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& Nature

Administration Office
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**Board of Directors Regular Meeting
March 7, 2011**

**6:00 p.m. Executive Session; 7:00 p.m. Regular Meeting
HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room
15707 SW Walker Road, Beaverton**

AGENDA

- 6:00 PM 1. Executive Session*
- A. Legal
 - B. Land
- 7:00 PM 2. Call Regular Meeting to Order
- 7:05 PM 3. Action Resulting from Executive Session
- 7:10 PM 4. [Presentation: Beaverton Urban Redevelopment Agency Update](#)
- 7:20 PM 5. [Public Hearing: Request for Exemption from Competitive Bidding Process for Athletic Fields Construction Project](#)
- A. Open Hearing
 - B. Staff Report
 - C. Public Comment**
 - D. Board Discussion
 - E. Close Hearing
 - F. Board Action
- 7:35 PM 6. Audience Time**
- 7:40 PM 7. Board Time
- 7:45 PM 8. Consent Agenda***
- A. [Approve: Minutes of February 7, 2011 Regular Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statement](#)
 - D. [Approve: Resolution Appointing Historic Facilities, Natural Resources & Recreation Advisory Committees Members](#)
 - E. [Approve: Resolution for Appropriation of Funding for Full Faith and Credit Obligations, Series 2010 B & C, for the Fiscal Year Commencing July 1, 2010](#)
 - F. [Approve: Resolution Authorizing Local Government Grant Program Application](#)
 - G. [Approve: Intergovernmental Agreement with Clean Water Services for Restoration Work at Bauman Park](#)
 - H. [Approve: Resolution Rescinding the Prequalification Process from the Public Contract Rules](#)
- 7:50 PM 9. Unfinished Business
- A. [Update: Bond Program](#)
 - B. [Approve: Resolution Appointing Parks Bond Citizen Oversight Committee Members](#)
 - C. [Approve: Resolution Approving Revised District Compiled Policies Chapter 8 – District Property](#)
 - D. [Information: General Manager's Report](#)
- 8:25 PM 10. New Business
- A. [Review: Aging Facilities Study](#)
 - B. [Approve: AM Kennedy Park Master Plan](#)
- 9:00 PM 11. 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:** 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. Note: 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 there is a request to discuss a particular Consent Agenda item. The issue separately discussed will be voted on separately. 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 2, 2011
TO: The Board of Directors
FROM: Doug Menke, General Manager
RE: **Information Regarding the March 7, 2011 Board of Directors Meeting**

Agenda Item #4 – Presentation: Beaverton Urban Redevelopment Agency Update

Attached please find a memo from myself reporting that Don Mazziotti, Community Development Director for the City of Beaverton, will be at your meeting to provide an update on the City's Urban Redevelopment Agency and the activities that have taken place since his last presentation to the Board of Directors in October 2010.

Agenda Item #5 – Public Hearing: Request for Exemption from Competitive Bidding Process for Athletic Fields Construction Project

Attached please find a memo from Keith Hobson, Director of Business & Facilities, regarding a request that the Board of Directors hold a public hearing to review findings in support of an exemption from the Competitive Bidding process for the construction of athletic fields at the District's 112th Street property. Keith will be at your meeting to provide an overview of the memo and to answer any questions the Board may have.

- Action Requested: Board of Directors, acting as the Local Contract Review Board:**
- 1) **Approval of the findings to support an exemption from competitive bidding requirements; and**
 - 2) **Approval of an exemption from public bidding requirements and authorization to use alternative contracting method for the 112th Street Athletic Field project in accordance with the State of Oregon competitive bidding requirements outlined in ORS 279C.335.**

Agenda Item #8 – Consent Agenda

Attached please find Consent Agenda items #8A-H for your review and approval.

- Action Requested: Approve Consent Agenda Items #8A-H as submitted:**
- A. **Approve: Minutes of February 7, 2011 Regular Meeting**
 - B. **Approve: Monthly Bills**
 - C. **Approve: Monthly Financial Statement**
 - D. **Approve: Resolution Appointing Historic Facilities, Natural Resources & Recreation Advisory Committees Members**
 - E. **Approve: Resolution for Appropriation of Funding for Full Faith and Credit Obligations, Series 2010 B & C, for the Fiscal Year Commencing July 1, 2010**

- F. [Approve: Resolution Authorizing Local Government Grant Program Application](#)
- G. [Approve: Intergovernmental Agreement with Clean Water Services for Restoration Work at Bauman Park](#)
- H. [Approve: Resolution Rescinding the Prequalification Process from the Public Contract Rules](#)

Agenda Item #9 – Unfinished Business

A. Bond Program

Attached please find a memo from Hal Bergsma, Director of Planning, Keith Hobson, Director of Business & Facilities, and Bob Wayt, Director of Communications & Outreach, providing an update regarding recent activities centered around the Bond Program. Hal, Keith, and Bob will be at your meeting to provide an overview of the memo and to answer any questions the Board may have.

Action Requested: No action requested. Board information only.

B. Resolution Appointing Parks Bond Citizen Oversight Committee Members

Attached please find a memo from myself requesting Board of Directors discussion of the ten applications received to serve on the Parks Bond Citizen Oversight Committee and appointment of up to six of those applicants to Committee, each for a term of two years.

Action Requested: Board of Directors approval of the Resolution Appointing Parks Bond Citizen Oversight Committee Members.

C. Resolution Approving Revised District Compiled Policies Chapter 8 – District Property

Attached please find a memo from myself regarding two new sections proposed for District Compiled Policies Chapter 8, District Property, pertaining to the Naming of District Property and Private Sponsorships, as well as the accompanying proposed District Operational Procedures for the two new sections. This information was presented to the Board of Directors at your February 7, 2011 Regular Board Meeting for initial review.

Action Requested: Board of Directors approval of Resolution 2011-08, Approving District Compiled Policies Chapter Eight as Amended.

D. General Manager's Report

Attached please find the General Manager's Report for the March Regular Board meeting.

Agenda Item #9 – New Business

A. Aging Facilities Study

Attached please find a memo from Keith Hobson, Director of Business & Facilities, providing an update regarding development of a means of analyzing the cost and benefits of maintaining, or possibly enhancing, existing facilities versus the cost and benefits of replacing them. Keith, along with Todd Chase of FCS Group, the project consultant, will be at your meeting to provide an overview of the memo and to answer any questions the Board of Directors may have.

Action Requested: No Board of Directors action is requested. The Aging Facilities Study is presented for Board information and review only.

B. AM Kennedy Park Master Plan

Attached please find a memo from Hal Bergsma, Director of Planning, presenting a proposed master plan for AM Kennedy Park. Approval of the master plan will allow staff to proceed with the planning processes necessary to complete the construction of the new neighborhood park including the multi-use, youth athletic field in accordance with the 2008 Bond Measure. Steve Gulgren, Superintendent of Planning & Development, and David Lewis, Project Manager, will be at your meeting to provide an overview of the memo and master plan and answer any questions the Board may have.

Action Requested: Board of Directors approval of the AM Kennedy Park Master Plan and authorization to proceed with future design phases and land use processes.

Other Packet Enclosures

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



[4]

MEMO

DATE: February 25, 2011
TO: The Board of Directors
FROM: Doug Menke, General Manager

RE: **Beaverton Urban Redevelopment Agency Update**

Don Mazziotti, Community Development Director for the City of Beaverton, will be before the Board of Directors to give an update on the City of Beaverton's Urban Redevelopment Agency (BURA) and the activities that have taken place since his last presentation to the Board on October 4, 2010. BURA is responsible for urban redevelopment and renewal activities within the City of Beaverton. The aim of these activities is to improve the quality of life for the community and to improve the property values in an area that is currently in decline.

Crafting an urban renewal plan is BURA's current effort. Following are some of the main elements of the approach in developing that plan:

- The citizens will vote on a plan.
- The community plays a part.
- Special districts are partners in planning and implementation.
- A key goal is creating a vibrant downtown.
- Identifying a specific urban renewal area.
- Projects will be specified.
- Establishing a financing plan for implementing projects.

Three committees have been working to further this process. A Technical Advisory Committee which Keith Hobson, Director of Business and Facilities served as a member and who is now a member of the Community Advisory Committee (CAC), which is the key citizens' committee. The third committee is the BURA Board of Directors responsible for developing and administering any voter-approved urban renewal plan for Beaverton, on which I serve as a member.



[5]

MEMO

DATE: February 25, 2011
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Request for Exemption from Competitive Bidding Process for Athletic Fields Construction Project**

Introduction

Staff requests that the Board of Directors hold a public hearing to review the findings in support of, and approve, an exemption from the Competitive Bidding process for the construction of athletic fields at 112th Street, in accordance with the State of Oregon exemption process pursuant to ORS 279C.335.

Background

As part of the lease agreement with the Portland Timbers, the Timbers are required to construct a synthetic turf "Public Field." At the end of the Public Field's construction, the field will be as the name describes: a "public field" under the control of the District and available for use by the public.

The Timbers have informed the District that construction of the Public Field can be done at a substantial savings resulting from the relationships the team has developed in making the improvements to PGE Park. The Timbers (and District staff) believe these same cost savings would not result if the Timbers were required to go through the "competitive bidding requirements" typically imposed on public improvement projects.

Proposal Request

Staff requests Board of Directors, acting as the Local Contract Review Board (LCRB), conduct a public hearing to review the findings in support of an exemption from the Competitive Bidding process for the construction of the "Public Field" athletic field at 112th Street, in accordance with the State of Oregon exemption process pursuant to ORS 279C.335. The exemption will permit the Timbers, on behalf of the District, to directly solicit proposals from qualified contractors as opposed to going through a public solicitation process.

Prior to final adoption of the findings required for the public bid exemption, the Board must hold a public hearing for the purpose of taking comments on the draft findings. Staff has published the public hearing notice for the purpose of taking comments on the draft findings.

In addition, staff is requesting that the Board exempt from competition the award of a specific contract, and authorize an alternative method of contracting.

Findings to Support Exemption from Competitive Bidding

The attached Exhibit A includes the draft findings that support an exemption in accordance with ORS 279C.335(2) as prepared by the District's legal counsel. Copies of the final findings will be presented to the Board prior to or at the Board meeting.

Benefits of Proposal

An exemption from competitive bidding will result in a substantial savings to the District in the construction and development of the "Public Field."

In addition, Oregon contracting law requires that post-project evaluation be submitted to the LCRB within 30 days of completion of the project. This evaluation will compare the use of the alternative contracting method compared to a traditional competitive bidding method, providing an objective assessment of the successes and failures of the contracting method used for this particular project.

Potential Downside of Proposal

There is no apparent downside to the proposal.

Action Requested

Board of Directors, acting as the Local Contract Review Board:

- 1) Approval of the findings to support an exemption from competitive bidding requirements;
and
- 2) Approval of an exemption from public bidding requirements and authorization to use alternative contracting method for the 112th Street Athletic Field project in accordance with the State of Oregon competitive bidding requirements outlined in ORS 279C.335.

Findings Justifying an Exemption from Traditional Competitive Bidding

Introduction

An invitation to bid process is generally required in order to award public improvement contracts under Oregon law. ORS 279C.300 and 279C.335(1). However, a local contract review board (“Board”) may award a public improvement contract according to an alternative process if it grants an exemption in accordance with state law. ORS 279C.335(1)(b).

Pursuant to ORS 279C.335(2)(a) and (b), a Board must be able to make two findings in order to authorize an exemption:

1. It is unlikely that the exemption will encourage favoritism in the awarding of public improvement contracts or substantially diminish competition for public improvement contracts; and
2. The award of a public improvement contract under the exemption will likely result in substantial costs savings to the contracting agency.

According to ORS 279C.330, the term “findings” under ORS 279C.335 means “the justification for a contracting agency conclusion that includes, but is not limited to, information regarding:”

1. Operational, budget and financial data;
2. Public benefits;
3. Value engineering;
4. Specialized expertise required;
5. Public safety;
6. Market conditions;
7. Technical complexity; and
8. Funding sources.

Not all eight topic areas may be relevant or pertinent to a particular exemption. These findings address those categories that are relevant to the athletic fields contract.

Background

As discussed in the staff report, the Portland Timbers have leased property from the District. As part of that lease, the Timbers are required to build a synthetic turf field and an associated parking lot for public use (the “Public Field”). The District will pay money towards the cost of the Public Field and the District will have exclusive control of the Public Field, subject to the Timbers’ nonexclusive right to use the Public Field at certain times.

The Public Field is a “public improvement” because it is being built with some public money and because it is being built for the District’s benefit. Therefore, ORS Chapter 279C applies to it and it must be awarded consistent with that chapter’s terms.

As outlined above, a Board may exempt a public improvement contract from traditional competitive bidding if it can make the findings required by ORS 279C.335(2)(a) and (b), considering the eight categories contained in ORS 279C.330.

As these findings demonstrate, exempting the Public Field contract will not encourage favoritism or substantially diminish competition and will likely result in substantial cost savings to the District.

In accordance with ORS 279C.345, the District passed a product exemption in 2009 for FieldTurf™ to be used as the exclusive product in District-related public improvement projects. Therefore, FieldTurf is included as a required specification for every District project that incorporates an artificial field. Its manufacturer will only warrant the product if it is installed by certified contractors.

This fact necessarily limits the number of contractors who are eligible to compete for the Public Field contract. Staff is readily able to identify FieldTurf-certified contractors by: (1) referring to eligible contractors on previous projects; and (2) contacting the manufacturer for a list of certified contractors. Exempting the contract from traditional competitive bidding itself will not encourage favoritism or substantially diminish competition. Instead, the manufacturer's warranty requirements ultimately define and limit the pool of potential contractors. Therefore, inviting solicitations from certified contractors will encourage, not diminish, competition.

The Timbers are renovating PGE Park in Portland in order to accommodate the demands of a Major League Soccer franchise. As part of that renovation, PGE Park's current field is being replaced with FieldTurf, the same product that the District requires for its athletic fields. According to the Timbers, the contractor renovating PGE Park is willing to construct the Public Field at a cost well below what the market price for such work would be if it were bid independently. Architectural Cost Consultants, LLC estimated that the market cost for the Public Field is roughly \$2.1 million.¹ Based on the Timbers discussions with the PGE contractor, the District's costs for the Public Field would be reduced by more than fifty percent, to approximately \$1.05 million. Assuming such costs savings prove to be accurate, exempting the contract from traditional competitive bidding will result in substantial cost savings to the District.

Findings

1. Operational, budget and financial data. The District has limited funds to do the variety of tasks expected of it by its constituents, including those relating to public improvements. Costs for preparing a formal public improvement bid can amount to a significant percentage of the overall cost of a project. Some estimate that the average preparation costs for formal bids can amount to three to five percent of a project's overall cost. By avoiding the traditional bidding process, those costs could be saved and applied to the actual construction of the improvements.

¹ Architectural Cost Consultants, LLC's report is available for review and will be presented to the Board at its March 7 hearing.

Because the pool of potential contractors for the Public Field is very limited, it would be irrational and a significant waste of precious public dollars to incur the costs associated with a traditional bidding process.

Operationally, the District is partnering with the Timbers to construct the Public Field. As part of their lease with the District, the Timbers are responsible for delivering the Public Field by a date certain and at a fixed cost to the District. The Timbers will manage the Public Field's construction on the District's behalf. The Timbers believe that they can leverage their relationship with the contractor renovating PGE Park to deliver the Public Field, including the installation of the FieldTurf, at a below-market price.

To the extent it is feasible the Timbers could request quotes from other (if any) certified FieldTurf contractors and ask what they would charge for the work. Those quotes may be memorialized in writing and presented to District staff for review prior to an award.

A quotation process would be advisable if there is more than one contractor that can deliver the Public Field improvements, particularly one who is certified and has experience in installing FieldTurf. If there are other certified FieldTurf contractors and assuming they possess similar experience and are able to construct the Public Field less expensively they should be considered for the work.

2. Public benefit.

The exemption will benefit the public because time will be saved by not formally bidding the project. This allows the project to be completed and permits the public to use and benefit from the Public Field sooner than would normally be possible. As discussed above, money will also be saved by avoiding the formal bidding process.

3. Value engineering.

Value engineering is a systematic method employed in certain projects to increase efficiencies, improve functionality and reduce costs. In the public improvement context, it is typically applied to projects with several interrelated specifications and is typically employed when a contractor is either responsible for a design (e.g. design-build contracts) or is an early participant in engineering and design (e.g. CMGC contracts). Value engineering is not expected to play a significant role in the Public Field project.

4. Specialized expertise required.

As discussed above, the Public Field project requires specialized expertise. Only certified contractors may install the FieldTurf product. Therefore, it makes sense to solicit interest from only those certified contractors, rather than proceed through a formal bidding process where the vast majority of contractors would lack the necessary expertise and would not be eligible for an award.

5. Public safety.

Because the Public Field project is not hazardous or technically complex, public safety concerns do not significantly justify an exemption from traditional bidding.

6. Market conditions.

Current market conditions are forcing contractors to actively seek work outside of their typical areas of focus and they are consequently providing very low bids to public agencies. For public improvement contracts, bids have generally been lower than expected in the past couple years, sometimes significantly lower than an engineer's estimate. Sometimes unqualified contractors are submitting these bids and performing the work, resulting in mistakes and a high number of change order requests. To best ensure that current market conditions do not yield a substandard improvement, certified contractors who have a proven track record of performing work similar to the Public Field project should be directly solicited.

7. Technical complexity.

The Public Field project is not technically complex and this consideration is not considered relevant to the exemption.

8. Funding sources.

The funding sources for the Public Field project do not compel a qualifications-based process that would be a basis for exempting the contract.

Conclusion

The Public Field contract should be exempt from traditional competitive bidding. Competition will be maintained to the greatest extent possible by determining whether other FieldTurf-certified contractors exist, have prior experience in installing the product and who can complete the Public Field project at a cost equal to or less than that proposed by the PGE Park contractor. The exemption will result in significant cost savings to the District, either through the Timber's use of the PGE Park contractor or through another certified contractor who could be able to complete the project even less expensively.



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

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was held at the HMT Recreation Complex, Peg Ogilbee Dryland Training Center, 15707 SW Walker Road, Beaverton, on Monday, February 7, 2011. Executive Session 6:00 p.m.; Regular Meeting 7:00 p.m.

Present:

William Kanable	President/Director
Bob Scott	Secretary/Director
Joseph Blowers	Secretary Pro-Tempore/Director
Larry Pelatt	Director
Doug Menke	General Manager

Absent:

John Griffiths	Director
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Agenda Item #1 – Executive Session (A) Legal (B) Land

President, Bill Kanable, called Executive Session to order for the following purposes:

- To consider information or records that are exempt by law from public inspection, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Executive Session is held pursuant to ORS 192.660(2), which allows the Board to meet in Executive Session to discuss the aforementioned issues.

President, Bill Kanable, noted that representatives of the news media and designated staff may attend the Executive Session. All other members of the audience were asked to leave the room. Representatives of the news media were specifically directed not to disclose information discussed during the Executive Session. No final action or final decision may be made in Executive Session. At the end of the Executive Session, the Board will return to open session and welcome the audience back into the room.

Agenda Item #2 – Call Regular Meeting to Order

President, Bill Kanable, called the Regular Meeting to order at 7:00 p.m.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from Executive Session.

Agenda Item #4 – Presentations

A. The Intertwine

Doug Menke, General Manager, introduced Mike Wetter, Intertwine Alliance Executive, and Jim Desmond, Metro Sustainability Center Director, to present an update on the activities of The Intertwine Alliance.

Mike and Jim provided a detailed overview of The Intertwine Alliance's recent activities via a PowerPoint presentation, a copy of which was entered into the record, and which included the following topics:

- The objectives of The Intertwine Alliance
 - Increase investment in parks, trails and natural areas
 - Engage the public at a deeper level
- Business model
 - Build a coalition
 - Set priorities and development funding strategy
 - Create a brand and engage the public
 - Investment
- The Intertwine Alliance core
 - Conservation, conservation education, land acquisition, active transportation, regional system
- Council of partners
 - Corporate council, public sector and nonprofits
 - 501(c)3 being established this spring
- New paradigms
 - Rethinking the way we invest in parks, trails and natural areas
- Regional system funding targets
 - Major renovation and maintenance for outdoor recreation and green assets
 - Capital and maintenance for trails
 - Restoration and ongoing maintenance of natural areas
 - Opening and maintaining newly acquired Metro natural area properties

Mike and Jim offered to answer any questions the Board of Directors may have.

Joe Blowers asked whether only regional assets would be considered for funding via the regional funding source being proposed.

- ✓ Jim Desmond confirmed this, noting, however, that the term “regional” may be up to interpretation. He stated that items that most likely would not be considered for funding would include swimming pools, large community centers, and sports fields. The funding would be geared more toward trails, natural areas, habitat/water quality, and passive recreation. But, there are still many details to be worked out.

Bob Scott expressed support for the goals stated, but has some concern for the confusion and overlap that may be caused by the creation of another special district.

- ✓ Jim Desmond agreed, noting that there are also concerns about compression.

Larry Pelatt commented that in addition to the issues around compression, he is also concerned with the separation of identities, noting that the District has an exceptional reputation and that he would be resistant to surrender any of it. Although he understands the global thought process, the District is the premier park district in the state and he is not very supportive of tying this heavily into a regional concept. He is also very concerned about the compression issues and the sale-ability of creating another district, another taxing entity. He worries about overwhelming and confusing constituents. Although he likes the overall thought process and goals, the issues he listed are going to be challenging for him to overcome.

- ✓ Jim Desmond replied that he agrees with Larry's comments regarding the reputation of the District; however, he also believes that the past regional acquisition measures Metro has passed were able to allocate funds to the District without impacting its reputation. He noted that the intent is not to impact any agency's individual identity and that they are sensitive to this issue. The goal is more about the long-term stability of the area's natural habitat and sharing expertise in those areas.

Joe commented that the District is unable to keep up in the battle against ivy and invasive species and that a more region-wide effort on this front could pay dividends. If the District and surrounding area continues to fall behind in the battle against invasive species, the overall quality of the wildlife experience for the area is going to become diminished. This part of the concept plan seems like a way to be strategic in addressing the issue in a way the region never has been.

Larry reiterated that he believes the concept should be explored, but he has obvious concerns.

- ✓ Jim Desmond replied that the concept will require a long conversation and is years away from possibly coming to fruition. However, they wanted to speak with the District early on, as it is a key player.

President, Bill Kanable, suggested that consideration be given to helping the other jurisdictions make modifications to the way they operate. He explained that as a special district, THPRD is able to bypass some of the general fund issues that the other jurisdictions are faced with and that perhaps consideration should be given to laying the groundwork in order to help provide relief on that front rather than going after more funding right away. Bill acknowledged that this suggestion is a large political issue, but attempting to create another taxing agency may be just as large.

- ✓ Mike Wetter noted that the directors from the various park agencies around the region have been meeting on a regular basis for the last few years and have had a chance to talk about some of these topics. The discussion is moving forward.
- ✓ Jim Desmond described a slight change in dynamic, which the City of Tigard election is a good example. Historically, Tigard had spent a lot less per capita on parks and recreation than the surrounding jurisdictions and the point came where its citizens expressed a desire for more services. In addition, a stronger tie between parks and natural areas to economic development has also become apparent in that companies that are considering moving to the area have expressed the desire for ample outdoor opportunities. This region is blessed with

outdoor amenities that other parts of the country simply do not have and it would be very beneficial to maximize on that opportunity.

President, Bill Kanable, thanked Mike Wetter and Jim Desmond on behalf of the Board of Directors for the informative presentation.

B. Natural Resources Advisory Committee

Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, introduced Rod Coles, Chair of the Natural Resources Advisory Committee, to present an update on the activities of the Committee during the past year as well as their goals for the coming year.

Rod provided a detailed overview of the recent activities of the Natural Resources Advisory Committee via a PowerPoint presentation, a copy of which was entered into the record, and which included the following topics:

- Broad-based advisory committee transition
- Committee purpose
 - Provide citizen input and recommendations on the use of natural resources managed and operated by THPRD
- Committee scope
 - Encompasses looking at the management of natural resources, environmental education and trails in natural areas within THPRD
- 2010 activities
 - Conducted seven Advisory Committee meetings
 - Learned about Natural Resources Department
 - Two group outings to view a variety of natural areas
- 2011 goals
 - Study and participate in the review and update of the Natural Resources Management Plan
 - Greater involvement in natural resources stewardship programs
 - Increase public awareness of THPRD natural resources
 - Participate in natural resources education programs

Rod offered to answer any questions the Board of Directors may have.

Joe Blowers commented that when considering the District's eight advisory committees, it is easy to determine what a site-based advisory committee does. He asked what the Natural Resources Advisory Committee's experience has been in defining their role in that it is not site-specific.

- ✓ Rod replied that, for him, it was a shift from focusing on an actual facility, to focusing more on policies and procedures. The Committee has spent a lot of time this past year studying the Natural Resources Management Plan because it is the framework for the District's natural resource education and site maintenance. The Committee needs to be able to understand those areas in order to become more of an asset to the District.

Joe noted that it sounds like it takes some time for a new Committee to get up to speed.

- ✓ Rod confirmed this, noting that the Committee has learned a lot over the past year and has much more to learn.

Bob Scott stated that he disagrees with Rod's statement about the Committee becoming an asset to the District, noting that they already are a big asset.

President, Bill Kanable, thanked Rod Coles and the Natural Resources Advisory Committee on behalf of the Board of Directors for the informative presentation.

Agenda Item #5 – Audience Time

Priscilla Christenson, 15062 SW Barcelona Way, Beaverton, is before the Board of Directors this evening regarding Lowami Hart Woods Park. She stated that since her testimony at the January 11, 2011 Regular Board meeting, she has attended nine meetings in eight weeks. And while she believes that the District does an excellent job of responding to its main constituencies for sports, aquatics, and programming, she believes much remains to be learned about how to respond to and meet the needs of those who love natural areas. However, she is pleased that the District is proposing to move forward with its Reclassification Project, which will more accurately convey the unique aspects of each District property, including the proposed reclassification of Lowami Hart Woods Park to Lowami Hart Woods Natural Area. She has met with staff and has provided numerous archival documents in order to reconcile discrepancies between the existing Master Plan and what was the understanding of decisions from 2001. Priscilla provided a copy of these documents to be entered into this evening's record. She understands that staff is working to realign paths to meet Clean Water Services requirements and is also reevaluating whether using Lowami Hart Woods Park for an isolated trail segment should be dropped from consideration. She supports these points, noting that both environmental impacts and costs could be minimized by omitting large-scale group programming, and by reducing trail width and parking. She applauds the District's continued efforts on Lowami Hart Woods Park and appreciates being included in the process. A complete copy of Priscilla's testimony was submitted in writing and entered into the record.

Joe Blowers asked Priscilla for additional information regarding the meetings she has attended.

- ✓ Priscilla replied that she has attended neighborhood association meetings, Natural Resources Advisory Committee and Trails Advisory Committee meetings, meetings with staff that she requested, and a Citizen Participation Organization meeting where the District was providing a presentation regarding the bond measure projects.

Joe asked Priscilla to elaborate on her comment regarding the District needing to learn how to respond to constituents who support natural areas.

- ✓ Priscilla replied that the public meeting held at Conestoga Recreation & Aquatic Center in November regarding Lowami Hart Woods Park was filled with inaccuracies, including items that had been left in the master plan document, which was in theory a final copy. However, what was in the final draft did not reflect the Board's decisions from 2001, and included interpretations on parking, trail surfaces, programming, and a number of other things that would degrade or adversely impact the natural resource. Once developed, the solitude and wildlife of the site will not return and it goes against the spirit of what was accomplished in 2001. She has had the opportunity to talk with Hal Bergsma, Director of

Planning, and they have reviewed over numerous hours, document by document, where the discrepancies are, but she does not yet see that what the public asked for through the testimony process has been picked up accurately. She cannot explain how this could happen on a project of such importance. She is frustrated that it takes this much energy to recreate something from ten years ago and that someone deems it necessary to over-program and overbuild the site, which in her opinion, would be degraded for that type of development.

Mark Hereim, 8510 SW 147th Terrace, Beaverton, is before the Board of Directors this evening representing the Friends of Beaverton's Johnson Creek. He noted that he also testified at the January 11, 2011 Regular Board meeting regarding Lowami Hart Woods Park. As a follow-up to Joe Blowers' question to Priscilla this evening, he believes, historically, the District has had a lot of experience in managing sports fields, aquatic facilities, and neighborhood parks, but less experience managing natural areas and that there may be a learning process involved in the District's management of natural areas.

- ✓ Joe replied that the District has changed a great deal in ten years.
- ✓ President, Bill Kanable, agreed that things have changed a lot since then and asked Mark to proceed with his testimony.

Mark continued that since his testimony at the January Regular Board meeting, he has had constructive conversations with District staff and he appreciates Hal Bergsma's time. He is encouraged that the ultimate master plan that will come out of this process will meet public needs and expectations. The Reclassification Project being discussed later this evening sounds like a positive step and he looks forward to continued cooperation with the District.

President, Bill Kanable, reiterated that the District has changed a lot in terms of managing its properties with its Natural Resources Department, which has become more experienced and professional in the management of natural areas. What happened ten years ago and what was included in the master plan at that time may not exactly fit what now has to happen if something is to be programmed through that area. He hopes that they understand that what the District did ten years ago may not be compatible to current regulations, such as with Clean Water Services.

- ✓ Mark replied that he is not attempting to insult the District and imply that it does not know anything about natural areas. He understands that things change, but this particular piece of property is an anomaly and it is remarkable that it exists at all. It would be a shame to waste the resource by overdeveloping it.

Bill agreed, noting that finding a balance between the natural resource that is there and how the public utilizes that resource is an important and tenuous step that still has to be taken. He hopes that some common ground can be found to share the resource in a manner that both protects the natural presence and allows for public use as appropriate.

Agenda Item #6 – Board Time

Larry Pelatt commented that he walked through Lowami Hart Woods Park a few weeks ago and agrees with the previous testimony that the site is special. It is also naturally closed off and hard to access for anyone other than those who live adjacent to it. He likes to see the District's assets easily accessible by all. Although he does not envision overdevelopment for this site, he does support greater access for others to be able to have the opportunity to experience it.

Bob Scott referenced the Management Report included within the Board of Directors information packet, and asked that the Board receive periodic updates regarding the progress of the professional grant writer.

- ✓ Doug Menke, General Manager, replied that this would be provided.

Bob referenced the Management Report again and asked whether he would be able to do a ride-along with Park Patrol.

- ✓ Mike Janin, Superintendent of Security Operations, replied that he is welcome to join Park Patrol anytime.

Joe Blowers described a meeting he recently attended along with President, Bill Kanable; General Manager, Doug Menke; and City of Beaverton Mayor, Dennis Doyle, regarding the Beaverton parkways concept that he has mentioned during Board Time in past Board meetings. He noted that the Mayor is open to the idea, but the funding source remains to be identified, especially for the police services. But the concept is moving forward.

- ✓ Doug noted that the Board will see through the budget process an additional funding source as well as sponsorship opportunities for the event. The District is working with the City to fine-tune the players and the City's level of engagement.

Agenda Item #7 – Consent Agenda

Larry Pelatt moved the Board of Directors approve Consent Agenda items (A) Minutes of January 11, 2011 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Conestoga Recreation & Aquatic Center Expansion Water Line Easement, and (E) Conestoga Recreation & Aquatic Center Splash Pad Equipment Purchase. Joe Blowers seconded the motion. Roll call proceeded as follows:

Bob Scott	Yes
Joe Blowers	Yes
Larry Pelatt	Yes
Bill Kanable	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Park District Sites Reclassification Project

Doug Menke, General Manager, introduced Hal Bergsma, Director of Planning, and Steve Gulgren, Superintendent of Planning & Development, to provide an overview of the memo included within the Board of Directors information packet regarding the Park District Sites Reclassification Project.

Hal noted that the District's Comprehensive Plan, adopted in 2006, restructured the previous site/facility classification system for the District into two major categories: Active Recreation and Passive Recreation. Planning & Development staff has led a multi-department team working on how to implement the new classification system, which has made a lot of progress since staff's last presentation to the Board on this topic on February 8, 2010. After receiving input from the Board this evening, staff will provide notice of the proposed changes to all Citizen Participation Organizations and

Neighborhood Association Committees per the District's Community Outreach Policy and return to request adoption of the changes at the April Regular Board meeting.

Steve provided a detailed overview of the process used in determining the name changes proposed for consideration, noting that the list of proposed name changes is included within the Board of Directors information packet.

Hal commented that it is yet to be determined how much acreage will change from an active to a passive classification, which may affect the District's standards for providing parks. It will most likely end up that there are fewer acres of parks per thousand, which may prompt the District to revisit its standards, which may in turn lead to a discussion about revising the Comprehensive Plan.

- ✓ Larry Pelatt noted that there could also be some impact, good or bad, on grant funding. He explained that this was an issue discussed in Washington D.C. last year, that there is federal funding available only for certain classifications of properties. He noted that this could go either way though; we could benefit in some areas and lose in others.
- ✓ Doug replied that he agrees the District would win some and lose some based on these changes, but even more critical is the discussion of what these changes mean to the District's benchmarks and standards. There are some agencies that have gone through a similar process, but most have not. The District will need to be careful of which agencies it compares itself to when reevaluating standards. But, the clarity and calling the sites what they are is going to be an improvement in the public's perspective.
- ✓ Larry noted that the District must also remember that those standards were created some time ago and that the District also adopted policy benchmarks, which will need to be reviewed as well.
- ✓ Joe Blowers commented that by renaming the sites for what they truly are, the District is seeing what is really there, not just what it wants to see.

Hal provided a detailed overview of two draft maps reflecting the new site classifications and names.

Bob Scott asked for confirmation that the name changes would not cost the District additional funds since signage for the new names would be installed as the Signage Master Plan is implemented over time.

- ✓ Steve confirmed this.
- ✓ Hal noted that one of the advantages is that the proposal reduces the total number of site names.

Bob commented that, to that end, he feels the District may be losing some of the community element by eliminating some of the names that are attached to smaller areas within larger sites. He contemplated how to also keep that identifier, such as by referencing a section (i.e., Rock Creek Greenway, Deerfield Section), in order to retain some neighborhood identity. In addition, the removal of the word "powerline" from the sites concerns him, as it is such an identifying factor of the site.

- ✓ Steve replied that they tried to remove the word "powerline" from all of the sites, but there may be some pushback from the community on some of the names. The goal was to consolidate.

Bob agreed, noting that as long as the District is going through a public process and consideration will be given if the public would like some of these identifying factors left in the names.

Joe Blowers expressed support for the name changes, especially when clarifying that the site is a natural area. One thing that gave him pause was the five word names, such as Hiteon Meadows Wetlands Natural Area. He would prefer that no names be over four words. Some descriptors seem redundant, such as “meadows” and “wetland”, and “orchards” and “woods”. In addition, he is wondering if site names that are connected to a developer’s idea of a good name, such as Bethany Crest, need to remain. Removing the word “crest” would get the name down to four words: Bethany Wetlands Natural Area.

- ✓ Larry noted that some of the names get so long because they consist of multiple sections being combined.
- ✓ President, Bill Kanable, provided the example of White Fox Wetlands Natural Area, noting that it would be hard to trim it down to four words. But, staff should work through the list, keeping in mind historical and neighborhood areas, and see if some can be reduced. In the end, there is not much of an impact except to have a few more words on the signs.
- ✓ Larry agreed that the Board should leave it up to staff whether or not it is possible to shorten up the longer names.

Joe noted that Burntwood West Upper Park abuts Mt. Williams Park. He wonders why they have separate names when they abut each other and are both natural areas, unless there is some neighborhood investment in the name.

- ✓ Steve confirmed that it is representative of the neighborhood.

Joe asked why the District should keep both names, unless the neighborhood believes it is an important issue.

- ✓ Larry asked for confirmation that Joe is wondering whether it is still important to retain that name at this point in time.

Joe confirmed this.

- ✓ Hal noted that these names would be pointed out during the public process.

B. District Compiled Policies Chapter 5 – Public Contract Rules

Keith Hobson, Director of Business & Facilities, provided an overview of the memo included within the Board of Directors information packet, noting that in 2003, the Board approved a resolution adopting mandatory prequalification of all bidders for public improvement projects. However, in 2009, when the District rewrote and adopted new District policies chapters, the prequalification provisions were inadvertently omitted. As a result, the District needs to correct this inconsistency and determine whether or not the District purchasing rules include prequalification. Keith noted that based on Board review and direction this evening, staff will either schedule a public hearing at a future Board meeting to adopt and include the proposed prequalification process in the public contract rules, or bring an action to a future Board meeting to rescind the prior resolution authorizing the prequalification process.

Larry Pelatt recommended that the prequalification resolution be brought back in order to be rescinded. He explained that the thought process behind prequalification makes a

lot of sense for large projects and organizations that do multiple projects at the same time, but the Park District does not fit that category. Prequalification, as a rule, tends to add a fair amount of time to the bidding process if it is done on a small scale, and when done on a large scale, has a tendency to limit the bidding field. It makes sense when projects can vary from \$100,000 to \$100,000,000, but the District does not fit that criteria either. He has a strong background in this topic due to his profession. There is a fair amount of staff time in keeping the list of prequalifications updated, especially in economic times like now. Larry described how the idea for a prequalification process for the District came from a former Board member during a time when the District had some projects going over budget because the original project estimates were given prior to any solid design work having been completed. This does not happen anymore due to improvements in policies and procedures. If the District keeps the prequalification process, it is just creating more work and not gaining much in terms of benefit.

Joe Blowers commented that he does not like the potential for bidder collusion through the prequalification process.

President, Bill Kanable, questioned what staff's thought is before the Board offers its preference.

- ✓ Doug Menke, General Manager, replied that it came to staff's attention that the prequalification portion of the original policy had been left behind when developing the District Compiled Policies, which was a rather detailed process. Staff's purpose in putting this before the Board for consideration is to acknowledge the discrepancy and clarify in terms of the Board's preference.

President, Bill Kanable, asked whether the consensus of the Board is to rescind the resolution.

✓ Joe Blowers and Bob Scott expressed support for rescinding the resolution. Bill noted that the resolution would be brought before the Board of Directors to be rescinded during the March Regular Board Meeting on the Consent Agenda.

C. General Manager's Report

Doug Menke, General Manager, provided a detailed overview of the General Manager's Report included within the Board of Directors information packet, which included the following topics:

- Timbers Partnership Announcement
 - Bob Wayt, Director of Communications & Outreach, provided a brief overview of the media coverage highlighting the District's partnership with The Timbers.
- Business Plans for 2011/12 Budget
 - Keith Hobson, Director of Business & Facilities, provided a brief overview of the status of development of business plans designed to achieve the priority outcomes identified by the Board of Directors.
- Fee Study Update
- Records Archiving
- Board of Directors/Budget Committee Meeting Schedule

Doug offered to answer any questions the Board may have regarding the General Manager's Report.

Fee Study Update

President, Bill Kanable, stated that if the District plans on making any adjustments to the Fee Study for 2012, especially those that may impact the affiliated sports groups, those adjustments will need to be made by June or July, as the affiliated sports groups will already be starting to move toward their 2012 budgets for spring activity.

Records Archiving

President, Bill Kanable, asked where the District's records storage is currently located.

- ✓ Keith replied that it is currently located at the East Annex and is all hard copies. The archiving process being discussed is geared more toward electronic records, such as email.

Bill asked if the District plans to scan hard copies of documents in order to enable indexing for retrieval, so that researching historical data could be more easily managed.

- ✓ Keith replied that is not part of this process specifically, but that there is an ongoing effort by staff to do this for drawings and certain plans.

Bill commented that the District is already keeping certain records, like Board meetings and minutes, online and asked how much of this information a member of the public would be able to find by searching online.

- ✓ Keith replied that to a degree, it is a factor of how much to keep on the existing web server. A lot is currently on the website, but older information is available by request.
- ✓ Larry Pelatt agreed that such data can take up a lot of space.

Bill agreed that maps and such will take up a lot of space, but a PDF file of Board minutes does not. He explained that he is only attempting to promote the availability of such documents for the public. It is more difficult to retrieve information for public information requests when it is stored in boxes. He is not suggesting that the District begin retroactively scanning all documents, but that as it moves forward, recognize the differences in documentation availability by making some available for anyone to be able to find and access.

- ✓ Keith noted that the system being considered is the state-developed archives system and as such, will create a lot of the ease of access being described.
- ✓ Larry noted that the District will need to be mindful as to what comes out of the legislature this spring in terms of establishing rates and response times for public records requests.

Bill commented that finding information by going back through mounds of paper is difficult. But, on the other hand, keeping a large amount of documents electronically is expensive. The District just needs to find the right balance between what is appropriate to keep available online and what should be kept in hard copy format in storage.

Agenda Item #9 – New Business

A. District Compiled Policies Chapter 8 – Naming of District Property & Private Sponsorships

Doug Menke, General Manager, provided an overview of the memo included within the Board of Directors information packet requesting Board review of two new sections proposed for District Compiled Policies Chapter 8, District Property, pertaining to the

Naming of District Property and Private Sponsorships, as well as the accompanying proposed District Operational Procedures. The draft policies have also been presented to the District's advisory committees and legal counsel for review. Doug noted that after the Board's review of the draft documents this evening, staff will return to the Board at the March Regular Board meeting to request adoption of the amended District Compiled Policies Chapter 8. Doug offered to answer any questions the Board may have.

- ✓ Hearing no comments or questions from the Board, President, Bill Kanable, adjourned the meeting.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 8:45 p.m.

Bill Kanable, President

Bob Scott, Secretary

Recording Secretary,
Jessica Collins

Tualatin Hills
Park & Rec.Accounts Payable
Over \$1,000.00January 31, 2011
Summary

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
251607	01/06/11	Oregonian Publishing Company	1,421.06
251790	01/18/11	MediAmerica, Inc. Advertising	1,368.00
			\$ 2,789.06
251585	01/05/11	Lincoln Equipment, Inc.	8,747.33
251586	01/05/11	MacKay & Sposito, Inc. Capital Outlay-ADA Projects	1,863.75
			\$ 10,611.08
251854	01/25/11	Reitmeier Mechanical Capital Outlay-Administration Office Condensing Unit	8,439.00
			\$ 8,439.00
251539	01/05/11	Beighley & Associates, Inc. Capital Outlay-Athletic Facility Improvement	2,598.50
			\$ 2,598.50
251551	01/05/11	Dick's Evergreen Fence & Deck, Inc. Capital Outlay-Bethany Lake Community Garden Expansion	1,375.00
			\$ 1,375.00
251485	01/05/11	OP SIS Architecture, LLP	1,623.48
251847	01/25/11	Peterson Structural Engineers	3,638.00
251849	01/25/11	Pinnell Busch, Inc. Capital Outlay-Bond-Facility Expansion & Improvements	2,881.00
			\$ 8,142.48
251467	01/04/11	Zell & Associates	5,400.00
251533	01/05/11	Assessment Associates, Inc.	1,750.00
251699	01/14/11	BB & A Environmental	19,143.00
251707	01/14/11	D.R. Johnson & Associates Capital Outlay-Bond-Land Acquisition	7,700.00
			\$ 33,993.00
251549	01/05/11	David Evans & Associates, Inc. Capital Outlay-Bond-New/Redeveloped Community Parks	22,613.10
			\$ 22,613.10
251573	01/05/11	Herrera Environmental	1,171.97
251734	01/14/11	MIG	7,815.40
251844	01/25/11	Otak, Inc.	3,458.39
251881	01/25/11	GreenWorks, PC Capital Outlay-Bond-New/Redeveloped Neighborhood Parks	1,526.50
			\$ 13,972.26
251505	01/05/11	Roger Langleirs Construction Co. Capital Outlay-Bond-Replacements & Improvements	8,611.79
			\$ 8,611.79
251520	01/05/11	Vigil-Agrimis, Inc.	5,293.50
251549	01/05/11	David Evans & Associates, Inc.	31,544.68
251587	01/05/11	MacKay & Sposito, Inc.	15,477.58
251864	01/25/11	Walker Macy Capital Outlay-Bond-Trails/Linear Parks	14,387.69
			\$ 66,703.45
251478	01/05/11	Nevue Ngan Associates Capital Outlay-Bond-Youth Athletic Field Development	8,043.50
			\$ 8,043.50
251693	01/14/11	3J Consulting, Inc.	3,077.15
251722	01/14/11	Lake Oswego Insulation Co.	6,100.00
251726	01/14/11	Mainlander Investments	1,820.73
251852	01/25/11	Precision Locksmith Service	1,167.10
251861	01/25/11	Todd Hess Building Co. Capital Outlay-Building Improvements	1,100.00
			\$ 13,264.98
251498	01/05/11	The Pool & Spa House, Inc.	3,823.79
251605	01/06/11	Jacobs Heating & Air Conditioning	3,565.00
251658	01/11/11	Toughstuff Industrial Floors	25,588.00
251870	01/25/11	Boiler & Combustion Service Capital Outlay-Building Replacements	29,336.00
			\$ 62,312.79
251731	01/14/11	McKinstry Essention, Inc. Capital Outlay-Energy Savings Performance Contract	121,662.16
			\$ 121,662.16

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
251710	01/14/11	Exercise Equipment NW, Inc. Capital Outlay-Facility Challenge Grants	4,655.00 \$ 4,655.00
251861	01/25/11	Todd Hess Building Co. Capital Outlay-GH Window Replacement-Game Room	8,627.00 \$ 8,627.00
251870	01/25/11	Boiler & Combustion Service Capital Outlay-HSC Domestic Hot Water Holding Tank	14,320.00 \$ 14,320.00
251481	01/05/11	NW Earthmovers, Inc.	38,275.24
251899	01/27/11	2.ink Studio Capital Outlay-Metro Natural Areas	2,723.50 \$ 40,998.74
251488	01/05/11	Oregon Corrections Enterprises	3,698.18
251577	01/05/11	Impact Sign Co.	2,185.00
251586	01/05/11	MacKay & Sposito, Inc.	4,969.25
251771	01/14/11	The Steel Yard, Inc.	1,084.00
251788	01/18/11	GreenWorks, PC Capital Outlay-Park & Trail Replacements	6,548.83 \$ 18,485.26
251532	01/05/11	Architects Barrentine Capital Outlay-Remodel HMT Administration Reception Area	1,355.70 \$ 1,355.70
251736	01/14/11	Moscato, Ofner & Henningsen, Inc. Capital Outlay-SDC-Park Development/Improvements	2,200.00 \$ 2,200.00
251754	01/14/11	ORPA Dues & Memberships	2,765.00 \$ 2,765.00
251568	01/05/11	Fred Shearer & Sons	1,469.76
251666	01/13/11	PGE	44,052.83
251743	01/14/11	PGE	7,590.21
251838	01/25/11	PGE Electricity	32,956.09 \$ 86,068.89
251686	01/14/11	Standard Insurance Company	215,762.65
251689	01/14/11	Standard Insurance Company	6,560.79
251938	01/31/11	Kaiser Foundation Health Plan	163,298.23
251942	01/31/11	Oregon Dental Service	24,226.94
251943	01/31/11	Standard Insurance Company	12,156.59
251949	01/31/11	UNUM Life Insurance-LTC Employee Benefits	1,415.60 \$ 423,420.80
251679	01/14/11	Aetna / ING Life Insurance	6,437.48
251683	01/14/11	Manley Services	7,780.53
251687	01/14/11	Standard Insurance Company	25,458.82
251690	01/14/11	Standard Insurance Company	3,999.83
251934	01/31/11	Aetna / ING Life Insurance	7,037.48
251939	01/31/11	Manley Services	8,707.53
251944	01/31/11	Standard Insurance Company	25,475.11
251945	01/31/11	Standard Insurance Company	2,953.56
251946	01/31/11	Standard Insurance Company	3,999.83
251948	01/31/11	THPRD - Employee Assn. Employee Deductions	6,526.38 \$ 98,376.55
251472	01/05/11	NW Natural	20,292.00
251742	01/14/11	NW Natural	7,489.31
251837	01/25/11	NW Natural Heat	47,340.94 \$ 75,122.25
251511	01/05/11	Springbrook Software, Inc.	6,525.00
251611	01/06/11	Springbrook Software, Inc. Information Technology Improvement	3,125.00 \$ 9,650.00

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
251496	01/05/11	Play-well TEKnologies	1,320.00
251657	01/11/11	THBOA	2,603.80
251859	01/25/11	THBOA	10,239.80
		Instructional Services	\$ 14,163.60
251557	01/05/11	Engineered Control Products	6,390.36
251589	01/05/11	McDonald & Wetle Roofing	1,693.00
251704	01/14/11	Boiler & Combustion Service	1,749.00
251755	01/14/11	Pavement Maintenance, Inc.	1,040.10
251767	01/14/11	Schulz-Clearwater Sanitation, Inc.	2,446.00
251848	01/25/11	PGE	1,686.85
251877	01/25/11	The DoorWorks Co., Inc.	1,246.50
251882	01/25/11	Guaranteed Pest Control	1,347.00
		Maintenance Services	\$ 17,598.81
251517	01/05/11	United Pipe & Supply Co., Inc.	1,519.05
251526	01/05/11	Airgas Nor Pac, Inc.	1,039.40
251548	01/05/11	Coastwide Laboratories	7,153.07
251572	01/05/11	Grainger	1,043.87
251591	01/05/11	Meshier Supply Co.	1,130.69
251601	01/06/11	Christenson Electric, Inc.	1,507.00
251648	01/11/11	Imperial Steel Craft, Inc.	3,250.00
251694	01/14/11	Airgas Nor Pac, Inc.	1,088.18
251705	01/14/11	Coastwide Laboratories	1,252.61
251719	01/14/11	Home Depot Credit Services	2,437.66
251730	01/14/11	McKenzie Athletic	17,691.86
251801	01/20/11	Building Material Specialties	1,091.00
251926	01/27/11	Thermal Engineering Corp.	1,478.15
		Maintenance Supplies	\$ 41,682.54
251610	01/06/11	Special Districts Association	1,000.00
251905	01/27/11	Beaverton Area Little League	1,115.90
251919	01/27/11	Murrayhill Little League	1,850.00
		Misc. Other Services	\$ 3,965.90
251484	01/05/11	OfficeMax - A Boise Company	2,158.51
251583	01/05/11	Lazerquick	2,943.00
		Office Supplies	\$ 5,101.51
251659	01/11/11	United States Postal Service	3,000.00
		Postage	\$ 3,000.00
251507	01/05/11	Signature Graphics	22,124.00
251709	01/14/11	ePrint	4,484.12
		Printing & Publication	\$ 26,608.12
251693	01/14/11	3J Consulting, Inc.	1,875.00
251695	01/14/11	Allegro Design	1,500.00
251701	01/14/11	Beery, Elsnor & Hammond, LLP	11,620.77
251713	01/14/11	FCS Group	3,127.50
251733	01/14/11	Metro	1,583.45
251735	01/14/11	Milliman, Inc.	4,800.00
251762	01/14/11	Red Oak Consulting	2,305.30
251920	01/27/11	Navigator Group Consulting, LLC	5,473.31
		Professional Services	\$ 32,285.33
251530	01/05/11	American Red Cross/OTC	1,153.76
251564	01/05/11	Food Services of America	1,413.89
251567	01/05/11	Fred Meyer Customer Charges	1,311.79
251575	01/05/11	HSBC Business Solutions	1,842.38
251579	01/05/11	Insight Public Sector	2,577.13
251887	01/25/11	Lazerquick	1,404.90
		Program Supplies	\$ 9,703.85
251747	01/14/11	Waste Management of Oregon	4,149.30
		Refuse Services	\$ 4,149.30

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
251486	01/05/11	OR Dept of Administrative Services	1,257.62
251503	01/05/11	Ricoh Americas Corporation	2,154.31
251763	01/14/11	Ricoh Americas Corporation	1,626.69
		Rental Equipment	\$ 5,038.62
251880	01/25/11	Fred Shearer & Sons	8,224.00
		Rental Facility	\$ 8,224.00
251508	01/05/11	Sound Security, Inc.	9,303.00
251554	01/05/11	Edwards Enterprises	1,120.00
251792	01/18/11	PTL Tree Service, Inc.	2,110.00
		Technical Services	\$ 12,533.00
251471	01/05/11	Nextel Communications	2,896.59
251738	01/14/11	AT&T Mobility	1,002.01
		Telecommunications	\$ 3,898.60
251794	01/18/11	United Way Columbia-Willamette	1,020.00
		United Way Donations	\$ 1,020.00
251739	01/14/11	City of Beaverton	11,073.03
251744	01/14/11	Tualatin Valley Water District	7,122.01
251839	01/25/11	Tualatin Valley Water District	2,240.27
		Water & Sewer	\$ 20,435.31
		Report Total:	\$ 1,380,585.83

Tualatin Hills Park & Recreation District

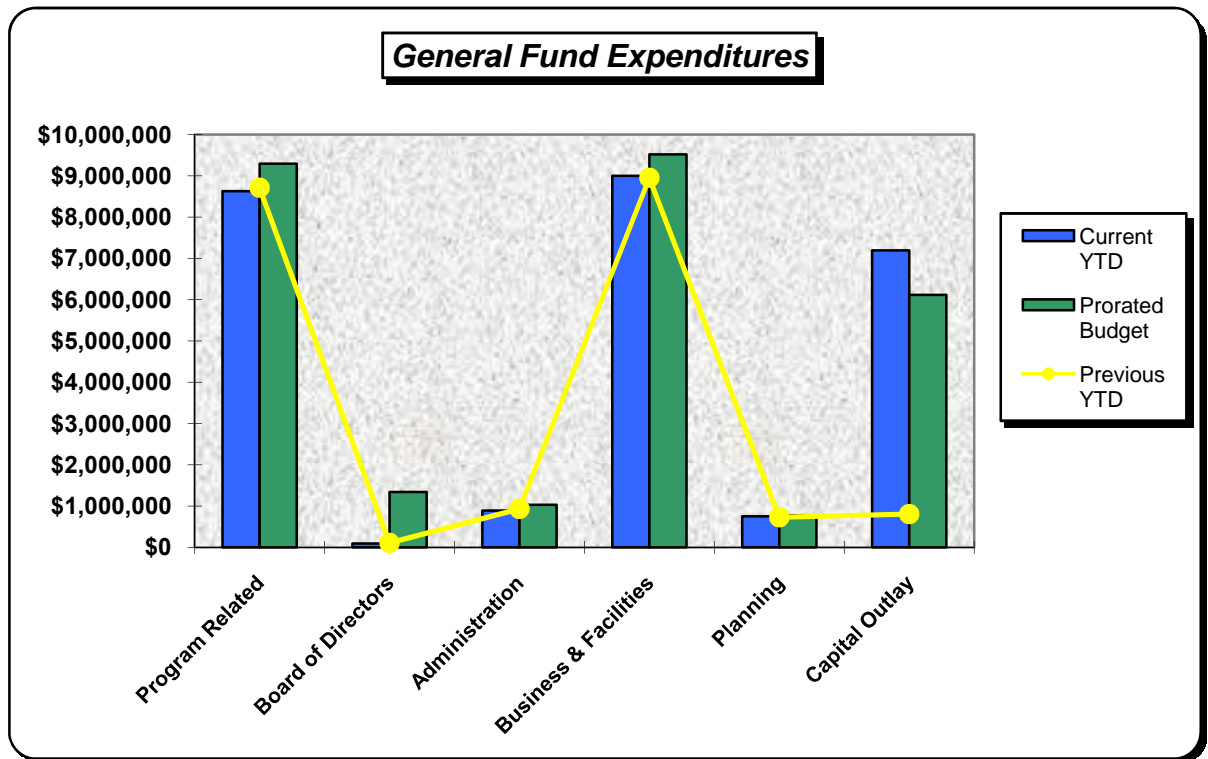
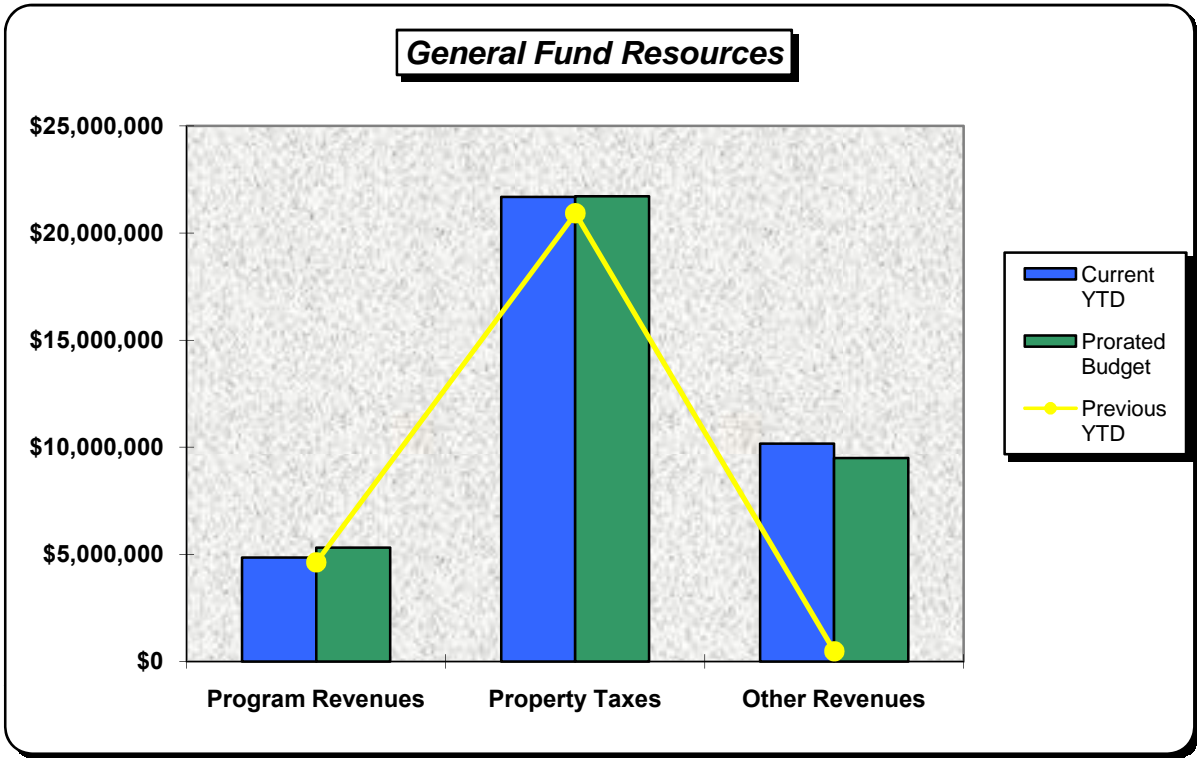
General Fund Financial Summary
January, 2011

	<i>Current Month</i>	<i>Year to Date</i>	<i>Prorated Budget</i>	<i>% YTD to Prorated Budget</i>	<i>Full Fiscal Year Budget</i>
Program Resources:					
Aquatic Centers	\$ 505,846	\$ 1,372,823	\$ 1,418,659	96.8%	\$ 2,676,715
Tennis Center	195,194	519,350	562,313	92.4%	911,366
Recreation Centers & Programs	732,101	2,296,225	2,583,113	88.9%	4,957,990
Sports Programs & Field Rentals	141,398	572,649	646,341	88.6%	1,235,833
Natural Resources	19,975	89,758	100,439	89.4%	278,996
Total Program Resources	1,594,514	4,850,805	5,310,864	91.3%	10,060,900
Other Resources:					
Property Taxes	110,861	21,686,721	21,714,217	99.9%	23,628,093
Interest Income	6,826	34,870	107,625	32.4%	175,000
Facility Rentals/Sponsorships	18,293	102,129	128,525	79.5%	265,000
Grants	700	72,435	72,435	100.0%	753,150
Miscellaneous Income	25,917	427,899	208,190	205.5%	720,382
Debt Proceeds	-	9,532,166	8,975,000	106.2%	8,975,000
Total Other Resources	162,597	31,856,220	31,205,993	102.1%	34,516,625
Total Resources	\$ 1,757,111	\$ 36,707,025	\$ 36,516,857	100.5%	\$ 44,577,525
Program Related Expenditures:					
Parks & Recreation Administration	105,790	454,118	355,063	127.9%	701,705
Aquatic Centers	238,100	2,126,580	2,240,987	94.9%	3,585,579
Tennis Center	73,775	503,421	541,195	93.0%	893,061
Recreation Centers	263,584	2,820,446	3,204,816	88.0%	5,046,955
Programs & Special Activities	106,462	1,081,793	1,109,990	97.5%	1,840,780
Athletic Center & Sports Programs	127,995	908,353	963,918	94.2%	1,721,283
Natural Resources & Trails	92,913	730,294	875,497	83.4%	1,476,387
Total Program Related Expenditures	1,008,619	8,625,005	9,291,467	92.8%	15,265,750
General Government Expenditures:					
Board of Directors	(1,143)	91,453	1,341,864	6.8%	1,947,553
Administration	115,186	894,338	1,034,484	86.5%	1,715,562
Business & Facilities	1,140,263	9,000,363	9,521,042	94.5%	15,789,456
Planning	105,782	748,358	776,772	96.3%	1,332,371
Capital Outlay	271,772	7,192,548	6,118,514	117.6%	12,827,074
Total Other Expenditures:	1,631,860	17,927,060	18,792,676	95.4%	33,612,016
Total Expenditures	\$ 2,640,479	\$ 26,552,065	\$ 28,084,144	94.5%	\$ 48,877,766
Revenues over (under) Expenditures	\$ (883,368)	\$ 10,154,960	\$ 8,432,713	120.4%	\$ (4,300,241)
Beginning Cash on Hand		3,848,900	4,300,241	89.5%	4,300,241
Ending Cash on Hand		\$ 14,003,860	\$ 12,732,954	110.0%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

January, 2011





[8D]

MEMO

DATE: February 24, 2011
TO: Doug Menke, General Manager
FROM: Jim McElhinny, Director of Park & Recreation
RE: **Resolution Appointing Historic Facilities, Natural Resources & Recreation Advisory Committees Members**

Introduction

The Historic Facilities Advisory Committee, Natural Resources Advisory Committee and Recreation Advisory Committee requests Board of Directors approval of new Committee member appointments.

Background

At their February 8, 2011 meeting, the Historic Facilities Advisory Committee recommended that the Board of Directors approve and appoint Diane Keaton, Bill O'Brien and Willie Willworth to the Committee via the attached resolution.

At their January 25, 2011 meeting, the Natural Resources Advisory Committee recommended that the Board of Directors approve and appoint Patrick Caldwell to the Committee via the attached resolution.

Staff has received six applications to fill vacant positions on the Recreation Advisory Committee and recommends that the Board of Directors approve and appoint Adam Bless, Leslie Coefield, Paige Dickson, Deanna Draper, Robert Miller and Alaka Sarangdhar to the Committee via the attached resolution.

Please note that the respective applicants' applications and the three Advisory Committees' current rosters are attached.

Action Requested

Board of Directors approval of Resolution 2011-03, appointing three individuals to the Historic Facilities Advisory Committee members, one individual to the Natural Resources Advisory Committee, and six individuals to the Recreation Advisory Committee.

RESOLUTION 2011-03
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION APPOINTING
HISTORIC FACILITIES, NATURAL RESOURCES, &
RECREATION ADVISORY COMMITTEES MEMBERS**

WHEREAS, the Tualatin Hills Park & Recreation District Board of Directors must appoint committee members by resolution; and

WHEREAS, the committee members shall be appointed by the Board for a two-year term; and

WHEREAS, the committee members have demonstrated their interest and knowledge in the committee's area of responsibility.

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES AS FOLLOWS:

The Board of Directors approves the appointment of Diane Keaton, Bill O'Brien and Willie Willworth to the Historic Facilities Advisory Committee.

The Board of Directors approves the appointment of Patrick Caldwell to the Natural Resources Advisory Committee.

The Board of Directors approves the appointment of Adam Bless, Leslie Coefield, Paige Dickson, Deanna Draper, Robert Miller and Alaka Sarangdhar to the Recreation Advisory Committee.

Duly passed by the Board of Directors of the Tualatin Hills Park & Recreation District this 7th day of March 2011.

Bill Kanable, Board President

Bob Scott, Board Secretary

ATTEST:

Jessica Collins, Recording Secretary



Tualatin Hills Park & Recreation District
HISTORIC FACILITIES ADVISORY COMMITTEE
Jenkins Estate, Fanno Farmhouse, John Quincy Adams Young House & Camp Rivendale
ROSTER

Last Updated: February 2011

<i>Committee Member</i>	<i>Spouse</i>	<i>Member Since</i>	<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Macie Brightman Member	■	Mar-08	■■■■■■■■■■ ■■■■■■■■■■	■■■■■■■■■■ ■■■■■■■■■■		■■■■■■■■■■	December 31, 2011
Diane Keaton Member	■	May-09	■■■■■■■■■■ ■■■■■■■■■■	■■■■■■■■■■ ■■■■■■■■■■		■■■■■■■■■■	December 31, 2012
Bill O'Brien Member	■	Mar-05	■■■■■■■■■■ ■■■■■■■■■■	■■■■■■■■■■ ■■■■■■■■■■		■■■■■■■■■■	December 31, 2012
James "Jim" O'Connor Vice Chairman	■	Jan-98	■■■■■■■■■■ ■■■■■■■■■■	■■■■■■■■■■ ■■■■■■■■■■		■■■■■■■■■■	December 31, 2011
Jan Regnier Chairman	■	Feb-02	■■■■■■■■■■ ■■■■■■■■■■	■■■■■■■■■■ ■■■■■■■■■■		■■■■■■■■■■	December 31, 2011
Willie Willworth Member	■	Jul-07	■■■■■■■■■■ ■■■■■■■■■■	■■■■■■■■■■ ■■■■■■■■■■		■■■■■■■■■■	December 31, 2012
<i>Ex-Officio Members</i>	<i>Representing</i>		<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Lynda Myers Center Supervisor	Staff THPRD		8005 SW Grabhorn Road Beaverton, OR 97007	(W) 503/629-6355	503/629-6356	lmyers@thprd.org	N/A
Lisa Novak Supt Prog & Spec Act.	Staff THPRD		15707 SW Walker Road Beaverton, OR 97006	(W) 503/645-6433 (W) 503/629-6300	503/629-6301	lnovak@thprd.org	N/A
Allan Wells Park Maint Coordinator	Staff THPRD		15707 SW Walker Road Beaverton, OR 97006	(W) 503/645-3539 (W) 503/629-6360	503/629-6307	awells@thprd.org	N/A
Brenda Peterson Office Staff	Staff THPRD		8005 SW Grabhorn Road Beaverton, OR 97007	(W) 503/629-6355	503/629-6356	bpeterson@thprd.org	N/A



TUALATIN HILLS PARK & RECREATION DISTRICT

Jenkins Estate & Fanno Farmhouse & Camp Rivendale

ADVISORY COMMITTEE APPLICATION

Name: Diane Keaton	Date: 1/15/11
Address: [REDACTED]	
Phone # (H) [REDACTED] (WK): [REDACTED]	Email: [REDACTED]

Applying for the **Historic Facilities Advisory Committee** (*you must reside within the Park District boundaries*).

1. Please explain your interest in serving on the Advisory Committee:
I am an Interior Designer, I love to garden, I am interested in history and hope to meet people who care about their community.
2. How long have you lived in the community? 30 years
3. Have you served on other volunteer committees? YES [X] NO [] If yes, please explain where, when, and what your responsibilities were:
10 years at Cooper Mountain school as a parent volunteer (I did everything), 7 years Portland Junior League, 4 years Lake Oswego Junior Womens Club, fundraising, Holiday Home Tour and many other things.
4. Have you or your family participated in any Center or other Recreation District activities?
What: tennis, swimming, and other classes
When:
Where:
5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
I have run my own design business for 20 years. I live on Cooper Mountain near the Jenkins Estate. I have a large garden and I am learning new things all the time. My father was a historian for the State of California. His love of history and preservation has rubbed off on me.

Please return completed applications to Lynda Myers, Center Supervisor at the Jenkins Estate.
8005 SW Grabhorn Road, Beaverton, OR 97007-8781.



TUALATIN HILLS PARK & RECREATION DISTRICT

Jenkins Estate & Fanno Farmhouse & Camp Rivendale

ADVISORY COMMITTEE APPLICATION

Name: Bill O'Brien	Date: 1/18/11
Address: [REDACTED]	
Phone # (H) [REDACTED]	(WK): [REDACTED] Email: [REDACTED]

Applying for the **Historic Facilities Advisory Committee** (*you must reside within the Park District boundaries*).

- Please explain your interest in serving on the Advisory Committee:
Jenkins Estate is part of the history of the area that is my home. The area was kind enough to make room for the housing development were we reside, but it is a fragile balance. I would like to help maintain the equilibrium between the needs/wants of the community and the preservation of the Estate in the manner in which it was given. I have some time to devote to this stewardship, and look forward to meeting the interesting folks that have taken it this far.
- How long have you lived in the community? 15 years
- Have you served on other volunteer committees? YES [X] NO [] If yes, please explain where, when, and what your responsibilities were:
Most recently, vice president of the Crown Crest Homeowners Association. Accomplishments: rewrote the Covenants, Conditions and Restrictions (CCR's) to current state regulation and actual community practice, and to make the CCR's more manageable; Titled ownership of the greenspace surrounding the community to the Homeowners Association from the original development company.
- Have you or your family participated in any Center or other Recreation District activities?
 What: Jenkins Estate Advisory Committee
 When: since 2005
 Where: Jenkins Estate
- Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
I have benefited from learning a variety of structural organizational, human resource, p/l budgetary, and strategic planning skills at previous employment in Minnesota as Vice President of Manufacturing for a \$50 million privately held company, and here in Oregon as Vice President of Operations for a \$12 million privately held company. I am equally comfortable with CEO's and gardeners, and they with me. I can advise, direct, and get things done myself if that's what it takes.

Please return completed applications to Lynda Myers, Center Supervisor at the Jenkins Estate.
 8005 SW Grabhorn Road, Beaverton, OR 97007-8781.



TUALATIN HILLS PARK & RECREATION DISTRICT

Jenkins Estate & Fanno Farmhouse & Camp Rivendale

ADVISORY COMMITTEE APPLICATION

Name: Willie Willworth	Date: January 2011
Address: [REDACTED]	
Phone # (H) [REDACTED] (WK) [REDACTED]	Email: [REDACTED]

Applying for the **Jenkins Estate Advisory Committee** (*you must reside within the Park District boundaries*)

- Please explain your interest in serving on the Advisory Committee:
I am primarily interested in the ground and herb garden. My secondary interest is the historic value of the estate. I have thoroughly enjoyed my past 2 years on the Advisory Committee.
- How long have you lived in the community? 68 years
- Have you served on other volunteer committees? YES [X] NO [] If yes, please explain where, when, and what your responsibilities were:
Relay for Life: as a member of the "Intel Originals" team from 2002 through 2005, I helped raise several thousand dollars each year.
Hazeldale off-leash dog park: as part of the Advisory Committee for three years, I helped raise money to lease the property, solve user related problems and maintain the grounds. I still use the park on a regular basis.
Aloha Garden Club: I am an active member in the club. I contribute to several areas of the annual plant sale which raises money for grants and scholarships. I have also worked in the Jenkins gardens as part of our club contributions.
- Have you or your family participated in any Center or other Recreation District activities?

What:	When:	Where:
Swim Lessons	1959-1960	Beaverton Swim Center
Swim Meets	1983-1984	Aloha Swim Center
Tennis Lessons	1983	HMT Complex
Concession stand	1985-1986	HMT Complex
Swing Dance Classes	1991	Cedar Hills Recreation Center
Art Classes	1992	Garden Home & Cedar Hills Rec Ctr
Dog Day Afternoon	2004-2006	Hazeldale Park
Women's Soccer	2004-2007	HMT Complex & Powerline Park
Swim Lessons/Team	2001-2007	Harman & Conestoga Aquatic Ctrs
Baseball	2006-2007	Highland Park
Kid's Soccer	2001-2007	Water District Park
Art Class	2007	Conestoga Recreation & Aquatic Ctr
HipHop Class	2006-2007	Conestoga Recreation & Aquatic Ctr
Piano Class	2010-2011	Stuhr Center
- Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
I worked for the Intel Corporation for 26 years. During that time, I learned many effective management skills, computer skills and problem solving skills. I work well with others and know how to listen.



Tualatin Hills Park & Recreation District NATURAL RESOURCES ADVISORY COMMITTEE ROSTER

Last Updated: 11/23/10

<i>Committee Member</i>	<i>Member Since</i>	<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Rod Coles	February 2010	[REDACTED]	[REDACTED]	[REDACTED]	February 2013
Matthew Shepherd	February 2010	[REDACTED]	[REDACTED]	[REDACTED]	February 2013
Eric Lindstrom	February 2010	[REDACTED]	[REDACTED]	[REDACTED]	February 2012
Mitch Cruzan	May 2010	[REDACTED]	[REDACTED]	[REDACTED]	May 2013
Cory Samia	May 2010	[REDACTED]	[REDACTED]	[REDACTED]	May 2013
<i>Ex-Officio Member</i>		<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Bruce Barbarasch	Staff THPRD	5500 SW Arctic Drive, Suite 2, Beaverton 94005	503/629-6350	bbarbara@thprd.org	N/A
Kristin Atman	Staff THPRD	15655 SW Millikan Way, Beaverton 97006	503/629-6350	katman@thprd.org	N/A



TUALATIN HILLS PARK & RECREATION DISTRICT

ADVISORY COMMITTEE APPLICATION

Name: Patrick Caldwell		Date: 1/6/11
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) [REDACTED]	(CELL) [REDACTED]
Email: [REDACTED]		

Advisory Committee you are applying for:
(You must reside within the Park District boundaries)

- Recreation Aquatics Sports Trails Elsie Stuhr Center Historic Facilities
 Natural Resources Parks

1. Please explain your interest in serving on the Advisory Committee:

I would like to take part in keeping area parks in good order while not infringing on natural ecosystems.

2. How long have you lived in the community? 2 years

3. Have you or your family participated in any Center or other Recreation District activities?

What:

Weekend removal of invasives.

When:

October & November last year.

Where:

Throughout Beaverton.

Number of Years: 1 year.

***CONTINUES ON NEXT PAGE**

TUALATIN HILLS PARK & RECREATION DISTRICT

ADVISORY COMMITTEE APPLICATION

4. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:

FIDO-assistant to financials general committee work.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

Botany degree BS 2008 Spanish speaker.

6. Term of Office preferred:

2-YEAR TERM or 3-YEAR TERM *Please check one*



Tualatin Hills Park & Recreation District RECREATION ADVISORY COMMITTEE ROSTER

Last Updated: 11/23/10

<i>Committee Member</i>	<i>Member Since</i>	<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Sharon Peters	June 2010	[REDACTED]	[REDACTED]	[REDACTED]	2012
Vacant					
Vacant					
Vacant					
<i>Ex-Officio Member</i>	<i>Representing</i>	<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Eric Owens	Staff THPRD	15707 SW Walker Road, Beaverton 97223	503/645-6433	eowens@thprd.org	N/A



TUALATIN HILLS PARK & RECREATION DISTRICT

ADVISORY COMMITTEE APPLICATION

Name: Adam Bless		Date: 2/12/11
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) [REDACTED]	(CELL) [REDACTED]
Email: [REDACTED]		

Advisory Committee you are applying for:
(You must reside within the Park District boundaries)

- Recreation Aquatics Sports Trails Elsie Stuhr Center Historic Facilities
 Natural Resources Parks

1. Please explain your interest in serving on the Advisory Committee:

I've been taking yoga and pilates classes for about 4 years plus playing at the tennis center. I'm very impressed with this district, we had nothing like this back where I used to live!

2. How long have you lived in the community? Since 2004.

3. Have you or your family participated in any Center or other Recreation District activities?

What:

Yoga, pliates, tennis and much riding on the network of bike trails.

When:

Since moving here.

Where:

Garden Home, Cedar Mill, Conestoga.

Number of Years: 4 years.

***CONTINUES ON NEXT PAGE**

TUALATIN HILLS PARK & RECREATION DISTRICT

ADVISORY COMMITTEE APPLICATION

4. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

My work experience is with State Dept of Energy, we do a lot of land use, outreach and production of energy conservation.

6. Term of Office preferred:

2-YEAR TERM or 3-YEAR TERM *Please check one*



TUALATIN HILLS PARK & RECREATION DISTRICT

ADVISORY COMMITTEE APPLICATION

Name: Leslie Coefield		Date: 2/4/11
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) [REDACTED]	(CELL) [REDACTED]
Email:		

Advisory Committee you are applying for:
(You must reside within the Park District boundaries)

- Recreation Aquatics Sports Trails Elsie Stuhr Center Historic Facilities
 Natural Resources Parks

1. Please explain your interest in serving on the Advisory Committee:

I am interested in learning more about the Tualatin Hills Park & Recreation District-Rec Centers. I would like to give input about potential programs, classes and special events.

2. How long have you lived in the community? 25 years.

3. Have you or your family participated in any Center or other Recreation District activities?
What:

Art classes, Day camps, swimming lessons, Recreational basketball, Fitness classes, Recreational swimming, Work out facilities.

When:

Since 1986-current.

Where:

Garden Home, Cedar Hills, Conestoga Rec Centers and the Rec Center on Walker Road.

Number of Years: 25.

***CONTINUES ON NEXT PAGE**

TUALATIN HILLS PARK & RECREATION DISTRICT

ADVISORY COMMITTEE APPLICATION

4. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:

Current St Barnardos Church-Vestry/Advisory Board

Outreach-Social Awareness Committee

Current-Donate Life NW-Speakers Bureau and Lions Eye Bank Community Tissue Services Pacific NW transplant bank

Donor Family Council-Educate public about organ & tissue donation

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

1997-Current Lifeworks NW-Program Coordinator

Experience in creating and managing programs.

Sisters of Providence-Sales and marketing

My son Brian's memorial baseball field is at Garden Home so I am always interested in how that may be best utilized.

6. Term of Office preferred:

2-YEAR TERM or 3-YEAR TERM *Please check one*



TUALATIN HILLS PARK & RECREATION DISTRICT

ADVISORY COMMITTEE APPLICATION

Name: Paige Dickson		Date: 2/15/11
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) [REDACTED]	(CELL) [REDACTED]
Email: [REDACTED]		

Advisory Committee you are applying for:
(You must reside within the Park District boundaries)

- Recreation Aquatics Sports Trails Elsie Stuhr Center Historic Facilities
 Natural Resources Parks

1. Please explain your interest in serving on the Advisory Committee:

My family and I consider living in the Rec District a bonus to our community. I would like to volunteer to offer insight from a family who uses the district regularly.

2. How long have you lived in the community? Since Sept. 04.

3. Have you or your family participated in any Center or other Recreation District activities?
What:

Baby & preschool classes: art, music, ballet, tap, gymnastics and swimming lessons.

When:

2006-present.

Where:

Cedar Hills Rec, Harman, Garden Home, Nature Center, Tualatin Hills Rec, & Conestoga.

Number of Years: 4.5.

***CONTINUES ON NEXT PAGE**

TUALATIN HILLS PARK & RECREATION DISTRICT

ADVISORY COMMITTEE APPLICATION

4. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:

Association of Women in Computing-Puget Sound Chapter 1994-2004.
Puget Sound Chapter President 2000-2002.
National Conference Program Chair 1999.
Treasurer and Programs VP 1994-2000.
Alliance for Technology and Women (ATW) 2002-2004.
Seattle Chapter founding board member.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

Over 10 years of project management experience:
Successful budget creation (Departments & Projects), bid submissions and cost benefit estimations.
Authored project proposals and executive level communication and presentations.
Generated functional requirements, business rules and improved workflows.

6. Term of Office preferred:

2-YEAR TERM or 3-YEAR TERM *Please check one*



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Deanna Draper		Date: 2/17/11
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED] (WK) [REDACTED]		CELL) [REDACTED]
Email: [REDACTED]		

Advisory Committee you are applying for:
(You must reside within the Park District boundaries)

- Recreation Aquatics Sports Trails Elsie Stuhr Center Historic Facilities
Natural Resources Parks

1. Please explain your interest in serving on the Advisory Committee:

As a resident of the district as well as a regular user of the Garden Home Center, I am interested in promoting the use of the facilities of Tualatin Hills District.

2. How long have you lived in the community? Since 1977.

3. Have you or your family participated in any Center or other Recreation District activities?

What:

When my children were young-sports and various classes. I am a regular user of Garden Home weight room and a client of the trainers and also attend classes at Cedar

When:

30 years.

Where:

Cedar Hills and Garden Home.

Number of Years: 30 years.

***CONTINUES ON NEXT PAGE**

**TUALATIN HILLS PARK & RECREATION DISTRICT
ADVISORY COMMITTEE APPLICATION**

4. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:

I was on the state advisory council for Oregon libraries in 1985-86, a member of the board for the Washington County Library System from 1995-1997, and I am currently a member of the advisory council for a program called NW Central which provides professional development for Oregon librarians.

These activities have required me to study and assess various proposals and programs for their value benefits as well as determine budgetary needs for some programs.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

As a retired librarian from the Beaverton School District, I have experience in studying and assessing budgetary needs as well as other needs and benefits of various activities.

6. Term of Office preferred:

2-YEAR TERM or 3-YEAR TERM *Please check one*



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Robert E. Miller Jr.		Date: 2/7/11	
Address: [REDACTED]		City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) [REDACTED]	(CELL) [REDACTED]	
Email: [REDACTED]			

Advisory Committee you are applying for:
(You must reside within the Park District boundaries)

- Recreation
 Aquatics
 Sports
 Trails
 Elsie Stuhr Center
 Historic Facilities
 Natural Resources
 Parks

1. Please explain your interest in serving on the Advisory Committee:

My family and I've enjoyed the resources of Tualatin Recreation District the past 24 years and I'm now in a position to contribute to the recreation centers' success.

2. How long have you lived in the community? 24 years.

3. Have you or your family participated in any Center or other Recreation District activities?

What:

Weight room, yoga classes, gymnastics, swimming and craft classes.

When:

1992-present.

Where:

Garden Home, Cedar Hills and Beaverton Pool.

Number of Years: 20

*** CONTINUES ON NEXT PAGE**

**TUALATIN HILLS PARK & RECREATION DISTRICT
ADVISORY COMMITTEE APPLICATION**

4. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:

I have served on a number of volunteer committees over the past 40 years. Among the highlights of the efforts were:

-Co-chair Leadership Development Committee, NW District Unitarian-Universalist Church, 1980-1982

-President, Unitarian Church Fresno CA, chaired 9-member board meeting for 175 member congregation

-Co-chair, Judging Committee, Cascade Film & Video Festival 1990-1991

Since the mid 90s, I've been focusing on raising my family, starting a private business and eventually leaving the corporate world in 2009 to become self-employed and semi-retired.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

Project Manager-10 years experience project management.

Video Producer-12 years video production experience.

Tech support for training and publications development.

6. Term of Office preferred:

2-YEAR TERM or 3-YEAR TERM *Please check one*



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Alaka Sarangdhar		Date: 10/25/10
Address: [REDACTED]	City: [REDACTED]	Zip: [REDACTED]
Phone # (H) [REDACTED]	(WK) _____	(CELL) _____
Email: [REDACTED]		

Advisory Committee you are applying for:
(You must reside within the Park District boundaries)

- Recreation Aquatics Sports Trails Elsie Stuhr Center Historic Facilities
 Natural Resources Parks

1. Please explain your interest in serving on the Advisory Committee:

To participate and help make THPRD more useful to all members.

2. How long have you lived in the community? 24 years.

3. Have you or your family participated in any Center or other Recreation District activities?

What:

Swimming, kids dance, activity classes, family badminton, adult classes, using park for jog, walk, picnics etc.

When:

All the time.

Where:

Cedar Hills Murray, all the swimming pools.

Number of Years: 24 years.

*** CONTINUES ON NEXT PAGE**

**TUALATIN HILLS PARK & RECREATION DISTRICT
ADVISORY COMMITTEE APPLICATION**

4. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:

Oregon Food Bank, I helped them set up nutrition classes for low income Latino community at Garden Home and Cedar Mill. I volunteered in all their programs, food packing, sorting, gardening, clothes drive etc.

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

I have run a software company in Portland and in India and have worked in various capacities in the IT industry.

6. Term of Office preferred:

2-YEAR TERM or 3-YEAR TERM *Please check one*



[8E]

MEMO

DATE: February 23, 2011
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Resolution for Appropriation of Funding for Full Faith and Credit Obligations, Series 2010 B & C, for the Fiscal Year Commencing July 1, 2010**

Introduction

Staff is requesting Board of Directors approval of a resolution appropriating the necessary funding for the Maintenance Facility financing, acquisition and renovation costs for the current fiscal year.

Background

ORS 294.352(1) requires the District to prepare an expenditure estimate for each of the District's programs. With the pending acquisition of the centralized maintenance facility, the District, along with the District financial advisor, D.A. Davidson & Co., structured an advantageous financing package incorporating Recovery Zone Economic Development Bonds, taxable and tax-exempt full faith and credit obligations. Because of the time delay in acquisition, final costs were unknown at time of adoption of the 2010/11 Budget Year. Therefore, adjustments are now necessary to resources and expenditures within the General Fund to properly account for the activity.

Proposal Request

The attached resolution lists the necessary appropriations to ensure proper accounting of all resources and expenditures. This will properly appropriate and account for funds as required by State Budget Law and Generally Accepted Accounting Standards (GAAP). Park District Legal Counsel has reviewed and approved of the attached resolution.

Benefits of Proposal

Approval of the resolution will ensure the District is in legal compliance with State Budget Law.

Potential Downside of Proposal

There is no apparent downside to the proposal.

Action Requested

Board of Directors approval of Resolution 2011-04, appropriating the funding for Full Faith and Credit Obligations, Series 2010 B & C, for the Fiscal Year Commencing July 1, 2010 to the General Fund.

RESOLUTION NO. 2011-04

TUALATIN HILLS PARK & RECREATION DISTRICT

RESOLUTION TO APPROPRIATE FUNDING FOR FULL FAITH AND CREDIT OBLIGATIONS, SERIES 2010 B & C, FOR THE FISCAL YEAR 2010-2011

WHEREAS, the District secured financing for the acquisition and renovation of a new Maintenance Facility through Full Faith and Credit Obligations, and

WHEREAS, the final funding amount was unknown at the time of adoption of the Fiscal Year July 1, 2010 budget appropriation, and

WHEREAS, the Board of Directors recognizes the need for appropriation of General Fund resources and expenditures to properly account for the Full Faith and Credit obligations and facility renovation costs.

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES:

Section 1. The Board of Directors (Board) authorizes resources and appropriations as follows:

General Fund:

Resource	Sale of Bonds	\$535,000
Resource	Intergovernmental	98,853
Appropriation	Debt Principal	100,000
Appropriation	Debt Interest	23,677
Appropriation	Financing Costs	115,716
Appropriation	Maintenance Facility Renovations	394,460

Section 2. This resolution takes effect upon its adoption by the Board.

Adopted by the Board of Directors on March 7, 2011.

Bill Kanable, Board President

Bob Scott, Board Secretary

ATTEST:

Jessica Collins, Recording Secretary



[8F]

MEMO

DATE: February 23, 2011
TO: Doug Menke, General Manager
FROM: Hal Bergsma, Director of Planning

RE: **Resolution Authorizing Local Government Grant Program Application**

Introduction

The Oregon Parks and Recreation Department is accepting applications for the 2011 Local Government Grant Program (LGGP). Applications are due by April 8, 2011. Staff is recommending that the Park District apply for assistance to help cover costs associated with the Camille Park bond redevelopment project. Staff requests Board of Directors approval and signature on Resolution No. 2011-05, authorizing staff to apply for the 2011 LGGP.

Background

LGGP grant proposals may include land acquisition, park development, and/or rehabilitation of existing facilities. Eligible park development projects include basic outdoor recreation facilities and associated support facilities, such as play equipment, picnic pavilions, and site furnishings. Eligible rehabilitation projects include the repair, restoration, or reconstruction of facilities, which have been necessitated by obsolescence or normal wear and tear not attributed to lack of maintenance.

Staff has identified that the installation of play equipment, a picnic pavilion, site furnishings and ADA improvements at Camille Park are strong candidates for 2011 LGGP grant assistance. LGGP grants require a 50% match in funding from the sponsoring agency.

Proposal Request

Staff is proposing to request \$70,000 in grant assistance to cover costs associated with the implementation of the Camille Park Master Plan. The proposed grant funds are for the installation of the play equipment, a picnic pavilion, site furnishings and ADA improvements. Staff currently estimates that the grant amount of \$70,000 is equal to what is not currently available in the designated bond funding for the Camille Park redevelopment project.

Staff recommends submitting a grant application for \$70,000, which is approximately 12% of the total estimated Camille Park bond redevelopment project cost of \$570,000. Staff is proposing that the LGGP grant amount of \$70,000 be initially funded from the FY 2011-12 General Fund. This amount would be reimbursed at the completion of the project.

The Park District's financial responsibility is estimated at \$500,000, which is approximately 88% of the total estimated project cost. The District's matching amount of \$500,000 would be funded from the 2008 Bond Measure.

Benefits of Proposal

With a successful award of the LGGP grant, the Park District will receive nearly 12% of the estimated project cost for the Camille Park bond redevelopment project, which will be used to cover the current estimated shortfall for this project. The project will also improve overall accessibility, compliance with current industry safety standards, and reduce overall maintenance costs.

Potential Downside of Proposal

With a successful grant application, the appropriation of funds in the FY 2011-12 General Fund will be required to complete the project for reimbursement and to fulfill the local match requirement.

Maintenance Impact

The impact to maintenance costs should be minimal. The new improvements will reduce current maintenance costs and staff time associated with repairs/retrofitting of the existing facilities. Regular and routine maintenance of the new improvements will be in a similar fashion as is currently practiced by the Park District at Camille Park.

Action Requested

Board of Directors approval and signature of Resolution No. 2011-05 to apply for the 2011 Local Government Grant Program (LGGP) for the installation of play equipment, a picnic pavilion, site furnishings and ADA improvements at Camille Park.

RESOLUTION NO. 2011-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TUALATIN HILLS PARK & RECREATION DISTRICT
AUTHORIZING THE APPLICATION FOR THE
2011 LOCAL GOVERNMENT GRANT PROGRAM
FOR PLAY EQUIPMENT, A PICNIC PAVILION, SITE FURNISHINGS
AND ADA IMPROVEMENTS
ASSOCIATED WITH THE CAMILLE PARK BOND REDEVELOPMENT PROJECT

WHEREAS, state funds are available through the Oregon Parks and Recreation Department for the 2011 Local Government Grant Program for park projects; and

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

WHEREAS, the installation of play equipment, a picnic pavilion, site furnishings and ADA improvements associated with the Camille Park bond redevelopment project is a high priority project that would meet local needs identified in the Camille Park Master Plan, THPRD's Comprehensive Plan, the Oregon State Comprehensive Outdoor Recreation Plan (SCORP), and the Oregon Statewide Planning Goals and Objectives for recreation.

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

THRPD staff is authorized to submit an application to the Oregon Parks and Recreation Department for assistance in funding the installation of new play equipment, a picnic pavilion, site furnishings and ADA improvements associated with the Camille Park bond redevelopment project.

Approved by the Tualatin Hills Park & Recreation District Board of Directors on the 7th day of March 2011.

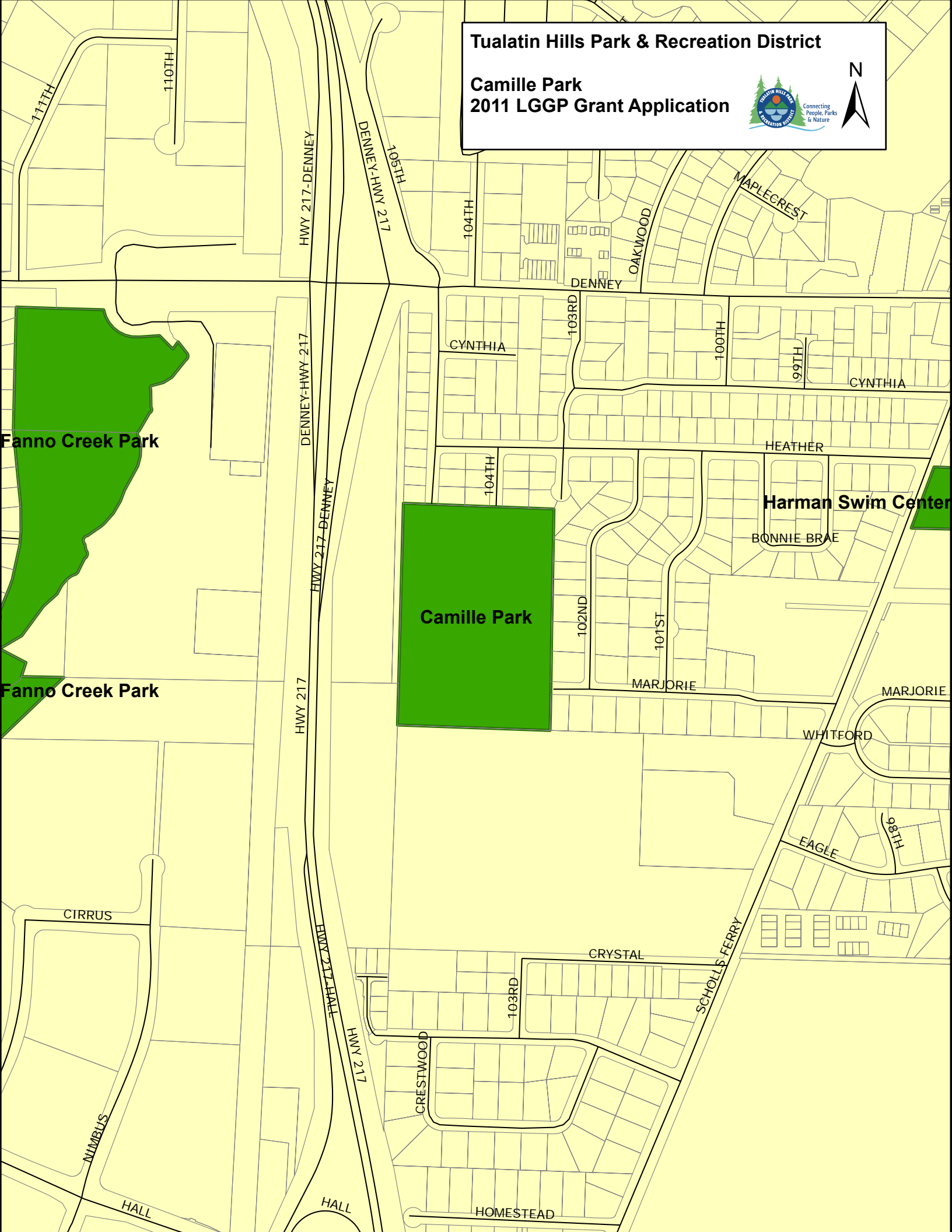
Bill Kanable, President

Bob Scott, Secretary

ATTEST:

Jessica Collins, Recording Secretary

Tualatin Hills Park & Recreation District
Camille Park
2011 LGGP Grant Application



Tualatin Hills Park & Recreation District
Camille Park
2011 LGGP Grant Application



HWY 217-DENNEY

105TH

104

102ND

MARJORIE



Camille Park





[8G]

MEMO

DATE: February 23, 2011
TO: Doug Menke, General Manager
FROM: Jim McElhinny, Director of Park & Recreation

RE: **Intergovernmental Agreement with Clean Water Services for Restoration Work at Bauman Park**

Introduction

The 2008 Bond Measure identified funding to enhance the natural areas at Bauman Park. Staff has worked with Clean Water Services (CWS) on an Intergovernmental Agreement (IGA) where CWS will manage the restoration of the site in exchange for the use of a portion of the property as a vegetated corridor mitigation site. The arrangement results in benefits for both agencies.

Background

Bauman Park is a seven acre natural area site in the northeast quadrant of the Park District along SW Oleson Road (see attached site plan and aerial photograph). It consists of a flat portion near SW Oleson Road and steep hillsides that slope down to the floodplain at Fanno Creek. The park suffers from an invasion of non-native blackberry, hawthorn, and other weedy species. Natural Resources staff has been working with Fans of Fanno Creek to incrementally enhance the habitat in Bauman Park for many years. With the passage of the 2008 Bond Measure, funds (\$77,300) to complete restoration of the entire site became available.

CWS regulates a buffer area around streams known as the vegetated corridor. When development activities impact the vegetated corridor, the impacts must be mitigated. If the impact is very small, a developer may pay a small fee in lieu of mitigating the impact. This is known as the Payment to Provide program. When CWS has collected enough of these fees, CWS installs a mitigation site at one location to make up for multiple small impacts. In 2010, CWS approached THPRD staff about a potential partnership where they would conduct payment to provide restoration activities on our property in exchange for managing other site improvements. In addition, CWS agreed to help THPRD with permitting paperwork needed to obtain advance vegetated corridor mitigation credits for work done on THPRD property. Bauman Park was identified as a site where such an arrangement could meet the goals of both agencies.

Clean Water Services Proposal Request

At Bauman Park, CWS proposes to conduct one acre of Payment to Provide habitat enhancement activity using their funds. CWS will ask THPRD to place a water quality easement over the property. In exchange, CWS will manage the habitat enhancement of an additional 4.9 acres and assist THPRD in the approval process needed to receive advance mitigation credits for approximately 2.5 acres of this area. An area for a trail and future developed amenity will be left out of the restoration and advance mitigation area.

The attached Intergovernmental Agreement has been reviewed and approved as to form by the Park District's attorneys.

Benefits of Proposal

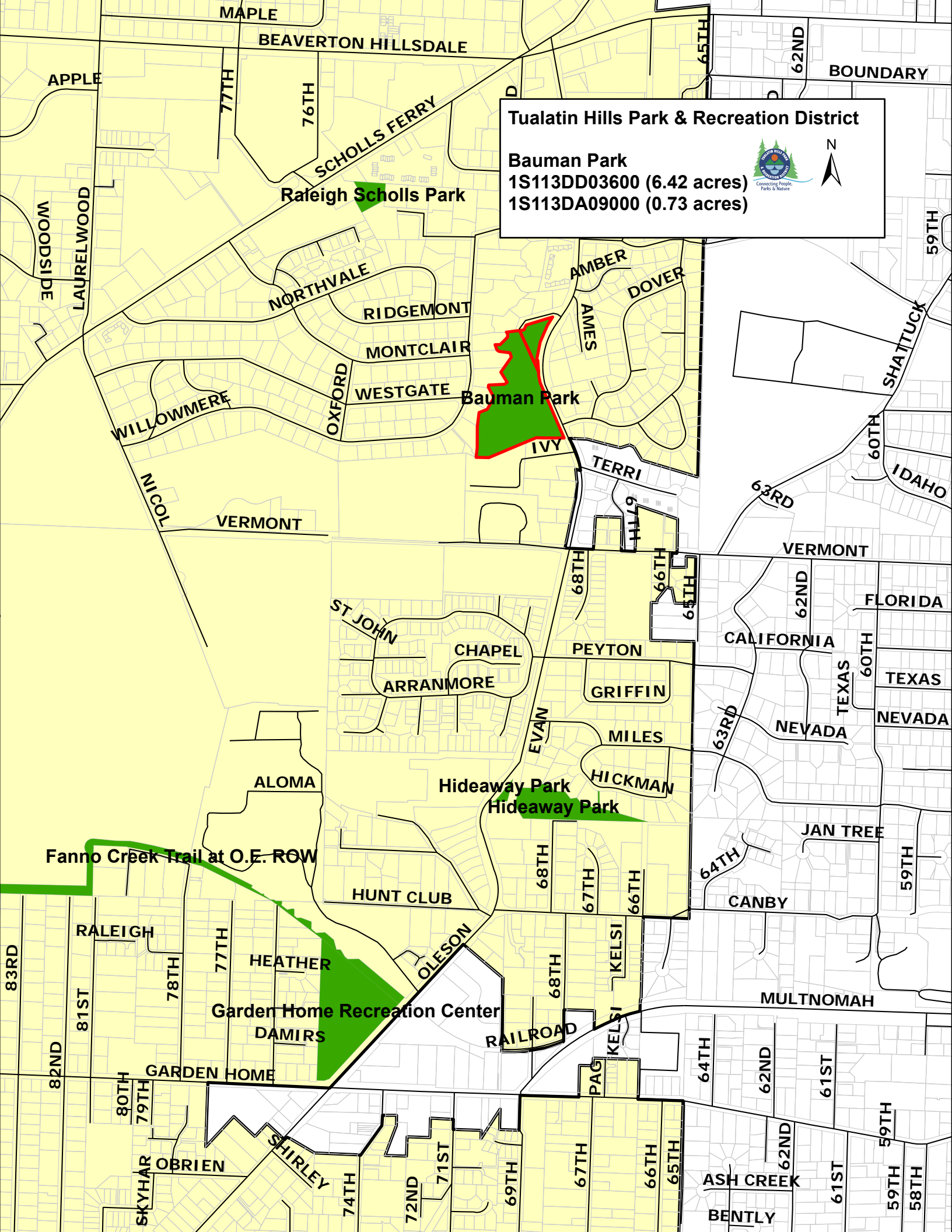
The proposal will result in the improvement of more than five acres of THPRD property. By partnering with CWS, we anticipate saving both staff time and approximately \$20,000, which can be applied to other projects. In addition, THPRD will end up with vegetated corridor credits that can be used to mitigate for the impacts of other THPRD projects. The project also meets the joint goals of both CWS and THPRD to enhance the quality of wetlands and watersheds.

Potential Downside of Proposal

As a result of the enhancements and easements placed over the property, THPRD would be limited (or would face mitigation penalties) in its ability to develop Bauman Park. However, due to the steep topography of the site and habitat value, development of the site would be unlikely.



Action Requested

Board of Directors approval of the Intergovernmental Agreement with Clean Water Services and authorization for the General Manager to execute the Intergovernmental Agreement and necessary documents.



Tualatin Hills Park & Recreation District

Bauman Park
1S113DD03600 (6.42 acres)
1S113DA09000 (0.73 acres)



Raleigh Scholls Park

Bauman Park

Hideaway Park

Garden Home Recreation Center

Fanno Creek Trail at O.E. ROW

Tualatin Hills Park & Recreation District



Bauman Park
1S113DD03600 (6.42 acres)
1S113DA09000 (0.73 acres)



Bauman Park

DOGWOOD

WILLOWMERE

AMES

OLESON

DOVER

IVY

TERRI

**INTERGOVERNMENTAL AGREEMENT
BAUMAN PARK
VEGETATED CORRIDOR PAYMENT TO PROVIDE MITIGATION
PLANTING**

**CLEAN WATER SERVICES AND
TUALATIN HILLS PARK AND RECREATION DISTRICT**

This Agreement (Agreement), dated _____, 2011, is between **CLEAN WATER SERVICES** (“District”) and the **TUALATIN HILLS PARK AND RECREATION DISTRICT** (“THPRD”).

A. RECITALS

1. ORS 190.003 - 190.110 allows for intergovernmental cooperation and authorizes local governments to delegate to each other authority to perform their respective functions as they deem appropriate.
2. District and THPRD collaborate on projects that mitigate and enhance riparian, wetland and Vegetated Corridor as defined in District’s Design and Construction Standards (Vegetated Corridor) functions and values, in an effort to improve water quality in the Tualatin Basin.
3. District collects Payment to Provide (PTP) funds for development projects resulting in Vegetated Corridor impacts. The funds are collected in lieu of a developer actually providing Vegetated Corridor mitigation. District uses the PTP funds to provide Vegetated Corridor mitigation.
4. District and THPRD have agreed to work together to restore the Bauman Park property owned by THPRD. District will use PTP funds to restore a portion of Bauman Park and manage the restoration of the entire site. THPRD will provide District with an easement over all restored areas as described in Section F below.

NOW, THEREFORE, District and THPRD agree as follows:

B. DESCRIPTION

1. District and THPRD will collaborate on implementing, maintaining and monitoring the Bauman Park Vegetated Corridor PTP/Mitigation Planting Project (Project) at the corner of SW Ames and SW Oleson Road, Beaverton, Oregon otherwise described as being located on Tax Lots 1S113DA09000 and 1S113DD03600. The Project (and respective duties/obligations) consists of the following three areas:
 - A. PTP Area – District shall use PTP funds to mitigate approximately one (1) acre of the Project identified as the PTP Mitigation Area as the same is shown on Exhibit A. (PTP Area).
 - B. Mitigation Area – THPRD may obtain advanced Vegetated Corridor mitigation credits for the THPRD Advanced Credit Mitigation Area identified on Exhibit A (Mitigation Area) pursuant to the Service Provider Letter attached hereto as Exhibit B.

- C. Enhancement Area – The existing Vegetated Corridor Enhancement Area (Enhancement Area) is identified on Exhibit A and is not eligible for advanced mitigation credits.
- D. The Project Area consists of the PTP Area, Mitigation Area and Enhancement Area.
- 2. District's project manager is Amber Wierck and THPRD's project manager is Kyle Spinks.
- 3. THPRD's trail corridor shall not be planted or counted as Enhancement Area.

C. SCOPE

- 1. Implementation activities include the following:
 - A. a delineation/survey of the resources and enhancement plan;
 - B. preparing the site to control or eliminate invasive non-native plants;
 - C. and installing native plant species.
- 2. Maintenance activities include removing non-native invasive weeds and planting native vegetation. The maintenance period will be two (2) years from the planting date (Maintenance Period). Installed plants failing to meet the Success Criteria shall be replaced. In the event planned maintenance has not been completed at the end of the Maintenance Period, the parties may agree in writing to an extended term (Extension Period) for the purpose of completing the planned maintenance. All provisions and subsequent provisions to this Agreement shall apply to the Extension Period.
- 3. Monitoring and Project management throughout the Maintenance Period will be necessary to assess the status of the plantings and coordinate work to ensure success.
- 4. At the end of the Maintenance Period the Project shall exhibit 80% survival of trees and shrubs, 90% areal coverage by herbaceous plants, and less than 10% undesirable vegetation cover (Success Criteria).

D. BUDGET

Implementation; spring 2011-winter 2012:	\$22,582
Maintenance; winter 2012-fall 2014:	\$12,115
20% Contingency	\$6,939
Materials	<u>\$18,550</u>
Total	\$60,186
Cost per acre	\$10,031

E. DISTRICT OBLIGATIONS

District shall provide the following services to THPRD using existing staff and contractors to complete the Project. District shall:

1. Take the lead to coordinate and implement the Project improvements substantially in accordance with the plan attached hereto as Exhibit C and incorporated herein. District shall give THPRD reasonable opportunity to review and approve the revegetation and maintenance methods to be used by District.
2. Maintain the Project for the Maintenance Period, and Extension Period if applicable, as required by District's Design and Construction Standards for the vegetated corridor enhancement and mitigation. Maintenance activities shall include, but not be limited to, invasive species removal, revegetation, and other maintenance activities aimed at achieving the District's Success Criteria.
3. Pay a total not to exceed of \$10,031 to restore the PTP Area unless additional funds are required to meet District's obligation under Section E4 of this Agreement.
4. If the PTP Area does not meet the Success Criteria at the end of the Maintenance Period, District, at its sole cost, will be responsible for meeting the Success Criteria.
5. Respond to public calls about work on the Project.
6. Invoice THPRD on a quarterly basis.

F. THPRD OBLIGATIONS

THPRD shall:

1. Grant District an Easement for Water Quality Preservation and Storm and Surface Water Drainage over the entire Project Area substantially in the form attached hereto as Exhibit D.
2. Grant the District and the District's contractors the right to enter the Project site for the purpose of performing all activities.
3. Provide timely review and comments to District on Project related requests.
4. If, by the end of the Maintenance Period, the Mitigation or Enhancement Area(s) fail to meet the Success Criteria and THPRD nonetheless wants Advanced Mitigation Credit, THPRD shall, at its sole cost, be responsible for achieving the Success Criteria unless the failure is due to negligence or improper oversight by the District's Project Management.
5. Pay District for all costs incurred by District to perform its obligations for the Mitigation and Enhancement Areas as described in Sections C and D of this Agreement in an amount not to exceed \$50,155. If District incurs costs greater than the total budgeted amount of \$60,186, District shall not be obligated to provide any further services under this Agreement or incur any additional costs for the Project unless the parties agree in an advance writing to additional terms for spending funds.

6. THPRD shall pay District within thirty (30) days of receipt and approval of District's invoice.
7. Provide public outreach in the form of an interpretive plaque and signs describing the protected natural area.

G. GENERAL TERMS

1. Laws and Regulations. District and THPRD agree to abide by all applicable laws and regulations.
2. Term of this Agreement. This Agreement is effective from the date the last party signs it and remains in effect until the respective obligations of THPRD and District have been performed or this Agreement is terminated as provided in Section G5. of this Agreement.
3. Indemnification. Within the limits of the Oregon Tort Claims Act each of the parties shall indemnify and defend the other and their officers, employees and agents (collectively (as appropriate either THPRD or District) from and against all claims, demands, penalties, and causes of action of any kind or character relating to or arising from this Agreement (including the cost of defense thereof, including attorney fees) in favor of any person on account of personal injury, death, damage to property, or violation of law, which arises out of, or results from, the negligent or other legally culpable acts or omissions of the indemnitor, its employees, agents, contractors or representatives.
4. Integration. This document constitutes the entire agreement between THPRD and the District on the subject matter hereof and supersedes all prior or contemporaneous written or oral understandings, representations or communications of every kind on the subject. No course of dealing between the parties and no usage of trade shall be relevant to supplement any term used in this Agreement. Acceptance or acquiescence in a course of performance rendered under this Agreement shall not be relevant to determine the meaning of this Agreement and no waiver by a party of any right under this Agreement shall prejudice the waiving party's exercise of the right in the future.
5. Termination. This Agreement may be terminated immediately by mutual written agreement of the parties with the termination taking effect 30 days from the written agreement to terminate.
6. Resolution of Disputes. If any dispute arises out of this Agreement and cannot be resolved by the respective Project Managers, THPRD's General Manager and District's General Manager will attempt to resolve the issue. If THPRD's General Manager and District's General Manager are not able to resolve the dispute, the parties will submit the matter to mediation, each party paying its own costs, including attorneys fees, and sharing equally in common costs. If any dispute is not resolved by

mediation, the parties agree to arbitrate any dispute in accordance with the then effective arbitration rules of (and by filing a claim with) Arbitration Service of Portland, Inc., and judgment upon the award rendered pursuant to the arbitration may be entered in any court having jurisdiction thereof.

7. Interpretation of Agreement.

- A. This Agreement shall not be construed for or against any party by reason of the authorship or alleged authorship of any provision.
- B. The paragraph headings contained in this Agreement are for ease of reference only and shall not be used in construing or interpreting this Agreement.

8. Severability/Survival. If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the enforceability of the remaining provisions shall not be impaired. All provisions concerning the limitation of liability, indemnity and conflicts of interest shall survive the termination of this Agreement for any cause.

9. Approval Required. This Agreement and all amendments, modifications or waivers of any portion thereof shall not be effective until approved by 1) District's General Manager or the General Manager's designee and when required by applicable District's rules, District's Board of Directors and 2) THPRD.

10. Choice of Law/Venue. This Agreement and all rights, obligations and disputes arising out of the Agreement shall be governed by Oregon law. All disputes and litigation arising out of this Agreement shall be decided by the state courts in Oregon. Venue for all disputes and litigation shall be in Washington County, Oregon.

11. No Third Party Rights. District and THPRD are the only parties to this Agreement and the only parties entitled to enforce its terms. There are no intended beneficiaries and no rights granted to any third party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed the day and year first written above.

CLEAN WATER SERVICES

TUALATIN HILLS PARK AND RECREATION DISTRICT

By: _____
General Manager or Designee

By: _____

Title: _____

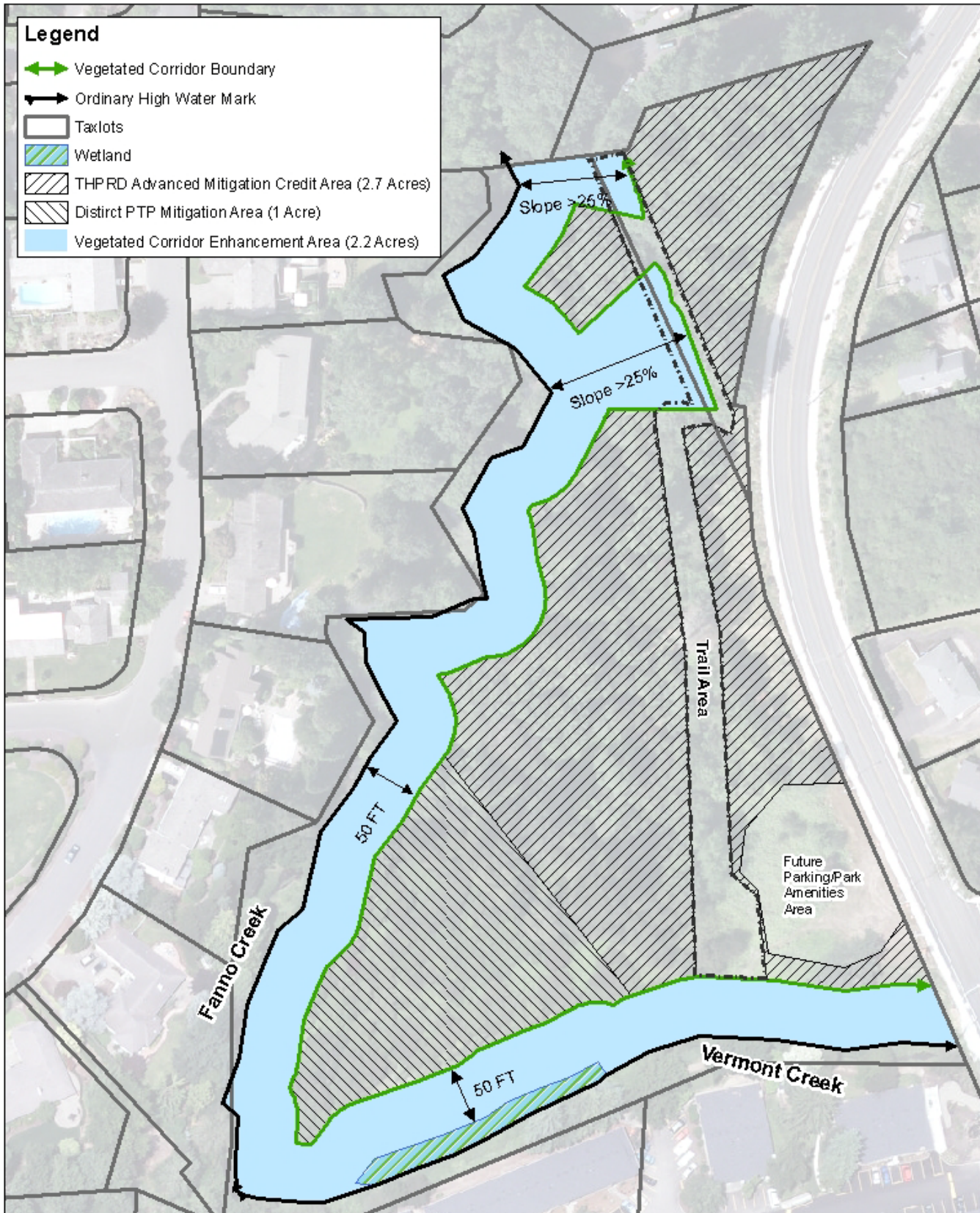
APPROVED AS TO FORM

APPROVED AS TO FORM

District Counsel

THPRD Counsel

EXHIBIT A





Mitigation **Bauman Park**
Beaverton, Oregon 1 inch = 105 feet  

EXHIBIT B

January 19, 2011

TUALATIN HILLS PARK AND RECREATION DISTRICT
THPRD
15707 SW Walker Rd
Beaverton, OR 97006

RE: CWS file 11-000116 (Tax map 1S113DA Tax lot 09000, Tax map 1S113DD Tax lot 03600); Bauman Park Enhancement and Advanced Mitigation Credit

Clean Water Services (District) and THPRD collaborate on projects that mitigate and enhance riparian, wetland and Vegetated Corridor functions and values, in an effort to improve water quality in the Tualatin Basin. District has received your enhancement and mitigation plan for the above referenced site (attachment 1). A total of approximately 2.2 acres (95,832 sf) of enhancement credit and 2.7 acres (117,612 sf) of advanced mitigation credit is available (attachment 2). District staff will take the lead to coordinate and implement the project improvements in accordance with the attached plan and the Design and Construction Standards, Resolution and Order (R&O) 07-20.

Once the site is planted, District will release fifty percent of the total enhancement and advanced mitigation credits. One year from the planting date, if the enhancement and mitigation area are on the trajectory to "Good Corridor Condition" (Section 3.14.2, Table 3-3, R&O 07-20), then another twenty-five percent of the credits will be released. At any time during the maintenance and monitoring period of two years from the planting date, District reserves the right to revise the percentages of credits released if the corridor condition is no longer on the trajectory to good condition.

This document will serve as your Service Provider letter as required by R&O 07-20, Section 3.02.1. All required permits and approvals must be obtained and completed under applicable local, state, and federal law.

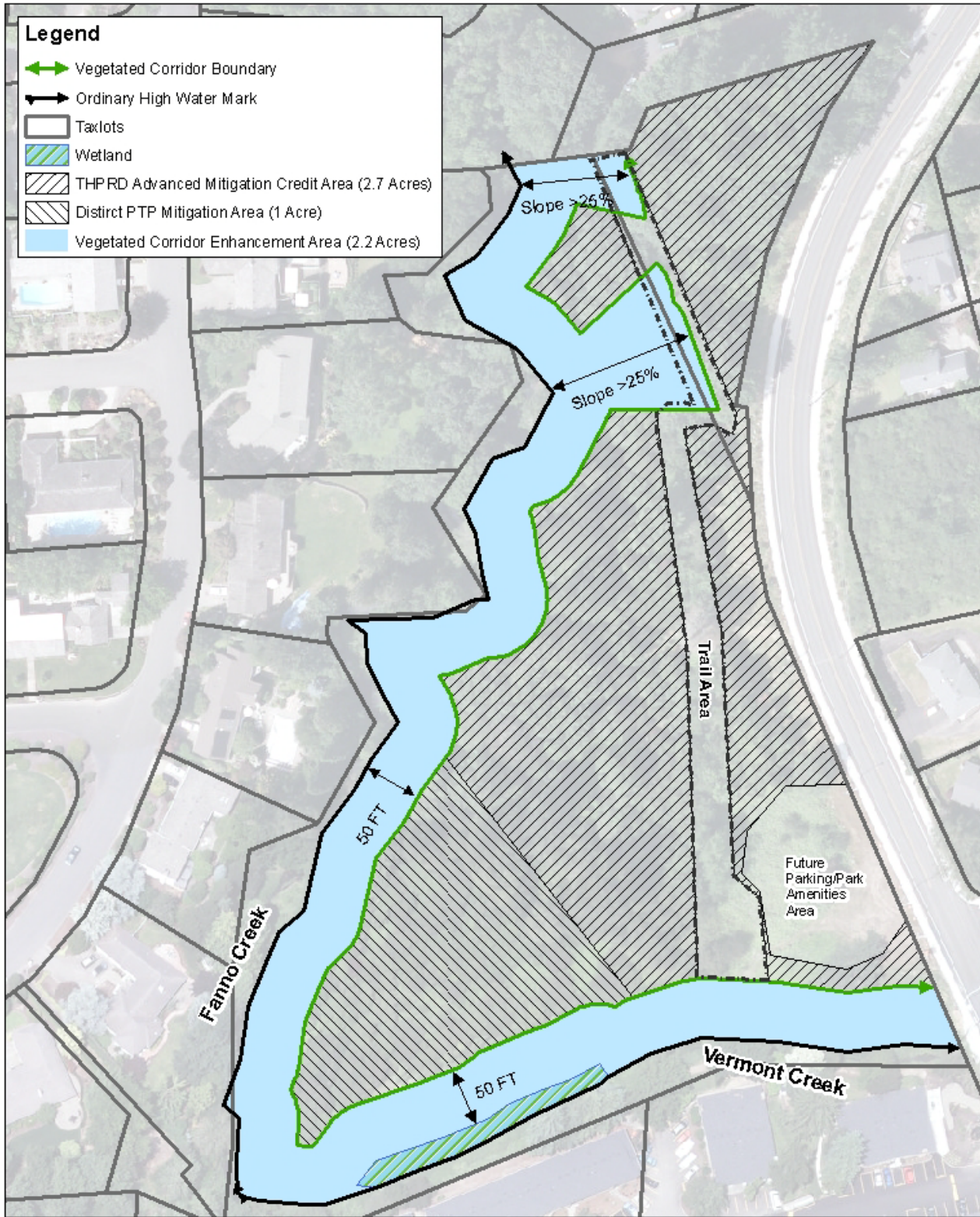
This letter does NOT eliminate the need to protect additional Sensitive Areas and Vegetated Corridors if they are subsequently identified on your site.

If you have any questions, please feel free to call me at (503) 681-3653.

Sincerely,



Amber Wierck
Environmental Plan Review



Mitigation **Bauman Park**
Beaverton, Oregon 1 inch = 105 feet   **Clean Water Services**
Our commitment is clear.

Attachment 2

THPRD MITIGATION AND ENHANCEMENT CREDIT					
			MITIGATION CREDIT (sf)	ENHANCEMENT CREDIT (sf)	
BEGINNING CREDIT BALANCE (Bauman Park #)			117,612	95,832	
ACTIVITY	PROJECT NAME	FILE NUMBER	MITIGATION CREDIT USED (sf)	ENHANCEMENT CREDIT USED (sf)	NOTES
NEW PROJECT					
NEW PROJECT					
NEW PROJECT					
NEW PROJECT					
NEW PROJECT					
NEW PROJECT					
NEW PROJECT					
NEW PROJECT					
AVAILABLE CREDIT (RUNNING TOTAL OF AVAILABLE minus USED)			117,612	95,832	
NOTES					
1. Simply fill out the applicable columns for each "New Project" row. The table has already been formulated to do the calculations.					
2. Available enhancement credit cannot be used to fulfill mitigation requirements unless authorized by Amber Wierck.					

EXHIBIT C

Implementation: Site survey and contract work. Control/eliminate invasive non-native plants prior to planting and conduct planting.	
Site Survey- Easement documentation	\$3,000
Site Prep - Cut Stump	\$2,720
Site Prep - Brush Chipping	\$2,400
Planting - Hand or Crank Broadcast Seed	\$254
Site Prep - Cut and Mulch Blackberry/Brush	\$2,400
Site Prep - Backpack Spot or Area Spray	\$900
Site Prep - Hand Mow/Cut	\$1,300
Site Prep- Backpack Spot or Area Spray	\$900
Site Prep - Backpack Spot or Area Spray	\$900
Site Prep - Hand Mow/Cut	\$1,300
Planting - Hand or Crank Broadcast Seed	\$254
Planting - Install Small Bare Root Plants	\$5,100
Site Prep - Backpack Spot or Area Spray	\$900
Planting - Hand or Crank Broadcast Seed	\$254
Total	\$22,582
Maintenance: Removal of undesirable plant species and replacement planting.	
Maintenance - Backpack Spot or Area Spray	\$750
Maintenance - Hand Mow/Cut	\$975
Maintenance - Backpack Spot or Area Spray	\$675
Maintenance - Backpack Spot or Area Spray	\$675
Planting - Hand or Crank Broadcast Seed	\$190
Site Prep- Scalp	\$3,000
Planting - Install Small Bare Root Plants	\$3,400
Maintenance - Backpack Spot or Area Spray	\$450
Maintenance - Backpack Spot or Area Spray	\$450
Maintenance - Hand Mow/Cut	\$650
Maintenance - Backpack Spot or Area Spray	\$450
Maintenance - Backpack Spot or Area Spray	\$450
Total	\$12,115
Total for Implementation and Maintenance	\$34,697
20% Contingency	\$6,939
Materials (herbicide, bare root stock, seed, mulch)	\$18,550
Total	\$60,186

EXHIBIT D

RETURN TO: Clean Water Services
Mail Stop 10
2550 SW Hillsboro Highway
Hillsboro, OR 97123

Project: N/A
Tax Lot No.: 1S113DA09000
and 1S113DD03600
Square Feet: 277,989

**EASEMENT FOR WATER QUALITY PRESERVATION AND
STORM AND SURFACE WATER DRAINAGE**

GRANTOR'S NAME: Tualatin Hills Park and Recreation District

ADDRESS: 15707 SW Walker Road, Beaverton, OR 97006

GRANTOR, owner of the property described herein, has the authority and does hereby grant, convey and warrant unto Clean Water Services, GRANTEE, a non-exclusive perpetual easement in gross to use the real property described in Exhibit A attached hereto and by this reference incorporated herein (Easement Area) for water quality preservation and storm and surface water drainage. This easement includes the right to construct and perpetually maintain storm and surface water drainage and water quality facilities (including vegetation) through, under, and along the Easement Area. This easement includes the right to access the above described easement over and across the land of the GRANTOR for the purpose of maintenance of the easement and facilities therein. This easement shall run with the land and shall be binding upon and shall inure to the benefit of the parties hereto, their heirs, successors and assigns. GRANTEE shall not have any responsibility for pre-existing environmental contamination or for environmental contamination caused by GRANTOR or any third party of the Easement Area.

Any temporary easement granted hereby is automatically extinguished upon acceptance of the completed public facilities in the adjacent permanent easement.

The consideration for this grant is **nonmonetary**.

Additional terms and conditions set forth below are hereby agreed to and binding upon the parties to this easement:

1. No structure shall be erected on the Easement Area without the written consent of the GRANTEE.
2. One purpose of this easement shall be to preserve water quality by maintaining native vegetation and habitat conditions within the Easement Area. GRANTOR agrees that any vegetation planted by GRANTEE within the Easement Area shall not be removed, destroyed, mowed, altered or sprayed with biocides. GRANTOR may make additional plantings of Oregon native species within the Easement Area and may prune planted vegetation with approval of GRANTEE.
3. GRANTOR agrees that there shall be no filling, excavating or dredging; no removal of topsoil, sand, gravel, rock, minerals or other materials, nor any dumping of ashes, trash, garbage, or of any other material, and no changing of the grade or topography of the Easement Area in any manner unless authorized by GRANTEE.
4. GRANTOR agrees that there shall be no damming, dredging or other activities that may be detrimental to water quality within the Easement Area. The scope of this easement includes GRANTEE'S right to remove any barrier to natural creek flow within the Easement Area that may cause flooding of structures subject to the terms of necessary federal, state and local permits. GRANTOR agrees that any activities within the Easement Area which are, in the opinion of the GRANTEE, inconsistent with preserving the natural condition of the Easement Area are prohibited and may be subject to enforcement action.
5. GRANTEE shall take action to enforce the terms of this easement. Enforcement shall include abatement of any prohibited condition or activity within the Easement Area by all means provided under Clean Water Services' Ordinances and Resolution and Orders, and federal and state laws.
6. GRANTEE and its contractors shall confine construction operations to within the Easement Area or make special arrangements with GRANTOR if additional area or access is required.

7. During the time that work is in progress, GRANTEE and GRANTEE'S contractor shall make every effort to maintain the site in a neat and orderly condition. All refuse, excess fill material, etc., shall be removed as soon as practicable. Should the site not be maintained in satisfactory condition, GRANTEE may cause the work to stop until the cleanup portion of the work has been done to the satisfaction of GRANTOR and GRANTEE.

ACCEPTED

TUALATIN HILLS PARK AND RECREATION DISTRICT

By: _____
 General Manager or Designee
 Clean Water Services

By: _____
 (Sign here for entity)

APPROVED AS TO FORM

Title: _____

Date: _____

 District Counsel

STATE OF _____)
)
 County of _____)

This instrument was acknowledged before me on _____ (date)
 by _____ (name of person) as
 _____ (title) of Tualatin Hills Park and Recreation District.

 Notary Public

EXHIBIT A

(To be Surveyed and Prepared)



[8H]

MEMO

DATE: February 22, 2011
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities
RE: **Resolution Rescinding the Prequalification Process from the Public Contract Rules**

Introduction

Based on Board of Directors direction provided at their February 7, 2011 meeting, staff has prepared a resolution to rescind the prior resolution (December 2003) that authorized the mandatory prequalification for public contracts.

Background

The Oregon Public Contracting Code (OPCC) requires the Attorney General to adopt model rules of procedure appropriate for use by state agencies and local governments. Local agencies may either accept and follow the model rules or adopt their own purchasing rules in accordance with state purchasing statutes. While the District largely follows the Attorney General's model rules, the District did adopt its own rules to specify certain exceptions from the model rules. The District purchasing rules have been codified in Chapter 5 of the District Compiled Policies (DCP).

In 2003, the Board of Directors approved a resolution adopting mandatory prequalification of all bidders for certain public improvement projects. In 2009, when the District codified the District policies as the District Compiled Policies (DCP), the prequalification provisions were inadvertently omitted. As a result, the District needs to correct this inconsistency and determine whether or not the District purchasing rules include prequalification.

At the Board of Directors February 7, 2011 meeting, after staff provided information explaining the bidder qualification process and the benefits and drawbacks of bidder prequalification, the direction received from the Board was to eliminate the prequalification authorization.

Proposal Request

Per the Board of Directors direction, a resolution has been prepared to rescind the prior resolution (December 2003) that authorized the use of mandatory prequalification for public contracts. The District's attorneys have reviewed the resolution, and staff will be available at the March 7, 2011 Board meeting to respond to questions.

Action Requested

Boards of Directors adoption of Resolution 2011-06, rescinding the December 2003 resolution that authorized the use of mandatory prequalification for public contracts.

Resolution 2011-06
TUALATIN HILLS PARK & RECREATION DISTRICT

**RESOLUTION REPEALING RESOLUTION ADOPTING
MANDATORY PREQUALIFICATION FOR PUBLIC CONTRACTS**

WHEREAS, the Tualatin Hills Park & Recreation District (District) Board of Directors (Board) adopted a resolution on December 1, 2003 that required prequalification for all persons who bid on District public contracts; and

WHEREAS, in 2009 the Board adopted District Complied Polices (DCP), and DCP Chapter 5 contains the District purchasing rules. The provisions of the 2003 mandatory prequalification resolution are not included in the DCP; and

WHEREAS, the Board has determined that it is in the best interest of the District to no longer require prequalification for District public contracts.

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES:

Section 1. The December 1, 2003 District resolution adopting mandatory prequalification for public contracts is repealed.

Section 2. This resolution takes effect upon its adoption by the Board.

Adopted by the Board of Directors this 7th day of March 2011.

Bill Kanable
Board President

Bob Scott
Board Secretary

ATTEST:

Jessica Collins
Recording Secretary



[9A]

MEMO

DATE: February 28, 2011
TO: Doug Menke, General Manager
FROM: Hal Bergsma, Director of Planning
Keith Hobson, Director of Business & Facilities
Bob Wayt, Director of Communications & Outreach

RE: Bond Program

Introduction

The information and discussion in this memo adds to that which has been provided to the Board at previous meetings relating to implementation of the Bond Program. This memo provides the latest information on recent and upcoming meetings related to the Bond Program, a summary about the last Parks Bond Citizens Oversight Committee meeting, and an update on staff's outreach efforts on the status of the bond program.

Recent Public Meetings/Hearings

Schiffler Park: On February 9, 2011 the Beaverton Planning Commission conducted a public hearing on three applications submitted by THPRD to allow for renovation of Schiffler Park. District project staff and consultants explained the proposal and then testimony was provided by project supporters and individuals with concerns about the project. Although there were concerns about traffic, parking and drainage, most of the concerns focused on the proximity of a proposed picnic shelter to adjacent residences. In response to those concerns, project staff and consultants agreed to move the picnic shelter to a location further from the residences, but in close proximity to a proposed play structure. With that change, the Planning Commission voted unanimously to approve the applications. The period to appeal the Planning Commission's decision to the City Council closes at 5:00 p.m. on March 7.

Roy Dancer Park: On February 10, 2011, staff attended a meeting of the Four Seasons Homeowners Association to discuss District plans to improve access to Roy Dancer Park from the west and to develop the park. Approximately 20 people attended the meeting. Attendees' views of the park improvements were mixed, with some expressing opposition to park development and the new access. Although there seemed to be agreement that a higher level of maintenance of the site was desirable, most attendees indicated preference for retaining the park's relatively natural state. There were concerns about park security which were addressed by Superintendent of Security Operations Mike Janin. Staff intends to seek approval of design of the proposed trail access from the Four Seasons HOA Architectural Committee in the near future.

Vista Brook Park: On February 22, 2011, staff held a neighborhood meeting to discuss a proposed master plan for redevelopment of Vista Brook Park. The 15 attendees were generally pleased with the two concepts presented. The issue that drew the most discussion was a proposed community garden in the park, with the majority in attendance opposing it. Their main

concern was the level of traffic it would bring into the neighborhood. Staff responded that traffic resulting from a community garden is usually minimal.

Staff recently mailed a survey, which is also available online, to surrounding property owners to determine their sentiments on the question of whether a community garden should be included in the park.

Upcoming Public Meetings/Hearings

Meeting/Hearing	Day and Time	Location
Pioneer Park Neighborhood Meeting	Thursday, March 31 2011, 6:30 p.m.	HMT Recreation Complex, Dryland Training Center

Parks Bond Citizens Oversight Committee

The Parks Bond Citizens Oversight Committee met on February 17, 2011. Much of the discussion at this committee meeting centered on the standardized information reports that staff had developed in conjunction with an Information Reporting Subcommittee of the Oversight Committee. Specifically the reports focused on three main areas:

1. Financial Reporting – including information on expenditures to date, estimate costs to complete and variance to project budget.
2. Timeline Reporting – including baseline, last period, and current project timelines, summary of milestones, and exception reporting.
3. Land Acquisition Reporting – including generic information on the number and type of properties under consideration, and the status of each potential acquisition.

In general, the committee was supportive of staff efforts to standardize the informational reports, but there was considerable discussion on the need for more information. Most notably, the committee wanted more detailed information on cost variances within projects and more detailed explanation of projected budget variances.

The Oversight Committee also spent considerable time discussing land acquisition. In general, the committee expressed understanding with the current market environment and was supportive of staff's efforts and accomplishments to date in land acquisition.

The next Oversight Committee meeting will be in May, and will focus on finalizing the standardized informational reporting as well as development of qualitative performance measures that the committee can use in assessing Bond Program performance. The committee expects also to begin working on the second annual report, which will be based on project information as of June 30, 2011.

Bond Program Outreach Efforts

As part of ongoing efforts to keep the public informed about bond measure implementation, Park District management staff are presenting updated information to all Neighborhood Association Committees (NACs) and Citizen Participation Organizations (CPOs) within THPRD boundaries – a total of 15 citizen groups. Through February, 11 presentations had been completed with a total attendance of 141. Overall response from attendees has been strongly supportive.

In other recent bond communications efforts, a postcard was direct-mailed to residents within one mile of Meadow Waye Park letting them know the newly developed park is open to the public. In addition, the winter/spring newsletter features a story about bond projects at the Stuhr Center and Conestoga Recreation & Aquatic Center, and the THPRD website will soon include a new page devoted to completed land acquisitions funded by the bond measure.



[9B]

MEMO

DATE: March 3, 2011
TO: The Board of Directors
FROM: Doug Menke, General Manager

RE: **Resolution Appointing Parks Bond Citizen Oversight Committee Members**

On March 2, 2009, the Board of Directors appointed twelve members of the public to the inaugural Parks Bond Citizen Oversight Committee. Six of the members were appointed to two-year terms, which have recently expired. Notice of the six vacancies was published and applications to serve on the Committee were accepted from January 12, 2011 through February 11, 2011.

Ten applications were received in response to the announcement of the vacancies (attached). Three of the applications received are from members requesting reappointment to the Committee (Rob Massar, Marc San Soucie, and Barbara Wilson), while the rest of the applications are from people who would be new to the Committee. The establishment of the Committee by the Board of Directors designates the membership size of the Committee to be no less than seven and no more than twelve members. Please find attached a current Committee roster.

Park District staff requests Board discussion of the applications at the March 7, 2011 Regular Board meeting and appointment of up to six members to the Parks Bond Citizen Oversight Committee, per the attached Resolution, each for a term of two years.

The next meeting of the Committee is currently scheduled to be held sometime in May 2011.

Action Requested

Board of Directors approval of the Resolution Appointing Parks Bond Citizen Oversight Committee Members.

RESOLUTION 2011-07
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION APPOINTING
PARKS BOND CITIZEN OVERSIGHT COMMITTEE MEMBERS**

WHEREAS, the Tualatin Hills Park & Recreation District Board of Directors must appoint committee members by resolution; and

WHEREAS, the committee members shall be appointed by the Board for two-year terms; and

WHEREAS, the selected committee member applicants have demonstrated their interest and knowledge in the Committee's area of responsibility. Now, therefore

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES AS FOLLOWS:

The Board of Directors approves the appointment of the following people to the Parks Bond Citizen Oversight Committee:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Duly passed by the Board of Directors of the Tualatin Hills Park & Recreation District this 7th day of March 2011.

Bill Kanable, Board President

Bob Scott, Board Secretary

ATTEST:

Jessica Collins
Recording Secretary



Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee

Updated: April 7, 2010

<i>Committee Member</i>	<i>Address</i>	<i>Phone</i>	<i>Email</i>	<i>Term Expires</i>
Wink Brooks	[REDACTED]	[REDACTED]	[REDACTED]	April 2012
Wendy Kroger	[REDACTED]	[REDACTED]	[REDACTED]	April 2012
Rob Massar	[REDACTED]	[REDACTED]	[REDACTED]	March 2011
Fred Meyer	[REDACTED]	[REDACTED]	[REDACTED]	March 2011
Anthony Mills	[REDACTED]	[REDACTED]	[REDACTED]	April 2012
Deanna Mueller-Crispin	[REDACTED]	[REDACTED]	[REDACTED]	March 2011
Stephen Pearson	[REDACTED]	[REDACTED]	[REDACTED]	April 2012
Jack Platten	[REDACTED]	[REDACTED]	[REDACTED]	April 2012
Dan Plaza	[REDACTED]	[REDACTED]	[REDACTED]	March 2011
Marc San Soucie, Chair	[REDACTED]	[REDACTED]	[REDACTED]	March 2011

Paul Waldram	[REDACTED]	[REDACTED]	[REDACTED]	April 2012
Barbara Wilson	[REDACTED]	[REDACTED]	[REDACTED]	March 2011
<i>Ex-Officio Member</i>	<i>Address</i>	<i>Phone</i>	<i>Email</i>	
Bob Scott Board of Directors	21302 NW Cannes Drive Portland, OR 97229	503-906-3945 (W)	bscott@thprd.org	N/A
Keith Hobson Director of Business & Facilities	15707 SW Walker Road Beaverton, OR 97006	503-645-6433 (W)	khobson@thprd.org	N/A
Hal Bergsma Director of Planning	15707 SW Walker Road Beaverton, OR 97006	503-645-6433 (W)	hbergsma@thprd.org	N/A



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name: Rob Drake	Date: February 1, 2011
Address: [REDACTED] Beaverton, OR 97007	
Phone: [REDACTED]	(H): [REDACTED]
Email: [REDACTED]	

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

My relationship with THPRD goes back to high school when I coached youth basketball two winters and groomed baseball fields one summer. Over the years, I've actively supported campaigns for expansion of services and improvement to facilities. When the Nature Park Bond was on the ballot in approximately 1980, I helped hand-paint lawn signs with Felix Rouche. I have supported bonds and THPRD initiatives when they have been on the ballot since. My love affair with THPRD continues and I would value sharing my expertise in management, budgeting and capital improvements on behalf of the Park District.

2. How long have you lived in the community?

I have lived in the community for nearly 50 years and value the rich history of services provided by THPRD. My wife, two sons and I regularly enjoy the many services and facilities that have increased during our time in the community. Having worked with multiple THPRD General Managers gives me a great deal of confidence in District management. However, I would come onto the Parks Bond Citizen Oversight Committee with an open mind to evaluate whether the intent of the citizens' Bond approval has been met by District staff.

3. Have you served on other volunteer committees? Yes [X] No [X]

If yes, please explain where, when, and what your responsibilities were:

I served as an ex-officio member of the THPRD Foundation, but did not assume an active role. My support for THPRD comes through bond endorsements and having a positive and proactive working relationship with multiple THPRD General Managers.

4. If employed, what is your occupation?

Most recently, I served as Interim City Manager in Tillamook for nearly 6 months. In addition, I am doing contract consulting work.

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

From 1993 through 2008, I served as full-time Mayor/CEO for the City of Beaverton. With an annual budget of \$159 million and nearly 500 employees, I was responsible for contract bidding processes, oversight of multiple construction projects, and providing leadership and direction to City staff after the successful passage of bonds and citizen ballot measures.



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name:	David Gutzler	Date:	2/7/2011
Address:	[REDACTED]		
Phone:	[REDACTED]		
Email:	[REDACTED]		

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

My family has enjoyed THPRD for many years. I would like to participate in this new way and see that THPRD reaches many others.

2. How long have you lived in the community?

1973-2011, 38 yrs

3. Have you served on other volunteer committees? Yes [] No []

If yes, please explain where, when, and what your responsibilities were:

St. Andrew Lutheran - Stewardship Chair, 12 yrs; Church Council, 6 yrs
Community Partners for Affordable Housing - 2007/2008, reviews + input
Neighborhood House (NW SW Portland) - 2003-2011, Board member, Treasurer

4. If employed, what is your occupation?

Purchasing Manager, Vanguard EMS, Beaverton

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

As a Purchasing Manager, I have written and reviewed contracts for intent and outcomes. As a Treasurer, I reviewed revenues, expenses, programs, and clients served.

Please return application by February 11, 2011 to:

Mail: Attn: Jessica Collins, Executive Assistant
Tualatin Hills Park & Recreation District
15707 SW Walker Road, Beaverton, OR 97006

Fax: 503-629-6303

Email: jcollins@thprd.org



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name:	Boyd Leonard	Date:	2-7-11
Address:	[REDACTED]		
Phone:	[REDACTED]		
Email:	[REDACTED]		

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:
MY FAMILY HAS ALWAYS ENJOYED & UTILIZED THPRD FACILITIES WHICH WE FEEL ARE OF HIGH QUALITY. BY SERVING ON THE BOND OVERSIGHT COMMITTEE I FEEL I CAN BE OF ASSISTANCE TO THPRD IN CONTINUING TO ACHIEVE THAT HIGH QUALITY.
2. How long have you lived in the community?
1975-1990. WE MOVED BACK TO THIS AREA IN MAY 2008 IN ORDER TO BE NEARER TO OUR FAMILY & WATCH OUR FAMILY (GRAND CHILDREN) GROW UP & ACHIEVE GREAT THINGS.
3. Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:
CLARKSTON GOLF & COUNTRY CLUB, CLARKSTON, WA. FROM 2002-2008 I CHAIRED THE FINANCE COMMITTEE & WAS ELECTED TO THE BOARD OF DIRECTORS IN 2006 & SERVED IN THAT CAPACITY UNTIL WE MOVED IN 2008.
4. If employed, what is your occupation?
Retired -- U.S. Forest Service 1963-1995 in primarily budget & accounting activities.
1996-2001 -- City of Colfax, WA -- City Treasurer -- Retired
2002-2007 -- City of Lewiston, ID -- Part Time Grant Administrator
5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:
FOR APPROXIMATELY 7 YRS I WAS THE "CURRENT YEAR" REGIONAL BUDGET OFFICER FOR THE NATIONAL FORESTS IN OREGON & WA. ~~CHIEF~~ COORDINATED THE PREPARATION & EXECUTION OF A \$500,000,000 BUDGET, CITY OF COLFAX. RESPONSIBLE FOR ALL ACCOUNTING & BUDGETING ACTIVITIES CITY OF LEWISTON. ADMINISTERED THE EXECUTION OF SEVERAL GRANTS.

Please return application by February 11, 2011 to:

Mail: Attn: Jessica Collins, Executive Assistant
Tualatin Hills Park & Recreation District
15707 SW Walker Road, Beaverton, OR 97006

Fax: 503-629-6303

Email: jcollins@thprd.org

**Tualatin Hills Park & Recreation District
Parks Bond Citizen Oversight Committee Application**

Name: Rob Massar	Date: February 14, 2011
Address: [REDACTED]	
Phone: [REDACTED]	(w): [REDACTED]
Email: [REDACTED]	

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

I live in the district and am very interested in THPRD's successful implementation of the Bond measure

2. How long have you lived in the community?

55 years

3. Have you served on other volunteer committees? Yes [+] No []

If yes, please explain where, when, and what your responsibilities were:

I have served on many committees, both as a volunteer and in my profession. Currently, as a volunteer, I serve as the treasurer and board member of the Oregon Family Institute (www.oregonfamilyinstitute.org)

4. If employed, what is your occupation?

From 1990 to November 2008, I worked with the City of Hillsboro as the Finance Director for the first 8 years and as the Assistant City Manager for the remaining years. Included in my responsibilities as the Assistant City Manager, I oversaw the Hillsboro Parks and Recreation department and all major Capital projects. During that time, I developed and carried out a Capital Improvement program that included the Hillsboro Civic Center, Parks and Recreation buildings, Police precincts, Fire Stations, Libraries, Etc.

Since November 2008, I have worked with Washington County as the Assistant County Administrator

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

I have authored several bond measures. I have been responsible for the issuance of many Bonds, both competitive and negotiated, and have been responsible for the disposition of Bond Proceeds.



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name: Matthew C. McKean	Date: 2-9-2011
Address: [REDACTED]	
Phone: [REDACTED]	(w): [REDACTED]
Email: [REDACTED]	

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

I have two children who have extensively utilized the THPRD for the past 12 years. I have been impressed with the programs and facilities and would like to be a part of continuing that success into the future. Although my children are getting older, my entire family plans to remain in the area and take advantage of the various offerings of the THPRD.

2. How long have you lived in the community?

I have lived at the same residence inside the THPRD boundaries for 12 years.

3. Have you served on other volunteer committees? Yes [X] No []

If yes, please explain where, when, and what your responsibilities were:

I have recently served on the Unlawful Practice of Law Committee with the Oregon State Bar. I am currently on the Elder Abuse Committee of the Elder Law Section of the Oregon State Bar.

4. If employed, what is your occupation?

I am an attorney in private practice in Washington county.

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

Before becoming an attorney, I worked at the Boeing Company in a professional business capacity. I have extensive experience with budgeting and finance. As an attorney, a sizable part of my practice is business law.

Please return application by February 11, 2011 to:

Mail: Attn: Jessica Collins, Executive Assistant
Tualatin Hills Park & Recreation District
15707 SW Walker Road, Beaverton, OR 97006
Fax: 503-629-6303
Email: jcollins@thprd.org



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name:	<i>Donna Russell</i>	Date:	<i>2/9/2011</i>
Address:			
Phone:			
Email:			

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

See separate sheet for all answers

2. How long have you lived in the community?
3. Have you served on other volunteer committees? Yes [] No []
If yes, please explain where, when, and what your responsibilities were:
4. If employed, what is your occupation?
5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

Please return application by February 11, 2011 to:

Mail: Attn: Jessica Collins, Executive Assistant
Tualatin Hills Park & Recreation District
15707 SW Walker Road, Beaverton, OR 97006

Fax: 503-629-6303

Email: *→* jcollins@thprd.org

THPRD – application answers for Donna Russell

- 1) Being a Realtor, I have a personal interest and commitment in knowing and understanding what affects my communities land, home values and quality of life. I appreciate the benefits of organizations such as THPRD on our neighborhoods and their livability. Participating on a committee will not only keep me abreast of activities I'm interested in, but allow me to give back to a community I greatly enjoy living in.

- 2) 10+ years. My home backs up to a waterway, a preserve and THPRD's 158th & Walker Rd. facility.

- 3) In Eugene I served on a small committee throughout the 1990's helping to pick topics, and find appropriate community leaders to address and speak to topics of interest to women. Topics included - women in business, women in sports, women in non-standard professions, roles for women in emerging technologies, women's need for balance between personal and professional responsibilities.

- 4) Independent contractor. Realtor for Lee Davies Real Estate based out of the 9200 SW Barnes Road office.

- 5) I have a BS degree in Marketing and Management from the University of Oregon. I am a Certified Real Estate Investment Specialist. I am an active user of our outdoors recreational areas. I have personal investments in OHSU/Marquam Hill condominiums and a Sunriver vacation home. I have participated in budget meetings for both owners associations – Sunriver Owners Association (SROA) and Community Management, Inc.(CMI). I have family and friends serving at the federal level of Park and Recreational land use. One family member is a Legal Instruments Examiner and a close friend is the Recreation Fee Program Manager for the Recreation, Lands and minerals department of the Forest Service.



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name: Marc San Soucie	Date: January 25, 2011
Address: [REDACTED]	
Phone: [REDACTED]	(w):
Email: [REDACTED]	

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

I am currently serving on the committee. I applied initially in order to learn more about the bond program implementation process, and to provide the knowledge I've gained from my City Council work as a resource for effective oversight of the implementation.

2. How long have you lived in the community?

I have lived in Washington County since 1990, and have lived in the District since 2005.

3. Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:

Joint Water Commission, Commissioner representing Beaverton, since Jul 2008
Oregon Technology Business Center, Board member, since Jan 2010
Beaverton Area Chamber of Commerce, Business Advocacy Council, since Nov 2007
Beaverton Planning Commission, Jan 2007 to Nov 2008
Beaverton Committee for Citizen Involvement, At-large member, Jan 2006 to Nov 2008
Urban Renewal Charter Amendment Task Force, Chair, Jul-Aug 2008
Washington County Planning Commission, since Sep 2006, Chair since Jul 2008
Washington County Committee for Citizen Involvement, Member, 1993-1995, Co-Chair 1994-1995
Washington County Capital Projects Committee, Chair, 1994-1995

4. If employed, what is your occupation?

I am a Beaverton City Councilor, and I am marginally self-employed as a software company consultant.

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

I have experience leading volunteer committees, experience in public government, and experience in public budgeting. My professional experience includes developing and implementing complex project plans for multi-year software projects, preparation of explanatory documents, and various forms of quality control work.

Please return application by February 11, 2011 to:

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Tualatin Hills Park & Recreation District
15707 SW Walker Road, Beaverton, OR 97006
Fax: 503-629-6303
Email: jcollins@thprd.org



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name:	Joe D. Smith	Date:	2/10/11
Address:	[REDACTED]		
Phone:	[REDACTED]		
Email:	[REDACTED]		

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

I am looking for opportunities to become more active with non-profits in the local communities. I have two daughters that use THPRD's facilities.

2. How long have you lived in the community?

My family and I have lived here for 14 years

3. Have you served on other volunteer committees? Yes No

If yes, please explain where, when, and what your responsibilities were:

I worked on New Avenues for Youth ambassador board. I worked on fundraising & raising public awareness about homeless teens. I left two years ago to take a job opportunity in Seattle.

4. If employed, what is your occupation?

I am currently employed as an insurance agent with Liberty Mutual Insurance.

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

See attached.

Please return application by February 11, 2011 to:

Mail: Attn: Jessica Collins, Executive Assistant
Tualatin Hills Park & Recreation District
15707 SW Walker Road, Beaverton, OR 97006
Fax: 503-629-6303
Email: jcollins@thprd.org

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee.

I managed Albertsons Food Centers for over 18 years. In that time frame I oversaw budgets of \$30,000,000 a year. It was my responsibility to make sure that all company objectives were met. As a new store project manager, I managed the opening of new stores. I worked with contractors and vendors to make sure stores opened on time and in budget.

I started my own insurance agency. I ran it for 8 years. In doing this I learned how to promote my agency to the public in a positive light even when insurance was being viewed very negatively with the implosion of AIG and the likes.

I am a current member of Toastmasters International. I have spent years working on my communication skills which include listening.

The most important piece of expertise is the fact that my daughter and their friends use the facilities on a regular basis. I have one daughter in classic soccer. I have another in competitive cheer. I am watching some type of activity at least three times a week at THPRD. In this time I converse with parents. If people are happy and content when talking about THPRD then the oversight is successful.



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name:	Barbara Wilson	Date:	02/15/2011
Address:	[REDACTED]		
Phone:	[REDACTED]		
Email:	[REDACTED]		

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

I view serving on this committee as community service

2. How long have you lived in the community?

50 years

3. Have you served on other volunteer committees? Yes No

If yes, please explain where, when, and what your responsibilities were:

① Chairperson, Friends of Mt. Hood - mission to protect ecology Mt. Hood

② Vice Chairperson - Cooper Spur Trail and Tree - dedicated to wilderness areas on Mt Hood.

4. If employed, what is your occupation?

retired

③ member, Oregon Conservation Network. Citizen lobbyist for environmental matters in Sale

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

I am well acquainted with the Park District. I have followed the policy decisions of the Board and Administration for the past 50 years.

Please return application by February 11, 2011 to:

Mail: Attn: Jessica Collins, Executive Assistant
Tualatin Hills Park & Recreation District
15707 SW Walker Road, Beaverton, OR 97006

Fax: 503-629-6303

Email: jcollins@thprd.org

I was a Board member in the mid-1970's.



TUALATIN HILLS PARK & RECREATION DISTRICT

Tualatin Hills Park & Recreation District Parks Bond Citizen Oversight Committee Application

Name:	Terry Wilson	Date:	
Address:			
Phone:			
Email:			

Please note you must reside within the Park District's boundaries to serve on the Committee.

1. Please explain your interest in serving on the Parks Bond Citizen Oversight Committee:

I have lived in Beaverton for a long time and have wanted to get more involved in the community. The Park Bond oversight committee fits well with my professional real estate & finance background.

2. How long have you lived in the community?

Over 20 years

3. Have you served on other volunteer committees? Yes [] No [X]
If yes, please explain where, when, and what your responsibilities were:

4. If employed, what is your occupation?

Acquisitions, Dispositions, & Brokerage of Commercial real estate and loans.

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:

I own a commercial real estate company that works directly with banks: property owner to evaluate their loans and real estate values and advises them on asset management, acquisitions, and dispositions.

Please return application by February 11, 2011 to:

Mail: Attn: Jessica Collins, Executive Assistant
Tualatin Hills Park & Recreation District
15707 SW Walker Road, Beaverton, OR 97006
Fax: 503-629-6303
Email: jcollins@thprd.org



[9C]

MEMO

DATE: February 25, 2011
TO: The Board of Directors
FROM: Doug Menke, General Manager

RE: **Resolution Approving Revised District Compiled Policies Chapter 8 – District Property**

Introduction

At the February 7, 2011 Regular Board meeting, two new sections proposed for District Compiled Policies (DCP) Chapter 8, District Property, were presented to the Board for review: Naming of District Property and Private Sponsorships. Also presented for the Board's consideration were the accompanying proposed District Operational Procedures for the two new sections.

Naming of District Property

The purpose of the proposed policy for naming of District property is to provide clear guidance for the Board and staff to determine an appropriate name for each District site. This policy would supplement provisions in the Comprehensive Plan for classifying District sites.

Currently, the only policy language pertaining to the naming of District property is contained within DCP Chapter 3, Board Policies, which reads as follows:

3.20 Policy for Naming Parks / Buildings

Whenever possible, new parks and buildings will be named designating the park's geographic location in the community. Proposed names will be discussed at a regular meeting regarding the park or building development. When the District acquires property with a name restriction, the Board will name the property when it is accepted, or other appropriate occasion.

This language would be struck from DCP Chapter 3 and replaced with the proposed Naming of District Property section for Chapter 8 once adopted by the Board.

Private Sponsorships

The purpose of the proposed Private Sponsorships policy is to provide thorough guidelines for the Board, staff and potential sponsors, as well as the public. Recognition of sponsors in a public setting can be a sensitive issue with citizens. Therefore, every effort must be made to make such transactions transparent and any recognition must be provided in such a way that it is commensurate with the investment of the sponsor, while not detracting from a visitors experience to a park facility or setting.

The proposed new policy would act as an effective tool for the Board and staff to establish recognition which is tasteful, creative and inspires others to want to become involved either as sponsor, volunteer or participant.

The topic of sponsorships is not addressed within the current District Compiled Policies; therefore, the proposed Private Sponsorships policy would be brand new language for the DCP.

Proposal Request

Staff is requesting that the Board of Directors review and approve the attached resolution approving DCP Chapter 8, District Property, with the addition of sections 8.05 (Naming of District Property) and 8.06 (Private Sponsorships).

In addition, the Board is requested to review the District Operational Procedures accompanying these two new sections. Any input from the Board on the District Operational Procedures will be incorporated into the documents prior to their disbursement to District staff.

Each of the Park District's Advisory Committees has reviewed the proposed policies and procedures and their suggestions have been incorporated where appropriate. In addition, legal counsel has reviewed and approved of the attached documents as well.

Action Requested

Board of Directors approval of Resolution 2011-08, Approving District Compiled Policies Chapter Eight as Amended.

RESOLUTION NO. 2011-08

TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

A RESOLUTION APPROVING DISTRICT COMPILED POLICIES CHAPTER EIGHT,
AS AMENDED

- a. The Tualatin Hills Park & Recreation District (District) board adopted District Compiled Policies (DCP) on June 8, 2009;
- b. The District board desires to add new sections to DCP Chapter Eight concerning District Property; and
- c. Chapter 8 as amended contains provisions regarding the naming of District property and private sponsorships.

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES:

Section 1. The DCP Chapter 8, as amended and attached as Exhibit A to this resolution is adopted. This new Chapter 8 replaces the Chapter previously adopted by the Board on June 8, 2009.

Section 2. This resolution takes effect on March 7, 2011.

BOARD OF DIRECTORS APPROVAL: March 7, 2011

Bill Kanable, President

Bob Scott, Secretary

ATTEST:

Jessica Collins, Recording Secretary

DISTRICT COMPILED POLICIES

CHAPTER 8 – DISTRICT PROPERTY

8.01 Easements on District Property

- (A) Purpose. To provide direction for requesting and securing easements on District owned property to staff, citizens, adjacent property owners, developers and the business community.
- (B) Policy. It is District policy to preserve the integrity, investment, public access and function of District property. In the spirit of cooperation with citizens, adjacent property owners, developers and the business community, it may sometimes be acceptable to allow easements on District property for other than park and recreation purposes if the benefits to the District and community outweigh the negative impacts.
- (C) Implementation Strategy.
 - (1) Upon request, the District will consider proposals for easements on District properties if it can be demonstrated that the negative impact of the intended function of such easements will not outweigh the community and District benefits or the District will be adequately compensated for such an impact. Examples of such easements include conservation, storm water / sanitary sewer / domestic water, construction access, emergency access, utility, road right-of-way or similar easements.
 - (2) Staff will evaluate each easement proposal case-by-case based on the District Operational Procedures adopted by the Manager. Depending on the type of easement request, decisions regarding an easement proposal will be made either by the Board or Manager.

8.02 Encroachments on District Property

- (A) Purpose. To provide direction for resolving encroachments on District owned property to staff, citizens, adjacent property owners, developers and the business community.
- (B) Policy. It is District policy to preserve the integrity, investment, public access and function of District property. Any encroachment on or modification to District property is considered trespassing when it comes to the attention of the District, regardless of when the property was initially encroached upon or by whom. Persons deemed responsible by the District will be notified in writing and directed to remove all encroachments. Examples of encroachments on District property include landscape installation, placement of physical structures, fence / wall installation and pathway / driveway construction.
- (C) Implementation Strategy.

DISTRICT COMPILED POLICIES

- (1) If an encroachment is not resolved within 90 days of the notice or other period specified by the District in the trespass notice, the District may take action to restore the property to its original condition. Persons deemed responsible by the District for the encroachments must pay the cost of such action.
- (2) Staff will evaluate each contested encroachment case-by-case based on the District Operational Procedures adopted by the Manager. If the violator wishes to appeal a decision of the Manager, persons responsible for the encroachment may request a hearing before the Board.

8.03 Telecommunications Facilities on District Property

- (A) Purpose. To provide direction for requesting and securing the installation and operation of telecommunication facilities on District owned property to staff, citizens, adjacent property owners, developers and the business community.
- (B) Policy. It is District policy to preserve the integrity, investment, public access and function of District property. In the spirit of cooperation with citizens, adjacent property owners, developers and the business community, it may sometimes be acceptable to allow the installation and operation of telecommunications facilities on District property for other than park and recreation purposes if the benefits to the District and community outweigh the negative impacts. Consideration may be given to the impact of telecommunication facilities on properties adjacent to District property.
- (C) Implementation Strategy. Upon request, staff will evaluate each lease proposal case-by-case based on the District Operational Procedures adopted by the Manager. The Operational Procedures will provide that impacts to park users are considered and that a public meeting is held prior to final review of each application. The Manager will deny a telecommunications lease proposal or recommend it to the Board for approval. The Board may approve a lease and may hold further public hearings at its discretion. All decisions of the Board are final.

8.04 Wetland and Buffer Mitigation on District Property

- (A) Purpose. To provide direction for requesting and securing the use of District owned property for wetland and buffer mitigation purposes to staff, citizens, adjacent property owners, developers and the business community.
- (B) Policy. It is District policy to preserve the integrity, investment, public access and function of District property. In the spirit of cooperation with citizens, adjacent property owners, developers and the business community, it may sometimes be acceptable to allow the use of District property for mitigation purposes for other than park and recreation purposes if the benefits to the District and community

DISTRICT COMPILED POLICIES

outweigh the adverse impacts. Due to the delicate nature of new mitigation sites and the significant staff work to respond to a proposal, the District will charge fees to offset staff time spent on these projects.

(C) Implementation Strategy.

- (1) Upon request, staff will evaluate each mitigation proposal case-by-case based on the District Operational Procedures adopted by the Manager. Applicants may appeal a decision of the Manager that denies, sets conditions of approval or assesses fees to the Board by filing a written request.
- (2) The Manager will periodically update the District Operational Procedures to reflect inflationary increases in staffing, materials and land costs. Updates will take into account local, regional and statewide planning and regulatory initiatives.

8.05 Naming of District Property

(A) Purpose. To provide direction for the naming of new District properties as well as the renaming of existing District properties.

(B) Policy. It is District policy to name or rename District properties so as to best serve the interests of the District and its residents and ensure a worthy and enduring legacy for the District's park and recreation system. To this end, the District supports consideration of naming and renaming requests within the following broad categories.

- (1) Historic Events, People, and Places: The history of a major event, place or person may play an important role in the naming or renaming of a District property as communities often wish to preserve and honor the history of the District and the communities it serves, historical figures, its Native American heritage, local landmarks and prominent geographical locations, and natural and geological features.
- (2) Outstanding Individuals: The District has benefited, through its evolution, from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the District and the development and management of the District's park and recreation system.
- (3) Donors: Over the years, the District has benefited from the financial contributions made by residents, businesses, and foundations. On occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such a gift by naming District property for the donor, the

DISTRICT COMPILED POLICIES

donor's surname, a family member or friend of the donor, or a person associated with a donating business. In no case shall a District property be permanently named for a business or corporation.

- (C) Implementation Strategy. The Board of Directors must approve the naming/renaming of District properties. Upon receiving a naming/renaming request, the Manager will evaluate it to determine whether the proposal is consistent with Board policy. The Manager may deny a proposal not deemed by the manager to be consistent with existing Board policy. Any person(s) whose proposal to name/rename a District property is denied may seek review of the decision by filing a written request with the Board of Directors within ten (10) days of the Manager's denial. All proposals deemed by the Manager as being consistent with Board policy will be referred to the Board for approval. All decisions of the Board are final.

8.06 Private Sponsorships

- (D) Purpose. To provide direction for requesting and securing sponsorships for District events, facilities and services to staff, citizens, and the business community.
- (E) Policy.
- (1) It is District policy to actively seek sponsorships for its events, services, parks, and facilities from individuals, foundations, corporations, nonprofit organizations, service clubs, and other entities. The purpose of such sponsorships is to increase the District's ability to deliver services to the community and/or provide enhanced levels of service beyond the core levels funded from the District's general fund.
 - (2) In appreciation of such support, it is District policy to provide sponsors with suitable and appropriate acknowledgement of their contributions. However, such recognition shall adhere to the aesthetic values and purpose of the District's parks, facilities, and services. In addition, such recognition shall not detract from the visitor's experience or expectation, nor shall it impair the visual qualities of the site or be perceived as creating a proprietary interest.
- (F) Implementation Strategy. Staff will evaluate each sponsorship request case-by-case based on the District Operational Procedures adopted by the Manager. All sponsorships which enable the District to further its mission will be encouraged. The Manager may approve sponsorships of up to \$150,000. Sponsorships over \$150,000 will be presented to the Board of Directors for their consideration.

Naming of District Property

X.XX.XX

Date:

Supersedes Policy:

Adopted by: Doug Menke
General Manager

Implemented by:

Signature: _____

Signature: _____

Date: _____

Date: _____

PURPOSE

To create procedures in order to carry out District Compiled Policies Chapter 8 as adopted by the Board of Directors.

POLICY

Operating procedures will be enacted to ensure compliance with Board of Directors policies.

PROCEDURE

General Guidelines for Naming or Renaming District Properties

- A. All naming and renaming of District properties should adhere to the definitions of classifications of District properties established in the Comprehensive Plan.
- B. In considering proposals for the naming or renaming of a District property, the following general principles should be taken into account either collectively or individually:
 - Engender a strong positive image.
 - Be appropriate having regard to the District property’s location and/or history.
 - Have historical, cultural or social significance for future generations.
 - Commemorate places, people or events that are of continued importance to the District, region, state, and/or nation.
 - Have symbolic value that transcends its ordinary meaning or use and enhances the character and identity of the District property.
 - Have broad public support.
- C. If a renaming is proposed, existing names that have become widely accepted by the community should not be abandoned unless there are compelling reasons for doing so. Historical or commonly used place names should be preserved wherever possible.

Guidelines for Naming or Renaming District Properties for Historic Events, People, and Places

- A. In considering the naming/renaming of a District Property after a person, priority should be given to those who made a sustained and lasting contribution to:
 - The District;
 - The City of Beaverton;
 - Washington County;
 - The State of Oregon; or
 - The Nation
- B. The naming/renaming of a District property after people who may have lost their lives due to war or a tragic event may not be considered until after the impact of the event has lessened within the community.

- C. When a District property is associated with or located near events, people, and places of historic, cultural or social significance, consideration should be given to naming/renaming that District property after such events, people, and places. In considering such proposals, the relationship of the event, person or place to the District property should be demonstrated through research and documentation.
- D. Naming or renaming a District property for an outstanding individual is encouraged where that person's significance and good reputation have been accepted in the District's history. The District reserves the right to rename any District property if the person for whom it is named turns out to be disreputable or subsequently acts in a disreputable way.

Guidelines for Naming or Renaming District Properties for Donors

- A. From time to time, a significant donation may be made to the District that will add considerable value to the District's park and recreation system. On such occasions, recognition of this donation by naming a District property in honor of or at the request of the donor can be considered.
- B. As a guideline, the threshold for considering the naming or renaming of a District property should include one or more of the following:
 - Land for the majority of the park was deeded to the District.
 - Contribution of a minimum of 60% of the capital construction costs associated with developing the District property.
 - Provision of a minimum 20-year endowment for the continued maintenance and/or programming of the District property.
- C. Donors seeking naming rights for major donations with respect to an individual should be encouraged to follow the guidelines that apply to naming a District property for historic events, people, and places, as noted above. Exceptions to this will be considered on their own merits. The District reserves the right to rename any District property if the person for whom it is named turns out to be disreputable or subsequently acts in a disreputable way. In no case shall a District property be permanently named for a business or corporation.

Other Considerations

- A. To minimize confusion, parks should not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major facilities within District sites can be permitted; under these circumstances such names should be different from the site name to avoid user confusion.
- B. All signs that indicate the name of a District property should comply with the District's Signage Master Plan. Specialized naming signage should not be permitted.

Managing Requests for Naming/Renaming of Parks and/or Facilities

- A. The Board of Directors must approve the naming/renaming of District properties.
- B. All requests for the naming or renaming of a District property shall be made in writing to the General Manager of the District. The General Manager, or designee, may also initiate a request to the Board of Directors for the naming or renaming of a District property.
- C. Requests should contain the following minimum information:

- The proposed name.
 - A written justification for the proposed name addressing the Board of Directors policy and District Operational Procedures for the naming of District property.
 - A depiction/map showing the location and boundaries of the District property. If proposing to name a facility within a District property, include a depiction/map showing the location of the facility.
 - If proposing to rename a District property, include justification for changing an established name.
- D. Upon receipt of a naming/renaming request by the District, the General Manager will render an initial verdict regarding whether the request is consistent with Board policy. Any person whose request to name/rename a District property is denied by the General Manager may appeal to the Board of Directors.
- E. Naming/renaming requests will adhere to a Level II public notice, consistent with the District's Community Outreach Procedure, which shall be provided in advance of consideration of the proposed naming/renaming by the Board of Directors.
- F. The Board of Directors will make the final decision regarding the naming/renaming request.

PRIVATE SPONSORSHIPS

X.XX.XX

Date:

Supersedes Policy:

Adopted by: Doug Menke
General Manager

Implemented by:

Signature: _____

Signature: _____

Date: _____

Date: _____

PURPOSE

To create procedures in order to carry out District Compiled Policies Chapter 8 as adopted by the Board of Directors.

POLICY

Operating procedures will be enacted to ensure compliance with Board of Directors policies.

DEFINITIONS

All sponsorships must adhere to the definitions of classifications of District properties established in the Comprehensive Plan.

The following definitions apply specifically to this sponsorship procedure:

- **ADVERTISING**, the activity of attracting the public’s attention to a particular product or service.
- **CORPORATE SLOGAN**, a word or phrase that may be attached to a corporate name or logo.
- **DONATIONS**, the provision of in-kind goods and/or money for which no benefits are sought.
- **INTERPRETIVE SIGN**, a sign within a park or building that interprets natural, historic, and/or cultural features.
- **LOGO**, a symbol or name that is used to brand an organization.
- **PLAQUE**, a flat memorial plate containing information that is either engraved or in bold relief.
- **RECOGNITION BENEFITS**, opportunities given to the sponsor to have its name/logo appear on park property or materials for a specified period of time.
- **SIGN**, a structure that is used to identify a specific park, to convey directions to park users, and/or to inform them of the relevant regulations and other pertinent information.
- **SPONSORSHIP**, financial or in-kind support from an individual or corporation for a specific service, program, facility, park or event in return for certain benefits.
- **SPONSORSHIP AGREEMENT**, the legal instrument that sets out the terms and conditions the parties have agreed to.

SPONSORSHIP PROPOSALS

- A. A proposed sponsorship should generally relate (where possible) to the intent of the facility or subject park and its master plan.
- B. Sponsorships cannot be made conditional on Tualatin Hills Park & Recreation District's performance.
- C. The mission of a sponsorship organization should not conflict with the mission of Tualatin Hills Park & Recreation District.
- D. Sponsorships should provide a positive and desirable image to the community.
- E. Sponsorship benefits offered should be commensurate with the relative value of the sponsorship.
- F. Operating costs associated with the sponsor's proposal should not exceed 10% of the value of the proposal.
- G. Individual sponsors should not limit Tualatin Hills Park & Recreation District's ability to seek other sponsors.
- H. Recognition benefits to be offered will not compromise the design standards and visual integrity of the park or facility.
- I. An evaluation of the potential sponsor will include, but not limited to:
 - Products/services offered.
 - Company's record of involvement in environmental stewardship and social responsibility.
 - Principles of the company.
 - Sponsor's rationale for its interest in Tualatin Hills Park & Recreation District.
 - Sponsor's expectations.
 - Sponsor's timeliness and/or readiness to enter into an agreement.
- J. All sponsorship proposals that exceed \$150,000 must be approved by the District's Board of Directors.

RECOGNITION OF SPONSORS

- A. Tualatin Hills Park & Recreation District appreciates all sponsorships that enable it to further its mission.
- B. In recognition of a sponsor's contribution, preference will be given to providing a form of recognition that is not displayed within parks.
- C. Recognition of a sponsorship shall not suggest in any way the endorsement of the sponsor's goods or services by Tualatin Hills Park & Recreation District, or any proprietary interest of the sponsor in THPRD.
- D. Any physical form of on-site recognition shall not interfere with visitor use or routine facility/park operations.
- E. The form of any on-site recognition shall be of an appropriate size and color and shall not detract from the facility/park surroundings or any interpretive message.
- F. All sponsorship agreements will be for a defined period of time having regard to the value of the sponsorship and the life of the asset being sponsored.
- G. Naming of events and/or facilities within a park or center in recognition of a sponsor is permitted providing such names are subordinate to the name of the

park or the center.

- In no case shall a District property or building be permanently named for a business or corporation.
- Facility naming requests will require a Level II public notice consistent with the District's Community Outreach Procedure.

SPONSORSHIP CATEGORIES

- A. Events: Financial or in-kind support for an event organized by Tualatin Hills Park & Recreation District on THPRD property.
- B. Park/Facility Development: Financial or in-kind support associated with the design and construction of a particular park and recreational facility. Projects within this category will typically be of a one-time nature.
- C. Program Delivery: Financial or in-kind support that facilitates the ongoing delivery of a particular District-wide or site-specific program.

TYPES OF RECOGNITION

- A. Sponsors will be provided with a level of recognition that is commensurate with their contribution. In acknowledging a sponsor, preference will be given to an off-site form of recognition that may include one or more of the following:
 - A thank you letter.
 - The contribution publicized through Tualatin Hills Park & Recreation District's website, newsletters, activities guide, and/or media releases, and through the sponsor's corporate newsletter, annual report, and/or website.
 - Events such as a press conference, photo opportunity, ground breaking or ribbon cutting ceremony.
 - Permanent plaque or sign (permanency is limited to the life of the asset).
 - Naming of a particular amenity within a facility or park where the sponsorship covers the majority (>60%) of the cost of the particular amenity, subject to the terms noted within the District's Naming Policy.
- B. Determining Types of Recognition: Decisions as to the type of recognition to be provided to a sponsor shall be the decision of the General Manager, or designee.
- C. Determining Design Standards for Various Types of Recognition:
 - Design and Location of Temporary Signs and Plaques: Recognition of a sponsor shall be permitted on either a temporary sign or a sign that is of a directional, informative or interpretive nature. In such circumstances the sponsor's name and/or logo shall be designed so that it does not dominate the sign in terms of scale or color. The General Manager, or designee, shall determine approval of a sponsor's name and/or logo on signs, as well as the design and content of plaques.
 - The siting and term of temporary signs and plaques shall be determined by the General Manager, or designee.
 - Design and Location of Sponsorship Boards: In developing a suitable design, a format should be considered that allows for the recognition of sponsors using small nameplates; plaques or tiles so sponsor details can

- be added or removed easily.
- The General Manager, or designee, shall determine the location of sponsorship boards within facilities.
- Design and Information Requirements for Website: The General Manager, or designee, shall determine the design and information to be posted on the District's website as it relates to sponsor recognition.

SPONSORSHIP AGREEMENTS

All sponsorship offers shall be the subject of a sponsorship agreement.

TERMINATING SPONSORSHIPS

Tualatin Hills Park & Recreation District reserves the right to terminate any sponsorship should conditions arise during the life of that sponsorship that results in the sponsorship conflicting with this policy or the sponsorship is no longer in the best interests of Tualatin Hills Park & Recreation District. Decisions to terminate a sponsorship shall be made by the General Manager, or designee, and will not include the return or reimbursement of funds or asset improvements.

ETHICAL CONSIDERATIONS

Sponsorships are an important way in which Tualatin Hills Park & Recreation District can obtain additional resources to support the pursuit of its mission. However, sponsorships may come with unintended consequences and, as such, all sponsorship offers need to receive careful consideration. On occasion Tualatin Hills Park & Recreation District may need to reject a sponsorship offer. Circumstances under which this may occur include, but are not limited to:

- The potential sponsor seeks to impose conditions that are inconsistent with Tualatin Hills Park & Recreation District's mission, values, policies, and/or planning documents.
- Acceptance of a potential sponsorship would create a conflict of interest or policy, e.g., a sponsorship from a tobacco company.
- The potential sponsor is in litigation with the District.
- The decision to reject a sponsorship, or to recommend rejection to the Board of Directors, shall be at the sole discretion of the General Manager or his designee.



[9D]

MEMO

DATE: February 28, 2011
TO: The Board of Directors
FROM: Doug Menke, General Manager

RE: **General Manager's Report for March 7, 2011**

Greenhouse Gas Emissions Inventory

The District has entered into a contract with The Good Company from Eugene, Oregon to calculate the District's baseline greenhouse gas inventory level. Consulting services will include methodology instruction for greenhouse gas data collection and categorization, along with licensing of a carbon emission calculator developed by The Good Company. District staff will perform the work in collecting data and using the calculating tool. In this way, staff will become familiar on how to update the inventory in-house in subsequent years. This baseline is assessed in total and also by activity areas. As such, it will not only provide benchmarks for assessing the effectiveness of future sustainability initiatives, but will also help prioritize efforts at the highest impact areas. This is a tool that has been used by many other local agencies in their sustainability program development.

Rx for Play

The District has partnered with Oregon Parks & Recreation Department and Kaiser Permanente in a new program called Rx for Play to provide healthy opportunities for overweight children and their parents.

When parents bring their children in to see their pediatrician for any reason the doctor might notice that the child is overweight or is leaning that way. Instead of just telling the parent that the child needs to be active, the doctor can talk with the parent, find out what the child is interested in doing and then fill out a "prescription" that is somewhat of a contract between the family and the doctor. This "prescription" is then forwarded to the District from the local doctor's office. It is signed by the parents and lets us know in what the child is interested. Instead of waiting for the family to call us, we actually initiate the call and find something for the child to do, whether it is open gym, weight room, swimming, gymnastics, dance or basketball, our staff tries to find something for the child.

We have had 12 prescriptions to date. Another excellent outcome of the program is that all 12 families were not in our system and had not used our programs before, so we are further meeting the needs to new in-District families.

Board of Directors/Budget Committee Meeting Schedule

Please note the following upcoming Board of Directors and Budget Committee meetings:

- April Regular Board Meeting – Monday, April 4, 2011
- Budget Committee Work Session – Monday, April 18, 2011
- May Regular Board Meeting – Monday, May 2, 2011
- Budget Committee Meeting – Monday, May 16, 2011



[10A]

MEMO

DATE: February 17, 2011
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Aging Facilities Study**

Introduction

Given the age of some District facilities, there has been an expressed need to develop a means of analyzing the cost and benefits of maintaining, or possibly enhancing, existing facilities versus the cost and benefits of replacing them. Staff contracted FCS Group to conduct a pilot study on the Garden Home Recreation Center with the intent that this study would provide a methodology that can be used on other facilities.

Background

Through the development of the bond package, the District encountered questions about the feasibility of enhancing or expanding existing facilities that might be nearing the end of their useful life. While some of the more critical items were addressed through the structural upgrades funded by the bond measure, the question about facility expansions or more significant upgrades remained outstanding.

Given prior proposals for expansion of the Garden Home Recreation Center, and given the age of the facility, staff determined that Garden Home would be the appropriate site on which to conduct a pilot assessment of cost and benefits of maintaining, enhancing, or replacing this facility. The consulting firm FCS Group was contracted to conduct this study and develop an aging facility assessment methodology for the District to use in facilitating future investment decisions for older District facilities.

Proposal Request

FCS Group will be presenting the proposed assessment methodology that they developed for use by District staff to complete aging facility studies on older structures where future investment questions are at stake. Results of the assessment of the Garden Home Recreation Center are included in the Aging Facilities Assessment Pilot Project Findings FCS Group memo attached to this document.

The assessment methodology applies a life cycle cost analysis. Once data has been collected and analyzed, and a S.W.O.T. (Strengths, Weaknesses, Opportunities and Threats) assessment has been completed, improvement scenarios are then evaluated. Each scenario is a different level of investment funding including routine maintenance, functional upgrades/remodel or complete building replacement. Life cycle costing is then used to calculate the cumulative costs to complete each level of improvement. Results with the least negative costs are the preferred improvement approach. In the case of Garden Home, the preferred results are to continue routine maintenance only. The second ranking option for this site is a

complete building replacement, with functional upgrades/remodel being the least attractive option.

Benefits of Proposal

The aging facility assessment methodology as developed by the FCS Group will provide the District with a tool to assess future investment levels for specific buildings within their inventory. Using a consistent methodology to evaluate facilities will give an apples-to-apples comparison between different older facilities. In the case of Garden Home Recreation Center, it gives strategic ranking of the three options for the facility which helps guide future decision making.

Potential Downside of Proposal

There is no apparent downside to the report, other than the cost to obtain necessary engineering and architectural analysis to conduct the assessment.

Maintenance Impact

There is no immediate maintenance impact.

Action Requested

No Board of Directors action is requested. The Aging Facility Study is presented for Board information and review only.

To: Keith Hobson, Business and Facilities Director
Ann Mackiernan, Operations Analysis Manager
Tualatin Hills Park & Recreation District

Date: February 15, 2011

From: Don Ganer, Todd Chase, and Bob Yakas

RE: Aging Facilities Assessment Pilot Project Findings

INTRODUCTION/SUMMARY OF FINDINGS

FCS GROUP was retained by the Tualatin Hills Park & Recreation District (THPRD) to develop an assessment methodology to assist THPRD in effectively evaluating aging recreation facilities in its portfolio. FCS GROUP undertook this pilot study based upon our experience with financial feasibility studies, cost of service studies, and life-cycle cost studies to develop a aging facilities assessment protocol evaluation method for consideration and future use by THPRD.

This memorandum is intended to provide a step-by-step approach to consistently evaluating aging recreation facilities and properties owned by THPRD. The findings utilize existing available studies and preliminary assumptions that can be refined in the future to provide more detailed estimates and analyses for decision-making purposes.

The approach recommended for evaluating and comparing recreation facility improvement scenarios or options includes steps that start with data collection and analysis of facility conditions and improvement alternatives (steps 1 and 2). Interim steps identified define specific improvement scenarios and create assessment factors to be used for assessing their ability to address key issues (steps 3 and 4). The Life Cycle Cost (LCC) analysis in Step 5 includes a consistent method for calculating the net economic value or return on investment for each defined improvement alternative.

The combination of these steps can serve as a pilot approach for evaluating and comparing facility investment options. For potentially costly or controversial facility improvement decisions, THPRD must carefully consider and weigh the more subjective evaluation criteria that result from Step 4 with the quantified economic evaluation results from Step 5 before making a final decision regarding the preferred facility investment approach. This allows THPRD to ascertain issues like safety and community preferences along with measures of economic return on investment.

As shown in **Table 1**, the results of the LCC analysis generally indicate that there is a higher economic value associated with *Scenario C: New Construction*, followed by *Scenario A: No Action*, and then *Scenario B: Upgrade and Remodel*. For example, if we assume a 5.0 percent annual discount rate, the net present value of cash flows for Scenario C is negative \$24.4 million, and Scenario A is negative \$23.0 million. Both of these estimates are less negative than Scenario B, which is negative \$26.5 million. Hence, the results indicate that scenarios A and C should be refined for further consideration, but Scenario B may not merit such consideration from an economic return on investment standpoint.

Table 1. Net Present Value of Life-Cycle Costs, Comparison of Improvement Scenarios

Discount Rate Assumption	Scenario A No Action	Scenario B Upgrade & Remodel	Scenario C New Construction
3%	(\$30,200,000)	(\$32,800,000)	(\$28,200,000)
4%	(\$26,300,000)	(\$29,400,000)	(\$26,200,000)
5%	(\$23,000,000)	(\$26,500,000)	(\$24,400,000)

Source: Based on findings shown in **Appendix D**.

In addition to LCC analysis, it is important that TP&R also work with the local community to evaluate the quantitative and qualitative benefits that would likely result from potential facility investment scenarios, including:

- ◆ Increased Efficiency
- ◆ Increased Safety
- ◆ Additional Space (more community programs)
- ◆ O&M Savings (and related fiscal and environmental benefits)
- ◆ Public Perceptions and Opinions

BACKGROUND

The pilot study focused on the **Garden Home Recreation Center** situated at Garden Home Road and Oleson Road in unincorporated Washington County. THPRD selected this facility as the pilot, because of the significant capital investment requirements and available background engineering/architectural studies for this facility.

The three background studies referred to in our effort include:

1. **Garden Home Recreation Center – Building Evaluation Study** – August 15, 2008 by Richard Leonard, AIA, AICP (*Leonard report*)
2. **Garden Home Recreation Center – Building Evaluation** – August 15, 2008 by Peterson Structural Engineers, Inc. (*PSE report*)
3. **McKinstry Report – Steam Boiler Replacement** – August 8, 2008 (*McKinstry report*)

The **Leonard report** provided a summary description of the existing facility, reviewed consistency of the existing facility with current Building Code requirements, and evaluated the conditions of the exterior building envelope. The report identified major building improvement projects to extend the service life of the building; the land use zoning requirements for the facility were also summarized. The conclusions of the Leonard report were:

- ◆ The building and grounds are generally well maintained and serviceable
- ◆ The facility generally meets current Building Code standards
- ◆ The facility's energy efficiency requirements are deficient
- ◆ THPRD should anticipate significant costs to improve energy efficiency and to extend the serviceable life of the building
- ◆ The site is large enough to accommodate expansion or redesign of the facility

The **PSE report** was conducted to complete a basic structural evaluation of the existing facility for determining structural and seismic deficiencies, as well as the magnitude of potential upgrades to the

structural system. PSE performed an American Society of Civil Engineers (ASCE)-31 Tier 1 evaluation. The Tier 1 evaluation identifies “ areas that historically have had poor seismic performance in similarly constructed buildings that may impact life-safety.” The project site is classified as an area of high seismicity. The Leonard report was included in the appendix to the PSE evaluation report.

The report evaluated several different areas of the site. A technical analysis was completed for each building area including:

- ◆ Area A – Gymnasium/Auditorium
- ◆ Area B – Administrative/Exercise
- ◆ Area C – Classroom Wing
- ◆ Area D – Library Wing
- ◆ Area E – Walkway

The evaluation analyzed various structural components and developed findings of deficiencies and recommendations for:

- ◆ Roof level
- ◆ Shear walls,
- ◆ Vertical components
- ◆ Lateral resisting elements
- ◆ Miscellaneous structural components

The evaluation performed by PSE found significant deficiencies in certain structural elements of the facility that have implications for the safe performance of the buildings in a seismic event. However, the report states: “We did not observe any immediate life safety concerns that need to be addressed immediately. It appears that the building is being fairly well maintained and we have assumed that typical maintenance and repair issues will continue to be addressed.” Immediate recommendations of this report for continued operation of the facility in its current configuration included:

- ◆ Inspect flat or “bathtub” sections of the roof following any significant rain or snow event
- ◆ Maintain adequate drainage of roof areas
- ◆ Protect floor beams in the basement “boxing area” from damage by heavy bags
- ◆ Do not use the gym for high occupancy assembly events

The **McKinstry report** outlined costs and savings of replacing one of the main boilers responsible for heating of the entire Garden Home Recreation Center facility. The report recommended that the existing oil-fired boiler be replaced with a high efficiency gas-fired steam boiler. It outlined total project costs and net savings on energy, utility costs, and O&M.

APPROACH

Step 1. Data Collection and Analysis

FCS GROUP reviewed the existing reports along with other data and topographic information on the facility provided by THPRD. THPRD staff conducted a site visit allowing the team to visually access all the spaces, rooms, and program areas of the facility. It was apparent that the recommendations of the PSE and Leonard reports had implications for future operating and maintenance (O&M) and upgrade costs for the facility, and we based our assumptions on the preliminary, estimated costs outlined in each report.

Step 2. Strengths, Weakness, Opportunity and Threats (SWOT) Analysis

In evaluating facilities, it is essential to have an understanding of the strengths and weaknesses of the facility along with the opportunities and threats inherent in the place. The Strengths, Weakness, Opportunity and Threats (SWOT) lists these characteristics and helps establish a baseline understanding of what is being evaluated. A SWOT list contains many subjective items, but they provide a critical understanding the history and long-term future of a facility.

The SWOT analysis for the Garden Home Recreation Center, presented in **Table 2**, illustrates pertinent features and characteristics of the facility.

Table 2. Garden Home Recreation Center SWOT Analysis

<p>Strengths</p> <ul style="list-style-type: none"> ◆ Supportive Population/Demographics ◆ Location ◆ Mix of uses/services/programs ◆ Identity ◆ Proximity to residential neighborhoods ◆ Transit Connection ◆ Well maintained – over all 	<p>The facility is well recognized and used in the community. There is a historic connection to the facility by many patrons. It is easily accessed by various modes of transportation. The facility is well maintained and in general very serviceable condition.</p>
<p>Weaknesses</p> <ul style="list-style-type: none"> ◆ Age – Mechanical/Electrical/Plumbing (M/E/P) ◆ Seismic fitness ◆ Land Locked ◆ Space configuration/program limitation ◆ Size Limitation ◆ Parking Restrictions 	<p>Some of the biggest weaknesses of the facility are its age and the adaptation of spaces to program needs. The facility is somewhat limited by its land area for expansion, parking at times is inadequate and there are structural issues identified that could be potential hazardous in a major seismic event.</p>
<p>Opportunities</p> <ul style="list-style-type: none"> ◆ Additional program space availability ◆ Absorb leased spaces ◆ Expansion to outdoor hard-surfaced play area ◆ Interior Remodel/reconfigure ◆ Exterior upgrade ◆ Extension of usable life 	<p>There are spaces now leased that could be used for expanded program needs. There is space for building additions on the hard surfaced play areas, but those would be sacrificed. The exterior could be updated to provide a more contemporary appearance and certain systems could be upgraded to provide a longer usable life.</p>
<p>Threats</p> <ul style="list-style-type: none"> ◆ Seismic fitness ◆ HVAC ◆ Physical configuration ◆ Parking limitations ◆ Other, nearby, newer recreation centers 	<p>Seismic upgrades should be made to prevent hazardous conditions in the event of an earthquake. The HVAC system is costly and inefficient. Parking is often limited and discouraging to patrons, and newer nearby recreation facilities might lure patrons from using this facility.</p>

Step 3 - Develop Preliminary Improvement Alternatives and Assessment Factors

Our assessment factors assume continuation of a THPRD facility on this site. Whether upgrading and enhancing the existing facility or constructing a new facility, the Garden Home Recreation Center is an established, well-utilized facility in this part of the metropolitan region. The facility maintains a clear association with the surrounding neighborhoods and resident users that is difficult to quantify, but influences the decisions for the future of this facility. This factor must be taken into account for similar facilities.

Older neighborhood facilities like the Garden Home Recreation Center are cherished places within the communities, providing historic continuity to the neighborhood. This “sense of place” cannot readily be replaced by new facilities without significant disruption to a neighborhood and its residents. Potential gained from a new facility may displace the emotional connection and loyalty to an older facility. Maintaining and upgrading an existing, older building often pays dividends in good will – something not readily quantifiable by a study of this type.

Our approach to evaluating the options available with older facilities considered four levels of investment. Based on the facility evaluation reports, some level of investment is needed at the Garden Home Recreation Center, as would be the case with most older facilities. The preliminary improvement cost estimates for each investment scenario are based upon current industry standards for the Portland Metropolitan area and are expressed in constant 2011 dollars.

GARDEN HOME RECREATION CENTER IMPROVEMENT SCENARIOS

Scenario A. Tenant Improvement Scenario (No Action)

Tenant Improvements (TI) form the baseline investment strategy. With the TI, we assume a minimal level of improvements: paint, patch, and repair, along with a degree of improvements to the roof, and a modicum of weatherization to improve energy efficiency. Our cost estimate for TI is \$70/SF and our estimate for Garden Home Recreation Center is based upon one quarter (25 percent) of the total facility square footage.

Scenario B. Remodel and Upgrade Scenario

B1. Major Remodel and Addition Scenario

The next investment strategy would include a major remodeling effort and expansion. This effort incorporates everything assumed under the TI, and also addresses some of the structural issues outlined in the structural engineer’s report. This scenario provides for HVAC upgrades and more in-depth weatherization. In addition, this scenario involves the addition of operational or program space, either through re-using space occupied by lease tenants (such as the library or day care) or by building a modest addition to the facility. For planning purposes, we assumed construction costs of \$111/SF, and a facility expansion to 60,030 square feet.

B2. Functional Upgrade Scenario

The PSE report addresses certain “functional upgrades for seismic and life safety.” This investment scenario assumes an upgrade of all structural components, roof, exterior envelope, and some interior upgrades. The upgrades include HVAC (update or replace) and a thorough weatherization program. No additional space is assumed in this option. For planning purposes, we based our estimates on the costs in the PSE report: \$80/SF calculated over the entire 53,030 SF of the facility.

Scenario C. Building Replacement/New Construction Scenario

This scenario assumes demolishing the existing facility and designing and building an entirely new facility on the existing site. For planning purposes we assumed construction cost estimates for design and construction of \$190/SF, and an increase in the overall facility to 80,000 square feet.

Table 3 summarizes the facility issues and associated upfront capital costs addressed under each of the Garden Home Recreation Center improvement scenarios. Options for addressing versus examining key facility issues are noted for each of the improvement scenarios.

Table 3. Garden Home Recreation Center Improvement Scenario Matrix

Facility Issue Item	Options			
	No Action - Tenant Improvements ²	Functional Upgrade - Seismic/Life Safety	Remodel & Addition - Interior/Exterior ³	Demolition/ New Construction
Architectural				
Interior Modification	✓	✓	✓	✓
Exterior Modification	○	✓	✓	✓
ADA	○	○	○	✓
Paint/Patch/Repair	✓	✓	✓	✓
Structural				
Roof	✓	✓	✓	✓
Shear Wall	○	✓	✓	✓
Vertical Connections	○	✓	✓	✓
Miscellaneous Components	○	✓	✓	✓
Lateral Resisting Components	○	✓	○	✓
Mechanical/Electric/Plumbing				
HVAC	○	✓	✓	✓
Plumbing	○	✓	✓	✓
Energy/Weatherization	✓	✓	✓	✓
Site				
Parking	○	○	○	✓
Walkways	○	✓	○	✓
Outdoor Play Areas	✓	✓	✓	✓
Play fields	○	○	○	✓
Play Structures	○	○	○	✓
Underground facilities ¹	○	○	○	✓
Capital Cost				
Planning Level Unit Cost	\$70/SF	\$80.00/SF	\$111/SF	\$190/SF
Improvement Square Feet	12,508	53,030	60,530	80,000
Capital Cost Estimate	\$880,000	\$4,200,000	\$6,700,000	\$15,200,000

Notes:

¹ Includes tanks, cisterns, wells (water), wells (dry), sewer, water, gas lines, tunnels, etc.

² assumes 1/4 of the facility for T1 and remodel; required four times over 20 years.

³ assumes facility renovation at \$100 per sf plus 7,500 addition at \$190 per sf.

✓ = Address Issues

○ = Examine Issues

Step 4. Evaluation of Scenarios

Table 4 outlines the benefits of each of the Garden Home Recreation Center improvement scenarios, which provides a subjective rating regarding whether a major or minor benefit is expected with respect to certain criteria. It should be noted that the actions included within each scenario are not mutually exclusive. Hybrid scenarios may be developed that include some aspects of various scenarios. For

example, all of the structural upgrades in Scenario B1 could be included with Scenario B2 as one redevelopment scenario.

The potential benefits that result from the investment scenarios are outlined below.

- ◆ **Increase Efficiency** – Certain options increase energy efficiency. For example, updates to or replacement of HVAC, and weatherization investments improve energy utilization efficiency.
- ◆ **Increase Safety** – Some of the recommended improvements improve the safety of the entire facility while others improve the safety of certain areas. For example, structural upgrades bring the entire facility into compliance with seismic safety requirements while repair and maintenance of the outdoor play area roof improve the safety of that particular element.
- ◆ **Additional Space** – New space or reutilized operational/program space provides for new or expanded activities or leased by tenants, thereby generating additional operating income.
- ◆ **Upgraded Space** – Improving the configuration of existing operational/program space may entail expanding the existing exercise space or relocating a use to a more appropriate space.
- ◆ **O&M Costs** – Most improvements will have a positive (cost savings) impact on operating and maintenance costs. For example, a weatherization effort such as replacing single pane windows with insulated systems positively impact energy costs.
- ◆ **Public Opinion** – How users may respond to facility improvements is a subjective assessment, but one that needs to be addressed. A new facility will undoubtedly be well received by the majority of the community, but a certain portion of the community may object to the loss of an older, familiar building. Certain improvements will go unnoticed by the general public, such as structural upgrades for seismic safety. Any building addition or cosmetic improvements should be received favorably by users and the general public, but without a major impact.

Table 4. Garden Home Recreation Center Potential Benefits Matrix

Options	Potential Benefits					
	Increase Efficiency	Increase Safety	Additional Space	Upgrade Space	Reduce O&M Costs	Perceived Public Benefit
No Action - Tenant Improvements	○	○	○	○	○	○
Functional Upgrade - Seismic, Life & Safety	✓	✓	○	○	✓	○
Remodel & Addition - Interior & Exterior	✓	○	✓	✓	✓	✓
Demolition/New Construction	✓	✓	✓	✓	✓	✓

✓ = Major Impact

○ = Minor Impact

The two matrices (**Tables 3 and 4**) indicate that prior to any major improvement (such as remodeling or adding new square feet of program space), THPRD should consider functional upgrades to the existing buildings at Garden Home Recreation Center as a first step, prior to constructing any additions to the facility. Functional upgrades include, but are not limited to safety, structural, seismic, weatherization and HVAC update/replacement. The “No Action” option (Scenario A) represents a continuation of the ongoing maintenance program at the facility, and would entail some level of periodic investment (such as re-roofing, painting, paving, etc.).

If THPRD decides that it is important to remodel an existing facility, and perhaps build additional space, complete structural and seismic upgrades (**Table 4, “Functional Upgrade”**) to the existing facility should be the first investments made. The costs of these upgrades would then be added to any remodel or addition effort in order to determine the magnitude of investment required to create an efficient, fully programmable and safe facility. This scenario is hereafter referred to as *Scenario B: Remodel and Upgrade*.

Step 5. Conduct Life-Cycle Cost Analysis

THPRD will need to undertake a Life-Cycle Cost (LCC) analysis as the next step towards a decision. LCC is an economic assessment of a facility’s structure, systems, and components that considers all of the significant costs to an owner over a defined long-term time period with results quantified in dollar amounts. Agencies often use LCC to assess the consequences of facility capital investment decisions or improvement scenarios and to estimate the annual operation and maintenance costs (O&M) for budgeting purposes.

FCS GROUP performed a preliminary LCC evaluation for the Garden Home Recreation Center as a baseline analysis to ascertain the relative net present value of facility improvement scenarios. THPRD may use or refine this LCC approach as a consistent means for comparing facility investment options among other aging facilities within the district.

LCC Definition

A definition of life-cycle costs by the Federal Office of Management and Budget (OMB) is:

“The total cost of a system, building, or other product, computed over its useful life. It includes all relevant costs involved in acquiring, owning, operating, maintaining, and disposing of the system or product over a specified period of time, including environmental and energy costs.”

Life-cycle costing is intended to provide an owner with an adequate analysis of total costs over a defined long-term time period (not necessarily the entire life span of a facility).

In order to produce a reasonable LCC, THPRD must identify key assumptions with respect to:

- ◆ Annual income and expense estimates for facility improvement scenarios. (NOTE: For this preliminary LCC analysis, FCS GROUP utilized adopted THPRD budgets for current facilities and converted revenues and operating expenses to a dollars per net usable square foot basis. This includes potential utility cost savings from energy efficiency upgrades, as well as new revenue that may be generated by expanded programs onsite.)
- ◆ Facility floor area in gross and net usable square feet.
- ◆ Timeframe for the LCC analysis - current analysis assumes 30 years, but this could be extended.
- ◆ Upfront capital costs for facility improvements (it should be noted that “sunk costs” are not typically included in LCC analysis since the LCC analysis is forward looking).
- ◆ Periodic major maintenance costs and replacement reserve assumptions.
- ◆ Escalation rates (for revenues and costs);
- ◆ Discount rates (for converting future dollars to present dollar amounts).

The escalation rate and the discount rate assumed in the LCC analysis must be consistently applied to all improvement alternatives in order to generate an equitable comparison. Escalation rates are commonly established based on trends in various indices, such as the Consumer Price Index, ENR Construction Cost Index, or other measure. Discount rates are usually set at levels that match expected levels of inflation (such as the CPI); or they may be set higher to reflect the cost of financing (debt costs or prime lending rate), some level of targeted return on investment (U.S. long-term Treasury bond index), or another measure of investment opportunity.

Step 5.1. Document Annualized Income and Expenses (before debt service)

In this step, annualized assumptions for the No Action Alternative are compared with one or more of the facility investment scenarios. Using information provided by THPRD and the improvement scenarios developed in Step 3, this step in the LCC process compares the annualized revenue and cost impacts of each chosen alternative. The preliminary revenue and operating expense estimates for the improvement scenarios were established based on the District's budget for Garden Home Recreation Center for FY 2010/2011, which is provided in **Table 5**.

Table 5. Garden Home Recreation, Annual Budget FY 2010/2011

	Annual Budget	Budget Per Net SF**
Estimated Income from Program Revenue	\$1,329,000	\$41.00
Expenses		
Direct Variable Costs		
Programs & Instruction	(\$862,917)	(\$23.33)
Building Maintenance	(\$80,927)	(\$2.19)
Subtotal	(\$943,844)	(\$25.52)
Direct Fixed Costs		
Administration - General	(\$721,823)	(\$19.52)
Maintenance - Admin.	(\$11,613)	(\$0.31)
Building Maintenance	(\$389,043)	(\$10.52)
Vehicle & Equipment/Maintenance	(\$5,712)	(\$0.15)
Subtotal	(\$1,128,191)	(\$30.51)
Grand total Expenses	(\$2,072,035)	(\$56.03)
Net Operating Income (before Direct Cost allocation)	(\$743,000)	(\$15.03)
<i>Notes:</i>		
<i>*excludes indirect overhead allocations</i>		
<i>**Facility Floor Area Assumptions:</i>		
Gross Square Feet	53,030	
Less Common Area	16,049	
Net Square Feet	36,981	
Percent Usable	70%	

Source: Tualatin Hills Park and Recreation District staff.

FCS GROUP utilized the annual budget for the existing Garden Home Recreation Center facility to estimate unit cost assumptions for revenues and expenses by usable square feet of building floor area. Key assumptions for annual (stabilized year) revenues and operating expenses take into account the existing

and potential new usable square feet of building area for each of the three improvement scenarios (see **Table 6**).

The analysis provided in **Table 6** provides a comparison of stabilized year annual net operating revenue (before debt service or capital facility improvement costs) for each of the selected improvement scenarios. The results shown in **Table 6** indicate *Scenario A: No Action* is expected to have a total net operating cost (direct revenue less direct expenses) of approximately \$912,000 per year. In comparison, *Scenario B: Upgrade and Remodel* is expected to have a slightly more favorable net operating cost of \$696,000 per year. *Scenario C: New Construction* is expected to generate the most favorable net operating cost of approximately \$496,000 per year (before debt service).

Appendix A contains the unit cost assumptions associated with the annual revenue and expense estimates.

Table 6. Annual Expense/Revenue Estimates for Garden Home Recreation Center

Note: budgets are stated in constant FY 2010/2011 dollar amounts (and after first full year of project opening for Alts. B and C.)

	A. No Action		B. Upgrade & Remodel Alt.		C. New Construction	
	Annual Budget Est.		Annual Budget Est.		Annual Budget Est.	
Revenue						
Net Program Revenue	\$ 1,329,412		\$ 1,736,350		\$ 2,640,400	
Other Revenue	\$ -		\$ -		\$ -	
Total Revenue		\$ 1,329,412		\$ 1,736,350		\$ 2,640,400
Net Program Revenue Per Net SF	\$41.00		\$41.00		\$47.15	
Expenses						
Operating Expenses						
Administration	\$ -		\$ -		\$ -	
Programs & Instruction	\$ (862,917)		\$ (988,198)		\$ (1,306,708)	
Building Maintenance	\$ (80,927)		\$ (88,042)		\$ (98,038)	
Other	\$ -		\$ -		\$ -	
Subtotal	\$ (943,844)		\$ (1,076,240)		\$ (1,404,745)	
Fixed Operating Expenses						
Administration - General	\$ (721,823)		\$ (826,619)		\$ (1,093,050)	
Maintenance - Admin.	\$ (11,613)		\$ (13,299)		\$ (17,585)	
Building Maintenance	\$ (389,043)		\$ (445,525)		\$ (530,212)	
Vehicle & Equipment Maint.	\$ (5,712)		\$ (6,541)		\$ (8,650)	
Other	\$ -		\$ -		\$ -	
Subtotal	\$ (1,128,191)		\$ (1,291,985)		\$ (1,649,497)	
Total Operations Expenses	\$ (2,072,035)		\$ (2,368,225)		\$ (3,054,242)	
Non-Operating Expenses						
Interest Expense	\$ -		\$ -		\$ -	
Depreciation - Facilities	\$ -		\$ -		\$ -	
Depreciation - Equipment	\$ -		\$ -		\$ -	
Replacement Reserves (Percent of fixed exp.)	15%		5%		5%	
Replacement Reserves (Amount)	\$ (169,229)		\$ (64,599)		\$ (82,475)	
Other	\$ -		\$ -		\$ -	
Total Non-Operating Expenses	\$ (169,229)		\$ (64,599)		\$ (82,475)	
Total Operating & Non-Operating Expenses (before debt service)		\$ (2,241,264)		\$ (2,432,824)		\$ (3,136,717)
Net Operating Income (before debt service)		\$ (911,852)		\$ (696,474)		\$ (496,317)
Annual escalation assumption		3%		3%		3%
Facility Size						
Gross	53,000		60,500		80,000	
Net Usable	36,981	70%	42,350	70%	56,000	70%
Net Programmable (as % of net usable space)	30,241	82%	34,727	82%	47,600	85%
Capital Cost (2011 dollar estimate)	\$ 945,000		\$ 10,900,000		\$ 15,200,000	
Funding Assumptions	Pay as you go, repeat every 7 years four times		20-year bond*		20-year bond*	

* Debt service assumptions are based on a 20-year term with a 5.5% interest rate and 110% reserve requirement.

Step 5.2. Document Annualized Net Income after Capital Costs and Debt Service

In this step, assumptions are established regarding the cost, timing and financing of capital improvement costs and major renovation costs (that go beyond what the replacement reserves can fund).

This preliminary analysis assumes that the tenant improvement costs in Scenario A are “pay as you go” expenditures through THRPD budgeted revenues and reserves. The estimated \$945,000 in tenant improvement costs covers primarily windows, roofing, carpets, furniture, lighting, and furniture, appliances, and equipment. Scenario A assumes these expenditures occur upfront, and then repeated every seven years (year 1, year 7 and year 14). This scenario also assumes that the constant dollar estimate of \$945,000 escalates at an annual rate of 3.0 percent to arrive at future year dollar amounts.

Under Scenarios B and C, THPRD would presumably issue long-term debt financing. The terms for both scenarios assume 20-year terms, 5.5 percent annual interest, and a 110 percent reserve requirement financed in addition to the expected construction costs. **Table 6** shows the upfront capital cost estimates for each improvement scenario. Refer to **Appendix B** and **Appendix C** for estimated debt amortization assumptions for Scenarios B and C, respectively.

Step 5.3. Estimate Remaining Facility Asset Value at End of Life-Cycle Time Period

In addition to the net income forecasts documented in Step 5.2, a LCC analysis should consider the remaining life of the facility or asset (building) at the end of the life-cycle period. In this case, we have assumed that the asset life of the building under Scenario A is 30 years into the future. Under Scenario B with significant seismic improvements and building rehabilitation, we have assumed that the asset life is extended to 40 years, and with Scenario C, it is assumed that the new facility would have a 60 year life span. Hence, at the end of the 30-year planning period, the remaining asset value would be zero with Scenario A; 25% of facility cost (times escalation allowance) with Scenario B; and 50% of facility cost (time escalation allowance) with Scenario C.

Step 5.4. Perform Life-Cycle Cost Analysis

This step of the LCC analysis combines the results from the net operating income analysis (Step 5.1) and annualized capital cost and debt service analysis (Step 5.2) and remaining asset value (Step 5.3) into a long-term schedule that depicts annual net operating income after debt service over the planning period. Discount rates are established to evaluate the net present value of future year dollar revenues or expenditures. For this draft analysis, FCS GROUP assumed a 30-year planning period and evaluated the net present value of the life-cycle costs (net operating income after debt service) by assuming discount rates of 3.0 percent, 4.0 percent and 5.0 percent.

Table 6 summarizes the result of this preliminary LCC analysis. As shown in **Table 7**, and based on the preliminary draft assumptions described above, the results of the LCC analysis generally indicate that there is a higher economic value associated with *Scenario C: New Construction*, followed by *Scenario A: No Action*, and then *Scenario B: Upgrade and Remodel*. For example, if we assume a 5.0 percent annual discount rate, the net present value of cash flows for Scenario C is negative \$24.4 million, and for Scenario A is negative \$23.0 million. Both of these estimates are less negative than for Scenario B, which is negative \$26.5 million. Hence, the results indicate that scenarios A and C should be refined for further consideration, but Scenario B may not merit such consideration from an economic return on investment standpoint.

Table 7. Net Present Value of Life-Cycle Costs, Comparison of Improvement Scenarios

Discount Rate Assumption	Scenario A No Action	Scenario B Upgrade & Remodel	Scenario C New Construction
3%	(\$30,200,000)	(\$32,800,000)	(\$28,200,000)
4%	(\$26,300,000)	(\$29,400,000)	(\$26,200,000)
5%	(\$23,000,000)	(\$26,500,000)	(\$24,400,000)

Source: Based on findings shown in Appendix D.

5.4. Refine Life-Cycle Cost Analysis Assumptions and Conduct Sensitivity Analysis

In this final step of the LCC analysis, the results from Steps 5.3 and 5.4 could be used to refine optional improvement scenarios. Additional analysis could include more refined or detailed cost estimates, funding/financing assumptions, or revenue assumptions for each scenario. New hybrid scenarios may also be developed for consideration to help mitigate expected costs and/or to enhance future revenues; thereby generating a more positive return on investment for THPRD and its customers.

CONCLUSIONS AND NEXT STEPS

This memorandum is intended to provide a step-by-step approach to consistently evaluating aging recreation facilities and properties owned by THPRD. The findings utilize existing available studies and preliminary assumptions that can be refined in the future to provide more detailed estimates and analyses for decision-making purposes.

The approach recommended for evaluating and comparing recreation facility improvement scenarios or options includes steps that start with data collection and analysis of facility conditions and improvement alternatives (steps 1 and 2). Interim steps identified define specific improvement scenarios and create assessment factors to be used for assessing their ability to address key issues (steps 3 and 4). The LCC analysis in Step 5 includes a consistent method for calculating the net economic value or return on investment for each defined improvement alternative.

The combination of these steps can serve as a pilot approach for evaluating and comparing facility investment options. For potentially costly or controversial facility improvement decisions, THPRD must carefully consider and weigh the more subjective evaluation criteria that result from Step 4 with the quantified economic evaluation results from Step 5 before making a final decision regarding the preferred facility investment approach. This allows THPRD to ascertain issues like safety and community preferences along with measures of economic return on investment.

APPENDIX A UNIT COST ASSUMPTIONS FOR ANNUAL OPERATING AND EXPENSES BY IMPROVEMENT SCENARIO

(PER SQUARE FOOT OF NET USABLE FLOOR AREA)

	A. No Action*	B. Upgrade & Remodel		C. New Construction	
	Unit Cost	Variation from A to B**	Unit Cost	Variation from A to C**	Unit Cost
Revenue					
Net Program Revenue Per Net Usable SF	\$41.00	0.0%	\$41.00	15.0%	\$47.15
Direct Expenses					
Variable Operating Expenses					
Administration	\$0.00	0.0%	\$0.00	0.0%	\$0.00
Programs & Instruction	(\$23.33)	0.0%	(\$23.33)	0.0%	(\$23.33)
Building Maintenance	(\$2.19)	-5.0%	(\$2.08)	-20.0%	(\$1.75)
Other	\$0.00	0.0%	\$0.00	0.0%	\$0.00
Subtotal					
Fixed Operating Expenses					
Administration - General	(\$19.52)	0.0%	(\$19.52)	0.0%	(\$19.52)
Maintenance - Admin.	(\$0.31)	0.0%	(\$0.31)	0.0%	(\$0.31)
Building Maintenance	(\$10.52)	0.0%	(\$10.52)	-10.0%	(\$9.47)
Vehicle & Equipment Maint.	(\$0.15)	0.0%	(\$0.15)	0.0%	(\$0.15)
Other	\$0.00	0.0%	\$0.00	0.0%	\$0.00
Subtotal					

* derived from existing adopted budget for Garden Home Recreation Center, estimated by THPRD.

** based on expected change in energy costs, derived from supporting studies and assumptions.

APPENDIX B DRAFT CONCEPTUAL FUNDING/FINANCING ASSUMPTION FOR SCENARIO B: UPGRADE AND REMODEL



Conceptual Funding/Financing Strategy
Preliminary Revenue Requirement for Option B
Debt Service Requirements, THPRD Garden Home Recreation Center

PRELIMINARY DRAFT - DO NOT CITE OR QUOTE

GO Bonds AA (Based off of Bond Buyer 20 Year Bond Index)		Total Principal Amount	\$ 12,208,000
Issuance Cost (% of Principal Issued)	1.10%	Total Interest Amount	\$ 8,223,145
Interest Rate	5.50%	Total Amount	\$ 20,431,145
Repayment Term	20 Years		
Principal Deferral Period	0 Years	Average Annual Payments	\$ 1,021,557
Reserve Requirement (% of Average Annual Debt Service)	110.00%	Total Issuance Costs	\$ 134,288
Coverage Requirement	1.0	Annual Avg. Coverage Req.	\$ -

Note: Debt service requirement is calculated using:
- 125 percent of average annual debt service on the bonds

New Debt Calculations	FYE 2011	FYE 2012	FYE 2013	FYE 2014	FYE 2015	FYE 2016	FYE 2017	FYE 2018	FYE 2019	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030
GO Revenue Bonds																				
Total Amount Issued	\$ 12,208,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Issuance Costs	(134,288)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Reserve Requirement	(1,123,713)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Proceeds Available	\$ 10,949,999	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Principal Payments	\$ 350,117	\$ 369,374	\$ 389,689	\$ 411,122	\$ 433,734	\$ 457,589	\$ 482,757	\$ 509,308	\$ 537,320	\$ 566,873	\$ 598,051	\$ 630,944	\$ 665,646	\$ 702,256	\$ 740,880	\$ 781,629	\$ 824,618	\$ 869,972	\$ 917,821	\$ 968,301
Total Interest Payments	\$ 671,440	\$ 652,184	\$ 631,868	\$ 610,435	\$ 587,823	\$ 563,968	\$ 538,801	\$ 512,249	\$ 484,237	\$ 454,684	\$ 423,506	\$ 390,614	\$ 355,912	\$ 319,301	\$ 280,677	\$ 239,929	\$ 196,939	\$ 151,585	\$ 103,737	\$ 53,257
Total Payments	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557
Additional Coverage Required	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Use of Bond Reserve For Final-Year Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,123,713

Debt Amortization Schedules - GO Revenue Bonds	FYE 2011	FYE 2012	FYE 2013	FYE 2014	FYE 2015	FYE 2016	FYE 2017	FYE 2018	FYE 2019	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	
Year 2011																					
Beginning Balance	\$ 12,208,000	\$ 11,857,883	\$ 11,488,509	\$ 11,098,820	\$ 10,687,698	\$ 10,253,964	\$ 9,796,374	\$ 9,313,618	\$ 8,804,309	\$ 8,266,989	\$ 7,700,116	\$ 7,102,066	\$ 6,471,122	\$ 5,805,476	\$ 5,103,220	\$ 4,362,340	\$ 3,580,712	\$ 2,756,093	\$ 1,886,121	\$ 968,301	
Principal Payment	\$ 350,117	\$ 369,374	\$ 389,689	\$ 411,122	\$ 433,734	\$ 457,589	\$ 482,757	\$ 509,308	\$ 537,320	\$ 566,873	\$ 598,051	\$ 630,944	\$ 665,646	\$ 702,256	\$ 740,880	\$ 781,629	\$ 824,618	\$ 869,972	\$ 917,821	\$ 968,301	
Interest Payment	\$ 671,440	\$ 652,184	\$ 631,868	\$ 610,435	\$ 587,823	\$ 563,968	\$ 538,801	\$ 512,249	\$ 484,237	\$ 454,684	\$ 423,506	\$ 390,614	\$ 355,912	\$ 319,301	\$ 280,677	\$ 239,929	\$ 196,939	\$ 151,585	\$ 103,737	\$ 53,257	
Total Payment	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	\$ 1,021,557	
Ending Balance	\$ 11,857,883	\$ 11,488,509	\$ 11,098,820	\$ 10,687,698	\$ 10,253,964	\$ 9,796,374	\$ 9,313,618	\$ 8,804,309	\$ 8,266,989	\$ 7,700,116	\$ 7,102,066	\$ 6,471,122	\$ 5,805,476	\$ 5,103,220	\$ 4,362,340	\$ 3,580,712	\$ 2,756,093	\$ 1,886,121	\$ 968,301	\$ -	
Use of Bond Reserve For Final Payment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,123,713

APPENDIX C

CONCEPTUAL FUNDING/FINANCING ASSUMPTION FOR SCENARIO C: NEW CONSTRUCTION



Conceptual Funding/Financing Strategy
Preliminary Revenue Requirement for Option B
Debt Service Requirements, THPRD Garden Home Recreation Center

PRELIMINARY DRAFT - DO NOT CITE OR QUOTE

GO Bonds: A-A (Based off of Bond Buyer 20 Year Bond Index)		Total Principal Amount	\$ 16,948,000
Issuance Cost (% of Principal Issued)	1.10%	Total Interest Amount	\$ 11,415,946
Interest Rate	5.50%	Total Amount	\$ 28,363,946
Repayment Term	20 Years		
Principal Deferral Period	0 Years	Average Annual Payments	\$ 1,418,197
Reserve Requirement (% of Average Annual Debt Service)	110.00%	Total Issuance Costs	\$ 186,428
Coverage Requirement	1.0	Annual Avg. Coverage Req.	\$ -

Note: Debt service requirement is calculated using:
- 125 percent of average annual debt service on the bonds

New Debt Calculations	FYE 2011	FYE 2012	FYE 2013	FYE 2014	FYE 2015	FYE 2016	FYE 2017	FYE 2018	FYE 2019	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030
GO Revenue Bonds																				
Total Amount Issued	\$ 16,948,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Issuance Costs (186,428)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Reserve Requirement (1,560,017)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Proceeds Available	\$ 15,201,555	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Principal Payments	\$ 486,057	\$ 512,790	\$ 540,994	\$ 570,749	\$ 602,140	\$ 635,257	\$ 670,197	\$ 707,057	\$ 745,946	\$ 786,973	\$ 830,256	\$ 875,920	\$ 924,096	\$ 974,921	\$ 1,028,542	\$ 1,085,111	\$ 1,144,793	\$ 1,207,756	\$ 1,274,183	\$ 1,344,263
Total Interest Payments	\$ 932,140	\$ 905,407	\$ 877,203	\$ 847,449	\$ 816,058	\$ 782,940	\$ 748,001	\$ 711,140	\$ 672,252	\$ 631,225	\$ 587,941	\$ 542,277	\$ 494,102	\$ 443,276	\$ 389,656	\$ 333,086	\$ 273,405	\$ 210,441	\$ 144,015	\$ 73,934
Total Payments	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197
Additional Coverage Required	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Use of Bond Reserve For Final-Year Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,560,017

Debt Amortization Schedules - GO Revenue Bonds	FYE 2011	FYE 2012	FYE 2013	FYE 2014	FYE 2015	FYE 2016	FYE 2017	FYE 2018	FYE 2019	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030
Year 2011																				
Beginning Balance	\$ 16,948,000	\$ 16,461,943	\$ 15,949,152	\$ 15,408,158	\$ 14,837,410	\$ 14,235,270	\$ 13,600,013	\$ 12,929,816	\$ 12,222,759	\$ 11,476,813	\$ 10,689,840	\$ 9,859,584	\$ 8,983,664	\$ 8,059,569	\$ 7,084,648	\$ 6,056,106	\$ 4,970,994	\$ 3,826,202	\$ 2,618,446	\$ 1,344,263
Principal Payment	\$ 486,057	\$ 512,790	\$ 540,994	\$ 570,749	\$ 602,140	\$ 635,257	\$ 670,197	\$ 707,057	\$ 745,946	\$ 786,973	\$ 830,256	\$ 875,920	\$ 924,096	\$ 974,921	\$ 1,028,542	\$ 1,085,111	\$ 1,144,793	\$ 1,207,756	\$ 1,274,183	\$ 1,344,263
Interest Payment	\$ 932,140	\$ 905,407	\$ 877,203	\$ 847,449	\$ 816,058	\$ 782,940	\$ 748,001	\$ 711,140	\$ 672,252	\$ 631,225	\$ 587,941	\$ 542,277	\$ 494,102	\$ 443,276	\$ 389,656	\$ 333,086	\$ 273,405	\$ 210,441	\$ 144,015	\$ 73,934
Total Payment	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197	\$ 1,418,197
Ending Balance	\$ 16,461,943	\$ 15,949,152	\$ 15,408,158	\$ 14,837,410	\$ 14,235,270	\$ 13,600,013	\$ 12,929,816	\$ 12,222,759	\$ 11,476,813	\$ 10,689,840	\$ 9,859,584	\$ 8,983,664	\$ 8,059,569	\$ 7,084,648	\$ 6,056,106	\$ 4,970,994	\$ 3,826,202	\$ 2,618,446	\$ 1,344,263	\$ -
Use of Bond Reserve For Final Payment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,560,017

APPENDIX D PRELIMINARY DRAFT LIFE-CYCLE COST ANALYSIS, COMPARISON OF IMPROVEMENT ALTERNATIVES



PRELIMINARY DRAFT - DO NOT CITE OR QUOTE

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O&M Escalation Factors	FYE 2011	FYE 2012	FYE 2013	FYE 2014	FYE 2015	FYE 2016	FYE 2017	FYE 2018	FYE 2019	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031	FYE 2032	FYE 2033	FYE 2034	FYE 2035	FYE 2036	FYE 2037	FYE 2038	FYE 2039	FYE 2040	
Annual Net O&M Revenue (before debt service)	\$ (911,832)	\$ (939,207)	\$ (967,383)	\$ (996,405)	\$ (1,026,297)	\$ (1,057,086)	\$ (1,088,799)	\$ (1,121,463)	\$ (1,155,106)	\$ (1,189,760)	\$ (1,225,452)	\$ (1,262,216)	\$ (1,300,082)	\$ (1,339,085)	\$ (1,379,257)	\$ (1,420,631)	\$ (1,463,254)	\$ (1,507,152)	\$ (1,552,366)	\$ (1,598,937)	\$ (1,646,906)	\$ (1,696,313)	\$ (1,747,202)	\$ (1,799,618)	\$ (1,853,607)	\$ (1,909,215)	\$ (1,966,491)	\$ (2,025,486)	\$ (2,086,251)	\$ (2,148,838)	
Debt Service Payments	(945,000)	-	-	-	-	-	(1,128,379)	-	-	-	-	-	(1,387,764)	-	-	-	-	-	-	-	(1,706,775)	-	-	-	-	-	-	-	-	-	
Residual Building Value at End of Period*	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Net Proceeds	\$ (1,856,832)	\$ (939,207)	\$ (967,383)	\$ (996,405)	\$ (1,026,297)	\$ (1,057,086)	\$ (1,121,463)	\$ (1,155,106)	\$ (1,189,760)	\$ (1,225,452)	\$ (1,262,216)	\$ (1,300,082)	\$ (1,339,085)	\$ (1,379,257)	\$ (1,420,631)	\$ (1,463,254)	\$ (1,507,152)	\$ (1,552,366)	\$ (1,598,937)	\$ (1,646,906)	\$ (1,696,313)	\$ (1,747,202)	\$ (1,799,618)	\$ (1,853,607)	\$ (1,909,215)	\$ (1,966,491)	\$ (2,025,486)	\$ (2,086,251)	\$ (2,148,838)		
Discounted Net Present Value																															
@3%																															
@4%																															
@5%																															
Option B																															
Annual Net O&M Revenue (before debt service)	\$ (696,474)	\$ (717,368)	\$ (738,889)	\$ (761,056)	\$ (783,881)	\$ (807,494)	\$ (831,836)	\$ (856,975)	\$ (882,772)	\$ (909,241)	\$ (936,003)	\$ (964,083)	\$ (993,005)	\$ (1,022,796)	\$ (1,053,479)	\$ (1,085,084)	\$ (1,117,636)	\$ (1,151,161)	\$ (1,185,700)	\$ (1,221,271)	\$ (1,257,909)	\$ (1,295,647)	\$ (1,334,516)	\$ (1,374,553)	\$ (1,415,788)	\$ (1,458,262)	\$ (1,502,016)	\$ (1,547,079)	\$ (1,593,487)	\$ (1,641,287)	
Debt Service Payments	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	(1,021,557)	-	-	-	-	-	-	-	-	-	6,421,641
Residual Building Value at End of Period*	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Proceeds	\$ (1,718,031)	\$ (1,738,925)	\$ (1,760,447)	\$ (1,782,613)	\$ (1,805,445)	\$ (1,828,961)	\$ (1,853,184)	\$ (1,878,132)	\$ (1,903,830)	\$ (1,930,298)	\$ (1,957,560)	\$ (1,985,640)	\$ (2,014,563)	\$ (2,044,353)	\$ (2,075,037)	\$ (2,106,641)	\$ (2,139,194)	\$ (2,172,723)	\$ (2,207,258)	\$ (2,242,829)	\$ (2,279,499)	\$ (2,317,316)	\$ (2,356,321)	\$ (2,396,563)	\$ (2,438,081)	\$ (2,480,913)	\$ (2,525,097)	\$ (2,570,672)	\$ (2,617,677)	\$ (2,666,152)	
Discounted Net Present Value																															
@3%																															
@4%																															
@5%																															
Option C																															
Annual Net O&M Revenue (before debt service)	\$ (496,317)	\$ (511,207)	\$ (526,543)	\$ (542,339)	\$ (558,609)	\$ (575,363)	\$ (592,629)	\$ (610,408)	\$ (628,720)	\$ (647,581)	\$ (667,009)	\$ (687,019)	\$ (707,630)	\$ (728,859)	\$ (750,724)	\$ (773,246)	\$ (796,443)	\$ (820,337)	\$ (844,947)	\$ (870,295)	\$ (896,404)	\$ (923,296)	\$ (950,995)	\$ (979,525)	\$ (1,008,911)	\$ (1,039,178)	\$ (1,070,355)	\$ (1,102,466)	\$ (1,135,538)	\$ (1,169,604)	
Debt Service Payments	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	(1,418,197)	17,909,899
Residual Building Value at End of Period*	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Proceeds	\$ (1,914,515)	\$ (1,929,404)	\$ (1,944,740)	\$ (1,960,537)	\$ (1,976,807)	\$ (1,993,565)	\$ (2,010,826)	\$ (2,028,605)	\$ (2,046,917)	\$ (2,065,779)	\$ (2,085,206)	\$ (2,105,216)	\$ (2,125,827)	\$ (2,147,056)	\$ (2,168,922)	\$ (2,191,443)	\$ (2,214,641)	\$ (2,238,534)	\$ (2,263,144)	\$ (2,288,493)	\$ (2,314,604)	\$ (2,341,506)	\$ (2,369,229)	\$ (2,397,803)	\$ (2,427,267)	\$ (2,457,651)	\$ (2,488,995)	\$ (2,521,339)	\$ (2,554,723)	\$ (2,589,197)	
Discounted Net Present Value																															
@3%																															
@4%																															
@5%																															

Notes:
Residual building value analysis assumes zero value at end of 30 years for Option A; 25% remaining asset value for Option B; and 50% remaining asset value for Option C. Asset value basis is assumed to equal original cost x escalation rate x remaining life.



[10B]

MEMO

DATE: February 28, 2011
TO: Doug Menke, General Manager
FROM: Hal Bergsma, Director of Planning

RE: **AM Kennedy Park Master Plan**

Introduction

Staff requests Board of Directors approval of the AM Kennedy Park Master Plan. Approval of the master plan will allow staff to proceed with the planning processes necessary to complete the construction of the new neighborhood park including, the multi-use youth athletic field in accordance with the 2008 Bond Measure.

Background

The 2008 Bond Measure identified the development of a new neighborhood park with a multi-use youth athletic field at AM Kennedy Park as one of the bond projects.

In 2009, the District hired the consulting firm GreenWorks, to provide planning and design services for the project. Staff has worked with GreenWorks and the community through a public outreach process to complete the proposed master plan. Staff has actively worked with the community and the consultant to incorporate the comments received from the internal design team, the management team, neighborhood meetings, several THPRD Advisory Committee meetings and public comments solicited from the District's website.

The proposed master plan identifies and generally locates the proposed site amenities for the new neighborhood park. The elements depicted on the proposed master plan include:

- A multi-use youth athletic field with fencing and a backstop
- Parking for 57 vehicles
- Play equipment areas, multiple pathways, a port-a-potty, and other desired site furnishings
- Kennedy Street and Laurel Street improvements
- A pedestrian bridge to connect to the existing shared use parking lot
- General landscaping to meet code and screening for the neighbors
- Native landscaping to meet wetland restoration requirements
- A community garden

The AM Kennedy Park project was originally identified with a total project budget of \$1,250,000, with the construction budget being \$850,000. The budget has since been increased to \$1,297,344 due to bond fund interest earnings and general administrative funds that were allocated to the project. The original soft cost budget including A/E fees was \$212,500. With the hiring of the consultant, the soft cost budget was increased by \$55,500 to a total of \$268,000, which reduced the construction budget to \$834,742, assuming a 15% project contingency of \$194,602.

The consultant's preliminary construction cost estimate at the master plan level to develop AM Kennedy Park as it is depicted in the proposed master plan is approximately \$1,118,000. Based on the master plan cost estimate at this time, the project is tentatively over budget by \$283,258.

Proposal Request

Staff, along with Michelle Mathis, Project Manager with GreenWorks, will be at the March 7, 2011 Board of Directors Regular Meeting to make a presentation for the proposed AM Kennedy Park Master Plan.

AM Kennedy Park is located in an area that makes development more challenging due to a lack of currently available on-street parking and the site's sloping terrain. With the inclusion of the multi-use athletic field in the master plan, additional half-street improvements and parking may be required on both sides of Kennedy Street to receive City of Beaverton development approval. A portion of Laurel Street also may need to be upgraded, in addition to the installation of the pedestrian bridge for patrons to get to the park and field from the shared parking lot. The estimated costs for the half-street improvements and the pedestrian bridge total approximately \$335,000 of the master plan cost estimate.

Since the master plan level cost estimate has tentatively exceeded the construction budget, staff has worked with the consultant to potentially identify proposed site amenities that could be installed later during a second phase of the project. Those amenities include the picnic shelter and related paving, the community garden, some soft trail surfacing and other minor miscellaneous items. If these items were phased in at a later date, the tentative budget deficit could be reduced by approximately \$100,000 to \$115,000.

Additional options or events that may need to happen or be considered for this project may include:

- Shifting 5% of the 15% project contingency to the construction budget before bidding.
- Through preparation of detailed design and construction documents, the cost estimate will be refined and could decrease.
- Anticipate that the project will receive competitive construction bids below the current master plan cost estimate due to current economic conditions, like other recently bid District projects.
- Seek outside grants or other funding sources such as the Undesignated SDC fund.
- Transfer savings from other neighborhood park projects after they are completed. (It is anticipated that some neighborhood park projects will not use the full amount of funds budgeted for improvements due to natural resource constraints, including projects at Pioneer Park, Kaiser Ridge Park, Roger Tilbury Park and Roy Dancer Park.)

Throughout the master plan process, staff and GreenWorks have worked hard to balance the Bond Measure promise as well as the many goals and priorities that the community has for this site, in particular, ensuring that the park delivers great value in terms of recreational, transportation, community and environmental benefits.

Staff is seeking the Board of Directors approval of the proposed AM Kennedy Park Master Plan. Staff will continue to monitor the project budget throughout the upcoming design phases and will work closely with the consultants to reduce the tentative budget deficit as much as possible.

Staff will return to the Board at a later date, before the project goes to construction bid, to review the cost estimate at that time and, if necessary, develop strategies or options for the project if the budget deficit still exists.

Benefits of Proposal

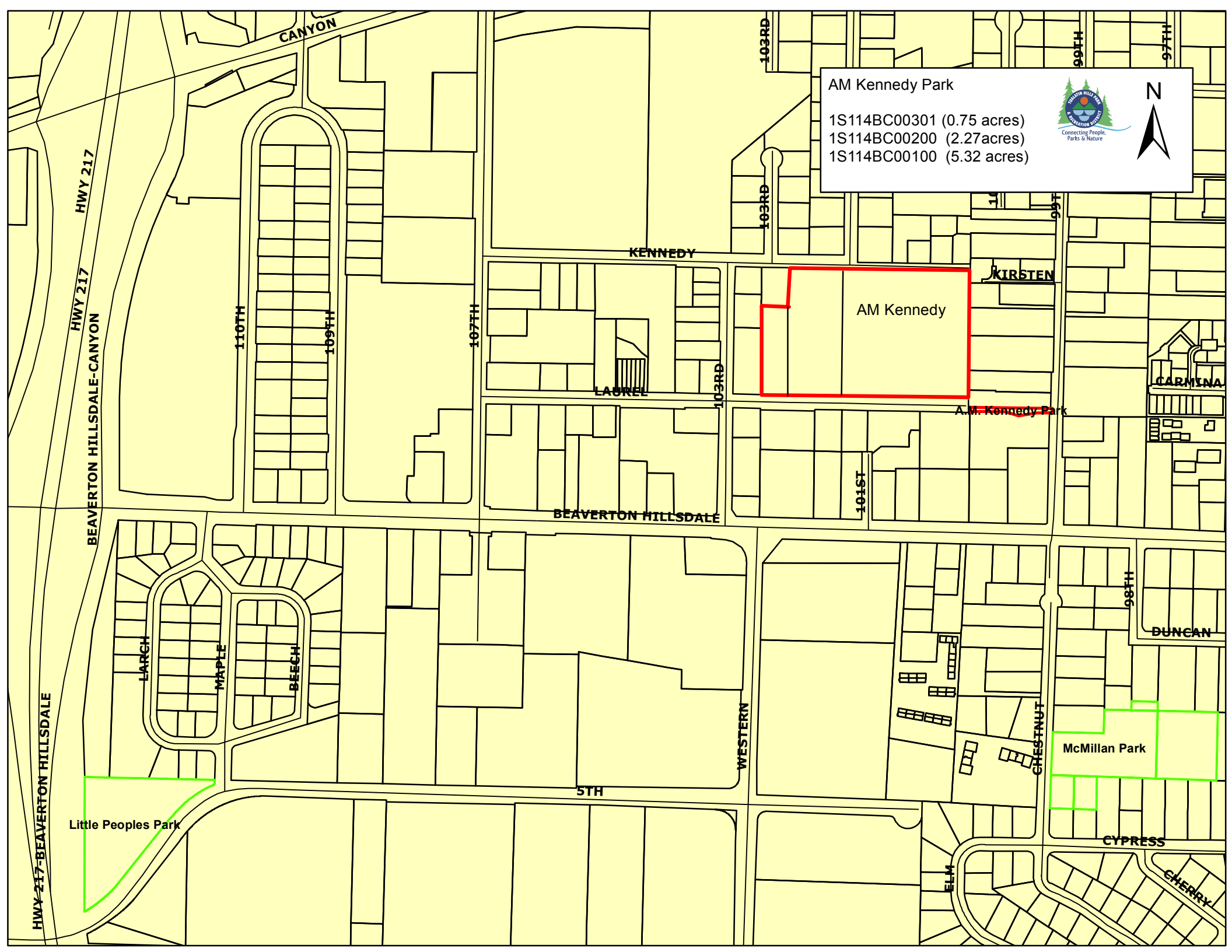
GreenWorks has created a proposed master plan that meets the needs of the Park District's Bond Program as well as the needs and desires of the community and jurisdictional requirements. AM Kennedy Park will be a tremendous community asset and resource for a wide range of users, and will provide long-term value to the Park District and the patrons who will use the park.

Potential Downside of Proposal

The obvious downside of this proposal is the anticipated need for additional funding to complete the proposed master plan as presented. If project components need to be phased in, the neighbors may have to wait longer to get them.

Action Requested

Board of Directors approval for the AM Kennedy Park Proposed Master Plan and authorization to proceed with future design phases and land use processes.



AM Kennedy Park

- 1S114BC00301 (0.75 acres)
- 1S114BC00200 (2.27 acres)
- 1S114BC00100 (5.32 acres)



AM Kennedy

A.M. Kennedy Park

McMillan Park

Little Peoples Park

HWY 217
BEAVERTON HILLSDALE CANYON

LARGH

MAPLE

BEECH

110TH

109TH

107TH

BEAVERTON HILLSDALE

5TH

WESTERN

ELM

CHESTNUT

CYPRESS

CHERRY

KENNEDY

LAUREL

103RD

103RD

103RD

101ST

KIRSTEN

CARMINA

DUNCAN

98TH

99TH

97TH

AM Kennedy Park

- 1S114BC00301 (0.75 acres)
- 1S114BC00200 (2.27 acres)
- 1S114BC00100 (5.32 acres)
- 1S114BA05204 (0.13 acres)



KENNEDY

103RD

102ND

100TH

99TH

KIRSTEN

AM KENNEDY PARK

1S114BC00100

1S114BC00301

1S114BC00200

1S114BA05204

LAUREL

103RD

101ST

- On-street Parking - 20 Spaces
- Street Improvements
- Portable Restroom
- Screen Planting (Trees and Understory)
- Community Garden

- On Street Parking - 3 Spaces
- 50' Wetland Buffer
- New Bridge over Wetland
- 4' Chain Link Fence
- Paved Pathway
- Shared Parking - 34 Spaces

PROPOSED MASTER PLAN

AM Kennedy Park - Tualatin Hills Park and Recreation District
February 18th, 2011





Management Report to the Board March 7, 2011

Administration

Hal Bergsma, Director of Planning

Jessica Collins, Executive Assistant

Keith Hobson, Director of Business & Facilities

Jim McElhinny, Director of Park & Recreation Services

Bob Wayt, Director of Communications & Outreach

1. THPRD will once again have a major presence this summer at the City of Beaverton's Mayor's Picnics. In addition to providing maintenance support to the affected parks, the Park District will host a table with giveaways for children and information for adults. The opening picnic will be July 13 at Schiffler Park, followed by July 22 at Carolwood Park; August 3 at Camille Park; and August 5 at Autumn Ridge Park. Each picnic will be during a weekday, starting at 6:00 p.m. and running until 7:30 p.m.
2. Jenkins Estate's annual Chocolate Fantasy was once again the focus of special live reports produced by Portland's KPTV (Channel 12). As part of its *Good Day Oregon* program, which is broadcast throughout the early morning, the station did a series of on-camera interviews with THPRD staff (Gail DuBois) and vendors. This year's Chocolate Fantasy occurred on Friday, February 11.
3. The newly developed Jackie Husen Park in the Cedar Mill area is now complete and open to the public. To help educate the public about the many new amenities in the park, THPRD mailed a special one-page flier to all residents within one mile of the park. Media picked up on the information, with *katu.com* and the *Beaverton Valley Times* producing stories.
4. The district's Process Improvement Committee for employee communications has been assessing the way information is shared internally and developing recommendations for improvement. As part of the process, 25 employees representing a variety of departments and levels of the organization recently attended a meeting to give feedback on the committee's draft recommendations. A final report will be presented to the Management Team soon.
5. THPRD's recently hired grant-writing consultant has focused her initial efforts on researching a wide range of opportunities she believes the district may be interested in pursuing. An extensive list of those opportunities was subsequently provided to the Park District. She also attended an Oregon Parks & Recreation Department workshop in Salem at which she learned of an OPRD opportunity. All opportunities are being considered by appropriate staff.
6. Planning is underway for the 2011 Party in the Park scheduled for Saturday July 30. As in past years, the event will include the T-Hills Classic Car Show and the Family Triathlon along with music, games, demonstrations and fun for the entire family.

Staff was approached recently by City of Beaverton staff that proposed holding the "Beaverton International Celebration" concurrently and with THPRD's Party in the Park. The event is envisioned to be a celebration of cultural diversity in Beaverton. It is proposed to

showcase the many cultures through music, art, crafts, food, traditional dress, informational displays, maps, social information, history and more. Staff is discussing how this event may complement Party in the Park and still maintain the identity of Party in the Park as the primary event and Park District sponsored event.

Aquatics

Sharon Hoffmeister, Superintendent of Aquatic Program Services

1. Aloha Swim Center will be closed March 19-27 for resurfacing of the dressing room floors as well as final installation of the control panel for the pool blankets.
2. Plans are underway for this year's Family Triathlon. This event is held each year at the beginning of Party in the Park in July.
3. Aloha-Huber Elementary School has confirmed that they will be bringing the second graders to Aloha Swim Center for swim lessons later this spring. This program is important in making sure that the children get water safety instruction.

Maintenance

Dave Chrisman, Superintendent of Maintenance Operations

1. Parks staff will modify our service delivery program this spring by introducing a zone management approach. The District will be divided into two regions, north and south. Routine services will be supervised by a Parks Supervisor assigned to each region. A third supervisor will oversee project support and special event support services. In addition, staff is introducing trip reduction and service consolidation measures. Both are intended to reduce travel, conserve fuel and improve productivity. Staff will also utilize two new crew cabs, maximizing vehicle labor capacity and reducing overall trip needs. This program will begin this spring and service zones will eventually expand into four zones.
2. Athletic Fields staff recently completed a temporary boardwalk crossing at Center Street Park. The boardwalk was constructed partially utilizing recycled materials and was placed on pier blocks directly over an existing sidewalk affected by recent flooding. The elevated boardwalk allows dry passage from the upper portion of Center Street Park to Center Street. This is a busy pedestrian pathway because of its connectivity from the neighborhood to the light rail station. Staff received several comments and appreciation from local residents upon completion.
3. Staff recently attended a community meeting to update residents about the 112th Maintenance Operations/Portland Timbers Practice Facility. Most of those in attendance expressed favorable comments about the Portland Timbers and the new community soccer field. Residents living directly adjacent to the proposed soccer field expressed concerns about fencing and vegetative buffers and appeared to be acceptable to staff responses for remedy. Representatives from the Vose Neighborhood Association Committee also expressed support for the project, but wanted to be included in the information communication process as the project progresses. They also expressed concerns about traffic and potential impacts of spectators during practice sessions. The overall feedback appeared to be positive for the new facility.

Natural Resources & Trails Management

Bruce Barbarasch, Superintendent of Natural Resources & Trails Management

1. ODOT/CE Mason Wetlands. Staff met with Oregon Department of Transportation staff to discuss options to improve the conveyance of water through the wetlands near the Walker Road exit on Highway 217, while improving habitat at the same time.
2. Planting Season Begins. From now through late March, staff, volunteers, and contractors will be out planting thousands of new native shrubs and trees in our natural areas.
3. New Trail Counters. Four new electronic trail counters are up and running. Here is the provisional data:

Site	Two week average # of users for mid January
Camille	600
Rosa Park	850
Waterhouse Trail north of Baseline	1,000
Commonwealth Lake	2,020

4. Volunteer Report. One hundred sixty volunteers worked in ten different parks over the last month including Cooper Mountain Nature Park, Moonshadow, Salix, Winkelman, Steele, Waterhouse South, and Hazeldale Parks. Together, our volunteers contributed approximately 660 hours of time, valued at approximately \$11,900. Eagle Scout Daniel Child recently completed the removal of an old fence, powerline pole and lean-to from Winkelman Park and also cleaned the antique farm equipment for future use in an interpretive display.

Planning & Development

Steve Gulgren, Superintendent of Planning & Development

1. Bond Projects: The Conestoga Recreation & Aquatic Center Expansion Project and splash pad was advertised for bid on February 11 and bids are due March 8. The Elsie Stuhr Center Expansion Project will be let for bid around the beginning of March.
2. SDC Related Projects: Staff continues to work on several SDC related projects with developers. For the Timberland project (Polygon development), staff is working with consultants to move toward completion on several projects including the western overlook parks, the southeast trails/boardwalk and the JQAY boardwalk. Staff has also received 95% plans for review of the central neighborhood square park and splash pad.

Staff continues to work with the consultants from Central Bethany Development on the design for the proposed north-south trail link, which will complete the remaining gap in the Waterhouse Trail, outside of the Waterhouse Trail bond projects.

3. 112th Facility Projects: Staff is heavily involved in all three of the simultaneous projects relating to the new 112th facility: the building renovation, the athletic fields, and the maintenance yard. Numerous meetings have been held for all three projects and 50% design development drawings have been completed for the building renovations. The joint permit application for the athletic fields was submitted to The Department of State Lands (DSL) in early February.

Programs & Special Activities

Lisa Novak, Superintendent of Programs & Special Activities

1. Bethany Lake Community Garden has been developed and reservations are being accepted for garden plots. The garden is about one third full at this time.

2. Volunteer Services and Special Events staff is currently setting up forms, identifying data and testing applications for conversion to an online database for Volunteer Services.
3. Tennis Center staff has recently met with a new organization made up of local tennis clubs and facilities. This group, The Northern Oregon Tennis Facilities Association, has regular communication as its major goal.
4. The Stuhr Center Advisory Committee will "spread the word" about positive aging through special events at a number of THPRD facilities for Older Americans Month in May.

Recreation

Eric Owens, Superintendent of Recreation

1. The Garden Home Recreation Center Friday Night Pajama Party held February 4 was a great success! We had our highest attendance to date for the event with 20 kids participating in crafts, games, and fun activities while their parents got the night off.
2. BES Sewer Project Update: The Garden Home Recreation Center playground re-opened on February 9. The new structure is a very nice addition to the playground area. Teachers, parents and kids were all very excited to have the new play structure available to use again. The parking lot construction phase will begin soon and return the area they used for staging and for the bore pit under Olesen Road back to the original pervious asphalt surface.
3. The Zumba craze has taken over Cedar Hills Recreation Center. Eight classes are offered this winter term, with a total of 232 participants registered not including steady drop-in numbers. Our new spin offs – Zumbatomic for preschool and young children, and Zumba Gold, an entry level class – have proven to be successful additions to our fitness programs.

Security Operations

Mike Janin, Superintendent of Security Operations

1. Graffiti reports had decreased until January 27 when the softball complex at Sunset Park had the concession building "tagged." After cleaning it up, the same building was tagged again on February 9 by the same three individuals whom we were able to identify by their unique tags. Between February 11 and February 22, the same individuals tagged at Center Street Park, Commonwealth Park and the HMT Skate Park. Security staff is working closely with the Beaverton Police School Resource Officer assigned to Sunset High School as well as sending a bulletin to the Beaverton Police, Washington County Sheriff's office and the Inter-Agency Gang Enforcement Team, even though a unique tag found at most sites is "W A N A G" = We Are Not A Gang". We hope to have these individuals identified soon.

Sports

Scott Brucker, Superintendent of Sports

1. Beaverton School District: Staff will begin the annual review of the Beaverton School District Intergovernmental Agreement on March 11. A pre-meeting to identify discussion points was held March 4.
2. Youth Sports Leagues: Middle School and Fifth Grade Winter basketball programs are coming to an end. The end of the season tournaments and playoffs will be complete before Spring Break.
3. Affiliated Users: Spring allocations are complete and being reviewed by the user groups. Soccer has a small increase in players and lacrosse also has an increase in players.

Business Services

Cathy Brucker, Finance Manager

Nancy Hartman-Noye, Human Resources Manager

Mark Hokkanen, Risk and Contract Manager

Ann Mackiernan, Operations Analysis Manager

Phil Young, Information Services Manager

1. Special Districts Association of Oregon (SDAO) has awarded \$3,000 to the Park District from their Safety & Security Matching Grant Program. From more than 125 grant applications, the District was the recipient of two grants: 1) installation of an intrusion security system at the PCC Rock Creek Recreation Facility maintenance building, to monitor and prevent theft of equipment; and 2) purchase of a FLIR thermal-imaging camera for Building Maintenance staff to monitor minute temperature readings.

2. Finance staff has successfully implemented a major upgrade to our financial suite software, which will provide greater processing efficiencies and enhanced information availability. Finance staff will now structure the roll out of certain capabilities to other facilities and locations. Enhanced capabilities include allowing, for the first time, real-time access to information by staff throughout the District, and the ability to conduct online requisitioning of goods and services.

3. The District has entered into a contract change order on its Energy Savings Performance Contract for an engineering study to assess the costs and benefits associated with constructing and/or installing solar projects at several District sites. The scope of work on the change order will include site assessments with recommended solar technology and array size, along with energy production calculations, construction-grade cost estimates and cash flow projections. In addition, McKinstry will compile data for use in incentive applications through the Department of Energy.

March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2 Aquatics Advisory Comm Mtg 7pm	3	4	5
6	7 Board Meeting 7pm @ Dryland/HMT	8 Historic Facilities Advisory Comm Mtg 1pm	9	10 Sports Advisory Comm Mtg 4:30pm	11	12 Princess Tea Party @ Jenkins Estate
13	14 Stuhr Ctr Advisory Comm Mtg 10am	15 Trails Advisory Comm Mtg 7pm Parks Advisory Comm 6pm	16	17	18	19
20	21	22 Natural Resources Advisory Comm 6:30pm	23	24	25	26
27	28	29	30	31 Bond Project Public Mtg: Pioneer Park 6:30pm @ Dryland/HMT		

2011

April

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
3	4 Board Meeting 7pm @ Dryland/HMT	5	6 Aquatics Advisory Comm Mtg 7pm	7	8	9
10	11 Stuhr Ctr Advisory Comm Mtg 10am	12 Historic Facilities Advisory Comm Mtg 1pm	13	14	15	16
17	18 Budget Committee Work Session 6pm @ Elsie Stuhr Ctr	19 Trails Advisory Comm Mtg 7pm Parks Advisory Comm 6pm	20	21 Sports Advisory Comm Mtg 4:30pm	22	23 Rhododendron Show @ Jenkins Estate
24	25	26 Natural Resources Advisory Comm 6:30pm	27	28	29	30 Green Garden Fair & Native Plant Sale @ Nature Park

2011

May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2 Board Meeting 7pm @ Dryland/HMT	3	4 Aquatics Advisory Comm Mtg 7pm	5	6	7 Barefoot Quilt Festival @ Jenkins Estate
8	9 Stuhr Ctr Advisory Comm Mtg 10am	10	11	12	13	14
15	16 Budget Committee Meeting 7pm @ Dryland/HMT	17 Historic Facilities Advisory Comm Mtg 1pm Trails Advisory Comm Mtg 7pm Parks Advisory Comm 6pm	18	19 Sports Advisory Comm Mtg 4:30pm	20	21
22	23	24 Natural Resources Advisory Comm 6:30pm	25	26	27	28
29	30 HOLIDAY	31				

2011

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 01/31/11

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													
CARRY FORWARD PROJECTS													
Off-leash Dog Park Construction	50,000	50,000	-	50,000	50,000	-	140	49,860	Budget	50,000	50,000	-	-
Land Acquisition- Jenkins Estate Right of Way	90,000	90,000	-	90,000	90,000	-	-	90,000	Budget	90,000	90,000	-	-
John Quincy Adams Young House Renovation	100,000	4,500	-	100,000	4,500	86,171	-	4,500	Budget	90,671	4,500	9,329	-
Stuhr Center- Bequest Funded Project	75,000	63,000	-	75,000	63,000	6,443	-	63,000	Budget	69,443	63,000	5,557	-
GIS Development	35,508	29,042	-	35,508	29,042	15,689	355	25,934	Award	41,978	26,289	(6,470)	2,753
Board/Conference Room-Audio	8,000	5,982	-	8,000	5,982	1,591	82	5,900	Budget	7,573	5,982	427	-
Software Upgrades	20,000	20,000	-	20,000	20,000	-	25	19,975	Budget	20,000	20,000	-	-
Challenge Grant Competitive Fund	30,000	30,000	-	30,000	30,000	-	-	30,000	Budget	30,000	30,000	-	-
John Marty Park Community Garden	16,750	7,700	-	16,750	7,700	15,016	-	7,700	Budget	22,716	7,700	(5,966)	-
HMT Administration Center Front Office Remodel	85,000	55,530	88,450	173,450	143,980	26,840	9,279	1,965	Deferred	38,084	11,244	135,366	132,736
Barnes School Field Irrigation Restoration	35,000	33,929	-	35,000	33,929	1,101	19,000	14,929	Budget	35,030	33,929	(30)	-
Athletic Field Turf Renovation	45,000	45,000	-	45,000	45,000	-	-	45,000	Budget	45,000	45,000	-	-
Ridgewood View Park Improvements	44,000	44,000	-	44,000	44,000	-	-	44,000	Budget	44,000	44,000	-	-
Bethany Lake Cmmnty Garden Exp	15,000	15,000	-	15,000	15,000	100	5,297	9,703	Budget	15,100	15,000	(100)	-
Utility Vehicle	10,000	10,000	-	10,000	10,000	-	11,932	-	Complete	11,932	11,932	(1,932)	(1,932)
GH Window Rplcmnt - Game Room	9,000	4,000	5,000	14,000	9,000	-	8,927	-	Complete	8,927	8,927	5,073	73
50M North Window Reseal	16,000	15,033	10,967	26,967	26,000	967	22,170	-	Complete	23,137	22,170	3,830	3,830
Jenkins Main House Dishwasher	3,700	3,700	-	3,700	3,700	-	-	-	Deferred	-	-	3,700	3,700
Stuhr Ctr Supply Fan Motor	3,500	3,500	-	3,500	3,500	713	-	-	Deferred	713	-	2,787	3,500
Admin Office Condensing Unit	8,500	6,815	20,000	28,500	26,815	1,702	8,439	6,642	Award	16,783	15,081	11,717	11,734
HSC Domestic Hot Water Hldg Tank	32,000	15,000	-	32,000	15,000	-	14,320	-	Complete	14,320	14,320	17,680	680
Ridgewood Park Irrigation	25,000	25,000	-	25,000	25,000	-	11,338	13,662	Budget	25,000	25,000	-	-
Forest Hills Park Irrigation	30,000	30,000	-	30,000	30,000	-	-	-	Deferred	-	-	30,000	30,000
Forest Hills Park Bench	1,810	1,810	-	1,810	1,810	-	-	1,810	Budget	1,810	1,810	-	-
Signage Master Plan	75,000	75,000	-	75,000	75,000	995	-	75,000	Budget	75,995	75,000	(995)	-
Rock Creek Trail Improvement	6,500	6,500	-	6,500	6,500	-	-	6,500	Budget	6,500	6,500	-	-
HMT Admin Bldg Skylight	38,000	38,000	-	38,000	38,000	-	24,935	9,945	Award	34,880	34,880	3,120	3,120
Athletic Ctr Pathway Lighting	23,000	19,300	-	23,000	19,300	2,340	744	-	Deferred	3,084	744	19,916	18,556
TOTAL CARRYOVER PROJECTS	931,268	747,341	124,417	1,055,685	871,758	159,668	136,983	526,025		822,676	663,008	233,009	208,750
ATHLETIC FACILITY REPLACEMENT													
Resurface Tennis Courts (2 sites)	-	-	39,000	39,000	39,000	-	38,398	-	Complete	38,398	38,398	602	602
Long Jump Court Resurface	-	-	2,000	2,000	2,000	-	1,600	-	Complete	1,600	1,600	400	400
Bball/Sftball Backstop Rplcmnt	-	-	1,500	1,500	1,500	-	1,500	-	Complete	1,500	1,500	-	-
Basketball Asphalt Pads	-	-	4,500	4,500	4,500	-	5,569	-	Complete	5,569	5,569	(1,069)	(1,069)
Install Bleacher Backs & Rails	-	-	6,600	6,600	6,600	-	5,367	1,029	Award	6,396	6,396	204	204
Athletic Field Lamps & Ballasts	-	-	2,500	2,500	2,500	-	2,500	-	Complete	2,500	2,500	-	-
Court Resurfacing	-	-	15,000	15,000	15,000	-	12,994	-	Complete	12,994	12,994	2,006	2,006
TOTAL ATHLETIC FACILITY REPLACEMENT			71,100	71,100	71,100		67,928	1,029		68,957	68,957	2,143	2,143
ATHLETIC FACILITY IMPROVEMENT													
Baseball/Softball Field Netting	-	-	5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Indoor Basketball Score Boards (AC)	-	-	9,500	9,500	9,500	-	7,234	-	Complete	7,234	7,234	2,266	2,266
Kiosk - Greenway Park	-	-	3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
HMT South Athletic Field Irrgtn Rplcmnt Study	-	-	15,000	15,000	15,000	-	13,294	1,706	Award	15,000	15,000	-	-
Turf Field @ Jacob Wismer Elementary	-	-	-	-	-	-	10,976	-	Complete	10,976	10,976	(10,976)	(10,976)
TOTAL ATHLETIC FACILITY IMPROVEMENT			32,500	32,500	32,500		31,504	9,706		41,210	41,210	(8,710)	(8,710)
PARK AND TRAIL REPLACEMENTS													
Drinking Fountains	-	-	41,000	41,000	41,000	-	20,205	20,795	Budget	41,000	41,000	-	-
Stuhr Center Irrigation Repair	-	-	-	-	-	-	3,000	-	Complete	3,000	3,000	(3,000)	(3,000)
Signage (Master Plan Project)	-	-	50,000	50,000	50,000	-	15,317	34,683	Budget	50,000	50,000	-	-
Concrete Sidewalk Repair	-	-	130,039	130,039	130,039	-	7,172	67,836	Deferred	75,008	75,008	55,031	55,031
Asphalt Path Rplcmnt & Repair	-	-	390,369	390,369	390,369	-	6,141	384,228	Budget	390,369	390,369	-	-
Fence Replacement (3 sites)	-	-	22,500	22,500	22,500	-	-	22,500	Budget	22,500	22,500	-	-
Tables & Benches (2 sites)	-	-	4,500	4,500	4,500	-	-	4,282	Award	4,282	4,282	218	218
Bridge & Boardwalk Repair (3 sites)	-	-	200,000	200,000	200,000	-	-	127,031	Deferred	127,031	127,031	72,969	72,969
Parking Lot Repair (1site)	-	-	113,200	113,200	113,200	-	210	112,990	Budget	113,200	113,200	-	-
Slurry Seal Parking Lots	-	-	60,786	60,786	60,786	-	50,804	2,661	Award	53,465	53,465	7,321	7,321
Play Structure (3 sites)	-	-	259,000	259,000	259,000	-	42,517	216,483	Budget	259,000	259,000	-	-
Matrix Hill Woods Natural Area	-	-	-	-	-	-	15,202	-	Complete	15,202	15,202	(15,202)	(15,202)
TOTAL PARK AND TRAIL REPLACEMENTS			1,271,394	1,271,394	1,271,394		160,568	993,489		1,154,057	1,154,057	117,337	117,337

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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)		
PARK AND TRAIL IMPROVEMENTS													
Memorial Benches			8,000	8,000	8,000	-	858	7,142	Budget	8,000	8,000	-	-
Outdoor Tent			1,500	1,500	1,500	-	-	1,500	Budget	1,500	1,500	-	-
RTP Grant - Fanno Creek Trail Bridge			48,000	48,000	48,000	-	-	-	Award	-	-	48,000	48,000
MTIP Grant - Fanno Crk Trl/Hall Crsg			359,000	359,000	359,000	-	-	-	Award	-	-	359,000	359,000
LGGP Grant - PCC Complex Rstrms			35,000	35,000	35,000	-	-	35,000	Budget	35,000	35,000	-	-
LGGP Grant Match- Cedar Hills Play Equipment			50,000	50,000	50,000	-	-	-	Award	-	-	50,000	50,000
TOTAL PARK AND TRAIL IMPROVEMENTS			501,500	501,500	501,500	-	858	43,642		44,500	44,500	457,000	457,000
CHALLENGE GRANTS													
Challenge Grants			97,500	97,500	97,500	-	5,536	91,964	Budget	97,500	97,500	-	-
TOTAL CHALLENGE GRANTS			97,500	97,500	97,500	-	5,536	91,964		97,500	97,500	-	-
BUILDING REPLACEMENTS													
Harman Swim Ctr Boiler			40,000	40,000	40,000	-	39,310	-	Complete	39,310	39,310	690	690
GH Boiler Room Roof & Gutter Rplc			11,000	11,000	11,000	-	10,228	-	Complete	10,228	10,228	772	772
Jenkins Tea House Roof/Gutter Rplc			3,400	3,400	3,400	-	2,614	-	Complete	2,614	2,614	786	786
Jenkins Water Tower Roof/Gutter Rplc			7,800	7,800	7,800	-	5,784	-	Complete	5,784	5,784	2,016	2,016
Jenkins Eqpmnt Shed Roof Rplc			8,200	8,200	8,200	-	3,602	-	Complete	3,602	3,602	4,598	4,598
Jenkins Root Cellar Roof Rplcmnt			2,800	2,800	2,800	-	6,800	-	Complete	6,800	6,800	(4,000)	(4,000)
GH Gym Landing Roof Rplcmnt			1,500	1,500	1,500	-	5,960	-	Complete	5,960	5,960	(4,460)	(4,460)
AC Wood Floor Refinish			12,000	12,000	12,000	-	10,000	-	Complete	10,000	10,000	2,000	2,000
Str Manzanita Wood Floor Refinish			1,250	1,250	1,250	-	-	1,300	Award	1,300	1,300	(50)	(50)
CH Wood Floor Rfnsh - Rms 5&6			3,200	3,200	3,200	-	1,943	-	Complete	1,943	1,943	1,257	1,257
CRA Wood Floor Rfnsh - Gym & Aerobics			4,700	4,700	4,700	-	4,190	-	Complete	4,190	4,190	510	510
Garden Home Carpet (Office)			10,900	10,900	10,900	-	-	10,900	Budget	10,900	10,900	-	-
BSC Pool Non-skid Floor - Dressing Rms			25,000	25,000	25,000	-	25,588	-	Complete	25,588	25,588	(588)	(588)
GH Tile Floor - Room 7			9,000	9,000	9,000	-	-	8,969	Award	8,969	8,969	31	31
50M South Windows Recaulk			12,500	12,500	12,500	-	10,325	-	Complete	10,325	10,325	2,175	2,175
CRA Pool Circulation Pumps (Lap & Leisure)			10,500	10,500	10,500	-	10,252	-	Complete	10,252	10,252	248	248
CRA Lap Chemtrol			2,950	2,950	2,950	-	2,555	-	Complete	2,555	2,555	395	395
CRA Leisure Chemtrol			2,950	2,950	2,950	-	2,555	-	Complete	2,555	2,555	395	395
50M Pool Tank Resurface			205,000	205,000	205,000	-	69,206	135,794	Budget	205,000	205,000	-	-
Waterslide (2) SPLASH			9,000	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-	-
50M Pool Filter Covers			5,500	5,500	5,500	-	4,518	-	Complete	4,518	4,518	982	982
50M Pool Filter Grids (6)			2,800	2,800	2,800	-	3,419	-	Complete	3,419	3,419	(619)	(619)
50M Dive Tower Repair			4,500	4,500	4,500	-	4,500	-	Complete	4,500	4,500	-	-
50M Dive Tower Steps Repair			9,000	9,000	9,000	-	8,845	-	Complete	8,845	8,845	155	155
50M Dive Boards (2)			6,800	6,800	6,800	-	6,414	-	Complete	6,414	6,414	386	386
Raleigh Recharge Pool Filters			4,200	4,200	4,200	-	3,824	-	Complete	3,824	3,824	376	376
RSC Circuit Breaker Panel (Pump Rm)			4,000	4,000	4,000	-	2,376	214	Award	2,590	2,590	1,410	1,410
Relamp West Air Structure			2,000	2,000	2,000	-	894	-	Complete	894	894	1,106	1,106
CRA Parking Lot Light Bulbs			3,200	3,200	3,200	-	487	1,355	Award	1,842	1,842	1,358	1,358
TC Exterior Light Pole Standards			7,000	7,000	7,000	-	2,149	1,600	Award	3,749	3,749	3,251	3,251
50M Interior Paint (Pool Area)			12,000	12,000	12,000	-	1,649	1,351	Award	3,000	3,000	9,000	9,000
ASC Light Fixtures Lobby/Dress			6,500	6,500	6,500	-	2,531	3,969	Budget	6,500	6,500	-	-
50M Pool Exterior Paint			3,300	3,300	3,300	-	2,382	-	Complete	2,382	2,382	918	918
Tennis Exterior Paint			1,000	1,000	1,000	-	1,034	-	Complete	1,034	1,034	(34)	(34)
Jenkins Gate House Exterior Paint			2,800	2,800	2,800	-	-	2,800	Award	2,800	2,800	-	-
Athletic Ctr Exterior Paint			2,000	2,000	2,000	-	-	1,500	Award	1,500	1,500	500	500
Str Ctr Compressor (Weight Rm)			6,500	6,500	6,500	-	3,164	-	Complete	3,164	3,164	3,336	3,336
SSC Men's Locker Room Heater			3,500	3,500	3,500	-	6,521	-	Complete	6,521	6,521	(3,021)	(3,021)
Str Ctr Supply Fan Motor (Weight Rm)			3,500	3,500	3,500	-	-	-	Deferred	-	-	3,500	3,500
Str Ctr Sewer Line			12,000	12,000	12,000	-	7,800	-	Complete	7,800	7,800	4,200	4,200
HSC Retube Water Heat Exchanger			6,000	6,000	6,000	-	6,000	-	Complete	6,000	6,000	-	-
ASC Dressing Rm Non-skid Floors			16,000	16,000	16,000	-	-	14,060	Award	14,060	14,060	1,940	1,940
GHRC Roof and Gutter			-	-	-	-	-	6,000	Award	6,000	6,000	(6,000)	(6,000)
TOTAL BUILDING REPLACEMENTS			507,750	507,750	507,750	-	279,419	198,812		478,231	478,231	29,519	29,519

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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)		
BUILDING IMPROVEMENTS													
Asbestos Abatement			9,000	9,000	9,000	-	7,200	-	Complete	7,200	7,200	1,800	1,800
Chemical Storage Sheds			900	900	900	-	699	-	Complete	699	699	201	201
Sump pump Wells/Drainage - AC			40,000	40,000	40,000	-	31,469	-	Complete	31,469	31,469	8,531	8,531
JQAY Grading & Fndtn Rpr Plan Dvlpmnt			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Community Benefit Fund Project			325,000	325,000	325,000	-	3,969	321,031	Budget	325,000	325,000	-	-
Mntnc Facility Acquisition Costs			5,326,842	5,326,842	5,326,842	-	5,302,410	25,351	Award	5,327,761	5,327,761	(919)	(919)
Mntnc Facility Renovation Costs			1,973,158	1,973,158	1,973,158	-	12,802	2,355,261	Budget	2,368,063	2,368,063	(394,905)	(394,905)
TOTAL BUILDING IMPROVEMENTS			7,684,900	7,684,900	7,684,900	-	5,358,549	2,711,643		8,070,192	8,070,192	(385,292)	(385,292)
ENERGY SAVINGS PERFORMANCE CONTRACT													
Energy Saving Improvements			1,675,000	1,675,000	1,675,000	346,936	1,100,933	204,354	Award	1,652,223	1,305,287	22,777	369,713
TOTAL ENERGY SAVINGS PERFORMANCE CONTRACT			1,675,000	1,675,000	1,675,000	346,936	1,100,933	204,354		1,652,223	1,305,287	22,777	369,713
ADA PROJECTS													
Repair Gatehouse ADA Ramp			1,500	1,500	1,500	-	1,474	-	Complete	1,474	1,474	26	26
Aloha Swim Ctr ADA Lift			6,900	6,900	6,900	-	8,421	-	Complete	8,421	8,421	(1,521)	(1,521)
CRA ADA Lift			5,500	5,500	5,500	-	5,215	-	Complete	5,215	5,215	285	285
Commonwealth Prk N Trail Realignment			69,000	69,000	69,000	-	1,863	67,137	Budget	69,000	69,000	-	-
All Terrain Wheelchair			2,500	2,500	2,500	-	925	-	Complete	925	925	1,575	1,575
TOTAL ADA PROJECTS			85,400	85,400	85,400	-	17,898	67,137		85,035	85,035	365	365
EQUIPMENT AND FURNISHINGS													
60" Banner Latex Printer/Plotter			28,272	28,272	28,272	-	28,146	-	Complete	28,146	28,146	126	126
Athletic Center AED			-	-	-	-	1,879	-	Complete	1,879	1,879	(1,879)	(1,879)
TOTAL EQUIPMENT AND FURNISHINGS			28,272	28,272	28,272	-	30,025	-		30,025	30,025	(1,753)	(1,753)
TOTAL CAPITAL OUTLAY DIVISION	931,268	747,341	12,079,733	13,011,001	12,827,074	506,604	7,190,201	4,847,801		12,544,606	12,038,002	466,395	789,072

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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													
System/workstn Replcmnt			65,000	65,000	65,000	-	34,431	30,569	Budget	65,000	65,000	-	-
Server Replacements			35,000	35,000	35,000	-	11,418	23,582	Budget	35,000	35,000	-	-
LAN/WAN Replcmnt			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Printers/Network Printers			5,000	5,000	5,000	-	900	4,100	Budget	5,000	5,000	-	-
Telephones			18,897	18,897	18,897	-	19,546	-	Complete	19,546	19,546	(649)	(649)
Misc. Application Software			20,000	20,000	20,000	-	3,140	16,860	Budget	20,000	20,000	-	-
Springbrook Software Upgrade			48,800	48,800	48,800	-	17,200	32,625	Award	49,825	49,825	(1,025)	(1,025)
Backup Generator			50,000	50,000	50,000	-	-	-	Budget	-	-	50,000	50,000
Computer Workstation			3,400	3,400	3,400	-	-	3,400	Budget	3,400	3,400	-	-
Volunteer Tracking Software			7,500	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			258,597	258,597	258,597	-	86,635	123,636		210,271	210,271	48,326	48,326
TOTAL INFORMATION SYSTEMS DEPARTMENT	-	-	258,597	258,597	258,597	-	86,635	123,636		210,271	210,271	48,326	48,326
MAINTENANCE DEPARTMENT													
BUILDING EQUIPMENT REPLACEMENT													
Tennis Court Sweeper			10,000	10,000	10,000	-	9,999	-	Complete	9,999	9,999	1	1
TOTAL BUILDING EQUIPMENT REPLACEMENT			10,000	10,000	10,000	-	9,999	-		9,999	9,999	1	1
FLEET REPLACEMENTS													
Utility Vehicle (1)			13,000	13,000	13,000	-	12,611	-	Complete	12,611	12,611	389	389
Trim Mower			39,000	39,000	39,000	-	36,806	-	Complete	36,806	36,806	2,194	2,194
2 Yard Dump Truck (1)			28,000	28,000	28,000	-	28,331	-	Complete	28,331	28,331	(331)	(331)
Top Dresser (1)			7,500	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
Aerators (2)			12,000	12,000	12,000	-	11,394	-	Complete	11,394	11,394	606	606
Large Rotary Mower			85,000	85,000	85,000	-	83,772	-	Complete	83,772	83,772	1,228	1,228
Trim Rotary Mower			50,000	50,000	50,000	-	50,558	-	Complete	50,558	50,558	(558)	(558)
Compact Hybrid SUV			34,000	34,000	34,000	-	33,549	-	Complete	33,549	33,549	451	451
15 Passenger Van			26,000	26,000	26,000	-	24,350	-	Complete	24,350	24,350	1,650	1,650
Full Size Crew Cab Pickup			21,200	21,200	21,200	-	-	20,846	Award	20,846	20,846	354	354
Full Size Crew Cab Pickup			29,000	29,000	29,000	-	21,412	-	Complete	21,412	21,412	7,588	7,588
TOTAL FLEET REPLACEMENTS			344,700	344,700	344,700	-	302,783	28,346		331,129	331,129	13,571	13,571
TOTAL MAINTENANCE DEPARTMENT	-	-	354,700	354,700	354,700	-	312,782	28,346		341,128	341,128	13,572	13,572
GRAND TOTAL GENERAL FUND	931,268	747,341	12,693,030	13,624,298	13,440,371	506,604	7,589,618	4,999,783	-	13,096,005	12,589,401	528,293	850,970

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
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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 Acquisition (SE Quadrant)	250,000	250,000	-	250,000	250,000	1,868	-	250,000	Budget	251,868	250,000	(1,868)	-
Land Acquisition (FY 11)	-	-	260,000	260,000	260,000	-	41	259,959	Budget	260,000	260,000	-	-
Bonny Slope/BSL Land Acquisition	-	-	240,000	240,000	240,000	-	240,000	-	Complete	240,000	240,000	-	-
112th Facility/Field Site	-	-	1,000,000	1,000,000	1,000,000	-	928,064	-	Complete	928,064	928,064	71,936	71,936
TOTAL LAND ACQUISITION	250,000	250,000	1,500,000	1,750,000	1,750,000	1,868	1,168,105	509,959	-	1,679,932	1,678,064	70,068	71,936
<u>IMPROVEMENT/DEVELOPMENT PROJECTS</u>													
PCC Rock Creek Construction (related costs)	10,140,372	-	-	10,140,372	-	9,204,861	9,957	-	Complete	9,214,818	9,957	925,554	(9,957)
Beaverton Powerline Trail Segments 7-11	802,500	65,000	-	802,500	65,000	951,489	8,931	-	Complete	960,420	8,931	(157,920)	56,069
Synthetic Turf Field Matching Funds	800,000	600,000	-	800,000	600,000	200,000	-	600,000	Budget	800,000	600,000	-	-
Fanno Creek Trail	1,311,950	1,129,766	-	1,311,950	1,129,766	284,468	63,586	1,066,180	Budget	1,414,234	1,129,766	(102,284)	-
MTIP Grant Match for Westside Trail	40,000	30,000	-	40,000	30,000	-	-	30,000	Budget	30,000	30,000	10,000	-
Bonny Slope/BSL Trail Development	175,000	175,000	-	175,000	175,000	-	-	175,000	Budget	175,000	175,000	-	-
LWCF Grant Match/Schiffler Park Pavillion	50,000	50,000	-	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
Jackie Husen Park Construction	190,844	190,844	-	190,844	190,844	-	-	-	Award	-	-	190,844	190,844
PCC Rec Complex Site Amenities	72,000	47,000	-	72,000	47,000	25,074	555	46,445	Budget	72,074	47,000	(74)	-
MTIP Grant Match-Fanno Creek Trail/Hall Blvd Crossing	41,000	39,000	-	41,000	39,000	-	-	39,000	Budget	39,000	39,000	2,000	-
LGGP Grant Match-PCC Restroom	35,000	35,000	-	35,000	35,000	-	-	35,000	Budget	35,000	35,000	-	-
Winkleman Park Master Plan	100,000	25,000	-	100,000	25,000	78,257	20,973	-	Complete	99,230	20,973	770	4,027
LGGP Grnt-Cedar Hills Play Equip	-	-	50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
112th St. Field Construction	-	-	1,000,000	1,000,000	1,000,000	-	3,993	996,007	Budget	1,000,000	1,000,000	-	-
Winkleman Park Phase I	-	-	282,000	282,000	282,000	-	1,281	280,719	Budget	282,000	282,000	-	-
Undesignated Projects	-	-	2,103,003	2,103,003	2,103,003	-	-	2,103,003	Budget	2,103,003	2,103,003	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	13,758,666	2,386,610	3,435,003	17,193,669	5,821,613	10,744,149	109,276	5,471,354	-	16,324,779	5,580,630	868,890	240,983
Total - SDC Fund	14,008,666	2,636,610	4,935,003	18,943,669	7,571,613	10,746,017	1,277,381	5,981,313	-	18,004,711	7,258,694	938,958	312,919

KEY

- Budget Estimate based on original budget - not started and/or no basis for change
- Deferred Some or all of Project has been eliminated to reduce overall capital costs for year.
- Award Estimate based on Contract Award amount or quote price estimates
- Complete Project completed - no additional estimated costs to complete.

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Estimated Cost vs. Budget
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Quad-rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate	Project Cumulative Cost	Est. Cost (Over) Under Budget	% Total Expended to Project Cumulative Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 10/11	Expended Prior Years	Expended Year-to-Date	Total Expended to Date					
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BOND CAPITAL PROJECTS FUND													
<u>New Neighborhood Parks Development</u>													
SE	91-901	AM Kennedy Park	1,285,250	12,094	1,297,344	65,605	10,447	76,052	1,221,292	Budget	1,297,344	-	5.9%
SW	91-902	Barsotti Park	1,285,250	12,450	1,297,700	-	-	-	1,297,700	Budget	1,297,700	-	0.0%
NW	91-903	Kaiser Ridge Park	771,150	7,470	778,620	1,265	8,086	9,351	769,269	Budget	778,620	-	1.2%
SW	91-904	Roy Dancer Park	771,150	7,463	778,613	-	4,122	4,122	774,491	Budget	778,613	-	0.5%
NE	91-905	Roger Tilbury Park	771,150	7,463	778,613	-	-	-	778,613	Budget	778,613	-	0.0%
Total New Neighborhood Parks Development			4,883,950	46,940	4,930,890	66,870	22,655	89,525	4,841,365		4,930,890	-	1.8%
<u>Renovate & Redevelop Neighborhood Parks</u>													
NE	91-906	Cedar Mill Park & Trail	1,125,879	10,906	1,136,785	-	-	-	1,136,785	Budget	1,136,785	-	0.0%
SE	91-907	Camille Park	514,100	4,862	518,962	31,553	60,536	92,089	426,873	Budget	518,962	-	17.7%
NW	91-908	Somerset West Park	1,028,200	9,960	1,038,160	-	284	284	1,037,876	Budget	1,038,160	-	0.0%
NW	91-909	Pioneer Park and Bridge Replacement	544,934	5,262	550,196	3,101	9,658	12,759	537,437	Budget	550,196	-	2.3%
SE	91-910	Vista Brook Park	514,100	4,971	519,071	1,595	23,437	25,032	494,039	Budget	519,071	-	4.8%
Total Renovate & Redevelop Neighborhood Parks			3,727,213	35,961	3,763,174	36,249	93,915	130,164	3,633,010		3,763,174	-	3.5%
<u>New Neighborhood Parks</u>													
NW	98-880	New Neighborhood Park - NW Quadrant	1,500,000	13,680	1,513,680	-	2,223	2,223	1,511,457	Budget	1,513,680	-	0.1%
NE	98-745	New Neighborhood Park - NE Quadrant	1,500,000	14,531	1,514,531	-	34,900	34,900	1,479,631	Budget	1,514,531	-	2.3%
SW	98-746	New Neighborhood Park - SW Quadrant	1,500,000	14,531	1,514,531	-	795,356	795,356	719,175	Budget	1,514,531	-	52.5%
SE	98-747	New Neighborhood Park - SE Quadrant	1,500,000	14,531	1,514,531	-	2,553,279	2,553,279	(1,038,748)	Budget	1,514,531	-	168.6%
NW	98-748	New Neighborhood Park (North Bethany)	1,500,000	14,531	1,514,531	-	51,549	51,549	1,462,982	Budget	1,514,531	-	3.4%
UND	98-749	New Neighborhood Park - Undesignated	1,500,000	14,531	1,514,531	164,571	(124,463)	40,108	1,474,423	Budget	1,514,531	-	2.6%
Total New Neighborhood Parks			9,000,000	86,335	9,086,335	164,571	3,312,844	3,477,415	5,608,920		9,086,335	-	38.3%
<u>New Community Park Development</u>													
SW	92-915	SW Community Park	7,711,500	74,691	7,786,191	2,051	34	2,085	7,784,106	Budget	7,786,191	-	0.0%
Total New Community Park Development			7,711,500	74,691	7,786,191	2,051	34	2,085	7,784,106		7,786,191	-	0.0%
<u>New Community Park</u>													
NE	98-881	New Community Park	10,000,000	96,799	10,096,799	12,950	48,210	61,160	10,035,639	Budget	10,096,799	-	0.6%
Total New Community Park			10,000,000	96,799	10,096,799	12,950	48,210	61,160	10,035,639		10,096,799	-	0.6%
<u>Renovate and Redevelop Community Parks</u>													
NE	92-916	Cedar Hills Park	6,194,905	59,591	6,254,496	77,186	14,929	92,115	6,162,381	Budget	6,254,496	-	1.5%
SE	92-917	Schiffler Park	3,598,700	33,722	3,632,422	206,561	140,443	347,004	3,285,418	Budget	3,632,422	-	9.6%
Total Renovate and Redevelop Community Parks			9,793,605	93,313	9,886,918	283,747	155,372	439,119	9,447,799		9,886,918	-	4.4%
<u>Natural Area Preservation</u>													
NE	97-963	Roger Tilbury Memorial Park	30,846	299	31,145	-	-	-	31,145	Budget	31,145	-	0.0%
NE	97-964	Cedar Mill Park	30,846	299	31,145	-	-	-	31,145	Budget	31,145	-	0.0%
NE	97-965	Jordan/Jackie Husen Park	308,460	2,988	311,448	-	9	9	311,439	Budget	311,448	-	0.0%
NW	97-966	NE/Bethany Meadows Trail Habitat Connection	246,768	2,390	249,158	-	-	-	249,158	Budget	249,158	-	0.0%
NW	97-967	Kaiser Ridge Park	10,282	100	10,382	-	-	-	10,382	Budget	10,382	-	0.0%
NW	97-968	Allenbach Acres Park	41,128	398	41,526	38	-	38	41,488	Budget	41,526	-	0.1%
NW	97-969	Crystal Creek Park	205,640	1,992	207,632	-	-	-	207,632	Budget	207,632	-	0.0%
NE	97-970	Foothills Park	61,692	590	62,282	1,333	1,853	3,186	59,096	Budget	62,282	-	5.1%
NE	97-971	Commonwealth Lake Park	41,128	388	41,516	1,900	2,917	4,817	36,699	Budget	41,516	-	11.6%
NW	97-972	Tualatin Hills Nature Park and Bridge Replacement	90,800	878	91,678	213	466	679	90,999	Budget	91,678	-	0.7%
NE	97-973	Pioneer Park	10,282	99	10,381	32	-	32	10,349	Budget	10,381	-	0.3%
NW	97-974	Whispering Woods Park	51,410	476	51,886	3,954	14,809	18,763	17,297	Award	36,060	15,826	52.0%
NW	97-975	Willow Creek Nature Park	20,564	196	20,760	514	436	950	19,810	Budget	20,760	-	4.6%

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SE	97-976	AM Kennedy Park	30,846	299	31,145	-	45	45	31,100	Budget	31,145	-	0.1%
SE	97-977	Camille Park	77,115	747	77,862	-	64	64	77,798	Budget	77,862	-	0.1%
SE	97-978	Vista Brook Park	20,564	199	20,763	-	-	-	20,763	Budget	20,763	-	0.0%
SE	97-979	Greenway Park/Koll Center	61,692	598	62,290	19	312	331	61,959	Budget	62,290	-	0.5%
SE	97-980	Bauman Park	82,256	793	83,049	608	196	804	82,245	Budget	83,049	-	1.0%
SE	97-981	Fanno Creek Park	162,456	1,574	164,030	-	153	153	163,877	Budget	164,030	-	0.1%
SE	97-982	Hideaway Park	41,128	398	41,526	-	20	20	41,506	Budget	41,526	-	0.0%
SW	97-983	Murrayhill Park	61,692	535	62,227	11,256	9,208	20,464	41,763	Budget	62,227	-	32.9%
SE	97-984	Hyland Forest Park	71,974	618	72,592	14,244	1,239	15,483	57,109	Budget	72,592	-	21.3%
SW	97-985	Cooper Mountain	205,640	1,992	207,632	-	-	-	207,632	Budget	207,632	-	0.0%
SW	97-986	Winkelman Park	10,282	100	10,382	-	9	9	10,373	Budget	10,382	-	0.1%
SW	97-987	Lowami Hart Woods	287,896	2,788	290,684	131	421	552	290,132	Budget	290,684	-	0.2%
SW	97-988	Rosa/Hazeldale Parks	28,790	277	29,067	275	-	275	28,792	Budget	29,067	-	0.9%
SW	97-989	Mt Williams Park	102,820	996	103,816	-	-	-	103,816	Budget	103,816	-	0.0%
SW	97-990	Jenkins Estate	154,230	1,489	155,719	942	478	1,420	154,299	Budget	155,719	-	0.9%
SW	97-991	Summercrest Park	10,282	95	10,377	798	1,029	1,827	5,737	Award	7,564	2,813	24.2%
SW	97-992	Morrison Woods	61,692	598	62,290	-	28	28	62,262	Budget	62,290	-	0.0%
UND	97-993	Interpretive Sign Network	339,306	3,287	342,593	-	478	478	342,115	Budget	342,593	-	0.1%
NW	97-994	Beaverton Creek Trail	61,692	598	62,290	-	-	-	62,290	Budget	62,290	-	0.0%
NW	97-995	Bethany WetlandsBronson Creek	41,128	398	41,526	-	-	-	41,526	Budget	41,526	-	0.0%
NW	97-996	Bluegrass Downs Park	15,423	149	15,572	-	-	-	15,572	Budget	15,572	-	0.0%
NW	97-997	Crystal Creek	41,128	398	41,526	-	-	-	41,526	Budget	41,526	-	0.0%
UND	97-914	Restoration of new properties to be acquired	643,023	6,231	649,254	-	-	-	649,254	Budget	649,254	-	0.0%
Total Natural Area Preservation			3,762,901	36,250	3,799,151	36,257	34,170	70,427	3,710,085		3,780,512	18,639	1.9%
Natural Area Preservation - Land Acquisition													
UND	98-882	Natural Area Acquisitions	8,400,000	81,350	8,481,350	3,884	20,358	24,242	8,457,108	Budget	8,481,350	-	0.3%
Total Natural Area Preservation - Land Acquisition			8,400,000	81,350	8,481,350	3,884	20,358	24,242	8,457,108		8,481,350	-	0.3%
New Linear Park and Trail Development													
SW	93-918	Westside Trail Segments 1, 4, & 7	4,267,030	40,481	4,307,511	154,425	99,131	253,556	4,053,955	Budget	4,307,511	-	5.9%
NE	93-920	Jordan/Husen Park Trail	1,645,120	15,221	1,660,341	147,392	51,241	198,633	1,461,708	Budget	1,660,341	-	12.0%
NW	93-924	Waterhouse Trail Segments 1, 5 and West Spur	3,804,340	35,873	3,840,213	178,553	99,857	278,410	3,561,803	Budget	3,840,213	-	7.2%
NW	93-922	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	21,516	2,283,556	72,245	99,733	171,978	2,111,578	Budget	2,283,556	-	7.5%
UND	93-923	Miscellaneous Natural Trails	100,000	969	100,969	-	3,250	3,250	97,719	Budget	100,969	-	3.2%
NW	91-912	Nature Park - Old Wagon Trail	359,870	2,693	362,563	142,618	96,070	238,688	-	Complete	238,688	123,875	100.0%
NE	91-913	NE Quadrant Trail - Bluffs Phase 2	257,050	2,486	259,536	1,525	3,623	5,148	254,388	Budget	259,536	-	2.0%
SW	93-921	Lowami Hart Woods	822,560	7,474	830,034	90,005	51,180	141,185	688,849	Budget	830,034	-	17.0%
NW	91-911	Westside - Waterhouse Trail Connection	1,542,300	14,896	1,557,196	8,832	6,068	14,900	1,542,296	Budget	1,557,196	-	1.0%
Total New Linear Park and Trail Development			15,060,310	141,609	15,201,919	795,595	510,153	1,305,748	13,772,296		15,078,044	123,875	8.7%
New Linear Park and Trail Land Acquisition													
UND	98-883	New Linear Park and Trail Acquisitions	1,200,000	11,559	1,211,559	11,693	476,179	487,872	723,687	Budget	1,211,559	-	40.3%
New Linear Park and Trail Land Acquisition			1,200,000	11,559	1,211,559	11,693	476,179	487,872	723,687		1,211,559	-	40.3%
Multi-field/Multi-purpose Athletic Field Development													
SW	94-925	Winkelman Athletic Field	514,100	4,958	519,058	4,460	2,847	7,307	511,751	Budget	519,058	-	1.4%
SE	94-926	Meadow Waye Park	514,100	4,552	518,652	86,967	299,379	386,346	14,479	Award	400,825	117,827	96.4%
NW	94-927	New Fields in NW Quadrant	514,100	4,980	519,080	23	-	23	519,057	Budget	519,080	-	0.0%
NE	94-928	New Fields in NE Quadrant	514,100	4,977	519,077	-	-	-	519,077	Budget	519,077	-	0.0%
SW	94-929	New Fields in SW Quadrant	514,100	4,980	519,080	501	168	669	518,411	Budget	519,080	-	0.1%
SE	94-930	New Fields in SE Quadrant	514,100	4,980	519,080	-	-	-	519,080	Budget	519,080	-	0.0%
Total Multi-field/Multi-purpose Athletic Field Dev.			3,084,600	29,427	3,114,027	91,951	302,394	394,345	2,601,855		2,996,200	117,827	13.2%

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Deferred Park Maintenance Replacements													
UND	96-960	Play Structure Replacements at 11 sites	810,223	3,198	813,421	544,115	115,745	659,860	68,834	Award	728,694	84,727	90.6%
NW	96-720	Bridge/boardwalk replacement - Willow Creek	96,661	936	97,597	-	-	-	97,597	Budget	97,597	-	0.0%
SW	96-721	Bridge/boardwalk replacement - Rosa Park	38,909	377	39,286	-	-	-	37,000	Award	37,000	2,286	0.0%
SW	96-722	Bridge/boardwalk replacement - Jenkins Estate	7,586	10	7,596	28,430	-	28,430	-	Complete	28,430	(20,834)	100.0%
SE	96-723	Bridge/boardwalk replacement - Hartwood Highlands	10,767	104	10,871	-	-	-	27,800	Award	27,800	(16,929)	0.0%
NE	96-998	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	Complete	41,902	7,015	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)	100.0%
SW	96-946	Permeable Parking Lot at Aloha Swim Center	160,914	1,559	162,473	17,594	177,430	195,024	-	Complete	195,024	(32,551)	100.0%
NE	96-947	Permeable Parking Lot at Sunset Swim Center	160,914	1,559	162,473	-	-	-	162,473	Budget	162,473	-	0.0%
Total Deferred Park Maintenance Replacements			1,451,515	7,956	1,459,471	750,080	293,175	1,043,255	393,704		1,436,959	22,512	72.6%
Facility Rehabilitation													
UND	95-931	Structural Upgrades at Several Facilities	317,950	2,914	320,864	101,787	3,461	105,248	215,616	Budget	320,864	-	32.8%
SW	95-932	Structural Upgrades at Aloha Swim Center	406,279	3,834	410,113	18,186	2,243	20,429	389,684	Budget	410,113	-	5.0%
SE	95-933	Structural Upgrades at Beaverton Swim Center	1,447,363	14,021	1,461,384	-	10,533	10,533	1,450,851	Budget	1,461,384	-	0.7%
NE	95-934	Structural Upgrades at Cedar Hills Recreation Center	628,087	6,084	634,171	-	-	-	634,171	Budget	634,171	-	0.0%
SW	95-935	Structural Upgrades at Conestoga Rec/Aquatic Center	44,810	434	45,244	-	-	-	45,244	Budget	45,244	-	0.0%
SE	95-937	Structural Upgrades at Garden Home Recreation Center	486,935	4,717	491,652	-	-	-	491,652	Budget	491,652	-	0.0%
SE	95-938	Structural Upgrades at Harman Swim Center	179,987	1,720	181,707	4,215	10,145	14,360	167,347	Budget	181,707	-	7.9%
NW	95-939	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Center	312,176	2,959	315,135	11,703	45,297	57,000	258,135	Budget	315,135	-	18.1%
NW	95-940	Structural Upgrades at HMT Administration Building	397,315	3,737	401,052	20,017	2,888	22,905	378,147	Budget	401,052	-	5.7%
NW	95-941	Structural Upgrades at HMT Athletic Center	65,721	84	65,805	66,000	-	66,000	-	Complete	66,000	(195)	100.0%
NW	95-942	Structural Upgrades at HMT Dryland Training Center	116,506	1,129	117,635	-	9,250	9,250	108,385	Budget	117,635	-	7.9%
NW	95-943	Structural Upgrades at HMT Tennis Center	268,860	2,604	271,464	-	4,415	4,415	267,049	Budget	271,464	-	1.6%
SE	95-944	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	100.0%
NW	95-945	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	4,350	-	4,350	-	Complete	4,350	4,624	100.0%
NE	95-950	Sunset Swim Center Structural Upgrades	1,028,200	9,902	1,038,102	10,381	-	10,381	1,027,721	Budget	1,038,102	-	1.0%
NE	95-951	Sunset Swim Center Pool Tank	514,100	276	514,376	294,280	-	294,280	-	Complete	294,280	220,096	100.0%
Total Facility Rehabilitation			6,227,732	54,433	6,282,165	536,622	88,232	624,854	5,434,002		6,058,856	223,309	10.3%
Facility Expansion and Improvements													
SE	95-952	Elsie Stuhr Center Expansion and Structural Improvements	1,997,868	18,695	2,016,563	120,811	72,669	193,480	1,823,083	Budget	2,016,563	-	9.6%
SW	95-953	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	51,081	5,500,541	311,026	184,208	495,234	5,005,307	Budget	5,500,541	-	9.0%
SW	95-954	Aloha ADA Dressing Rooms	123,384	158	123,542	178,434	267	178,701	-	Complete	178,701	(55,159)	100.0%
NW	95-955	Aquatics Center ADA Dressing Rooms	133,666	1,174	134,840	21,793	152,997	174,790	6,150	Award	180,940	(46,100)	96.6%
NE	95-956	Athletic Center HVAC Upgrades	514,100	655	514,755	306,914	14,907	321,821	-	Complete	321,821	192,934	100.0%
Total Facility Expansion and Improvements			8,218,478	71,763	8,290,241	938,978	425,048	1,364,026	6,834,540		8,198,566	91,675	16.6%
ADA/Access Improvements													
NW	95-957	HMT ADA Parking and other site improvement	735,163	7,013	742,176	2,024	11,729	13,753	728,423	Budget	742,176	-	1.9%
UND	95-958	ADA Improvements - undesignated funds	116,184	1,125	117,309	-	335	335	116,974	Budget	117,309	-	0.3%
SW	95-730	ADA Improvements - Barrows Park	8,227	80	8,307	-	-	-	8,307	Budget	8,307	-	0.0%
NW	95-731	ADA Improvements - Bethany Lake Park	20,564	199	20,763	-	25,566	25,566	-	Complete	25,566	(4,803)	100.0%
NE	95-732	ADA Improvements - Cedar Hills Recreation Center	8,226	80	8,306	-	-	-	8,306	Budget	8,306	-	0.0%
NE	95-733	ADA Improvements - Forest Hills Park	12,338	120	12,458	-	-	-	12,458	Budget	12,458	-	0.0%
SE	95-734	ADA Improvements - Greenway Park	15,423	149	15,572	-	-	-	15,572	Budget	15,572	-	0.0%
SW	95-735	ADA Improvements - Jenkins Estate	16,450	159	16,609	-	-	-	16,609	Budget	16,609	-	0.0%
SW	95-736	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	100.0%
NE	95-737	ADA Improvements - Lost Park	15,423	149	15,572	-	-	-	15,572	Budget	15,572	-	0.0%

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			(1)	(2)	(1+2)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9)	(6)/(9)
NW	95-738	ADA Improvements - Rock Creek Powerline Park (Soccer Fld)	20,564	199	20,763	-	-	-	20,763	Budget	20,763	-	0.0%
NW	95-739	ADA Improvements - Skyview Park	5,140	50	5,190	-	-	-	5,190	Budget	5,190	-	0.0%
NW	95-740	ADA Improvements - Waterhouse Powerline Park	8,226	80	8,306	-	-	-	8,306	Budget	8,306	-	0.0%
NE	95-741	ADA Improvements - West Sylvan Park	5,140	50	5,190	-	-	-	5,190	Budget	5,190	-	0.0%
SE	95-742	ADA Improvements - Wonderland Park	10,282	99	10,381	-	-	-	10,381	Budget	10,381	-	0.0%
Total ADA/Access Improvements			1,028,196	9,592	1,037,788	18,650	37,630	56,280	972,051		1,028,331	9,457	5.5%
Community Center Land Acquisition													
UND	98-884	Community Center	5,000,000	48,462	5,048,462	5,046	574,717	579,763	4,468,699	Budget	5,048,462	-	11.5%
Total Community Center Land Acquisition			5,000,000	48,462	5,048,462	5,046	574,717	579,763	4,468,699		5,048,462	-	11.5%
Bond Administration Costs													
UND		Debt Issuance Costs	1,393,000	-	1,393,000	24,772	-	24,772	1,368,228	Budget	1,393,000	-	1.8%
UND		Technology Needs	18,330	-	18,330	21,370	-	21,370	-	Complete	21,370	(3,040)	100.0%
UND		Office Furniture	7,150	-	7,150	3,940	-	3,940	-	Complete	3,940	3,210	100.0%
UND		Admin/Consultant Costs	31,520	-	31,520	17,978	13,561	31,539	(19)	Budget	31,520	-	100.1%
			1,450,000	-	1,450,000	68,060	13,561	81,621	1,368,209		1,449,830	170	5.6%
Grand Total			100,000,000	926,440	100,926,440	3,823,254	6,408,647	10,231,901	90,087,075		100,318,976	607,464	10.2%



MEMORANDUM

Date: February 8, 2011
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Charge Report for December, 2010**

Below please find the various categories for System Development Charges, i.e., Single Family, Multiple Family, Manufactured Housing Unit, 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 December, 2010.

Type of Dwelling Unit	Current SDC per Type of Dwelling Unit
Single Family	\$6,175.00 with 1.6% discount = \$6,076.20
Multi-Family	\$4,617.00 with 1.6% discount = \$4,543.13
Non-residential	\$160.00 with 1.6% discount = \$157.44

City of Beaverton Collection of SDCs

		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
2,432	Single Family Units	\$6,102,439.13	\$181,959.21	\$6,284,398.34
15	Single Family Units at \$489.09	\$7,336.35	\$221.45	\$7,557.80
1,399	Multi-family Units	\$2,624,822.68	\$80,892.66	\$2,705,715.34
0	Less Multi-family credits	(\$7,957.55)	(\$229.36)	(\$8,186.91)
188	Non-residential	\$446,642.73	\$13,413.99	\$460,056.72
<u>4,034</u>		<u>\$9,173,283.34</u>	<u>\$276,257.95</u>	<u>\$9,449,541.29</u>

Washington County Collection of SDCs

		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
6,090	Single Family Units	\$17,419,351.35	\$475,170.03	\$17,894,521.38
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
1,844	Multi-family Units	\$3,883,845.63	\$115,073.18	\$3,998,918.81
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
93	Non-residential	\$276,121.32	\$7,419.06	\$283,540.38
<u>7,703</u>		<u>\$20,908,446.08</u>	<u>\$576,913.64</u>	<u>\$21,485,359.72</u>

Recap by Agency

		<u>Percent</u>	<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
4,034	City of Beaverton	30.55%	\$9,173,283.34	\$276,257.95	\$9,449,541.29
7,703	Washington County	69.45%	\$20,908,446.08	\$576,913.64	\$21,485,359.72
<u>11,737</u>		<u>100.00%</u>	<u>\$30,081,729.42</u>	<u>\$853,171.59</u>	<u>\$30,934,901.01</u>

<u>Recap by Dwelling</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	2,447	1,399	188	4,034
Washington County	5,790	1,820	93	7,703
	<u>8,237</u>	<u>3,219</u>	<u>281</u>	<u>11,737</u>

Total Receipts to Date **\$30,081,729.42**

Total Payments to Date

Refunds	(\$2,002,300.89)	
Administrative Costs	(\$18.65)	
Project Costs -- Development	(\$17,171,873.74)	
<u>Project Costs -- Land Acquisition</u>	<u>(\$8,599,034.65)</u>	<u>(\$27,773,227.93)</u>
		<u>\$2,308,501.49</u>

<u>Recap by Month, FY 2010-11</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2010 (1)	\$28,965,853.93	(\$26,372,400.35)	\$1,980,915.82	\$4,574,369.40
July	\$258,786.87	(\$45,004.00)	\$1,951.69	\$215,734.56
August	\$212,203.52	(\$277,290.59)	\$2,015.92	(\$63,071.15)
September	\$206,243.59	(\$88,916.20)	\$1,949.24	\$119,276.63
October	\$164,543.24	(\$22,290.37)	\$2,021.22	\$144,274.09
November	\$120,847.99	(\$9,276.06)	\$1,875.60	\$113,447.53
December	\$153,250.28	(\$958,050.36)	\$2,051.73	(\$802,748.35)
January	\$0.00	\$0.00	\$0.00	\$0.00
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>\$30,081,729.42</u>	<u>(\$27,773,227.93)</u>	<u>\$1,992,781.22</u>	<u>\$4,301,282.71</u>

(1) Net of \$1,029,273 of SDC Credits awarded for park development projects.

Projected SDC receipts through June 30, 2010 per the budget were \$31,054,171. Actual receipts were \$27,469,334. This fiscal year's projected total receipts per the budget are \$3,166,719.

Tualatin Hills Park and Recreation District

Systems Development Charge - Monthly Accounting, Year-to-Date FY 2010-11

City of Beaverton Collection of S.D.C.'s

	Unit Rate	Revenue	Collection Fee	Total	Improvement Fee (1)	Reimbursement Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
607 Single Family Units	1,891.50	1,147,194.75	35,480.25	1,182,675.00	1,048,632.00	27,282.50	107,350.50	1,182,675.00
138 Single Family Units	2,102.96	290,208.48	8,975.52	299,184.00	265,123.05	6,904.25	27,156.70	299,184.00
327 Single Family Units	2,203.84	720,656.68	22,288.32	742,944.00	658,362.68	17,144.86	67,436.46	742,944.00
15 Single Family Units	489.09	7,336.35	221.45	7,557.80	6,697.37	174.41	686.02	7,557.80
321 Single Family Units	2,327.03	770,250.47	23,818.53	794,069.00	703,667.30	18,324.67	72,077.03	794,069.00
205 Single Family Units	2,457.01	503,687.05	15,577.95	519,265.00	460,148.68	11,983.04	47,133.28	519,265.00
281 Single Family Units	2,638.40	741,390.40	22,929.60	764,320.00	677,305.11	17,638.15	69,376.74	764,320.00
303 Single Family Units	2,891.57	876,145.71	27,097.29	903,243.00	800,412.26	20,844.07	81,986.68	903,243.00
167 Single Family Units	3,466.78	578,952.26	17,905.74	596,858.00	554,541.83	8,577.74	33,738.42	596,858.00
25 Single Family Units	6,674.47	166,861.75	7,706.70	174,568.45	169,568.45	0.00	0.00	169,568.45
22 Single Family Units	6,777.79	149,111.38	2,375.87	151,487.25	151,487.25	0.00	0.00	151,487.25
26 Single Family Units	6,076.20	157,981.20	2,803.44	160,784.64	159,376.72	285.40	1,122.52	160,784.64
464 Multi-family Units	1,454.03	674,669.92	20,866.08	695,536.00	545,663.32	86,768.81	63,103.87	695,536.00
0 Multi-family Units	1,616.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0 Less Credits		(7,957.55)	(229.36)	(8,186.91)	(6,422.81)	(1,021.33)	(742.77)	(8,186.91)
110 Multi-family Units	1,694.59	186,408.90	5,765.10	192,174.00	150,761.99	23,973.40	17,438.61	192,174.00
74 Multi-family Units	1,789.65	132,434.10	4,095.90	136,530.00	107,110.79	17,032.25	12,386.96	136,530.00
245 Multi-family Units	1,889.56	462,942.20	14,317.80	477,260.00	374,420.99	59,538.66	43,300.36	477,260.00
68 Multi-family Units	2,029.24	137,988.32	4,267.68	142,256.00	111,602.97	17,746.58	12,906.45	142,256.00
332 Multi-family Units	2,224.21	738,437.72	22,838.28	761,276.00	660,481.17	58,355.03	42,439.76	761,276.00
0 Multi-family Units	2,445.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00
102 Multi-family Units	2,666.53	271,986.06	8,411.94	280,398.00	280,398.00	0.00	0.00	280,398.00
4 Multi-family Units	4,389.86	19,959.46	329.88	20,289.34	20,289.34	0.00	0.00	20,289.34
0 Multi-family Units	5,067.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0 Multi-family Units	4,543.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00
188 Non-residential	Various	446,642.73	13,413.99	460,056.72	427,517.04	0.00	32,539.68	460,056.72
4,034 Total		9,173,283.34	276,257.95	9,449,541.30	8,326,545.11	391,562.49	731,433.66	9,449,541.30

Washington County Collection of S.D.C.'s Revenue

	Unit Rate	Revenue	Collection Fee	Total	Improvement Fee (1)	Reimbursement Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
1,916 Single Family Units	1,891.50	3,624,114.00	112,086.00	3,736,200.00	3,310,848.00	86,220.00	339,132.00	3,736,200.00
(91) Less SFR Credits	1,891.50	(172,126.50)	(5,323.50)	(177,450.00)	(177,450.00)	0.00	0.00	(177,450.00)
351 Single Family Units	2,102.96	738,138.96	22,829.04	760,968.00	674,334.72	17,560.80	69,072.48	760,968.00
(91) Less SFR Credits	2,102.96	(191,369.36)	(5,918.64)	(197,288.00)	(174,827.52)	(4,552.80)	(17,907.68)	(197,288.00)
741 Single Family Units	2,203.84	1,633,036.71	50,515.29	1,683,552.00	1,491,886.08	38,851.20	152,814.72	1,683,552.00
(119) Less SFR Credits	2,203.84	(260,053.12)	(8,042.88)	(268,096.00)	(237,574.30)	(6,186.83)	(24,334.87)	(268,096.00)
714 Single Family Units	2,327.03	1,661,582.84	51,294.16	1,712,877.00	1,517,872.54	39,527.93	155,476.53	1,712,877.00
732 Single Family Units	2,457.01	1,798,531.32	55,624.68	1,854,156.00	1,662,100.04	38,930.26	153,125.70	1,854,156.00
528 Single Family Units	2,638.40	1,393,075.20	43,084.80	1,436,160.00	1,274,207.02	32,828.31	129,124.68	1,436,160.00
324 Single Family Units	2,981.57	936,868.68	28,975.32	965,844.00	865,049.50	20,431.32	80,363.16	965,844.00
348 Single Family Units	3,466.78	1,206,439.44	37,312.56	1,243,752.00	1,153,016.40	18,382.58	72,343.04	1,243,752.00
157 Single Family Units	6,674.47	1,047,891.79	16,963.23	1,064,855.02	1,064,855.02	0.00	0.00	1,064,855.02
279 Single Family Units	6,777.79	1,891,003.41	30,078.50	1,921,081.91	1,921,081.91	0.00	0.00	1,921,081.91
0 Single Family Units	6,076.20	1,488,669.00	26,406.45	1,515,075.45	1,501,700.24	2,711.25	10,663.96	1,515,075.45
117 Multi-family Units	1,454.03	169,830.51	5,552.49	175,383.00	137,591.83	21,879.20	15,911.97	175,383.00
41 Multi-family Units	1,616.99	66,296.59	2,050.41	68,347.00	53,619.73	8,526.36	6,200.91	68,347.00
68 Multi-family Units	1,694.59	115,232.12	3,563.88	118,796.00	83,198.08	14,819.92	10,778.00	118,796.00
194 Multi-family Units	1,789.65	347,192.10	10,737.90	357,930.00	290,803.97	44,652.13	32,473.90	357,930.00
(24) Less MFR Credits	1,789.65	(47,323.24)	(1,463.61)	(48,786.85)	(38,274.36)	(6,086.21)	(4,426.28)	(48,786.85)
508 Multi-family Units	1,889.56	959,896.48	29,687.52	989,584.00	776,350.46	123,451.60	89,781.94	989,584.00
563 Multi-family Units	2,029.24	1,142,101.28	35,322.58	1,177,423.86	923,714.97	146,884.81	106,819.67	1,177,423.86
139 Multi-family Units	2,224.21	309,165.19	9,561.81	318,727.00	250,048.36	39,761.51	28,917.10	318,727.00
118 Multi-family Units	2,666.53	314,650.54	9,731.46	324,382.00	278,771.01	26,406.42	19,204.45	324,382.00
48 Multi-family Units	4,389.86	254,716.08	4,330.01	259,046.09	259,046.09	0.00	0.00	259,046.09
16 Multi-family Units	5,067.60	81,081.60	1,303.56	82,385.16	82,385.16	0.00	0.00	82,385.16
0 Multi-family Units	4,543.13	45,431.30	811.40	46,242.70	46,242.70	0.00	0.00	46,242.70
0 Manufactured Housing	1,483.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0 Manufactured Housing	2,039.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32 Manufactured Housing		78,251.84	2,420.16	80,672.00	80,672.00	0.00	0.00	80,672.00
93 Non-residential	Various	276,121.32	7,419.06	283,540.38	267,559.02	0.00	15,981.36	283,540.38
7,703 Total		20,908,446.08	576,913.64	21,485,359.72	19,338,828.67	705,009.76	1,441,516.74	21,485,359.72

Recap by Agency

	Revenue	Collection Fee	Total	Percent	Improvement Fee (1)	Reimbursement Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
City of Beaverton	9,173,283.34	276,257.95	9,449,541.30	30.55%	8,326,545.11	391,562.49	731,433.66	9,449,541.30
Washington County	20,908,446.08	576,913.64	21,485,359.72	69.45%	19,338,828.67	705,009.76	1,441,516.74	21,485,359.72
Total	30,081,729.42	853,171.60	30,934,901.02		27,665,373.78	1,096,572.25	2,172,950.40	30,934,901.02

Add

Allocation of interest earned			1,992,781.22		1,625,379.96	146,002.93	221,398.24	1,992,781.22
Grant rec'd (Wa City) & Coparansin pledge			24,000.00		0.00	0.00	24,000.00	24,000.00

Less

SDC Credits for Land Donation Pledge in Cash			(1,336,701.66)	x	(1,215,149.80)	0.00	(121,551.82)	(1,336,701.66)
Refunds of SFR Fees Collected in Error			(665,599.23)	x	(597,657.06)	(1,227.24)	(66,641.39)	(665,599.23)
Administrative Costs Paid			(18.67)	x	0.00	0.00	(18.67)	(18.67)
Collection Fees paid to City and County			(853,171.58)	x	(145,815.26)	0.00	(707,356.32)	(853,171.58)

Project Costs

Inger Land Acquisition			(690,517.55)		(690,517.55)	0.00	0.00	(690,517.55)
Husen Land Acquisition			(448,254.93)		(448,254.93)	0.00	0.00	(448,254.93)
Fanno Trail Matching			(386,828.18)		(386,828.18)	0.00	0.00	(386,828.18)
Stover/JOAY Acquisition			(164,160.04)		(164,160.04)	0.00	0.00	(164,160.04)
PGE Land Acquisition			(3,500.00)		(3,500.00)	0.00	0.00	(3,500.00)
Rock Creek/Bethany			(775,329.38)		(775,329.38)	0.00	0.00	(775,329.38)
Camp Riverdale			(628,794.95)		(628,794.95)	0.00	0.00	(628,794.95)
Conestoga Play Structure			(27,951.70)		(27,951.70)	0.00	0.00	(27,951.70)
Synthetic Turf Project			(315,242.42)		(315,242.42)	0.00	0.00	(315,242.42)
Stuhr Building Expansion			(148,261.65)		(148,261.65)	0.00	0.00	(148,261.65)
Bluffs Park Development			(107,645.65)		(107,645.65)	0.00	0.00	(107,645.65)
Feege Park Development			(130,871.23)		(130,871.23)	0.00	0.00	(130,871.23)
Kelvin Land Acquisition			(46,448.00)		(46,448.00)	0.00	0.00	(46,448.00)
Beaverton Pwtn Trail			(944,688.33)		(944,688.33)	0.00	0.00	(944,688.33)
Kaiser Woods			(1,016,829.86)		(1,016,829.86)	0.00	0.00	(1,016,829.86)
PCC Athletic Fields MP & Construction			(10,161,040.65)		(10,161,040.65)	0.00	0.00	(10,161,040.65)
Synthetic Turf Field 2			(531,551.57)		(531,551.57)	0.00	0.00	(531,551.57)
Winkelman Land Acquisition			(27,000.00)		(27,000.00)	0.00	0.00	(27,000.00)
BSD Synth Turf Field Matching Funds			(200,000.00)		(200,000.00)	0.00	0.00	(200,000.00)
Nature Park Infrastructure			(38,362.62)		(38,362.62)	0.00	0.00	(38,362.62)
HMT Play Structure Phase II			(195,277.74)		(195,277.74)	0.00	0.00	(195,277.74)
Other Land Acquisition (thru FY07)			(627,196.85)		(627,196.85)	0.00	0.00	(627,196.85)
Novice Skate Park			(209,707.59)		(209,707.59)	0.00	0.00	(209,707.59)
CRA Backyard Master Plan			(103,987.26)		(103,987.26)	0.00	0.00	(103,987.26)
Mt. Williams Land Acquisition			(1,600,220.00)		(1,600,220.00)	0.00	0.00	(1,600,220.00)
Tennis Air Structure			(528,651.17)		(528,651.17)	0.00	0.00	(528,651.17)
Lowami Hart Woods Phase I			(88,366.77)		(88,366.77)	0.00	0.00	(88,366.77)
Garden Home Parking Lot Expansion			(300,050.89)		(300,050.89)	0.00	0.00	(300,050.89)
Aloha Park School Fields Restoration			(107,196.50)		(107,196.50)	0.00	0.00	(107,196.50)
Old Wagon Trail Rplcmt Design			(33,927.72)		(33,927.72)	0.00	0.00	(33,927.72)
Land Acquisition (thru FY08)			(42,999.52)		(42,999.52)	0.00	0.00	(42,999.52)
Rystad Property Acquisition			(88,001.85)		(88,001.85)	0.00	0.00	(88,001.85)
March Property Acquisition			(932,569.52)		(932,569.52)	0.00	0.00	(932,569.52)
Brady Property Acquisition			(355,708.77)		(355,708.77)	0.00	0.00	(355,708.77)
Nopper/Turner Property Acquisition			(268,913.36)		(268,913.36)	0.00	0.00	(268,913.36)
Winkelman								

Garden Home people: TVF&R board member retires, recreation center gets new supervisor

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By **Dominique Fong, The Oregonian**
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Retiring TVF&R board member Carol Gearin received an honorary ax at her last meeting on Jan. 25.

Two people in the Garden Home area recently received recognition for their work:

Board member steps down

Carol Gearin, a board member of **Tualatin Valley Fire & Rescue** for more than 15 years, stepped down last week.

Gearin, a Garden Home-area resident, led an extensive career in nursing, business and community politics before she was elected in 1995 to the board.

"It was just a pleasure to work with the organization and to be aligned with them," Gearin said. "We all managed to work together. If we disagreed, we respected each other's opinion."

During her service, Gearin advocated for community rooms in fire stations and was a member of the Special Districts Association of Oregon. In 1999 and 2006, the district was twice-honored with an **award of excellence from the International Association of Fire Chiefs**.

Gearin is moving to the Oregon Coast, along with her honorary ax, a gift she received at the last January board meeting. She plans to showcase her souvenir in a stand in her living room, she said.

TVF&R serves nine cities, with 21 fire stations, a command and business operations center, a training facility, and two fire prevention offices.



Courtesy of Tualatin Hills Park & Recreation District

THPRD announced Monday that Lindsay Bjork was promoted from Cedar Hills Recreation Center program coordinator to the new supervisor of the Garden Home recreation center.

New supervisor at rec center

Lindsay Bjork was named the new supervisor of the **Garden Home Recreation Center, Tualatin Hills Park & Recreation District** announced today.

Bjork was promoted two weeks ago from her most recent job as an 11-year program coordinator at **Cedar Hills Recreation Center**. She replaces Chris Cole, who retired from the district last year.

"I'm excited in that I've worked for the district for a really long time," Bjork said. "This is going to allow me to take that next step to have a more hands-on approach at the center here."

Working first as a summer camp leader in high school for the park district, Bjork graduated from Oregon State University and later worked at the tennis center, the aquatic center, the athletic center and the sports department.

Bjork oversees day-to-day operations at the center, including classes, programs, activities and staff management.

The park district serves more than 200,000 people in the greater Beaverton area, with more than 200 park sites.

-- **Dominique Fong**; @dominiquefong; @Obeaverton

Related topics: carol gearin, garden home, garden home recreation center, lindsay bjork, thprd, tvf&r, tvfr

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Bjork to supervise recreation center

The Tualatin Hills Park & Recreation District has promoted Lindsay Bjork to be the new supervisor of the Garden Home Recreation Center.

Bjork joined THPRD in 1992 as a summer camp leader during college. She subsequently worked at the Tualatin Hills Tennis Center, the Aquatic Center, the Athletic Center and in the sports department. Her most recent position was program coordinator at Cedar Hills Recreation Center, a job she held for more than 11 years.

Bjork replaces Chris Cole, who retired from the district in 2010.

Bjork said she is looking forward to the many challenges of her new position.

“One of the main issues we face is adjusting to the ever-changing needs of the community around us,” she said. “We offer a wide variety of high-quality classes and programs at Garden Home, but the demands of working parents change, interests change. We always need to listen to them and other patrons and be ready to adjust.”

“Lindsay is very creative and enthusiastic, which will help a lot in her transition to this new position,” said Eric Owens, superintendent of park district’s recreation. “Garden Home Recreation Center is a very active part of the community, and I feel that her technical skills and teamwork approach to getting things done will be a great asset to our patrons.”

Located at 7475 S.W. Oleson Road, Garden Home Recreation Center serves the

southeastern portion of the Park District. Bjork can be reached by phone at 503-629-6341 or by e-mail at lbjork@thprd.org.



BETH NAKAMURA/THE OREGONIAN

Chocolate Fantasy | Stroll through the Main House and Stable at the historic Jenkins Estate, sampling Northwest chocolates, meeting local chocolatiers and representatives from bakeries and wineries, and shopping for Valentine gifts. 3-9 p.m. Fri, Feb. 11. Jenkins Estate, 8005 S.W. Grabhorn Road, Aloha; \$5; 503-629-6355

GARDEN HOME

Cedar Hills' loss is Garden Home's gain

Lindsay Bjork has been promoted from program coordinator at the Cedar Hills Recreation Center to supervisor of the Garden Home Recreation Center, according to the Tualatin Hills Park & Recreation District.

Bjork replaces Chris Cole, who retired from the district last year.

"I'm excited, in that I've worked for the district for a really long time," Bjork said. "This is going to allow me to take that next step to have a more hands-on approach at the center here."

Working first as a summer camp leader in high school for the park district, Bjork graduated from Oregon State University and later worked at the tennis center, the aquatic center, the athletic center and the sports department.

She was program coordinator at Cedar Hills for 11 years.

Bjork oversees day-to-day operations at the Garden Home center, including classes, programs, activities and staff management.

The park district serves more than 200,000 people in the greater Beaverton area, with more than 200 park sites.

—Dominique Fong,
The Oregonian

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Park Gets Makeover


 Submitted by [Shellie Bailey-Shah \(/profile/30831/shellie-bailey-shah\)](#)

Monday, February 14th, 5:00 pm

 Topics: [Community Spirit \(/category/story-categories/community-spirit\)](#), [Parents & kids \(/category/story-categories/parents-kids\)](#), [Sports & Recreation \(/category/story-categories/sports-recreation\)](#)

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Jackie Husen Park in the Cedar Mill neighborhood is sporting new play equipment.

Once an empty field, Jackie Husen Park is now a destination for neighbors in the Cedar Mill neighborhood.

“We took a close look at where the growth in our community was occurring, says Hal Bergsma, THPRD Planning Director. “We believe that this neighborhood was underserved.”

Bergsma says that the Tualatin Hills Park & Recreation District strives to have a park within a half mile of every home in the district.

The park is located at 10955 NW Reeves Street, north of NW Cornell Road between NW 107th and NW 113th Avenues. THPRD added a 20' x 28' covered picnic shelter, six picnic tables, a barbecue, several play structures and drinking fountains for both people and pets. The grassy, open space is surrounded by an asphalt path, and an additional 11 spaces have been added to the parking lot.

The park soon will be connected to nearby Jordan Park with a new Cedar Mill Trail segment funded by a bond measure that passed in November 2008. Construction on the trail segment is set to begin this summer and finish in spring 2012.

The park is named after Jackie Husen, the former owner of the property. A formal dedication will be held this summer.

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Washington County Roundup: THPRD announces new play structures for three parks; 'Beauty and the Beast Jr.' opens Friday in Hillsboro

Published: Wednesday, February 16, 2011, 8:39 AM Updated: Wednesday, February 16, 2011, 10:31 AM



By **Kjerstin Gabrielson, The Oregonian**



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Tualatin Hills Park & Recreation District

The playground design chosen for Raleigh Park.

Washington County news comes from neighborhood playgrounds and teachers overseas. Here are the highlights.

Tualatin Hills Park & Recreation District has released the designs chosen for play structures at three playgrounds, in styles that range from the traditional to post-modern. Installation is expected to be finished in June.

Forest Hills Park in Cedar Hills will have a wave to climb but a **fairly traditional walk-up, slide-down play structure.**

Kids at **Raleigh Park** will have **modern-looking arches and triangles** to maneuver.

John Marty Park in Bethany will have **two play structures and swings.**

More family fun will arrive in Hillsboro on Friday, as STAGES Performing Arts Youth Academy opens its first main stage production, Disney's "Beauty and the Beast Jr.," at 7:30 p.m. at HART Theatre, 185 SE Washington St., in Hillsboro. The **Hillsboro Argus offers this preview of the show.** Word about Beaverton's budget woes has spread overseas. A Beaverton teacher studying Finland's education system as a participant in the Fulbright Distinguished Awards in Teaching program, **writes that she's discouraged by the latest budget news from home.**

Another traveler from Washington County, **art instructor Susanne Tringali, has been recognized by the Instructional Technology Council as a distinguished educator.** A veteran Portland Community College instructor, Tringali lives in Florence, Italy, but still works closely with her colleagues at the Rock Creek campus via Skype.

Back at home, **Forest Grove Live posts a guide for hikers ready to scale David Hill.** Worth tucking away for a sunny day.

Do you blog about life in Washington County? Or do you know a Washington County blogger worth featuring? Post a



Tualatin Hills Nature Park offers camp for kids on Presidents' Day

Kids can get off the couch and learn secrets of the outdoors

The Beaverton Valley Times, Feb 18, 2011, Updated Feb 18, 2011

Tualatin Hills Park and Recreation District invites Beaverton-area children to get outside Monday for some fun at “Night Shift” Day-Off Nature Camp, one of its Nature Park Interpretive Center programs that connects kids to the great outdoors.

The camp will focus on nocturnal animals, providing opportunities for children to explore the lifestyles of bats, owls and other creatures that wake up way past their bedtime.

“It is so important for kids to be able to connect to natural resources in and around their neighborhoods and get outdoors to connect with nature and wildlife that they may not get in their classroom,” said Kristin Atman, THPRD interpretive programs supervisor. “We are unique in that we can offer access to the resources and parks that are so close to where they live. It expands their learning in an outdoor classroom.”

The camp will be held at the Nature Park Interpretive Center, 15655 S.W. Millikan Way in Beaverton.

Like all Day-Off Camps, children should bring a lunch, water bottle and two snacks. Dressing for the weather is also important because much of their time will be spent outside. Along with hiking adventures and outdoor games, kids will create creatures of the night to take home.

This camp is ideal for working parents and kids “with nothing to do” on their day off.

Adventure seekers ages 7 to 11 are dropped off at 8 a.m. and picked up at 5 p.m. Camp prices vary. Parents can call to register at 503-629-6350.



OregonLive.com

Everything Oregon

Head for Beaverton's Cooper Mountain for a bird's-eye view; five more butte top hikes, too

Published: Wednesday, February 23, 2011, 3:06 AM



By **Terry Richard, The Oregonian**



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Terry Richard/The Oregonian

The trail at Cooper Mountain Nature Park at the edge of Beaverton.

With winter on its way out after one last hurrah, Portlanders are looking for things to do outside.

May as well visit one of the parks we helped buy with money raised through the 1995 greenspaces bond measure.

The new nature park atop Cooper Mountain, the butte where the south ends of Beaverton and Aloha meet, has quickly become a showpiece since opening in 2009 in a partnership of Metro and the Tualatin Hills Park and Recreation District.

The Washington County park district has other parks with trails (notably Tualatin Hills Nature

Park, Jenkins Estate and Greenway Park), but it's tough to top the view of the Tualatin Valley and Chehalem Mountain from Cooper Mountain's open south slope.

Cooper Mountain Nature Park has 3.5 miles of gravel surface trails over its 231 acres. The looping trail system covers well the public land at the summit of the 774-foot high butte.

The parking lot and Nature House, with restrooms, playground and native plant garden, are near the top of the butte. That means trails head downward to the views, best during winter and early spring when native Oregon white oaks are without leaves.

Cooper Mountain also has a good number of Pacific madrone, those messy but beautiful trees that constantly shed leaves and bark. They need rocky, well-drained soil to thrive, so they indicate a prairie habitat that attracts alligator lizards and nesting bluebirds in spring.

Signposts at trail junctions make it easy to figure out where you are and where you want to go. The trails loop together, except a spur off Little Prairie Loop that ends at a viewpoint.

This is a "must-do" park, with its bucolic view of distant ranges that make up Yamhill County wine country. Sit down

and stay a spell.

If you go: Cooper Mountain Nature Park is at 18892 S.W. Kemmer Road. Get there by driving south on 170th and then 175th avenue from the Tualatin Valley Highway. Where 175th climbs to a saddle, turn west on Kemmer Road and follow it to the park entrance on the left. The parking lot has 40 spaces, but they can fill up on nice days. There is no off-site parking, so don't risk a ticket. **Dogs are not allowed** in Metro's nature parks.

The park's Nature House hosts a variety of youth programs and is a meeting place for public hikes and bird walks. For information, call 503-629-6350 or look online at **thprd.org**.

Here are five more hike-to-the-top buttes in Oregon:

Come and explore an old cinder cone located just east of Bend. Hike up and around on one of three trails. The trails wind through stands of juniper and sage. All of the trails lead to the **summit of Pilot Butte**. Once at the top, get ready for a grand panoramic view of the high desert.

The **summit of Gray Butte** gives a bird's-eye view of bustling central Oregon, east of U.S. 97 between Madras and Redmond. From the top of the 5,108-foot butte, binoculars give hikers a view that includes the Cascade volcanoes from California's Mount Shasta on the south to Washington's Mount Adams on the north.

Mount Talbert in Clackamas offers a surprising wild feeling for such an urban setting, more akin to hiking in the Mount Hood National Forest than a suburban neighborhood.

And two more butte hikes in Eugene, **Mount Pisgah and Spencer Butte**.

-- **Terry Richard**

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Timbers' plan draws fans, foes

While some are excited about the practice facility, others are concerned about traffic, potential problems

By **DOMINIQUE FONG**
THE OREGONIAN

BEAVERTON — Teen soccer players and some neighbors say they're eager to have the major-league Portland Timbers soccer team practice close to their homes. Others, however, are concerned

about an unsightly fence, groupies and traffic congestion when the Timbers finish building a 6,000-square-foot training center this fall.

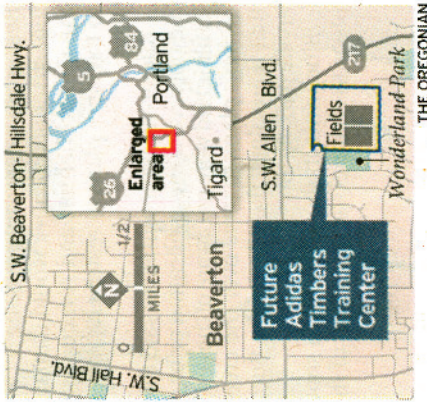
The Timbers last month announced plans to build the \$4.2 million training center on land owned by the Tualatin Hills Park & Recreation District off Southwest 112th Avenue near Oregon 217. It will include an 81,700-square-foot natural grass field for exclusive Timbers use and an 85,300-square-foot synthetic turf field for public use, as well as a public parking lot and restrooms.

The center also will include locker rooms, training areas and office space. The project is part of a 10-year lease agreement between the Timbers and the park district, which will collect \$426,000 in rent payments from the team during that period.

Nothing's been built yet on the district-owned property, site of a 90,000-square-foot building and a vast, empty parking lot.

The park district hosted its first community meeting on the plan Tuesday at the Elsie Stuhr Center. Among the

Please see **TIMBERS**, Page E6



Timbers: District to pay team to build public field

Continued from Page E1

Among the roughly 50 people who attended, Rubio Mendez Rubin, 14, told the audience of his enthusiasm.

Rubio plays for the Westside Metros soccer club as well as on the Beaverton High varsity soccer team. The training center "will encourage elite players to play college soccer or become pro and integrate the community culturally," said Rubio, who was dressed in his red-and-white soccer uniform.

Another Beaverton resident, Bettie Mitchell, 76, said she was excited about the project but took issue with a barbed-wire fence around the facility, an obstruction that she said was there before the district bought the 13-acre property in December.

"It looks like a concentration camp," said Mitchell, who lives directly behind the planned Timbers field. The barbed-wire fence stands a couple of feet from the shorter wooden fence around her home, Mitchell said.

At Tuesday's meeting, the district told Mitchell it did not plan to remove the wire. The next day, however, district spokesman Bob Wayt said the barbed wire on top of the fence would be removed but not the fence itself.

Christopher Redmond, 48, of Beaverton attended the meeting on behalf of the Vose Neighborhood Association Committee.

Overall, he's supportive of the project, Redmond said, but he was worried about increased traffic and "groupies" who would stay, uninvited, around the neighborhood to watch the Timbers practice.

"They're going to race through the community and leave trash everywhere," Redmond said.

In response, the district said its security team would work with Redmond if there were traffic jams or rowdy behavior.

"If it becomes a problem, we'll fix it," said Gery Keck, the district's bond planning manager.

Redmond added that he wished the Vose neighborhood association had been notified of the project before it was on the news.

Since the agreement will not change the property's land-use zoning, Keck said, city code did not require a neighborhood meeting.

As part of the agreement with the district, the Timbers will pay all costs to build their private field, and the district will pay the Timbers \$340,000 for construction of the public field. The district will pay another \$560,000 toward lights and other field infrastructure, Wayt said.

The Timbers also agreed to make an annual \$5,000 donation to the Tualatin Hills Park Foundation and organize youth soccer camps and coaches' clinics at the training center.

A new public field will provide an additional 2,700 hours of field time for the district's sports leagues, with the capacity for four practices each weekday and games from 8 a.m. to 10 p.m. on weekends, district representatives said.

The district, which serves the greater Beaverton area, bought the 13-acre property using money from economic development bonds and system development fees developers pay to the district. That money is separate from the \$100 million bond measure voters approved in 2008.

Construction on the training center and two fields is scheduled to begin in June and expected to be completed by November.

Dominique Fong: 503-294-5934; dfong@oregonian.com

NEWS BRIEFS

Clean Water Services gives challenge awards

The city of Beaverton and Tualatin Hills Park and Recreation District will be among those to receive awards today (Thursday) for their support of the Tree for All Community Stream Planting Challenge.

The ceremony will take place during the Business Case for Sustainability summit from 6 to 8 p.m. at 1850 S.W. 170th Ave. in Beaverton.

More than 13,000 volunteers contributed more than 45,000 hours since 2005 helping local agencies plant 1.1 million native trees and shrubs throughout the Tualatin River Watershed as part of the challenge. Clean Water Services coordinates the program as part of its mission to protect and improve water quality.

In Beaverton, 5,361 volunteers put in 17,242 of those hours planting willow, dogwood, ninebark, vine maples and native shrubs along Willow and Johnson creeks, Cedar Mill wetlands and at the Tualatin Hills Nature Park.

The Wetlands Conservancy, Raindrops to Refuge, Tualatin River Watershed Council, Pacific University, Adelante Mujeres, SOLV, Cascade Education Corps, Metro and Tualatin Hills Park and Recreation District helped in efforts to coordinate the community plantings involving Scouts, schools, church groups and families.