductibles and is part of a longer-term plan to move the district toward a greater level of self-insurance. Mark and Geoff offered to answer any questions the board may have.

John Griffiths asked for additional information regarding how the anticipated net gain was calculated as reflected within the PowerPoint presentation.

- ✓ Geoff provided a detailed explanation, noting that after the expected claims, he anticipates that the district would retain \$23,000 a year in profit.

Agenda Item #6 – Audience Time

Steve Kindred, 16812 NW Paddington Drive, Beaverton, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Kindred is the president of Oak Hills Soccer Club, which is a 100% volunteer-operated, non-profit youth soccer affiliate of THPRD with a membership of 800 athletes ranging in age from kindergarten to 8th grade. He stated that, in general, Oak Hills Soccer Club does not support the pay-to-play philosophy prescribed by THPRD, but is especially concerned regarding the current proposal to raise field fees from \$12.50/hour to \$30/hour over the coming year. This would cause their player registration fees to increase by 40-50%, which would be a major impact on many families within the community, some of which who may no longer be able to afford to participate. He commented that THPRD has been behind in collecting field fees for some time and that he does not believe that the burden should be placed on the affiliate programs to help catch up on the missed revenue. He concluded by stating that Oak Hills Soccer Club is not opposed to fixing the field fee issue, but believes it should be done gradually over a span of no less than ten years, and should also take into consideration a field fee hierarchy based on field type and location.

- ✓ General Manager Doug Menke clarified that the recommended field fee increase for the coming year is capped at a 15% increase per district policy.
- ✓ Aisha Panas, director of Park & Recreation Services, agreed and added that the 15% increase has been applied over the past few years and that the current proposal is to continue the 15% annual increases until the \$30/hour rate is reached, which will take approximately seven years.

Kyle Patterson, 14875 NW Oak Hills Drive, Beaverton, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Patterson is the field coordinator for Oak Hills Soccer Club and commented that any field fee increase can result in a loss of participation. He described ways their club helps make participation more affordable, such as by allowing the reuse of jerseys, handing down equipment and jerseys from older players to younger, as well as by hosting cleat exchanges. The club's primary goal is to reduce the financial impact of participation and to create a positive experience for each participant. He stated that any fee increase, even 15%, will have an impact, including on his own family. Additionally, he described some experiences last season in being scheduled to play on fields that were unplayable due to a lack of maintenance. He questioned whether those fields would be maintained at the same level even after the field fee increase takes effect.

- ✓ President Kavianian encouraged Mr. Patterson to notify district staff of field maintenance issues, noting that there are maintenance standards that the district should adhere to.
- ✓ Wendy Kroger inquired of Mr. Patterson whether he informed district staff and if so, whether a response was received.

Mr. Patterson replied that he did inform district staff through the proper channels and depending on the field the concerns were either routed to the Beaverton School District or the team was moved to a different field, which created confusion and inconvenience for some of the parents. He has not yet been informed regarding whether the original fields of concern will be available for play in the upcoming season.

Joseph Barrer, 13650 SW 32nd Street, Beaverton, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Barrer is a coach for Oak Hills Soccer Club and described the highs and lows of the economic scale in the area. He noted that some families are not going to be able to afford any fee increase and already struggle to pay the current rates.

He echoed previous testimony regarding field maintenance concerns and provided an example of his team of eight-year-old girls being moved to a full-size, high-school soccer field, which created different challenges. He described the north field at Autumn Ridge Park as having large holes that pose a serious safety threat to players. He suggested that the district consider ways to reduce costs, such as through reevaluating how much district staff is paid, rather than increase field fees.

- ✓ General Manager Doug Menke provided background information regarding the assignment of fields, noting that at times the Beaverton School District will retract the use of a field, which could explain the team being moved to a field size that is less than ideal for their age group. He also confirmed that district staff would look into the field condition at Autumn Ridge Park.

Scott Porter, 17864 NW Lonerock Drive, Portland, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Porter is the president of the Somerset West Soccer Club, a youth soccer affiliate of THPRD with a membership of 700 athletes, and has served on their board for 25 years. He provided some history regarding THPRD's establishment of a field fee through the district's field fee study, noting that the fee started as a flat rate and could possibly increase up to \$30/hour within the next seven years. He echoed previous testimony this evening regarding the impact the fee increase will have on participation, noting that it would also likely increase the burden to THPRD's scholarship program. He requested that the board give ample consideration to ensuring that the field fees being assessed are truly for the incremental costs of maintaining the fields for affiliate club use as compared to a basic level of service that is already being paid for by the district's tax payers. He also reminded the board that the district's affiliated clubs provide a volunteer-led service to the district that would otherwise be provided via positions funded through the district's budget.

Matt Seidman, 15505 NW Melody Lane, Beaverton, is before the board of directors this evening regarding the district's proposal to raise field fees. Mr. Seidman is a first-year volunteer with the Oak Hills Soccer Club and although he appreciated the video posted on the district's website regarding the proposed increase in field use fees, he felt that it lacked history and a clear explanation regarding why an increase is necessary. He is surprised by the high dollar amount proposed for the fee and the expedited timeline for the increase to take effect. He suggested that if the district's decision is to increase field fees, that consideration be given to assessing those fees based on the intensity of field use for different types of sports, as well as assessing fees based on the type of field used.

- ✓ President Kavianian thanked the volunteers in attendance this evening and referenced the district's cost recovery program, noting that district staff would be happy to provide additional information to those interested. He confirmed that the district will continue to ensure that the field fees are being assessed as appropriately as possible without creating a significant burden on users, while also serving the district's community at large. He noted that the goal is a long-term one and is ultimately about being good stewards of the district's taxpayer dollars.

Shelli Kime, 9530 SW Taylor Street, Portland, is before the board of directors this evening regarding the district's proposal to raise field fees. Ms. Kime is the president of Milltown United Soccer Club, a youth soccer affiliate of THPRD with a membership of 1,300 athletes. She reflected on this evening's testimony as an expression of passion, rather than an attack on the district, and an attempt to protect the soccer clubs' participants who do not have the means to participate even at the current costs. She described the various ways her club financially supports its players, from providing their own scholarship program, to seeking out sponsorships and encouraging their volunteers to inquire about matching grant programs through their employers. Their goal is that any child who wants to play soccer should be able to do so without stress. She noted that many of their program's volunteers no longer have children participating in the

program, but believe so strongly in the community service provided that they continue to volunteer. She described the challenges their club has experienced working with government agencies, noting that it is discouraging as they should be working with one another in partnership. She concluded by stating that any fee increase would prohibit children from participating.

- ✓ John Griffiths inquired whether she has information regarding how much participation would drop in relation to each dollar the fee is increased.

Ms. Kime replied that they initially ran the figures based on a \$30/hour fee being implemented this year and the decrease in participation was dramatic. She thanked the district for the staggered implementation of that fee, noting that she would do additional research regarding how a smaller increase would impact their overall participation if that would be helpful to the board.

- ✓ John inquired of district staff what the specified cost recovery percentage is for affiliated sports use.
- ✓ Keith Hobson, director of Business and Facilities, replied that affiliated sports are identified as Tier 3 on the cost recovery pyramid, which equates to a 100% cost recovery goal. He explained that the \$30/hour field fee is based on the cost information available to the district right now and that district staff would continue to work to refine that number, as well as identify the incremental costs associated with affiliated field use, as suggested during testimony earlier this evening. Cost recovery goals can also be met by reducing costs, which is something the district will evaluate, as well.

Ms. Kime echoed earlier testimony regarding substandard field maintenance conditions at some of the field sites.

- ✓ General Manager Doug Menke noted that staff will update the district's website to provide an option for submitting concerns regarding field conditions. Once established, he encouraged the users to be as specific as possible, including sending photos, and committed to staff being responsive to such complaints.

The board members thanked those who testified this evening for the volunteer service they provide and encouraged those experiencing field maintenance issues to notify district staff.

Agenda Item #8 – Consent Agenda

John Griffiths requested board discussion regarding Agenda Item 8D, Resolution Authorizing the Transfer of Appropriated Funds Within the 2018-19 General Fund Budget. He provided his understanding of the funding transfer request after talking with district staff, which is the result of a \$1,189,941 shortfall in funding the district's pension plan, as well as increased election costs of \$45,000 due to two board positions vacated mid-term. Due to the size of the transfer request, he believes it warrants board discussion rather than approval without discussion via the consent agenda. He described his discussion with district staff regarding the funding of the pension plan, noting that the funding shortfall is anticipated to continue into subsequent budget years, as well.

- ✓ Keith Hobson, director of Business and Facilities, explained that the pension plan has been impacted by the continuation of low interest rates and although it is an ongoing cost increase, it will be a stable ongoing cost increase that can be appropriately built into the district's future budgets. He also clarified that although the proposal is to use half of the district's contingency appropriation this year, excess revenue that will be received from a settlement with Comcast will mean that the contingency fund will remain relatively intact.
- ✓ General Manager Doug Menke added that the district has a relatively-new Fiduciary Committee providing an additional level of oversight and review of the district's pension plan. He suggested that it may be beneficial for the board to receive an annual report from the Fiduciary Committee regarding the status of the district's pension plan.

John suggested that a primer on the district's pension plan also be provided as part of the district's budget process as it would help the board and budget committee members understand what to expect in the coming years.

Felicita Monteblanco noted that the board may also wish to give consideration regarding how it can help mitigate for the additional \$45,000 in election costs, noting that although the additional cost was not the fault of the board, it is a significant amount that was not budgeted. She encouraged additional board discussion on this topic at a later date.

Felicita Monteblanco moved that the board of directors approve consent agenda items (A) Minutes of December 11, 2018 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Resolution Authorizing the Transfer of Appropriated Funds Within the 2018-19 General Fund Budget. 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 #9 – 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:

- Transportation Trail Round Table
 - Gery Keck, Design & Development manager, provided an overview of a recently held Transportation Trail Round Table attended by approximately 30 attendees from jurisdictions all over the state to discuss challenges and potential solutions in using federal funding for trail projects, via a PowerPoint presentation, a copy of which was entered into the record.
- Fitness Programming Updates
 - Jennifer Smirl, fitness specialist, provided an update on the district’s fitness programming via a PowerPoint presentation, a copy of which was entered into the record.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Transportation Trail Round Table

Board discussion occurred regarding the overall willingness by the state to find solutions to the challenges being discussed and the next steps, along with a request that another update be provided to the board after the next quarterly round table occurs.

Fitness Programming Updates

Todd Duwe inquired of any new fitness programming initiatives planned for the coming year.

- ✓ Jennifer replied that the fitness equipment replacements will continue and will focus next on the district’s rowing machines. She will also be working on expanding or the continuation of some of the other initiatives discussed this evening, such as education and outdoor fitness programming during the summer months.

John Griffiths asked how the fitness programming is currently trending at the Elsie Stuhr Center.

- ✓ Jennifer replied that fitness programming at the Elsie Stuhr Center is as popular as ever.

Felicita Monteblanco requested that another update be provided to the board in a year regarding public health challenges and how the district is working to address some of those concerns within our community.

Wendy Kroger expressed appreciation for Jennifer's efforts in creating more consistency within the fitness programming between the district's different centers.

President Kavianian asked if all of THPRD's centers' fitness schedules are posted at each center.

✓ Jennifer confirmed this, noting that cross promotion continues to be a focus.

Agenda Item #10 – New Business

A. Scholarship Program Assessment

Holly Thompson, Communications director, introduced Adele Hughes Hromco of Bridge Connections Consulting, to provide an update regarding an assessment of the district's scholarship program that is currently in process. THPRD allocates approximately \$250,000 in annual scholarships intended to increase access to economically disadvantaged people and those experiencing barriers to participation, but utilization has not kept pace with the amount allocated and the district wanted to better understand how to structure the program to be most impactful for residents.

Holly and Adele provided a detailed overview of the assessment being conducted via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Background research
- Community engagement
- Learnings from the community
- Next steps
 - Immediate actions: address structural barriers
 - Mid-range actions: build capacity
 - Ongoing actions

Holly and Adele concluded their presentation by noting that ultimately the recommendations being made as a result of this process are to enable more people to access parks and recreation by increasing the opportunities available for access for all. They invited the board members to attend a community networking and scholarship assessment open house scheduled for January 23 and offered to answer any questions the board may have.

Wendy Kroger expressed support for the changes being recommended. and

Felicita Montebianco offered compliments and comments of support for this process and the changes being recommended, noting that it confirms what she was hearing from the community and opens the door to many partnership opportunities between the district and other agencies.

Todd Duwe asked how much of the district's annual scholarships awarded are typically utilized.

- ✓ Holly replied that approximately \$560,000 was awarded in scholarship funds last fiscal year, of which only about \$195,000 was utilized. She provided an overview of ways to close that gap, such as by allowing scholarship funds to be shared between family members and addressing barriers to understanding the district's registration process, noting that it is relationship-oriented endeavor in order to help the district's most underserved populations successfully access the registration system to utilize the scholarship dollars, which is going to require additional staff time and resources.

John Griffiths foresees a dramatic increase in utilization just based on the recommendation to allow the scholarship awards to be shared among family members and described the impactful community building that could take place if the district is successful in increasing the scholarship program utilization rate. He noted that the district provides a different type of community building than other government agencies and is very successful at bringing people together.

Felicita Monteblanco pondered the ways in which the district's scholarship program could contribute to addressing big-picture community issues, such as public health and homelessness, commenting that the district is fortunate to have resources, a strong foundation, community support, and that the sky is the limit in terms of the work the district could do.

- ✓ General Manager Doug Menke noted that creativity is a common strength in park and recreation professionals, which should result in some interesting concepts to test and monitor, while also maintaining fiscal responsibility.

Felicita suggested that this would be a great opportunity to engage the district's volunteer base, especially those with different lenses that can help connect the district with communities of color, noting that she has many ideas that she would like to discuss with district staff.

General Manager Doug Menke thanked the project consultants, noting that an unforeseen delay in the project timeline aided the district's schedule in public outreach, resulting in more contact with the community than originally anticipated. He noted that the community networking and scholarship assessment open house scheduled for January 23 will provide additional insight.

Agenda Item #7 – Board Time

Wendy Kroger complimented district staff in relation to all of the various activities described in the management report included within the board of directors' information packet, and acknowledged the retirement of Security Operations manager, Mike Janin, noting that she would like to thank him for his efforts and dedication to the safety of THPRD.

John Griffiths echoed Wendy's comments regarding Mike Janin's retirement. He also described the recent elected officials swearing in ceremonies he attended, as well as noted the upcoming City of Beaverton State of the City address.

Felicita Monteblanco referenced the district's new offering of free childcare for those who wish to attend board meetings, noting that it reflects the district's commitment to addressing barriers.

President Kavianian asked for an update regarding the public testimony received at the November Regular Board Meeting from a patron expressing concern with some maintenance issues at Cedar Hills Recreation Center.

- ✓ Aisha Panas, director of Park & Recreation Services, noted that district staff reached out to the patron regarding their concerns and went over said concerns with appropriate district staff in order to resolve as many of the issues as possible.

President Kavianian referenced the public testimony received this evening about the equipment and cleat exchange programs that some of the soccer clubs provide and asked that the district consider establishing a similar service.

President Kavianian referenced the public testimony the board has received over the past year on the topic of affordable housing, noting that during this time the board has also continued to receive additional information, such as through the scholarship assessment, as well as the demonstrated support of Washington County residents for Metro's affordable housing bond measure. He thanked the community members and representatives of affordable housing organizations for their testimony on this important topic. He asked for board consensus to request that district staff identify within the upcoming budget development process funding to allocate to system development charge fee waivers for affordable housing projects. The waivers would serve as another tool for the district's use as it continues to build a collaboration with local government agencies and the private sector in supporting the cause of affordable housing, in addition to its current participation in other ways, such as through direct involvement in affordable housing

development projects. However, he does not want to see this funding impact the district's scholarship program.

- ✓ Felicita referenced previous legal advice received by the district that such fee waivers would need to be backfilled by another revenue source. She inquired what revenue source would be used.

President Kavianian replied that, ideally, he would like to see those backfilled funds come from revenue sources not related to recreational programming, such as cell tower revenue. The source of backfilled funds would be evaluated by district staff through the upcoming budget development process, the results of which would be further considered by the board and budget committee.

- ✓ Felicita expressed support for this proposal.
- ✓ Wendy expressed support for the proposal as well and described the evolution of this conversation on the part of the board, noting the show of support by Washington County voters for Metro's affordable housing bond measure. She would like to see the district set aside some funding as a starting point, while also continuing to find ways to assist Washington County and City of Beaverton as the leaders of providing affordable housing in the community. She would also like to see additional discussion amongst all parties involved, including the city, county, school district and homebuilders' association, to discuss and determine the true costs of development, especially for affordable housing, and how each entity can contribute.

President Kavianian reiterated that the board would evaluate the proposal district staff develops through the upcoming budget process.

- ✓ Todd Duwe expressed support for the proposal.
- ✓ John noted that any district revenue source is already committed to district services, whether it be cell tower revenue or recreational programming revenue. He believes that the district's scholarship program should be the first source to backfill the fee waivers especially since there is currently a surplus of funding in this program. However, he anticipates that the changes to the scholarship program proposed earlier this evening will be successful and will result in a higher utilization. He noted that the testimony received this evening regarding field fees is a clear indication of the number of community members currently in need of, or close to needing, financial assistance.

A. Committee Liaison Updates

Felicita provided an update regarding the activities of the Tualatin Hills Park Foundation, noting that they are looking forward to 2019 and recruiting additional members.

Todd commented that the next Programs & Events Advisory Committee meeting will be taking place later this month.

Agenda Item #10 – New Business

B. Resolution Appointing Budget Committee Members

General Manager Doug Menke provided opening comments regarding the process leading up to this point in filling two vacancies that currently exist on the THPRD Budget Committee. Fifteen applications were received for the two positions available. Board President Kavianian directed that a subcommittee of board members, fulfilled by Felicita Montebianco and Todd Duwe, and district staff, fulfilled by Keith Hobson, director of Business & Facilities, review and score the applications with the intent to conduct board interviews of the finalists. Similar to THPRD's practice used in the hiring process, the subcommittee reviewed the applications with applicant identifications and demographic information redacted. Based on the results of the subcommittee's efforts, four candidates were selected for interviews this evening: Samira Godil, Ashley Hartmeier-Prigg, Bill Kanable, and Heather Vonk. In order to facilitate a fair and random process, the interviews would be conducted alphabetically based on last name.

Applicant Bill Kanable requested to withdraw his name from consideration due to existing scheduling conflicts he has with the district's budget committee meeting schedule.

The three remaining candidates were asked the following interview questions:

1. Can you tell us a little more about why you want to serve on the Tualatin Hills Park & Recreation District budget committee?
2. What do you hope to accomplish as a member of the budget committee?
3. Can you please elaborate on your professional or volunteer experience that would help in your role as a budget committee member?
4. What else should we know about you as we select new members of the budget committee?

At the conclusion of the interviews, each board member listed their preferred two candidates and explained the attributes of those candidates that led them to their recommendations. The board members thanked each candidate for their participation, noting that each have strengths befitting a member of the district's budget committee. The board also expressed satisfaction with the outreach process used in securing applications from the community, noting the high-quality candidates that have been stepping forward to volunteer for district committees.

Felicita Monteblanco moved that the board of directors approve Resolution 2019-02 appointing Samira Godil and Ashley Hartmeier-Prigg to the budget committee, each for a term of three years. Todd Duwe seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #11 – Adjourn

There being no further business, the meeting was adjourned at 9:15 pm.

Ali Kavianian, President

Felicita Monteblanco, Secretary

Recording Secretary,
Jessica Collins



**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, February 12, 2019, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 5 pm; Regular Meeting 6:30 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) Legal (C) 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,
- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Executive Session is held under authority of ORS 192.660(2) (d) (e) and (h), 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, February 12, 2019, at 6:30 pm.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #4 – Presentation

A. Proclamation of Black History Month

President Kavianian read into the record a proclamation that the Board of Directors of the Tualatin Hills Park & Recreation District declares the month of February 2019 as Black History Month.

Felicita Monteblanco shared excerpts from a 2017 *The Washington Post* article by Ebony Rosemond regarding the statistics that 70% of African Americans lack basic swimming skills and

that black children drown at 5.5 times the rate of other children. She stated that this is a reminder of why she will continue to push the district around racial equity and to lead with race.

Agenda Item #5 – Audience Time

There was no public testimony during audience time.

Agenda Item #6 – Board Time

A. Committee Liaison Updates

Wendy Kroger gave a brief recap of a recent visit with state legislators that she participated in on January 31, along with fellow board member John Griffiths and district staff, which provided a chance to share the district's feedback on upcoming legislation. At each meeting, they also offered the use of THPRD facilities for townhalls as partnership opportunities, which has already resulted in an upcoming townhall meeting scheduled for February 16 at the Tualatin Hills Nature Center for Representatives Neron, Schouten and Sollman.

Wendy referenced the City of Beaverton Council's recent joint work session with THPRD regarding the Urban Service Agreement between the two agencies currently under development.

Wendy thanked the Parks & Facilities Advisory Committee members for their extra efforts, research and outreach on the topic of dog parks, as well as on the Parks Functional Plan update.

Felicita Montebianco provided an update regarding the recent activities of the Tualatin Hills Park Foundation, noting that a task force has been established to hire a part-time executive director, and that a second task force is being formed to investigate the role of corporate sponsorship in supporting the foundation's priority programs.

Felicita referenced the board's previous discussions regarding their monthly stipend amount, noting that as the district moves into budget season, she believes that there is an opportunity to have a critical conversation around the board's compensation and how this could be increased without adding to the board's budget. She suggested consideration of utilizing a portion of the board's travel budget as funding for an increase in the stipend, noting that not all board members are able to access the travel budget in the same way due to work obligations. She requested that the board ask district staff to prepare some options for the board's consideration of a modest increase in compensation, noting that the state statute allows for board members to be compensated up to \$50 per day of district service. She noted that there would be a need to define and qualify such events, develop guidelines, and perhaps establish a monthly cap for the amount. She hopes that this is the start of a conversation about the board's commitment to ensuring that the district is addressing barriers to people participating at this level of service.

- ✓ Todd Duwe commented that he is open to exploring this topic further.
- ✓ John Griffiths described the increase in activity for the board members since the original stipend amount of \$50 per month was established, noting that board members with the Tualatin Valley Fire & Rescue district are compensated \$50 per day for each key meeting or event attended, which is allowable under state statute.
- ✓ General Manager Doug Menke replied that staff would package the research conducted on this topic and evaluate the board's budget to ensure that there are overall adequate funds within the existing budget for a potential increase in the stipend amount. The board would need to establish criteria for the types of events that would qualify for reimbursement. He also recommended that the district's new legal counsel review the potential ethics question that arose on this topic the last time it was discussed relevant to when an increase could become effective. He does not sense that any formal action would be needed from the board until it is ready to decide upon a policy-related action.

- ✓ John recalled the previous legal counsel’s recommendation that in order for the board to avoid a potential ethics violation, any increase in board stipend should take effect after a board election has occurred.
- ✓ President Kavianian commented that four of five board members are up for election this May and that the remaining seat could either abstain from the vote or the stipend increase would not take effect for that particular seat until after its next election.
- ✓ Doug confirmed that district legal counsel’s opinion would be requested on this topic.

Todd Duwe provided a brief update regarding a recent joint advisory committee meeting, followed by a Programs & Events Advisory Committee meeting.

John Griffiths provided a brief overview of recent meetings he attended on behalf of the district, including the most recent Nature & Trails Advisory Committee meeting, the visit with legislators referenced earlier by Wendy, as well as the scholarship program open house and the City of Beaverton Council’s recent joint work session with THPRD.

President Kavianian thanked district staff for their presentation during the City of Beaverton Council’s joint work session with THPRD, noting that he hopes to see continuing and additional joint efforts between the two partner agencies and expressed the need for open lines of communication to keep the city highly informed of the district’s activities.

General Manager Doug Menke inquired whether there was any additional board feedback regarding the draft letter that has been prepared to Metro regarding the natural area bond measure currently under consideration, noting that Metro will soon be launching into the public outreach phase for the measure.

- ✓ Board discussion occurred regarding the intent behind the sentence “Nature in Neighborhood Grants are an important part of the bond package because they extend the reach of the bond and provide ways for underserved communities to lead.” In addition, regarding the sentence “THPRD serves one of the most diverse cities in the Pacific NW where nearly one in four residents were born outside of the United States,” there was agreement to change the word “cities” to “areas.”

Agenda Item #7 – Consent Agenda

Felicita Montebianco requested that the Minutes of January 8, 2019 Regular Board Meeting be withheld from consideration of approval until the next board meeting as she believes that some discussion points are missing or not well-represented and would like additional time in order to review the audio recording.

Wendy Kroger moved that the board of directors approve consent agenda items (B) Monthly Bills and (C) Monthly Financial Statement. Todd Duwe seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Parks Functional Plan

General Manager Doug Menke introduced Jeannine Rustad, Planning manager, and Keith Watson, Community Programs manager, to provide an overview of the update to the district’s

Parks Functional Plan (PFP), adopted by the board in May 2015. Staff is requesting board review and comments only this evening; the updated PFP will be presented to the board for consideration of approval at the March board meeting. Additional presentations on the PFP update were provided to the board at the August 7, November 13, and December 11, 2018 Regular Board meetings.

Jeannine and Keith provided a detailed overview of the PFP update currently in process via a PowerPoint presentation, a copy of which was entered into the record, focusing on proposed draft changes to the Priority Areas (land acquisition), Property Disposition and Funding sections, as well as new sections being added regarding dog parks, the district's role in the provision of parks in downtown Beaverton, and master planning parks in new urban areas. Jeannine and Keith offered to answer any questions the board may have.

John Griffiths inquired whether district staff utilized any of the information from the recent issue of the National Recreation and Park Association's magazine focused on dog parks.

- ✓ Keith replied that it was informative to read about other agencies' practices across the nation, noting that Seattle Parks and Recreation has a very in-depth document titled *People, Dogs and Parks Plan*.

John noted that reading through the information, it seems that designated unleashed times in unfenced dog park areas is not highly recommended based on other agencies' experiences.

- ✓ Keith confirmed this, noting that Portland Parks & Recreation has had its share of issues with this practice. He referenced information included within Seattle's plan stating that unless boundaries are very clear, off-leash dogs are found using entire parks; wear and tear on grassy areas is higher than in regular use areas; and scheduled off-leash hours are confusing for users. Additionally, Portland plans to fence more off-leash areas in order to reduce user conflict and does not anticipate approving any additional unfenced, off-leash areas in the future.

John described one of the articles that recommended the use of friends groups for dog parks.

- ✓ Keith replied that establishment of a friends group could be an advantage for the district, especially during the process of siting locations for additional dog parks and conducting the public outreach for potential locations.

John provided feedback regarding Winkelman Park, noting that when a portion of the off-leash area is closed during the winter, dogs end up running freely in other areas of the park.

- ✓ Keith explained that the sloped area is closed during the winter due to turf conditions turning to mud.

John replied that he understands the rationale, but that the off-leash use of Winkelman is growing, as is the surrounding population, and may warrant consideration of what changes can be made at that site since the usage of the off-leash area does not diminish during the winter season.

- ✓ Jeannine commented that the hope is that as the district opens additional off-leash areas, it will take some of the pressure off the district's three existing off-leash locations.

Todd Duwe inquired what Beaverton School District's policy is regarding dogs on their property.

- ✓ Keith replied that dogs are not allowed on their property at all, on or off-leash.

Todd noted that he regularly sees dogs using school district fields, which THPRD maintains, and he questions whether this use is in turn increasing the park district's maintenance costs. He inquired about the fencing criteria for the district's off-leash dog parks.

- ✓ Keith noted that the advisory committee recommended a fence height of six feet; however, district staff felt that this could appear obtrusive and recommended a minimum fence height of four feet, which could be increased based on site conditions and location.

Todd commented that consideration also needs to be given to providing a high-enough fence for those using the park that may be fearful of dogs.

Felicita Montebianco expressed support for the information presented this evening and suggested that Metro be added among the list of district partners on page 2 of Exhibit A included within the board of directors' information packet.

Wendy Kroger expressed support for the information presented this evening, noting that she had submitted her feedback on the proposed updates and additions via the Parks & Facilities Advisory Committee review of the information.

B. City of Beaverton / THPRD Urban Service Agreement

General Manager Doug Menke introduced Jeannine Rustad, Planning manager, to provide an update on the status of the negotiations for an urban service agreement (USA) with the City of Beaverton (COB). The USA would formally memorialize THPRD as the city's park provider, a role which the district has served since 1955. In addition, the USA would provide a high-level outline as to how the two agencies coordinate planning, provision of recreation amenities and programming. The COB Council recently held a work session on this topic on February 5, 2019, for which district staff prepared meeting notes, a copy of which has been provided to the board and entered into the record.

Jeannine introduced Brian Martin, COB Long Range Planning manager, and provided a detailed overview of the USA negotiations currently in process via a PowerPoint presentation, a copy of which was entered into the record, and offered to answer any questions the board may have.

John Griffiths referenced the USA draft included within the board of directors' information packet as Attachment A, specifically section III. A. which states: "Except as provided in Subsection III. B., the DISTRICT is primary service provider of Park and Recreation Services within BEAVERTON's Municipal Boundary." He noted that the word "primary" is unnecessary due to the qualifier at the start of the sentence and that he would like to see it removed, as this is all about role designation.

John referenced section III. B. which states, in part: "BEAVERTON currently provides Park and Recreation Services on a limited basis and may provide Park and Recreation Services at certain additional locations in the future." He recalled that the city operates City Park and owns some land that THPRD operates facilities upon and asked if there is anything else.

- ✓ Doug referenced the urban plaza at The Round, noting that this is where the definition of "recreation" becomes involved as the space is actively programmed at The Round, as is City Park, on occasion.
- ✓ Jeannine added that a portion of the recently opened Crescent Connection trail would also qualify.

John explained that the definition for "Park and Recreation Services" is included within the agreement, but that this definition also contains the term "Recreation Facilities," for which there is no standalone definition. Although the definition of "Park and Recreation Facilities" refers to "recreation, aquatic and senior centers," he is having difficulty seeing that programming at The Round's plaza rises to the level of a recreation center.

- ✓ Jeannine noted that there is a typo in the definition of "Park and Recreation Services" in that the standalone term John referenced of "Recreation Facilities" should actually be "Park and Recreation Facilities" in order to refer to the next definition within the USA.

John noted that his main point is that the city's involvement in this is around some cemented areas and although there may be some level of programming currently being offered, it is not to the level of a recreation center.

John commented that if in the future COB should decide to purchase property with the intent to provide park and recreation services, there is nothing in the current draft USA that would prohibit such activity. He would like to see language designating THPRD as essentially the default

organization to operate such amenities rather than having it be a mystery requiring further discussion. If THPRD is really the city's partner, he does not want to see any uncertainty about that aspect coming forward. He asked if there is anything within the current draft USA that would prohibit the city from purchasing and operating its own recreation facility.

- ✓ Jeannine replied that there is not; however, the city would be required to provide notice to THPRD.

John questioned under what circumstances would it be a possibility that the city would purchase and operate its own recreation facility.

- ✓ Jeannine replied that if the city identified a park or recreation-based opportunity that THPRD did not have an interest in or ability to facilitate, the question would be whether the city would then be precluded from providing that service. She noted that there has been ongoing discussion regarding the notice clause and what the process would be after notice is provided.

John stated that he would feel more comfortable if the requirement were that THPRD be given notice and has to refuse the opportunity. The current language provides too many degrees of freedom in that the city could move forward on its own for less reasons than the district being unable or unwilling to be involved, such as by bringing in a third-party provider. The current language seems too wide open considering that the district is attempting to formalize its role.

- ✓ Jeannine noted that there has been give and take on both sides regarding this language and it is not yet final. The gap on this particular section has been getting smaller, although she is hearing that it is not quite there yet.

John reiterated his concern regarding the word "primary" in section III. B., noting that it is duplicative to the beginning of that sentence.

Felicita Monteblanco stated that her biggest takeaway from the COB Council discussion during their recent work session on this topic was that there are five city councilors who want to partner, collaborate and work more with THPRD. She sees a conflict in that the city is unable to come to THPRD board meetings since they occur on the same nights as city council meetings, but perhaps the district needs to make a more active effort to attend their meetings or at least review the tapings of the council meetings. She challenges the district to think about what it is doing to make sure it is not putting walls in place that limit the city's ability to engage. Consideration could be given to taping the THPRD board meetings so that the councilors could watch the meetings after the fact, or changing the THPRD board meeting dates to a different day of the week. She noted that the last joint meeting between the two agencies was two years ago and that these should be more frequent. She repeated that her biggest takeaway from the meeting was that the COB Council wants to work together and collaborate with THPRD.

Wendy Kroger hopes that the USA does not take too much longer to finalize and expressed the need for it to reflect comprehensive collaboration and cooperation at the highest level between the two agencies. The district and city's residents are largely the same people and the ultimate goal is for the district and city to best serve their residents without duplicating services or having gaps. She believes that the USA should be a high-level document and as definitive as possible. She asked for clarification regarding the notation "Version based on our 10-12 conversation" found on the draft USA included within the board of directors' information packet.

- ✓ Jeannine replied that the version included within the information packet is the most current iteration that has been reviewed by both agencies' legal counsels. She was unaware that the city council had not seen this document before their discussion occurred at the February 5, 2019 work session; however, this is still very much a working draft that will require more discussion and legal review. She noted that the city and county are looking at urban service agreements between other agencies as samples. There is some uniqueness to the COB and THPRD agreement since the city is not a full-service provider, but there are some agreement examples that could be looked at, as well.

Wendy commented that, as a special service district, THPRD provides park and recreation services, as well as the protection of natural areas, for Beaverton and unincorporated Washington County. It behooves the district to do the best job it can in fulfilling its mission and to be as clear in this intent as possible. She expressed concern that she is unable to tell intent and direction within the draft USA as much as she would like. If THPRD is granting exceptions for things that have occurred in the past, it needs to also be clearer from this point forward. The public sees THPRD as their parks provider and confusion occurs when there is overlap in such services between two different agencies. The stated goal of the USA has been to formally memorialize the district as the city's park provider, but she does not see this in the current USA language. She would like to see this intent very clearly stated in an overarching manner, not just in the detail. She acknowledged the positive comments and hopes for the future expressed by both the city council and district board regarding the partnership between the two agencies and she wants to see the USA reflect those exciting, positive things coming up rather than focusing on the past.

Wendy provided additional comments regarding language within the draft USA as follows:

- ✓ Requested that regional trails and alternative transportation routes are covered within the USA as services provided by the district.
- ✓ Where "implementing plans" is referenced, what type of plans are being referred to? Is there a place within the USA to reference the district's functional plans?
- ✓ Regarding the statement, "BEAVERTON providing notice of relevant development actions in or near the DISTRICT's territory," she commented that the term "notice" means something entirely different than being offered to participate early in preapplication processes. She would like to see THPRD at the table early as it has worked hard to do so for other development projects.

Jeannine commented that some of these sections being referenced are statements required by law for cooperative urban service agreements, but that there is more flexibility in terms of detail and specifics later in the agreement under the numbered sections.

Wendy asked for clarification regarding the intent behind the following statement within section III. B.: "Failure to receive notice shall not invalidate such actions."

- ✓ Jeannine noted that this language is still under discussion but basically means that if the city purchased land without giving THPRD notice, the city can still own that land.

Wendy suggested further negotiation of this language that is more reflective of the equal partnership between the two agencies.

- ✓ Brian offered that the sentence in question is standard in such agreements and is meant to cover accidental situations where notice was not given as intended.
- ✓ Jeannine added that the statement is failure to receive notice; not failure to provide notice.

Wendy referenced section IV. A. which states, "The DISTRICT's future service area related to BEAVERTON is the BEAVERTON's Municipal Boundary and areas where BEAVERTON has an interest in planning, as shown in Exhibit X." and asked if this means that properties will automatically be annexed to THPRD when annexing to the city.

- ✓ Jeannine replied that automatic annexation will be covered in a different agreement with the city, noting that there is already a condition in place, but it has an opt-out clause that the district would like to see removed.
- ✓ Keith Hobson, director of Business & Facilities, commented that section IV. is specifically about changes to the urban growth boundary to provide flexibility that as new areas are brought in, the future of those urban service areas for both organizations move concurrently.

Todd Duwe commented that he is also excited to see the USA moving forward and although he was unable to attend the recent city work session, he is a big believer in early engagement in the

planning stage and the value that comes from such efforts. He expressed agreement with Felicita's comments regarding accessibility to each other's meetings and increased communications.

John referenced a comment made by Councilor San Soucie during the city's work session that it would feel right to him that if the way the USA was constructed and the way that it was put into operation is that THPRD would feel to him like a department of the city. John stated that what would make him feel most comfortable is an agreement between two entities of equal standing, cooperating at the highest level for the benefit of the constituency.

President Kavianian commented that cooperation and partnership is exactly what both agencies should be doing for the community they serve, including working together in order to give the taxpayers the best value possible for their tax dollars entrusted to us. The purpose of the USA is to define the service provider and to identify at a high level that the two agencies will cooperate as a partnership, while at the same time acknowledging that both agencies are providing specialized services. The subsequent intergovernmental agreement would be used to provide additional specifics, such as detail regarding affordable housing accommodations, understanding the management of the district's system development charge program, and specific issues regarding annexations, such as the opt-out clause referenced earlier this evening. The USA should declare a partnership between equals and continued cooperation. He noted that a lot of time has been dedicated to the negotiation of this agreement and that he, too, would like to see it finished soon and is excited to see a high level of cooperation move forward in order to do so.

C. 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:

- Diversity, Equity & Inclusion (DEI) Initiative Update
 - Holly Thompson, Communications director, and Christine Hoffmann, Human Resources manager, provided an update regarding the district's DEI assessment and customized employee development plan currently in process, via a PowerPoint presentation, a copy of which was entered into the record.

Doug offered to answer any questions the board may have.

Geoff Roach, director of Community Partnerships, introduced Mark Pierce, the district's newly hired Security Operations manager.

Felicita Monteblanco inquired whether there are any thoughts regarding what might be heard during the staff DEI focus groups.

- ✓ Holly replied that district management has taken a hands-off approach for this initiative, noting that all of the communications to staff have said that the survey results would be going directly to the consultant, as would the offers to participate in the focus groups. Management staff wants the employees to feel empowered to be able to say what they wish to say and are relying on the consultant to provide an unfiltered review of that information. The desire was to have a very transparent process in which employees feel safe to provide feedback. She is also pleased that the district is taking the time to develop the training based on the employee feedback received.

John Griffiths asked when the recommendations are expected.

- ✓ Christine replied around the end of March/early April, which should provide the consultant with enough time to develop the content for a May training.

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

- She offered kudos to district staff for being able to accommodate the upcoming High School State Swimming Championships. She also referenced the free teen swim lessons on early-release Wednesdays and asked whether staff has any theories as to why the program has been slow to take off at Beaverton and Sunset Swim Centers.
 - Aisha Panas, director of Park & Recreation Services, noted that she would further research this with Aquatics staff.
- She referenced the increased erosion and soil slumping affecting the berm at Bethany Lake and inquired whether there have been any solutions identified.
 - Doug noted that there will be a thorough review of the issue with Clean Water Services, but that a permanent remedy will likely require a significant project and collaborative approach.

Agenda Item #9 – New Business

A. Annual Planning Cycle

General Manager Doug Menke introduced Aisha Panas, director of Park & Recreation Services, and Keith Hobson, director of Business & Facilities, to present information relating to the district's annual planning cycle, noting that this is an opportunity to share with the board the timing and sequencing being evaluated by district staff in terms of moving through the development of work plans and budget cycles while the district is also embarking upon a significant visioning process.

Aisha and Keith provided a detailed overview of the district's current annual planning cycle and proposed future adjustments via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Long Range Planning
 - How the district's current planning documents (Comprehensive Plan, Strategic Plan, Service & Financial Sustainability Plan, Functional Plans, etc.) inform the board's adopted goal outcomes, district budget and departmental work plans
- Current Budget Planning Process
 - Current budget planning timeline
- Budget Planning Process During Visioning
 - Preparing for the district's visioning process
 - District priorities for the next 0-6, 6-18, and 18-36 months
 - July 2019 board retreat
- Budget Planning Process Post-Visioning
 - Resource allocation plan update
 - New strategic plan
 - Functional plans updated
 - Proposed annual planning cycle for FY 2021/22

Aisha and Keith offered to answer any questions the board may have.

The board members provided supportive comments regarding the information presented and requested that copies of this evening's PowerPoint presentation and the full list of district priorities be forwarded to them.

B. Enterprise Resource Planning Solution Contract

General Manager Doug Menke introduced Lori Baker, chief financial officer, to provide an overview of the district's procurement of an Enterprise Resource Planning (ERP) System and implementation services.

Lori provided a detailed overview of the memo included within the board of directors' information packet regarding the process used in finding a replacement for the district's financial software, which has become obsolete and is no longer being supported by the software provider. Staff conducted a request for proposal process for an integrated ERP system solution and received two independent responses. The bids were evaluated and scored in accordance with the request for proposals and staff is seeking authorization to negotiate and execute a contract with Tyler Technologies for implementation services of \$803,958 and five years of annual software hosting fees of \$1,229,775 (\$245,955 per year).

Lori provided a detailed overview regarding the budget and funding for this project, noting that the total budget shortfall for fiscal year 2018/19 is \$329,331. In compliance with local budget law, available budget appropriation must be identified from other sources prior to bid award; therefore, staff is recommending that the funding shortage be covered by the Conestoga Pool Tank/Deck Phase 1 and 2 projects. The Conestoga Pool Tank/Deck projects will instead be included as a budget request in the FY 2019/20 capital budget. Additionally, annual maintenance fees for the first five years of operation of the new ERP system are \$245,955. The adopted budget for FY 2018/19 includes \$70,000 for software maintenance and support for the outgoing financial system. Once the new ERP system is fully implemented, this budget will offset the annual support and hosting costs for the system, resulting in a net additional annual cost of \$175,955.

Lori noted that the action requested this evening is board approval to award the contract to the highest scoring bidder, Tyler Technologies, and authorization for the general manager or his designee to execute the contract, and offered to answer any questions the board may have.

Wendy Kroger asked for additional information regarding the additional modules Tyler Technologies offer that may allow for future improvements in processing district transactions as referenced on page 3 of the memo.

- ✓ Lori described a few of the modules in mind, such as the scheduling and tracking of district amenities like fields and tennis courts, and improvements to the daily operations program. She noted that this is a multiphase project for which the implementation phase will take at least 18 months.

Wendy asked why the Conestoga Pool Tank/Deck project was selected as the backup funding, commenting that she noticed that the pool deck looked like it was in poor condition.

- ✓ Keith Hobson, director of Business & Facilities, replied that the project funding transfer will not delay the Conestoga Pool Tank/Deck project as it is already in design and the funds being transferred will leave adequate funding to complete the design work, which is all that was anticipated to be completed this fiscal year anyway.

Felicita Montebianco commented that as the district grows, it needs more sophisticated systems, and although it is a large amount of funding, it is a necessary expense.

- ✓ Lori described other features of the new ERP system that will help reduce staff time and increase efficiency, such as by storing certain records electronically.

John Griffiths asked for additional information regarding the other bidder for this project, Central Square Technologies.

- ✓ Lori replied that Central Square Technologies' bid was a couple hundred thousand dollars higher for implementation, but the annual hosting fees were comparable. She described some concerns with the company, noting that they have changed ownership and business structure three times in a short period, which creates concerns about the longevity of the company. She noted that Tyler Technologies also has more experience in serving special districts than Central Square Technologies, which mainly serves school districts.

John inquired what the expected lifespan is for the new ERP system.

- ✓ Lori noted that consistent upgrade opportunities are provided with the annual hosting agreement. She provided additional information regarding the extent to which Tyler Technologies is used by other special districts, which allowed district staff opportunities for site visits to see the software in use by other agencies.

John asked if Tyler Technologies will have dedicated personnel for THPRD's account and the implementation process.

- ✓ Lori confirmed that there will be a dedicated team for the implementation process and that Tyler Technologies also has a dedicated team for their work with special districts. She described consistency in the Tyler Technologies personnel that the district has worked with through the bidding process.
- ✓ Keith added that part of the hosting costs is associated with taking the responsibility off of the district's Information Services team from having to manage the servers and software implementation.

John asked for additional information regarding the servers that will be used for the new software and any changes to the district's existing servers as a result.

- ✓ Lori replied that the new servers will be cloud-based, remote servers hosted and managed by Tyler Technologies. She explained that the district did not have server capabilities in order to be able to host the new software and that the district's Information Services staff did not have the capacity to accommodate the implementation process.
- ✓ Clint Bollinger, Information Services manager, explained that the district has one virtual server running the district's current financial software and another virtual server running the district's time keeping software, which will both potentially be downsized. He described Information Services staffs' role in this process as providing the necessary access to Tyler Technologies in order to conduct the implementation process.

President Kavianian expressed agreement with earlier comments that although this is a costly improvement, it is necessary, and that it is better to move forward now than waiting until there is a failure in the current system.

John Griffiths moved that the board of directors approve to award the contract to the highest scoring bidder, Tyler Technologies, for implementation services of \$803,958 and five years of annual software hosting fees of \$1,229,775 and authorize the general manager or his designee to execute the contract. Felicita Monteblanco seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

C. Field Fees Rate Setting for 2020/2021

General Manager Doug Menke introduced Julie Rocha, Sports manager, and Davey Dupon, Field Fees Task Force member, to present information regarding the task force's recommendations for increases to the district's hourly field fees.

Julie and Davey provided a detailed overview of the district's field fees, including recommended increases for 2020/2021, via a PowerPoint presentation, a copy of which was entered into the record, and which included the following information:

- Background
 - Field fees began being collected in 2008

- Full cost recovery is estimated at \$30/hour
- Current Review Process
 - Convened a 12-member Field Fee Task Force
 - Online open house and survey
- Synthetic Turf and Natural Turf Field Fee Comparisons
- 2013 Comprehensive Plan Update Cost Recovery Pyramid
 - Affiliate field use was placed at Tier III (100% cost recovery)
- Fee Scenarios Evaluated by Field Fee Task Force
- Field Fee Survey Results
 - Assessing fees differently for complex fields vs outlying fields most popular
- Proposed Hourly Fee Scenario Recommendations
 - Continue annual increase of 15% for outlying fields (from \$12.50 to \$14.25/hour)
 - One-time 30% increase for complex fields (from \$12.50 to \$16.25/hour)
 - After 2020/2021, complex fields would return to a 15% annual increase
- Next Steps
 - Continue to track and analyze field fees
 - Reconfirm cost recovery level via large-scale visioning and strategic plan updates
 - Reconvene Field Fee Task Force in future years to revisit field fee increases

Julie and Davey offered to answer any questions the board may have.

Wendy Kroger thanked Julie for spending time with her in helping her better understand this subject matter, noting that she had mentioned during their meeting the benefit of having an enhanced website specific to affiliated sports groups that would post information answering common inquiries.

- ✓ Julie agreed, noting that district staff is already discussing this suggestion further.

Felicita Montebalanco expressed support for the recommendation and complimented district staff and the task force on their work to consider and compile all of the various opinions shared through the outreach conducted. She commented that it was exciting to see that people were able to come to a consensus keeping in mind the values of THPRD and that the district does not want to put up barriers to participation. She also appreciates that the projected hourly fees have only been set for the next three years, at which time future years' fees will be reevaluated.

John Griffiths asked if complex fields are mostly synthetic turf.

- ✓ Julie replied that complex fields can be both synthetic or natural turf, but have more amenities than an outlying field, such as restrooms and concession stands.

John asked if the projected hourly field fee of \$32.75 for 2025 would meet the 100% cost recovery target.

- ✓ Julie replied that the estimated \$30/hour necessary to meet 100% cost recovery is for costs as they are today. The task force recognized that this is a moving target, so they will reconvene in two years to reevaluate that figure.

John inquired what basis Hillsboro Parks & Recreation uses in justifying hourly field fees of \$73 to \$185 an hour.

- ✓ Julie replied that the rate being referenced is for the stadium, which is a substantial facility. Additionally, Hillsboro Parks & Recreation does not maintain their school district's fields under an intergovernmental agreement, like THPRD does. She noted that as they were researching other agencies' practices, it was hard to find equal comparisons as most agencies had multiple price points based on different fields. They attempted to compare like fields to other like fields.

Todd Duwe commented that compiling the feedback received must have been a challenge, but also presented an opportunity for continued education of the district's affiliated sports groups.

- ✓ Julie confirmed this and provided an overview regarding how the information and feedback received was analyzed and compiled, noting that it helped to have transparent data available to share with the task force.
- ✓ Davey added that he believes the \$30/hour estimate is lower than it could have been, but he is thankful for this as he will be tasked with trying to collect the increased fees from his participants.

Todd asked whether district staff believes that the online open house worked well.

- ✓ Julie replied that it was the first time the district held a virtual open house, noting that it was a way to increase public participation.
- ✓ Aisha Panas, director of Park & Recreation Services, added that the proposal being presented to the board this evening has also been posted online to seek additional feedback with only one comment posted so far, which was positive.
- ✓ Julie noted that the information currently posted online is asking participants to reconfirm that the timeline is the right speed and asking at what point the task force should be reconvened, as well as an option to provide additional comments.

Aisha acknowledged the leadership and assistance of Davey Dupon and Bill Kanable through their participation on the task force.

President Kavianian opened the floor for public testimony.

Bill Kanable, 8130 SW Sorrento Road, Beaverton, is before the THPRD Board of Directors this evening regarding the proposed increases to the hourly field use fees for the district's affiliated sports groups. He noted that while the current proposed increase is manageable, when the projected rate increases start encroaching the \$3 to \$5/hour increments, that is more difficult to manage. He supports the recommendation to continue revisiting this topic with the task force in future years. He referenced the public testimony received on this topic during the January THPRD Board of Directors meeting and expressed support for the partnerships between THPRD and its affiliated sports groups, noting that the area is blessed to have such a quality park and recreation provider. He stated that nothing that costs more money will ever be popular, but the key will be the continued education of the affiliated sports groups' volunteers as there is a continual rotation of new people due to their children moving through the programs.

Wendy Kroger moved that the board of directors approve the proposed field fees for complex and outlying fields for calendar years 2020 and 2021. Todd Duwe seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

General Manager Doug Menke recognized the task force and Julie's efforts, as well as other district departments, on this challenging subject matter, which resulted in substantial public involvement and a positive outcome.

D. Compensation Study Update

General Manager Doug Menke introduced Christine Hoffmann, Human Resources manager, to provide an update regarding the compensation survey of general manager salaries for comparator organizations that was recently conducted.

Christine provided an overview of the updated survey information requested by the board during the board's December 11, 2018 executive session, a copy of which was entered into the record. She noted that comparator agencies for salary surveys are typically selected based on who the district would be competing against for talent, as well as who really is a like agency, so not all of the organizations listed on this survey are equally comparable; however, are all data points for the board's consideration. She offered to answer any questions the board may have.

Felicita Montebianco commented that while the district's general manager salary seems to be average based on the comparators provided, none of which stand out as completely equal to that of the THPRD general manager position; however, typical practice of other agencies does not seem to be to award a bonus.

- ✓ Christine noted that this was an area specifically surveyed, noting that it appears that awarding a retirement contribution bonus versus a cash bonus is more typical.
- ✓ President Kavianian noted that the method of bonus could be discussed by the board further.
- ✓ John Griffiths recalled that the concept of a bonus consideration was brought forth when General Manager Doug Menke's salary bumped up against the top of the salary range. As a side note, John questioned whether the district's population is still 250,000 as shown on the survey information, noting that figure has been quoted for quite some time during a period of rapid population growth.

Wendy Kroger noted that the district's pay equity and compensation studies are still in process, but that this is good data to have as the district continues collecting information.

President Kavianian commented that while the district continues to collect other information, this survey helps clarify whether the district is in the right salary range and is being good stewards of public resources. He noted that future board discussion on this topic can occur during the June general manager evaluation process as to what should transpire next and what form any bonus should take. He asked for board consensus that this discussion could come to a close at this juncture until additional discussion occurs as described.

John suggested that an interesting way to view the survey information would be to graphically reflect how salary is reflected in relation to population served and general fund amount.

Todd Duwe inquired when the pay equity study is anticipated to be completed.

- ✓ Christine provided a brief update on the pay equity study in process, noting that it is anticipated to be completed this spring.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 9:15 pm.

Ali Kavianian, President

Felicita Montebianco, Secretary

Recording Secretary,
Jessica Collins

Check #	Check Date	Vendor Name	Check Amount
63579	1/3/2019	COMMUNITY NEWSPAPERS, INC.	4,026.00
64002	1/3/2019	PARTNERS IN DIVERSITY	2,000.00
306285	1/18/2019	VERSI, LLC	2,500.00
		Advertising	\$ 8,526.00
306182	1/8/2019	US BANK	1,400.00
		Bank Charges & Fees	\$ 1,400.00
306262	1/18/2019	CHRISTENSON ELECTRIC, INC.	2,400.00
		Capital Outlay - ADA Projects	\$ 2,400.00
ACH	1/8/2019	MUSCO SPORTS LIGHTING, LLC	39,560.00
ACH	1/18/2019	FIELDTURF USA, INC.	687,264.30
		Capital Outlay - Athletic Facility Replacement	\$ 726,824.30
ACH	1/8/2019	NATIVE ECOSYSTEMS NW, LLC	1,207.35
ACH	1/8/2019	TREECOLOGY, INC.	3,645.00
ACH	1/18/2019	NATIVE ECOSYSTEMS NW, LLC	2,560.00
		Capital Outlay - Bond - Natural Resources Projects	\$ 7,412.35
63429	1/3/2019	AMERICAN REPROGRAPHICS COMPANY	1,937.05
ACH	1/8/2019	MACKAY & SPOSITO, INC.	41,176.39
306282	1/18/2019	TRC ENVIRONMENTAL CORPORATION	1,895.00
ACH	1/18/2019	GOODFELLOW BROS., INC.	1,092,881.04
306331	1/28/2019	CARLSON TESTING, INC.	2,392.50
ACH	1/28/2019	BRIAN C. JACKSON, ARCHITECT LLC	7,662.19
ACH	1/28/2019	MACKAY & SPOSITO, INC.	10,222.63
		Capital Outlay - Bond - New/Redevelop Community Parks	\$ 1,158,166.80
63714	1/3/2019	JACK HOWK / RESCUE ROOTER PLUMBING & DRAIN	8,729.25
306178	1/8/2019	OPSI ARCHITECTURE, LLP	25,213.25
306261	1/18/2019	CHARTER MECHANICAL CONTRACTORS, INC.	1,766.00
306275	1/18/2019	OPSI ARCHITECTURE, LLP	6,627.18
ACH	1/18/2019	JOHNSON BARROWS, INC.	1,805.56
ACH	1/18/2019	PETERSON STRUCTURAL ENGINEERS, INC.	22,815.09
ACH	1/28/2019	H. D. FOWLER COMPANY	1,260.00
		Capital Outlay - Building Replacements	\$ 68,216.33
63487	1/3/2019	GRAPHIC INFORMATION SYSTEMS, INC.	2,443.00
		Capital Outlay - Fleet Capital Improvement	\$ 2,443.00
63140	1/3/2019	RMT EQUIPMENT	34,798.65
		Capital Outlay - Fleet Capital Replacement	\$ 34,798.65
ACH	1/18/2019	DELL MARKETING L.P.	34,960.84
		Capital Outlay - Information Technology Replacement	\$ 34,960.84
63263	1/3/2019	PACIFIC FENCE & WIRE CO.	4,905.00
ACH	1/18/2019	3J CONSULTING, INC	1,444.50
		Capital Outlay - Park & Trail Replacements	\$ 6,349.50

Check #	Check Date	Vendor Name	Check Amount
63916	1/3/2019	WASHINGTON COUNTY	12,331.00
63926	1/3/2019	WASHINGTON COUNTY	1,143.05
63938	1/3/2019	TUALATIN VALLEY WATER DISTRICT	1,184.50
306159	1/8/2019	CURTIS HEINTZ EXCAVATING, INC.	6,674.00
306183	1/8/2019	WH PACIFIC, INC.	40,643.46
		Capital Outlay - SDC - Park Development/Improvement	\$ 61,976.01
63232	1/3/2019	BEAVERTON ARTS FOUNDATION	2,000.00
64191	1/3/2019	GOLDEN VALLEY BREWERY RESTAURANT	2,470.00
64226	1/3/2019	GOLDEN VALLEY BREWERY RESTAURANT	1,060.00
64261	1/3/2019	GARDEN VINEYARDS (Catering)	1,063.50
306266	1/18/2019	KENNEDY CONSULTING, LLC	4,070.00
		Conferences	\$ 10,663.50
306173	1/8/2019	PORTLAND GENERAL ELECTRIC	19,515.17
306270	1/18/2019	PORTLAND GENERAL ELECTRIC	2,826.03
306343	1/28/2019	PORTLAND GENERAL ELECTRIC	38,730.56
ACH	1/28/2019	PGE (CLEAN WIND)	1,867.08
		Electricity	\$ 62,938.84
306319	1/28/2019	Standard Insurance Company	436,404.29
		Employee Benefits	\$ 436,404.29
306242	1/17/2019	PacificSource Administrators, Inc.	7,590.96
306243	1/17/2019	Standard Insurance Company	32,930.36
ACH	1/17/2019	Massachusetts Mutual Life Insurance Company	24,165.79
ACH	1/17/2019	Oregon Department of Justice	1,263.50
306319	1/28/2019	Standard Insurance Company	(24,965.00)
306320	1/28/2019	Standard Insurance Company	24,965.00
		Employee Deductions	\$ 65,950.61
306171	1/8/2019	NW NATURAL	4,421.36
306268	1/18/2019	NW NATURAL	3,279.47
306339	1/28/2019	NW NATURAL	24,821.08
		Heat	\$ 32,521.91
ACH	1/8/2019	PORTLAND ENERGY BASKETBALL LLC	2,860.00
ACH	1/18/2019	PORTLAND ENERGY BASKETBALL LLC	7,280.00
ACH	1/28/2019	PORTLAND ENERGY BASKETBALL LLC	10,335.00
		Instructional Services	\$ 20,475.00
306280	1/18/2019	SPECIAL DISTRICTS ASSOCIATION OF OREGON	2,681.04
306284	1/18/2019	TURF STAR, INC. / WESTERN EQUIPMENT	2,888.62
306318	1/28/2019	SPECIAL DISTRICTS ASSOCIATION OF OREGON	134,236.00
		Insurance	\$ 139,805.66

Check #	Check Date	Vendor Name	Check Amount
63063	1/3/2019	HORIZON DISTRIBUTORS, INC.	1,699.99
63119	1/3/2019	NORTHWEST TREE SPECIALISTS	1,300.00
63247	1/3/2019	TURF STAR, INC. / WESTERN EQUIPMENT	2,857.45
63346	1/3/2019	POOL & SPA HOUSE, INC.	1,724.00
63359	1/3/2019	UNITED SITE SERVICES	5,104.00
63411	1/3/2019	UNITED SITE SERVICES	4,318.33
63485	1/3/2019	GUARANTEED PEST CONTROL SERVICE CO., INC.	1,543.00
63591	1/3/2019	HMS COMMERCIAL SERVICE INC	1,420.00
63673	1/3/2019	NORTHWEST TREE SPECIALISTS	1,375.00
63808	1/3/2019	UNITED SITE SERVICES	4,347.80
63881	1/3/2019	LES SCHWAB CENTRAL BILLING DEPARTMENT	1,385.83
64314	1/3/2019	POOL & SPA HOUSE, INC.	672.00
		Maintenance Services	\$ 27,747.40
63152	1/3/2019	FASTENAL COMPANY	2,121.54
63234	1/3/2019	AIRGAS NOR PAC, INC.	1,954.29
63245	1/3/2019	AIRGAS NOR PAC, INC.	5,076.94
63246	1/3/2019	Rexius Forest By-Products, Inc.	2,880.00
63519	1/3/2019	COMMERCIAL AIR FILTRATION	1,398.12
63880	1/3/2019	AIRGAS NOR PAC, INC.	1,131.64
63894	1/3/2019	Rexius Forest By-Products, Inc.	3,840.00
64037	1/3/2019	STEP FORWARD ACTIVITIES, INC.	7,371.84
64067	1/3/2019	TRUCK RACK & CUSTOM FABRICATION	1,310.00
64314	1/3/2019	POOL & SPA HOUSE, INC.	1,559.89
306321	1/28/2019	TRAILER WHOLESALE NW	4,035.00
		Maintenance Supplies	\$ 32,679.26
63224	1/3/2019	ACCOMTEMP	1,841.28
ACH	1/8/2019	BEERY, ELSNOR & HAMMOND, LLP	2,205.00
306242	1/17/2019	PacificSource Administrators, Inc.	14.25
306277	1/18/2019	PROVIDENCE HEALTH & SERVICES	1,724.25
306278	1/18/2019	SCOTT EDWARDS ARCHITECTURE, LLP	1,836.59
306314	1/28/2019	MARK SHERMAN CONSULTING LLC	2,535.00
306315	1/28/2019	MILLER NASH GRAHAM & DUNN LLP	9,455.04
ACH	1/28/2019	ALTA PLANNING & DESIGN, INC.	10,967.63
		Professional Services	\$ 30,579.04
63339	1/3/2019	KORE GROUP	2,281.50
		Program Supplies	\$ 2,281.50
63093	1/3/2019	Technology Integration Group (TIG)	40,761.10
63119	1/3/2019	NORTHWEST TREE SPECIALISTS	4,800.00
63371	1/3/2019	CRIMINAL INFORMATION SERVICES, INC.	2,474.75
63561	1/3/2019	TERRA VERDE SECURITY, LLC.	2,000.00
306160	1/8/2019	ELEVATE TECHNOLOGY GROUP	2,925.00
ACH	1/18/2019	SMITH DAWSON & ANDREWS	3,000.00
		Technical Services	\$ 55,960.85
ACH	1/18/2019	JOHNSON, COREY	2,589.00
		Technical Training	\$ 2,589.00

<u>Check #</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
63859	1/3/2019	COMCAST CABLE	2,763.48
64027	1/3/2019	COMCAST CABLE	3,624.63
306324	1/28/2019	ALLSTREAM	5,112.45
		Telecommunications	\$ 11,500.56
306180	1/8/2019	THP FOUNDATION	1,200.00
		THPF - Donation	\$ 1,200.00
63208	1/3/2019	Pacific Service Center	2,025.78
		Vehicle & Equipment Services	\$ 2,025.78
306283	1/18/2019	TUALATIN VALLEY WATER DISTRICT	3,365.77
ACH	1/18/2019	MARC NELSON OIL PRODUCTS, INC.	1,091.25
		Vehicle Gas & Oil	\$ 4,457.02
63061	1/2/2019	TUALATIN VALLEY WATER DISTRICT	30,586.51
		Water & Sewer	\$ 30,586.51
		Grand Total	\$ 3,083,840.51

Tualatin Hills Park & Recreation District

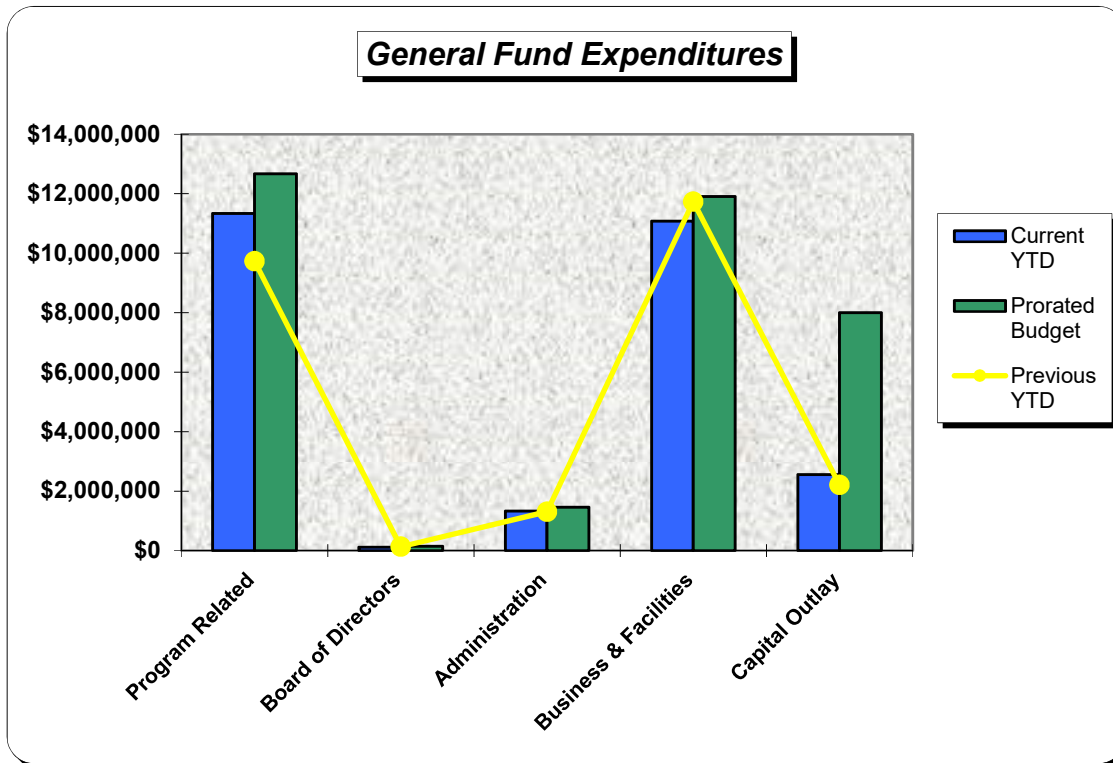
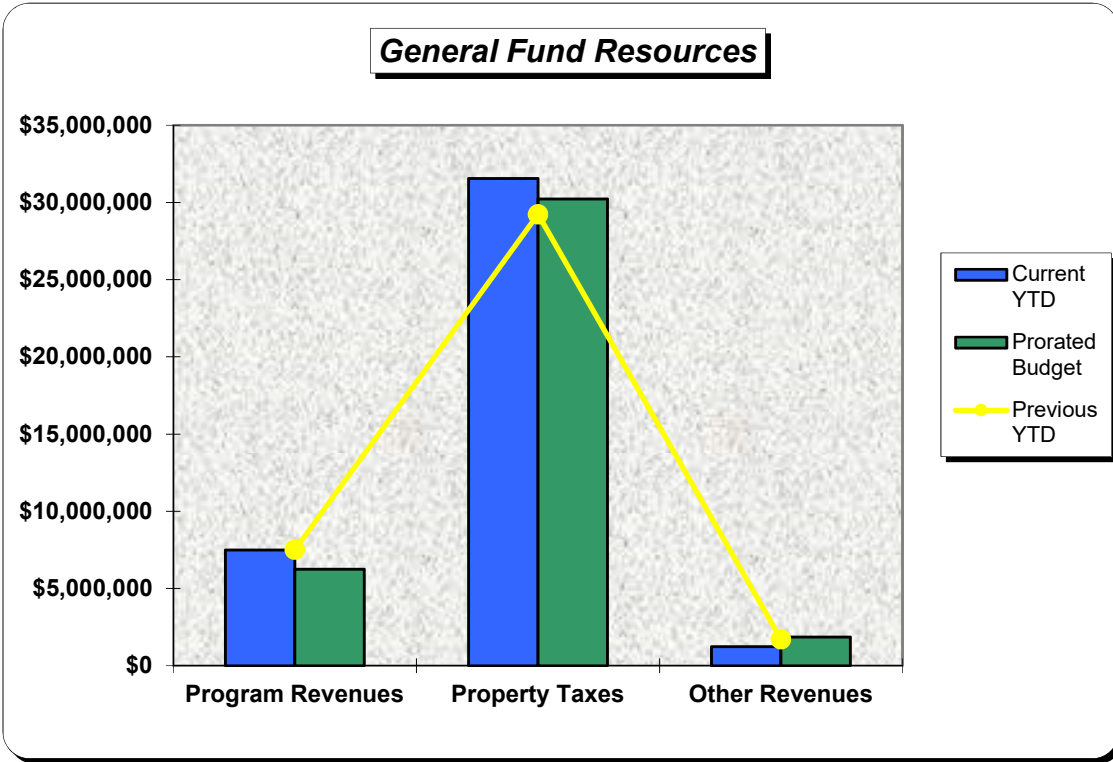
General Fund Financial Summary
January, 2019

	Current Month	Year to Date	Prorated Budget	% YTD to Prorated Budget	Full Fiscal Year Budget
Program Resources:					
Aquatic Centers	\$ 134,752	\$ 1,801,478	\$ 1,792,139	100.5%	\$ 3,527,061
Tennis Center	63,922	652,458	627,714	103.9%	1,145,403
Recreation Centers & Programs	294,825	3,614,222	2,813,661	128.5%	5,616,772
Sports Programs & Field Rentals	142,420	1,036,181	850,500	121.8%	1,727,357
Natural Resources	32,689	379,968	166,675	228.0%	460,823
Total Program Resources	668,608	7,484,307	6,250,690	119.7%	12,477,416
Other Resources:					
Property Taxes	174,626	31,546,731	30,213,583	104.4%	31,969,978
Interest Income	69,078	258,798	105,012	246.4%	250,000
Facility Rentals/Sponsorships	50,746	412,101	305,359	135.0%	517,200
Grants	18,559	198,719	1,231,768	16.1%	1,998,539
Miscellaneous Income	125,818	355,276	219,286	162.0%	398,450
Debt Proceeds	-	-	-	0.0%	4,000,000
Total Other Resources	438,827	32,771,625	32,075,008	102.2%	39,134,167
Total Resources	\$ 1,107,435	\$40,255,932	\$ 38,325,697	105.0%	\$ 51,611,583
Program Related Expenditures:					
Parks & Recreation Administration	47,829	360,689	391,210	92.2%	682,972
Aquatic Centers	322,315	2,410,363	2,670,017	90.3%	4,454,117
Tennis Center	106,703	776,247	811,594	95.6%	1,392,083
Recreation Centers	556,000	4,515,916	5,063,542	89.2%	8,412,747
Community Programs	31,001	317,374	307,533	103.2%	485,486
Athletic Center & Sports Programs	206,204	1,417,613	1,707,097	83.0%	2,820,320
Natural Resources & Trails	206,448	1,538,030	1,719,892	89.4%	2,914,154
Total Program Related Expenditures	1,476,500	11,336,233	12,670,884	89.5%	21,161,879
General Government Expenditures:					
Board of Directors	19,352	113,916	142,080	80.2%	311,500
Administration	185,876	1,327,191	1,459,547	90.9%	2,601,140
Business & Facilities	1,599,545	11,075,310	11,907,212	93.0%	20,122,803
Capital Outlay	1,050,286	2,551,076	7,999,510	31.9%	12,529,412
Contingency/Capital Replacement Reserve	-	-	-	0.0%	5,900,000
Total Other Expenditures:	2,855,059	15,067,494	21,508,349	70.1%	41,464,855
Total Expenditures	\$ 4,331,559	\$26,403,726	\$ 34,179,232	77.3%	\$ 62,626,734
Revenues over (under) Expenditures	\$ (3,224,124)	\$13,852,205	\$ 4,146,465	334.1%	\$(11,015,151)
Beginning Cash on Hand		9,920,411	11,015,151	90.1%	11,015,151
Ending Cash on Hand		\$23,772,616	\$ 15,161,616	156.8%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

January, 2019





MEMO

DATE: February 28, 2019
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Resolution Authorizing Application for Local Government Grant Program for Somerset West Park**

Introduction

The Oregon Parks and Recreation Department (OPRD) is accepting applications for the Local Government Grant Program (LGGP). Applications are due by April 1. Staff are seeking approval to submit a LGGP application for \$274,033 to fund construction of a gathering deck/patio area and picnic shelter at Somerset West Park. Staff request board of directors' approval and signature on the attached resolution authorizing staff to apply for this grant.

Background

The LGGP program includes a small and a large grant category. Small grant requests are \$75,000 or under. Large grant requests are between \$75,000 and \$750,000. LGGP grants are reimbursement grants and require a 50% match in funding from the local agency. Grant proposals may include land acquisition, development of new facilities and/or rehabilitation of existing facilities. Eligible projects include outdoor recreation facilities and associated support facilities. Staff have identified a gathering deck/patio area and picnic shelter at Somerset West Park as a strong candidate for LGGP large grant assistance.

Grant assistance is being sought to construct a gathering deck/patio area and picnic shelter to support the needs of the community as demonstrated through the master planning process. These elements are not currently funded as part of the park's 2008 bond measure redevelopment project.

The estimated budget for the grant project includes anticipated engineering, permitting and construction costs. Design is expected to be complete this fall. Construction bids will be sought next winter. Construction will begin in summer 2020 and this project will be completed by winter 2021.

Total estimated cost for phase 1 construction of the park's 2008 bond measure redevelopment project and the two park features proposed for grant funding, is \$2,050,098. Staff recommend submitting a grant application for \$274,033, which is 13.4% of the total estimated phase 1 project cost, including the two park features. Upon notice of LGGP grant award, THPRD will spend the awarded grant funds from the FY 2020/2021 General Fund. The General Fund will serve as the temporary source of funds to complete the construction of the elements approved in the grant. Once construction is complete, the grant funds will reimburse THPRD and replenish the district's General Fund.

THPRD's financial responsibility is match funding estimated at \$274,033. Phase 1 of the bond funded project is estimated at \$1,776,065, which is cost that is eligible for match funding. THPRD's match will be funded from the 2008 Bond Measure.

The attached resolution has been reviewed and approved by THPRD's legal counsel.

Proposal Request

Staff are seeking approval to submit a LGGP application for \$274,033 to fund construction of a gathering deck/patio area and picnic shelter at Somerset West Park. Staff request board of directors' approval and signature on the attached resolution authorizing staff to apply for this grant.

Benefits of Proposal

A successful LGGP grant award allows THPRD to install a gathering deck/patio area and picnic shelter – elements that are not planned to be funded as part of the park's funded redevelopment due to the anticipated funding shortfall. All proposed LGGP funded features have been deemed important elements to the park.

Potential Downside of Proposal

Since THPRD's match obligation is already a part of the park's redevelopment plan, there is no apparent downside to this proposal. If the grant is not awarded, THPRD will proceed with the redevelopment of the park without the grant project elements.

Maintenance Impact

If the grant is awarded, it is anticipated that there will be no further impact on maintenance above and beyond the impact reviewed and considered when the park's master plan was approved.

Action Requested

Board of directors' approval of the following actions:

1. Approval to submit a LGGP application for \$274,033 to fund construction of a gathering deck/patio area and picnic shelter at Somerset West Park;
2. Approval and signature on Resolution 2019-03 authorizing application to the ORPD LGGP for enhancements at Somerset West Park.

RESOLUTION NO. 2019-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TUALATIN HILLS PARK & RECREATION DISTRICT
AUTHORIZING APPLICATION TO THE OREGON PARKS AND RECREATION
DEPARTMENT FOR THE LOCAL GOVERNMENT GRANT PROGRAM
FOR ENHANCEMENTS AT SOMERSET WEST PARK

WHEREAS, state funds are available through the Oregon Parks and Recreation Department (OPRD) for the Local Government Grant Program (LGGP) for park projects; and

WHEREAS, the Tualatin Hills Park & Recreation District (THPRD) is a special service district that is eligible to receive said state grant funds; and

WHEREAS, THPRD has identified as high priorities the installation of a gathering deck/patio area and picnic shelter at THPRD's 6.15-acre Somerset West Park; and

WHEREAS, THPRD has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

WHEREAS, THPRD will provide adequate funding for ongoing operations and maintenance of this park and recreation facility should the grant funds be awarded; and

LET IT HEREBY BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TUALATIN HILLS PARK & RECREATION DISTRICT IN BEAVERTON, OREGON, that:

Section 1: The Board of Directors demonstrates its support for and authorizes staff to submit grant applications to the Oregon Parks and Recreation Department for redevelopment enhancements at Somerset West Park.

Section 2: This resolution shall be effective following its adoption by the Board of Directors.

Approved by the Tualatin Hills Park & Recreation District Board of Directors on the 12th day of March 2019.

Ali Kavianian, President

Felicitia Montebianco, Secretary

ATTEST:

Jessica Collins, Recording Secretary



MEMO

DATE: March 4, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **General Manager's Report for March 12, 2019**

Rec Mobile Program Update

This past January, Garden Home Recreation Center's Rec Mobiles were pressed into service to provide new recreational programming during the school year. Previously, the Rec Mobile program was focused largely on activities occurring during summer months. This expansion allows THPRD to offer free, fun activities outside of our parks and centers. Sites selected for this program expansion include underserved areas and low-income apartment complexes. Current locations include:

- Tualatin Valley Fire & Rescue Station 67 – one Friday a month
- Merlo Station Apartments – every Wednesday
- Willow Springs Apartments – one Friday a month

Approximately 15-30 children ages 5-12, along with their families, participate in these Rec Mobile activities. Winter Rec Mobile activities focus on arts and science. When weather permits, physical activity is included in the activities. Sabrina Taylor Schmitt, Recreation manager, will attend the March 12 board meeting to provide additional details about this program.

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 9, 2019
- April 16, 2019 (budget committee work session)
- May 14, 2019
- May 21, 2019 (budget committee budget approval)



MEMO

DATE: March 5, 2019
TO: Doug Menke, General Manager
FROM: Aisha Panas, Director of Park & Recreation Services

RE: Jenkins Estate Concept Plan

Introduction

Community Programs staff will provide a brief presentation on the draft Jenkins Estate Concept Plan for board of director's review.

Background

In the summer of 2017, staff began development of the Jenkins Estate Concept Plan. The plan, intended as an update to the original Jenkins Estate Master Plan, is being developed to guide decision-making on activities on the estate as development activity increases in the southwest quadrant of the district. Greater numbers of visitors to the site and changing community expectations may mean the Jenkins Estate will be called upon to meet multiple demands, becoming more an island of refuge and respite in an increasingly developed area.

An initial draft of the concept plan was presented at the January 16, 2019, Joint Advisory Committee meeting. The draft, developed after an extensive public outreach effort, including three "community conversations" held at the estate, identifies goals and objectives recognized as priorities by the community. Following the meeting, the plan was made available to committee members for feedback through the end of February 2019.

Action Requested

There is no action requested. Following the March board meeting, the plan will be made available to the public for a final round of review. The final draft is tentatively scheduled to be presented at the May board meeting.

Jenkins Estate Concept Plan



Draft
March 2019



TUALATIN HILLS
PARK & RECREATION DISTRICT

Acknowledgements

Tualatin Hills Park & Recreation District Board of Directors

Ali Kavarianian, Director, President

Felicita Montebianco, Director, Secretary

John Griffith, Director

Wendy Kroger, Director

Todd Duwe, Director

Tualatin Hills Park & Recreation District Staff

Doug Menke, General Manager

Aisha Panas, Director of Park and Recreation Services

Deb Schoen, Community Programs Manager (retired)

Scott Gilbert, Outreach – Encore Fellow

Jessica Kittleson, Leadership Team Assistant

Keith Watson, Community Programs Manager

Troy Schader, Park Maintenance Supervisor – South Operations

John Gaddis, Park Ranger – Nature & Trails

Kristin Smith, Interpretive Programs Supervisor

Liz Eischen, Digital Media Specialist

Julie Rocha, Sports Manager

Jack Kavulich, Park Maintenance Specialist

Karin Madsen, Temporary Special Events Coordinator

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Purpose of Concept Plan

The original Jenkins Estate Master Plan was developed in 1978 to guide the development and use of the recently purchased property. The plan included background information on the site and its structures, a listing of development and restoration policies, a description of the proposed Master Plan, and a discussion of costs and priorities. The original Master Plan was an excellent guide for many years, but the plan needed to be updated to reflect significant changes in the community.

Work on the Jenkins Estate Concept Plan began in the summer of 2017 with an extensive public outreach process. A concept plan is different from a master plan in that existing features remain in place and act as anchors to inform future activities and uses.

The Jenkins Estate Concept Plan identifies broad guiding statements, formulates goals and objectives, introduces supporting projects and refines future activities and uses for the Jenkins Estate.

Vision

The Jenkins Estate offers a wide variety of unique recreational and educational opportunities to the community. The concept plan reflects community desire for recreation, historic preservation, natural resource enhancement, stewardship, and future use opportunities.

Through a series of public outreach efforts THPRD staff developed concept plan goals and action items in four focus areas:

1. Public Access
2. Recreation
3. Nature & Trails
4. Events (public and private)

Site Description

Jenkins Estate is a rural, historical 68-acre estate dating back to the early 20th century. Purchased by THPRD in 1975, and added to the National Register of Historic Places in 1978, the Jenkins Estate has been used for weddings, reunions, community events, summer camps and nature programs. Visitors and the surrounding community enjoy breathtaking views of gardens and walking paths with nearly two miles of trails.

Historic Designation and Grant Funding

The historic core of approximately 14 acres at the Jenkins Estate is designated on the National Register of Historic Places. The property is also on the State of Oregon Inventory of Historic Sites and Buildings, as well as being designated as a resource on Washington County's Historic and Cultural Resources Overlay District.

The Jenkins Estate has received two federal development grants from the Oregon Parks & Recreation Department (OPRD) through the Land & Water Conservation Fund Program (LWCF). These grants were used to purchase the Jenkins Estate and Camp Rivendale properties. When LWCF grants are received, a local commitment is made to use LWCF assisted properties for public outdoor recreation in perpetuity. The entire Jenkins Estate property is protected under section 6f(3) of the LWCF Guidelines. If any portion of the Jenkins Estate is converted from outdoor recreation use, a mitigation-substitution process must be satisfied to maintain eligibility for future grant fund assistance. The conversion-substitution process includes replacement of the grant assisted project area converted (or impacted) to other than recreation use with land of equal monetary value and recreational utility. Replacement property must be new park land. Prior to the substitute property acquisition taking place, the substitution mitigation must be approved by OPRD and the National Park Service.

Jenkins Estate Features

In addition to the historical structures listed below, the Jenkins Estate grounds consist of wooded, wild natural growth areas on the perimeter that give way to cultivated plants and a tamed landscape of ornamental trees, shrubs, flowers and winding gravel pathways. Trail maps are available to guide you to the Rhododendron garden, perennial garden, rock gardens, primrose path, herb garden and rose pergola. Perennial borders, wild flower meadows and water features highlight other areas of the grounds. Nearly two miles of trails take visitors through significant natural, wooded areas around the perimeter of the Jenkins Estate and are popular for dog walking and exercise.

Camp Rivendale is a summer day camp that provides recreational opportunities for children and young adults who have physical, emotional, and/or developmental disabilities. Camp grounds feature restrooms, office areas, two covered pavilions, and a fully-accessible playground.

A large picnic pavilion and restroom facility adjacent to the fully-accessible play structure at the south end of the property is a popular destination during the summer months.

Please visit: <http://www.thprd.org/facilities/historic/jenkins-estate> for additional features.

Facility Type

Jenkins Estate is designated as a special use facility in the park district's Comprehensive Plan (<http://www.thprd.org/district-information/comprehensive-plan-update>). A special use facility is a facility that serves a special purpose that adds value to the district. The Comprehensive Plan further describes the Jenkins Estate buildings as a rental facility located on 68-acres and surrounded by gardens.

Neighborhood Context

Jenkins Estate is in unincorporated Washington County, in close proximity to the community of Aloha as well as Beaverton, Oregon. While generally rural, the estate is bordered by residential neighborhoods primarily to the east and south of the property. Located west and southwest is a prominent rock quarry. Grabhorn Road, which runs along the east of the property, is a busy north - south corridor. There are high growth expectations planned in the south Hillsboro area at 209th Avenue and TV Highway, as well as a recent expansion of the Urban Growth Boundary in South Cooper Mountain which will impact local traffic patterns and increase park visitation. As time goes by, Jenkins Estate is likely to be called upon to meet multiple demands, becoming more of an island of refuge and respite in an increasingly developed area.

Existing Facilities

Several historical buildings remain on the Jenkins Estate. These include the Main House, the old Stable, the Carriage House, the Greenhouse, the Tea House, the Water Tower, the Pump House, and the Original Farmhouse (referred in this plan as the Gatehouse). Many of the structures see little use and therefore lack regular maintenance and require at least minimal repairs. A detailed description of the Estate buildings and their conditions can be found in the appendix of this document.

Existing Partnerships

Jenkins Estate Rental Management

In 2014, the district decided to move away from its long standing operational model at the Jenkins Estate in favor of hiring a contractor/vendor to lease space and coordinate on-site weddings, corporate events, and catering. The contractor provides management of scheduled events and activities at the Main House, the Stable, and Camp Rivendale (limited to when THPRD programs are not in session). The current contractor, Dalton's Northwest Catering, is under contract through 2019, with an option for 2020.

Washington County Master Gardener's Association (WCMGA)

In 2016, THPRD and the WCMGA partnered to build the Learning Garden at Jenkins Estate. The Learning Garden offers hands-on opportunities to explore a wide range of sustainable gardening practices using several garden themes. Seminars are offered for free and are open to the public throughout the year. A memorandum of agreement was signed in April of 2016.

Tualatin Valley Chapter of the American Rhododendron Society

A long-standing group of volunteers from the Tualatin Valley Chapter of the American Rhododendron Society meet weekly at the Jenkins Estate Rhododendron Garden to garden

on the property. The group provides care and maintenance to the Rhododendron Garden and works with THPRD staff on improvements.

Beaverton Optimist Club

In 2013, a wood cutting permit was issued to the Beaverton Optimist Club. For safety purposes, when THPRD maintenance staff has large pieces of excess timber from fallen trees that cannot be left at a park site, it is hauled to the Jenkins Estate. The permit allows the club to cut and haul away wood from a designated area at the Jenkins Estate. The permit renews each calendar year unless THPRD notifies the Beaverton Optimist Club of its termination.

THPRD Programming

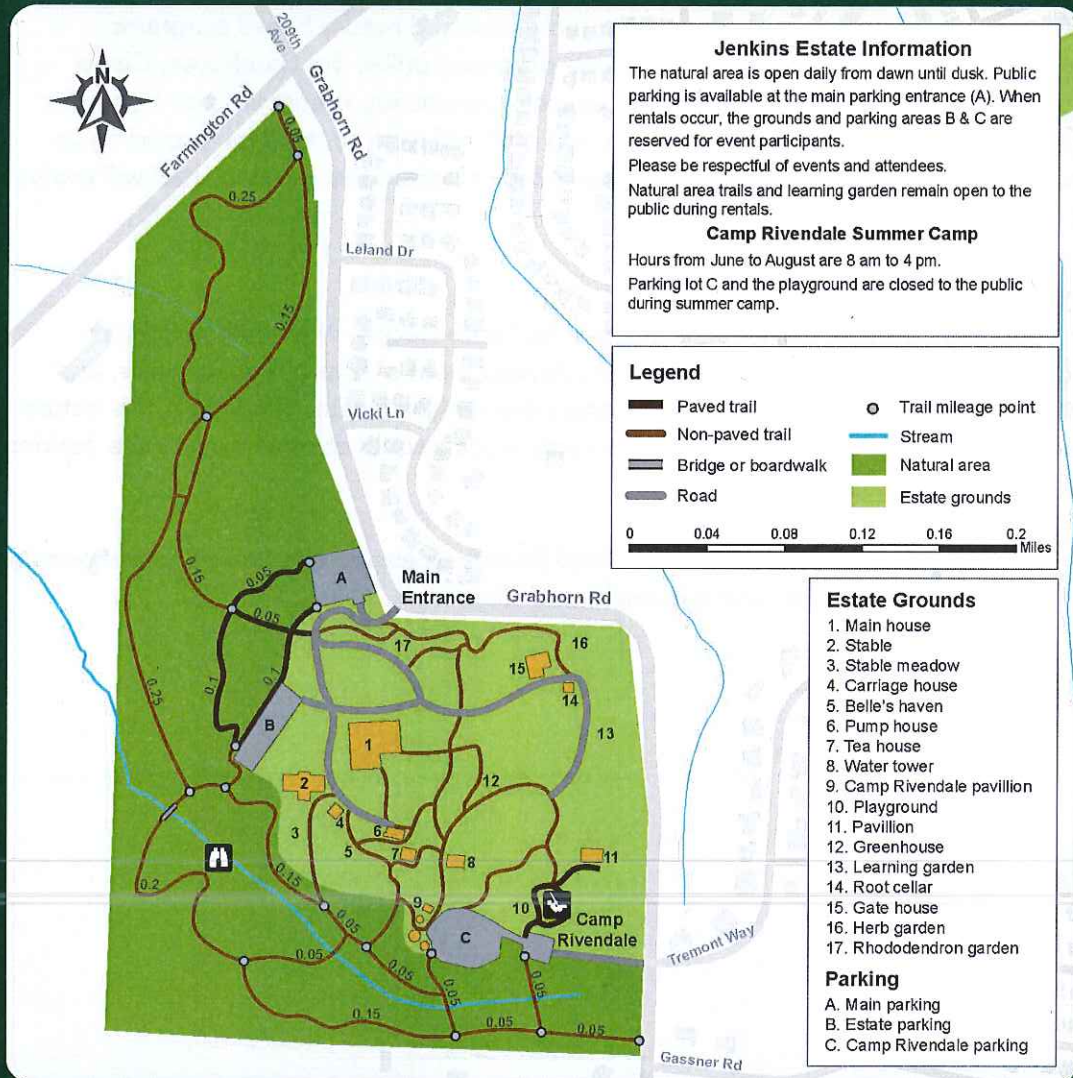
THPRD currently hosts a variety of on-going recreation and nature-based programs throughout the Jenkins Estate property. These programs utilize the Gatehouse, Camp Rivendale, and the many available outdoor spaces. Community events are also a popular programming element of the Jenkins Estate and staff will work to continue providing an appropriate event schedule. As other programming opportunities develop, staff will evaluate and remain flexible to current conditions.

Future Planning

Rapid population growth, development of nearby South Cooper Mountain and South Hillsboro, urban growth boundary expansion, development of future regional trails, and potential future bond measures could all impact the Jenkins Estate. In addition, the nature of current community partners and future operating models could change the way the Jenkins Estate is currently managed.

It is important for THPRD to remain nimble and flexible to ensure the Jenkins Estate remains a special place for lively activity and personal tranquility.

Jenkins Estate



Jenkins Estate Information

The natural area is open daily from dawn until dusk. Public parking is available at the main parking entrance (A). When rentals occur, the grounds and parking areas B & C are reserved for event participants.

Please be respectful of events and attendees.

Natural area trails and learning garden remain open to the public during rentals.

Camp Rivendale Summer Camp

Hours from June to August are 8 am to 4 pm.

Parking lot C and the playground are closed to the public during summer camp.

Legend

Paved trail	Trail mileage point
Non-paved trail	Stream
Bridge or boardwalk	Natural area
Road	Estate grounds

0 0.04 0.08 0.12 0.16 0.2 Miles

- Estate Grounds**
1. Main house
 2. Stable
 3. Stable meadow
 4. Carriage house
 5. Belle's haven
 6. Pump house
 7. Tea house
 8. Water tower
 9. Camp Rivendale pavillion
 10. Playground
 11. Pavillion
 12. Greenhouse
 13. Learning garden
 14. Root cellar
 15. Gate house
 16. Herb garden
 17. Rhododendron garden
- Parking**
- A. Main parking
 - B. Estate parking
 - C. Camp Rivendale parking

The Concept Plan

The goals of the concept plan were derived from multiple sources. The public was asked to identify which sites, activities, functions, and concerns within Jenkins Estate are most important to the community. Pertinent guiding documents, i.e., THPRD's Comprehensive Plan and related Parks, Programming, and Natural Resources Functional Plans were also reviewed. Results of public surveys and stakeholder interviews (see Planning Process section) highlighted the community's greatest concerns and helped focus attention on desired primary outcomes.

When asked what functions/sites they primarily used, visitors answered:

- 81% primarily used trails while visiting
- 62% primarily visit the gardens
- 50% visit the historic core areas
- 42% visit the play structure

When asked their purpose in visiting, the three top responses were:

- 82% experiencing nature
- 79% walking
- 63% exercise

When asked about most desired future actions, the most common responses were:

- 76% natural resource management
- 73% historic preservation
- 64% hosting special events

A proposed tree-to-tree rope course was strongly opposed in favor of enjoying the peace and serenity of the natural areas.

The concept plan represents the contributions of many individuals and groups including community stakeholders, estate neighbors, past and present advisory committees, past and present THPRD staff and Board of Directors. A detailed site map on page 9 shows the focus areas identified in the plan and helps orient readers to the associated goals and actions for these areas. The goals are broad guiding statements while the actions are measurable or observable changes with general timelines.

The Comprehensive Plan states: "We will enhance healthy and active lifestyles while connecting more people to nature, parks, and programs. We will do this through stewardship of public resources, and by providing programs and spaces to fulfill unmet needs."

Concept Plan Scope

- 1) Engage the public and staff to understand how the estate is utilized currently, has been used in the past and determine a course for the future.

- 2) Evaluate amenities to ensure the recreational needs of the community, historic preservation requirements, and Camp Rivendale campers and visitors are being met.
- 3) Determine scope of groomed gardens and natural area management, evaluate and refine current and future maintenance service level.
- 4) Develop plan to protect natural resource features while allowing appropriate public access through self-directed and leader-directed recreational opportunities.
- 5) Determine an appropriate staff person and department to manage the estate and advocate for the property as an asset to the district.

While the Concept Plan scope helped guide plan development, the following four focus areas and their associated goals and actions were developed through extensive public outreach and direct feedback from internal and external sources. These focus areas tie back to the scope and allow staff to prioritize their resources and measure progress.

Public Access

As capital items (i.e., play areas and bridges) reach the end of their useful life and need to be replaced, staff will balance meeting ADA access guidelines while acknowledging the historic and cultural designation of the property.

Public Access Goals

- 1) Improve access and amenities consistent with the THPRD Americans with Disabilities Act Transition Plan so that all users have better opportunities to experience this site.
- 2) Provide seating and gathering areas that overlook the landscape where community members can engage in conversation or sit quietly and enjoy the beauty of the site.
- 3) Provide wayfinding and signage design that safely guide users through the grounds and enhances their understanding of the estate's history, natural areas, grounds, and buildings.

Public Access Actions

- 1) Analyze ADA accessible restrooms on the estate grounds. Evaluate ease of accessibility during peak times of year and develop a strategy for year-round access for community members (immediate/ongoing).
- 2) Prioritize seating and gathering locations requested by the public input process. Evaluate public survey response and consider additional outreach before final placement. Seek funding from available sources, including capital replacement funds, grants, and friend's groups to meet those needs (1-3 years).
- 3) Development of site management plan that outlines scope of groomed gardens and natural area management, evaluates and refines current and future maintenance service level, and assigns asset management responsibility. Once developed, establish a wayfinding and signage plan to enhance user experience. (1-3 years).

Recreation

The recommendations for recreational amenities arose as a result of public input and via existing THPRD functional plans. Staff will continue to maintain developed recreation areas and will integrate the following goals into their work. Public notification for new or modified recreation areas, trails, and amenities will be provided prior to installation.

Recreation Goals

- 1) With population growth in the area, regular use of the Jenkins Estate for more traditional park use is increasing. Continue to provide a variety of opportunities for self-directed recreational activities, including play areas, gardens, and trails for a variety of age and ability groups providing a meaningful visitor experience.
- 2) Investigate new recreational and/or programming opportunities through repurposing underutilized amenities, such as the historical structures and areas of the estate grounds. Provide ongoing condition assessments to determine preservation or other treatment needs, in priority order.
- 3) Continue to provide recreational opportunities for children and adults who have physical, emotional and/or developmental disabilities.

Recreation Actions

- 1) Continue to maintain active use areas of the Jenkins Estate allowing visitors to safely use the grounds, trails, gardens and other amenities to recreate. Investigate additional self-directed activities appropriate for the site and the needs of visitors (immediate/ongoing).
- 2) Consider the development of guidebooks, maps, and digital media applications (such as audio tours, video and photo sharing, and social media outlets) that influence the overall experience of the Jenkins Estate (3-5 years).
- 3) Increased usage of the Jenkins Estate has created demand for new programming. Community programs, interpretive programs, sports, and recreation department staff will create an annual programming calendar each year that clearly defines internal programming schedules and on-site partner groups schedules to determine available time and space for new programs (immediate/ongoing).
- 4) THPRD's Adaptive Recreation and Inclusion department will continue to provide Camp Rivendale, a summer day camp that provides recreational opportunities for children and young adults who have physical, emotional, and/or developmental disabilities. During camp, limited access to certain amenities on the grounds is necessary. Adaptive recreation staff will serve as the lead to ensure ample public notice is provided and internal communication is clear (immediate/ongoing).

Nature & Trails

Walking, hiking and enjoying natural areas are among the most popular activities at Jenkins Estate, according to survey results.

THPRD's Nature & Trails Department manages the natural areas as well as the soft surface trails in the natural areas of Jenkins Estate. The Natural Resources Functional Plan (NRFP) provides a framework for how the department protects and enhances natural resources within

the park district. Per criteria laid out in the NRFP, the natural areas of Jenkins Estate are classified as high functioning. While all natural areas are given a baseline level of monitoring and care, high functioning sites will receive more resources. One measurable outcome of a high functioning site and successful habitat management is the percent of native plants, known as native cover, that can be found in a natural area.

Soft surface trails in the natural areas are of a high importance to the community. The trail system has undergone upgrades and enhancements in recent years, but there is a need for a comprehensive trail plan to address issues uncovered in the public input process, including:

- Alternative trail access while Camp Rivendale is in session
- Wayfinding signage
- Seating and gathering spots
- Overall patron flow through the site

Based on the NRFP and the outcome of the public input process, the Nature & Trails department is committed to the following:

Nature & Trails Goals

- 1) Create and maintain a trail system that is appropriate to the site, easy to navigate, balances ADA access, connects differing users, and respects the function of the natural areas.
- 2) Maintain the natural areas to the standard of a high functioning site as defined in the NRFP.
- 3) Provide habitats that show a range of historic conditions.

Nature & Trail Actions

- 1) A trail map, enhanced soft surface trails, ADA accessibility, and alternative trail access while Camp Rivendale is in session were all priorities highlighted through the concept plan process. To improve the trail user experience, staff will continue to evaluate opportunities for enhancement and develop a Jenkins Estate Trail Plan to guide future improvements (1-3 years).
- 2) To ensure future allocation of resources to maintain natural areas, staff will continue maintaining the natural areas to the standard of a high functioning site as defined in the NRFP (immediate/ongoing).
- 3) Develop a plan to maintain and enhance Oregon white oak populations (1-3 years).

Events, Public and Private

From the beginning of the process, public opinion has been strong that community events were greatly missed and identified as positive contributions to the community. Public notification for new events and programming will be created prior to implementation.

Event Goals

- 1) Determine an appropriate staff person and department to coordinate and oversee management and operation, programming, partnerships and events at the Jenkins Estate.
- 2) Develop an annual schedule of community events that highlight the facilities and grounds of the historical estate.
- 3) Improve public awareness of the assets of the estate and its facilities for public and private events.

Event Actions

- 1) Direct Community Programs staff to determine appropriate calendar of special events and funding mechanisms. Consider developing multicultural events and engaging local community during decision making (immediate/ongoing).
- 2) Determine feasibility of collaborative events with estate partners and identify other opportunities for partnerships (immediate/ongoing).
- 3) Partner with stakeholders such as the OSU Master Gardeners and Tualatin Valley Rhododendron Society to develop appropriate events that highlight the garden features of the property (immediate/ongoing).

The Planning Process

Because Jenkins Estate is a unique asset to the district, acquiring input from its users and nearby residents was crucial to the development of a concept plan. Staff took an active approach to public involvement by seeking out comments on the grounds, public meetings and interviews with past staff and Jenkins Estate advisory committee members. The goal was to capture information from a variety of parks users, community groups and stakeholders. Public input was sought through a combination of mailers, intercept interviews, public notices on websites, paper and online surveys, and public meetings. Once the information was gathered, it was reviewed and used to inform broad goals and objectives as well as to propose future activities.

Outreach

The concept plan for the Jenkins Estate grew out of public comments obtained through an extensive public outreach effort. A variety of activities were held in different forums to reach as many residents and community members as possible. Over 350 comments were reviewed during the process. These comments were used to create a community-supported vision for the site and provide the context and foundation for the future use of this unique property.

Invited Participants

Because the Jenkins Estate property serves the entire district, all community members were invited to participate in the planning process. Several different types of forums ranging from Citizen Participation Organization (CPO) presentations to in-person interviews and surveys ensured that community members had multiple opportunities to learn about the planning process and provide feedback.

During the planning process, specific organizations and interest groups were invited to participate in stakeholder interviews. In addition, the following individuals and groups were invited to participate:

- Public surveys: On-site and Survey Monkey
- Surrounding property owners (1500 postcards were mailed to neighbors within a 1.5-mile radius)
- Interested community members (over 10,000 people reached through social media)
- THPRD Advisory Committees
- Citizen Participation Organization (CPO 1)
- Camp Rivendale participants
- Nature Play families

Outreach Activities

Three public meetings were held in 2018: April 23, June 13 and August 21 at the Estate.

Activity	Date(s)
Intercept surveys on grounds	Summer 2017
Outreach activities	Jan – May 2018
THPRD Advisory Committee Update	April 2018
Scoping Public Meeting	May 2018
Concept Public Meeting	June 2018
Final concept Open House	August 2018
Plan Development	Sept – Dec 2018
THPRD Advisory Committee Input	January 2019
Staff Revisions	February 2019
Board of Directors presentation	March 2019

Appendix A: Building Descriptions

Main House

The Main House is an "L" shaped 1½ story wood frame structure with a full basement and concrete foundations. The original basement, located under the south wing, has a concrete floor. The basement under the east wing was excavated at a later date and has a dirt floor. A twelve-foot-wide covered porch extends across the entire north façade and part of the west façade. The porch roof is supported by dressed logs. Basic floor and wall construction is in good condition.

Exterior walls are covered with rough sawn horizontal lap siding. Siding is finished with dark brown stain. Siding is in good condition.

Window frames are wood, primarily casement type with some double hung and some fixed. Windows are in good operating condition. Exterior doors, sash and trim are painted a cream color.

Gable roofs with 6/12 pitch cover the main building and second floor dormers. The roof structure consists of rafters with dressed pole outlookers and braces supporting the four-foot overhangs. Roof covering is cedar shingles. Roofing is in good condition. Some gutters need repair and/or replacement.

The first-floor interior is essentially as originally built and features hardwood floors, "CompoBoard" (firtex) walls and ceilings, beamed ceilings in the Living and Dining Rooms, paneling, picture molds, paneled doors, built-in cabinets and fireplaces of stone and brick. Walls are finished with paint and/or a variety of wallpapers. All interior surfaces are in good condition.

The second floor which was expanded during a 1916 remodeling has hardwood floors, "CompoBoard" walls and ceilings, and naturally finished fir wainscoting in the front stairway, main hall, billiard room. Finishes are mostly original and in excellent condition. A portion of the south bedroom was damaged by fire in 1964 – damaged areas were restored to original condition.

The warm air heat is supplied by two furnaces installed in 1959. The heating system is in good condition.

Most original light fixtures – wall sconces and chandeliers in the Master Bedroom, Dining Room and Billiard Room – are intact.

Electrical wiring meets current codes.

Stable

The Stable is a "cross" shaped three-level structure of wood frame construction with concrete foundations. It has been renovated and restored to excellent condition.

Exterior walls are covered with rough sawn horizontal lap siding, 9"-10 ½" to weather. Siding is finished with a dark brown stain. Siding is in good condition.

Window frames are wood, double-hung and casement – some need repair. Exterior doors, sash and trim are painted in cream color.

Gable roofs with 6/12 pitch are supported by wood rafters, trussed on the west wing. The ridge member on the east wing is supported by posts at the third points. Posts appear to be later additions to shore up a sagging ridge. Dressed pole outlookers and braces support the roof overhangs. Roofing is cedar shake and is in good condition.

The lower level housed the dairy. Metal stalls and related equipment are in good condition. Walls are painted concrete or flush horizontal boards.

The main floor consists of nine horse stalls and related storage and utility spaces and is in good condition.

A portion of the east wing has a concrete floor. Other floors are t & g fir in varying thickness. All are in good condition.

The second floor consists of open loft space over the central and east wings. A kitchen has been added to the northeast corner of the central wing for event purposes. An elevator was added to the building in 19XX.

The building has heating, and air conditioning was installed in 19XX. The electrical wiring is in good condition.

Carriage House

The Carriage House is a one-story wood frame rectangular building with a concrete foundation. The basic wall structure is in excellent condition.

Exterior walls are covered with rough sawn horizontal lap siding 9 ½"-10 ½" to weather. Siding is finished with a dark brown stain. Siding is in good condition.

Windows are wood casement and double hung, and are in good condition.

A pair of wood sliding doors are centered in the north wall. Doors are in excellent condition. Doors, windows and trim are painted cream in color.

The gable roof – 6/12 pitch – is supported by wood rafters with dressed pole outlookers and braces supporting the four-foot overhangs. Roof covering is cedar shingles. Gutters are in good condition

Floor construction is concrete slab on grade which is in good condition. Walls and ceiling are covered with 1 x 6 t & g flush fir boards, also in good condition.

Greenhouse

The Greenhouse is a one-story rectangular structure with a concrete foundation. The westerly 10 feet is conventional wood frame construction with rough sawn horizontal lap siding, cedar shingles (probably original), concrete floor slab with boiler pit, and 1 x 4 t & g walls and ceilings. All is in good condition.

The easterly 40" of the structure contains the glazed planting area. The area is divided into two equal spaces and has concrete sidewalls 42" + high plus one course of glass to the eave line. The east gable end and the gable roof are all glass with wood ribs supported by a steel pipe structure. Most wood ribs supported by a steel pipe structure. Most wood ribs have rotted ends, and approximately 30% of the glass is missing. The steel pipe structure is in good condition. Wood planting tables are in good condition and some aisle floor planking is rotted.

Tea House

The Tea House is a small, open, rectangular post and beam structure with a concrete foundation. Posts, beams, rafters, braces and railing members are unfinished dressed pole and in good condition.

Roofing is cedar shingles and 1 x 4 t & g v-groove sheathing which is exposed and in is in good condition.

Flooring and the perimeter curb is 6" x 9" red quarry tile on a concrete slab. Tile is in good condition.

Water Tower

The Water Tower is a two-story square structure with a concrete foundation. A one-story addition with stone rubble foundation is attached at the east wall of the original building. The wall structure is in good condition.

Exterior walls are covered with rough sawn horizontal lap siding 8 ½"-10" to weather. Siding is finished with a dark brown stain. Siding is in good condition.

Windows are wood double-hung in good condition. Exterior doors and windows are finished with a cream-colored paint.

The original structure has a hipped roof supported by rafters with dressed pole outlookers and braces supporting the overhang. The east addition has a shed roof of similar construction. Roof covering is cedar shingles. Gutters are in good condition.

Ground floor construction is a concrete slab on grade which is in good condition. Walls are exposed wood stud throughout. The first level walls of the original unit are battered to provide stability to the second-floor structure which supports the 14' diameter staved wood water tank (approximately 10,000 gallons). Additional support is provided by heavy timber beams and posts running along the east/west centerline at the first floor. The tank support members are in good condition.

Pump House

The Pump House is one-story wood frame rectangular building with a concrete foundation. All 11' deep, full width, roofed porch extends west of the building. The wall structure is in good condition. The easterly 12' is an addition to the original building and is in the same configuration.

Exterior walls are covered with rough sawn horizontal lap siding 9"-10 1/2" to weather, and some flush horizontal boards on the east wall of the addition. Siding is finished with a dark brown stain and in good condition.

Windows are wood casement, double-hung, fixed and are in good condition. Exterior doors, windows and trim are painted a cream color.

The gable roof – 6 1/2 pitch – is supported by dressed pole rafters and braces. Roof covering is cedar shingles over earlier cedar shingles. Roofing is in good condition.

Gutters are in good condition.

Floor construction is a concrete slab on grade which is in good condition. Walls and ceilings are covered with 1" x 4" t & g flush fir boards and are in good condition.

Original Farmhouse (Gate House)

The Original Farmhouse, also known as the Gate House, is a two-story frame structure with heavy timber sill beams supported by wood posts on concrete footings. Posts and means are not original and are in good condition. Original floor joists and wall structure are in good condition. This building was renovated in 1994.

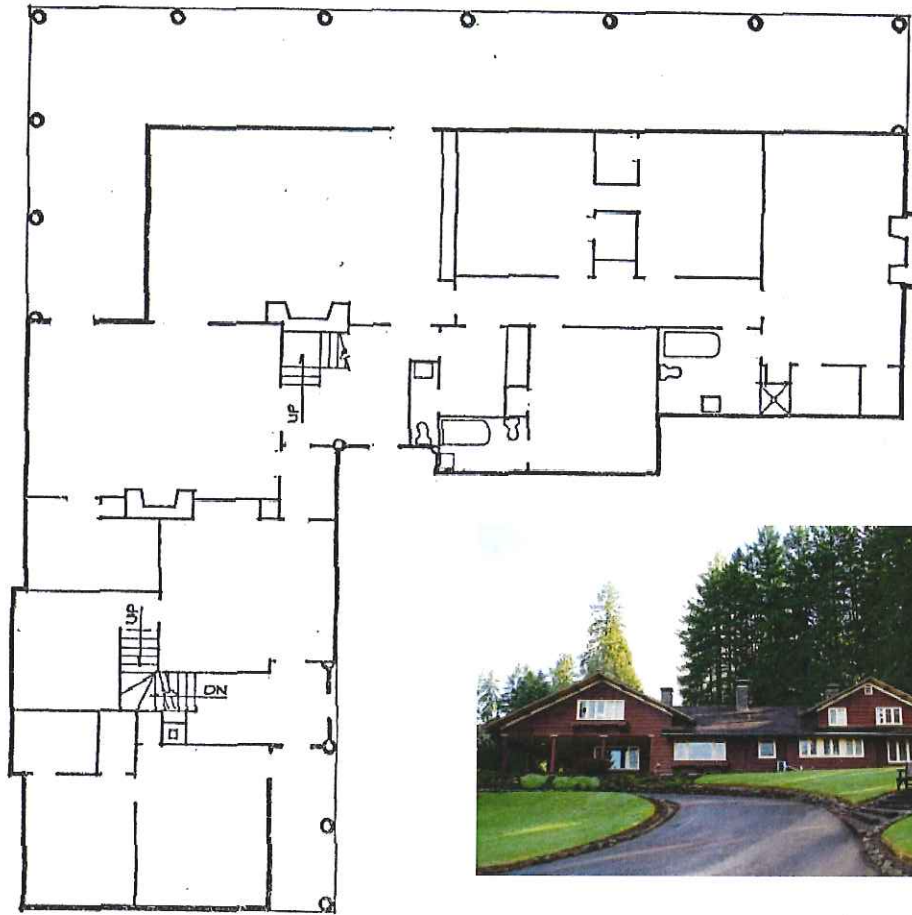
The front porch (north), rear porch, and the one-story storage room at the southeast corner appear to be additions to the original farmhouse. The front porch appears to be of late Victorian design and features a simple balustrade, turned wood posts with ornamental brackets that support a horizontal spindle course under the fascia. Porch flooring is 1 x 4 t & g fir and is in poor condition as are several balusters.

Except for the decorative shingles in the north dormer, exterior walls are covered with horizontal drop siding with a paint finish. Below the first-floor line the perimeter floor construction is covered with vertical skirt boards which have rotted ends where in contact with the ground. Siding and wall shingles are in good condition. Windows are double hung throughout and are trimmed with plain casings and a simple cornice molding. Windows are in good condition.

Gable roofs, covered with cedar shingles are framed with wood rafters and feature boxed cornices. Shingles are in good condition.

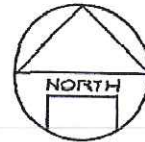
The interior has a variety of painted and papered wall surfaces updated in 1994.

Windows and paneled doors are trimmed with plain wood casings. Interior woodwork is in good condition.



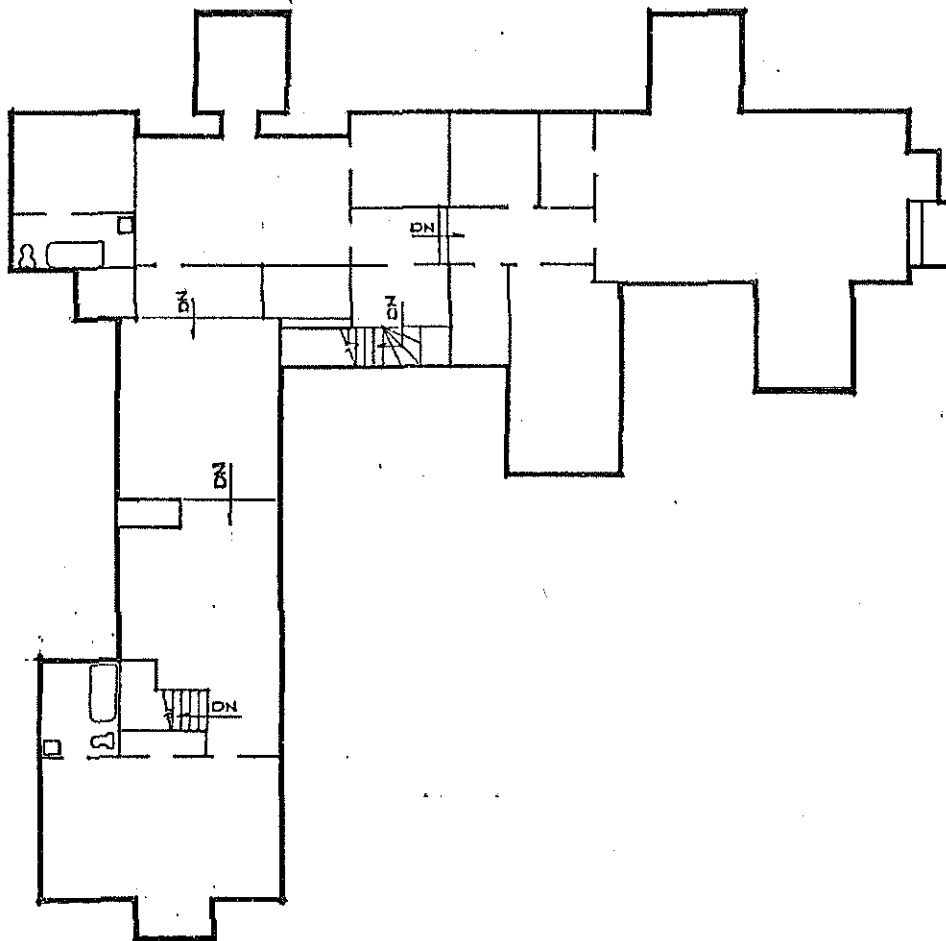
1 ST FLOOR PLAN

4576 #'

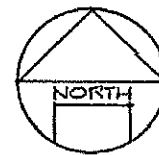


MAIN HOUSE

SCALE: 1/16" = 1'-0"

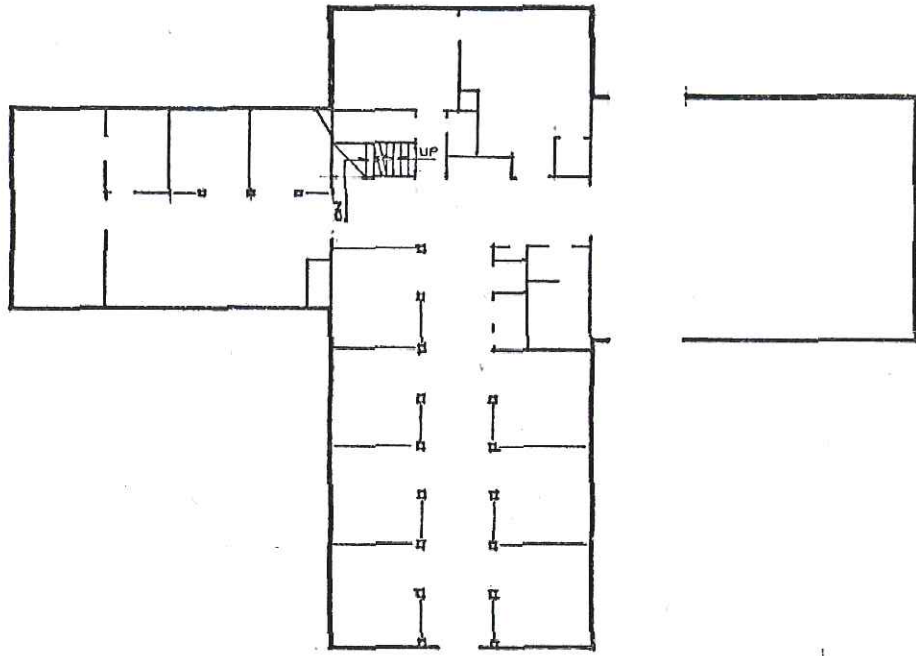


SECOND FLOOR PLAN
3028 #1



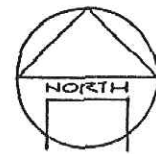
MAIN HOUSE

SCALE: 1/16" = 1'-0"



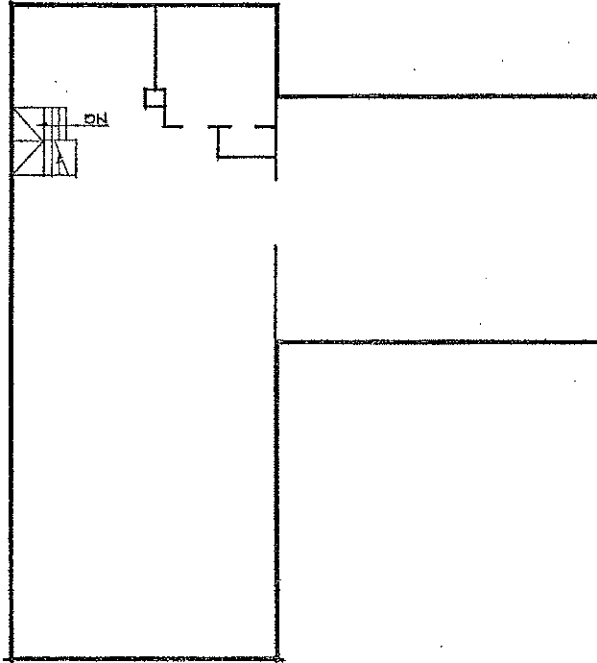
MAIN FLOOR PLAN

3330 sq'



STABLE

SCALE: 1/16" = 1'-0"

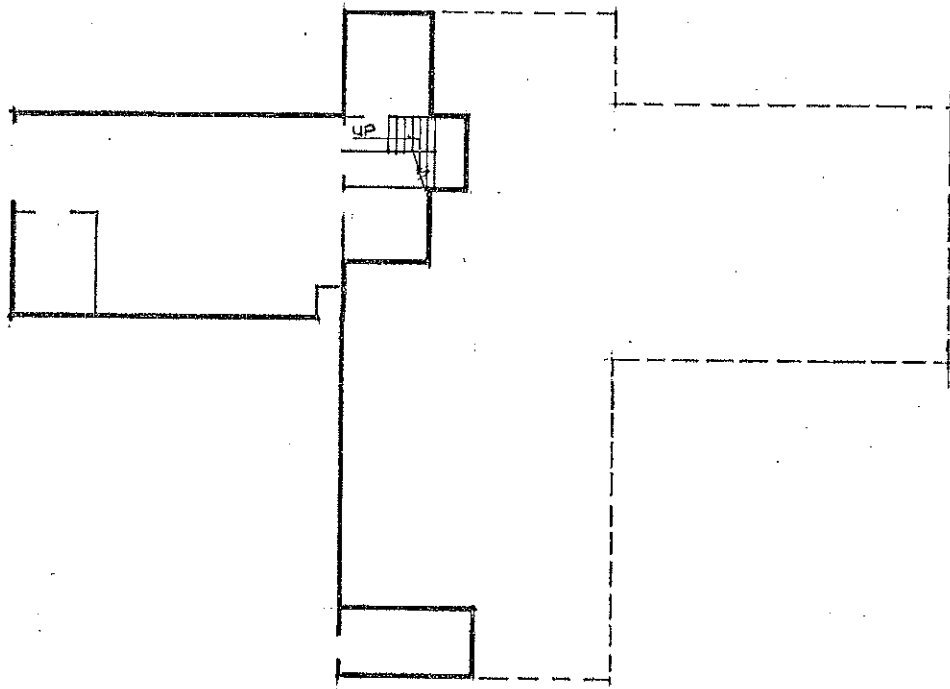


SECOND FLOOR PLAN
2490 #1



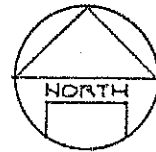
STABLE

SCALE: 1/8" = 1'-0"



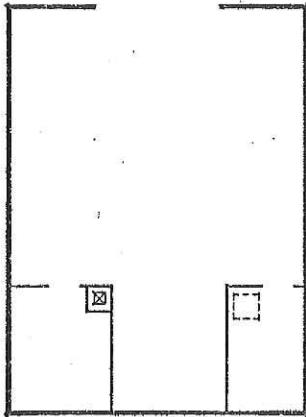
BASEMENT FLOOR PLAN

975 #1

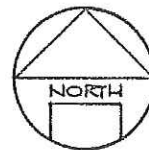
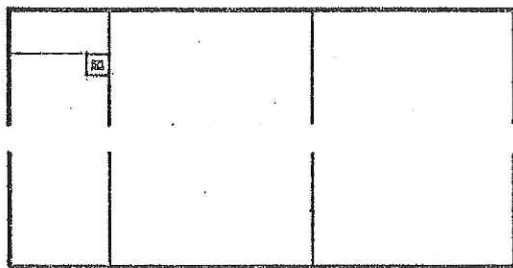


STABLE

SCALE: 1/16" = 1'-0"



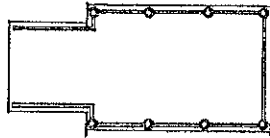
FLOOR PLAN
CARRIAGE HOUSE
1200 #'



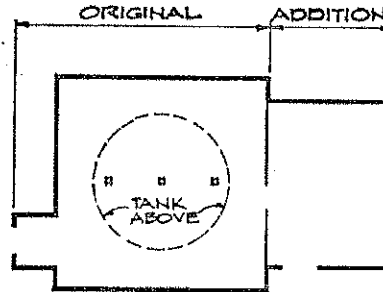
FLOOR PLAN
GREEN HOUSE
1303 #'

MISC. STRUCTURES

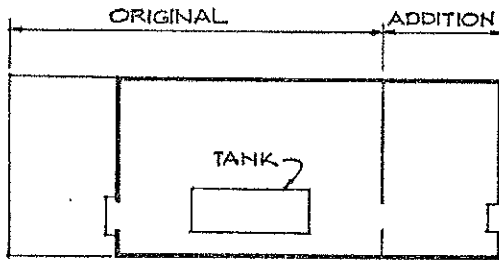
SCALE: 1/16" = 1'-0"



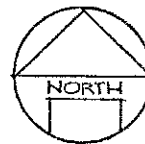
FLOOR PLAN
TEA HOUSE
315 φ'



FLOOR PLAN
WATER TOWER
731 φ'

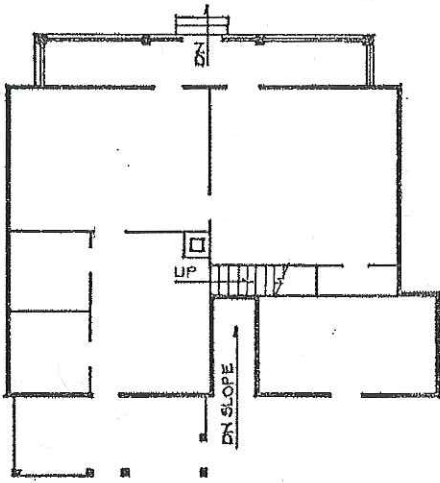


FLOOR PLAN
PUMP HOUSE
740 φ'



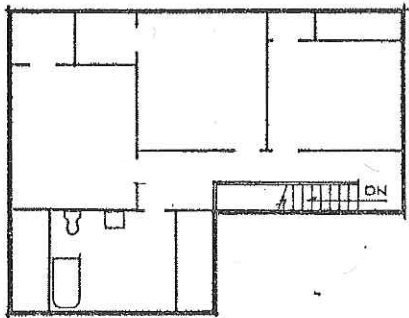
MISC. STRUCTURES

SCALE: 1/16" = 1'-0"



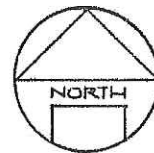
MAIN FLOOR PLAN

1165 sq'.



SECOND FLOOR PLAN

998 sq'.



ORIGINAL FARMHOUSE

SCALE: 1/16" = 1'-0"



Appendix B: Public Meeting Notes

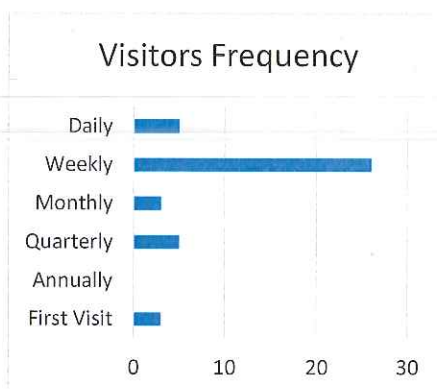
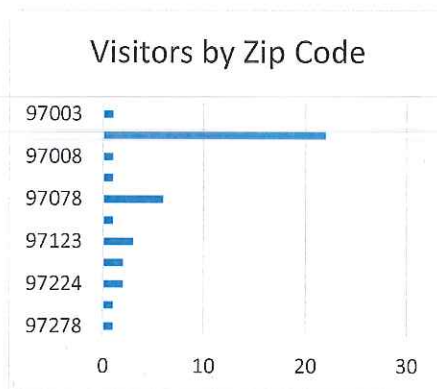
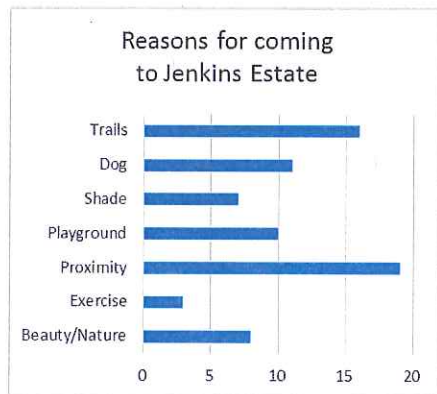
Jenkins Estate Visitor Use Survey – Summer 2017

Method

Over the course of two months, THPRD staff conducted in-person surveys. Visitors were surveyed at least once a day on every day of the week, including weekends and various times of day.

Results

The Jenkins Estate patronage is overwhelmingly by community members who live close to the property. Just over half (22) of the visitors (42) were from the 97007 zip code. A majority of the visitors were regular users with weekly visitors being the most popular. There were many reasons cited for visits to the Jenkins Estate. The most popular reason for citing the Estate was proximately to their house. People also commented on the desire to walk their dogs on the shady trails and families liked the playground facilities at Camp Rivendale. As far as which part of the property was used most frequently, the trails was the most popular answer (28) followed by the playground (15).



Conclusions

The Jenkins Estate is used primarily by community members who live in close proximity to the property and visit frequently. The shady trails and playground are the two most popular amenities. There are many reasons people visit the Estate but activities revolving around trails and walking are the most popular. Several suggestions were provided on how to improve the Jenkins Estate. Common themes included were to have better signage and wayfinding including when the property is open and closed. Complaints focus predominately on the Camp Rivendale parking lot and a lack of garbage cans for dog waste bags.

Other questions and comments –

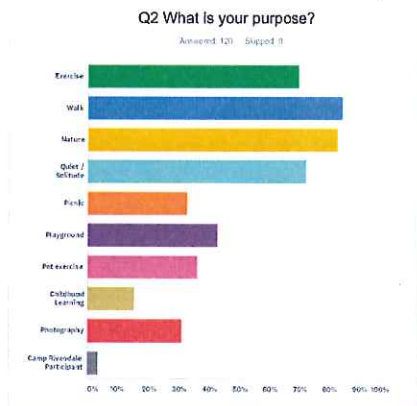
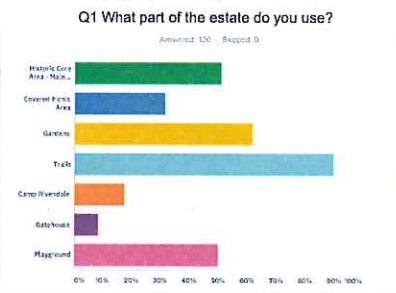
- What is the plan? Zipline?
- Where are the community events?
- Vandalism, it is a problem. How is that going to be resolved?
- Can better advertisement be provided to entice hikers and walkers? Like signs up at other parks?
- While camp is in session (Rivendale) what is a better route for me to walk around the camp area?
- Who is responsible for the programming? Rentals? Events?
- I want a place to enjoy nature. What are the objectives vs. generating revenue? I don't want there to be events all the time or paths to be blocked off because of events.
- We miss the Halloween events and liked many special events. Could there be event signage up for those types of occasions, like "please be considerate, event in progress", so people can still enjoy the grounds?
- Can the trails be better maintained and the bridge fixed? Like more bark or gravel on the trails? I'm sure there are people willing to help.
- Can we bring back the advisory committee?
- Does THPRD have priority on programming?
- Can we have more dog waste receptacles? Containers for this purpose have been removed.
- Thank you for holding the meeting and gathering input. Re: gravel – my husband, dog and I have mobility issues. The soft natural (non-graveled) paths are much easier, even when muddy. We can adapt with rubber boots, etc., but we come here specifically for relief from pavement.
- We only wish the gravel pit wasn't so noisy. Will excavation there endanger the nearby trails
- A couple trees on the outer trail (upper section) look.
- I have been coming here for almost 20 years to walk dogs. Sometimes I meet friends here to walk. I really liked the 2012 100th anniversary event. I come all year round as I like to see the park change with the seasons. I have been to the quilt show, Halloween events over the years which I think are great community events. I think the park should continue to be used for both community and private events. The signs for private events should say, "Please respect" rather than "closed" because people don't like to drive out here and find that it's closed.

Jenkins Estate 04/23/2018 Community Conversation Summary

Nearly 60 community members participated in an open house meeting concerning the Jenkins Estate on April 23, 2018. During the meeting, guests watched a brief PowerPoint presentation about the history of the Estate and included up-to-date online survey results, participated in a question and answer period, were presented with the results of a Jenkins Estate Visitor Use Survey conducted during the summer of 2017 and moved through five informational stations (Nature and Trails, Camp Rivendale, Historical, Special Events and Gardens) as a method to communicate with staff about how they use the Estate, what they currently valued and what they would like to see in the future.

Survey Results

as of April 23, 10 am



"Educational programs about plants and animals during the day and paved trails for people with disabilities."

"I absolutely love this area. I think you all are doing a stellar job."

"Love everything just the way it is: perfect trails and playground with my kids. The garden is gorgeous, the grounds are quiet and gorgeous. Our family's favorite park, hands down!"

Questions and Answer Sessions

Community member suggestions fell into four categories:

- appropriate recreation programming (including special events)
- preservation of historic resource
- preservation of groomed gardens
- nature and trails

Recreation programming

It was made clear the community members were not interested in adventure recreation such as Tree to Tree, ziplines or similar activities. Several community members commented on the

removal of community events in recent years and expressed great interest in having them return. Specifically mentioned by numerous community members was the Spooktacular (Halloween event), summer concerts, anniversary event, and Chocolate Fantasy. There were questions about suitable walking routes when Camp Rivendale is in session and asked for better signage to indicate suitable routes.

Historic Preservation

Several community members commented on the value of the Estate as a historic resource and expressed a desire to see the historic buildings maintained and valued.

Groomed Gardens

A representative from the OSU Learning Garden was in attendance and answered questions about classes and programs available at the Learning Garden. Community members expressed opinions regarding the garden areas being extremely important as a component of the Estate experience and hopes they would be preserved based on the historical significance.

Nature and Trails

Nature and Trails was a very popular table with guests asking questions and providing positive feedback regarding the popularity of the trails. The park users do not appear to differentiate between the natural resource trails and the trails around the garden, structures, and Camp Rivendale but consider them all valuable to the experience of enjoying nature and walking. There were community member suggestions to improve signage for walkers, hikers, and Estate visitors. With locked gates, it is unclear if the public is welcome. Community members also asked about upgrades to the trail system such as bark or gravel on trails and better maintenance of the bridges.

Camp Rivendale

Most of the comments regarding Camp Rivendale centered on how to continue to have trail access to the trails and grounds when Camp Rivendale is in session or the area is rented for private events. There was at least one unhappy community member who did not feel the children attending Camp Rivendale should have priority use of the restrooms and trails over those wishing to walk their regular routes.



Jenkins Estate 06/13/2018 Community Conversation Summary

Approximately twenty community members participated in a second Community Conversation concerning the Jenkins Estate on June 13, 2018. Community members were provided with QR codes with survey questions corresponding to the concept plan. There were also paper copies of the survey for those who preferred to provide feedback while in attendance.

- Video - a three-minute video about the history of the Estate
- Survey results from THPRD website and social media platforms (dates)
- Question and answer period
- Programming input in the following categories:
 - Community Events
 - Youth and Adult Traditional Programs
 - Adventure Recreation
 - Fitness Programs
 - Private Events
 - Amenities

Video

The video was well received with positive feedback and a desire to be able to access the video online. There were specific questions about the Jenkins family and acquisition of the Estate by Tualatin Hills Park & Recreation District.

Online survey results through 06/13/2018

Survey results were shared with the community members and QR codes were distributed so attendees could respond to the survey online if they had not done so.

The survey conducted included the same questions from the previous community conversation. By the second public meeting, we had acquired 302 responses on our survey from community members. Community members identified trails, gardens, historic core area and playground as the areas they primarily use at the Estate. Most of responses indicated exercise, walking, nature and quiet/solitude as their purpose for using the Estate. The frequency of community members using the Estate showed visit frequency were majority monthly (33.33%), weekly (28.33%), and yearly (24.33%). Natural resources (75.59%), historical preservation (73.91%), community events (61.54%) and education (55.52%) were identified as the desired outcome of the Estate's use.

Questions and Comments

The question and answer period again had several comments from two community members about access to trails and restrooms when Camp Rivendale is in session or the facility is rented for private use. These community members want it clearly documented that they feel all trails and restrooms should be accessible to the public while the Camp Rivendale program is in session.

Interactive Programming Input

Participants were asked to prioritize programming options at the Jenkins Estate based on the feedback from the first meeting held on April 23, 2018.

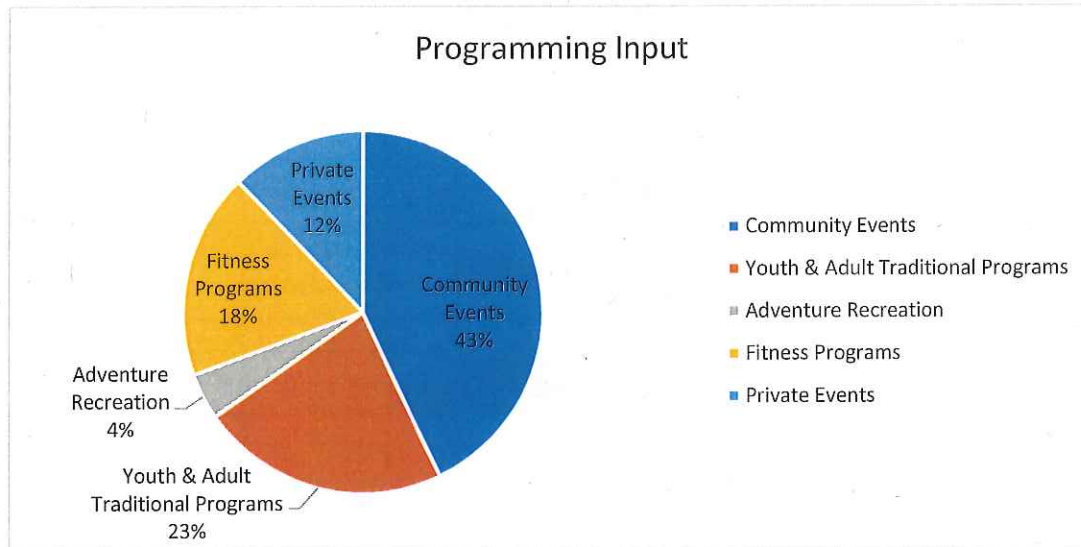


Figure 1 Programming input provided by community members.

The programming input data shows that the most popular programming option was community events with concerts specifically being singled out. Private events, fitness programs and youth and adult traditional programs (camp, gardening art and nature programs were also listed as positive programming options for the Estate). The most popular amenities were benches and gathering places with Community Gardens as the second most popular option. Seven respondents would like to see no additional amenities added to the Estate property. Adventure recreation only had two votes and was the lowest priority among community members.

Figure 2 Community input regarding programming options.

Community Events										
Food & Beverage events										
Concerts										
Chocolate Fantasy										
Holiday Bazaars										
Spooktacular										
Egg Hunt										
Flower shows										
Art shows										
Farmer's Market										
Youth & Adult Traditional Programs										
Camps										
Nature programs										
Preschool classes										
Gardening										
Art / Photography										
Family programs										
Tours										
Adventure Recreation										
Zipline										
Climbing										
Survival classes										
Adventure race										
Other										
Fitness Programs										
Yoga										
Tai chi										
Meditation										
Workshops										
Walk with Me										
Fitness in the Park										
Private Events										
Meetings										
Weddings										
Showers (wedding, baby, etc)										
Teas										
Amenities										
Dog park										
Fitness station										
Benches/gathering places										
Nature play area										
Community Gardens										
Disc Golf										
Geocaching/Letterbox										
Pollinator project										
Museum/exhibit space										
Public bathrooms										
No additional amenities										

Jenkins Estate 08/21/2018 Community Conversation Summary

There were approximately twelve attendees at the final Jenkins Estate Community Conversation on August 21, 2018. The purpose of the meeting was to refine the draft concept plan. Attendees were presented with up-to-date survey results and asked to comment on the proposed overall concept plan goals and actions for the following areas: public access, recreation, nature and trails and events.

Although attendees provided comments (Fig. 4) during the meeting, most of them were not directly linked to the presented goals and actions. Discussion with staff members at the tables, revealed the goals and actions were positively received, but the written comments reflected what staff has been hearing since the beginning – access to restrooms, programming community events, public access to the park and specifically the trails.

Figure 3 Patron comments from public meeting #3.

Jenkins Estate Concept Plan Informational Survey

Q15 Do you have any suggestions on using the park and estate grounds?

Answered: 210 Skipped: 151

#	RESPONSES	DATE
1	As far as I know, there isn't a trail map anywhere on the property. I think this would be nice at least at trailheads along the park's boundary (along Farmington and Grabhorn). These maps should definitely contain trail distances. I think it would be too much to coordinate a trail naming effort, but simply a map educating park users about where they could walk/run would be very helpful. I also am in favor of leaving as many soft-surface paths as possible. Please do not pave beyond what is currently paved in the park!	11/27/2018 3:59 PM
2	1. Start up a neighborhood volunteer option for people to get involved in keeping the PHG beautiful. It will be one more season before it's fully renovated. I'm willing to work with the volunteers to train regarding maintenance, up keep, etc with THPRD. 2. An irrigation system needs to be in place or the plants will die. We are currently hand watering every other day during the summer, at 1 1/2 hours each. 3. Many visitors, local and world-wide, visit the PGH. Keep this area in a restored condition is important. They want to know the history of the garden and choice of plants of early 1900s. We are in process of making this documentation. 4. Consider tours of the Pioneer Herb Garden. I'm willing to do hours -- to "officially" get them started. Garden Clubs have toured. School teachers caring continuing education credit have been given tours, and of course, families with young children. We often give spare plants to families to take and plant to encourage young gardeners. -- Sarah, sarahgrammwoolf@gmail.com Thank you, in particular, to Jack for his help -- pruning roses and larger trees and shrubs in area, assisting with ideas regarding the renovation to keep THPRD in loop of developments etc in this area.	8/27/2018 1:45 PM
3	Need to have a public restroom open -- auto lock, unlocked good - but a big need, many hikers and gardeners; perhaps a safety issue, but porta potty	8/27/2018 1:39 PM
4	Glad you are going to meet ADA access guidelines. Seating - where? On grassy area behind stables, perhaps in such a way to add to events held there - also in learning garden - other natural viewpoints. Let's not let the gardens/plants suffer if you have to decide lawns vs plants; the lawns will come back with rains.	8/27/2018 1:37 PM
5	Need more bathrooms, possibly look at bathroom timers. Park usage has increased dramatically over the years.	8/27/2018 1:34 PM
6	Love the park! Keep parking open at lower end off grabhorn. Would like to be able to pass through Camp Rivendale and bathrooms. Bathrooms are needed to use park well!	8/27/2018 1:34 PM
7	Need a bathroom north of main house area; families with toddlers need a regular bathroom facility. I like the idea for better signage of gardens and trails, informational. Working on the grounds, we do find empty alcohol containers and such; Benches are a good idea, a few more picnic tables, garbage cans. Easier access paths, trails, maintained for safety.	8/27/2018 1:33 PM
8	Christmas events, chocolate fantasy	8/27/2018 1:25 PM
9	Would like to see the return of events; like quilt show, children's Halloween event, etc.; property would be a good place for events like farmers market.	8/27/2018 1:25 PM
10	EVENTS: Yes, free/low cost are great ideas, presume that access to trails would continue regardless; no ziplines; gardening related events sound great; concert in the park with local artists; art classes/cooking; book club meetings; tai-chi classes	8/27/2018 1:24 PM
11	I like the idea of more community events; make the area more accessible/available for family-type events.	8/27/2018 1:22 PM
12	Please keep the park dog-friendly. Add outdoor fitness classes. Very important to maintain historic aspect, capitalize on events that showcase history of property.	8/27/2018 1:21 PM
13	Like your goals, personally use the soft-paved trails the most, almost daily, for dog walking. I understand the drive to add gravel but I will put up with winter mud if it means preserving the softer trails - fine vs coarse gravel. Signage is a great idea. Seating also.	8/27/2018 1:20 PM
14	Love your trails -- please keep them!	8/27/2018 1:17 PM

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15	Please have bathrooms available.	8/27/2018 1:17 PM
16	Continue trail around Camp Rivendale along or close to Grabhorn; Bench on steep part of hill near switch back on path; love being able to take dog; trail mileage on map.	8/27/2018 1:17 PM
17	On nature trails, a wide spot every once in a while so that dog walkers have a safe place to get off the trail while another group passes. Maybe more trail markers or other notice to keep hikers engaged.	8/27/2018 1:16 PM
18	More water for Rhodies. They are thirsty!	8/27/2018 1:15 PM
19	Related to Rhody Garden Trails. There is bridges in need of repair, areas trees that have been removed that need to be returned to normal. Such as holes covered and mounds leveled.	8/27/2018 1:14 PM
20	Def more nature programs for kids. Kids should def benefit from any changes done to park. Kids are priority in my eyes	8/20/2018 10:21 AM
21	more trails, if possible	8/18/2018 7:13 AM
22	repair and maintenance of sprinklers in rhody garden area. Maintenance of pathways thru gardens, tree trimming for safety and unobstructed watering of shrubs and plants. Benches or seats in open shaded areas of garden. If sprinklers are inoperable in certain areas, let volunteers know so they don't plant things that will die because of lack of water. Use of insecticidal soaps or other approved methods to inhibit azalea lace bug damage in the rhody garden.	8/16/2018 9:23 AM
23	Your really need to take better care of the garden. The last time we visited it was in obvious need of watering. All the sprinklers should be checked to make sure they are working and are not blocked. Make sure the system is functioning correctly. The few volunteers are ageing out. How about requesting new volunteers or even using prisoners or community service people?	8/14/2018 4:28 PM
24	What happened to Mother's Day Brunch? and the Halloween stuff for kids?	8/13/2018 7:20 AM
25	Would love to see a community pool	8/12/2018 6:08 PM
26	Destination gardens; Master Gardeners' training and research; experimental gardens; pollinator research	8/10/2018 6:10 PM
27	Community parks patrol or volunteer headquarters. Nature center with library	8/9/2018 5:07 PM
28	My family and I attended the Tea events at Jenkins estate for at least 5-7 years and it became a family tradition. Would you please bring it back?	8/9/2018 2:28 PM
29	I hope we always preserve the trails. They are so wonderful.	8/7/2018 6:57 PM
30	1) As a volunteer in the rhododendron garden, I would like to request the help of the corrections crew to spread a deep layer of mulch in the wettest portions of the rhododendron garden to stop weed growth. 2) Increased watering of rhododendron plants to prevent death from drought.	8/7/2018 12:58 PM
31	The playground is great when it's not closed to the public	7/25/2018 12:08 PM
32	Music food wine ...	7/24/2018 6:02 PM
33	It would be lovely to be able to use the main house more- currently it always looks empty when we are on a walk. Maybe have summer camps there, adult classes, a historical museum?	7/24/2018 4:08 PM
34	Whatever results most prevalent in survey	7/12/2018 2:18 PM
35	However the estate and grounds may come to be used, please do not alter the rhododendron garden. Keep it the same size and make additions to the planting as needed. Care for it carefully, giving it plenty of water in the summer, keeping it weed-free and maintaining the bridges. The majority of the mature rhododendrons were donated to the garden by my parents, Tom and Ruth McGuire, long-time members of the Tualatin Valley Chapter of the American Rhododendron Society. My brother and I would be heartbroken should these beautiful plants no longer receive the care they deserve, and that which my parents naturally assumed they would be given. Thank you -- Jeannie McGuire	7/12/2018 2:09 PM
36	Need to have a watering system that works in the Rhododendron gardens	7/12/2018 1:27 PM
37	Have public parking close to the main house for those with trouble walking.	7/12/2018 1:26 PM
38	I miss the Halloween event THPRD use to hold there. I wish it was brought back, or something similar was provided.	7/10/2018 1:32 PM
39	nature education programs	7/9/2018 12:24 PM

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40	I love it the way it is. The trails are wonderful, as are the gardens surrounding the house and outbuildings. I think it's a treasure.	6/22/2018 8:29 PM
41	Would love to see an event geared towards dogs.	6/18/2018 12:25 PM
42	Senior citizens need to be heard too! Welcome retired persons into Jenkins Estate. There are a lot of people that could educate other people in the arts! Seniors have a wealth of information to share.	6/15/2018 2:41 PM
43	Use this under utilized property to do what THRPD does so well - do not leave these buildings empty!	6/15/2018 2:38 PM
44	Destination gardens, education, trails, social events, programs for all ages. The estate needs weeding and maintenance on a regular basis! Open the house up monthly for tours!	6/13/2018 4:38 PM
45	It is a arboretum, a bird haven, one of a kind historical property .. you could do different try's of tours historical, rhododendron, bird watchers , different exercise classes .	6/13/2018 2:36 PM
46	I am not happy with the signage, bathroom arrangements, and Rivondale Camp issues. I will talk about it at the meeting tonight.	6/13/2018 12:57 PM
47	I would like to see the JE made into a real garden with lots of plant diversity with identification signs, and of course keep up the natural areas! The Estate grounds are going downhill, so weedy and unkempt...not what it use to be. The house needs to be open to the general public a 1x/month. Have not been inside it for several years now. How about open house for at least Christmas? Lights/decorations..... Making the actual facility a private rental place was the wrong pathway so to speak for this facility. Offer fun and unique classes in the building. Historical reenactments for when this house was built. Plant Sales, Garden Classes, art classes, yoga, quilting.... Bring back the quilt festival!	6/13/2018 11:43 AM
48	Increase in community and commercial events	6/12/2018 8:38 PM
49	Please do not continue to destroy additional historic resources and the diminishing quality of life in the Aloha area.	6/12/2018 7:42 PM
50	We were married at the Estate and when our kids were little we would hike the trails, we have been to the Chocolate Lovers event in February in years past as well as the Halloween party. Would love to see the estate and trails continue to be maintained, the community events are great. We have moved further away so we haven't been back in years.	6/12/2018 7:12 PM
51	My daughter's school had a great Prom there, I've been to several weddings, and really enjoyed a Chocolate event years ago. I'd like to see individuals, organizations, and businesses be able to rent it as a venue. Thanks!	6/12/2018 4:35 PM
52	The Jenkins Estate is lovely and I hope that it will continue to be preserved	6/12/2018 3:50 PM
53	Please keep this area dog-friendly. Dogs need to run to maintain good health. There are so few off-leash dog areas in Washington County. The lower trails would be perfect for an off-leash area.	6/12/2018 8:34 AM
54	Nature trails	6/11/2018 7:10 PM
55	I've attended for Corp meetings and family reunions Always wonderful location to "unplug" and be present for time together Elephants has been best caterer	6/11/2018 6:07 PM
56	I would love to attend a holiday tea party there, or special meal/dinner. Love taking family photos in the gardens, pathways or in front of the house. Would love to see more community events held on the property, and continue historical preservation. It's such a beautiful property I would love to see it used more. Perhaps some classes; outdoor photography, handcrafts, book groups, quilt shows, etc.	6/11/2018 5:23 PM
57	Keep it as natural as possible please.	6/11/2018 4:01 PM
58	Very much enjoy having a large forested area so close.	6/11/2018 8:54 AM
59	I'm frustrated the park isn't open to the public during the summer months. I wish there was a way the camps could be run that still allowed the public to use the park, especially since the playground at Cooper Mountain isn't very good.	6/11/2018 6:17 AM
60	No	6/10/2018 9:26 AM
61	Na	6/10/2018 8:23 AM
62	More kid focused events or camps, playgrounds etc	6/10/2018 8:22 AM

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63	More community education abilities would be wonderful.	6/10/2018 8:19 AM
64	Keep as is or similar. It's so beautiful!	6/10/2018 8:02 AM
65	Please keep it the way it is. Jenkins is our favorite garden!!	6/10/2018 4:23 AM
66	Please do not do anything other than keep it the way it is and perhaps advertise it more. I am amazed how few people in the area know about it. I was married at the Tea House and now take our child to the park. It is a very relaxing and beautiful place, not many other places left like this in the area.	6/9/2018 10:29 PM
67	Bring back all the fun public events - Chocolate Festival in February, Mother's Day Tea, annual Art Show, annual Rhody Show, concerts on the main lawn, etc. Love the Master Gardener's display garden. Please leave the gate to the house open on the weekends (we went there on Mother's Day to drive my 90 year old Mom through to look at all the spring color, and the gate was locked this year). Thanks!	6/9/2018 8:18 PM
68	Quiet and community owned	6/9/2018 6:07 PM
69	Please retain the current 'program' and beauty! It's lovely as it is....it's NOT broken so do NOT fix it. Also, please minimize private/commercial use...it should always be open as a lovely nature park to everyone!	6/8/2018 5:22 PM
70	Dog park	6/8/2018 5:22 PM
71	Being able to tour the inside of the estate and the stables, similar to Pittock Mansion, with historical information and artifacts would be very interesting, informative, and educational. It is such a unique part of Washington County.	6/8/2018 4:26 PM
72	Please keep this OPEN to the public!	6/8/2018 3:48 PM
73	sell the place and put the money for a better use	6/8/2018 2:52 PM
74	Need to get ivy out of the woods :)	6/8/2018 12:54 PM
75	Yes stop closing it every time there's a private event. I've stopped using the park because every time i go you guys are closed it. Very frustrating.	6/8/2018 10:10 AM
76	Camp Rivendale for school breaks too. My son loves it and I don't worry about him when he is there in the summer, I would love that peace of mind during other school breaks.	6/8/2018 8:48 AM
77	The Master Gardener section is terrific and would like to see it retained. Trails and the rhododendron gardens are a great source of healing, joy and perspective. I'd like to see broader community opportunities to help maintain native plant life and, if needed, trail maintenance.	6/8/2018 7:28 AM
78	A few summer activities in the park that are family friendly would help us feel a sense of community. Like Farmers Market, Movie in the park, open volleyball play, multicultural event, and learning stations with OMSI.	6/7/2018 8:38 PM
79	I have been to several very cool events there. Please don't sell it to a for profit entity.	6/7/2018 8:12 PM
80	No. I like it as it is.	6/7/2018 7:36 PM
81	Bike trails, more covering over play structure, bathroom and drinking fountain should be closer to playground.	6/7/2018 7:35 PM
82	I really enjoy the gardens. I would love to see a larger area with labeled plants and suggestions for how to improve my personal backyard for pollinators	6/7/2018 5:12 PM
83	More activities for people with special needs. The inclusion programs with aides in regular classes in not always successful. A year round place would be great with different programs.	6/7/2018 4:35 PM
84	Use the grounds for nature enjoyment. "Forest bathing" is a concept from Asia that would work well here.	6/7/2018 3:10 PM
85	Needs to be made more accessible for people with mobility and sensory impairments.	6/7/2018 1:37 PM
86	The stables; as an artist community activity center for classes in pottery, and other artist work shops. Because we soon will have no pottery location in Wash. Co.	6/7/2018 1:12 PM
87	More all-weather trails for rainy season use.	6/7/2018 8:19 AM
88	Expand parking at playground and picnic entrance	6/7/2018 6:52 AM

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89	Would love to be able to rent the house for special private events. Love being able to wander the grounds. Love the historic feel of the place.	6/7/2018 6:25 AM
90	Keep the peaceful natural beauty, trails, historical buildings and gardens. Please no sports arena or ball fields. Maybe a covered picnic shelter and more picnic tables and a public use meeting room for relevant classes.	6/6/2018 10:13 PM
91	Very similar to Oregon Garden's facilities for weddings and events, I would like to see the Jenkins Estate re-design plan incorporate those elements as the City of Beaverton lacks such facilities. The Oregon Golf club has something similar but is quite a drive.	6/6/2018 9:31 PM
92	Like it as it currently is used.	6/6/2018 9:29 PM
93	My daughter was married there a year ago. We looked at so many different venues and this was perfect for our budget.	6/6/2018 9:03 PM
94	If you want more people to use it, advertise it in people's mailboxes or on their doors. Put a security camera on it to prevent vandalism or other bad behavior.	6/6/2018 5:41 PM
95	Please keep offering opportunities for kids and adults with special needs	6/6/2018 5:27 PM
96	Our family doesn't go often, I've kind of been unsure if the grounds are actually open to the general public. It's a lovely place though and I'd like to go more.	6/6/2018 5:07 PM
97	I think opening up for commercial corporate use and a farmers market would ruin the grounds and the historic history of the area. Parking is a problem at times. Our daughter was married there some years ago and it was just a magical place to visit. So beautiful and peaceful.	6/6/2018 4:47 PM
98	Open for community, with educational programming, 'wild' space to explore and enjoy	6/6/2018 4:37 PM
99	I have never seen the inside of any buildings, might appreciate a tour opportunity or similar.	6/6/2018 4:32 PM
100	Don't let the homeless turn it into a dump. Patrols to keep it safe.	6/6/2018 4:12 PM
101	See survey	6/6/2018 3:25 PM
102	Open park to more people during summer and not just camp goers during week.	6/6/2018 2:57 PM
103	I would suggest that the venue be used to generate funds rather than spend money on it (beyond basic upkeep).	6/6/2018 2:54 PM
104	I like the estate how it is and want to keep it quite and a place to walk the dog and play with the kids.	6/6/2018 2:51 PM
105	This is why I don't understand why so many parks get built. Yes there might be money today to just build it, but no one thinks about the maintenance burden you put on your future funding. There are higher priorities for that money.	6/6/2018 2:49 PM
106	Please keep it open for the public to use for birding and escape from all the traffic, noise, and pace of the fast growing cities around Portland, Beaverton, Hillsboro!	6/6/2018 2:34 PM
107	Education!	6/6/2018 2:22 PM
108	Improve the walking paths, and continue using as a community resource for meetings and special events.	6/6/2018 2:20 PM
109	I wish you still had the quilt display, craft fair, and dessert/tea that you hold around Mothers Day! I would love to see similar events with that crafty, homey feel.	6/6/2018 2:18 PM
110	Please leave it as-is as much as possible	6/6/2018 12:39 PM
111	No	6/6/2018 12:15 PM
112	Have summer events like concerts in the park with local artists - Aaron Meyer, Michael Allen Harrison, etc. Photography classes summer and fall. Guided or Self Guided Nature hikes, cooking demonstrations or classes. Fireside Book club with guest speakers. Better signage for trails. If dogs are allowed ensure they are on a leash.	6/6/2018 12:05 PM
113	With the growth and development of the surrounding area, keeping natural and historic areas accessible to all, adds to our quality of life in our community.	6/6/2018 11:49 AM
114	Retain a number of unpaved, semi-paved, and paved routes through the estate for recreation.	6/6/2018 11:42 AM
115	Keep it natural	6/6/2018 11:41 AM

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116	Nature Center, Orienteering courses, Fitness-oriented events such as outdoor classes,	6/6/2018 11:39 AM
117	keep it natural ,no chemicals ,no wifi ,allow something in this county to exist in its natural state .	6/6/2018 11:28 AM
118	Please do NOT restrict pets from the trails and common areas.	6/6/2018 11:18 AM
119	I like the free gardening classes and plan to attend several this year, which will significantly increase how often I visit.	6/6/2018 11:11 AM
120	Continue to have lovely trails and gardens. Do more PR about the gardens and classes there, didn't know they were there until we happened to go there one day.	6/6/2018 11:10 AM
121	We love taking our kids to use the playground and walk around the paths/gardens. I hope that this is still an option in the future!	6/6/2018 11:04 AM
122	Don't mess with it.	6/6/2018 11:04 AM
123	Commercial recreation (such as zip lines) would impede the public use of large sections of the park. I would not like to see our THPRD supported land used by so few community members (and then, only those who could afford to do so.) Please preserve the woods, trails and gardens for all to hike through.	6/4/2018 9:34 PM
124	There are no nearby community rec centers in the Cooper Mtn/Aloha area, so if rec center classes could be made available at this location, that would be highly valuable. There are kids at the playground all the time, and I bet offering dance/martial arts/sports/arts/preschool classes here would be well received. With the upcoming Cooper Mtn housing developments, this location would be prime to capture that new market, as well as the under-served Aloha community.	6/1/2018 6:38 PM
125	Is there any hope of making a portion of the trails off-leash, a portion of the time? Also, what about selling coffee/tea/beer/wine?	6/1/2018 4:45 PM
126	Nature events, nature camps, nature exploration -- for adults and children.	5/31/2018 10:13 AM
127	Please keep the trail system, gardens, and playground in tact - our family loves them!	5/31/2018 9:31 AM
128	more trails, if possible!	5/30/2018 8:48 PM
129	> THPRD Events ~ Concerts, Gardening Workshops, Photography Classes, etc. > Private Events ~ Anniversary Parties/Holiday Parties/Reunions/Weddings	5/14/2018 9:52 PM
130	more control of poison oak	5/6/2018 9:22 AM
131	There need to be more community events and because of it's location, there should be more partnership with the Hillsboro Park and Rec district. I would suspect that you have as many people from the south hillsboro district using the space as those in THPRD and Beaverton communities. Seems like this resource should be one that is shared. Also, last time we were onsite for a corporate event, there was no AV. The site is historic, but if you had up to date AV options, you would likely be able to book more private events. Also, I wanted to attend the community event, but had a conflict.	5/1/2018 12:14 PM
132	Pioneer ways, early 1900s with education and gardens	4/25/2018 2:18 PM
133	Please DO NOT change this park into a recreational area. So many of the Tualatin Hills areas are becoming high traffic/recreational areas. Jenkins Estate is a treasure that needs to be preserved. It is one of the last and few areas I can go and enjoy nature without a lot of traffic from organized sports games for families.	4/25/2018 1:45 PM
134	THPRD programming appropriate for the venue. Nature Walks, Yoga classes, preschool education, Adult education - art, photography, nature education, plants and gardening education, daytime and evening scheduled walks. I know the Nature Park has a Friends Group that raises money for the Nature programs, why not do the same for this and team up with the Master Gardeners do we get some value from their using the property.	4/25/2018 8:32 AM
135	I am sorry I couldn't make the 4/23 meeting. I had a prior commitment. I really love this park/setting as it is. I love that the south side has gardens (including the WCMG learning garden), the middle has some historical buildings, and the north has some more natural trails with an effort to get rid of the English ivy and allow native species to grow. That part of the park has a great abundance of Trillium, Fawn Lilies and many other native species. I love the Rhododendron garden and hope that it is protected. All in all I like the park the way it is and hope that it does not become too developed. It is unique as it is in the THPRD system.	4/24/2018 10:38 PM

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136	I believe it is extremely important to maintain the natural environment within the park. Boundry ares such as this are vory precious and must be protected and maintained. I am strongly opposed to any plans designed to increase the public's presence in the park and estate areas. I'm concerned that a large influx of new visitors (particularly from outside ares) would result in undo stress to the gardens areas, trails etc. Another concern with an influx of new visitors would be an increase in vandalism from both malicious acts and carelessness.	4/24/2018 2:18 PM
137	Why is this property wasted? It is lovely and could be used for so many different things that users of the park district would enjoy! Leasing the property to a third party does not seem to be part of THPRD's mission.	4/24/2018 12:20 PM
138	Preserve as is. Bring back spocial events like Valentine's Day Choc event, Mother's Day tea, quilt show, etc. I also like the idea of farmer's market and occasional concerts.	4/24/2018 11:46 AM
139	Wish it could remain as is. Love the park!	4/24/2018 8:36 AM
140	Continue use of the trails and community events, like the Painter's Showcase, Mother's Day Tea and quilt show, Chocolatopia, concerts, master gardening classes, yoga classes, I like that Dave Dalton is back to cator, but maybe for the music concerts just offer a food cart to drive in to serve food. Or maybe sell online preorder food tickets for events. Will Dave Dalton be stationed at Jenkin's during the day, so at least someone is always around on the Estate during the day?	4/23/2018 9:06 PM
141	koop it as nature as possible	4/23/2018 8:43 PM
142	Have various types of classes in the buildings. Have a company partially sponsor the park to pay for upkeep of buildings. Promote activities. Whoever is promoting it now is doing vory poorly. Used to be a lot more special activities going on. It's tapered off to practically nothing.	4/23/2018 11:30 AM
143	We would use the playground more if it wasn't for Camp Rivendale. We would use the trails if it wasn't for the poison oak...one bad case of that is enough to keep the family away.	4/23/2018 10:07 AM
144	The current very low utilization of this unique and beautiful resource is a scandal. It is too small for renting out meeting space, but there's plenty of room for classes and preschool. Get creative, think outside the box! Tremendous potential in the estate.	4/23/2018 7:50 AM
145	It would be nice if the historic buildings could be open periodically for supervised public viewing. There were a lot less noxious woods and more beautiful native flowers when we visited today compared to last year, thanks for your hard work!	4/22/2018 11:16 AM
146	Don't commercialize it. It's a lovely place to stroll & usually very quiet. I've been there for private events & will be there for a wedding next month.	4/22/2018 10:39 AM
147	Trade it to Hillsboro parks and rec for some easier to maintain property Have lots of classes for younger people who can climb the hill Yoga, painting, plant id, art appreciation, body building, things of that sort.	4/22/2018 9:05 AM
148	Summer events in a beautiful setting!!	4/22/2018 8:31 AM
149	Expand the facilities for recreation that can be exciting to kids and active adults; skateboarding, parkour/obstacles, more exhaustive labeling of plant species, including adding plant species native to the northwest that would illustrate something. Add educational placards, like Cooper Mountain Nature Park, to explain ecological relationships & history, add camp grounds for approved uses, like Boy Scouts and Girl Scouts (and necessary facilities like bathrooms and possibly showers).	4/21/2018 2:43 PM
150	I would love to use the estate more. We use the playground frequently and also hang out around the pond area. The trails are kind of boring in comparison to other parks and the bees are very bad by the gardens and picnic area. With the addition of Champions park, we find ourselves going to the park less and less. The reason is that the park isn't as good as other parks. Champions has a better playground. Numerous other parks in the area provide better walks. Jenkins does have gardens, which seems to be unique, but every time we've ventured down to the gardens we were forced out by the insane amount of bees.	4/20/2018 9:21 PM
151	Small educational classes for specially groups, or conferences. educational walks on plants and history. small scale 1 or 2 day hour long courses that are repeated so that many people can participate over a period of time, but not be crowded at any one time.	4/20/2018 8:46 AM
152	N/A	4/19/2018 9:21 PM
153	No	4/19/2018 7:21 PM
154	Could be great location for classes - brewing, winemaking, preserving food, arts/crafts, survival skills	4/19/2018 4:50 PM

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155	As a neighbor and avid user of the park trails, it is very frustrating that the Camp Rivendale camp leaders try to block us from using the trails every summer. While I understand that the camp is using the playground area, the entire park is not closed. We should be able to use the wooded trails which are not even in sight of Camp Rivendale.	4/19/2018 10:46 AM
156	Holiday celebrations such as Halloween, October fest, Egg hunts, Winter celebrations etc. Make it a destination site.	4/19/2018 8:41 AM
157	Concerts, Christmas Teas, Farmers Market	4/19/2018 8:32 AM
158	Maintain the natural look and feel as long as possible	4/19/2018 6:56 AM
159	keep hiking trails and gardens	4/17/2018 2:23 PM
160	Please make sure we keep this special place intact. With all the development in the last 20 years it would be a shame to see Jenkins Estates fall. Thank you.	4/17/2018 1:52 PM
161	Stricter requirement on off-leash dogs. Enhance the gardens with more year-round blooms instead of just rhododendrons. Hold activities and concerts at the lodge?	4/16/2018 11:23 AM
162	When I first moved to cooper mountain, the Camp Rivendale gate was locked. I am not sure that leaving it open after hours is a wise idea. I don't see vandalism when I walk thru, but were are getting more and more people all the time. I have heard shooting in the park at night in the summer.	4/16/2018 7:06 AM
163	We love a soft path wherever possible, both for our and our dog's mobility issues. The setting is lovely to explore in all seasons. One thing I notice is that people park in the lower lot for events much higher up, seemingly unaware of additional parking up above.	4/15/2018 5:26 PM
164	Along the higher trails with challenging slopes a cable like "railing" for more security from falling.	4/15/2018 5:11 PM
165	Please don't change anything. Leave the paths alone. Make the aggregate company not make noise on the weekends. (Saturdays)	4/15/2018 3:54 PM
166	I would like the dogs on leash rule to be enforced through signage at the beginning of the trails and possibly fines. I and my family have been chased numerous times on the trails—even had dogs jumping on us while the owner walked away and called them from a distance. We used to go to the trail on daily basis but have gone less and less since we always encounter dogs off leash.	4/14/2018 6:37 PM
167	Historical tours with group reservation, especially school children. Classes like other THPRD properties, but nature focused like those at the Nature Park. Scouting events to earn badges, or overnights like the zoo hosts.	4/13/2018 8:52 PM
168	Off leash dog park	4/13/2018 4:23 PM
169	I like it the way it is. Trails are nice, gardens are beautiful, playground area is fun and well used. A few events or weddings are fine.	4/13/2018 3:45 PM
170	Continue to have protected wooded area for hiking loop, continue to maintain house and gardens for their historic beauty	4/13/2018 2:31 PM
171	If increasing traffic (assume that's the goal), improve parking and restroom availability and Grabhorn road, crosswalk, sidewalk for pedestrians - very dangerous already to access from our neighborhood across the street on Tremont Way. (I worry about my kids crossing alone!)	4/13/2018 9:26 AM
172	More clarity about Camp Rivendale availability to the general public.	4/13/2018 12:03 AM
173	No.	4/12/2018 10:15 PM
174	Can not attend meeting on 23rd due to work, but I would love to see more community events held there. I love the peace and serenity that can be found there in the trails. My children love the playground and the trails as well, the pond, all of it. Please keep it as is and do not sell or develop parts of it! We need areas of nature and green space easily accessible to enjoy for years to come, especially with all the commercial building that will be happening off of 209th ave.	4/12/2018 8:03 PM
175	I like it as a place of solitude and relaxation. I enjoy it for walks with my dog and retreats from the stresses of life. I do not want crowds of people descending onto the park for public events.	4/12/2018 6:15 PM
176	The farmers market is an excellent idea. I would love to just see more events for the aloha community held often.	4/12/2018 3:48 PM
177	I would like to see more tea parties, Mothers Day, maybe some other holiday teas. Love the gardens & structures, great background for family photos.	4/12/2018 3:09 PM

Jenkins Estate Concept Plan Informational Survey

178	Would like to see more trails added. Also, would like to ensure that dogs are always on leashes.	4/12/2018 9:07 AM
179	Preserve it as is	4/11/2018 7:40 PM
180	I don't want to see a lot of traffic, I love enjoying the nature trails with my children and dog and the playground with my kids. I also love looking at all the old trees and buildings which brings me back in time. I wouldn't mind if nothing changed about the estate. I do miss the small Haunted Barn they had for small kids back several years.	4/11/2018 7:14 PM
181	Please don't sacrifice the natural/trails areas for other endeavors. I do see though that the park could be updated to serve more of the community	4/10/2018 3:34 PM
182	Uses that maintain and preserve the natural beauty of the park. The main house and its immediate grounds are a wonderful location for private events, and I support its use for those purposes. I also support using the covered, picnic area (adjacent to Camp Rivendale) for private events, that do not restrict the public's ability to use the trail going by that area.	4/10/2018 2:29 PM
183	Add a photography center including classroom with digital equipment and a darkroom for analog work.	4/10/2018 11:20 AM
184	I love it as is	4/9/2018 6:23 PM
185	I was upset last year when I heard that a zipline might be added. As a parks taxpayer, I think it is unfair to commercialize the park. I love the quiet, the solitude. It is my daily refuge. I hope that whatever activities the park plans for Jenkins that the purity and solitude of the Estate remain protected.	4/9/2018 9:21 AM
186	Any playground upgrades are always great! And having the parking open so more people who drive can park and it's safer for us who walk in.	4/9/2018 7:22 AM
187	Allow access to trails during the summer from Camp Rivendale entrance instead of closing the entire park during the daytime when neighbors and kids want to use it for walks.	4/8/2018 7:50 PM
188	Antique or flea market. Easier egg hunt. Plant sales	4/8/2018 5:31 PM
189	More community events (food/music/educational/science/sustainability), better access on foot (put some sidewalks in), continue to maintain the trails, have seasonal tie-in events (for gardening tips, for Christmas, for summer star gazing, etc.).	4/8/2018 4:56 PM
190	Beautiful park- love trails, gardens, playground etc. more community center vs private events	4/8/2018 2:07 PM
191	I did think that the houses on the ground could be rented especially in connection with the events that are catered there. Wedding and such.	4/8/2018 11:29 AM
192	Keep it a public park. don't commercialize it. I also enjoy that it is not crowded with too many people. But it would be nice to have the upper parking lot open because if there are more than 10 cars it there are no more spaces available.	4/8/2018 6:10 AM
193	Jenkins Estate is a beautiful natural resource, an educational resource for plants and gardening, a retreat where people can hike and play without disturbing it's natural setting. Please preserve the park and do not commercialize it.	4/7/2018 6:23 PM
194	Leave it as is!	4/7/2018 3:24 PM
195	Educational programs about plants and animals during the day Paved trails for people with disabilities	4/7/2018 12:32 PM
196	Open bathrooms during all seasons, especially at the playground. Found locked many times.	4/7/2018 8:01 AM
197	Bring back the special events that we all enjoyed. Mother's Day tea and plant sale More Concerts. Like the idea of a farmers market, maybe on Sunday so you can get vendors that already do the Beaverton or Hillsboro markets on Saturday. The Jenkins estate is a very special place that needs to be enjoyed by all!	4/7/2018 7:52 AM
198	How about letting the public use it occasionally? I can't even tell you how many times I've had to disappoint my children- getting them loaded up for a fun day at Jenkins Estate only to approach a "closed for a private event" elephant catering sign. Nearly every weekend from the spring through the summer. A complete meltdown from my kids and disappointment for all in my family. Additionally, my child was attending preschool earlier this year at Jenkins Estate and had to be relocated to Cooper Mtn for whatever Land Use reason there was... that was a bit of a disappointment as well, as the property has so much to offer children as a learning environment.	4/6/2018 10:14 PM
199	More concerts. Music festivals like jazz, blues, South Asian, blue Grass, Hispanic, etc.	4/6/2018 7:57 PM

Jenkins Estate Concept Plan Informational Survey

200	If there is a commercial activity, please make sure we respect the nature and serenity of the estate.	4/6/2018 7:01 PM
201	Expand the master garden. It's fabulous!	4/6/2018 5:28 PM
202	I've not been drawn to it much and I can't really say why. I've attended weddings, County events, photoshoots, that's it.	4/6/2018 5:00 PM
203	We would love to see the trails and nature preserved. Also, having the existing bathrooms and overflow parking (near the playground) open more of the year would be outstanding.	4/6/2018 4:24 PM
204	I absolutely love this area. I think you all are doing a stellar job.	4/6/2018 3:54 PM
205	The site needs a calendar on the THPR site - just like the gyms or pools - for when things will be closed off, so you don't show up and the gate is closed	4/6/2018 3:47 PM
206	It appears that in recent years, some of the flower gardens have not been maintained well. This may be due to budget, or lack of volunteers. Also, expanded trails would be a great feature. I have considered using the house for personal events but the cost is too high, when the requirement of using Elephants Deli is involved.	4/6/2018 3:33 PM
207	open gates in parking lot near the playground more often. there is not enough parking by the playground	4/6/2018 3:18 PM
208	Na	4/6/2018 2:15 PM
209	Take down delapidated old small buildings. Keep main house and stable. Enhance the trails and the gardens.	4/6/2018 2:09 PM
210	Love everything just the way it is: perfect trails and playground with my kids. The garden is gorgeous, the grounds are quiet and gorgeous. Our family's favorite park, hands down! Please no commercial craziness!	4/6/2018 1:58 PM

Jenkins Estate Concept Plan social media (Facebook) statistics

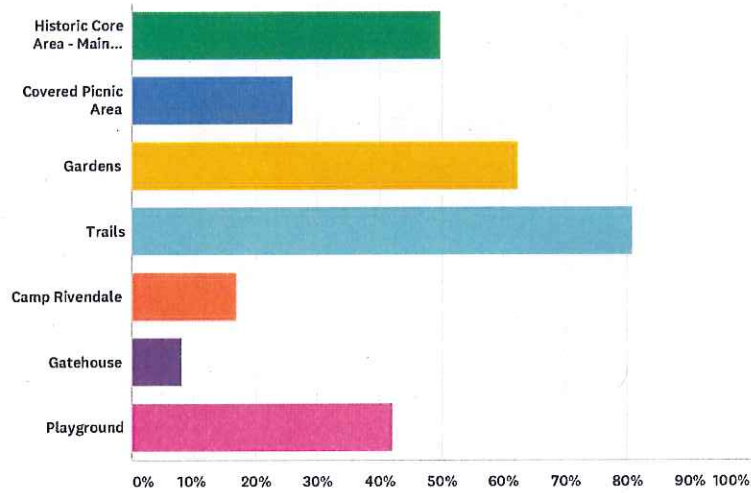
Posts	Reach	Clicks/Actions	Published Date
<p>Did you know? In 1975, Tualatin Hills Park & Recreation District purchased this 68-acre estate. The Jenkins Estate includes historic buildings, gardens, two miles of trails and breathtaking views.</p> <p>Watch our video for a more detailed history of the Jenkins Estate.</p>	2.1K	129	Thursday, June 14, 2018
<p>Have you visited the Jenkins Estate? Discover the estate grounds through self-guided tours to explore nearly two miles of trails, and breathtaking views of the gardens, the Tualatin Valley and surrounding mountainside.</p> <p>You are also invited to join us on Tuesday, August 21 at 6pm as we continue to development the concept plan for the Jenkins Estate.</p>	1.6K	42	Thursday, August 9, 2018
<p>You are invited to join us for our next Jenkins Estate community conversation on June 13 from 6-8 PM!</p> <p>As we continue to assess the community's needs and look at future uses to develop a concept plan, we would love to hear your input.</p> <p>Please take our brief survey to help guide the community conversation: https://bit.ly/2sN3t9H</p>	4.6K	256	Thursday, June 7, 2018
<p>Throwback Thursday to the Jenkins Estate! #tbt Any guesses to what year this photo was taken?</p> <p>If you live nearby the Jenkins Estate, we would love to hear from you as we work toward developing an updated Master Plan!</p> <p>Survey: https://www.surveymonkey.com/r/JenkinsEstate</p>	1.3K	39	Thursday, April 12, 2018
<p>We will continue the community conversation to discuss the how the estate is currently used and assess opportunities for new activities will be held on Tuesday, August 21 from 6-8 PM at the Main House at the Jenkins Estate.</p> <p>Fill out a survey about the Jenkins Estate here: (link)</p>	1K	13	Friday, August 10, 2018
<p>You are invited to join us for a community conversation on April 23 from 6-8 PM to input and discuss updating the Master Plan for the Jenkins Estate.</p> <p>Interested? Let us know what your thoughts and opinions are in the survey below as well as RSVP for the community conversation!</p>	1.1K	33	Thursday, April 19, 2018
<p>If you live nearby the Jenkins Estate, we would love to hear from you! Join us for a community conversation on April 23 to assist us in the development of an updated Master Plan.</p> <p>Let's hear your ideas and share what's important to you on our survey here: https://www.surveymonkey.com/r/JenkinsEstate</p>	435	21	Friday, April 6, 2018
<p>In June, we are going to continue the conversation on updating the Master Plan for the Jenkins Estate.</p> <p>If you use the grounds (trails, Camp Rivendale, gardens, etc) or visit Jenkins Estate, we would love to have you join us!</p>	716	10	Tuesday, May 15, 2018

Appendix C: Survey Results

Jenkins Estate Concept Plan Informational Survey

Q1 What part of the estate do you use?

Answered: 342 Skipped: 19

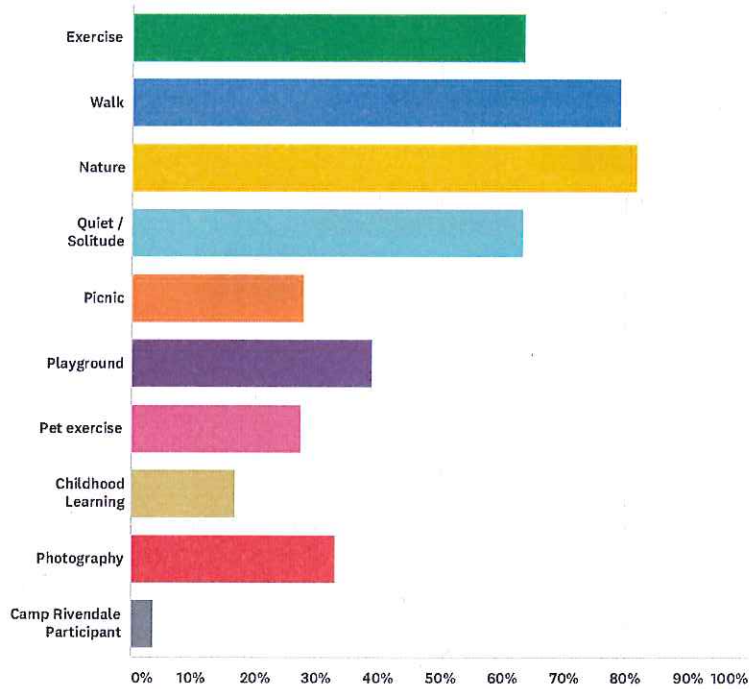


ANSWER CHOICES	RESPONSES	
Historic Core Area - Main House, Stable, Tea House, Pond	49.71%	170
Covered Picnic Area	26.02%	89
Gardens	62.28%	213
Trails	80.70%	276
Camp Rivendale	16.96%	58
Gatehouse	8.19%	28
Playground	42.11%	144
Total Respondents: 342		

Jenkins Estate Concept Plan Informational Survey

Q2 What is your purpose?

Answered: 339 Skipped: 22

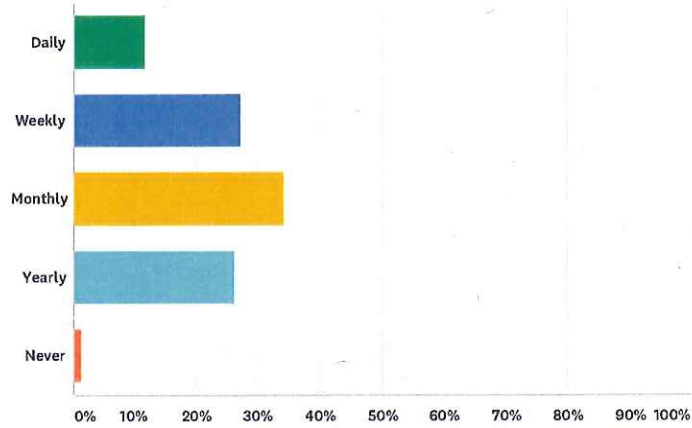


ANSWER CHOICES	RESPONSES	
Exercise	63.42%	215
Walk	79.06%	268
Nature	81.71%	277
Quiet / Solitude	63.13%	214
Picnic	27.73%	94
Playground	38.94%	132
Pet exercise	27.43%	93
Childhood Learning	16.81%	57
Photography	33.04%	112
Camp Rivendale Participant	3.54%	12
Total Respondents: 339		

Jenkins Estate Concept Plan Informational Survey

Q3 How often do you use it?

Answered: 341 Skipped: 20

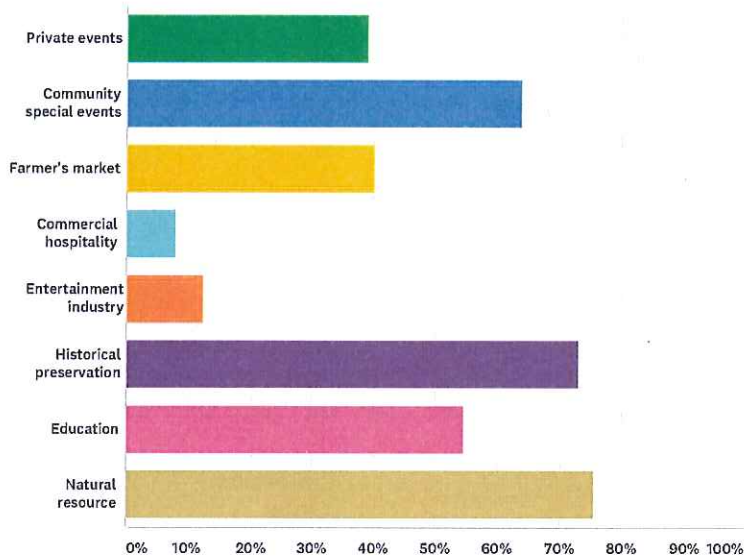


ANSWER CHOICES	RESPONSES	
Daily	11.44%	39
Weekly	27.27%	93
Monthly	34.02%	116
Yearly	26.10%	89
Never	1.17%	4
TOTAL		341

Jenkins Estate Concept Plan Informational Survey

Q4 What would you like to see happen with the estate?

Answered: 340 Skipped: 21

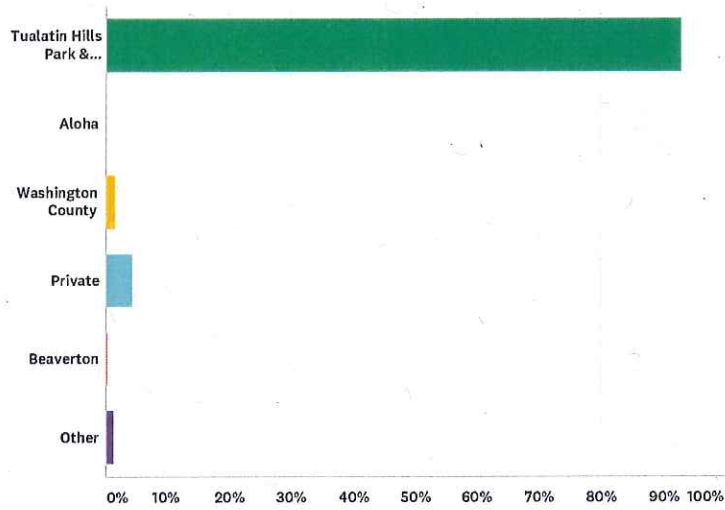


ANSWER CHOICES	RESPONSES	
Private events	38.82%	132
Community special events	63.82%	217
Farmer's market	40.00%	136
Commercial hospitality	7.65%	26
Entertainment industry	12.35%	42
Historical preservation	72.94%	248
Education	54.71%	186
Natural resource	75.59%	257
Total Respondents: 340		

Jenkins Estate Concept Plan Informational Survey

Q5 Do you know who manages the estate?

Answered: 341 Skipped: 20

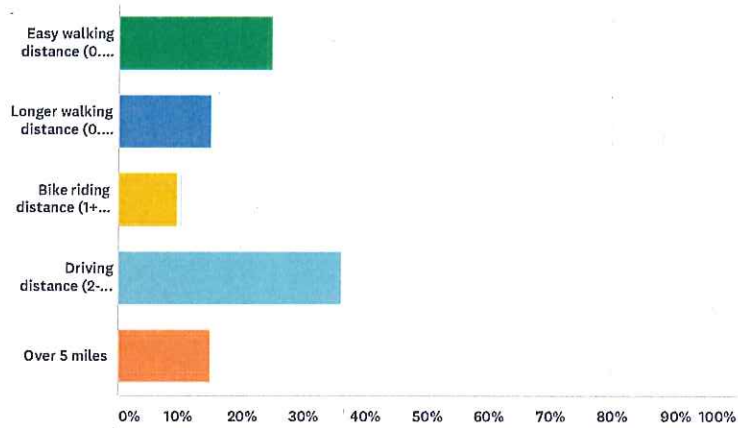


ANSWER CHOICES	RESPONSES	
Tualatin Hills Park & Recreation District (THPRD)	92.96%	317
Aloha	0.00%	0
Washington County	1.47%	5
Private	4.11%	14
Beaverton	0.29%	1
Other	1.17%	4
TOTAL		341

Jenkins Estate Concept Plan Informational Survey

Q6 How far do you live from the Jenkins Estate?

Answered: 341 Skipped: 20

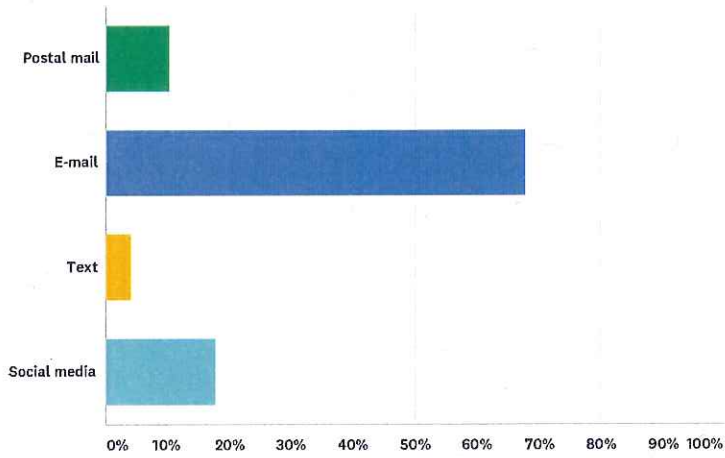


ANSWER CHOICES	RESPONSES	
Easy walking distance (0.5-1 mile)	24.63%	84
Longer walking distance (0.5-1 mile)	14.96%	51
Bike riding distance (1+ miles)	9.38%	32
Driving distance (2-5 miles)	36.07%	123
Over 5 miles	14.96%	51
TOTAL		341

Jenkins Estate Concept Plan Informational Survey

Q7 If you would like to stay in touch, what would be the best way to reach you?

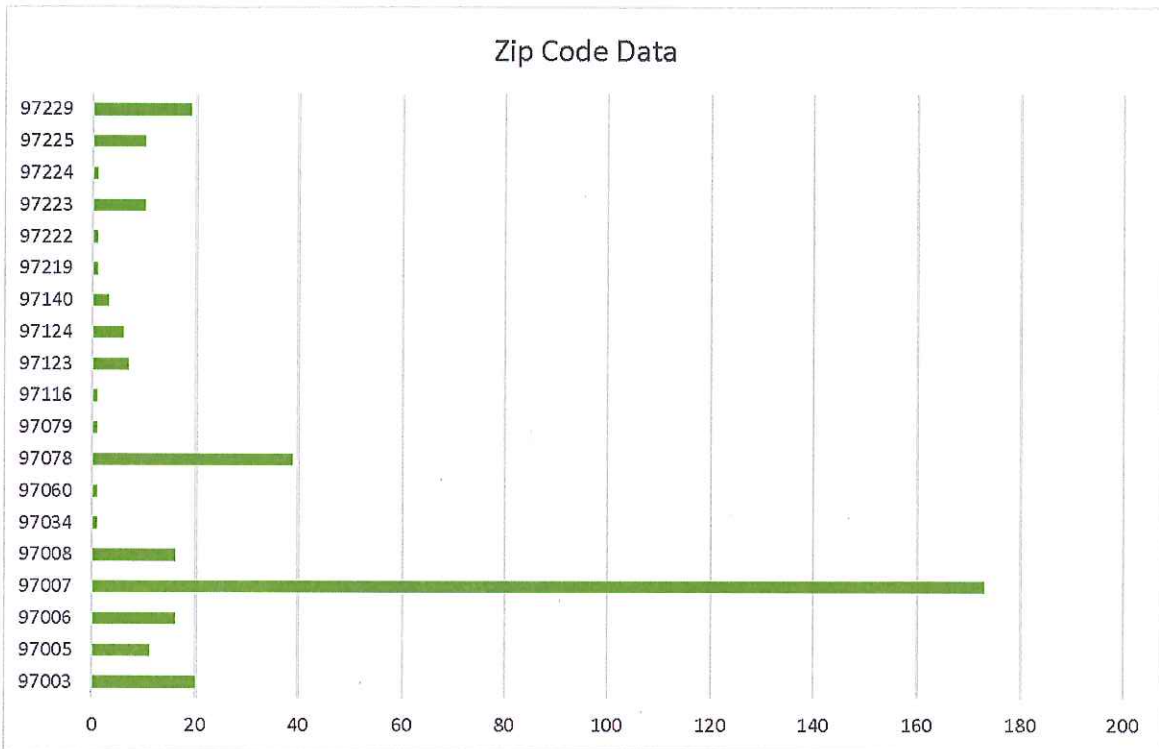
Answered: 319 Skipped: 42



ANSWER CHOICES	RESPONSES	
Postal mail	10.34%	33
E-mail	67.71%	216
Text	4.08%	13
Social media	17.87%	57
TOTAL		319

Q8 What is your zip code?

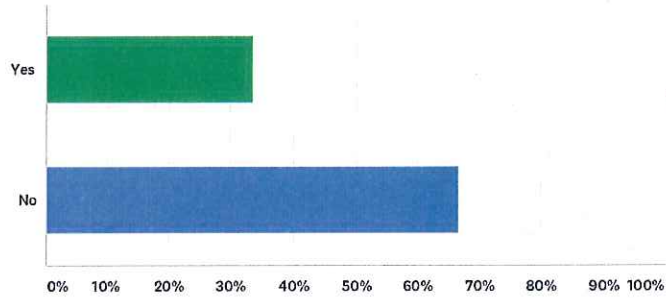
Answered: 340 Skipped: 21



Jenkins Estate Concept Plan Informational Survey

Q9 Are you planning on attending the Community Conversation at the Jenkins Estate Main House on Tuesday, August 21 from 6-8pm to learn more about developing an updated Concept Plan for the Jenkins Estate?

Answered: 284 Skipped: 77

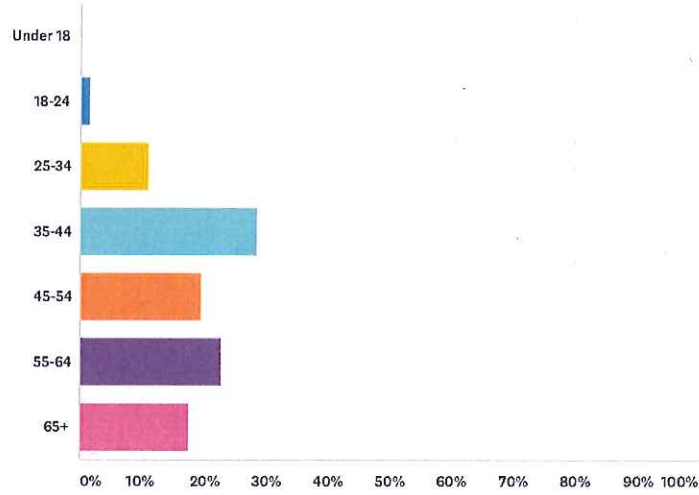


ANSWER CHOICES	RESPONSES	
Yes	33.45%	95
No	66.55%	189
TOTAL		284

Jenkins Estate Concept Plan Informational Survey

Q10 What is your age group?

Answered: 329 Skipped: 32

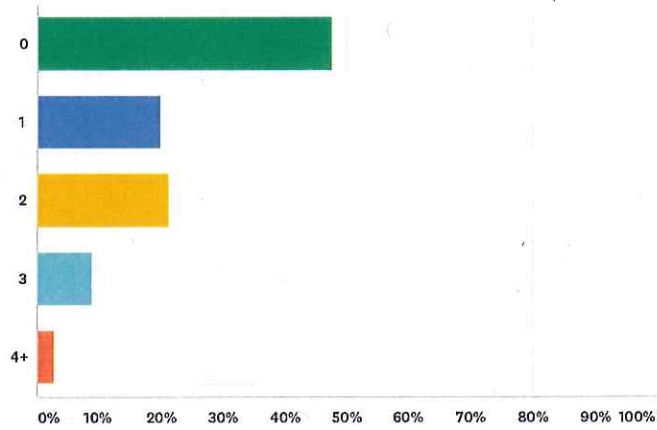


ANSWER CHOICES	RESPONSES	
Under 18	0.00%	0
18-24	1.52%	5
25-34	10.94%	36
35-44	28.27%	93
45-54	19.45%	64
55-64	22.49%	74
65+	17.33%	57
TOTAL		329

Jenkins Estate Concept Plan Informational Survey

Q11 How many children are in your home?

Answered: 328 Skipped: 33

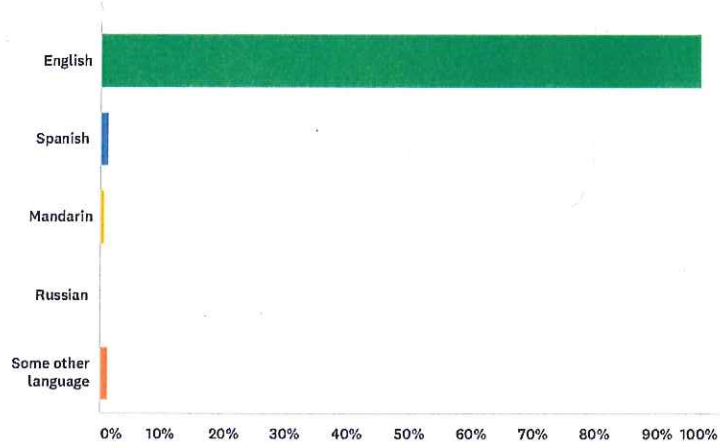


ANSWER CHOICES	RESPONSES	
0	47.56%	156
1	19.82%	65
2	21.04%	69
3	8.84%	29
4+	2.74%	9
TOTAL		328

Jenkins Estate Concept Plan Informational Survey

Q12 What language do you mainly speak at home?

Answered: 335 Skipped: 26

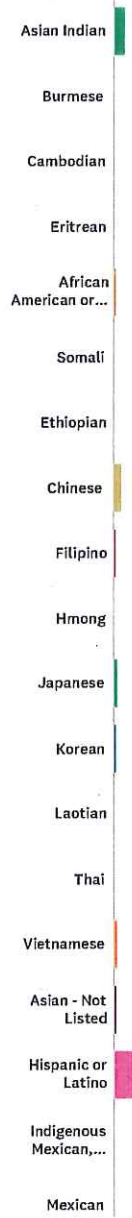


ANSWER CHOICES	RESPONSES	
English	97.01%	325
Spanish	1.19%	4
Mandarin	0.60%	2
Russian	0.00%	0
Some other language	1.19%	4
TOTAL		335

Jenkins Estate Concept Plan Informational Survey

Q13 Race/Ethnicity

Answered: 307 Skipped: 54

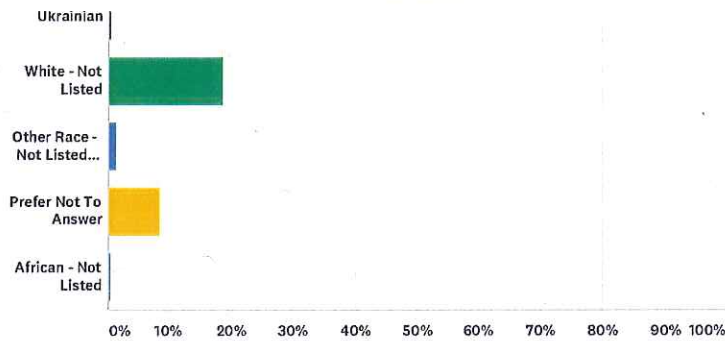


Jenkins Estate Concept Plan Informational Survey

Hispanic or Latino - Not...
American Indian, Alas...
Confederated Tribes of...
Confederated Tribes of th...
Confederated Tribes of th...
Confederated Tribes of Wa...
Coquille Indian Tribe
Cow Creek Bank of Umpqua Tr...
Klamath Tribes
American Indian, Alas...
Guamanian or Chamorro
Micronesia
Native Hawaiian
Pacific Islander
Samoan
Tongan
Pacific Islander - N...
White
Romanian
Russian
...



Jenkins Estate Concept Plan Informational Survey



ANSWER CHOICES	RESPONSES	
Asian Indian	1.63%	5
Burmese	0.00%	0
Cambodian	0.00%	0
Eritrean	0.00%	0
African American or Black	0.33%	1
Somali	0.00%	0
Ethiopian	0.00%	0
Chinese	1.30%	4
Filipino	0.33%	1
Hmong	0.00%	0
Japanese	0.65%	2
Korean	0.33%	1
Laotian	0.00%	0
Thai	0.00%	0
Vietnamese	0.65%	2
Asian - Not Listed	0.33%	1
Hispanic or Latino	3.26%	10
Indigenous Mexican, Central American, or South American	0.00%	0
Mexican	0.00%	0
Hispanic or Latino - Not Listed	0.33%	1
American Indian, Alaska Native or Native or Indigenous to Canada	0.33%	1
Confederated Tribes of Siletz Indians	0.00%	0
Confederated Tribes of the Coos, Lower Umpqua and Siuslaw Indians	0.00%	0
Confederated Tribes of the Grand Ronde Community of Oregon	0.00%	0

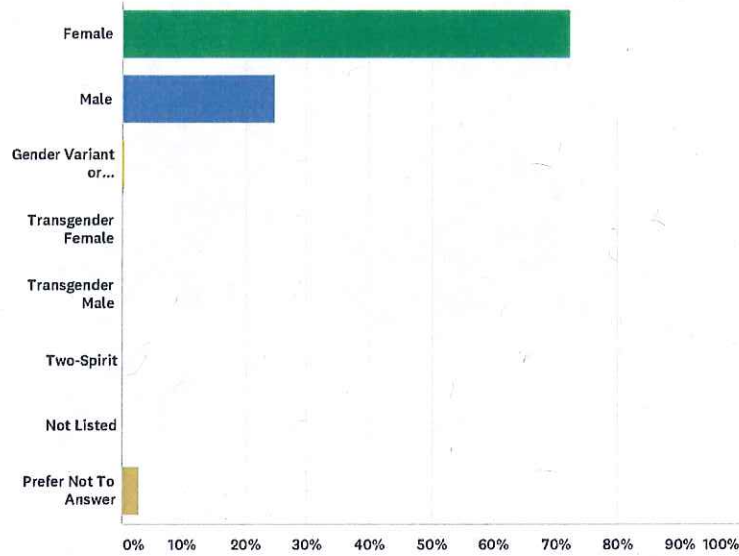
Jenkins Estate Concept Plan Informational Survey

Confederated Tribes of Warm Springs	0.00%	0
Coquille Indian Tribe	0.00%	0
Cow Creek Band of Umpqua Tribe of Indians	0.00%	0
Klamath Tribes	0.00%	0
American Indian, Alaska Native, or Native or Indigenous to Canada - Not Listed	0.33%	1
Guamanian or Chamorro	0.00%	0
Micronesian	0.00%	0
Native Hawaiian	0.00%	0
Pacific Islander	0.00%	0
Samoa	0.00%	0
Tongan	0.00%	0
Pacific Islander - Not Listed	0.00%	0
White	60.59%	186
Romanian	0.65%	2
Russian	0.00%	0
Ukrainian	0.33%	1
White - Not Listed	18.57%	57
Other Race - Not Listed Above	1.30%	4
Prefer Not To Answer	8.47%	26
African - Not Listed	0.33%	1
TOTAL		307

Jenkins Estate Concept Plan Informational Survey

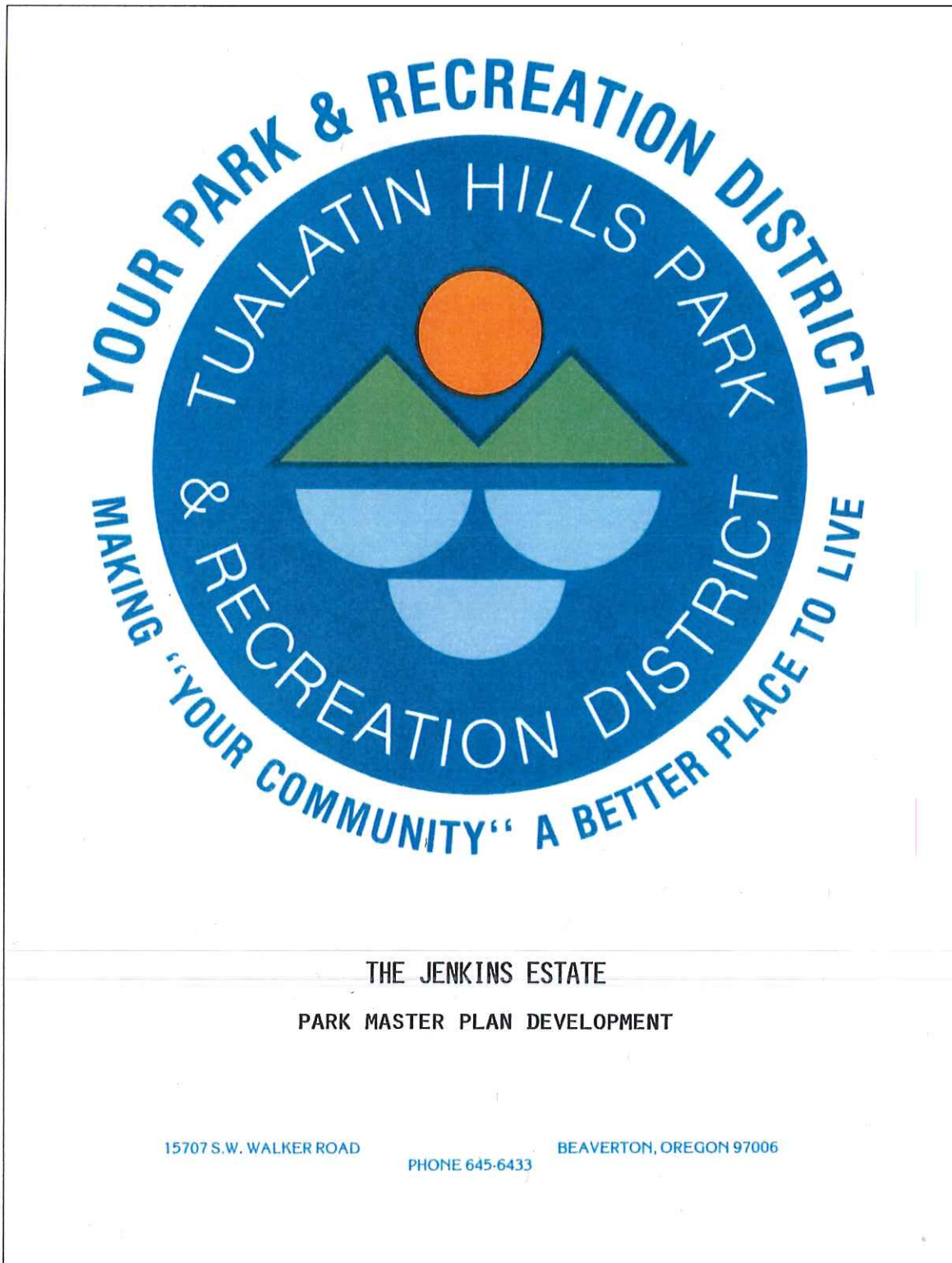
Q14 Gender

Answered: 328 Skipped: 33



ANSWER CHOICES	RESPONSES	
Female	72.26%	237
Male	24.70%	81
Gender Variant or Non-conforming	0.30%	1
Transgender Female	0.00%	0
Transgender Male	0.00%	0
Two-Spirit	0.00%	0
Not Listed	0.00%	0
Prefer Not To Answer	2.74%	9
TOTAL		328

Appendix D: Original Master Plan



**THE JENKINS ESTATE
PARK MASTER PLAN DEVELOPMENT**

15707 S.W. WALKER ROAD

PHONE 645-6433

BEAVERTON, OREGON 97006

TUALATIN HILLS PARK AND RECREATION DISTRICT BOARD

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Edith Eden
Seth Jackson (deceased)
Arden Eby
Kay Hawkins
Charles Waldron

Alternates

Geralyn Hennes
Eleanor Sprando

TUALATIN HILLS PARK AND RECREATION DISTRICT

General Manager

Howard Terpenning

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THE JENKINS ESTATE: A SUMMARY REPORT

INTRODUCTION

Background

In 1976 the Tualatin Hills Park and Recreation District purchased a 68-acre site on the northwest slope of Cooper Mountain. Known as the Jenkins Estate, the property included a collection of historic buildings and gardens dating from the earlier years of the twentieth century. Though not extremely old, the structures and their surroundings together represented the vanishing lifestyle of a genteel country society. In its early days, a wealthy family lived and entertained on the rustic estate while a large household staff maintained the gardens, greenhouse, dairy, stable and other buildings of the property.

By the time the District purchased the Estate, many of the buildings and gardens were in a neglected condition. The secluded country estate, though, still retained a sense of dignity and the property was acquired with the intention of developing the facilities into some type of cultural and recreational center. Specific activities and uses of the Estate, however, had not been decided. Three citizen committees were soon established to determine future development. In 1977, a single steering committee composed of members of the citizen committee was formed to work with a consulting firm, Robert E. Meyer Consultants, which had been hired to assist with the planning of the property. This report presents the master plan for the development and use of the Jenkins Estate. It includes background information on the site and its structures, a listing of development and restoration policies, a description of the proposed Master Plan, and a discussion of costs and priorities.

INVENTORY

Introduction

The historical background of the Estate as well as characteristics of the site and its buildings have been important factors in determining the future uses of the property. This section summarizes some of the more significant cultural and natural conditions which have influenced the Master Plan design.

History

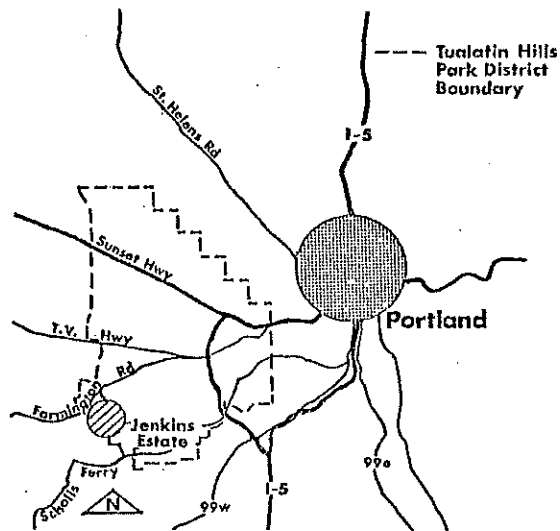
The first known owners of the Estate site were the Merrells, who moved from Missouri to Oregon and settled on the land in 1846. After several years of ownership by the Merrell family, the property was eventually sold to Ralph Jenkins and his wife, Belle Ainsworth Jenkins, the daughter of Captain J.C. Ainsworth. Belle Jenkins had found the city confining and desired a home in a secluded spot. In 1912, construction was begun on the Estate and three years later a large country house, stables and an English garden were completed. The design of the seven-bedroom house is said to be patterned after a hunting lodge built for the English Royal Family. The stables reportedly were designed by a well known English stable designer and the gardens were planned by the gardener for the Prime Minister of Canada. In accordance with landscape design ideas of the period, the gardens were planted in a traditional English Picturesque style. Other features of the Estate eventually included a carriage house, a teahouse, a water tower, a pump house, a greenhouse and other small outbuildings.

The Estate was called Lolomi by its owners, an Indian term meaning "peace and quiet". This name became even more appropriate as Belle Jenkins ceased all entertaining at the wooded Estate during the last 25 to 30 years of her life.* Upon Mrs. Jenkin's death, the Estate was passed on to Burt Muir, a friend of Mrs. Jenkins, who, in turn, sold the Estate to a development firm. Using the historical buildings and gardens as a center, the developer intended to build a planned community for retired adults. Several background reports were prepared by consultants but in the end, the project faltered. The Jenkins Estate was again offered for sale and the Park District decided to purchase the property in 1976.

To determine future uses of the Estate, three citizens committees were formed to examine respectively, buildings, grounds and furnishings. During this time also, Chandler Fairbank, a landscape architect and member of the Grounds Committee, prepared a Conceptual Landscape Plan. Many other volunteers became active in clearing overgrowth and helping to restore and maintain the Jenkins Estate gardens.

Eventually, to improve the coordination of the planning and restoration efforts, two representatives of each of the three committees were appointed to serve on a single steering committee. Since August 1977, the committee has met regularly and has worked closely with a consulting firm, Robert E. Meyer Consultants in the preparation of the Master Plan for the facilities. Another firm, Allen - McMath - Hawkins - Architects, which specializes in architectural restoration work, has provided information and advice on the structures of the Estate.

* Rockrise, Odermatt, Mountjoy, Amis, Lolomi - A Planned Community, January 1972.



The Site

Location/Slope:

The 68-acre Jenkins Estate is located near the Hazeldale area of Washington County. The property is situated at Farmington and Grabhorn Roads on the northwest slope of Cooper Mountain. The topography of the site is varied. Relatively flat lands with slopes of from 0 - 10 percent are found primarily in the northwest and southeast corners of the Estate and in the area of the Main House. Most of the Estate has moderate to steep slopes ranging from 10 - 25 percent, although two areas on the property have extremely steep slopes of 25 percent and over. In all, 19 acres have slope of from 0 - 10 percent, 42 acres have slopes ranging from 10 - 25 percent and 7 acres have slopes equaling or exceeding 25 percent.

Vegetation:

Much of the site is currently wooded, although a few areas have been cleared as pastures and fields. Presently, there are 6-1/2 acres of cleared field on the southeast part of the site along Grabhorn Road. There is also a 2-1/2 acre clearing below the Main House on the west side of the site. Other open areas are found near the Main House where native trees and shrubs of wooded areas gradually give way to cultivated plants. This subtle transition from wild, natural growth to a tamed landscape of ornamental trees, shrubs, flowers and turf is very much in keeping with the natural English garden tradition. Also traditional are the winding gravel pathways as well as many of the types of cultivated plant materials. Apparently, during the landscaping of the Jenkins Estate, several species of plants were imported from England. Today many of these plants remain as unique specimen trees and shrubs and matured perennial borders, although several of the plants are deteriorating from old age or lack of maintenance.

Special features of the outdoor areas include a garden pool, a rockery, a cut-flower garden and a greenhouse. Other elements include lighting fixtures which are largely tree-mounted and faucets for watering the grounds via hoses and sprinklers.

Climate:

Climatic conditions on the site are typical of the moderate Northwest climate. Temperatures generally range from 30° to 85° with the higher elevations of the site remaining slightly warmer than the lower areas. Annual rainfall on the site is about 36 inches with yearly snowfalls averaging about 8 inches. The higher areas of the Estate, however, may receive as much as twice that amount of snow. As in the rest of the Tualatin Valley, prevailing winds on the site are from the northwest during winter months and from the south to south-

east during the summer. At the same time, wooded areas on the Estate help to moderate wind speeds and also create cooler, moister spots during summer months. As in most of the coastal northwest, weather is stormy and overcast much of the time. From May through September, however, sunny weather generally predominates over days with gray skies. At the same time, the site's location on a northwest slope tends to reduce sunlight through a shading effect.

Land Use:

A number of different land uses border on the Jenkins Estate. North of the Estate across Farmington Road are several new residential subdivisions. Near the northwest corner of the site is a private riding stable which has made use of the Estate for riding trails and for access to other trail areas. To the west and southwest of the Estate are two active quarry areas. The quarries create substantial amounts of dust as well as being daytime nuisances in terms of noise. Presently, a densely wooded area on the Jenkins Estate provides a visual screen and partially filters both noise and particulate matter.

To the south and the east of the Estate are woodlands and orchards, though farther up Grabhorn Road new residential development is taking place. In the area north and east of the property, scrub growth screens a reservoir site. The water tank, however, presents no visual problems. In all, the surrounding types of land uses and the site's planning classification as urban and urban intermediate land, suggests that the Estate will be a special purpose community facility rather than a neighborhood park.

Access:

The primary means of access to the Estate are by bus, bicycle and automobile. Tir-Met's #56 Aloha/Beaverton/Progress provides regular bus service along heavily travelled Farmington

Road to 185th about one mile east of the Estate. Also running alongside the arterial is a curbed bikeway which currently ends just west of Grabhorn Road. Automobile access is from Farmington to Grabhorn Road and then into the interior of the Estate through one of two entrance roads. The main road enters the property at the lower end of Grabhorn Road and then winds through a wooded area to a circular drive at the Main House. The other entrance road is a short service drive to the old farm house. Within the Estate a series of pedestrian paths link the various buildings and gardens while old equestrian trails cut through the wilder areas of the property.

The Structures

There are several historical buildings remaining on the Jenkins Estate. These include the Main House, the old Stable, the Carriage House, the Greenhouse, the Tea House, the Water Tower, the Pump House, and the Original Farmhouse. Many of the structures have been poorly maintained and all of the buildings require at least minimal repairs. A detailed description of the Estate buildings and their conditions are as follows:

MAIN HOUSE

The Main House is an "L" shaped 1-1/2 story wood frame structure with a full basement and concrete foundations. The original basement, located under the south wing, has a concrete floor. The basement under the east wing was excavated at a later date and has a dirt floor. A twelve foot wide covered porch extends across the entire north facade and part of the west facade. The porch roof is supported by dressed logs. Basic floor and wall construction is in good condition.

Exterior walls are covered with rough sawn horizontal lap siding 9-1/2" to weather. Siding is finished with a dark brown stain. Except at the lowest course where some rot has occurred due to ground contact, siding is in good condition. Some re-nailing is needed.

Windows are wood, primarily casement type with some double hung and some fixed. Windows are generally in good operating condition. Exterior doors, sash and trim are painted a cream color.

Gable roofs with 6/12 pitch cover the main building and second floor dormers. The roof structure consists of rafters with dressed pole outlookers and braces supporting the four foot overhangs. Roof covering is green asphalt shingles over earlier cedar shingles. Roofing is in fair condition. The eave line along the west elevation sags, apparently due to dislocation of pole outlookers. There is some rot at ends of a few outlookers. Some gutters need repair and/or replacement.

The first floor interior is essentially as originally built and features hardwood floors, "CompoBoard" (firtex) walls and ceilings, beamed ceilings in the Living and Dining Rooms, paneling, picture molds, paneled doors, built-in cabinets and fireplaces of stone and brick. Walls are finished with paint and/or a variety of wallpapers. All interior surfaces are in good condition though some refinishing is necessary. The major alteration on the ground floor was the addition of a full bathroom adjacent to Chamber #3.

The second floor which was expanded during a 1916 remodeling has hardwood floors, "CompoBoard" walls and ceilings, and naturally finished fir wainscoting in the front stairway, main hall and Billiard Room. Finishes are mostly original and in excellent condition. (A portion of the south bedroom was damaged by fire in 1964 - damaged areas were restored to original condition.)

The warm air heat is supplied by two furnaces installed in 1959. The heating system is in good condition.

Most original light fixtures - wall sconces and chandeliers in the Master Bedroom, Dining Room and Billiard Room - are intact.

Electrical wiring is substandard and will need replacement to meet current codes.

STABLE

The Stable is a "cross" shaped three level structure of wood frame construction with concrete foundations. Substantial rot damage has occurred due to moisture contact with wood members. Structural damage includes: complete collapse of the wood floor structure in the easterly 12' of the ground floor of the east wing - rot at stud ends; rot at east beam ends at the ground floor of the center wing; rot in plates and flooring at second floor; extensive rot in roof sheathing; and rot in the floor structure of the lower level dairy.

Exterior walls are covered with rough sawn horizontal lap siding, 9" - 10-1/2" to weather. Siding is finished with a dark brown stain. Siding is in good condition with the exception of rot in the lower courses, particularly along the east walls, a few open mitered corner joints, and a few boards with excessive splits, and some loose nails.

Windows are wood, double hung and casement - some are in need of repair. Exterior doors, sash and trim are painted a cream color.

Gable roofs with 6/12 pitch are supported by wood rafters, trussed on the west wing. The ridge member on the east wing is supported by posts at the third points. Posts appear to be later additions to shore up a sagging ridge. Dressed pole outlookers and braces support the roof overhangs. Green asphalt shingles cover earlier cedar shingles. Roofing is in very poor condition and leaks have caused considerable damage (see above). The roof is presently covered with temporary sheet material. Several pole outlookers are partially rotted. Gutters are in poor condition.

The lower level housed the dairy. Metal stalls and related equipment are intact and in fair condition. Walls are painted concrete or flush horizontal boards. The wood ceiling structure is exposed.

The main floor consists of nine horse stalls and related storage and utility spaces. Most walls and ceilings are covered by 1 x 4 t & g fir with a natural finish. Except for a few damaged boards, walls and ceilings are in good-fair condition.

A portion of the east wing has a concrete floor. Other floors are t & g fir in varying thicknesses. Aisles in stall areas have two layers of 2" x 6" t & g. Stalls have an additional 2" layer of half-round boards. Condition of wood floors ranges from heavily worn in stalls, to moderately worn in aisles, to good in utility and storage areas.

The second floor consists of open loft space over the central and east wings. A bedroom has been added to the northeast corner of the central wing. Flooring is unfinished t & g fir, and except for water damage (see above) and access openings, is in good condition. Wood studs and rafters are exposed.

The building has no heating system and the electrical wiring is substandard. At present all utilities are shut off.

CARRIAGE HOUSE

The Carriage House is a one story wood frame rectangular building with a concrete foundation. The basic wall structure is in good condition.

Exterior walls are covered with rough sawn horizontal lap siding 9-1/2" - 10-1/2" to weather. Siding is finished with a dark brown stain. Siding is in good condition with the exception of rot on the lower courses where it is in contact with earth. Some nails are loose and some mitered corners are open.

Windows are wood casement and double hung, and are in good condition. A pair of wood sliding doors are centered in the north wall. Doors are in good condition. Doors, windows and trim are painted a cream color.

The gable roof - 6-12 pitch - is supported by wood rafters with dressed pole outlookers and braces supporting the four foot overhangs. Roof covering is green asphalt shingles over earlier cedar shingles. Roofing is in poor condition and is presently covered with temporary sheet material. Water leakage has caused rot in some roof members and at the ends of some pole outlookers. Gutters are in fair-poor condition.

Floor construction is a concrete slab on grade which is in good condition. Walls and ceiling are covered with 1 x 6 t & g flush fir boards, also in good condition.

GREENHOUSE

The Greenhouse is a one story rectangular structure with a concrete foundation. The westerly 10 feet is conventional wood frame construction with rough sawn horizontal lap siding, cedar shingles (probably original), concrete floor slab with boiler pit, and 1 x 4 t & g walls and ceilings. All is in good condition except the roof which is in poor condition.

The easterly 40' of the structure contains the glazed planting area. The area is divided into two equal spaces and has concrete sidewalls 42"± high plus one course of glass to the eave line. The east gable end and the gable roof are all glass with wood ribs supported by a steel pipe structure. Most wood ribs have rotted ends, and approximately 30% of the glass is missing. The steel pipe structure is in good condition. Wood planting tables are in poor condition and some aisle floor planking is rotted.

Wheels, gears, pulleys and chains used to operate ventilation panels are intact but are badly rusted, and do not function.

TEA HOUSE

The Tea House is a small, open, rectangular post and beam structure with a concrete foundation. Posts, beams, rafters, braces and railing members are of unfinished dressed poles. The wood members are generally in good condition - some rot is evident at post bases and in the railing.

Roofing is green asphalt shingles over earlier cedar shingles and 1 x 4 t & g V-groove sheathing which is exposed on the underside. Roofing is in fair condition. A wood gutter in fair condition is located along the south eave. The north eave gutter is missing.

Flooring and the perimeter curb is of 6" x 9" red quarry tile on a concrete slab. Tile is in good condition.

WATER TOWER

The Water Tower is a two story square structure with a concrete foundation. A one story addition with a stone rubble foundation is attached at the east wall of the original building. The wall structure is in good condition except for a rotted sill at the southeast corner.

Exterior walls are covered with rough sawn horizontal lap siding 8-1/2" - 10" to weather. Siding is finished with a dark brown stain. Siding is in good condition with the exception of rot on the lower courses, loose nails, and a few open corner joints.

Windows are wood double hung in good condition. Exterior doors and windows are finished with a cream colored paint.

The original structure has a hipped roof supported by rafters with dressed pole outlookers and braces supporting the overhang. The east addition has a shed roof of similar construction. Roof covering is green asphalt shingles over earlier cedar shingles. Roofing is in poor condition. Gutters are in fair condition.

Ground floor construction is a concrete slab on grade which is in good condition. Walls are exposed wood stud throughout. The first level walls of the original unit are battered to provide stability to the second floor structure which supports the 14' diameter staved wood water tank (approximately 10,000 gallons). Additional support is provided by heavy timber beams and posts running along the east/west centerline at the first floor. The tank support members are in good condition.

PUMP HOUSE

The Pump House is a one story wood frame rectangular building with a concrete foundation. An 11' deep, full width, roofed porch extends west of the building. The wall structure is in good condition. The easterly 12' is an addition to the original building and is in the same configuration.

Exterior walls are covered with rough sawn horizontal lap siding 9" - 10-1/2" to weather, and some flush horizontal boards on the east wall of the addition. Siding is finished with a dark brown stain. Except for some loose nails, siding is in good condition.

Windows are wood casement, double-hung, and fixed and are in good condition. Exterior doors, windows and trim are painted a cream color.

The gable roof - 6/12 pitch - is supported by dressed pole rafters and braces. Roof covering is green asphalt shingles over earlier cedar shingles. Roofing is in poor condition and is presently covered with temporary sheet material. Water leakage has caused rot in some roof sheathing and pole rafters. Gutters are in poor condition.

Floor construction is a concrete slab on grade which is in good condition. Walls and ceilings are covered with 1" x 4" t & g flush fir boards. Except for rot in some ceiling boards, finish woodwork is in good condition.

ORIGINAL FARMHOUSE

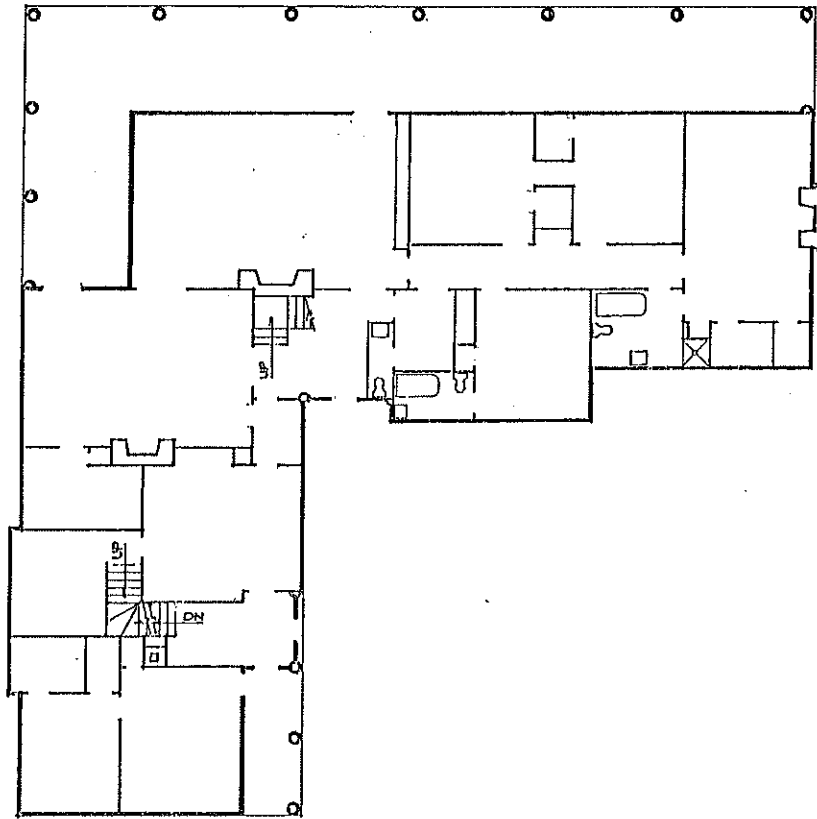
The Original Farmhouse is a two story frame structure with heavy timber sill beams supported by wood posts on concrete footings. Posts and beams are not original and are in good condition. Original floor joists and wall structure are in good condition.

The front porch (north), rear porch, and the one story storage room at the southeast corner appear to be additions to the original farmhouse. All three added units are out of plumb due to poor foundations. The front porch appears to be of late Victorian design and features a simple balustrade, turned wood posts with ornamental brackets that support a horizontal spindle course under the fascia. Porch flooring is 1 x 4 t & g fir and is in poor condition as are several balusters. Post bases show some rot. Other porch woodwork is in good-fair condition.

Except for the decorative shingles in the north dormer, exterior walls are covered with horizontal drop siding with a paint finish. Below the first floor line the perimeter floor construction is covered with vertical skirt boards which have rotted ends where in contact with the ground. Siding and wall shingles are in good condition. Windows are double hung throughout and are trimmed with plain casings and a simple cornice molding. Windows are in good-fair condition.

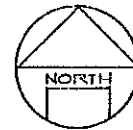
Gable roofs, covered with cedar shingles are framed with wood rafters and feature boxed cornices. Shingles are in poor condition.

The interior has a variety of painted and papered wall surfaces - probably none are original. Windows and paneled doors are trimmed with plain wood casings. Interior woodwork is in good-fair condition.



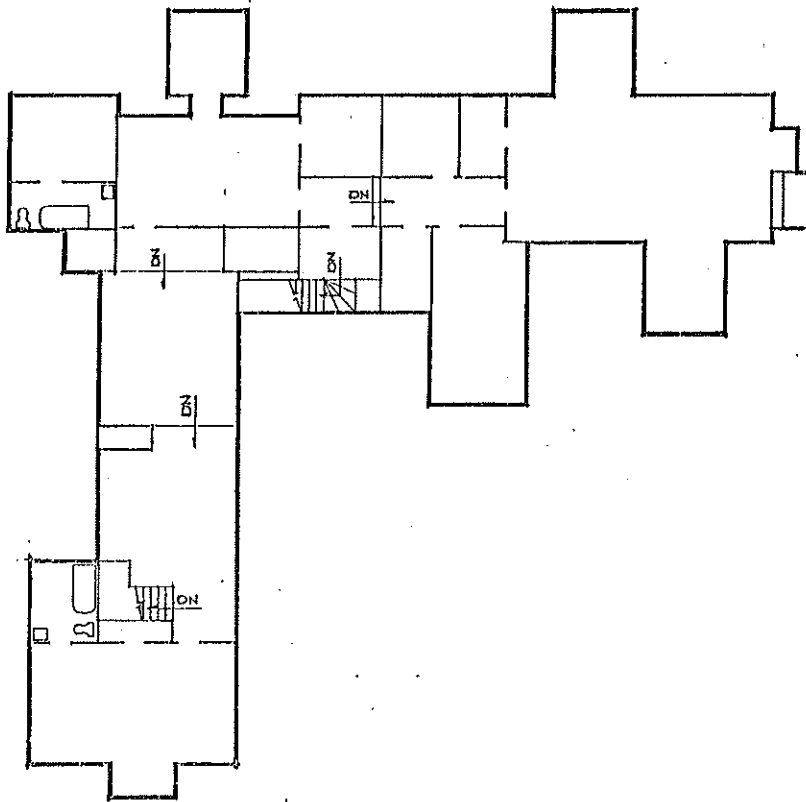
1 ST FLOOR PLAN

4576 #'

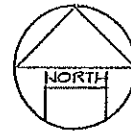


MAIN HOUSE

SCALE: 1/16" = 1'-0"

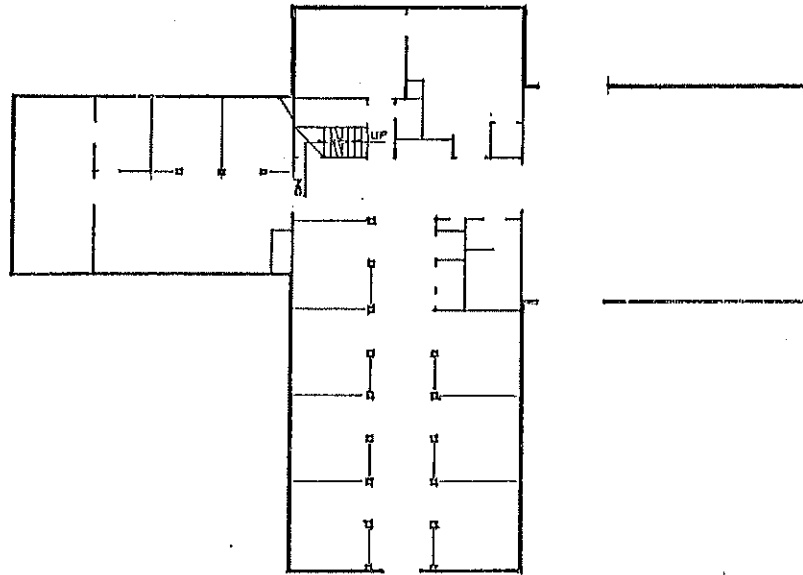


SECOND FLOOR PLAN
3098 #1



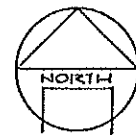
MAIN HOUSE

SCALE: 1/16" = 1'-0"



MAIN FLOOR PLAN

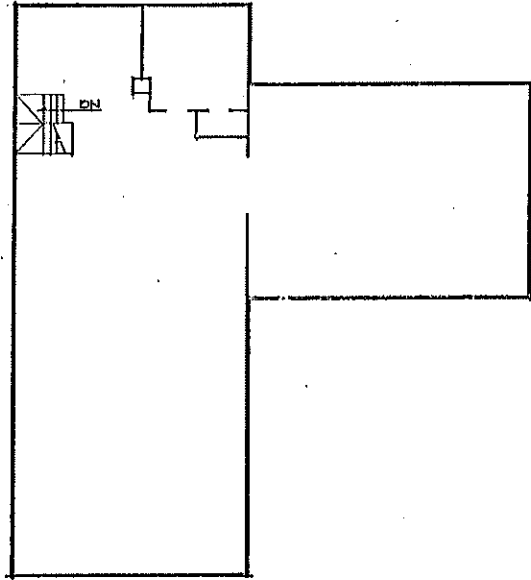
3330 sq'



STABLE

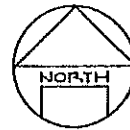
SCALE: 1/16" = 1'-0"

19



SECOND FLOOR PLAN

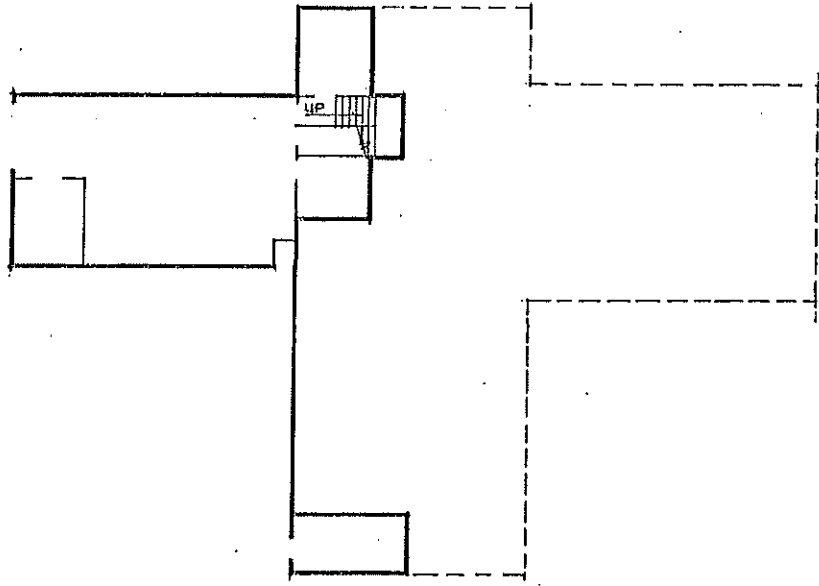
2490 #1



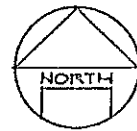
STABLE

SCALE: 1/16" = 1'-0"

20



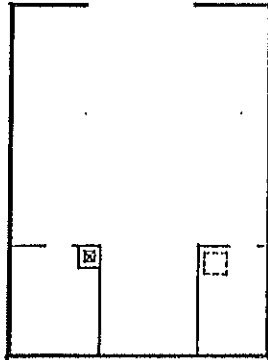
BASEMENT FLOOR PLAN
275 #'



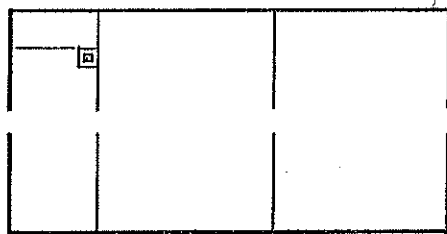
STABLE

SCALE: 1/16" = 1'-0"

21



FLOOR PLAN
CARRIAGE HOUSE
1200 sq'

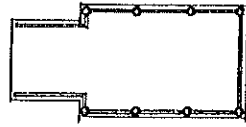


FLOOR PLAN
GREEN HOUSE
1303 sq'

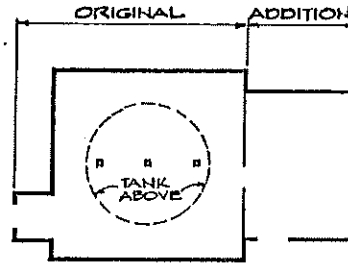


MISC. STRUCTURES

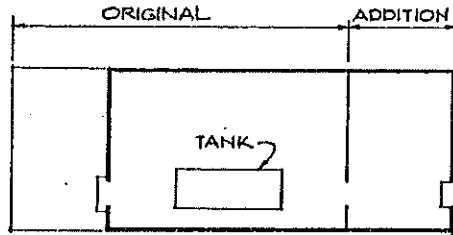
SCALE: 1/16" = 1'-0"



FLOOR PLAN
TEA HOUSE
315 #'



FLOOR PLAN
WATER TOWER
731 #'

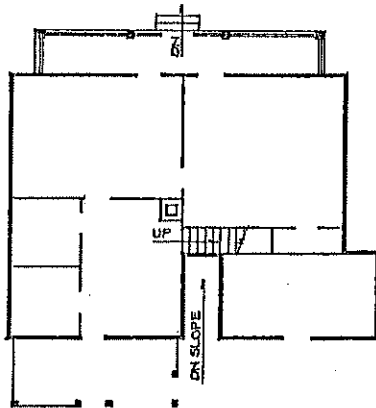


FLOOR PLAN
PUMP HOUSE
740 #'

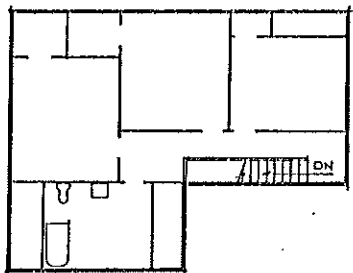


MISC. STRUCTURES

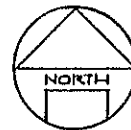
SCALE: 1/16" = 1'-0"



MAIN FLOOR PLAN
1165 sq'



SECOND FLOOR PLAN
228 sq'



ORIGINAL FARMHOUSE

SCALE: 1/16" = 1'-0"

THE PLAN

Introduction

In developing a plan for the Jenkins Estate, the steering committee and consultants recognized that there were several different and often competing demands for the property. On the one hand, the land could be used to provide recreational opportunities for the entire community. At the same time, preservation of the special natural, wild and historic features of the site could be considered equally important. The proposed master plan for the Estate attempts to provide for a compatible balance of these demands.

The Policies

A first step in preparing the plan was to determine general policy guidelines for the development of the Jenkins Estate. After some discussion, the following policies were adopted by the steering committee:

1. The Jenkins Estate will serve all segments of the population within the Tualatin Hills Parks and Recreation District; while preserving the historic and natural character of the existing buildings and grounds.
2. Development and activities at the Jenkins Estate should be compatible with the historic and natural character of the site.

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3. The historic integrity of the area immediately surrounding the original buildings and gardens should be preserved to the greatest extent possible. This area includes the central portion of the property.
4. New development not directly related to the historic buildings and gardens should be located on the northern and southeastern portions of the site.
5. The Jenkins Estate should be made available for cooperative use for programmed activities by youth and community agencies.
6. The buildings and grounds should be made available for meetings and gatherings of public and private groups or organizations.
7. If horseback riding is permitted in the future, bridle trails should only be allowed with proper buffering and separation from conflicting uses and activities.*
8. The Jenkins Estate should not be developed for organized athletics.
9. Motorized vehicles including motorcycles, snow-mobles and all terrain vehicles shall not be allowed.

In general then, preserving the historic values of the Estate has been given a high priority. Active recreational uses are to be of a compatible nature and must be carefully screened and buffered.

* Present Park District policy does not now allow horses within any of its parks.

Excerpt from the Jenkins Estate
Park Development Master Plan
prepared by Robert E. Meyer Consultants
1978

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Development Program

From these policies, a development program was prepared dividing the site into four use areas. These areas include the:

1. Intensive Use Area
2. Historic Core Area
3. Day Camp Complex
4. Natural Area

The first three of these areas will be developed with structures and facilities for moderate to intensive use, while the fourth area will remain natural and essentially unimproved.

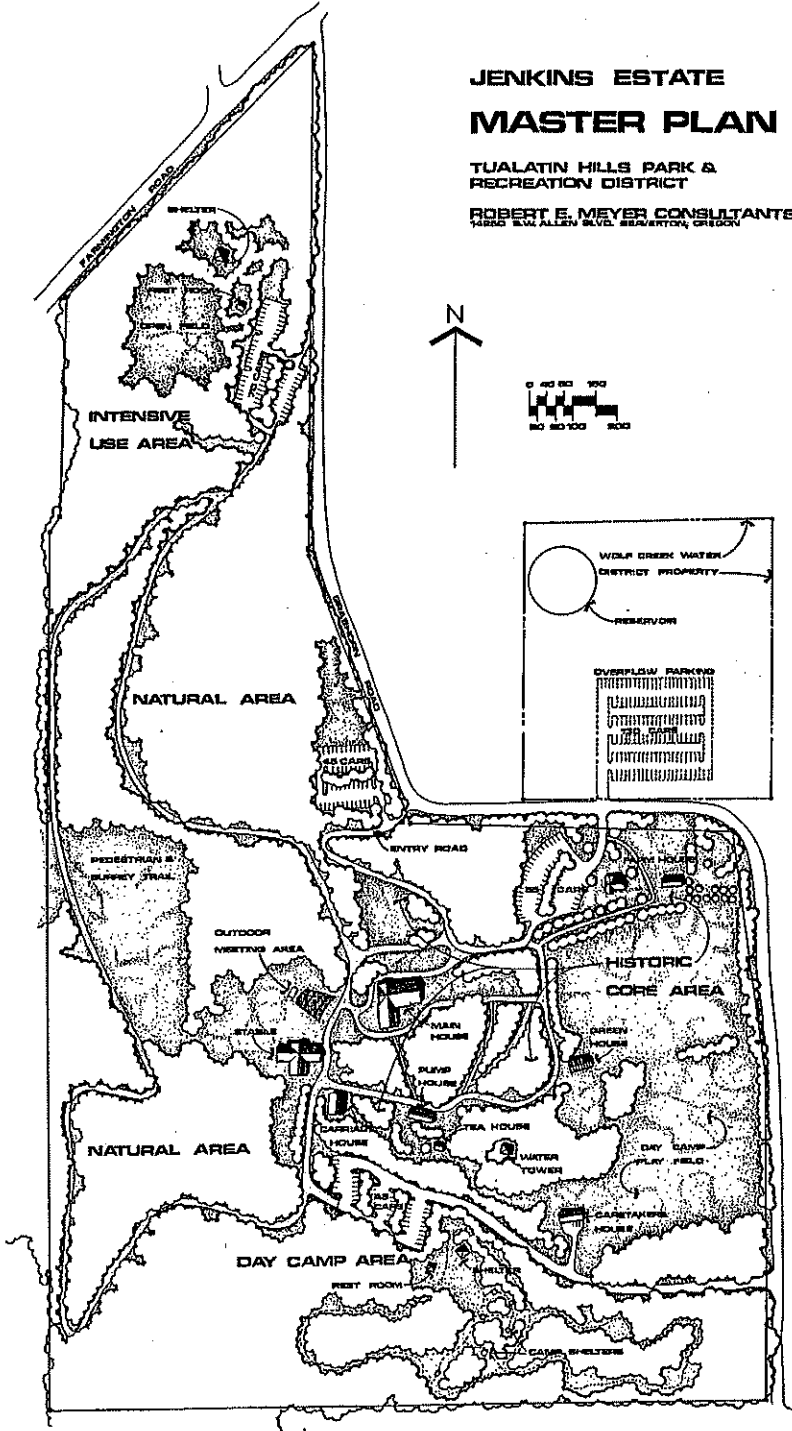
The Master Plan Map

The various use areas and facilities have been presented graphically on the following Master Plan Map. This Map shows the planned location of the different features, indicating their relative proximity and sizes.

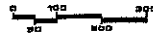
JENKINS ESTATE MASTER PLAN

TUALATIN HILLS PARK &
RECREATION DISTRICT

ROBERT E. MEYER CONSULTANTS
14260 S.W. ALLEN BLVD. SEASIDE, OREGON

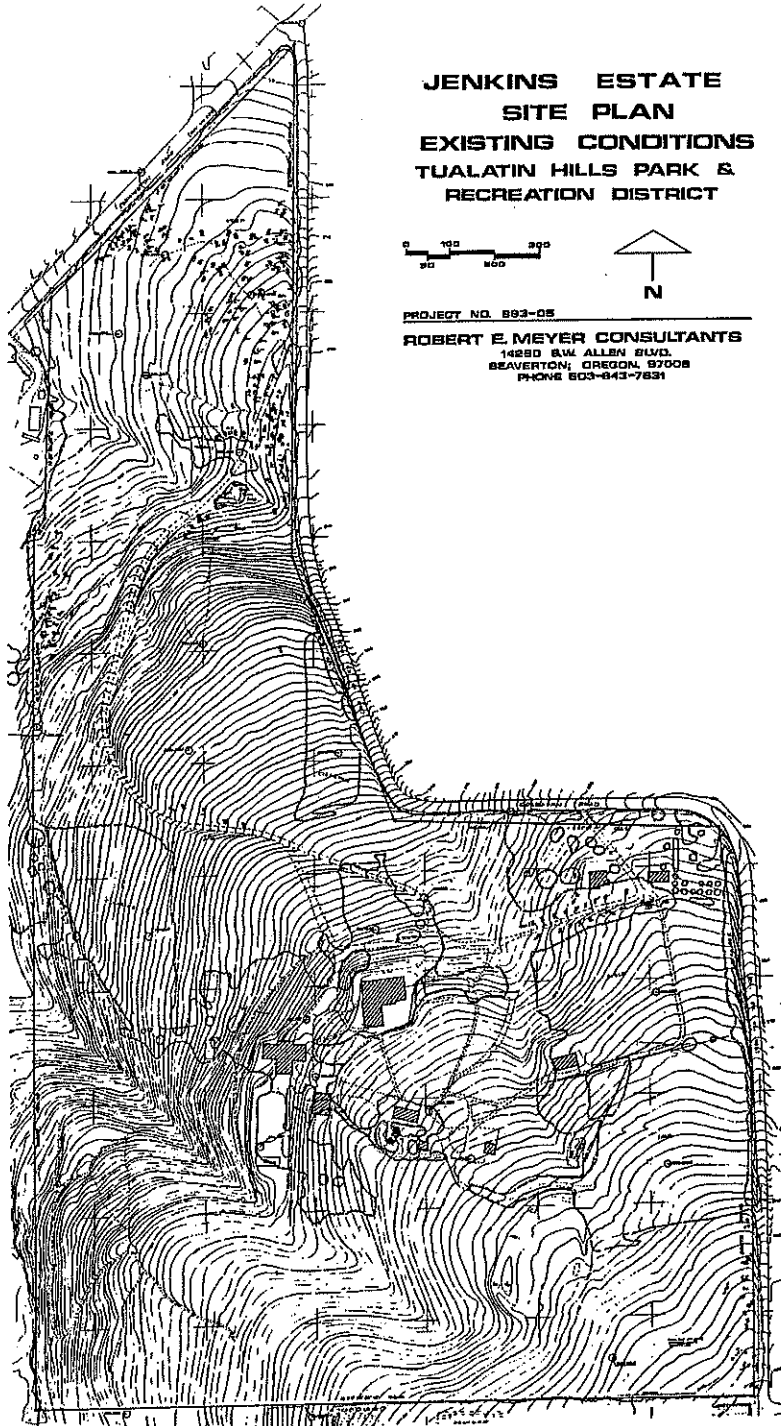


**JENKINS ESTATE
SITE PLAN
EXISTING CONDITIONS
TUALATIN HILLS PARK &
RECREATION DISTRICT**



PROJECT NO. 893-05

ROBERT E. MEYER CONSULTANTS
14280 S.W. ALLEN BLVD.
BEAVERTON, OREGON, 97008
PHONE 803-643-7831



TOPOGRAPHY BY MURRAY-MCDONNELL

INTENSIVE USE AREA

The Intensive Use Area will be located at the lower end of the Jenkins Estate in the area abutting Farmington Road. This will be the most actively used area, providing space for picnicking, volleyball, badminton, frisbee, and other such activities. In accordance with the adopted development policies, though, no facilities for organized team sports will be included.

The location of the Intensive Use Area in the lower portion of the site will permit the buffering of these more active uses from the historic area. By keeping the intensive uses near the major arterial many persons may use the recreational facilities there without necessarily visiting the Historic Core Area further up the slope. In fact, the current drive to the Main House will be closed to public traffic and converted to a pathway for pedestrians and park vehicles only. A separate new access point will be provided for the historic area.

Another advantage of developing the lower area for active use relates to slope. This area is one of the flattest portions of the site providing necessary level areas for parking, picnicking facilities and quieter sports.

Specific facilities to be developed in the Intensive Use Area will include an outdoor picnic area with ample cooking facilities and a seating capacity for 200 persons. In addition, a picnic shelter will provide seating for another 50 picnickers. The shelter, covering about 1000 square feet, will have facilities for preparing picnic meals, including water sources and perhaps electric stoves. Nearby, a separate restroom facility will be provided at a location which will also be easily accessible to people arriving and departing via the parking lot. New parking facilities will have a capacity for 70 vehicles and will be

located within 300 feet of the picnic shelter. Also included in the now-wooded active use area will be a clearing large enough for informal games. A small loop trail will connect the field, the restrooms, the parking lots and the picnic area and all of these developments will be located in a way which will retain adequate buffering from traffic along Farmington and Grabhorn Roads. An informational kiosk will also be included in the Intensive Use Area.

HISTORIC CORE AREA

The Historic Core Area is located in the central portion of the Jenkins Estate site and includes all of the historic buildings and gardens. In accordance with the adopted policies, the exterior historical quality of the original buildings and gardens will be maintained as accurately as possible. Particular emphasis will be placed on retaining the appearance of the entire grouping of structures as they relate historically to the gardens and grounds. At the same time, a few additional facilities, will be needed to more fully utilize the Core Area. These features will be carefully designed and sited and will avoid encroaching on the historical character of the area. Interior uses of original buildings will also, in some cases, require changes. These alterations, however, will not impair the overall historic appearance of the Estate. Suggested uses and improvements of existing buildings are as follows:

Main House

Proposes Uses:

The primary use of the House will be as a conference center. The Living Room, Dining Room, Owner's Room and

Chambers #1 and 2 (see original plans) will be general purpose meeting rooms which various groups may reserve in advance. The Kitchen and Pantry areas will provide space for arranging catered meals, although no original food preparation would occur there. The Vestibule and Chamber #1 will be remodeled for use as rest-rooms and the servants quarters, consisting of two small rooms and a bathroom, will be temporarily used as a caretaker's quarters.

The second floor of the Main House will be used for park staff offices. Occupancy of these offices, however, could not exceed 10 persons since an additional fire exit would be required. The basement shall continue unused except for mechanical equipment and storage.

Proposed Restoration and Rehabilitation:

1. New fire-retardent cedar roof shingles and new metal flashing. Repair and/or replace gutters.
2. Repair and/or replace damaged exterior siding and other woodwork to match original.
3. Remodel Vestibule and Chamber #1 for public rest-rooms - provide for handicapped use.
4. Revise exit doors to meet building codes.
5. Install new electric wiring system.
6. Install automatic fire sprinkler system in Basement, 1st and 2nd floors, and attic.
7. Install carpeting and refinish interior surfaces as required.
8. Stain and paint exterior to match original.
9. Install time clocks and zone controls on the furnaces in order to conserve energy.

Stable

Proposed Uses:

The Stable will be used as an educational and cultural center with a variety of arts and crafts classes on the lower and main levels. In the loft, the large open space will be available for dancing events, classes and exhibits.

Proposed Restoration and Rehabilitation:

1. New fire retardant cedar roof shingles, and new metal flashings. Repair and/or replace gutters.
2. Repair and/or replace damaged structural elements described in the inventory section of the report.
3. Repair and/or replace damaged exterior siding and other woodwork to match original.
4. Provide two new stairways from the second floor and new doorways as needed to comply with exit requirements of the Building Code.
5. Remove added 2nd floor bedroom.
6. Repair and/or replace wood floors and other damaged finish woodwork. Repair sash for full operation.
7. Install new electric lighting and wiring system.
8. Install automatic fire sprinkler system in all levels including the crawl spaces and the west wing attic.
9. Repair plumbing.
10. Install perimeter foundation drain system and regrade surface for proper drainage.

11. Install new heating system.
12. Stain and paint exterior to match original.
13. Varnish and paint interior surfaces.

Carriage House

Proposed Use:

This structure, which is in poor structural condition, will be used as a shell for public restroom facilities.

Proposed Restoration and Rehabilitation:

1. New fire retardent cedar roof shingles, and new metal flashings. Repair and/or replace gutters.
2. Repair and/or replace damaged siding, roof sheathing, out lookers and other woodwork to match original.
3. Construct new public restrooms within the shell of the existing building. Restrooms shall comply with current building code requirements for use by the handicapped.
4. Install new heating and ventilating, and electrical wiring and lighting systems.
5. Stain and paint exterior to match original. Revarnish existing interior surfaces that remain exposed.

Greenhouse

Proposed Uses:

The Greenhouse will be renovated and used to grow plant materials and flowers for the Estate and other Park District facilities. The structure will also be used for storage of garden tools and equipment. Some emphasis may be made of the greenhouse's historic interest in terms of its general character, old heating equipment, piping and other features.

Proposed Restoration and Rehabilitation:

1. New fire retardent cedar roof shingles to replace existing. New metal flashing. Repair and/or replace gutters.
2. Repair and/or replace damaged wood ribs, planting tables, plank floors, and missing glass to match original.
3. Install new heating and electrical systems.
4. Stain and paint exterior siding and trim. Paint steel pipe frame.
5. Clean and repair ventilator operation machinery.

Tea House

Proposed Use:

This structure will be used as a general purpose outdoor covered space.

Proposed Restoration and Rehabilitation:

1. New fire retardent cedar roof shingles. Repair and replace gutters to match original.
2. Repair and/or replace rot damaged wood pole members.
3. Apply clear preservative treatment to all wood pole members.

Water Tower

Proposed Use:

This structure will continue to be used as a water tower.

Proposed Restoration and Rehabilitation:

1. New fire retardent cedar roof shingles, and new metal flashing. Repair and/or replace gutters.
2. Repair and/or replace rot damaged siding, sills, roof members and other exterior woodwork.
3. Stain and paint exterior to match original.

Pump House

Proposed Uses:

This building, containing water wells and associated electrical equipment for the Estate, will continue to be used as a pump house. Also included in the structure will be space for the storage of maintenance and other equipment.

Proposed Restoration and Rehabilitation:

1. New fire retardent cedar roof shingles, and new metal flashing. Replace gutters.
2. Repair and/or replace rot damaged roof members.
3. Stain and paint exterior to match original.

Original Farmhouse

Proposed Use:

The old Farmhouse will be restored and used as a historic house museum.

Proposed Restoration and Rehabilitation:

1. Undertake further physical and documentary research to accurately determine the nature of original construction and subsequent alterations. Establish a restoration date.
2. New fire retardent cedar roof shingles and new metal flashings. Repair and/or replace gutters.
3. Install new foundations under front and back porches, and under the southeast storage room if it is to be retained.
4. Repair and/or replace damaged skirt boards, balusters, porch posts and flooring, and other exterior woodwork to match conditions at the established restoration date.
5. Install new electric wiring and lighting system.
6. Install new heating system and repair plumbing as needed.

7. Install automatic fire sprinkler system in all levels including attic and crawl spaces.
8. Restore interior configurations, and interior and exterior finishes as accurately as possible to the conditions at the established restoration date.

The Estate grounds are likewise to be restored and developed for public use. The gardens will be renovated with the original pond and water features, perennial borders, primrose path, rhododendron walkway and adjacent wildflower garden. Parts of the gardens may be prepared for interpretive display with markers installed identifying the plants and providing information on the history of the gardens. A botanical garden may be developed as well as a plant propagation area near the greenhouse. Also proposed is a new system of open channels and water features to distribute irrigation water from the water tower to the gardens. A piped irrigation system should also be provided for the formal garden area.

Another element in the development plan for the Historic Core Area will be the renovation of the orchard east of the old farmhouse. Old trees will be pruned or replaced as needed. Nearby, the original bridle paths may be restored for footpaths and nature trails. A loop pedestrian circulation system will be provided which will allow users to view the entire complex and might also include a loop trail for a horse drawn surrey ride. Finally, a grassy slope near the stable would be maintained for use as an outdoor meeting space or informal theater. The entire Historic Area could provide space for festivals or events attended by several hundred people.

New structures to be developed in the Historic Area would include two parking lots and three information kiosks. According to the development program, a new entrance with a one-way loop road to the Main House would be provided. Parking will be split into two smaller lots at either end of the loop. The lower lot north of the main house will provide parking for 45 cars, while

the upper area near the farmhouse could accommodate approximately 55 vehicles. In addition, the reservoir site across Grabhorn Road could provide overflow parking for 130 cars. The Wolf Creek Water District has given tentative approval to the District for use of the area. Currently the site is covered with shrubs. Improvements required would include clearing, grading, preparation of a gravel surface and fencing of the parking area.

The new caretaker's home would be located in an unobtrusive spot at the far southern corner of the Historic Core Area. This elevated position would provide visual surveillance over a maximum area, improving security in the historic area.

DAY CAMP AREA

The Day Camp Complex will be located in the wooded southeastern corner of the site. This area is well screened and will not encroach upon the historical character of the core area. A new road will provide access to both the day camp and the caretakers house and a new parking lot with capacity for 45 cars will be included adjacent to the camp. This lot will also be located to serve the Historic Core Area when scheduling permits.

Other facilities proposed in the Day Camp Area would include a picnic shelter with a seating capacity of 40 to 50 people (approximately 800 - 1000 square feet), permanent restroom facilities, and several play structures on a western theme. In addition, several small shelters should be provided which would have the capacity to house small meetings or overnight camping. A playfield for the day camp would be provided in the level northeast portion of the Camp Area. Part of this area is already cleared pasture land.

NATURAL AREA

The fourth area in the development program is the Natural Area which is to be essentially left in its existing, undeveloped condition. This wooded area will continue to buffer the estate from nearby quarry uses and will likewise separate the Intensive Use Area from the Historic Core. Besides hiking, nature walks and other types of activities that commonly occur in wooded parks, the old bridle paths may be improved and used as part of the horse drawn surrey ride route. Currently, many of the paths have gullies from use by horses and would have to be improved.

ADDITIONAL FACILITIES

Though not a separate area, security is a major consideration effecting development of the entire site. Measures considered include a 6-foot high chain link fence around the perimeter of the Estate. All entrances would have gates which would be closed and locked during off hours and electric security alarms are also being contemplated for the major buildings of the Historic Core Area. In addition, park staff will informally keep an eye on the grounds and facilities during park hours while a live-in caretaker will provide constant surveillance.

Other major concerns in the development of the Estate include the provision of sewer and water services. At present, an on-site septic system is the most economical means of providing sewage disposal to the Estate. A number of separate septic tank systems are proposed to serve the various buildings and restrooms. The septic tank system should cost less than half as much as a new sanitary sewer line to connect to the existing and proposed public sewers near 207th and Farmington Road. The restroom proposed for the intensive use area may be close enough to economically connect to a proposed public sewer near 207th and Farmington. In the future when urban development occurs around the Estate it may become more economical to connect all of the buildings to the public sewers.

Water service for the Jenkins Estate will be provided by Wolf Creek Highway Water District. The Intensive Use Area at the lower part of the property can be easily connected to the existing water lines on Grabhorn Road. The upper portion of the site including the Historic Core and Day Camp

areas can be served in the future from the water district line located at the intersection of Grabhorn and Gasner Roads near the southwest corner of the site. Water service can not be provided however until the water district constructs a new reservoir to serve the existing lines. The reservoir is scheduled for operation after 1980.

Until the new reservoir is constructed the upper portion of the site can be served by the well and water tank located near the formal garden area. This existing well system will need some improvements to piping and pump controls to realize its full potential. After connection to the public water system, the well and tank should be retained for irrigation or water supply purposes.

COSTS

Elements included in the proposed Jenkins Estate Master Plan are general in nature. Facility uses and improvements are broadly described in the Development Program and are schematically located on the Master Plan Map. Actual restoration and new construction work will necessarily relate to more detailed design plans. Consequently, precise cost figures are not available. At the same time, preliminary estimates have been made for many of the major planned improvements. These figures should be updated periodically to allow for inflation of costs. An inflation factor of 10% per year can be used as a very rough guide. A construction industry inflation index such as the "Dodge Construction Cost Index" however would provide a more reliable guide to cost increases.

JENKINS ESTATE PARTIAL PRELIMINARY COST ESTIMATE (JANUARY 1978)

<u>ITEM DESCRIPTION</u>	<u>COST</u>
<u>Intensive Use Area</u>	
Parking Lot 21,900 square feet, 70 spaces. - clearing, grubbing, grading, paving and stripping.	\$25,000
Picnic Shelter (800 - 1000 square feet).	20,000
Restroom (minimum facility).	60,000
Open Field and Picnic Area - Clearing, grubbing, site grading and seeding	15,000
Kiosk (wooden structure)	1,000

Utilities	
- Septic System	\$ 12,000
- Water Service	3,000
- Site Lighting	<u>8,000</u>
Subtotal	\$144,000
20% Design & Contingencies	<u>29,000</u>
TOTAL	\$173,000

Historic Core Area

Parking Lots, 35,900 square feet, 100 spaces	
- clearing, grubbing, grading, paving and stripping	\$ 45,000
Roadway 12' lane width	
- clearing, grading and paving	21,000
Utilities	
- Temporary water system improvements	5,000
- water service to main house & day camp	23,000
- septic systems	
a. Main House	4,000
b. Old Farm House	2,500
c. Carriage House & Stable	22,000
Caretakers House (800 square feet)	25,000
Kiosks (3)	3,000
Building Renovation & Restoration	
- Main House	90,000
- Stable	95,000
- Carriage House	80,000
- Pump House	6,000
- Water Tower	6,500
- Tea House	2,000

- Greenhouse	\$ 25,000
- Original Farmhouse	45,000
- Site Lighting	25,000
- Landscaping (site & garden restoration)	<u>50,000</u>
Subtotal	\$575,000
25% Design & Contingencies	<u>145,000</u>
TOTAL	\$720,000

Day Camp Area

Parking Lot 23,000 square feet	
- clearing, grubbing, grading, paving and stripping	\$ 25,000
Roadway 20' lane width	
- clearing, grading and paving	20,000
Picnic Shelter (800 - 1000 square feet)	20,000
Restroom	60,000
Trails	
- clearing and minor grading	3,000
Small Camp Shelter (5-8 shelters)	40,000
5000 per shelter	
Utilities	
- Septic system	12,000
* - Water service (see Historic Core Area)	
- Site Lighting	<u>8,000</u>
Subtotal	\$188,000
20% Design & Contingencies	<u>38,000</u>
TOTAL	\$226,000

*Note: Included within Historic Core Area
Cost Estimates

Natural Areas

Surfaced Surrey Trail	
6" 1-1/2 - 0 crushed rock topped with 3"	
3/4 - 0 crushed rock and sand	\$ 40,000
6' Chain Link Fence around Perimeter of Site	
- North Property Line	4,000
- East Property Line	20,000
- West Property Line	15,000
- South Property Line	<u>10,000</u>
Subtotal	\$ 89,000
20% Design & Contingencies	<u>18,000</u>
TOTAL	\$107,000
GRAND TOTAL	\$1,226,000

PRIORITIES

All of these improvements cannot be made at one time. Consequently, the Jenkins Estate Steering Committee has established a general list of priorities. The list, in order of highest priority, is as follows:

1. Development of the water system on the Estate;
2. Provision of access to the Day Camp Area;
3. Structural repair of the stable;
4. Installation of a fire sprinkler system in the Main House and stable as well as the addition of security measures and park gates; electrical rewiring for the Main House;
5. Construction of the parking area near by old farmhouse; and
6. Conversion of the carriage house into restroom facilities

Though not specifically identified by the Steering Committee, two additional high priority items should include (1) development of the Intensive Use Area and (2) completion of the minor modifications required for use of the Main House. All of these items are basic improvements which would

facilitate further development of the Estate. Most of these improvements will also provide immediate user benefits.

Further priorities are divided by use area. Within the Intensive Use Area, for instance, development should proceed as follows:

1. Development of access and parking facilities
2. Provision of water service
3. Addition of picnic tables
4. Clearing of the playfield
5. Construction of the picnic shelter
6. Public restrooms built

In development of the Historic Core Area, improvements should be made first in the Main House, next on the stable, and later on the other outbuildings. Site lighting should be installed early in the development process and garden work should occur concurrently with the improvements of the structures.

In the Day Camp Area, construction should proceed from the picnic shelter to the play structures. When feasible, restrooms and parking areas should also be provided.

IMPLEMENTATION

Funding for improvements could come from several sources. These sources might include the Bureau of Outdoor Recreation, the National Park Service, as well as a number of private foundations. Fees for use of the Main House and other facilities could also provide revenue for further development of the property. The Bureau of Outdoor Recreation (BOR) under its land and water conservation fund grants program, can provide financial assistance to public bodies for the acquisition and development of outdoor recreation areas and facilities. Under the program, facilities serving urban populations are given priority consideration. Grants from BOR can provide up to 50 percent of facility costs. The National Park Service can also provide funding. Under the National Historic Preservation Act of 1966, the Park Service can provide matching grants for the purchase and development of historic properties. To be eligible, the Jenkins Estate will need to be listed in the National Register of Historic Places.

Once the Master Plan has been adopted by the Tualatin Hills Park Board, the first step toward implementation of the Plan will be to change the property's zoning designation from its current PUD classification to a low density residential zone. A conditional use permit would also be required and might be obtained at the same time. Application for funding should likewise begin immediately following adoption of the Plan. Although not yet announced, the next deadline for BOR special projects funding through the State Parks Department will be about April 21st of this year. If this deadline can be met, the Jenkins Estate project would receive consideration for special funding at the May 25th session.

In obtaining National Park Service funding, the Estate would first be nominated by the Tualatin Hills Park District for listing on the National Register of Historic Places. The nomination would be presented to the State Historic Preserva-

tion Office in the State Parks Department for review. An Advisory Committee would then examine the submission and, if approved, would send the Estate nomination to the National Park Service in Washington. Once approved at the national level, the Jenkins Estate would become eligible for funds from the National Park Service.

Funding through the National Park Service process might be obtained within a period of six months. The State Advisory Committee meets five times a year with the next meeting scheduled for April 4. The application would have to be prepared a few weeks in advance. Following state approval, federal designation generally takes from 2 - 7 months. Park Service funding then may be granted after one or more months time.

CONCLUSION

The proposed Jenkins Estate Master Plan includes a list of anticipated activities and facilities and their location. More detailed plans for these areas will be required as funds for restoration, construction, operation and maintenance of facilities become available. The order in which improvements will be made will depend in part on available funding sources, in part to citizen-established priorities, and to some degree on the needs of the larger Park District.

The Jenkins Estate Master Plan is a beginning. It provides the framework for future development of the old Estate as cultural and recreational center. Changes in the Plan will undoubtedly occur as new needs and demands become evident. In the meantime, area by area, the historic Jenkins Estate will once more become special place for lively activity and personal tranquility.



MEMO

DATE: March 5, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Oregon Public Records and Meetings Law**

Introduction

The board of directors has expressed the desire to receive further guidance and information regarding Oregon Public Records and Meetings Law, specifically what topics are allowable for discussion under executive session.

Background

Oregon Revised Statutes 192.660 prescribes what matters are permitted under Executive Session, as well as procedures, news media representatives' attendance, and limits, and is attached for the board's information (Exhibit A).

Proposal Request

Please find attached (Exhibit B) a memo from district legal counsel on the topic of Oregon Public Records and Meetings Law. Attorneys Jeff Condit and James Walker will be in attendance at your meeting to provide an overview of this memo and to answer any questions the board may have.

Action Requested

No formal action is being requested at this time. This information is being provided for additional board discussion and consideration.

192.660 Executive sessions permitted on certain matters; procedures; news media representatives' attendance; limits. (1) ORS 192.610 to 192.690 do not prevent the governing body of a public body from holding executive session during a regular, special or emergency meeting, after the presiding officer has identified the authorization under ORS 192.610 to 192.690 for holding the executive session.

(2) The governing body of a public body may hold an executive session:

(a) To consider the employment of a public officer, employee, staff member or individual agent.

(b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.

(c) To consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 to 441.063 and 441.196 including, but not limited to, all clinical committees, executive, credentials, utilization review, peer review committees and all other matters relating to medical competency in the hospital.

(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

(f) To consider information or records that are exempt by law from public inspection.

(g) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.

(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

(j) To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

(k) To consider matters relating to school safety or a plan that responds to safety threats made toward a school.

(L) If the governing body is a health professional regulatory board, to consider information obtained as part of an investigation of licensee or applicant conduct.

(m) If the governing body is the State Landscape Architect Board, or an advisory committee to the board, to consider information obtained as part of an investigation of registrant or applicant conduct.

(n) To discuss information about review or approval of programs relating to the security of any of the following:

(A) A nuclear-powered thermal power plant or nuclear installation.

(B) Transportation of radioactive material derived from or destined for a nuclear-fueled thermal power plant or nuclear installation.

(C) Generation, storage or conveyance of:

(i) Electricity;

(ii) Gas in liquefied or gaseous form;

(iii) Hazardous substances as defined in ORS 453.005 (7)(a), (b) and (d);

(iv) Petroleum products;

(v) Sewage; or

(vi) Water.

(D) Telecommunication systems, including cellular, wireless or radio systems.

(E) Data transmissions by whatever means provided.

(3) Labor negotiations shall be conducted in open meetings unless negotiators for both sides request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.

(4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations or executive session held pursuant to ORS

332.061 (2) but the governing body may require that specified information be undisclosed.

(5) When a governing body convenes an executive session under subsection (2)(h) of this section relating to conferring with counsel on current litigation or litigation likely to be filed, the governing body shall bar any member of the news media from attending the executive session if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

(6) No executive session may be held for the purpose of taking any final action or making any final decision.

(7) The exception granted by subsection (2)(a) of this section does not apply to:

(a) The filling of a vacancy in an elective office.

(b) The filling of a vacancy on any public committee, commission or other advisory group.

(c) The consideration of general employment policies.

(d) The employment of the chief executive officer, other public officers, employees and staff members of a public body unless:

(A) The public body has advertised the vacancy;

(B) The public body has adopted regular hiring procedures;

(C) In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and

(D) In the case of a chief executive officer, the governing body has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.

(8) A governing body may not use an executive session for purposes of evaluating a chief executive officer or other officer, employee or staff member to conduct a general evaluation of an agency goal, objective or operation or any directive to personnel concerning agency goals, objectives, operations or programs.

(9) Notwithstanding subsections (2) and (6) of this section and ORS 192.650:

(a) ORS 676.175 governs the public disclosure of minutes, transcripts or recordings relating to the substance and disposition of licensee or applicant conduct investigated by a health professional regulatory board.

(b) ORS 671.338 governs the public disclosure of minutes, transcripts or recordings relating to the substance and disposition of registrant or applicant conduct investigated by the State Landscape Architect Board or an advisory committee to the board.

(10) Notwithstanding ORS 244.290, the Oregon Government Ethics Commission may not adopt rules that establish what entities are considered representatives of the news media that are entitled to attend executive sessions under subsection (4) of this section. [1973 c.172 §6; 1975 c.664 §2; 1979 c.644 §5; 1981 c.302 §1; 1983 c.453 §1; 1985 c.657 §2; 1995 c.779 §1; 1997 c.173 §1; 1997 c.594 §1; 1997 c.791 §9; 2001 c.950 §10; 2003 c.524 §4; 2005 c.22 §134; 2007 c.602 §11; 2009 c.792 §32; 2015 c.421 §2; 2015 c.666 §3]

**COMPLIANCE WITH THE REQUIREMENTS FOR
EXECUTIVE SESSIONS (ORS 192.660)**

Present by Jeffrey G. Condit and James Walker, Miller Nash Graham & Dunn LLP

A. Permitted Purposes.

Executive sessions (meetings closed to the public) may be called to discuss a number of specified topics. The following arise most often in a special district context:

1. ORS 192.660(2)(a)—Employment. Allows executive session to consider the initial hiring of a public officer or employee, except elected officials or members of public committees. BUT, the public body may only consider employment of the chief executive officer in executive session if it has adopted the standards, criteria, and process for such employment in a public session and the public is allowed to comment.
ORS 192.660(7)(d)(D). A governing body also may not use a chief executive officer evaluation for the purpose of discussing overall agency goals, objectives, operations, or programs.

Note: The Attorney General's office has concluded that the exception does not permit the discussion of salary in executive session.
45 Op Or Att'y Gen 362 (1982).
2. ORS 192.660(2)(b)—Employee Discipline. Allows executive session to consider discipline of, or to hear complaints or charges against, a public officer or employee. BUT, if the employee requests an open hearing, the public body must hold such meeting in open session. The public body must give sufficient advance notice to the employee of their right to a hearing.
3. ORS 1192.660(2)(d)—Labor Negotiations Strategy. Allows executive session to discuss contract negotiation strategy with designated staff.
4. ORS 192.660(2)(e)—Real Property Transactions. Allows executive session to discuss negotiating the sale, lease, purchase, or transfer of real property.
5. ORS 192.660(2)(f)—Exempt Public Records. Allows executive session to discuss any record exempt from disclosure in accordance with the Public Records Law (for example, advice from counsel, personnel discipline records, medical records, student records, mental health files, etc.).

6. ORS 192.660(2)(h)—Potential Litigation. Allows executive session to consult with legal counsel regarding pending litigation or "litigation likely to be filed."
 - Note: If the District Board desires to receive or discuss privileged legal advice that is not related to litigation, the executive session should be called under subsection 2(f) rather subsection 2(h).

7. ORS 192.660(2)(i)—Employee Performance Evaluations. Covers employee performance evaluations. BUT:
 - As with section 2(a), the standards, criteria, and policy directives used to review performance of officers must first be adopted in a public session.
 - As with section (2)(b), if the employee requests an open meeting, the meeting must be open and the employee must receive advance notice of this right.
 - The governing body may not use an evaluation of a public officer to evaluate or deliberate on general agency goals, objectives, or operations.
 - As with section 2(b), the Attorney General has concluded that salary may not be discussed in executive session.

8. ORS 192.660(3)—Labor Negotiations. Labor negotiations must be held in open session unless a executive session is agreed to by both sides. Executive sessions for labor negotiations are not subject to the notice requirements of ORS 192.640.

9. Other Executive Sessions (e.g., Student Expulsion). Other statutes allow executive sessions on particular matters. For example, ORS 332.061 authorizes school boards to consider student expulsion in executive session.

B. Attendance at Executive Sessions.

A governing body may choose to allow any number of other specified persons to attend an executive session as it deems necessary to the discussion. Barker v. City of Portland, 67 Or App 23, 676 P2d 1391 (1984).

C. Media Representation.

The media may attend all executive sessions except labor negotiation strategy sessions held in accordance with ORS 192.660(2)(d) and student expulsion discussions under ORS 332.061. ORS 192.660(4). The media may not report the substance of the meeting, but only when the governing body specifically prohibits disclosure to any media representative present.

1. Although members of the news media have the right to attend executive sessions, the statute does not give them the right of access to minutes or tapes of the session beyond that given to the general public. See ORS 192.650(2); 192.502(9).
2. What qualifies as a "news medium" has been a perennial problem. On April 18, 2016, Attorney General Ellen Rosenblum issued a formal opinion (OP-8291) on the topic. It is a significant opinion because it attempts to address what qualifies as a news medium in the age of electronic communication and because it modifies prior advice on the topic given in earlier opinions and the Attorney General's Public Records and Meetings Manual (2014). Attorney General Rosenblum concludes:
 - "Representatives of the news media" include news-gathering representatives (including employees, agents, and contractors) who have a formal affiliation with an institutional news medium.
 - Specialty publications and broadcasts may qualify to attend (a change from prior advice that such media entities could only attend if they ordinarily report on the activities of the governing body).
 - Bloggers qualify *if* they represent an institutional news medium. This is determined based upon factors that "might include its business structure, the nature of its overall operations, regular public dissemination of the news, and similar factors that demonstrate that it is formally organized for the purposes of gathering and disseminating news.
3. Regulation of Attendance by the News Media. In OP-8291, Attorney General Rosenblum also reconsidered advice in the Public Records and Meetings Manual regarding the ability of governing boards to regulate attendance by the news media. She concludes:
 - A governing body cannot cap attendance or limit the number of representatives of the news media that can attend.
 - The sole statutory justification for excluding a representative is if the representative or medium is a party to litigation with the public body.
 - Media representatives cannot be excluded for disclosure of confidential information from prior executive sessions.
 - Local governments cannot adopt their own rules or policies that attempt to regulate who is considered the representative of the news media.
4. Attorney/Client Privilege Issues. ORS 40.280 provides that voluntary disclosure does not occur when the news media attends executive sessions

or if the media discloses information from an executive session when they have been directed not to. A public body therefore does not risk waiving the attorney-client privilege by discussing otherwise privileged legal advice in an executive attend by the press, even if the press reports on such information in violation of the Public Meetings Law.

D. Calling Executive Sessions.

An executive session may be called during any appropriately noticed public meeting by announcing the specific provision under which it is being called. ORS 192.660(1). Executive sessions should be listed on the agenda by citing the correct provision if the governing body is aware at the time of agenda setting that an executive session will be called. If the only purpose of a public meeting is to consider a matter in executive session, however, it must be so noticed. ORS 192.640.

E. No Final Decision.

A governing body may not make a final decision in executive session. ORS 192.660(6). In order to make a final decision, the Chair must continue the decision to a public meeting or call the executive session into open session. Preliminary consensus or informal decisions can be made in executive session as long as the formal decision is made in open session. If the meeting has been noticed solely as an executive session, however, the decision must be continued to a meeting noticed as a public session. If the governing body goes into executive session at the end of an open session, but reasonably anticipates returning to open session to make a decision, that intent should be stated at the time that the meeting is called into executive session to put persons on notice that a decision in open session could be made.

F. Penalties.

In addition to the general Public Meetings Law remedy provisions discussed above, ORS 192.685 allows potential violations of the executive session law to be made to the Oregon Government Ethics Commission ("OGEC"). The OGEC is empowered to investigate and penalize such violations in the same manner as a violation of the Code of Ethics, except that the civil penalty is limited to \$1,000. ORS 244.350(2)(a). A civil penalty may not be imposed, however, if the governing body was acting on advice of legal counsel. ORS 244.350(2)(b).

G. Potential Liability for Disclosing Executive Session Information.

It is very import for participants in an executive session to not disclose information learned in executive session to the press or to third parties outside of the meeting because doing can result in liability or damage to the position of the public body. If executive session information is disclosed to the press outside of the meeting, the press is free to report on it. For example:

1. Waiver of Attorney-Client Privilege. Disclosure of confidential legal advice provided in executive session could potentially waive the attorney-client privilege and damage the public body's legal position.
2. Potential Employee Lawsuits. Employees have a liberty interest in their professional reputations. Disclosure of confidential personnel matters outside of executive session can give an employee a claim against the District.
3. Unfair Labor Practices. Discussion of confidential labor negotiation information outside of executive session can provide the basis for an unfair labor practice ("ULP") claim. The Public Employees Collective Bargaining Act is very strict about how communications can occur between labor and management during negotiations. In a recent case, a member of a city council commented in the press on her perception of the merits of the union's position, the union filed a ULP claim, and the City was found in violation. Such communications also undermine the authority of a public body's bargaining team by encouraging end-runs to the governing body.
4. Damaging Negotiating Positions. Discussing real property transactions outside of executive session can damage negotiations by revealing strategy.



MEMO

DATE: March 5, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Board of Directors Stipend**

Introduction

The board of directors has expressed the desire to discuss its current stipend amount of \$50 per month.

Background

Oregon Revised Statute 198.190 prescribes special district board stipends as follows: *"A member of the governing body of a district 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. Such compensation shall not be deemed lucrative. The governing body may provide for reimbursement of a member for actual and reasonable traveling and other expenses necessarily incurred by a member in performing official duties."*

The current practice of the THPRD Board of Directors has been a stipend amount of \$50 per month. District Compiled Policy on this subject, section 3.19 (B), states as follows: *"Consistent with ORS 198.190, Board members are limited to compensation of \$50 per "...day or portion thereof as compensation for services performed as a member of the [Board]."* Members may decide to forego this compensation."

As additional information for the board's consideration, district staff conducted a survey of all Oregon special park districts regarding their stipend practice. The information received from those agencies that responded to the survey is attached (Exhibit A), including any additional notes or information provided by the responding agency. Nearby special districts (not parks & recreation related) were also included for informational purposes.

Proposal Request

Please find attached (Exhibit B) a memo from district legal counsel advising the board as to the process for amending your stipend practice, including potential ethics considerations. Attorneys Jeff Condit and James Walker will be in attendance at your meeting to provide an overview of this memo and to answer any questions the board may have.

Action Requested

No formal action is being requested at this time. This information is being provided for additional board discussion and consideration.

Survey – Oregon Special Park Districts Board Stipends – February 2019

Agency	Stipend Received?	Additional Comments
Bend Metro Park & Rec District	No	Reimburses travel expenses for conferences and trainings
Christmas Valley Park & Rec District	No	
Crook County Park & Rec District	No	Reimburses for conference registrations and mileage only
Hood River Valley Park & Rec District	No	
Jefferson Park & Rec District	No	
North County Recreation District	No	Reimburses travel expenses for conferences and trainings
North Douglas Park & Rec District	No	Reimburses incurred expenses
Redmond Area Park & Rec District	No	Reimburses travel expenses for conferences and trainings
River Road Park & Rec District	\$36 twice yearly	
Sisters Parks & Rec District	No	
Sunset Empire Park & Rec District	No	Reimburses travel expenses for conferences and trainings
Vineyard Mountain Park & Rec District	No	
Willamalane Park & Rec District	No	Reimburses travel expenses for conferences and trainings

Nearby Special Districts (not parks & recreation related)

Agency	Stipend Received?	Additional Comments
Raleigh Water District	Yes, \$50/day	\$50 per day for official board meetings only
Tualatin Soil and Water Conservation District	No	Reimburses travel expenses for conferences and trainings
Tualatin Valley Fire & Rescue	Yes, \$50/day	\$50 per day for events under the following criteria: <ul style="list-style-type: none"> • Board meetings or board work sessions that are subject to the Oregon Public Meetings Law • Attendance at meetings or events in a board appointed position on behalf of the board or district • Attendance at meetings or events as a board approved representative


Exhibit A

		<ul style="list-style-type: none"> • Attendance at meetings, including meetings with district personnel, which are reasonably required to fulfill obligations as an elected officer of the board and which the board or board chair has approved as a necessary expense incurred by the member in the performance of official duties
Tualatin Valley Water District	Yes, \$50/day	<p>\$50 per day for events under the following criteria:</p> <ul style="list-style-type: none"> • Public meetings of the district as defined in public meetings law • Public meetings of other public bodies as defined in public meetings law where the board member is requested or designated to attend by the board • Meetings with district staff to consider issues affecting the district • Meetings or events specifically approved by the board • Meetings with groups or entities of which the district is a member and the board member has been requested to attend by the board or is consistent with duties of board committees and assignments, provided the meetings do not include issues on a current or upcoming election ballot or the host or sponsor does not advocate for candidates or measures
West Slope Water District	Yes, \$50/day	\$50 per day for official board meetings only

Memorandum

ATTORNEY-CLIENT PRIVILEGE

To: Board of Directors
Doug Menke, Executive Director

From: Jeffrey G. Condit, P.C. 

Client: Tualatin Hills Park & Recreation District

Subject: Revising the Board Stipend

Date: March 5, 2019

QUESTION PRESENTED

You asked me to review the January 23, 2018, opinion of your former legal counsel, David Doughman, with regard to amending the board stipend. I agree with that portion of his 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, but disagree somewhat with his analysis of the application of the Code of Ethics (ORS Chapter 244) to the decision.

BACKGROUND

ORS 198.190 provides that members of the Board “may receive an amount not to exceed \$50 for each day or portion of thereof as compensation for services performed as a member of the governing body.” The statute describes this stipend as “compensation” and states that “such compensation shall not be considered lucrative.” The statute goes on to authorize the board to provide reimbursement for a board actual expenses incurred in performing official duties. The District’s current policy is to pay each board member \$50/month regardless of days of service. The Board is exploring changing that policy.

ANALYSIS

Because of the phrase that board members “may receive an amount not to exceed \$50 for each day or portion of thereof,” I agree with Mr. Doughman’s conclusion that the Board has some discretion to determine how this is applied as long as the stipend does not exceed the statutory cap.

Mr. Doughman concludes, however, that the Board could only apply any changes prospectively to future board members because a vote to modify how the stipend is paid to current board members would be an actual conflict of interest and use of office for

personal gain under ORS 244.020(1) and ORS 244.040(1). He cites Oregon Government Ethics Commission (OGEC) Advisory Opinion, Stokes 14S-001, March 7, 2014, in support of this analysis. In this opinion, a People’s Utility District proposed a policy that would reimburse a director for legal expenses incurred by a director when sued in an individual capacity in the performance of their job duties and not fully reimbursed by District insurance. The OGEC director concluded that it would be an actual conflict of interest for current board members to vote on the policy because it would be to their personal pecuniary benefit, and, for the same reason, would be a violation of the Code of Ethics as use of office for personal gain. The Director concluded that approval of reimbursement policy didn’t fall into the class exemption, and also did not fall under the “rule of necessity” allowing conflicted board members to vote when necessary because the policy was elective. The Director concluded that the Board could adopt the policy to apply prospectively to future board members, as long as any board member who could run for an additional term declared a potential conflict of interest. In a related opinion, Stokes 14S-002, the OGEC Director reached a similar conclusion regarding a proposal to pay a stipend to directors so that they could buy health insurance through the PUD.

There is a material difference, however, between the policies that were analyzed in the above opinions and the stipend provided under ORS 198.190: The stipend is expressly authorized by statute (unlike the elective policies at issue in the opinions noted above) and is required to be considered non-lucrative. For these reasons, I think there is a good argument that the stipend should be considered part of the “official compensation” of district board members by statute and thus exempt from the “use of office for gain” rule under ORS 244.040(2)(a)(exempting official compensation).

Of course, any change to the stipend that would affect the amount of payment to directors could still present an actual conflict of interest for current board members.¹ There is an argument, however, that since the statute defines the payment as non-lucrative, the conflict of interest statutes have to be read in that context. There is also a better argument that rule of necessity may apply to any board vote, because only the Board can authorize payment of the stipend.

OPTIONS

Mr. Doughman’s opinion is certainly the least risky approach to modifying the method of payment of the stipend. Under this approach, the stipend revision would be applied prospectively at the start of successive director terms. Any director who could run for reelection would need to declare a potential conflict of interest but could still participate in the discussion and vote on the policy change.²

¹ An actual conflict of interest is any decision that *would* be to the personal pecuniary benefit or detriment of the public office making the decision. ORS 244.020(1).

² A potential conflict of interest is any decision that *could* be to the personal pecuniary benefit or detriment of the public official making the decision. ORS 244.020(13). A director eligible to

The Board could adjust the stipend based upon the analysis above. Given the risk of an adverse OGEC enforcement action, I would recommend requesting an opinion from OGEC before proceeding to revise the stipend policy in a way that would affect existing board members. The OGEC may reach the same conclusion as in the Stokes opinions discussed above, but I think the facts are different enough in regard to the statutory stipend under ORS 198.190 that the question is worth asking.

Please feel free to ask any additional questions.

run for reelection could be benefitted by a prospective change, but wouldn't necessarily be benefitted because they could choose not to run or be defeated.



Management Report to the Board March 12, 2019

Communications & Outreach

Holly Thompson, Communications Director

1. Visioning Process Update. The request for proposals (RFP) process for visioning consultant services has been completed. JLA Public Involvement will be our lead with support from Centro Cultural on community engagement. Now that the RFP process is complete, next steps are to negotiate the contract with JLA and begin advertisement and recruitment for the Vision Advisory Task Force over the next few weeks.
2. Summer Activities Guide. Staff have been hard at work assembling the Summer Activities Guide to be delivered to the printer in early March to support summer registration beginning April 27. This will be the last guide designed by our long-time graphic designer as we transition to our new hire. We have been intentional about training and knowledge transfer to help the new graphic designer learn the process for developing our activities guides.
3. Preparation for Summer Events. February is a busy time as we prepare the district's summer events marketing materials. We have developed a theme for summer events, "Imagine the Fun," as a way to think about incorporating our upcoming visioning outreach with summer events. Staff are working to create all the associated collateral materials to support the district's summer activities.

Community Partnerships

Geoff Roach, Director of Community Partnerships

1. Tualatin Hills Park Foundation (THPF)
 - Inaugural meeting of THPF operational task force was held in early February.
 - Work is underway now to prepare for a part time executive director position.
 - Task force includes HR expertise from: Providence St. Vincent Medical Center, REI (retired), and THPRD.
 - Office space, offered pro bono to THPF, by area corporations has been visited.
 - Foundation is nearing a position to be able to offer to incoming executive director a location near THPRD HMT, a location in downtown Portland, or the option to work from home.
 - New Legacy Circle gifts have been received in support of general operations.

Aquatics

Sharon Hoffmeister, Aquatics Manager

1. Staff are busy planning the activities promoting water safety during National Water Safety Month in May. Included in these popular activities is the return of the Aquatics Passport. This is an activity for the entire family to visit each of our pools and participate in water safety activities or learn about ways to be safe in and around water, while having fun as a family. Promotions for the event begin in March.
2. The High School State Swimming Championships held at the Aquatic Center February 15-16 went well. Many came together to make the event a success including Oregon School

Activities Association, Oregon Swimming, local merchants, Tualatin Hills Swim Club and Aquatic Center staff. Together we were able to provide an excellent event for the athletes.

3. The Aquatic Center has been selected as a host site for the American Red Cross Instructor Trainer Academy in September 2019. This will be the second time the academy was offered in Oregon. We last hosted the academy in January 2018.

Community Programs

Keith Watson, Community Programs Manager

1. Progress continues on ADA Transition Plan projects. While staff are working with consultants for larger projects at the Elsie Stuhr Center and Harman Swim Center, other smaller projects are being completed through internal coordination. A new ADA compliant drinking fountain was recently installed at Bonny Slope Park, non-compliant hand dryers are being replaced at several centers, replacement of fire-alarm strobes have been completed at Beaverton and Harman Swim Centers, and phase 2 of significant upgrades at Veterans Memorial Park is being completed this spring. Facility staff are also working to complete smaller, low-cost projects at their respective centers.
2. Jimmy John's will provide sponsorship for THPRD's 2019 summer events. Staff have secured an agreement with Jimmy John's Franchise, LLC, to be the title sponsor for the THPRD summer concert series. In addition to marketing opportunities the agreement also includes booth space for promotion, product samples, and giveaways at Party in the Park and at three community recreation center events. In exchange, THPRD will receive a \$3,500 cash donation, in-kind lunch donation for 200 volunteers at Party in the Park, and in-kind dinner donation for band and technical crews at five summer concerts.

Maintenance

Jon Campbell, Maintenance Operations Manager

1. Park Maintenance staff have installed new concrete garbage can pads at more than 70% of parks in the south zone. The long-term goal is to have all garbage cans in the north and south sitting on a dry concrete pad, and accessible from a pathway, sidewalk or hard surface trail.



2. A large section of fencing at Ridgewood Park has been replaced. More than 300 lineal feet of 5' high, wire-style fencing was removed on the west side of the park, and replaced with a 4' high black vinyl fence. The new fence transitioned nicely into the existing 4' high black vinyl fence in the south, which is the main entrance into the park.
3. The John Quincy Adams Young house restoration project will be complete this spring. Improvements to the house include exterior siding repairs in the southeast corner, a new roof, gutters and downspouts, new exterior paint, and new windows will be installed by the end of April.

Nature & Trails

Bruce Barbarasch, Nature & Trails Manager

1. Fanno Creek Trail Crossings. Staff are in the planning stages to improve connections where the Fanno Creek Trail crosses streets. In addition to the partnership with Tigard, Beaverton, and Washington County at Scholls Ferry Road, staff recently started working on a design plan for a crosswalk at SW 90th Ave.
2. Frog Monitoring. More than 20 volunteers working in pairs at nine different sites are helping monitor populations of native frogs. Volunteers observe the ponds for egg masses which are a metric of frog health.

Planning, Design & Development

Gery Keck, Design & Development Manager

Jeannine Rustad, Planning Manager

1. On February 12 staff participated in the Oregon Outdoors and Oregon Trails Coalition "Lobby Day" in Salem. There were 36 participants from private businesses, non-profits and governmental organizations that support outdoor recreation and trails throughout the state. The coalition was able to meet with numerous legislators and their staff to build awareness of the benefits of outdoor recreation and trails in Oregon. Staff met with Representatives Helm and Witt, whose district boundaries are within THPRD's boundaries.
2. On February 19 staff participated as a panelist on the Rails-To-Trails webinar "Trail Network Signage: Creating a Unified Brand." Staff presented the process to develop the Regional Trails Signage Guidelines completed by The Intertwine Alliance. Staff also discussed how THPRD used the manual to implement wayfinding signs to improve the users experience along regional trails and increase awareness of The Intertwine. The webinar attracted 167 viewers from multiple states.
4. Staff attended the technical advisory committee (TAC) for Beaverton's Housing Options Project (HOP). The first meeting of the TAC was on January 25. The HOP is intended to evaluate how types of homes other than single family homes might be allowed in Beaverton's residential areas. The intent is to balance the need to provide housing closer to job centers while considering the size and shape of homes already in the neighborhood. The project anticipates four TAC meetings in the next year, as well as extensive community engagement. Staff also attended the February 5 HOP open house. The open house provided an opportunity to view boards with proposed housing options and community members prioritized options and provided comments to City of Beaverton planning staff.
5. The Voluntary Annexation Program public approval by Washington County is complete. On January 16, public notice signs were placed on each of the 16 properties to be annexed into the district. On February 5, the Washington County Board of Commissioners conducted the public hearing, and approved the Adoption of a Resolution & Order, and the Authorization for the Chair to sign the order. The approved annexation will now move forward to Metro for action.

Recreation

Sabrina Taylor Schmitt, Recreation Manager

1. The second annual Celebrating All Super Heroes event was hosted by Conestoga staff Friday, January 25, with the help of 15 local high school volunteers. The 150 registered guests enjoyed a fun night including face painting, superhero games, a photo booth,

bounce house, crafts and a costume parade. In addition to these activities, *Incredibles 2* was featured for the dive-in movie.

2. Elsie Stuhr Center patrons and staff donated 173 pounds of food to the Oregon Food Bank in January. The food bins are filled 3 to 4 times per year and are delivered to the Oregon Food Bank by Stuhr Center maintenance staff.
3. Cedar Hills Recreation Center hosted the annual Valentine's dance on Friday, February 8. Seventy couples registered for the event and even with the threat of snow, over 60 children attended with their special someone. Sweet Tomatoes sponsored the event by donating the pasta dinner, beverages and dessert. This was the second year the Valentine's dance was open for all to participate, not just dads and daughters.

Security Operations

Mark Pierce, Security Operations Manager

1. Dogs off-leash continue to be the most frequent concern from patrons. Security Operations and Communications departments are collaborating now to produce social media content that addresses the topic and that will post on THPRD media platforms.
2. Identification and immediate removal of graffiti continues to be a priority.
3. Transition from paper to electronic folders has begun in several record-keeping areas.

Sports

Julie Rocha, Sports Manager

1. Tennis instructors Brian Loomis and Scott Allen have obtained their *International Pickleball Teaching Professional Association (IPTPA)* Level 2 teaching certification. They will both be teaching pickleball in the spring and summer terms. The United States Professional Tennis Association (USPTA) has entered into a three-year partnership with IPTPA. The USPTA will work collaboratively with the recognized world leader in pickleball teacher certification to certify USPTA professionals in pickleball.
2. This spring staff allocated fields for 550 youth and adult teams with over 6,000 participants. Spring field allocations started March 1. Spring sports include youth baseball, youth and adult softball, youth lacrosse, and youth soccer.
3. Inclusion services has provided 967 hours of support for the first two months of the year. Support provided is up 120 hours from the last two years.

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. The district's FY 19/20 budget process is under way. The first Budget Committee meeting was held on February 19 and the staff work session was held on February 21. Budget Committee meetings are scheduled for April 16 and May 21. The public hearing to adopt the budget is scheduled for June 18.

2. THPRD's participation in Energy Trust of Oregon's Strategic Energy Management Program is saving energy. The sites enrolled in the program (Cedar Hills Recreation Center, Conestoga Recreation & Aquatic Center, Elsie Stuhr Center, Garden Home Recreation Center, Harman Swim Center, and Sunset Swim Center) have saved a combined 104,973 kilowatt hours of electricity and 35,907 therms of natural gas in their first 3 years in the program.

3. Human Resources partnered with departments to participate in two job fairs in preparation for summer hiring needs including the Portland State University Social Impact Career & Volunteers Fair and the Lewis & Clark College Career Fair. Human Resources also met with Portland Community College Future Connect program staff to discuss reducing barriers to district employment opportunities for program participants.

March 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2 Dive-in Movie 5:30pm @ Aloha Swim Ctr
3	4	5	6	7	8 Dive-in Movie 6:30pm @ Harman Swim Ctr	9 Dive-in Movie Series <i>Star Wars</i> 6pm @ Conestoga Rec & Aquatic Ctr
10	11	12 Board Meeting 7pm @ HMT/Dryland	13	14 St. Patrick's Day Dance & Celebration 1:30pm @ Elsie Stuhr Ctr	15	16
17	18	19	20 Nature & Trails Advisory Comm Mtg 6:30pm @ Fanno Creek Service Ctr	21 Parks & Facilities Advisory Committee Mtg 6:30pm @ HMT/Dryland	22	23
24	25	26	27	28	29	30 Silent Egg Hunt at Mountain View Champions Park
31						

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 location TBD THPRD Voters Forum 1pm @ 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	

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 1/31/19

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	206,693	-	Complete	346,966	206,693	13,034	41,069
Bridges and Boardwalks (3 sites)	661,207	661,207	99,000	760,207	760,207	46,907	4,977	708,323	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	585,984	1,405,019		2,527,863	1,991,003	12,255	405,148
<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	-	102,832	-	Complete	102,832	102,832	7,168	7,168
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	-	1,088,673	161,896		1,250,569	1,250,569	14,431	14,431
<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	-	62,219	106,781	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	-	8,113	30,637	Budget	38,750	38,750	-	-
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	-	210,072	507,252		717,324	717,324	(10,574)	(10,574)
<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			3,500,000	3,500,000	3,500,000	-	-	3,556,200	Budget	3,556,200	3,556,200	(56,200)	(56,200)
Somerset Park-Additional funding for Bond project			400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
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	-	-	10,000	Budget	10,000	10,000	-	-
Garbage Can and Picnic Table Pads			15,000	15,000	15,000	-	3,702	11,298	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	-	19,964	5,689,283		5,709,247	5,709,247	(52,795)	(52,795)

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 1/31/19

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)		
CHALLENGE GRANTS													
Program Facility Challenge Grants			75,000	75,000	75,000	-	5,751	69,249	Budget	75,000	75,000	-	-
TOTAL CHALLENGE GRANTS			75,000	75,000	75,000	-	5,751	69,249		75,000	75,000	-	-
BUILDING REPLACEMENTS													
Cardio and Weight Equipment			40,000	40,000	40,000	-	1,621	38,379	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	-	108,342	446,038	Budget	554,380	554,380	-	-
Raleigh Swim Center Pool Tank/Deck			795,000	795,000	795,000	-	32,248	762,752	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	-	8,720	41,280	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			100,000	100,000	100,000	-	65,984	34,016	Budget	100,000	100,000	-	-
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	1,867	Award	17,484	17,484	3,316	3,316
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	-	Complete	3,350	3,350	(3,350)	(3,350)
Emergency Building Repairs			-	-	-	-	3,356	-	Complete	3,356	3,356	(3,356)	(3,356)
GHRC Heating			-	-	-	-	4,228	29,476	Award	33,704	33,704	(33,704)	(33,704)
HMT Adm Office CarpetFurntr			-	-	-	-	10,957	-	Complete	10,957	10,957	(10,957)	(10,957)
Aquatic Center Renov Phase 2			-	-	-	-	8,667	-	Complete	8,667	8,667	(8,667)	(8,667)
TOTAL BUILDING REPLACEMENTS			2,154,480	2,154,480	2,154,480	-	531,248	1,669,038		2,200,286	2,200,286	(45,806)	(45,806)
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	-	32,182	11,683	Award	43,865	43,865	1,135	1,135
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	-	5,300	34,700	Budget	40,000	40,000	-	-
TOTAL ADA PROJECTS			93,500	93,500	93,500	-	47,082	46,383		93,465	93,465	35	35
TOTAL CAPITAL OUTLAY DIVISION	2,109,118	1,965,151	10,564,261	12,673,379	12,529,412	536,860	2,551,077	9,668,616		12,756,553	12,219,693	(83,174)	309,719

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 1/31/19

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	-	31,755	2,534	Award	34,289	34,289	711	711
Single Axle Trailer			6,000	6,000	6,000	-	-	6,150	Award	6,150	6,150	(150)	(150)
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	-	-	23,000	Budget	23,000	23,000	-	-
3/4 Ton Crew-cab Pickup			36,000	36,000	36,000	-	-	30,981	Award	30,981	30,981	5,019	5,019
Platform Scizzor Lift			26,000	26,000	26,000	-	-	26,000	Budget	26,000	26,000	-	-
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	-	261,816	184,318		446,134	446,134	26,366	26,366
<u>FLEET IMPROVEMENTS</u>													
Vehicle Wraps			14,000	14,000	14,000	-	2,443	10,764	Award	13,207	13,207	793	793
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	10,764		40,707	40,707	3,293	3,293
<u>BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS</u>													
Sweeper Batteries/Brushes			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
TOTAL BLDG MAINT EQUIPMENT REPLACEMENTS			4,000	4,000	4,000	-	-	4,000		4,000	4,000	-	-
TOTAL MAINTENANCE DEPARTMENT	-	-	520,500	520,500	520,500	-	291,759	199,082		490,841	490,841	29,659	29,659
GRAND TOTAL GENERAL FUND	2,109,118	1,965,151	11,341,917	13,451,035	13,307,068	536,860	2,933,053	10,080,552		13,550,465	13,013,605	(99,430)	293,463

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 1/31/19

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	-	2,708	738,292	Budget	741,000	741,000	-	-
Subtotal Land Acq-N. Bethany Nghbd Pk	241,000	241,000	500,000	741,000	741,000	-	2,708	738,292		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	-	203,098	419,718	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	-	526,282	419,718		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	-	12,889	5,492,111	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	-	12,889	5,492,111		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	-	6,558	383,348	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	-	466,652	383,348		850,000	850,000	-	-
TOTAL LAND ACQUISITION	6,213,800	6,213,800	6,780,000	12,993,800	12,993,800	-	1,008,968	11,984,832		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	79,372	345,846	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	21,844	-	Complete	136,025	21,844	38,975	(9,844)
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	137,716	1,802,221	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 Master Plan Phase	-	-	-	-	-	-	-	-	Budget	-	-	-	-
MTIP Beaverton Creek Trail Land Acquisition ROW phase	247,000	241,000	-	247,000	241,000	175	4,185	242,640	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	-	23,011	1,901,989	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	36,923	64,256	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	44,021	179,171	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	81,325	960,113	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	2,742,106	14,640,700		20,803,767	17,382,806	(1,001,791)	(452,430)
GRAND TOTAL SDC FUND	17,220,800	14,349,200	15,574,976	32,795,776	29,924,176	3,420,961	3,751,074	26,625,532		33,797,567	30,376,606	(1,001,791)	(452,430)

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 1/31/19

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			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							Estimated Cost to Complete
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)	
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	8,168	296,632	1,144,020	Design	1,440,652	(342,618)	-31.2%	27.0%	20.6%
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	8,168	3,135,145	1,144,020		4,279,166	(381,947)	-9.8%	80.4%	73.3%
<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%
NE	98-745-b	New Neighborhood Park - NE Quadrant (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%
SW	98-746-a	New Neighborhood Park - SW Quadrant (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%
SW	98-746-c	New Neighborhood Park - SW Quadrant (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
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															
UND		Land Acquisition Category	-	(1,655,521)	(1,655,521)	-	-	-	-	N/A	-	(1,655,521)	n/a	n/a	n/a
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	2,644,391	3,703,872	6,348,263	1,635,740	Award	7,984,003	(1,352,729)	-20.4%	95.7%	79.5%
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	5,277,475	3,703,872	8,981,347	1,635,740		10,617,087	(312,710)	-3.0%	87.2%	84.6%
<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	31,613	Establishment	41,830	1,616	3.7%	23.5%	24.4%
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	12,110	Establishment	63,171	837	1.3%	79.8%	80.8%
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	-	136,481	-	Complete	136,481	21,114	13.4%	86.6%	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	65,734	On Hold	65,734	-	0.0%	0.0%	0.0%
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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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		
			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date					Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
			(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	Budget	113,077	-	0.0%	7.5%	7.5%
NE	97-876	Bannister Creek Greenway/NE Park	-	77,273	77,273	-	-	-	77,273	Budget	77,273	-	0.0%	0.0%	0.0%
NW	97-877	Beaverton Creek Greenway Duncan	-	20,607	20,607	-	-	-	20,607	Budget	20,607	-	0.0%	0.0%	0.0%
SE	97-878	Church of Nazarene	-	30,718	30,718	14,121	-	14,121	16,597	Establishment	30,718	-	0.0%	46.0%	46.0%
SW	97-879	Lilly K. Johnson Woods	-	30,459	30,459	21,256	-	21,256	9,203	Establishment	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	On Hold	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	11,352	1,591,254	2,231,587		3,822,841	123,025	3.1%	40.3%	41.6%
Natural Area Preservation - Land Acquisition															
UND	98-882	Natural Area Acquisitions	8,400,000	348,691	8,748,691	5,063,697	8,540	5,072,237	3,676,454	Budget	8,748,691	-	0.0%	58.0%	58.0%
Total Natural Area Preservation - Land Acquisition			8,400,000	348,691	8,748,691	5,063,697	8,540	5,072,237	3,676,454		8,748,691	-	0.0%	58.0%	58.0%
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	-	Complete	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	-	Complete	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	-	Complete	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	-	Complete	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	Budget	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	-	Complete	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	-	Complete	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	-	Complete	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	-	Complete	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	Budget	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	-	Complete	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	-	Complete	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	11,079	49,325	1,288,098	Design	1,337,423	(789,884)	-144.3%	9.0%	3.7%
NE	94-928	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	Complete	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	Budget	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	-	545,894	-	Complete	545,894	(11,961)	-2.2%	102.2%	100.0%
Total Multi-field/Multi-purpose Athletic Field Dev.			3,084,600	140,511	3,225,111	2,462,313	11,079	2,473,392	1,834,864		4,308,256	(1,083,145)	-33.6%	76.7%	57.4%
Deferred Park Maintenance Replacements															
UND	96-960	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	Complete	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	-	Complete	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	-	Complete	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	-	Complete	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	-	Cancelled	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	-	Complete	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	-	Complete	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	-	Complete	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	-	Complete	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	-	-	-	-	N/A	-	200,000	n/a	n/a	n/a
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	170,485	170,485	-	-	-	-	N/A	-	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%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 1/31/19

Quad-	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)	
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	-	9,984	7,384	Construction	17,368	(17,246)	100.0%	0.0%	57.5%
Sub-total Facility Rehabilitation			6,227,732	132,069	6,359,801	4,807,961	-	4,807,961	7,384		4,815,345	1,544,456	24.3%	75.6%	99.8%
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	-	4,807,961	7,384		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 1/31/19

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		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		Communications Support	-	50,000	50,000	12,675	-	12,675	37,325	Budget	50,000	-	0.0%	25.4%	25.4%
ADM		Technology Needs	18,330	-	18,330	23,952	-	23,952	-	Complete	23,952	(5,622)	-30.7%	130.7%	100.0%
ADM		Office Furniture	7,150	-	7,150	5,378	-	5,378	-	Complete	5,378	1,772	24.8%	75.2%	100.0%
ADM		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	89,709,414	3,743,010	93,452,423	10,643,304		104,095,728	190,169	0.2%	89.6%	89.8%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 1/31/19

		Category (Over)	Under Budget
Limited Reprogramming			
	Land: New Neighborhood Park	-	
	New Community Park	-	
	New Linear Park	-	
	New Community Center/Park	-	
		<hr/>	
		-	
		<hr/>	
	Nat Res: Restoration	123,025	
	Acquisition	-	
		<hr/>	
		123,025	
		<hr/>	
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	(1,083,145)	
	Deferred Park Maint Replace	-	
	Facility Rehabilitation	244,456	
	ADA	-	
	Facility Expansion	-	
	Bond Admin Costs	910,255	
		<hr/>	
		67,144	
		<hr/>	
		<hr/>	
	Grand Total	190,169	
		<hr/>	



Date: February 26, 2019
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Charge Report for January 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 January 2019

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
3,092 Single Family Units	\$10,820,928.50	\$254,746.15	\$10,566,182.35
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
5,899	\$20,461,744.06	\$441,681.52	\$20,020,062.54

Washington County Collection of SDCs	Gross Receipts	Collection Fee	Net Revenue
9,778 Single Family Units	\$46,011,233.45	\$854,831.81	\$45,156,401.64
-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
12,899	\$58,690,759.18	\$1,088,078.79	\$57,602,680.39

Recap by Agency	Percent	Gross Receipts	Collection Fee	Net Revenue
5,899 City of Beaverton	25.79%	\$20,461,744.06	\$441,681.52	\$20,020,062.54
12,899 Washington County	74.21%	\$58,690,759.18	\$1,088,078.79	\$57,602,680.39
18,798	100.00%	\$79,152,503.24	\$1,529,760.31	\$77,622,742.93

System Development Charge Report, January 2019

	Recap by Dwelling				
	Single Family	Multi-Family	ADU	Non-Resident	Total
City of Beaverton	3,107	2,502	0	290	5,899
Washington County	<u>9,478</u>	<u>3,249</u>	<u>5</u>	<u>167</u>	<u>12,899</u>
	<u>12,585</u>	<u>5,751</u>	<u>5</u>	<u>457</u>	<u>18,798</u>

Total Receipts to Date

Gross Receipts	\$79,152,503.24
Collection Fees	<u>(\$1,529,760.31)</u>
	\$77,622,742.93
Interest	<u>\$2,783,892.88</u>
	<u>\$80,406,635.81</u>

Total Payments to Date

Refunds	(\$2,066,073.95)
Administrative Costs	(\$18.67)
Project Costs -- Development	(\$33,837,084.01)
Project Costs -- Land Acquisition	<u>(\$27,296,535.48)</u>
	<u>(\$63,199,712.11)</u>
	<u>\$17,206,923.70</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	\$0.00	\$0.00	\$0.00	\$0.00
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>\$77,622,742.93</u>	<u>(\$63,199,712.11)</u>	<u>\$2,783,892.88</u>	<u>\$17,206,923.70</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	0	0	0	0	0
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>12,585</u>	<u>5,751</u>	<u>457</u>	<u>5</u>	<u>18,798</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

Spring Registration

In-District

Starts Saturday, March 2 at 8 am

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

Para obtener información en español, visite thprd.org



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

 TUALATIN HILLS
PARK & RECREATION DISTRICT



Valley Times | March 2019



Senior Living: Elsie Stuhr Center

Senior Event Highlights

For March

SENIOR LIVING

New to Yoga Workshop

Are you brand new to yoga? Come learn the beginning forms, terminology, etiquette and use of props. This will give you a good understanding prior to enrolling in a full session class. (Lynn F)

ES32683, 3/11, M, 10:45a-12:00p \$8 ID/\$10 OD

St. Patrick's Day Dance & Celebration

Today we celebrate St. Patrick's Day! Join us as we celebrate this cheerful holiday with refreshments, a live band, and a lot of dancing. The Murray Irish Dancers will make an appearance mid-way through the

dance, and each attendee will have the chance to win a raffle prize. Don't forget to wear your green, and prepare yourself for an eventful afternoon! Cost is \$5 per person at the door. Please note that seating and space will be limited during the professional dance performance.

Thursday, 3/14 1:30-3:30p
Manzanita \$5 per person



For more info, visit Elsie Stuhr Center, 5550 SW Hall Blvd., (503) 629-6342.

www.BeavertonResourceGuide.com

The Beaverton Resource Guide | March 2019

Beaverton Resource Guide
March 2019

idents to their **Community**

Fresh Air: THPRD

We're Ready for Springtime at THPRD

FRESH AIR

Spring registration is here—beginning on March 2

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.