



Administration Office
503/645-6433
Fax 503/629-6301

Board of Directors Regular Meeting
March 2, 2009
7:00 p.m. Regular Meeting
HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room
15707 SW Walker Road, Beaverton

AGENDA

- 7:00 PM 1. Call Regular Meeting to Order
- 7:05 PM 2. Audience Time**
- 7:10 PM 3. Board Time
- 7:15 PM 4. Consent Agenda***
- A. Approve: Minutes of February 2, 2009 Regular Meeting
 - B. Approve: Monthly Bills
 - C. Approve: Monthly Financial Statement
 - D. Appoint: Tualatin Hills Nature Park Advisory Committee Members
 - E. Approve: Resolution Authorizing Application for Local Government Grant Program
 - F. Adopt: Short-form Investment Policy per ORS 294.135
 - G. Award: Sunset Swim Center Air Circulation Tunnel Repair Contract
- 7:20 PM 5. Unfinished Business
- A. Approve: Resolution Amending the Establishment of the Parks Bond Citizen Oversight Committee
 - B. Appoint: Parks Bond Citizen Oversight Committee Members
 - C. Update: 2008 Bond Measure
 - D. Approve: Resolution Regarding A&E Consultants of Record and Transfer of Authority for Bond Projects
 - E. Information: General Manager's Report
- 8:25 PM 6. New Business
- A. Approve: Cooper Mountain Nature Park Intergovernmental Agreement
- 8:45 PM 7. 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 and Recreation District. * Audience Time:** If you wish to be heard on an item not on the agenda you may be heard under Audience Time with a 3-minute time limit. If you wish to speak on an agenda item, please wait until it is before the Board. Note: Agenda items may not be considered in the order listed. *****Consent Agenda:** 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 American 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 two business days prior to the meeting.



MEMO

DATE: February 24, 2009
TO: The Board of Directors
FROM: Doug Menke, General Manager
RE: Information Regarding the March 2, 2009 Board of Directors Meeting

Agenda Item #4 – Consent Agenda

Attached please find Consent Agenda items #4A-G for your review and approval.

- Action Requested: Approve Consent Agenda Items #4A-G as submitted:**
- A. Approve: Minutes of February 2, 2009 Regular Meeting**
 - B. Approve: Monthly Bills**
 - C. Approve: Monthly Financial Statement**
 - D. Appoint: Tualatin Hills Nature Park Advisory Committee Members**
 - E. Approve: Resolution Authorizing Application for Local Government Grant Program**
 - F. Adopt: Short-form Investment Policy per ORS 294.135**
 - G. Award: Sunset Swim Center Air Circulation Tunnel Repair Contract**

Agenda Item #5 – Unfinished Business

A. Resolution Amending the Establishment of the Parks Bond Citizen Oversight Committee

Attached please find a memo from Keith Hobson, Director of Business & Facilities, reporting that staff is requesting Board of Directors approval of the resolution amending the establishment of the Parks Bond Citizen Oversight Committee in order to increase the committee size to a maximum of twelve members and to create three ex-officio members of the committee. Keith will be at your meeting to provide an overview of the memo and resolution and to answer any questions the Board of Directors may have.

- Action Requested: Board of Directors approval of the resolution to amend the establishment of the THPRD Parks Bond Citizen Oversight Committee.**

B. Parks Bond Citizen Oversight Committee Members

Attached please find a memo from myself noting that the Park District received 27 applications requesting appointment to the Parks Bond Citizen Oversight Committee. At the January 12, 2009 Regular Board meeting, Board members Joe Blowers and Bill Kanable agreed to serve on a screening committee to review the applications to recommend the top candidates to fill the Committee and at the February 2, 2009 Regular Board meeting, Joe and Bill provided an update to the full Board as to their review process.

- Action Requested: Board of Directors appointment of the Parks Bond Citizen Oversight Committee, noting which appointees are selected to receive one or two-year terms. In addition, the designation of one Board member to serve as an ex-officio member.**

C. 2008 Bond Measure

Attached please find a memo from Hal Bergsma, Director of Planning, Keith Hobson, Director of Business & Facilities, and Bob Wayt, Director of Communications & Development, providing an update regarding recent activities centered around the 2008 Bond Measure. Hal, Keith and Bob 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: Board of Directors consensus of a proposed design review process.

D. Resolution Regarding A&E Consultants of Record and Transfer of Authority for Bond Projects

Attached please find a memo from Hal Bergsma, Director of Planning, reporting that staff is requesting Board of Directors approval of a Consultants of Record roster pre-qualifying Architectural and Engineering (A & E) Professional Service Teams for entering into professional service contracts over time for multiple Bond Program projects. Additionally, staff is requesting the Transfer of Authority for A & E contracts to the General Manager of the Park District. Hal will be at your meeting to provide an overview of the memo and resolution and to answer any questions the Board of Directors may have.

Action Requested: Board of Directors approval of the following:

- 1. Approval of the recommended Consultant of Record roster as depicted on the scoring sheets for each of the five Bond Program categories as advertised in the Consultant of Record/Request for Proposals (RFP).**
- 2. Approval of Resolution 2009-05 Authorizing the General Manager to Award Certain Contracts Without Further Board Approval.**

E. General Manager's Report

Attached please find the General Manager's Report for the March 2, 2009 Regular meeting.

Agenda Item #6 – New Business

A. Cooper Mountain Nature Park Intergovernmental Agreement

Attached please find a memo from Jim McElhinny, Director of Park & Recreational Services, reporting that staff is requesting approval of an Intergovernmental Agreement with Metro for the operation of Cooper Mountain Nature Park. Jim, along with Bruce Barbarasch, Superintendent of Natural Resources & Trails Management, 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: Board of Directors approval of the Cooper Mountain Nature Park Intergovernmental Agreement, including hiring of the positions referenced above, and direction to the General Manager, or his designee, to execute the agreement.

Other Packet Enclosures

- Management Report to the Board
- Monthly Capital Report
- System Development Charge Report
- Newspaper Articles



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 2, 2009. Executive Session 6:30 p.m.; Regular Meeting 7:00 p.m.

Present:

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

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

President, Larry Pelatt, called Executive Session to order for the following purposes:

- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

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

President, Larry Pelatt, noted that representatives of the news media and designated staff may attend the Executive Session. All other members of the audience are asked to leave the room. Representatives of the news media are 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, Larry Pelatt, called the Regular Meeting to order at 7:15 p.m.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from Executive Session.

Agenda Item #4 – Presentations

A. The Trust for Public Land

Doug Menke, General Manager, introduced Geoff Roach, State Director for The Trust for Public Land (TPL), and Don Goldberg, Project Manager for TPL, to be recognized for TPL's assistance in the Park District's successful Parks Bond Measure 34-156, a \$100 million general obligation bond measure for the purpose of preserving natural areas and water, improving parks, and creating trails. Josh Alpert, Northwest Conservation Services

Director for TPL, was unable to attend this evening, but was also a key TPL staff person involved in the bond measure.

Doug provided a detailed overview of the key role TPL played in the success of the Park District's bond measure and thanked them for their efforts and support.

- ✓ Geoff thanked the Park District for the recognition this evening and provided a detailed overview of TPL's mission, noting that TPL's success relies on partnerships and that the Park District's bond measure is a part of TPL's ongoing commitment to the region through the Connecting Green Alliance. In addition, TPL's national reach enables it to draw information from across the country to adapt for its local initiatives. Geoff noted that a large part of the success of the bond measure was also due to the Tualatin Hills Park & Recreation District's reputation and unparalleled service provided to its constituency.

Agenda Item #5 – Audience Time

There was no testimony during Audience Time.

Agenda Item #6 – Board Time

Bill Kanable noted that The Trust for Public Land was mentioned often and held in high regard during the National Recreation & Park Association annual conference he attended.

Joe Blowers invited the Board of Directors and Board meeting attendees to a work party at Bauman Park on February 14, 2009 at 9:00 a.m.

Bob Scott referenced the Management Report included within the Board of Directors information packet, specifically regarding the notice of the Special Olympics cancelling their State meet at the Aquatic Center. He asked whether the cancellation would affect the Park District financially.

- ✓ Sharron Hoffmeister, Superintendent of Aquatics, replied that it would not, noting that the Aquatic Center would now be open to the general public on that day.

Bob asked for an update regarding the future plans for the Park District's RecMobile.

- ✓ Doug Menke, General Manager, confirmed that an update would be provided.

Larry Pelatt noted that although he was unable to attend the Oregon Recreation & Park Association Day at the Capitol, he heard from staff that it was a successful day with many meetings with various legislators.

Agenda Item #7 – Consent Agenda

Bill Kanable moved the Board of Directors approve Consent Agenda items (A) Minutes of January 12, 2009 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Aquatics Advisory Committee & Jenkins Estate Advisory Committee Members. Bob Scott seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Parks Bond Citizen Oversight Committee Members

Doug Menke, General Manager, noted that the Park District received 27 applications seeking appointment to the Parks Bond Citizen Oversight Committee, all of which are included within the Board of Directors information packet. At the January 12, 2009 Regular Board meeting, Board members Joe Blowers and Bill Kanable agreed to serve on a screening committee to review the applications and recommend the top candidates to fill the Committee. In addition to the appointment of the Committee, Board authorization is being requested to appoint three ex-officio members to the Committee: Keith Hobson, Director of Business & Facilities, Hal Bergsma, Director of Planning, and one Board member.

President, Larry Pelatt, opened the floor to Joe Blowers and Bill Kanable to provide an overview of their review of the applications.

Joe Blowers provided an overview of the screening committee's recommendation to the Board of Directors:

- That the size of the Oversight Committee be increased to 12 members.
- That the Board of Directors appoint the following individuals to the Oversight Committee:
 - Rob Massar
 - Mark San Soucie
 - Barbara Wilson
 - Dan Plaza
 - Deanna Mueller-Crispin
 - Fred Meyer
 - Lauren Danahy
 - Spence Benfield
 - Winslow Brooks
 - Brett Hays
 - Ken Boire
 - Paul Waldram

Joe noted that there was a wealth of qualified applicants from which to choose. When reviewing the applicants, the screening committee looked for geographical representation, a breadth of experience, and different skill sets that would be beneficial to the Committee.

Larry commented that Ken Boire expressed interest in a one-year term.

- ✓ Joe replied that he believes that having twelve Committee members allows for some attrition without significantly harming the Committee.

Bill noted that the terms for the Committee are staggered one and two year terms.

- ✓ Doug confirmed this, noting that once the Board of Directors has made its Committee selections, there would need to be a designation as to which members receive one or two-year terms. He noted that the original resolution to form the Committee passed by the Board of Directors at the December 8, 2008 Regular meeting would need to be amended to account for the increase in Committee members, as well as the staggered terms, which would now include six one-year terms and six two-year terms.

Bill commented that the Board of Directors does not need to make a final determination regarding appointment of the Committee this evening as there is some time before the Committee's services will be needed.

- ✓ Doug noted that the first Committee meeting would most likely be held in the middle of March, noting that while there is no urgency, a significant orientation process would need to be started.

President, Larry Pelatt, opened the floor to comments from the Board members.

Bob Scott expressed support for the screening committee's recommendations, noting that there were many applicants with a great amount of knowledge.

John Griffiths expressed support for the screening committee's recommendations, noting that he is pleased so many community members are interested in serving on the Committee.

President, Larry Pelatt, noted that the resolution would be brought back to the Board of Directors at the March Regular Board meeting to expand the Committee to twelve, adjust the terms, and that the Committee would be formally appointed at that time as well.

Larry thanked Joe and Bill for screening the applications, noting that it is a credit to the community that so many qualified individuals wanted to be a part of the process.

Doug Menke, General Manager, stated that with Board consensus to appoint the staff mentioned earlier as ex-officio members of the Committee, in the meantime the Board can discuss which Board member should serve on the Committee as well.

- ✓ Larry noted that the Board will continue to discuss this, noting that it will be important to have Board representation on the Committee.

B. Jackie Husen Park Master Plan

Steve Gulgren, Superintendent of Planning & Development, provided a detailed overview of the memo included within the Board of Directors information packet, noting that staff has hired 2.ink Studio as the consultant to update the 2003 Jackie Husen Park Master Plan and that a neighborhood meeting was recently held to review the updated plan and to gather public comment. Since the approval of the original master plan in 2003, the Park District finalized the Athletic Field Needs Assessment Study in 2005 and updated the Comprehensive Plan and Trails Plan in 2006. In addition, Jackie Husen Park was included as a Local Share Project for the Metro 2006 Natural Areas Bond Measure 26-80 and in early 2008 the Park District purchased a one-acre property east and adjacent to Jackie Husen Park. The enlargement of the park has allowed the Park District to reconsider the elements of the original master plan.

Steve introduced Jonathan Beaver, Principal with 2.ink Studio, who provided a detailed overview of the proposed new master plan elements, which now include a U8 practice soccer field, as well as an 18-stall on-site parking lot and 11 on-street parking spaces, via a PowerPoint presentation of the materials included within the Board of Directors information packet.

- ✓ Doug Menke, General Manager, noted that the proposed parking lot would consist of pervious material.

John Griffiths asked how large is the practice field.

- ✓ Steve replied 75' x 105'.

John asked whether that is large enough to be used for league games.

- ✓ Bill Kanable noted that traffic flow would have to be taken into consideration since using the field for games would double the parking needs for the field.
- ✓ Doug noted that from a programming perspective, the recommendation is to start with a nicely sized practice field and to see how things progress, respectful of the area and amount of activity.

Joe Blowers asked why a storm water facility is included if pervious pavement is being used.

- ✓ Jonathan replied that clarification is needed from Clean Water Services and that a storm water facility may not be required. He noted that there also may not be a requirement to do detention on the site either.

John asked whether the Park District has ever considered installation of an outdoor climbing wall in a park, noting that he has seen them in other parks and that they seem to be quite popular.

- ✓ Doug replied that past staff discussion has centered around interior climbing facilities, but that it would not surprise him if staff has had discussions about outdoor ones as well. He noted that the concept would be explored.

Bob Scott noted that the project budget was developed in 2006 and asked whether the cost overrun is due to using 2006 pricing.

- ✓ Steve replied that the project budget was assigned based on the original master plan and prior to acquisition of the additional property.

Bob noted that Jordan-Husen Park is also listed as a bond measure project and asked what portions of the proposed master plan is included within the bond measure.

- ✓ Steve replied that the bond measure funding is pertaining to the trail within Jordan Husen Park, not the master plan elements being discussed this evening.

President, Larry Pelatt, opened the floor for public testimony.

Greg Cody, 13955 SW Barlow Place, Beaverton, is before the Board of Directors this evening in support of the parking lot included within the proposed master plan, noting that many of the Park District's parks lack this amenity, which forces users to find parking on the street, thereby affecting nearby residents. In addition, he asked whether a small backstop could be added to the practice field to enable it for casual baseball use.

- ✓ Steve replied that Park District staff would research the request.

Bob Scott moved the Board of Directors approve the following actions: 1. Approval of the updated Jackie Husen Park Master Plan; 2. Direction to staff to work with the consulting firm to complete construction drawings, construction cost estimates, obtain necessary permits, and release the project for construction bidding. Staff will return to the Board at a future date to seek Board approval on the construction bids. And 3. Approval to use Undesignated SDC Funds to fund the estimated project shortfall. Bill Kanable seconded the motion.

Discussion followed:

President, Larry Pelatt, asked whether the concept of adding a backstop to the practice field should be added to the motion.

- ✓ Bill Kanable replied that it should not be added, as it is the responsibility of staff to configure the field for the best use of the Park District. In addition, staff will need to take into consideration the recommendations from the other fields committees.

Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

C. FY 2009-10 Park District Goals & Objectives

Doug Menke, General Manager, noted that staff is returning to the Board of Directors this evening to request adoption of the proposed FY 2009-10 Park District Goals & Objectives, which have been updated to reflect the Board's discussion at the January 12, 2009 Regular meeting, and offered to answer any questions the Board of Directors may have.

Bill Kanable moved the Board of Directors adopt the FY 2009-10 Park District Goals & Objectives as presented. Joe Blowers seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

D. 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:

- John Quincy Adams Young House
- Family Assistance Program
- Budget Committee Orientation & Upcoming Budget Committee Meeting
- Legislative Update
- Metropolitan Transportation Improvement Program Grant
 - Larry Pelatt confirmed that he would be available to testify in favor of the Park District's project at the February 12, 2009 public hearing.

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

Joe Blowers asked whether the increase in Family Assistance Program requests is a reflection of the current economic situation or the result of increased awareness.

- ✓ Doug replied that this is unknown as there has likely been an increase in need due to the economy and there has been increased public awareness as well. Part of the balance will be managing the increase from a budget perspective and, as such, there will be a recommendation from the Family Assistance Program Task Force this spring.

Larry Pelatt asked whether the Metropolitan Transportation Improvement Program grant will save the Park District bond funds if successful.

- ✓ Doug replied no, that the Park District intentionally chose a project that would complement bond funds rather than replace them.

Agenda Item #9 – New Business

A. 2008 Bond Measure Outline

Doug Menke, General Manager, introduced Keith Hobson, Director of Business & Facilities, and Hal Bergsma, Director of Planning, to provide an overview of the memo included within the Board of Directors information packet.

Keith provided a detailed overview of the memo section regarding the Bond Fund Cash Flow Projections and Bond Repayment Structure, noting that in working with District Bond Counsel and Financial Advisor, two questions have surfaced needing Board input:

#1. Repayment term for bonds issued at two different times

Under the ballot language approved by voters, the Park District has up to 21 years from the date of issue to repay the bonds. With the intent to split the bond issue into two phases, the second issue will likely not occur until 2-3 years after the first bond issue, meaning that the repayment term on this issue could stretch out to 23 or 24 years from the initial issue date of the first phase. The trade-off for District voters would be a lower debt service (and corresponding tax rate) in the first two years as the debt service is paid on only part of the \$100 million of bonds. An option, however, is to structure that combined debt service of both phases of bond issues so that the combined debt service results in a level tax rate, and the combined term stays within 21 years of the date of the first issue. Staff recommends using the latter option since it better meets the intent to create a debt service structure that results in a level tax rate. The other benefit of this option is that it completes the retirement of the bonds within 21 years total and avoids any extension of the tax levy beyond that time.

#2. Lower rates vs. shorter term

At this time, interest rates on the bonds are below the rate used in the projections for election information. If this rate holds true, it would give the Park District the option of either keeping the term of the bonds and having a lower tax rate than indicated in the election materials, or shortening the repayment term of the bond, but keeping the tax rate at the amount indicated. Staff recommends keeping the term of the bond at the length indicated, 21 years, and apply any interest rate savings to reducing the property tax rate. The tax rate may still vary based on changes in the Park District's total assessed value. If the assessed value grows faster than projected, the tax rate will still decrease below the estimate, and if the assessed value grows slower than projected this will provide a cushion against higher tax rates than projected.

John Griffiths asked for staff's reasoning behind the recommendation for #2.

- ✓ Keith replied that there is a possibility that if the Park District's assessed value did not grow, tax rates could rise over what the projected amount was in the election material. By applying the interest savings to lower tax rates, the Park District would be passing through the benefit of the lower interest rates to the taxpayers and as well as leaving some cushion in case there is a period of low growth activity.

Bill Kanable asked what the dollar assessment per \$1,000 would be with the lower interest rate.

- ✓ Keith replied that the bond projections in the election materials stated \$0.37 per \$1,000 of assessed value and right now, at current interest rates, that amount would be approximately \$0.32 per \$1,000.

Larry asked what would happen if the second issue is sold at a different rate than the first.

- ✓ Keith replied that if the second issue was sold at a higher interest rate than the first, it could bump the aggregate rate up a little, although the indications are that the Park District would not intend to sell at a higher rate. But, if market conditions worsen and the Park District does not have a choice but to sell the bonds at a higher rate, applying the interest savings to the tax rate would provide some cushion in that case.

Bill commented that this is more of a political decision. He personally would prefer to pay off the bonds earlier, but the Park District needs to be careful about the message it sends in this choice.

Larry suggested that the decision be based on which method would provide the most public relations value, noting that decreasing the tax rate from \$0.37 to \$0.32 would be a strong positive message to convey to the Park District's constituents.

- ✓ John Griffiths noted that a positive public relations value could be gained from paying off the bonds early as well.

Larry replied that he believes the average person would be better able to understand a reduction in property tax rates over paying off the bonds early.

Bill commented to keep in mind the number of constituents who voted no on the bond measure and how this could be an opportunity to provide a positive adjustment to them on this issue. His personal preference is to pay off the bonds early, but if he looks at the issue from an overall aspect of reaching out to the Park District's residents, both the yes and no votes, his preference is to lower the tax rate. In addition, when considering the current economic climate, it will have an even greater impact on the residents.

Joe Blowers noted that, in his opinion, the typical voter is going to be much more influenced by seeing a savings on the next year's tax bill rather than thinking in terms of the bond being paid off in 18 years rather than 21. He noted that in 18 years, many residents are not planning on being in their current homes.

- ✓ John replied that another way to look at paying the bonds off early is that the Park District's debt structure goes down faster.

Joe agreed, noting that it influences future bond measure planning as well if the Park District has less debt; however, he believes that in this case, it is better to be able to tell the Park District's constituents that they will be asked to pay less property taxes than originally thought.

Larry commented that if he were considering such options with his own personal finances, he would want to pay off the debt earlier, but he believes a lower tax rate than expected has higher public relations value and is easier to understand.

John asked whether the savings could be split in order to offer a lower tax rate as well as shortening the life of the bonds.

- ✓ Keith replied that additional information could be brought back to the Board of Directors at the March Regular meeting.

Bill asked whether this would interfere with the timeline to issue the bonds.

- ✓ Keith confirmed that Board approval in March would provide adequate time to finalize the process, assuming that the Board agrees with the resolution being discussed during the next agenda item.

President, Larry Pelatt, asked whether it is the consensus of the Board to bring a combined repayment schedule to the Board of Directors in March for consideration.

- ✓ The Board confirmed that this is the consensus.

Keith asked whether there is any clarification needed on the recommendation for #1.

- ✓ The Board confirmed that the staff recommendation for #1 is acceptable.

Hal Bergsma, Director of Planning, provided a detailed overview of the memo section regarding the scope of issues for the Bond Oversight Committee, noting that as stated in the Parks Bond Citizen Oversight Committee charge, the Committee should work with Park District staff to develop performance measurement tools and reports for providing accountability and communication with Park District residents, and recommendations, if any, for improving Bond Program efficiency, administration or performance. Based on this, staff has identified a list of operational issues to seek input on from the Parks Bond Citizen Oversight Committee. These issues include:

1. What is the process for assigning interest earnings to project budgets to cover inflationary cost increases?
2. What process will be used to address budget overages on individual projects?
 - a. Use savings from other projects in the same category?
 - b. Value-engineer the project scope to reduce costs?
 - c. Use funds from another funding source such as SDC funds?
 - d. When is it appropriate to use the contingency funds?
3. If an entire category of projects is under budget, is it appropriate to use the funds to cover budget overages in a different project category?
 - a. Do all projects need to be completed before funds are transferred?
 - b. What process should be used to add projects or project elements?
4. In determining whether to acquire a parcel of land, how do we establish the market value?
 - a. Is an appraisal always necessary, even for low value properties, or should we establish cost-benefit criteria for when to request them?
 - b. If negotiations continue for some time after the appraisal is completed, should another appraisal be done before finalizing the acquisition?
 - c. Should we ever pay more than the appraised value and, if so, under what circumstances?
 - d. If we are buying property from The Trust for Public Land, should we always have our own independent appraisal?
5. How should the public be informed of progress on bond projects and expenditures to ensure transparency?

Doug noted that part of the communication to the Committee will be the perspective that the Park District would like their input on these topics and to make a formal recommendation to the Board, respecting that it is the Board's decision in the end whether to agree, disagree, or modify. Having a Board member serve as an ex-officio member on the Committee will be helpful in this process.

- ✓ Larry asked how this level of involvement will be clearly communicated to the Committee, even prior to potential members accepting the appointment.

Doug replied that the orientation process will be critical, noting that all applicants had been advised as to the charge of the Committee on the application. He has spoken with many of the applicants regarding the charge and has mentioned numerous times that it will be a very high-level review. This message will continue to be emphasized.

Bill expressed concern with item 4 outlined above noting that the questions posed seem to indicate a curb level review by the Committee.

- ✓ Doug replied that the Committee would not be involved in whether to purchase particular parcels of land; the questions to the Committee revolve around the assurance of using funds properly.

Joe noted that the ultimate decision rests with the Board. He noted that another area that needs discussion is regarding the different scenarios that can arise when purchasing land, such as whether to purchase land outside of Park District boundaries, partially within Park District boundaries, or outside current Park District boundaries, but within the ultimate service boundary. He stated that while he is not sure that the Committee is the appropriate venue for this discussion, guidelines are needed.

- ✓ Bill replied that this discussion would be outside of the scope of the Committee.

Joe replied that perhaps it is a discussion the Board needs to have.

- ✓ Larry expressed agreement with Joe's comments.

Joe noted that discussion of this issue would still be a high-level review and that he believes these questions should be addressed at the same time that the other questions referenced above are being answered.

- ✓ Larry stated that the questions outlined in item 4 referenced above brings the Committee too close to the Board's role. He expressed concern with involving the Committee in setting up the criteria for such acquisitions.

Joe replied that he is not suggesting that the Board give such authority to the Committee, he is saying that it is a question that needs to be answered around the same time as the other questions are answered or the Board will be behind the game.

- ✓ Doug noted that item 4 referenced above may not be phrased well in that there was no intent to involve the Committee in specific land purchases. It was more from the purview of answering generic questions, such as when is an appraisal outdated?

Bill noted that the Board did reach out to individuals with real estate, planning, and financial backgrounds that could be helpful with such questions. He expressed support for the Committee offering some kind of guidance, but not to the extent of being involved in particular issues.

- ✓ Larry replied that he does not believe that there is anything that prevents the Board from asking the Committee for guidance. If the Park District has an appraisal that is nine months old, the question could be posed to the Committee whether it would be appropriate to get a new one.

Doug noted that some of the criteria listed is designed as seeking advanced information so that certain criteria is set in place prior to funds being allocated.

- ✓ Larry replied that this is fine, as long as all parties realize that it is a game plan, not a set of fixed rules.

Joe noted that the questions referenced above seem like a game plan for the first quarter and that subsequent game plans will be needed for the second, third, and fourth quarters.

- ✓ Bill noted that once the bond projects begin, there will be a lot of activity for the next few years thereafter and if the Board can get some ideas ahead of the game, they should do so.

Hal provided a brief overview of the following next steps detailed within the memo:

- Consultants of Record
- Master Plan Review Process
- Bond Project Contract Requirements
- Communications Plan
- Land Acquisition Consultant
- Temporary Planning Staff

Bill asked how many projects would be effected by the \$100,000 waiver being requested.

- ✓ Hal noted that the waiver would only be for Architecture and Engineering contracts, not construction.

Joe noted that in essence, by having a pre-approval list, the Board is saying that it pre-approves staff's choice regarding which firm to use for contracts over \$100,000.

- ✓ Hal confirmed this.
- ✓ Doug noted that contract award would still be a negotiated process.

Larry stated that even if there are five pre-approved firms, all five could be asked to bid on the project in order to see who is the lowest bidder. In turn, this process also allows the Park District to move more quickly if needed. He described that just because there is a pre-approved group of contractors does not mean the Park District will lose its competitive edge and that the Park District still has the ability to participate in an open process if a project calls for it. Contractors on the pre-approved list are not guaranteed that they will be awarded a project.

Doug noted that there are no formal action items requested of the Board this evening and that staff will return to the Board with another update at the March Regular meeting.

B. Resolution Authorizing Issuance of General Obligation Bonds

Keith Hobson, Director of Business & Facilities, provided a brief overview of the memo included within the Board of Directors information packet, noting that staff is requesting Board of Directors approval of a resolution to authorize the issuance and sale of the General Obligation Bonds, not to exceed \$100,000,000, along with the authorization of other necessary appointments, in order to proceed with the issuance of said bonds. Keith offered to answer any questions the Board of Directors may have.

President, Larry Pelatt, asked if there were any questions.

- ✓ Hearing none, he stated that he would entertain a motion to approve the resolution.

Bill Kanable moved the Board of Directors approve the resolution to authorize the following actions: Issuance and sale of not to exceed \$100,000,000 General Obligation Bonds, designate the General Manager or Director of Business & Facilities as Authorized Representative, appoint a Financial Advisor and Bond Counsel, authorize appointment of a Paying Agent and Bond Registrar, and authorize execution of the Purchase Agreement. John Griffiths seconded the motion. Roll call proceeded as follows:

Joe Blowers **Yes**
Bob Scott **Yes**
John Griffiths **Yes**
Bill Kanable **Yes**
Larry Pelatt **Yes**

The motion was UNANIMOUSLY APPROVED.

C. Compiled District Policies

Doug Menke, General Manager, introduced Tom Sponsler with Beery, Elsner & Hammond, LLP, the Park District’s legal counsel, to provide an overview of the memo and attachments included within the Board of Directors information packet regarding a reorganization of the Park District’s Board of Directors policies.

Tom provided a detailed overview of his memo included within the Board of Directors information packet regarding a reorganization and update of the Park District’s Board of Directors policies, as well as proposed District Compiled Policies Chapters One through Four.

Tom noted that after speaking with staff, rather than transferring the current Board policies 1, 19, 21, and 23 to be delegated as administrative rules adopted by the General Manager, that some portion of these policies may need to remain as Board policies, which will most likely be included in a new chapter titled Operational Policies.

Tom noted that the timeline for this project will allow for the new District Compiled Policies to be adopted by the Board of Directors via resolution to take effect by July 1, 2009, and offered to answer any questions the Board may have.

Bill Kanable referred to the proposed policy regarding communication with staff. He noted that some Board members work closely with staff in other roles, such as through volunteerism with specific sports groups or departments.

- ✓ Tom replied that he could clarify the language to pertain more to while being in the role of a Director.

Joe Blowers referred to language in Chapter 3, page 2, that states: “During public meetings, Board members will not attempt to edit or revise prepared documents”. He noted that often the Board is asked for input, such as on the Park District Goals & Objectives, which sometimes results in the modifying of a prepared document.

- ✓ Tom noted that the concern revolves around changing and adopting the document at the same meeting. However, it does not mean that the Board cannot do that or that it is not appropriate to do that very thing on some occasions through making an amendment.

Bill suggested the addition of the word “generally” to the sentence for clarification.

- ✓ Doug noted that the primary issue is related to when staff is proposing a resolution, such as the resolution discussed this evening regarding the Oversight Committee, which will be brought back to the Board at the next meeting in edited form so that it is a document in the Board of Directors information packet that the public can see and be aware of the proposed edits.

Tom asked for Board consensus of the proposed materials this evening, noting that the final action will not occur until the last chapter and after any changes have been made. The Board can change its mind and edit wording up until that point and then the entire District Compiled Policies will be adopted via a resolution, except for the Rules and Regulations policy, which needs to be adopted by ordinance.

✓ The Board of Directors confirmed this is the consensus.

Agenda Item #10 - Adjourn

There being no further business, the meeting was adjourned at 9:10 p.m.

Larry Pelatt, President

Bob Scott, Secretary

Recording Secretary,
Jessica Collins

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
234029	01/23/09	Grainger Building Equipment Capital Replacement	2,323.80 <u>\$ 2,323.80</u>
233874	01/15/09	PGE	1,550.00
234009	01/23/09	Anderson Poolworks Capital Outlay-Building Improvements	10,013.60 <u>\$ 11,563.60</u>
233521	01/08/09	AAM, Inc.	5,390.00
233815	01/15/09	Contech Services, Inc.	3,255.00
233855	01/15/09	Northwest Control Co.	21,343.35
233873	01/15/09	Pearsall Tile & Marble LLC	8,282.00
233876	01/15/09	The Pool & Spa House, Inc.	2,677.88
234009	01/23/09	Anderson Poolworks	17,500.00
234033	01/23/09	Johnson Air Products Capital Outlay-Building Replacements	2,408.80 <u>\$ 60,857.03</u>
233852	01/15/09	Moscato, Ofner, & Henningsen Capital Outlay-Land Acquisition/Jenkins Estate ROW	3,400.00 <u>\$ 3,400.00</u>
233524	01/08/09	Compaction & Recycling	22,500.00
233881	01/15/09	Recreation Resource, Inc.	1,311.00
233443	01/05/09	Ewing Irrigation Products, Inc. Capital Outlay-Park & Trail Replacements	10,108.32 <u>\$ 33,919.32</u>
233414	01/05/09	2.ink Studio	7,360.71
233431	01/05/09	Caswell/Hertel Surveyors, Inc.	1,171.00
233463	01/05/09	MacKay & Sposito, Inc.	1,176.50
233793	01/15/09	Alta Planning & Design, Inc.	2,307.32
233819	01/15/09	DaNeal Construction, Inc.	19,194.00
233928	01/20/09	Hill International, Inc.	1,695.10
234045	01/23/09	Peterson Structural Engineer Capital Outlay-SDC-Park Improvement/Improvement	4,414.00 <u>\$ 37,318.63</u>
234069	01/27/09	Springville Townhome Owners Assoc. Deferred Revenue	1,500.00 <u>\$ 1,500.00</u>
233909	01/15/09	Washington County Elections	32,090.43 <u>\$ 32,090.43</u>
233409	01/05/09	PGE	17,716.74
233920	01/16/09	PGE	8,553.69
234004	01/23/09	PGE Electricity	35,956.71 <u>\$ 62,227.14</u>
233783	01/15/09	Standard Insurance Company	166,626.63
234104	01/30/09	Blue Cross/Blue Shield	156,195.40
234108	01/30/09	MetLife	19,777.42
234111	01/30/09	Standard Insurance Company	2,068.68
234116	01/30/09	UNUM Life Insurance-LTC	1,343.70
234117	01/30/09	Unum Life Insurance-LTD Employee Benefits	9,557.60 <u>\$ 355,569.43</u>
233776	01/15/09	Aetna / ING Life Insurance	5,466.66
233779	01/15/09	Manley Services	5,817.83
233784	01/15/09	Standard Insurance Company	21,559.69
233785	01/15/09	Standard Insurance Company	2,287.33
234103	01/30/09	Aetna / ING Life Insurance	5,466.66
234107	01/30/09	Manley Services	6,761.83
234112	01/30/09	Standard Insurance Company	29,719.18
234113	01/30/09	Standard Insurance Company	2,037.33
234115	01/30/09	THPRD - Employee Assn. Employee Deduction	6,328.92 <u>\$ 85,445.43</u>
233456	01/05/09	Landmark Ford	40,191.60

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
233456	01/05/09	Landmark Ford	18,418.00
233845	01/15/09	Landmark Ford	29,152.71
		Fleet Capital Replacement	\$ 87,762.31
233499	01/05/09	Tualatin Valley Water District	5,626.31
233902	01/15/09	Tualatin Valley Water District	4,050.14
		Gas & Oil (Vehicles)	\$ 9,676.45
233408	01/05/09	NW Natural	30,831.56
233919	01/16/09	NW Natural	9,842.87
234003	01/23/09	NW Natural	66,745.59
		Heat	\$ 107,420.02
233820	01/15/09	Dell Marketing L.P.	7,017.00
		Information Services-Capital	\$ 7,017.00
233773	01/13/09	THBOA	8,320.50
233936	01/20/09	THBOA	2,896.00
234067	01/27/09	Rhythm Of My Heart	3,474.00
234095	01/29/09	THBOA	10,881.00
		Instructional Services	\$ 25,571.50
234048	01/23/09	SDAO	114,100.00
		Insurance	\$ 114,100.00
233441	01/05/09	Engineered Control Products	2,196.24
233505	01/05/09	Western Equipment Distr., Inc.	1,869.81
234015	01/23/09	Brandsen Hardwood Floors, Inc.	1,000.00
234022	01/23/09	Engineered Control Products	4,348.47
234062	01/27/09	Lovett Excavating/Super Root	2,243.00
		Maintenance Services	\$ 11,657.52
233434	01/05/09	Coastwide Laboratories	3,085.22
233484	01/05/09	Platt Electric Supply, Inc.	1,373.32
233497	01/05/09	Sybertech Waste Reduction Ltd.	1,089.00
233791	01/15/09	Airgas Nor Pac, Inc.	4,508.05
233813	01/15/09	Coastwide Laboratories	4,518.44
233816	01/15/09	Crescent Electric Supply Co.	1,376.52
233832	01/15/09	Game Time, Inc.	1,020.04
233834	01/15/09	Grainger	1,485.87
233838	01/15/09	Home Depot Credit Services	2,217.23
233875	01/15/09	Platt Electric Supply, Inc.	1,189.50
		Maintenance Supplies	\$ 21,863.19
234078	01/29/09	Beaverton Youth Cheer	1,260.00
		Miscellaneous Other Services	\$ 1,260.00
233473	01/05/09	OfficeMax - A Boise Company	1,465.03
233529	01/08/09	Lazerquick	4,512.50
234035	01/23/09	Lazerquick	1,953.00
		Office Supplies	\$ 7,930.53
233404	01/02/09	United States Postal Service	3,600.00
233905	01/15/09	United States Postal Service	2,000.00
234098	01/29/09	United States Postal Service	1,600.00
		Postage	\$ 7,200.00
233893	01/15/09	Signature Graphics	54,950.43
		Printing & Publication	\$ 54,950.43
233802	01/15/09	Beery, Elsnor & Hammond, LLP	8,238.48
233843	01/15/09	JD White	3,357.96
233918	01/16/09	Institute for Conflict Mgt.	1,976.25
233932	01/20/09	MacKay & Sposito, Inc.	7,712.46

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
234036	01/23/09	Merina & Company, LLP	1,500.00
234070	01/27/09	Tarlow Naito & Summers, LLP	1,558.00
		Professional Services	\$ 24,343.15
233446	01/05/09	Food Services of America	2,007.67
233523	01/08/09	Community Newspapers, Inc.	1,050.00
233839	01/15/09	HSBC Business Solutions	2,041.50
233879	01/15/09	Purchase Advantage Card	1,052.68
233913	01/15/09	Wilson Sporting Goods	1,977.19
234037	01/23/09	National Alliance For Youth Sports	1,600.00
		Program Supplies	\$ 9,729.04
233412	01/05/09	Waste Management of Oregon	2,502.37
233926	01/16/09	Waste Management of Oregon	1,746.86
		Refuse Services	\$ 4,249.23
233474	01/05/09	OR Dept of Administrative Services	1,147.38
233862	01/15/09	OR Dept of Administrative Services	1,061.90
233886	01/15/09	Ricoh Americas Corporation	3,024.93
		Rental Equipment	\$ 5,234.21
233801	01/15/09	Beaverton School District #48	3,534.70
234025	01/23/09	Fred Shearer & Sons	8,224.00
		Rental Facility	\$ 11,758.70
233439	01/05/09	Edwards Enterprises	1,434.30
233492	01/05/09	Sound Security, Inc.	8,757.00
234021	01/23/09	Endever Tree Service	2,370.00
234076	01/29/09	BCI Contracting, Inc.	10,300.00
		Technical Services	\$ 22,861.30
234012	01/23/09	City of Beaverton	1,196.16
234084	01/29/09	Colleen Kettenhofen	1,250.00
		Technical Training	\$ 2,446.16
233407	01/05/09	Nextel Communications	2,526.71
233821	01/15/09	EasyStreet Online Services, Inc.	2,617.95
233925	01/16/09	Verizon Northwest, Inc.	4,324.49
		Telecommunications	\$ 9,469.15
233488	01/05/09	Quality Industrial Refinishers	3,977.89
		Vehicle/Equipment Services	\$ 3,977.89
233405	01/05/09	Clean Water Services	1,725.07
233411	01/05/09	Tualatin Valley Water District	5,485.38
233915	01/16/09	City of Beaverton	7,676.92
234005	01/23/09	Tualatin Valley Water District	1,675.82
		Water & Sewer	\$ 16,563.19
		Report Total:	\$1,253,255.78



Tualatin Hills Park & Recreation District

General Fund Financial Summary January, 2009

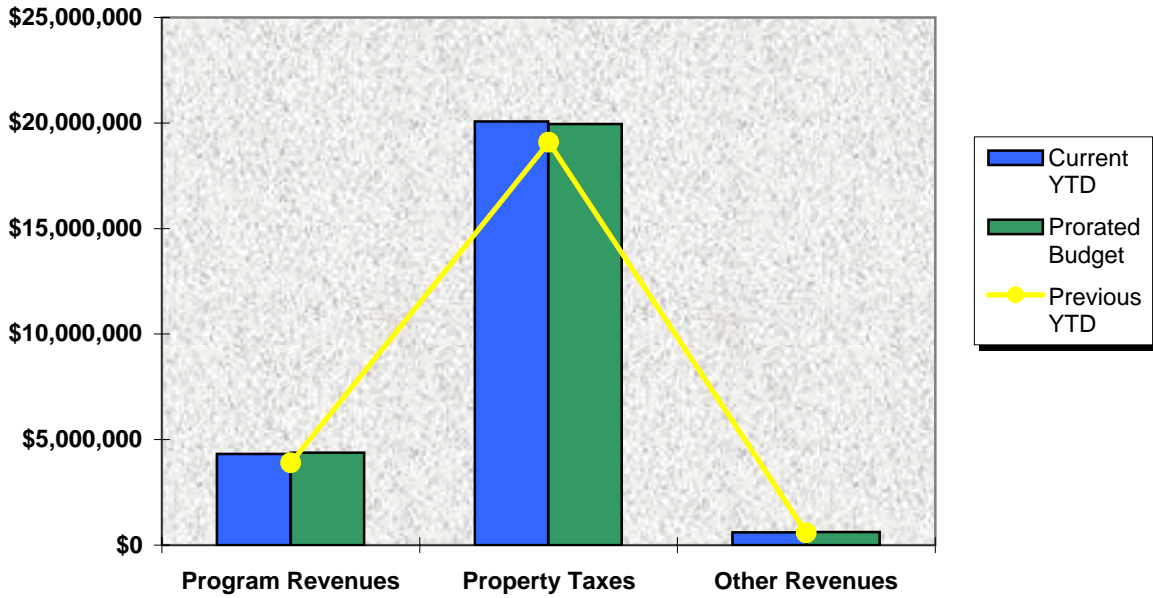
	<i>Current Month</i>	<i>Year to Date</i>	<i>Prorated Budget</i>	<i>% YTD to Prorated Budget</i>	<i>Full Fiscal Year Budget</i>
Program Resources:					
Aquatic Centers	\$ 423,228	\$ 1,169,587	\$ 1,170,471	99.9%	\$ 2,322,363
Tennis Center	182,338	464,036	518,850	89.4%	867,642
Recreation Centers & Programs	761,481	2,106,450	2,180,635	96.6%	4,129,991
Sports Programs & Field Rentals	133,653	506,354	446,255	113.5%	795,464
Nature Park	19,496	77,388	65,416	118.3%	220,255
Total Program Resources	1,520,196	4,323,815	4,381,627	98.7%	8,335,715
Other Resources:					
Property Taxes	114,159	20,069,503	19,952,231	100.6%	21,710,806
Interest Income	31,679	150,980	197,400	76.5%	300,000
Facility Rentals/Sponsorships	11,548	127,374	175,671	72.5%	304,985
Grants & Donations	10,191	100,769	100,769	100.0%	681,209
Miscellaneous Income	103,080	224,965	145,935	154.2%	235,000
Total Other Resources	270,657	20,673,591	20,572,006	100.5%	23,232,000
Total Resources	\$ 1,790,853	\$24,997,406	\$ 24,953,633	100.2%	\$31,567,715
Program Related Expenditures:					
Parks & Recreation Administration	64,686	291,431	237,478	122.7%	405,945
Aquatic Centers	222,091	1,978,023	2,029,938	97.4%	3,322,321
Tennis Center	61,202	477,839	526,983	90.7%	891,681
Recreation Centers	241,499	2,607,859	2,968,635	87.8%	4,811,402
Programs & Special Activities	98,372	1,027,726	1,050,931	97.8%	1,722,837
Athletic Center & Sports Programs	118,847	827,920	907,144	91.3%	1,625,706
Natural Resources/Nature Park	78,455	574,878	695,884	82.6%	1,179,464
Total Program Related Expenditures	885,152	7,785,676	8,416,993	92.5%	13,959,356
General Government Expenditures:					
Board of Directors	7,072	114,622	929,345	12.3%	1,708,354
Administration	81,130	882,859	872,663	101.2%	1,499,421
Business & Facilities	1,204,587	8,590,645	8,944,341	96.0%	14,591,095
Planning	99,007	479,262	473,958	101.1%	874,462
Capital Outlay	90,122	893,470	1,550,122	57.6%	2,773,027
Total Other Expenditures:	1,481,918	10,960,858	12,770,429	85.8%	21,446,359
Total Expenditures	\$ 2,367,070	\$18,746,534	\$ 21,187,422	88.5%	\$35,405,715
Revenues over (under) Expenditures	\$ (576,217)	\$ 6,250,872	\$ 3,766,211	166.0%	\$ (3,838,000)
Beginning Cash on Hand		4,660,919	3,838,000	121.4%	3,838,000
Ending Cash on Hand		\$10,911,791	\$ 7,604,211	143.5%	\$ -

Tualatin Hills Park and Recreation District

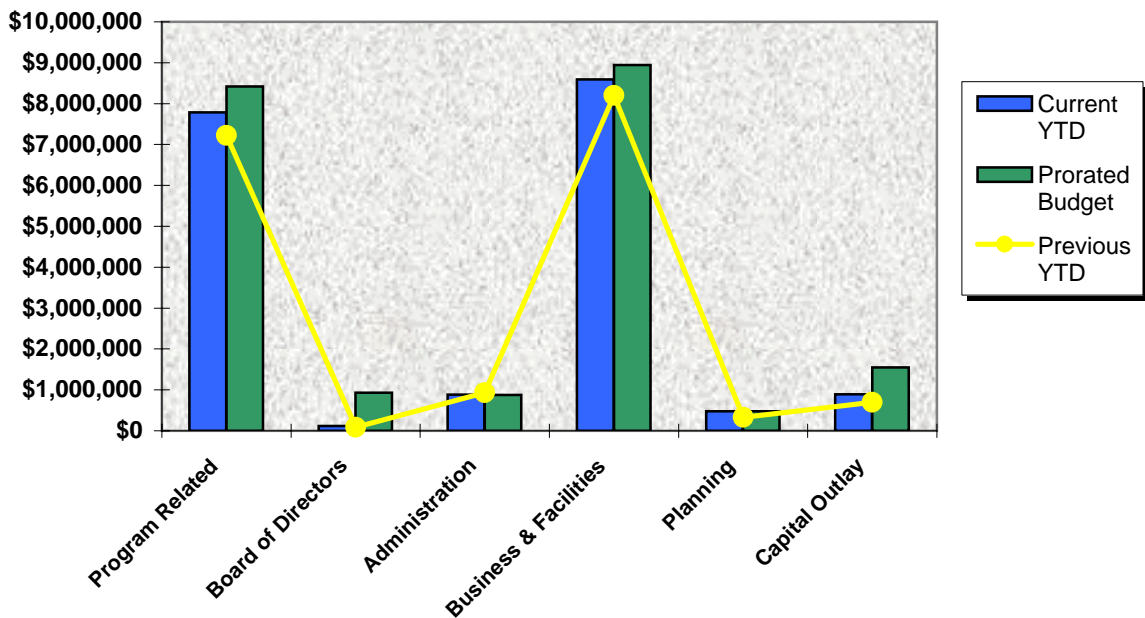
General Fund Financial Summary

December, 2008

General Fund Resources



General Fund Expenditures





[4D]

MEMO

DATE: February 15, 2009
TO: Doug Menke, General Manager
FROM: Jim McElhinny, Director of Park & Recreational Services

RE: Tualatin Hills Nature Park Advisory Committee Members

Summary

Staff requests Board of Directors approval of one Committee member appointment and three Committee member reappointments to the Tualatin Hills Nature Park Advisory Committee.

Background

At their February 12, 2009 meeting, the Tualatin Hills Nature Park Advisory Committee recommended Board of Directors approval to appoint Matthew Shepherd to the Committee. In addition, long-time members of the Committee, Kevin Hoover, Jim Olson, and Deborah Winer are at the end of their terms, and would like to continue to serve on the Committee.

Please note that the Advisory Committee members' applications are attached along with the Tualatin Hills Nature Park Advisory Committee's current roster.

Action Requested

Board of Directors approval to appoint the requested individuals to the Tualatin Hills Nature Park Advisory Committee.



**TUALATIN HILLS PARK & RECREATION DISTRICT
TUALATIN HILLS NATURE PARK
ADVISORY COMMITTEE ROSTER**

Last Updated: January 13, 2009

<i>Committee Member</i>	<i>Representing</i>	<i>Member Since</i>	<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Rod Coles Chair		December 2005					December 2009
Kevin Hoover Vice Chair		March 2007					March 2009
Margaret Armstrong Secretary		August 1997 Resigned – 10/02 Reinstated – 1/04 Ex-Officio – 2/07 Reinstated – 7/07					July 2009
Jim Olson Member		May 1999					January 2009
Karl Quade Member		December 2005					December 2009
Deborah Winer Member		May 1999					January 2009
Richard A. Hose Member		January 2008					January 2010
Gordan Hale Member		March 2008					March 2010
<i>Ex-Officio Member</i>	<i>Representing</i>		<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>	<i>Term Expires</i>
Joan Anderson-Wells Center Supervisor	Staff THPRD		15655 SW Millikan Way Beaverton, OR 97006	(W) 503-629-6350 x2540	503-629-6351	jandersen-wells@thprd.org	N/A
Bruce Barbarasch Superintendent of Natural Resources & Trails Management	Staff THPRD		5500 SW Arctic Drive Beaverton, OR 97005	(W) 503-629-6305 x2950	503-629-6307	bbarbarasch@thprd.org	N/A
Vern Williams	Ex-Officio Member	August 1997 – December 31, 2007	13495 SW Berthold Street Beaverton, OR 97005	(H) 503.644.5934		vernorpat@yahoo.com	January 2009
Vacant	Ex-Officio Five Oaks/Triple Creek NAC						N/A
Vacant	Ex-Officio Beaverton School District						N/A
Vacant	Ex-Officio Tri-Met						N/A



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Matthew Dearsley Shepherd	Date: 2/7/09

Advisory Committee you are applying for (you must reside within the Park District boundaries):
Cedar Hills Recreation Center Garden Home Recreation Center Stuhr Center Jenkins Estate Aquatics
Conestoga Recreation & Aquatic Facility Tualatin Hills Nature Park Athletic Center Trails

1. Please explain your interest in serving on the Advisory Committee: *I love the Nature Park and have helped with activities there for several years. I'm a biologist and want to use that to help the park.*

2. How long have you lived in the community? *10 years*

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

- * Nature Park Advisory Committee (2003) – Member
- * Fans of Fanno Creek board (1999-2003) – Secretary and newsletter editor
- * Friends of Tryon Creek State Park board (2000-2001) – Member

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

What: *Yoga, tai chi, swimming, floor hockey, basketball, dance, nature pre-school, BugFest, various single events/festivals, soccer leagues*

When: *1998 – Present (A brief break after we moved out-of-district, but we took voluntary annexation ASAP!)*

Where: *Garden Home, Cedar Hills, Aloha Swim Center, Nature Park, HMT Complex. We also visit playgrounds and run around in various parks*

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

During a 20-year career in conservation, I have gained experience and knowledge of habitat management, environmental education and visitor management.

Joan Andersen-Wells
Park & Center Supervisor
Nature Park Interpretive Center
15655 SW Millikan Way
Beaverton, OR 97006

Saturday, February 7th, 2009

Re: Nature Park Advisory Committee Opening

Dear Joan,

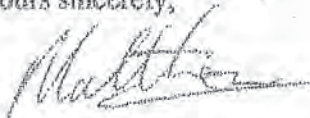
As you know, I've had a love of the nature park since I first walked through the center's doors. In ten years since then, I have tried to visit as often as I can and maintain an involvement with the various activities and events that you and your staff present. I was very happy to hear that there is an opening on the advisory committee. My application is enclosed. I'd be grateful if you could pass this on to the advisory committee.

In the last two or three years, Bug Fest has been my principal involvement with the park. It's always been a huge amount of fun preparing for and participating in this event! This has enabled me to get to know your staff and experience first hand their skill and dedication to the park and its visitors. I've also seen the enthusiasm of local residents for events at the park and appreciated how much they value what the park offers: an oasis of serenity and nature in a largely developed region.

I am a naturalist with a particular interest in insects and have been involved professionally in wildlife conservation for over two decades. During this time I have worked with people from all walks of life to promote an awareness of and appreciation for wildlife, and have collaborated with a diversity of organizations and individuals to initiate and implement habitat and education projects. From this I have learned the importance of cooperation and finding common ground in achieving targets, but also not to lose sight of—nor being afraid to speak out to protect—the things we value the most.

I would be honored to serve on the advisory committee. As my resume shows, I have skills, knowledge, and experience that will, I believe, benefit the nature park and would allow me to make a positive contribution to the committee's work, should the opportunity be offered to me. I look forward to meeting you and the current committee members on February 12th.

Yours sincerely,



Matthew Shepherd

MATTHEW DEARSLEY SHEPHERD, M.Sc.

QUALIFICATIONS

A biologist with a proven track record of engaging community members and creating productive partnerships to implement successful conservation programs. Experience and skills include:

- *Habitat management and monitoring:* working with land owners and managers to plan and implement habitat restoration, creation, and monitoring projects.
- *Project management:* preparing strategic plans and budgets, writing successful grant proposals, and delivering targets on time and within budget.
- *Natural history:* broad knowledge of plants and animals, with a specialism in insects.
- *Community outreach:* able to quickly establish positive relationships with diverse community members and develop programs to meet their needs.
- *Communications:* public speaking, producing information materials, and promoting program activities via radio and print media.

CAREER HISTORY

Senior Conservation Associate; The Xerces Society for Invertebrate Conservation, Portland, Oregon (1999-present).

The major focus of my work has been pollinator conservation. My work includes helping land managers prepare and implement habitat restoration and management projects; developing workshops and field days; speaking at seminars, conferences, and similar events; and advocacy. I also prepare strategic plans, budgets, and funding proposals. The second component of my job is editing the Society's magazine, *Wings. Essays in Invertebrate Conservation*, and designing the Society's other publications.

Volunteer Coordinator (voluntary) and Programs Instructor (part-time); Tuslatin Hills Nature Park & Interpretive Center, Beaverton, Oregon (1998-99).

As the volunteer coordinator, I recruited and managed volunteers, produced a volunteer handbook, and created a system for calculating the value of volunteer time. As a program instructor, I led programs for schools and groups and developed new interpretive walks and activities.

Project Officer; White Cliffs Countryside Project, Kent, England (1996-98).

I oversaw the establishment and management of habitat on Sauspore Hoe, and developed visitor facilities and interpretive programs for the nature park's public opening. Sauspore Hoe subsequently won several national and regional awards. I also managed an urban-fringe farm for conservation and recreation.

Environmental Educationist (Voluntary Service Overseas volunteer); Kenya Forest Department, Mallindi, Kenya (1993-95).

Coordinated activities of government agency and nonprofit partners to reduce illegal logging and increase community involvement in the management of Araboko-Sokoke Forest, including developing

ecotourism facilities (visitor center, walking trails, and interpretative materials) and training local residents to be forest tour guides.

Countryside Project Officer; Braintree District Council, Essex, England (1988-93).

Built partnerships between local communities, businesses, and city government to implement conservation projects throughout the River Colne valley. This included working with farmers, agency managers, and local citizens to survey, restore, and manage wildlife habitat and to increase recreation access to the countryside. Recruited, trained, and supervised a team of volunteers.

Maintenance Team Supervisor; National Trust, Oxfordshire, England (1984-89).

Supervised and trained a maintenance team doing a range of habitat management jobs. Tasks ranged from planting hedgerows on farms to managing ancient woodland and ensuring safe visitor access.

EDUCATION

M.Sc. Land Resource Management; Silsoe College, Bedfordshire, England (1986)

B.Sc. Geography; Plymouth Polytechnic, Devon, England (1985)

SELECTED PUBLICATIONS

Mazzacano, C, S. H. Black, and M. Shepherd. 2008. Magic in an Urban Stream. *Wings. Essays on Invertebrate Conservation*. Spring 2008:24-27.

Shepherd, M., D. M. Vaughan, and S. H. Black. 2008. *Pollinator-Friendly Parks. How to Enhance Parks, Gardens, and Other Greenspaces for Native Pollinator Insects*. Portland, OR: The Xerces Society for Invertebrate Conservation. 54 pages.

Shepherd, M. 2006. Pollinators: A National Conservation Issue With a Local Solution. *Turfgrass Management in the Pacific Northwest*. Summer 2006:22-23.

Shepherd, M. 2006. Helping pollinators can help your bottom line. *Oregon Parks & Recreation* Spring 2006:28-29.

Shepherd, M., S. L. Buchmann, M. Vaughan, and S. H. Black. 2003. *Pollinator Conservation Handbook*. Portland, OR: The Xerces Society for Invertebrate Conservation. 143 pages.

SUPPLEMENTARY INFORMATION

Recent committee memberships

Golf Course Superintendents Association of America; Environmental Programs Committee member. (2006-2008)

IUCN Task Force on Declining Pollination; steering committee member. (2002-2006)

North American Pollinator Protection Campaign; steering committee member. (2002-2005)

Tualatin Hills Nature Park; advisory committee member. (2003)

Fans of Fanno Creek; secretary and *Fans Flash* editor. (1999-2003)

Friends of Tryon Creek State Park; board member. (2000-2001)

Society memberships

Society for Conservation Biology



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Kevin L. Hoover	Date: 1-30-09

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

Cedar Hills Recreation Center Garden Home Recreation Center Stuhr Center Jenkins Estate Aquatics
Conestoga Recreation & Aquatic Facility Tualatin Hills Nature Park Athletic Center Trails

1. Please explain your interest in serving on the Advisory Committee: I would like to continue to serve the Nature Park Advisory Committee as I feel that I have made a regular contribution to the committee and to the park.
2. How long have you lived in the community? 7+ years
3. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were: See attached Volunteer Resume
4. Have you or your family participated in any Center or other Recreation District activities?
What: Annual Plant Sales
When:
Where: Nature Park
5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
This is the start of my 3rd year on the committee. I was re-elected as vice chairperson and I have participated in all but one event over the last two years (Plant Sales, Newt Day, Bug Fest, etc.).

VOLUNTEER ACTIVITIES RESUME

1) **Congregation Beth Israel.** I have been a Security Usher for Congregation Beth Israel in downtown Portland since 2002. I usher one Saturday a month, usually for a Bar or Bat Mitzvah. In 2004 I started to coordinate the logistics for Rosh Hashanah & Yom Kippur (High Holidays) services, which involves some 60+ volunteers for 12 services over a 10-day period each year. I work with on site, off duty Portland Police and private security for these important dates.

2) **C.E.R.T.** In 2004 I became a trained volunteer in Washington County's Community Emergency Response Training (C.E.R.T.) program. This training consisted of an 8-week program to provide citizens unique training in fire fighting, medical triage, basic search and rescue, disaster psychology and terrorism. In the event of a major emergency (natural or man made), where normal emergency response services are delayed, CERT members can provide support services to their neighborhood or be called upon to assist emergency services. I supplement my training with additional course work at the Tualatin Fire and Rescue's Training Center in Sherwood. In 2006, I participated in two training exercises (June 12th & 14th), one of which was a county wide, multi agency Emergency Preparedness Drill. In October 2007 I participated in a Federally Funded TOPOFF exercise in Portland, OR.

3) **Beaverton Police Department.** I am a trained volunteer for the Beaverton Police Department. After completing the 12-week Citizens Police Academy in December of 2005, I volunteered for a number of the volunteer programs as noted below:

- A) Phantom Car Deployment (movement of the department's "real" police car, just no police officer). As of October 2006, I now coordinate all logistics and scheduling for 20+ volunteers.
- B) S.M.A.R.T. retrieval/deployment (Speed Monitoring Awareness Resource Trailer)
- C) Shredding Day (city sponsored event to shred personal documents)
- D) Car Seat Clinic (city sponsored clinic for proper installation of car seats)
- E) Home Security Surveys (in home surveys and feedback to increase security)
- F) Identity Theft Victims Assistance Program (started June 2006)
- G) Victim Assistance Program (started November 2007)

*In May of 2007 I was awarded the Beaverton Police Department's
Volunteer of the Year award.*

- 4) **Beaverton Arts Commission**. In January of 2007 I became a board member of the Beaverton Arts Commission. The board is designed to promote the arts (visual and performing) and the cultural diversity of the community. In November, I was elected as President-Elect and Secretary for the 2008 session and I became the President of the board in January 2009.
- 5) **Tualatin Hills Nature Park**. In February of 2007 I became a member of the Advisory Committee for the Tualatin Hills Nature Park (part of the Tualatin Hills Park & Recreation District). The committee works on fund raising and issues related to the care and maintenance of the 222-acre facility in Beaverton. In December of 2007 I was elected to be vice chairperson for 2008. I also do some volunteer work directly for Tualatin Hills Park & Recreation District.
- 6) **Department of Safety Standards & Training (DPSST)**. In April 2007 I started as a Role Player for the Department of Safety Standards & Training (DPSST) in Salem, OR working with police cadets in training for real life scenarios. I participate once a month for an 5-hour shift (5:30 PM to 10:30) or an 11-hour shift (11:30 AM to 10:30 PM).
- 7) **Washington County Sheriff's Office**. In June of 2007 I completed a 9-week, 12-class (55+ hours in total) program with the Washington County Sheriff's Office Citizens Academy (similar to what I did with the Beaverton Police department in 2005) to learn more about how the Sheriff's Office works and how it relates to where I live (in unincorporated Washington county). I also participate as a Role Player for the Tactical Negotiations Team (TNT) exercises. In September 2007, I received my *Limited Commission Deputy Sheriff* status as a Disabled Parking Enforcement Volunteer (DPEV). This all-volunteer program enforces handicap-parking rules throughout all of Washington County.
- 8) **Portland Center for the Performing Arts (PCPA)**. PCPA is comprised of Keller Auditorium, Arlene Schnitzer Concert Hall and Antoinette Hatfield Hall (Newmark Theater, Delores Winningstad Theater & the Brunish Hall). All are public facilities owned by the City of Portland and managed by Metro through its Metropolitan Exposition Recreation Commission. I started my training to be an Usher for the Antoinette Hatfield Hall facilities in August of 2007 and began ushering in October. I usher at 3-4 performances per month (4+ hour shift each performance). In July of 2008, I completed "Greeter" training to be able to work at the Arlene Schnitzer Concert Hall and the Keller Auditorium.

9) **Portland Jazz Festival**. The festival is held each year (Since 2003) for 10 days in February and presents a wide variety of world renown and local jazz artists. In 2008 I started to volunteer as a driver (picking up artist at the airport, transporting them to rehearsals, etc.) and as an usher at various venues (Crystal Ballroom & Scottish Rite Temple). For the 2009 festival, I worked as the Front of House (FOH) Volunteer Coordinator for 6 shows in addition to driving and ushering.

10) **FBI's Citizens Academy**. I recently completed 7-week Citizens Academy (3-12-08 to 5-2-08) with the Portland office of the Federal Bureau of Investigation. The course presented a wide range of topics from domestic and international terrorism to white-collar crime to a tour of the Regional Forensic Computer Crime Lab. I have joined the FBI Citizens Academy Alumni Association (FBICAAA).

11) **Northwest Bicycle Safety Council**: I have volunteered for two Bicycle Safety events in Beaverton. NWBSC provides free bicycle helmets and fittings to all participants along with other bicycle safety education and skills improvement classes.

12) **Enhanced Sheriff Patrol District (ESPD) Citizens Advisory Board**. On May 14 2008, I was asked to be a member of this board that advises the Washington County Sheriff (Rob Gordon). The ESPD Advisory Committee is representative of the area served and includes members from neighborhoods, businesses and community participation organizations. The 17-member committee normally meets on the second Wednesday of every other month at the Sheriff's Office East Precinct.

In June of 2008, the City of Beaverton selected me as the winner of the "Service to Beaverton Award" in the individual category.

13) **InfraGard**. In August of 2008 I was accepted into this FBI sponsored national organization (Portland Chapter) that provides a trusted forum for the exchange and channeling of information and subject matter expertise related to the protection of our nation's critical infrastructure from both physical and cyber threats.

14) **Chamber Music Northwest**. In September of 2008 I joined Chamber Music Northwest (CMNW) as an usher for their 2008-2009 Encore series of concerts at Kaul Auditorium on the Reed College campus. This work is similar to the ushering I do for Portland center for Performing Arts.

15) **Washington County Visitors Association**. In September of 2008 I joined WCVA as a volunteer photographer. I provide digital images for their publications and web site.

16) **Bag & Baggage Productions.** In October of 2008 I joined this theater production group as an usher. Bag & Baggage Productions' mission is to be a leader in the provision of live theatre and theatre education of the highest quality for residents of, and visitors to, Washington County, Oregon.

17) **City of Beaverton Visioning Advisory Committee.** In November of 2008 I was nominated to be one of 12 members of the Visioning Advisory Committee (VAC) whose purpose is to promote the City's citizen-based visioning process; encourage continued citizen involvement in visioning; establish and update a City visioning plan; and provide regular updates to the City Council and the community regarding the visioning process.

18) **American Red Cross Disaster Services Operations.** In November of 2008 I started additional training in Disaster Services Operations (DSO) with the Portland, OR chapter of the American Red Cross. I completed my initial training and orientation in December 2008 and will provide support services in Logistics, Warehousing and Procurement for local events.



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Jim G Olson	Date: 2/7/09

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

Cedar Hills Recreation Center Garden Home Recreation Center Stuhr Center Jenkins Estate Aquatics
Conestoga Recreation & Aquatic Facility Tualatin Hills Nature Park Athletic Center Trails

1. Please explain your interest in serving on the Advisory Committee: Having served for the past 10 years on the Nature Park Advisory Committee, it seems reasonable to continue.
2. How long have you lived in the community? 30 years in the same house
3. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:
 - I chaired the Mazama Library Committee – 3 years
 - Research Committee – 3 years
 - Risk Management Committee – 5 years
4. Have you or your family participated in any Center or other Recreation District activities?
What: Spring Plant Sale, Bug Fest, Newt Day and Fall Plant Sale
When: Annually
Where: Nature Park
5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee: I did breeding bird surveys (six) for 40 years for the feds.



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Deborah Winer	Date: 2/1/09

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

Cedar Hills Recreation Center Garden Home Recreation Center Stuhr Center Jenkins Estate Aquatics
Conestoga Recreation & Aquatic Facility Tualatin Hills Nature Park Athletic Center Trails

1. Please explain your interest in serving on the Advisory Committee: I have enjoyed participating on the Nature Park Advisory Committee since May of 1999. I believe my presence lends continuity and I am aware of the history behind many issues.
2. How long have you lived in the community? since 1982
3. Have you served on other volunteer committees? YES NO If yes, please explain where, when, and what your responsibilities were:
In the last 25 years in Oregon, I was on a school committee, Girl Scout committees, and mental health related committees (abuse, child mortality, services to the Hispanic community). I was a member and gave input.
4. Have you or your family participated in any Center or other Recreation District activities?
What: Nature Park activities since 1999; day camps
When: in the 90s, my 3 children attended in the summers
Where: Cedar Hills Recreation Center
5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee: As a psychologist, and former community mental health employee, I have communication and conflict resolution skills, as well as knowledge about more disadvantaged populations and their needs.



[4E]

MEMO

DATE: February 20, 2009
TO: Doug Menke, General Manager
FROM: Hal Bergsma, Director of Planning
RE: Resolution Authorizing Application for 2009 Local Government Grant Program

Summary

The Oregon Parks and Recreation Department is accepting applications for the 2009 Local Government Grant Program (LGGP). Applications are due by April 3, 2009. Staff is recommending that the Park District apply for a grant to design and install a self-contained portable restroom facility at its PCC Rock Creek Recreational Facility.

Background

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 restrooms. Staff has identified installation of a self-contained portable restroom facility at the PCC Rock Creek Recreational Facility as a strong candidate for 2009 LGGP park development assistance.

Proposal Request

Staff is anticipating the total project cost for construction and minor design for this project to be approximately \$70,000. This number includes the self-contained portable restroom facility, site prep work, minor design/engineering, landscaping, permitting, and a 20% contingency. The proposed restroom facility would be a two-room facility and would include a urinal and stall on the men's side and two stalls on the women's side. The restroom facility will be installed as a permanent addition to the PCC Rock Creek Recreational Facility and will be designed to blend in with the existing character of the complex. PCC and the Athletic Center Advisory Committee are aware of and approve of this proposal.

LGGP grants require a 50% match in funding from the sponsoring agency. Staff is recommending submitting a grant application for \$35,000, which is 50% of the total estimated project cost. Staff is proposing that the LGGP grant amount of \$35,000 be initially funded from the FY 2009-10 General Fund. This amount would be reimbursed upon the completion of the project. The Park District's financial responsibility is estimated at \$35,000, which is 50% of the total estimated project cost. The District's matching amount of \$35,000 would be funded as follows: \$15,000 from the Athletic Center Advisory Committee (ACAC), \$15,000 THPRD match to the ACAC, and \$5,000 from the FY 2009-10 General Fund (for staff time).

Benefits of Proposal

With a successful award of the LGGP grant, the Park District will receive 50% of the estimated project cost. A new restroom facility located at the PCC Rock Creek Recreational Facility will improve user accessibility to restroom facilities and alleviate congestion at the existing restroom facility located at the concession stand.

Potential Downside of Proposal

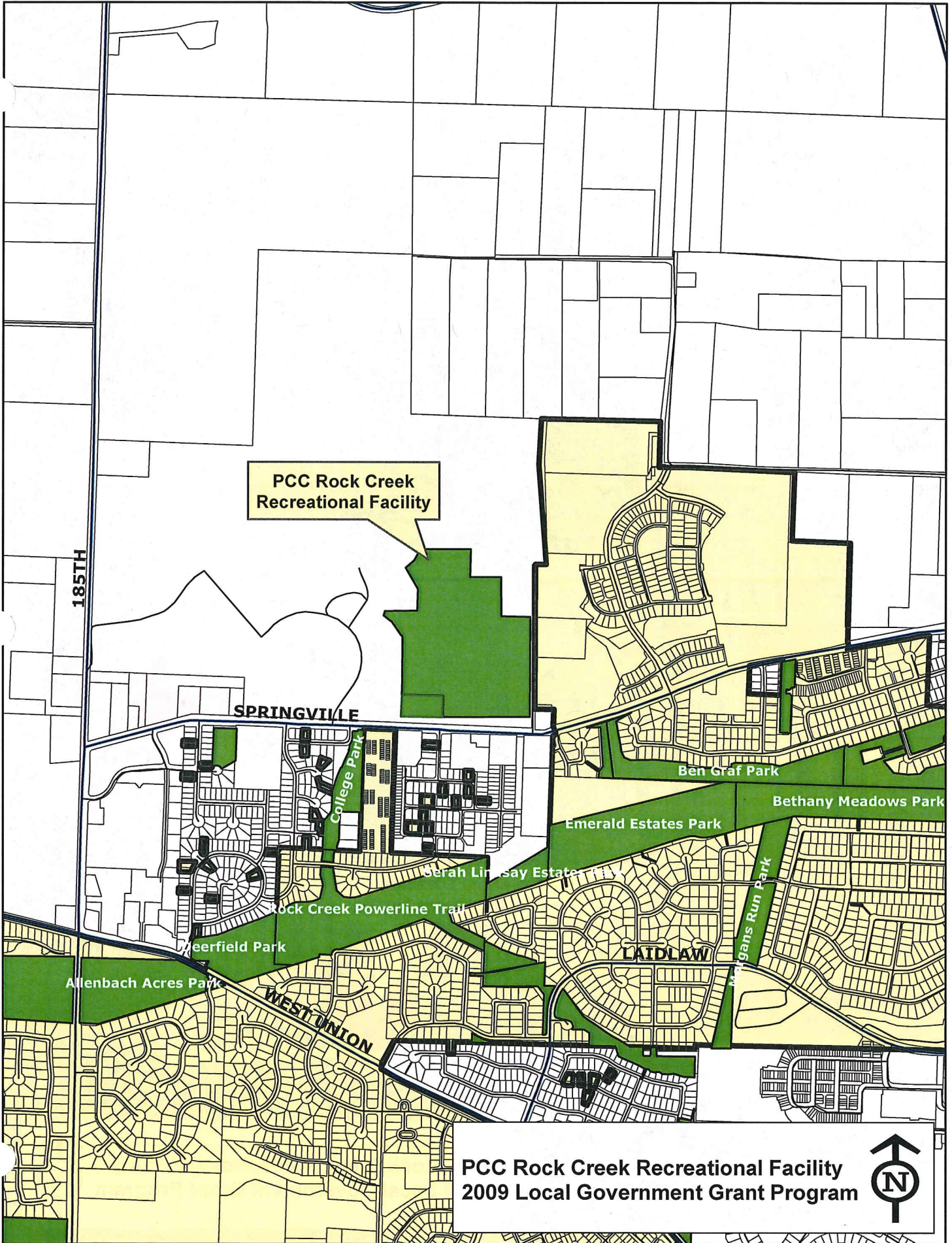
Staff does not anticipate any downside to this proposal.

Maintenance Impact

The impact to maintenance costs should be minimal. The new restroom facility will be maintained in a similar fashion as is currently practiced with the existing restroom facility.

Action Requested

Board of Directors approval and signature of Resolution No. 2009-03 to apply for a 2009 Local Government Grant Program (LGGP) Grant for the design and installation of a self-contained portable restroom facility at the PCC Rock Creek Recreational Facility.



PCC Rock Creek Recreational Facility

185TH

SPRINGVILLE

Ben Graf Park

Bethany Meadows Park

Emerald Estates Park

Sarah Lindsay Estate Park

Rock Creek Powerline Trail

Weerfield Park

Allenbach Acres Park

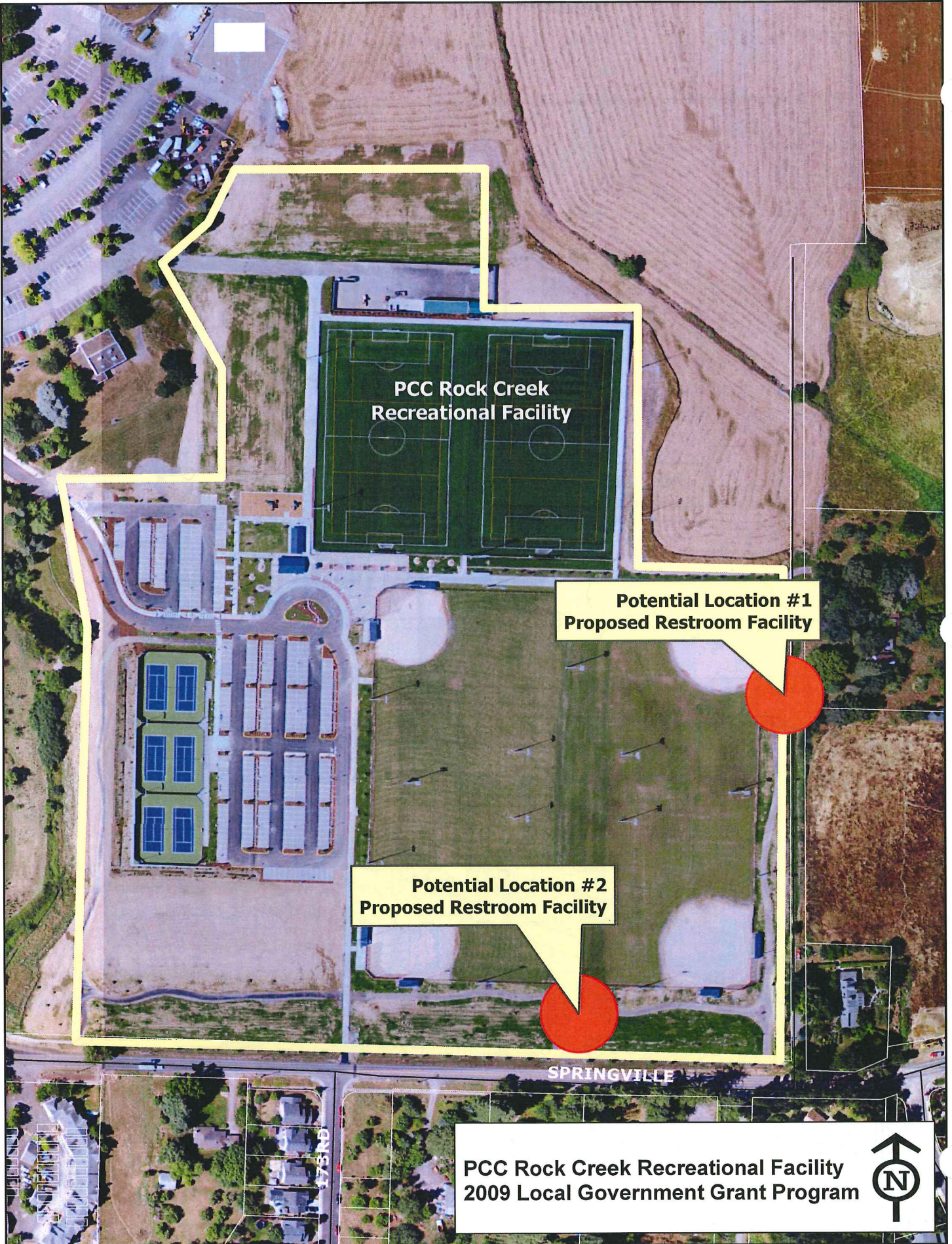
WEST UNION

LAIDLAW

Mangans Run Park

PCC Rock Creek Recreational Facility
2009 Local Government Grant Program





PCC Rock Creek
Recreational Facility

Potential Location #1
Proposed Restroom Facility

Potential Location #2
Proposed Restroom Facility

SPRINGVILLE

PCC Rock Creek Recreational Facility
2009 Local Government Grant Program



RESOLUTION NO. 2009-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TUALATIN HILLS PARK & RECREATION DISTRICT
AUTHORIZING APPLICATION FOR THE
2009 LOCAL GOVERNMENT GRANT PROGRAM
FOR A RESTROOM FACILITY AT PCC ROCK CREEK RECREATIONAL FACILITY**

WHEREAS, state funds are available through the Oregon Parks and Recreation Department for the 2008 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, design and installation of a self-contained portable restroom facility at the PCC Rock Creek Recreational Facility is a high priority project that would meet local needs identified in 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:

THPRD staff is authorized to submit an application to the Oregon Parks and Recreation Department for assistance in funding the design and installation of a self-contained restroom facility at the PCC Rock Creek Recreational Facility.

Approved by the Tualatin Hills Park & Recreation District Board of Directors on the 2nd day of March 2009.

Larry Pelatt, President

Bob Scott, Secretary

ATTEST:

Doug Menke, General Manager



Connecting
People, Parks
& Nature

[4F]

MEMO

DATE: February 18, 2009
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities
RE: Short-Form Investment Policy per ORS 294.135

Summary

Staff is requesting Board of Directors adoption of the "Short-Form Investment Policy", as approved by the Oregon Short Term Fund Board (OSTFB) to allow the District to invest bond funds in authorized investments, for maturities longer than 18 months.

Background

The Board of Directors adopted the current District Investment Policy in October 2003, allowing investments in approved suitable instruments, with a maturity not to exceed 18 months. For the investment of bond proceeds, longer investment duration can be useful in maximizing interest rates, and matching the timing of future project payments. In the near future, staff will be requesting the Board to amend the present policy to allow investment of bond funds in instruments with longer maturities. However, that amended policy will be subject to review and approval by the OSTFB, prior to Board adoption and implementation. This review process would not be completed by the sale date of the bonds, resulting in an inability to invest funds for maximum potential earnings.

The District generally uses the Oregon Short Term Fund Local Government Investment Pool (LGIP) for investment of excess cash, but the state sets an aggregate limit on the amount of District investment in the LGIP. The bond proceeds would cause the District to exceed this limit so other investment vehicles are necessary.

Proposal Request

In order to avoid a delay in the optimum investment of bond proceeds, the OSTFB has provided the Short-Form Investment Policy to allow legal investment of bond proceeds only, for a duration longer than 18 months, to match investment maturity dates with payment of construction costs. The policy contains very substantial limitations, and is only intended to serve as an interim authority for a period not to exceed one year from the date of adoption.

The primary objectives of the Short-Form Investment Policy ensure that funds are invested with:

- 1) Legality,
- 2) Liquidity,
- 3) Safety, and
- 4) Yield.

Only authorized financial dealers and institutions, in compliance with SEC Rule 15C3-1, may be utilized, and investments can only be made in US Treasury and Agency non-callable, fixed rate securities, or the LGIP.

The maximum maturity period of a single issue will be three years.

Within the next few months, staff will submit for review by the OSTFB, an amended investment policy allowing investment of only bond funds for a maturity period not to exceed three years. Once approved by the OSTFB, the amended policy will be submitted for adoption by the Board of Directors.

Benefits of Proposal

With the adoption of the Short-Form Investment Policy, staff would be able to prudently invest bond proceeds, coinciding maturities with project needs, as determined by the present cash flow schedule for bond projects. Furthermore, staff would have the ability to contract for investment advisory services, on a non-discretionary basis, to assist in said investments.

Potential Downside of Proposal

There is no apparent downside to the proposal. If the Short-Form Investment Policy is not adopted, the District will be required to invest funds in compliance with our present Investment Policy, for terms no longer than 18-month maturities, thereby reducing potential interest earnings.

Action Requested

Board of Directors adoption of the Short-Form Investment Policy, for a period not to exceed twelve months from the date of adoption, to maximize the investment rate of return on anticipated bond funds.

SHORT-FORM INVESTMENT POLICY

Bond Proceeds Only

Date Adopted: *March 2, 2009*

1.0 Policy Statement

Oregon Revised Statutes Section 294.135 generally requires a local government to have its investment policy reviewed by the Oregon Short Term Fund Board (“OSTFB”) before the local government adopts the policy and makes investments that are longer than 18 months from their purchase date. The *Tualatin Hills Park & Recreation District* (Entity) may wish to invest its bond proceeds longer than 18 months to match investment maturity dates to the expected schedule for payment of construction costs. The OSTFB has made this short-form policy available to local governments that desire to invest only bond proceeds for more than 18 months, and that desire expedited review by the OSTFB before the investment policy is adopted. This short-form policy contains very substantial limitations and does not provide the Entity with the controls or flexibility that a comprehensive investment policy should provide.

The OSTFB strongly believes that all local governments with substantial investable funds should adopt a comprehensive investment policy. In consideration of the OSTFB providing expedited review of this short-form policy, the Entity agrees that it shall, within twelve months after this policy is adopted, either: submit a comprehensive investment policy to the OSTFB; or, request a waiver from the OSTFB. ***If the Entity neither submits a comprehensive investment policy nor requests a waiver within twelve months after this policy is adopted, this policy shall terminate on twelve months after the date of its adoption.***

2.0 Scope

This investment policy applies only to the investment of bond proceeds. All other funds of the Entity that are subject to the ORS 294.135 will be invested under 18 months.

3.0 Objective

The primary objectives, in order of priority, for the Entity’s investment under this policy are as follows:

- 3.1 Legality: The investments will be in compliance with all statutes governing the investment of public funds in the State of Oregon.
- 3.2 Liquidity: The investments will be made in a manner that generates sufficient cash flow to meet the expected project cost schedule. A liquidity component of at least 10% of the current bond proceed balance will be maintained in the LGIP fund, assuming that this amount is within ORS 294-810 restrictions.

- 3.3 Safety: Investments are limited to U.S. Treasury and non-callable fixed rate Government Sponsored Enterprise and Agency securities described in Section 8.0, below.
- 3.4 Yield: The yield will be dependent on the timing of the investments.

4.0 Delegation of Authority

The Investment Officer is responsible for all investment decisions.

5.0 Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that may conflict with the proper execution of the investment program, or may impair their ability to make impartial investment decisions.

6.0 Authorized Financial Dealers and Institutions

The Investment Officer will maintain a list of dealers with whom they are authorized to do business. These may include “primary” dealers or regional dealers that qualify under SEC Rule 15C3-1 (uniform net capital rule). If an investment advisor is hired, the advisor may execute directly with the approved dealers.

7.0 Investment Advisory Services

The Entity may seek outside investment advisory services to assist with the investment of bond proceeds. The services will be non-discretionary and the advisor shall be required to act with fiduciary responsibility.

8.0 Authorized and Suitable Investments

Only the following investments may be purchased under this policy:

- Obligations of the U.S. government;
 - U.S. Treasury Notes, Bonds and Bills
- Obligations of U.S. government agencies, corporations wholly owned by the U.S. government or any Government Sponsored Enterprises (GSE’s): Specific listing:
 - Federal Home Loan Bank – FHLB
 - Federal Farm Credit Bank – FFCB
 - Federal Home Loan Mortgage Corporation – FHLMC
 - Federal National Mortgage Association – FNMA
- All treasury and agency securities must be non-callable with a fixed rate.
- Oregon Short-Term Fund – LGIP

9.0 Safekeeping and Custody

All security transactions entered into by the Entity will be conducted on a delivery-versus-payment (DVP) basis. Securities may be held in safekeeping by a third party custodian designated by the Investment Officer.



Connecting
People, Parks
& Nature

[4G]

MEMO

DATE: February 18, 2009
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: Sunset Swim Center Air Circulation Tunnel Repair Contract

Summary

Staff is requesting approval to award the contract for repair of the air circulation tunnel (plenum) at Sunset Swim Center to Bourke Construction for the amount of \$275,700.

This project is included in the FY 2008/09 Bond Capital Projects Fund. It is a component of the \$1.5 million upgrade to the Sunset Swim Center.

Background

In March, 2005, staff began monitoring the condition of the concrete tunnel, which supplies warm air to the natatorium at Sunset Swim Center. The concrete tunnel is located directly under the deck and surrounds the entire pool. The tunnel walls have been slowly deteriorating (concrete cracking, spalling, rusting rebar) primarily due to the corrosive environment in the tunnel over an extended period of time. The Sunset Swim Center was constructed in 1962.

In February 2008, staff retained the services of Peterson Structural Engineers to inspect the tunnel on a monthly basis and design temporary shoring to safeguard the tunnel's structural integrity. Shoring was installed in July, 2008 with the intent to fully repair the system in the spring of 2009. A closure of the Sunset Swim Center has been scheduled and included in the Winter-Spring Activities Guide to allow time for this repair. Closure schedules and public notifications have also been posted at Sunset Swim Center.

The bid opening to repair the air circulation tunnel (plenum) at Sunset Swim Center was held Wednesday, February 11, 2009. Four bids were received, with Bourke Construction submitting the apparent low bid of \$275,700.

Contractor	Base Bid
Bourke Construction	\$275,700
Contech Services	\$305,000
Anderson Poolworks	\$328,791
Todd Hess Building Co	\$364,000

Proposal Request

Staff is requesting approval to award the contract to the low bid and proceed forward with the project.

Staff conducted reference checks of the proposed contractor and subcontractors, focusing on related experience in the technical areas required to complete the project and on the quality and performance of similar projects. Reference checks were conducted with Multnomah County and the Oregon Military Department.

Staff is satisfied that the contractor and subcontractors have sufficient prior work experience in the technical areas required for this project and that the quality of prior work performance meets accepted standards.

The proposed work schedule is as follows:

Award Bid:	March 2, 2009
Pre Construction Meeting:	March 12, 2009
Pool Closure Begins:	March 20, 2009
Construction Ends:	May 29, 2009
Pool Opens to Public:	June 1, 2009

Benefits of Proposal

The benefit of approval enables Sunset Swim Center to continue to operate safely for public use. Failure to make repairs may lead to a collapse of the tunnel walls, collapse of the deck surface and possibly a breach of the actual pool shell, thereby contributing to greater risk to staff and patrons. The cost to respond to an emergency failure would greatly exceed the proposed repair costs.

Potential Downside of Proposal

The extended time required to repair the pool will be an inconvenience to patrons. Program staff is making provisions in their spring program schedules at other pools to accommodate displaced patrons and competitive swim teams. The timing of the shutdown has been scheduled to best coincide with pool usage demands.

Action Requested

Board of Directors approval to award the contract for the repair of the air circulation tunnel (plenum) at Sunset Swim Center to Bourke Construction for the base bid amount of \$275,700.



[5A]

MEMO

DATE: February 17, 2009
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: Resolution Amending the Establishment of the Parks Bond Citizen Oversight Committee

Summary

Staff is requesting Board of Directors approval of the resolution amending the establishment of the Parks Bond Citizen Oversight Committee to increase the committee size to a maximum of twelve members. This resolution also creates three ex-officio members of the committee.

Background

At the December 8, 2008 Board of Directors meeting, the Board approved a resolution approving the Parks Bond Citizen Oversight Committee. That resolution established the maximum size of the committee as not less than seven and not more than ten members, with four of the initial appointees serving a one-year term.

At the February 2, 2009 Board of Directors meeting, the Board expressed interest in increasing the maximum size of the committee. At this same meeting, staff recommended to the Board that three persons be appointed as ex-officio non-voting members of the committee.

Proposal Request

Based on the direction received, staff has worked with District Counsel to prepare the attached resolution amending the establishment of the Parks Bond Citizen Oversight Committee. The resolution makes the following amendments to the original establishment of the Parks Bond Citizen Oversight Committee:

1. It increases the maximum size of the committee from ten to twelve members,
2. It increases the number of initial one-year appointees from four to six, and
3. It establishes three ex-officio non-voting members of the committee for the District - Director of Business & Facilities, Director of Planning, and a member of the Board of Directors.

Staff is requesting Board of Directors approval of this resolution amending the original establishment of the committee.

Benefits of Proposal

The increase to the size of the Parks Bond Citizen Oversight Committee creates more opportunities for participation by residents of the District, especially given the large number of applications received for membership in this committee.

Potential Downside of Proposal

There are no foreseeable downsides to this proposal.

Action Requested

Board of Directors approval of the resolution to amend the establishment the THPRD Parks Bond Citizen Oversight Committee.



[5B]

MEMO

DATE: February 20, 2009
TO: The Board of Directors
FROM: Doug Menke, General Manager
RE: Parks Bond Citizen Oversight Committee Members

The Park District received 27 applications requesting appointment to the Parks Bond Citizen Oversight Committee. Please find attached a copy of the applications, as well as a copy of the description of the Committee, including its purpose and guidelines.

At the January 12, 2009 Regular Board meeting, Board members Joe Blowers and Bill Kanable agreed to serve on a screening committee to review the applications to recommend the top candidates to fill the Committee.

At the February 2, 2009 Regular Board meeting, Joe and Bill provided an update to the full Board as to their review process. In addition, staff requested and the Board approved appointment of three ex-officio members to the Committee: Keith Hobson, Director of Business & Facilities, Hal Bergsma, Director of Planning, and one Board member.

Action Requested

Board of Directors appointment of the Parks Bond Citizen Oversight Committee, noting which appointees are selected to receive one or two-year terms. In addition, the designation of one Board member to serve as an ex-officio member.



Administration Office
503/645-6433
Fax 503/629-6301

TUALATIN HILLS PARK & RECREATION DISTRICT PARKS BOND OVERSIGHT COMMITTEE

The Tualatin Hills Park & Recreation District Board of Directors is now accepting applications for the Parks Bond Oversight Committee being established as a result of the successful \$100 million bond measure passed by District voters on November 4, 2008. The measure provided funds for the District to: preserve local natural areas; preserve and restore lands near creeks and streams for the protection of local water quality and fish and wildlife habitat; improve existing local neighborhood and community parks, including sports fields and play equipment; purchase and develop land for new local neighborhood and community parks; build new trail connections and purchase land to create new local trails; improve, expand, and renovate certain existing local facilities, including safety and seismic structural upgrades; and create ADA improvements.

Please review the following purpose of the Committee and submit an application (attached) if interested. Preferred background and skills being sought for the Committee are primarily professionals with expertise in real estate, finance, auditing, public budgeting, banking, general business and law.

Purpose & Guidelines

Pursuant to directives of the Tualatin Hills Park & Recreation District Board of Directors and Resolution 2008-15, A Resolution to Establish the Tualatin Hills Park & Recreation District 2008 Parks Bond Citizen Oversight Committee, adopted on December 8, 2008, the Parks Bond Citizen Oversight Committee shall:

1. Ensure that the THPRD Parks Bond Capital Program meets the objectives of the Bond Measure and that funds are expended as promised, with a focus on overall delivery of bond measure obligations and not specific projects or activities.
2. Annually report to the District Board of Directors regarding progress in meeting stated objectives of the Parks Bond Measure, and recommendations, if any, for improving the Parks Bond Capital Program efficiency, administration or performance. Recommendations made by the Committee must have the support of a majority of Committee members.
3. Serve two-year terms and shall be eligible thereafter to serve two additional two-year terms.
4. Be composed of no fewer than seven (7) and no more than ten (10) members, all appointed by the District Board of Directors. The District Board shall designate one (1) member to serve as Chair. Committee members shall primarily be professionals with experience in real estate, finance, auditing, public budgeting, banking, general business, and realty law. Four (4) of the initial Committee members shall be appointed to serve a one (1) year term and may be reappointed for up to two (2) additional terms.
5. Meet no fewer than two times per year.
6. Be dissolved on July 1, 2018 or upon the issuance of a final report by the Committee after all funds authorized by the 2008 bond measure have been spent, whichever is earlier.

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

Name: Frank Angelo	Date: Dec. 16, 2008

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'm thrilled that the measure passed and I would like to participate in the implementation of projects and park and recreational enhancements. As member of the Tualatin Hills Park Foundation Board of Trustees I would also like to make sure that our activities are well coordinated with the Bond implementation.

2. How long have you lived in the community?

I have been a Park District resident since 1985 – 23 years.

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

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

- Tualatin Hills Park Foundation, Board of Trustees (present). I am a member of the Development Committee.
- Women's Transportation Seminar (WTS) – past Board member and Fundraising Committee

4. If employed, what is your occupation?

Principal of Angelo Planning Group – land use planning consulting firm in Portland.

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

Land use planning, project development, project management, small business management and budgeting.

Please return application 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: Spencer H. Benfield

Date: 1.09.09

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:
Having been involved in the Ad Hoc Citizen Bond Measure Committee at the inception of the process, I am keenly interested in following and tracking the execution of the Committee's proposals. Further, I would hope to bring the Budget Committee perspective to the oversight group. Lastly, I believe the roll of the committee is to be reasoned, measured, and prudent, and I would hope to bring those perspectives to it.

2. How long have you lived in the community?

I have lived in Cedar Hills for over 35 years and have been a small part and party to the changes in the community over that time.

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

Cedar Hills Advisory Committee – member and chair

Fee Adjustment Study Committee – member

Budget Committee – member and chair

Citizen Bond Proposal Committee (2007-08) – chair

4. If employed, what is your occupation?

Semi-retired; employed part-time in the Beaverton School District. Formerly, I spent 30 years with the Portland Development Commission – the majority of that time as Director of Operations.

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

In my career I managed engineering, real estate, and property management functions, among others, in support of "on-the-ground-projects" delivery. It included the use of common sense and practical knowledge in contracting and execution of projects, along with conscious attention to the overall goals of the project and the Commission. Each small part was important to the overarching goals and objectives of the agency; one needed to keep an eye on the forest while looking at the tree(s).

Please return application 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: <i>Harry Bidine</i>	Date: <i>Jan. 6, 2009</i>

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:

*- Taxpayer
- Generally familiar with Park District history, services*

2. How long have you lived in the community?

44 years

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

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

*Cedar Mill Community Library Association,
board member, president, active in raising funds
and overseeing expansion of the library (1998-2001)*

4. If employed, what is your occupation?

retired newspaper reporter

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

familiar with government budgets at local, state level

Please return application 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: Ken Boire

Date: January 5, 2009

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:

Public funds need to be allocated to public needs in an efficient and effective manner. A role on the oversight committee will allow observation of how the THPRD policy and procedure framework is applied to program decision making and to implementation of program elements.

I am interested in serving on the general membership of the committee and am not seeking a leadership role. I would be willing to fill a one year appointment.

2. How long have you lived in the community?

Since 1985.

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

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

THPRD Bond Measure Task Force, 2008.

4. If employed, what is your occupation?

Soon to be retired, Consulting Economist.

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

- Northwest Power and Conservation Council Board of Independent Economists with oversight of fish and wildlife related decisions of approximately \$170 million annually.
- Consultant to Bonneville Power Administration primarily as an oversight reviewer of agency economic analysis related to agency strategic plans.
- Inland Waterways User Board Task Force membership responsible for develop of a nation wide investment plan for inland waterways (primarily Mississippi River and tributaries) construction and maintenance program amounting to about \$400 - \$500 million annually.

- Oversight consultant to The Army Corps of Engineers on various programs and projects with the primary purpose of quality assurance in planning activities. Numerous projects ranged in scope from around \$20 million to over \$250 million.
- Economic Consultant to Potlatch Corporation, Teck Cominco Mining, AMEC, Alaska Industrial Development and Export Authority, KGS Group, Tetrattech ISG, Raytheon, and various ports and government units.
- Former Chief Economist and Chief of Policy and Long Range Planning for the US Army Corps of Engineers with authority in the western states and Alaska.
- Author of numerous economic decision documents, coauthor of various text books, teaching materials and policy studies.

Please return application 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: Winslow C. "Wink" Brooks **Date: January 16, 2009**

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:

Having now lived in the Tualatin Valley for over 20 years I have come to very much appreciate the resources and beauty the Valley has to offer its residents. The Park District's recent bond approval is an exciting additional resource that, due to my past experience and interest in parks and open space, piqued my interest in public involvement. As the recently retired Planning Director of Hillsboro I now have some time to devote to public affairs in a different way that will benefit our community. My wife and I have been residents of the Rock Creek Neighborhood since 1986 and very much enjoy the benefits of being a part of the Tualatin Hills Park and Recreation District and the resources the District has to offer.

2. How long have you lived in the community?

Since 1986

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

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

My experience with advisory committees is limited to my professional career, as my work responsibilities left little time for family and other interests. During the bulk of my career I provided staff support to the many volunteers on committees related to various urban planning function that make our urban environment more functional and attractive.

I have been a member of various advisory committees at the regional level over the years, particularly Metro technical advisory committees and recently have been an active volunteer for the Urban Land Institute local chapter, acting as Chair of the Chapter's Smart Growth Committee.

4. If employed, what is your occupation?

Urban Planner

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

During my career as a professional urban planner with 40 years of urban planning experience, I have had

a long-standing interest in parks and recreation planning. Early in my career I was a parks planner for Multnomah County, active in the acquisitions of Tyron Creek State Park and land in the Sandy River Canyon. I was also responsible for actions that led to the acquisition of the City of Gresham's first five neighborhood parks. During the remainder of my career I have had the good fortune to work with other municipal park and recreation departments to identify park acquisition sites and to work strategically to acquire needed and appropriate open space. My great love of the outdoors and a rich urban environment continues to sustain my interest in parks and open space.

Please return application 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: Len Clarke	Date: 1/10/2009

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:

Positive community service
Interested in appropriate spending and development of resources for future generations

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

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

Field use committee, School District / THPRD resource sharing
Coached baseball, soccer, basketball in THPRD programs and had involvement in scheduling, rules, training, etc.

4. If employed, what is your occupation?

Recently retired - Formerly Executive VP/ General Manager of Poorman Douglas for 16 years
We were the largest legal claims administrator in the USA - When I started at PD we had 30 employees - we grew it to a staff of 500+ before selling it to EPIQ Systems in 2004
In 2003 the company was nationally recognized as "the best middle size company to work for" in the USA - we took great pride in balancing customer satisfaction, employee fulfillment and financial performance.

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

Executive management responsible to create and maintain \$100M+ budget
Proud to be recognized by PABA as the "winningest amateur baseball coach in Oregon history"
Won 21 State Championships at every age level - Member of PABA Hall of fame
Coached 4 teams to World Series in Babe Ruth and AAU
Multnomah Athletic Club baseball coach/representative for 14 years
Articles published nationally on a variety of baseball topics
Served on many community committees in a wide variety of interests

Please return application 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: **Gregory (Greg) Cody**

Date: **January 17, 2009**

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 had a relationship with the Beaverton area my entire life. Over the past 10 years I have been expressing the need for a renewed effort to keep our community livability the best. This bond helps to achieve that ongoing goal.

It is my belief that Beaverton is a young urban place that is like no other. It has a strong economic business community, a strong education system and a strong residential community. Most importantly, it is a place where its' citizens (including myself) believe in the integration of the natural environment and that an active recreation system is an *essential part of a positive sustainable community*. I would find it very difficult to live anywhere else.

I have been a participant in the process of this successful bond request from the beginning and have participated in community meetings and surveys that lead to the proposal of this bond. It was a pleasure to support and financially contribute to the campaign committee, which subsequently enhances my interest in this bond's successful stated result. It is my understanding that being an Oversight Committee member is NOT for promoting any single person's special interest.

My interest in the success of this bond is reflected in my application to be appointed to the THPRD Board. On April 16, 2006 I responded to question # 7 as follows:

"Please describe what you believe the critical issues are facing the Park District:

I believe that the most critical issue the Board must address is the ability to continue I its quality programs with the growing "Population Density" and "Urbanization" of the District. This issue, and how it relates to the District under its current stated goals, gives us no choice other than to address this quickly so that THPRD can continue to be the "Bright Star" within our community. Because of the densification of the population, the Board needs to set in motion an expansion of current and new facilities. THPRD will need to create additional parks and active recreation locations, in order to maintain or improve the District's current standards. These decisions will need to be made with a vision of how the District will look in the future some 25, 50 or even 75 years...."

Since that day, and that application, I would like to think the Board of Directors found that my statement supported the establishment of a visionary plan for District for up to 75 years and beyond.

Look what has been accomplished since April of 2006. The District has updated the Master Plan, updated the District User Fees and updated the System Development Charges.

The point I am trying to make is: Over the past few years, I have been a constant observer and I have occasionally given a comment or two through the courtesy of citizens comment time, at THPRD Board meetings. Short of the knowledge and participation of the Board and District Managers, you will not find any citizen who is as keenly interested in the future success of THPRD as I am. But most importantly, I am thrilled to see the Board focusing on the "...ability to continue its quality programs with the growing "Population Density" and "Urbanization" of the District....."

My support of the bond continues my desire of rebuilding and renewing THPRD as outlined in the current "THPRD Master Plan". It is a great plan and it has measurable positive results for our community. The bond is a solid step in achieving the goals of the Master Plan. The future steps toward accomplishing the Master Plan will be very difficult if this bond fails to achieve its' goals. I worry about even the smallest perception that it failed to produce what was promised. For this reason I want to be a member of the Bond Oversight Committee.

I believe that I have a clear understanding of what the Board of Directors intended for the Bond Oversight Committee. Our goal is to assure, and report to the community, that the results of this bond have been "Mission Accomplished."

Most importantly, as a member, we are to ensure that no dollars or projects are diverted, short changed or given priority to anyone's special interest. Doing so would destroy the Board of Director's integrity and potentially cause future bond requests a guaranteed failure. A plan has been placed before the THPRD community and the community supported it. The committee must be comprised of members who understand that their mission is to ensure the integrity of the Board and the promised bond results.

I know I can and desire to fulfill the Board's intention as a member of the Bond Oversight Committee.

2. How long have you lived in the community?

I am proud to be a native of Oregon and have lived in the community for 28 years.

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

Linfield College:

Parents Leadership Council: Current Member

Presidents Leadership Team: Current Member

Tualatin Hills Park & Recreation District:

Athletic Center Advisory Committee: Current Committee Member

Budget Committee: Current Committee Member and Committee Secretary

Baseball/Softball Field Steering Committee: Former Participant

Beaverton Summer Baseball Softball Association:

Board of Directors: Former Member

Baseball Commissioner: Former Commissioner

Westhills Baseball/Softball Federation: Former Member

Junior Baseball of Oregon: Former NW Championship Tournament Director

Presbyterian Church USA:

Deacon

Elder

4. If employed, what is your occupation?

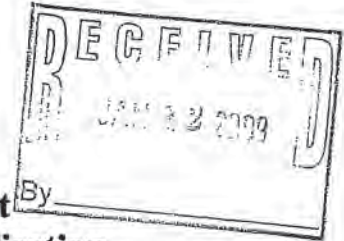
The Commercial Agency

Receivables Credit Manager

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

My 32 year career in credit management has honed my skills as an active listener, mediator, and tough decision maker. I am not afraid to challenge the need for "a nice-ity" vs. "a necessity". I am willing to make the tough decision vs. postponing the hard pill to swallow. I am able to view and act on the needs and goals as part of the big picture, rather than a narrow and small single issue. I am able to say; "lets get it done" vs. "a timid wait and stall" method. Able to recognize when it is time to bring other expertise into the decision making process if the goal is not going as planned. Always to be working for the total goal. In this case it is the successful completion of the projects as described by the bond request.

But most importantly, with respect to the Bond Citizen Oversight Committee, my career has established a clear understanding, and everyday practice, that we all are part of a team. Each of us has our own part to do. My membership on this Committee means letting others accomplish their portion of the goal. The committee's position is to analyze the game as it unfolds (the completion of the bond projects) and report its successful win or loss, at the end of game. If the Committee is given a new goal by the Board we as the Committee, should be helpful to all in doing our part to accomplish the goal. I do respect others, in their team positions, and the contribution they bring to the bond's success.



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

Name: ELAINE COX, L... **Date:** 1/12/19

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 INTERESTED IN THE LIVABILITY OF BEAVERTON AND SURROUNDING AREA.

2. How long have you lived in the community?

32 YEARS

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?

MEDICAL TECHNOLOGIST

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

Please return application 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: Lauren Danahy	Date: 1-14-09

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 interested in serving on the Parks Bond Citizen's Oversight Committee because I have a vested interest in how the bond money is spent due to my children being very young (4 ½ yrs old and 6 yrs old) and the fact that we'll have many years in the future to look forward to enjoying the improvements.

I serve on other committees and boards and I enjoy the activities that go along with that. (Please see answer to #3 below for additional detail.) I find the sense of community within the THPRD to be outstanding and I would like to contribute however I am able, I feel this Committee would be a good fit for me.

2. How long have you lived in the community?

We moved to the Cedar Mill area in December of 2007, prior to that we had lived in Forest Grove on acreage for 7 years.

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

- 1) I currently serve as Co-President on the Cedar Mill Elementary PTC; I have been in this position since September 2008. My responsibilities are to work with the other Co-President to oversee the running of the PTC and ensure that each chair has the support and resources they need to do their assigned tasks. I also set agendas and run meetings according to Robert's Rules of Order.
- 2) I am a registered nurse and I specialize in Occupational Health. My professional organization is the American Association of Occupational Health Nurses and my local chapter is the Oregon State Association of Occupational Health Nurses, I currently am serving my second term as a Director on the Board of Directors for my local chapter. I have been on the Board since September 2006. My responsibilities are chair of the communications team, I assist with designing and publishing meeting notices, updating conference advertising material, assisting with design and publishing of the newsletter.
- 3) I am currently employed full-time at Intel Corporation as a Medical Case Manager (RN) and I am involved with the Women at Intel Network (WIN). I was elected as Co-Chair in 2007 and I am currently in the Chair role. My roles in this position are to ensure that board members have the appropriate resources to carry out assigned activities. I also mentor the Co-Chair for succession planning, manage the annual budget, and oversee event planning for large employee group events.

- 4) I served on the Forest Grove Senior Center's Guardianship Assistance Program's (GAP) advisory board as a Nurse Case Manager. (2003-2006) My duties were to add value from a medical professional's opinion in regards to cases for guardianship that were referred to us by the Washington County. Also assisted in making budget based decisions so that we were able to help the most people with the least amount of money.

4. If employed, what is your occupation?

I am currently employed full-time as a registered nurse at Intel Corporation. I have been there for 5 years as a permanent staff member and have held jobs of increasing responsibility over that time that I have spent there. I am currently working in the position of Medical Case Manager.

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

I hold Bachelors in Science with a focus in Nursing from Oregon Health Science University. I am currently attending Marylhurst University's Masters in Business Administration (MBA) program with a focus in healthcare management. My anticipated graduation date is June 2010.

Please return application 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: Kirk Evans	Date: 1/5/2009

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: Actively participate in a program to give back to the community. Specifically, to insure that bond funds are spent in a manner consistent with the original measure and that decisions are made consistent with sound business and scientific principles. To insure that project success can serve as a reference point for future projects.

2. How long have you lived in the community? 15+ years.

3. Have you served on other volunteer committees? Yes [X] No []
If yes, please explain where, when, and what your responsibilities were: Treasurer (1 year) and President (currently and previous 2 years) of homeowners association for a townhouse development of 34 units.

4. If employed, what is your occupation? Manager of public sector market for Qwest Communications.

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee: Strong business management skills (15+ years in role of sales manager or sales director in the telecommunications industry as well as strong scientific background (graduate degree in ecological genetics).

Please return application 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: *Richard Goldner*

Date: *January 5, 2009*

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 interest in serving on the Park Bond Citizen Oversight Committee is twofold. First, this appointment would allow me the opportunity to "give back" to THPRD. During the past three decades, my three children, my wife and I have been active in numerous sports programs and have taken advantage of many of the classes and recreational offerings. As a long time jogger and exercise enthusiast, I am familiar with many of the district parks, the trail systems, and weight training programs. My children also have worked and volunteered in a variety of capacities with THPRD, including summer camp counselors, basketball and soccer referees, summer track helpers, PRIDE program counselor, and grounds maintenance team during the summer.

Second, I believe that I can make a positive and productive contribution as a member of the oversight committee. As a long time Beaverton resident, I have watched the Park District steadily grow and develop into an effective and successful community program. I have long shared the THPRD mission and vision of providing and developing a variety of high level recreational services to members of our diverse community while maintaining an ecological perspective in a fiscally respectful manner.

2. How long have you lived in the community?

I have lived in the park district in Beaverton since 1983 and am familiar with many of the recreational centers.

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

I have participated in a number of volunteer programs and councils in both Ohio and Oregon. These experiences have included being a board member for a county Big Brother/Big Sister program, being a parent leader with a local Boy Scouts troop, being an advisory board member for special needs children, and being a council member for children receiving early childhood special education services.

4. If employed, what is your occupation?

I am currently an educational administrator with the Northwest Regional Educational Service District. I work as a special education coordinator and support program staff in school districts in Washington, Columbia, Clatsop and Tillamook Counties. I have worked in Oregon schools as a school psychologist since 1983 and a program administrator since 1997.

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

My work in the schools as a special educator and administrator has provided me with a variety of responsibilities and experiences that may be beneficial to the oversight committee. These roles have included facilitating and problem solving the needs and wants of diverse groups, assisting in the resolution of complex and contentious issues, budget development, and understanding the legal requirements for special needs students. I also have received specialized training in the areas of conflict resolution, crisis management, and mentoring/coaching strategies and interventions.

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

Name: Brett Hayes	Date: 1/21/09

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 Sexton Mountain area; my 6 year old son attends Sexton Mountain Elementary; and I am the real estate attorney for Nike.*

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

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

1) 1998-2000 - Board Member for the Corridor Economic Development Corporation – A Los Angeles based non-profit housing and economic development organization.

2) 2005-Present - Board Member for Partners In Care Foundation – A non-profit that partners with health organizations to provide better health care for the poor and elderly.

4. If employed, what is your occupation? *Global Real Estate Attorney for Nike, Inc.*

5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee: *I have practiced commercial real estate law for approximately 14 years in the areas of acquisition, leasing and development.*

Please return application 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

Ken Keeley 12/30/2008

- 1) Please Explain your interest in serving on the Parks Bond Citizen Oversight Committee:

To be a part and process of the development of a recreation district that serves the community young and old to maximize and better use of their resources.

- 2) How long have you lived in the community?

1970

- 3) Have you served on other volunteer committees?

Yes, The Gideons International. Current Vice President of Oregon SW Idaho. Oversee budgets, plans set goals. Oversee financial funds raised as nonprofit. Sensitivity to and the ability to work with diverse academic, socioeconomic, cultural, and ethnic backgrounds including those with disabilities.

- 4) If employed, what is your occupation?

Semi retired. President of Crystal Springs Bottled Water Co. Inc. for 16 years. Self-employed as Financial & Investment Advisor with Waddell & Reed financial services with over 20 million dollars assets under management. Currently Employed/volunteer part time by THPRD. Evening supervisor Athletic Center.

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

Understand conventional and design building bid processes.
Civil/Construction engineering background in construction principles, practices and procedures. Worked with purchasing and contract administration and budget preparations. Ability, experience and knowledge to organize direct and successfully implement planning, design and construction management of all types of construction projects.

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

Name: Moreen Madson Date: 01-13-09

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've always been civic minded and appreciate the opportunities to help with the progress & development of the community I live in.

2. How long have you lived in the community?

4 years

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

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

In the Salt Lake area communities: Rosepark Holiday & Study. I served on several committees having to do with parking utilities in new developments, committee to present developers closing of only outlet to the longest dead end street in the early 90s, on HOA committee - rewrite rules & regulations.

4. If employed, what is your occupation?

*Retired teacher
previous business owner*

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

Mostly I am a concerned citizen. I know how to understand & read charts & expenditures dealing with business. I'm very aware of the Beaverton City Council activities & efforts via community council status. Available for surveying areas of concern & how transportation.

Please return application 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: Dennis K. Mantello	Date: 1/1/2009

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:
As I approach the senior era of my life, I realize it is time to give back to my community. I have appreciated the Tualatin Hills Parks and would like to be a part of the continuing efforts to keep them and grow in a responsible manner.
2. How long have you lived in the community?
I moved to this community in 1987 from Spokane Washington.
3. Have you served on other volunteer committees? Yes [] No []
If yes, please explain where, when, and what your responsibilities were:

I have not served on any other volunteer committees but now have the time available to do so.
4. If employed, what is your occupation? I am employed by Harsch Investment Properties as their Chief Corporate Pilot.
5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee:
I have experience as Director of Operations and Chief Pilot, in the Portland/Hillsboro area for the past 20 years. I'm a retired USAF/Ret LtCol. Pilot, 27years. Experience as a marketing and sales manager for several International corporations. Managed over 200 employees with

Please return application to: Related Budget responsibilities.
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: <u>KAHLER MARTINSON</u>	Date: _____

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 COMMUNITY, MY TAXES - WOULD LIKE TO HELP PROVIDE OVERSIGHT...

2. How long have you lived in the community?

35 YEARS

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

AUDUBON SOCIETY OF PORTLAND BOARD, EXEC. COMM.
AND CONSERVATION COMMITTEES.

4. If employed, what is your occupation?

RETIRED

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

HANDS-ON BUDGET DEVELOPMENT - U.S. FISH & WILDLIFE SERVICE, WASHING DEPT. OF FISHERIES, AUDUBON SOCIETY OF PORTLAND

Please return application 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: Jan. 7, 2009

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
Parks Bond Citizen Oversight Committee Application**

Name: Fred Meyer

Date: 12/26/08

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: The voters placed their trust (and money) in THPRD purpose and intent with passage of the Bond. The Oversight Committee is an important piece of the process to assure the Bond is well spent. I believe I can of assistance based on my past business and community experience.
2. How long have you lived in the community? 20 years +
3. Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:
THPRD 20 yr Master Plan PAC (2005), THPRD PCC Rock Creek Park public task force (2005), THPRD SDC CAC (2007), THPRD Budget Comm (just appointed), Washington County North Bethany Stakeholders Work Group (2006-08), Kaiser Woods HOA past president and board member (1999-2007), American Legion Post #124 vice-commander and executive board member (2004-2008).
4. If employed, what is your occupation? Presently employed as a corporate transportation manager, previous nine years as a distribution manager overseeing daily operations and financials, previous four years as a food commodities trader, and prior experience as a branch manager (13 years) of a large food distribution company.
5. Please describe any work experience or areas of expertise that you feel would benefit the Parks Bond Citizen Oversight Committee: Being on several THPRD committees in the past provides me insight into the District needs and priorities. Having been associated with HOA provided experience budgeting with limited resources and making the decisions necessary to provide homeowners with the level of service they expected. My business experiences budgeting, monitoring and obtaining operations and profit goals gave me valuable experience in making the tough decisions when necessary and forecasting for a stable future.

Please return application 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



Connecting
People, Parks
& Nature

Administration Office
503/645-6433
Fax 503/629-6301

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

Name: Deanna Mueller-Crispin	Date: 12/22/08

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:

Parks and recreation, including green spaces and trails, are essential components of the quality of life of any community. District voters have just given a vote of confidence to THPRD, in difficult financial times, to enhance the park and recreation services for this community. I am delighted that THPRD is establishing a Citizen Oversight Committee to monitor that the funds are expended as represented to the public, and to offer recommendations for any increased efficiencies in implementation of the bond measure. It is essential that government at all levels follow through on its promises to the public in order to maintain its credibility. THPRD is viewed very favorably by its public, and this Committee will contribute to maintaining its credibility.

I believe I can make significant contributions to this process. I served on the THPRD Board of Directors from 2001 to 2005, and so am very familiar with the issues confronting the District as well as its existing facilities and unmet needs.

2. How long have you lived in the community?

Since 1980.

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

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

With THPRD: Board member, THPRD 2001-2005; served on budget committee. THPRD representative to Tualatin Basin Natural Resources Coordinating Committee (TBNRCC) for implementation of Goal 5, 2004-5. THPRD representative on Metro Policy Advisory Committee (MPAC), 2004-5. Board Member, THPRD Foundation 2002-2004.

Other: Environmental representative on Clean Water Services Advisory Commission, 2006-present; serve on budget committee. Audubon Society of Portland Board Member, including Executive Committee 1980's; Audubon Conservation Committee member since ~1988, Chair ~1990-92.

4. If employed, what is your occupation?

Retired. Past employment included establishing recycling and waste disposal policies at the Department of Environmental Quality and coordinating related programs for DEQ; and establishing and managing energy conservations programs at the Oregon Department of Energy. These positions involved

developing and meeting budgets, managing federal grant programs, managing employees, hiring and managing contractors, tracking program efficiencies and implementing efficiencies wherever possible.

I have a Masters Degree in Urban and Regional Planning from the U. of Oregon, and worked as a planner for the City of Portland (emphasis on transportation planning) before going to the Oregon Dept. of Energy.

After retirement from the State of Oregon, I worked part-time in the retail business co-owned by my husband and me. This included overall oversight of the operation of a six-location retail business, analysis of business policies and procedures and establishing standard procedures to improve efficiencies and maintain profitability.

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

I am an analytic person, and enjoy looking at detail. This attribute is useful in reviewing the implementation of public policies. I am familiar with public and non-profit agency budgeting, as well as developing and meeting budgets in our family business. When I was elected to the THPRD Board of Directors, I was thrilled to have an excuse to explore nearly all the parks (both developed and not) and other facilities in the District. It was exciting to be able to add a few pieces to the network of parks, trails and green spaces during my tenure. The new bond measure will allow this work to continue. My experience on the Board also gave me broad view of the District and its many needs, which will also be useful in carrying out the Committee's charge of looking at whether the bond measure obligations are being met, and in making recommendations for any additional program efficiencies.

Please return application 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 and Recreation District
Parks Bond Citizen Oversight Committee Application**

Name:	Dan Plaza	Date: 12/16/08

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 was not selected to serve on the Budget Committee, however, I was made aware of the oversight committee and asked to consider it. I am a retired park and recreation professional. I have worked on several successful bond measures and I believe the decision to form an oversight committee is a wise one, one that speaks to transparency and accountability. I have been impressed with THPRD for over 25-years and I am more than willing, as a resident of the district, to assist on this important Committee. The committee will provide the community with the assurance that the District does what it said it would do in the promotion of the bond measure. When \$100M has been approved by the residents it is imperative that both the District's and citizen's expectations are met.

2. How long have you lived in the community?

I have lived in the District since October, 2004.

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 a Hospital Board for four years. I served on the Oregon Park and Recreation Board. I have also served on numerous park and recreation committees during my career. I served on the State of Oregon Board that oversees state highway directional signs for off-highway amenities such as accommodations, food, gas, etc. I served on the NRPA National Issues Committee. On the local level I served on the United Way Committee, Dorris Ranch Board of Directors and the Jack B. Lively Foundation Board of Directors in Springfield, Oregon.

4. If employed, what is your occupation?

I am a retired park and recreation professional. I worked in the field for over 40-years.

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

I have extensive experience in the following areas: budgeting, finance, forecasting, policy development, communication skills, general obligation bond measure experience (visioning, community involvement, facility planning and development, conducting successful bond measures, celebrating bond measure achievements, etc.).

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

Name: Aaron E. Poarch

Date: 01/20/09

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 volunteer for several events (Beaverton Cleanup, etc.) through my local Neighborhood Association Committee and feel this would be another venue where I can give back to the community. Also, I enjoy are local parks and want to do my part to make sure all is done to help preserve and maintain them.

2. How long have you lived in the community?

Five 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?

I am an IT Services Assistant. I handle accounting, purchasing and budgeting duties for the IT department.

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

During my career, I have been responsible for the formulation of many budgets for the IT departments for organizations ranging from 300 employees up to 2000 employees. I understand the allocation of funds and the responsibility that comes with it. I have had to make difficult decisions about resource allocation.

Please return application 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: Marc San Soucie	Date: 12/31/08

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 interested in becoming more closely knowledgeable about THPRD's internal and financial operations, as part of my general interest in providing excellent government services to Beaverton citizens. THPRD has a reputation for strong financial and operational management, and I'm interested in learning more about how that is accomplished. I also believe the taxpayers contributing to this program deserve a committed oversight effort, and I can make the effort necessary to insure the oversight process is sound.

2. How long have you lived in the community?

I have lived in Washington County since 1990, in Beaverton since 2005. Before Beaverton I lived in Bethany, but was not a THPRD taxpayer.

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

Beaverton Planning Commission, Jan 2007 to Nov 2008
Joint Water Commission, Commissioner representing Beaverton, Jul 2008 to present
Beaverton Committee for Citizen Involvement, At-large member, Jan 2006 to Nov 2008
Beaverton Urban Renewal Charter Amendment Task Force, Chair, Jul-Aug 2008
Beaverton Development Code Advisory Committee, 2007 to present
Beaverton Downtown Parking Strategy Study, Planning Commission representative, 2007
Beaverton CCI representative to County Committee for Citizen Involvement, Jan 2006 to present
Beaverton 5 Oaks / Triple Creek NAC - Member, 2005 to present
Washington County Planning Commission, Sep 2006 to present, Chair Jul 2008 to present
Washington County Committee for Citizen Involvement, Member, 1993-1995, Co-Chair 1994-1995
CPO-7, Bethany/Rock Creek, Member 1990-present
Washington County Capital Projects Committee, Chair, 1994-1995
None were THPRD committees.

4. If employed, what is your occupation?

I currently serve as a Beaverton City Councilor, elected and taking office Nov 2008.
Professionally, I consult with small software and technology companies, after 26 years of developing software and managing software development teams and companies.

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

I have been in numerous leadership positions in both my professional work and in government volunteer activities, and have always focused as much on how things get done as on the content and mission of my projects. I am experienced in developing good public processes, and can either contribute or lead, as the occasion warrants. If selected, I would not expect to chair this committee, but I would offer a lot of ideas and energy, as well as a meticulous engineer's eye for details.

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

Name: Jon D. Schieltz	Date: Jan. 07, 2009

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:

The bond measure represents a significant amount of money that voters approved and I would like to make sure that the areas specified in the bond measure are, indeed addressed by THPRD. THPRD must do what they stated in the bond measure and communicate the successes to the Park District members. Also it provides me the opportunity to learn more about other activities in the Park District beyond Aquatics.

2. How long have you lived in the community?

I have lived in the Park District for 38 years

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

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

In the late 1970's and early 1980's I served on the Holy Trinity Education Commission and the Holy Trinity Parish Council. From 1985-1992, I was a member of Steering and Technical Committees of Bipolar Circuit and Technology Meeting (BCTM), Chairman 1989-1990 and Finance Officer from 1990-1991. I am a member of THB Board (US Masters Swim Club) from 1992-Present.; chairman 1995-1996, Aquatics Advisory Representative 1997 to present. I was chairman of the Aquatics Advisory Committee from 2004-2007. I served as a member of the THPRD Fee Study Committee (2007).

4. If employed, what is your occupation?

I am retired. Prior to retiring, I worked at Tektronix from 1970-1994 and at Maxim Integrated Products from 1994-2005 in semiconductor processing.

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

I was a Process Engineer, Engineering Manager, and Production Manager and was required to generate capital and operational budgets as well as review actual expenditures to budgeted values.

Please return application 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: Squier Smith

Date: Jan 14, 2009

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 interested in seeing that the bond funds are spent in ways which benefit the greatest majority of the residence of the district. I question the expenditures of some funds in the past and do not feel that all the needs of the community are being met currently.

2. How long have you lived in the community?

We purchased our home in eastern Washington County in 1966.

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

I was on the THPRD aquatics committee when selecting the location for the Harmon Swim Center. I have been a director of the Portland Rose Festival Association for 34 years and served as treasurer and chaired many committees.

I have been a director if the Portland Building Owners & Managers Association.

I served on the Citizens Advisory Committee to the original Portland Downtown Plan.

I am secretary for C.O.M.P., as association of 40 independent commercial real estate brokers.

4. If employed, what is your occupation?

I am a commercial real estate broker.

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

I am familiar with board responsibilities. My real estate background may be of assistance. I have coached 14 THUSC soccer teams and 4 baseball teams.

Please return application 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: Paul Waldram

Date: 1/07/09

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 believe that the reason that voters approved the Bond Measure, even in light of the significant economic downturn, is that they have confidence in the decisions that are being made by the Tualatin Hills Park & Recreation District Board and Staff. The use of an Oversight Committee to monitor the adherence to the stated purpose of the Bond Measure adds additional credibility to the process and shows that the District has a clear understanding of its responsibilities to the public.

I think my efforts with the Tualatin Hills Park Foundation, my years of experience as a financial professional and as a leader in many areas, makes me a good candidate for this Oversight Committee.

Beyond my experience I think I would bring an independent view to the decisions or discussions of this Committee.

2. How long have you lived in the community?

For 22 years.

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

Tualatin Hills Park Foundation. Associate Trustee since 2000, past Treasurer and past Chair.

4. If employed, what is your occupation?

*Certified Public Accountant
Partner at Moss Adams LLP*

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

I worked, years ago, as part of the Oregon Department of Revenue legislative liaison team that assessed the economic impact of proposed legislation to the Department. I was an income tax auditor for the State during this time.

I currently am the Office Tax Leader of the Portland office of Moss Adams LLP which is the largest public accounting firm in Oregon and Washington and is the eleventh largest accounting firm nationally. I serve on our office's Executive Group, have been a member of the firm-wide Tax Committee and have been on many firm-wide task forces that set strategic policies for the firm.

Prior to merging into Moss Adams, I was one of two partners in a smaller (8-10 professional) firm. In that role I ran all aspects of the business.

I have also served multiple terms as a Director of the Oregon Society of Certified Public Accountants and was on the Standing Committee on Government and Taxation for the City Club of Portland.

Please return application 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:	Mark A. Watson	Date: January 5, 2009

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 believe the THPRD is and has been a great part of the community. I would enjoy the opportunity to help it move forward in the most beneficial way.

2. How long have you lived in the community?

18+ years.

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

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

- *Portland Building Owners & Managers Assoc.* – Board of Directors 4 years; President 1990 (represent building members)
- *University Club of Portland* – Board of Directors 5 years; President 2001. Membership, House, Finance, Entertainment, and Long Term Planning

4. If employed, what is your occupation?

I have been a broker (Senior Director) with Cushman & Wakefield of Oregon (commercial real estate) for 35 years.

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

I have been intimately involved in real estate valuation, development, marketing, and sales during my career.

Please return application 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: Barbara Wilson	Date: 12/21/2008

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:

The priorities of spending of the Bond Measure money are very important to the future of our community.

I view spending time on this effort as community service.

2. How long have you lived in the community? I have been a resident of the Park District since 1962 (46 years.)
3. Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:

1. **THPRD Land Acquisition Committee 1996.** (after the 1994 Bond Measure passed.)

Responsibilities: to view the various pieces of vacant property in the district which might be appropriate for the Park District to purchase for active or passive recreation. The Committee met on a bi-monthly basis to discuss properties and made recommendations to the Board on our findings.

2. **THPRD Land Acquisition Committee 1976** (after the 1974 Bond Measure passed.)

Responsibilities included finding, reviewing and recommending properties within the District which would be appropriate for purchase by the Board for parks and natural areas.

This committee focused most of its attention to the purchase of the St. Mary's property now called the Nature Park.

2. **THPRD Board of Directors - mid-1970's.**

3. **St. Mary's Woods State Park Committee - mid- to late 1970's** This was the "precursor" committee which laid the groundwork for the 1980 Bond Measure which provided the money for the purchase of the original 180-acres Nature Park.

Volunteer committees not related to the THPRD

Oregon Conservation Network - the political arm of Oregon League of Conservation Voters

For the past three Salem legislative sessions, I have volunteered my time to meet weekly in the Capitol with environmental lobbyists.

Responsibilities: to be a citizen lobbyist for environmental bills; visit legislators to explain the bills and depending on environmental impacts, ask them to either support or oppose.

Friends of Mount Hood - Chair - since 2002

This is a conservation group dedicated to the conservation and biological integrity of the alpine meadows of Mt. Hood.

This group meets monthly. We have been involved with litigation against Mt. Hood Meadows. We have two attorneys on retainer.

We are a 501(c)3 organization and are financed by grants and donations.

Cooper Spur Wild and Free Coalition - Vice Chair - 2002 - 2007,

This is a conservation group composed of representatives from 20 conservation groups. Group meets monthly.

We are involved with passing the Mt. Hood Wilderness Bill which has been stalled in the US Senate, but will

be reintroduced next year by Senators Wyden and Merkeley. We are a 501(c)3 organization and are financed by grants and donations.

Mazamas Conservation Committee - Chair - 2002 - 2004 - This is a subcommittee of a mountaineering club established

in 1895. Responsibilities: to pursue conservation of the environmental integrity of all Pacific Northwest mountains.

4. **If employed, what is your occupation?** I am now retired. I was a stay-at-home mom for most of my life. After my children were grown, I worked as an Executive Assistant for Tektronix for 11 years, and for Intel for 8 years.

I attended the University of Washington for 3 1/2 years, and graduated from Portland State University. My major

was Political Science and Education. I taught Social Studies, secondary education, but decided to stay home with my small children.

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 represent a conservationist's point of view although I fully recognize the value of active sports and the strong need for sports facilities.

During my work at Tektronix and at Intel, I was responsible for working closely with the respective Accounting Departments and reviewing the worksheets for our monthly Budget versus Actual calculations. In both positions, I reviewed and investigated discrepancies and wrote a monthly summary. Using previous years' Actual expenses, I was able to calculate future budget requirements and was able to make forecasted budgets for our department for review by management.

My work with the Park District Land Acquisition Committee has given me insight into the appraisal process and the comparative costs of property within the district.

Please return application 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



Connecting
People, Parks
& Nature

[5C]

MEMO

DATE: February 20, 2009
TO: Doug Menke, General Manager
FROM: Hal Bergsma, Director of Planning
Keith Hobson, Director of Business & Facilities
Bob Wayt, Director of Communications & Development

RE: 2008 Bond Measure

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 2008 Bond Measure. Topics addressed include follow-up information to the Board's discussion that occurred at the February 2, 2009 meeting regarding structuring bond repayment; an overview of bond market conditions, an outline of a bond program communication plan, and a proposed refinement to the Park District's project design process (i.e. master planning). Board input on these matters is requested at their March 2, 2009 meeting.

Bond Debt Repayment Structure

At the February 2, 2009 meeting staff discussed options for the debt repayment structure given an projected interest rate that results in lower than anticipated tax rates on the bond levy. The two options discussed were applying the savings to lower the tax rates versus applying the savings to shortening the debt repayment term.

Our financial advisors, Seattle NW have provided projections of three scenarios based on this discussion:

1. Maintain a bond repayment term of 20 years and apply savings to the bond levy tax rate (Graph 1). This results in an average tax rate of approximately \$0.32 per \$1,000 of assessed value.
2. Keep the tax rate at \$0.37 per \$1000 of assessed value and apply savings to shorten the repayment term (Graph 2). This results in repayment term of approximately 17 years.
3. Allocate the savings to both the bond levy tax rate and to shortening the repayment term (Graph 3). In this scenario the bond levy tax rate is reduced to approximately \$0.34 per \$1,000 of assessed value and the repayment term is shorted by one year to 19 years.

Based on the results of this analysis staff still recommends applying the savings to lower the bond levy tax rate, option 1. Given the current economic conditions, staff believes that keeping the tax rates lower in the near future should be a higher priority than retiring the debt early at some point in the future.

Bond Market Conditions

Javier Fernandez, Vice-President of Seattle NW, will be at the Board meeting to provide an overview of the current market for issuing the bonds and an overview of the status of the bond issuance process.

Bond Program Communications Plan

An important part of bond measure implementation is communications with District residents. They will want to know how the Park District is progressing on projects.

To serve as a guide in this effort, a communications plan has been developed. The primary tool will be the District web site because it is flexible and it can be updated quickly at little if any cost. Staff will also use District publications, presentations to key community groups at milestone dates, on-site displays and signage, special mailings, proactive work with the news media, and other tools.

Design Process Refinement

With the passage of the 2008 Bond Measure, numerous park, trail and facility designs will need to be prepared and adopted, including plans for six new neighborhood parks, five redeveloped neighborhood parks, one new community park, two redeveloped community parks, seven new trail/linear parks and four building expansions. Additionally, we will be designing numerous play structure upgrades and athletic field projects with the bond revenue. The design processes needed for these projects are scheduled to occur within the next four years, according to the Bond Program Project Timeline, with most of them scheduled to occur within the next two years. Due to this significant increase in park design, staff is proposing a new approach that would expedite the process while assuring adequate public and Board involvement.

Present Situation

At present there is no adopted District policy to guide design processes. Policy 0.00.14, relating to public hearings, does state that:

The Board may determine to have a public hearing at their discretion in connection with the acquisition or development of any park site or other facility. Such public hearings shall be advertised in such a manner as the Board, in their directions, shall deem to be the best method to reach those affected residents of the District and may include one or more of the following:

- *Newspapers, radio or other media*
- *Mailing to property owners or residents*
- *Distribution of notices to property owners or residents other than by mail*
- *Posting of notices on or adjacent to affected premises*
- *Contacts with neighborhood or other home owner associations or their representatives*

There is, however, no guidance as to the number of public hearings, community meetings that might precede a public hearing, or the area of notification for mailed notices. Further, there is no guidance regarding what kinds of park development should trigger a public hearing.

An interdivisional working group has made progress recently in discussing and starting to define a Community Outreach Policy to guide public involvement processes for different kinds and levels of maintenance and improvement projects, including master plans. However, that policy development process has been delayed due to the need to complete other bond implementation work and its recommendations may not be forthcoming for several more months. The recommendations in this memo are indicative of those that will be made when the Community Outreach Policy is proposed to the Board for formal adoption.

By practice, the Park District design processes have included the following steps:

1. *Request Board approval to pursue contracting design services for a specific project.*
2. *Solicit design services through quotes or public advertisement.*
3. *Return to Board for approval of design consultant contract if dollar limits require.*
4. *Gather information on the site (site analysis).*
5. *Prepare Master Plan options based on staff input, Comprehensive Plan Goals, Athletic Field Study, Trails Master Plan or Natural Resource Management Plan.*
6. *Conduct a public open house with residents of the surrounding neighborhood to gather input on a preferred master plan with potential options after mailing notice.*
7. *Consolidate one master plan based on public input received.*
8. *Present the preferred option to the Board of Directors and gather input.*
9. *Revise the master plan based on Board comments.*
10. *Conduct a second public open house to inform the public of the final master plan that will be presented to the Board for adoption.*
11. *Conduct a second Board meeting to request adoption of final master plan and approval to begin the construction document process.*
12. *Return to Board with final construction documents and construction estimate and request Board approval to proceed with construction bidding.*
13. *Return to Board to request approval of construction bid.*

This process can be very time-consuming and costly in terms of staff and Board time. For some projects, such as those where there is a lack of community consensus on the way a park should be developed, that may be unavoidable. But it may be possible to reduce the complexity and length of the process by doing some things differently.

Finally, it should be noted that prior to submitting an application to the City of Beaverton or Washington County for approval of certain kinds of developments it is necessary to conduct a neighborhood meeting. So at least one meeting must be conducted as part of some design processes.

Proposed Design Review Process

The proposed process described below would apply when a substantial change to the design or level of use of a District facility or property is proposed that was not previously approved through a public planning process. It would not apply to projects involving normal maintenance projects. Public information notices may be provided in advance of such projects, but public input would not be sought.

The proposed process would include the following steps:

1. *Gather information on the site (site analysis).* As with the design process presently used, research would be conducted by staff to learn as much as possible about the site.
2. *Solicit design services from a team on the Consultants of Record roster.* Staff will be requesting Board approval of the Consultants of Record roster at the March 2, 2009 Regular Board of Directors Meeting. The intent of the list is to enable staff, with the approval of the General Manager, to solicit design services without Board approval. This will assist the Park District in meeting the Bond Program timeline by reducing the time required to place design consultants on contract.
3. *Prepare Master Plan options.* Based on staff input, the Park District's Comprehensive Plan Goals, Trail Master Plan, Athletic Field Study, Natural Resource Management Plan and site characteristics two to three master plan options will be created. Park District staff would also seek comments from staff of other agencies that should be aware of the project, including the City or County, Clean Water Services, and affected transportation service providers and utilities.
4. *Conduct a public open house to solicit information/comments.* Notice would be sent to all property owners within 500 feet of the site perimeter informing them of the proposed project and upcoming open house to gather comments they might have. The notice would also be posted at the project site. A page on the District's web site would also be devoted to the project and people would be invited to comment about the project if they are not able to attend the public open house. A deadline would be set for submitting public comments regarding the proposed Master Plan. The contact information for the project manager would be provided in the notice and on the web page for those who have questions or wish to convey concerns.
5. *Draft the preferred master plan based on public input received.* After the public open house and when the comment period has expired, project staff and the consultants would draft a preferred master plan reflecting public input as deemed necessary. The first draft of the master plan would be submitted to the General Manager and Division Directors for review and comments. Changes may be made to address comments received from the General Manager and Division Directors.
6. *Send notice information about the draft master plan and of a neighborhood meeting if deemed necessary.* Once a master plan has been drafted and reviewed by District management, it would be posted on the web page assigned to the project. Notice of the draft plan would be sent to all those who received notice under steps 3 and 4. If a neighborhood meeting is deemed necessary by the General Manager, the notice would also provide information about the date, time and location of the meeting. Those receiving the notice would be invited to provide comments on the draft plan at the meeting, if one is to be held, or by providing comments to the District's project manager via letter, email or a post on the project web page. A deadline would be set in the notice for submitting comments.
7. *Revise the draft master plan.* Based on the comments received, project staff and consultants would make changes to the draft master plan as deemed necessary. District management would review any substantive revisions to the draft master plan.
8. *Request for Board approval of the Master Plan.* Staff and the project consultant will present the Master Plan to the Board of Directors and will request Board approval of

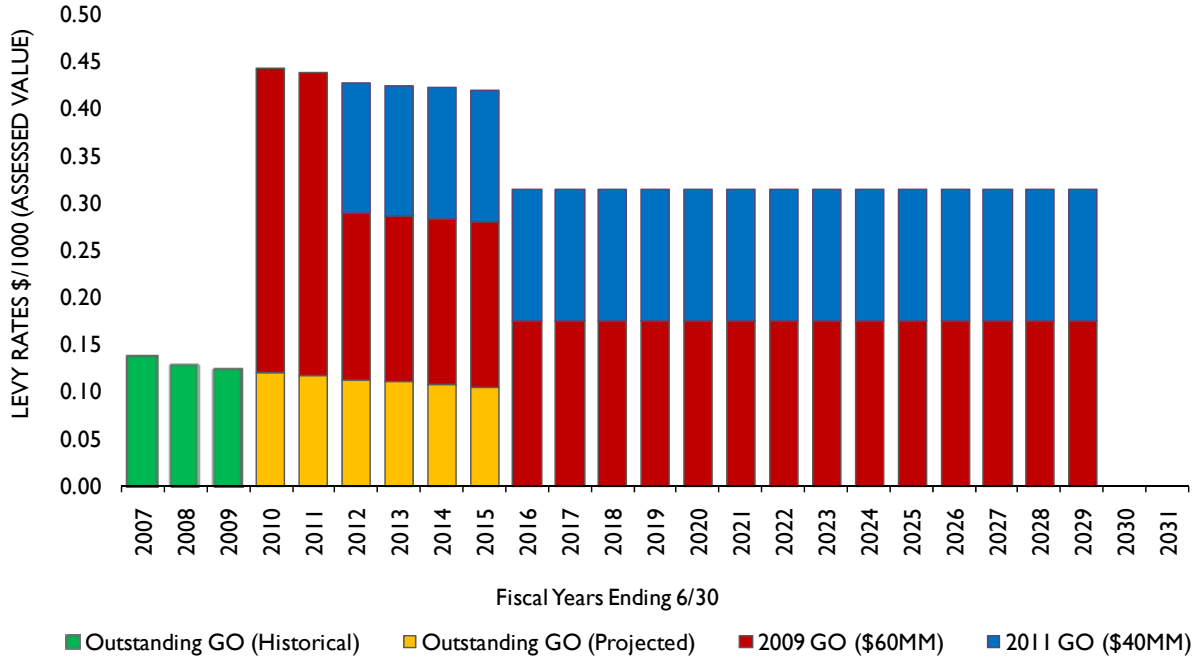
the Master Plan and construction estimate, as well as approval to complete the construction documents, permitting and construction bidding. If unforeseen circumstances arise through the construction documentation or permitting phases, the General Manager may deem it necessary to bring the Master Plan back to the Board of Directors for review and re-approval. Otherwise, the recommended construction bid will be returned to the Board for final approval.

Action Requested

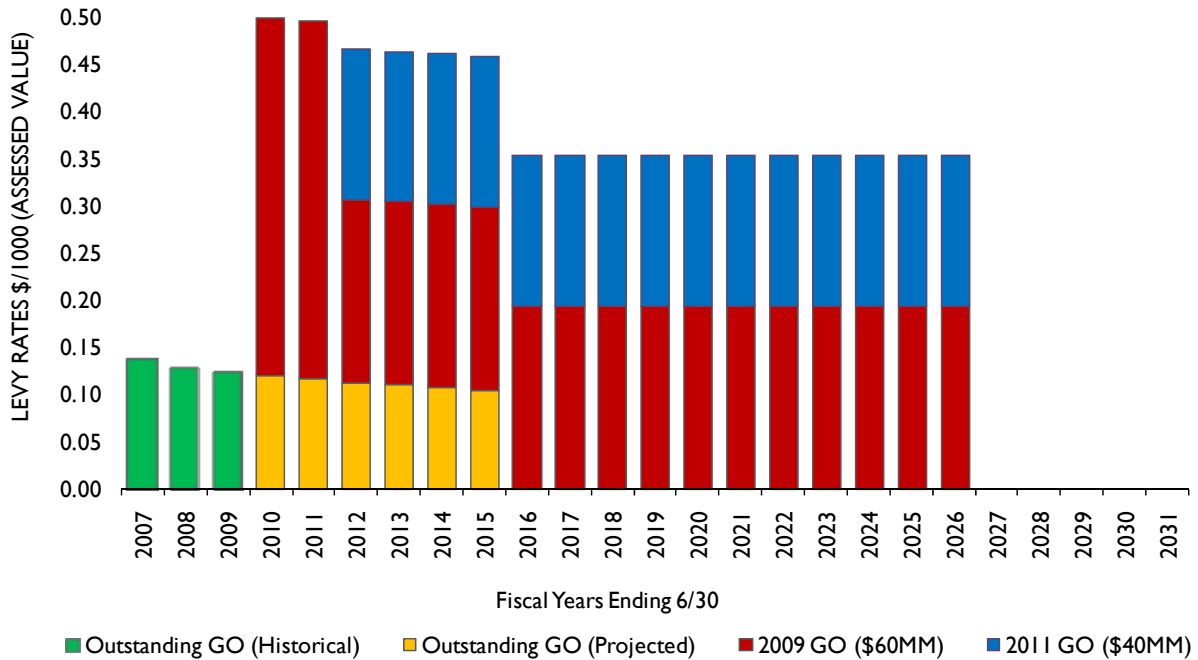
Board of Directors consensus with the above proposed design review process.

Tualatin Hills Park & Recreation District
 Historic and Projected General Obligation Levy Rates

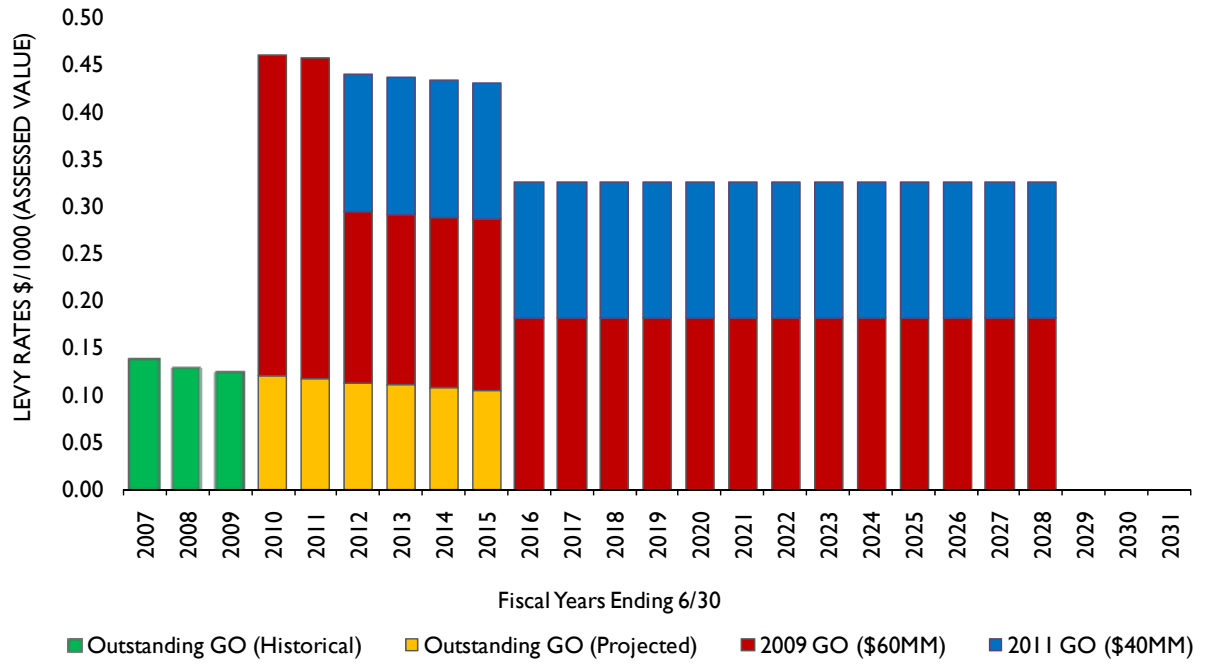
GRAPH 1. COMBINED LEVEL LEVY RATE ON NEW G.O. BONDS (2009 & 2011) AT \$0.32



GRAPH 2. SHORTEN FINAL MATURITY BY THREE YEARS WITH COMBINED LEVY RATE OF \$0.37



GRAPH 3. SHORTEN FINAL MATURITY BY ONE YEAR WITH COMBINED LEVY RATE OF \$0.34





[5D]

MEMO

DATE: February 20, 2009
TO: Doug Menke, General Manager
FROM: Hal Bergsma, Director of Planning

RE: Resolution Regarding A & E Consultants of Record and Transfer of Authority for Bond Projects

Summary

Staff requests Board of Directors approval of a Consultants of Record roster pre-qualifying Architectural and Engineering (A & E) Professional Service Teams for entering into professional service contracts over time for multiple Bond Program projects. Additionally, staff requests the Transfer of Authority for A & E contracts to the General Manager of the Park District without further Board approval.

Background

At the January 12, 2009 Regular Board meeting, the Board of Directors (in accordance with the State of Oregon competitive bidding requirements and exceptions outlined in ORS 279B.085) approved findings and a class special procurement procedure for creating a short-list of A & E contractors. After receiving Board approval, staff advertised for the Consultants of Record/Request for Proposals (RFP) for four days in mid January. On February 9, 2009, staff received 110 proposals from firms in the following five categories:

- Category 1 – Neighborhood Parks
- Category 2 – Community Parks
- Category 3 – Trails & Linear Parks
- Category 4 – Building Expansions & Improvements
- Category 5 – Natural Resources

Planning staff as well as staff from several other departments reviewed all of the proposals submitted for each category and scored them accordingly. The final scoring sheet for all of the consultants that submitted proposals in each of the five categories is attached. The scoring sheet from each category shows the total score given by each of the staff reviewers. All of the reviewer scores were then averaged to get the Total Average Score for each consultant firm. The consulting firms were then ranked according to their Total Average Score.

Proposal Request

1. Consultants of Record for Bond Program Projects.

Staff requests Board of Directors approval on the recommended Consultants of Record roster for each category. The recommended Consultants of Record roster or consultant short-list is depicted on each category's scoring sheet by the side title "Recommended COR Roster" which is highlighted and bolded for better clarification. Listed below are

the major project categories that were advertised in the Consultants of Record/ RFP. Also listed is the number of projects in each category and the number of consultant teams being recommended for approval in each category.

Category #	Category Name	# of Projects	Recommended # of Consultant Teams
1	Neighborhood Parks	17	11
2	Community Parks	4	5
3	Trails & Linear Parks	7	9
4	Building Expansions & Improvements	4	6
5	Natural Resources	approximately 15	6

The recommended number of consultant teams for each category was determined through staff discussions with all of the reviewers and taking into account the number of projects in each category and the logical numerical break point between consulting firms as depicted in the Total Average Score column on the scoring sheets.

With the creation of the Consultants of Record roster for each category, staff will be able to determine which Landscape Architectural or Architectural Professional Service Teams might best suit the needs for each particular project, based on the consultants qualifications, availability, previous work experience and production. With the Board’s approval of the recommended Consultants of Record roster, staff will have the option to directly appoint or select any consultant team for any project. This type of selection process will most likely be used for all of the smaller bond projects up to and including Neighborhood Parks. This type of selection process will reduce the overall project schedule timeline to assist in meeting bond sale requirements.

For the larger, more complicated projects above the Neighborhood Park level, staff will require an additional RFP from the approved Consultant of Record roster from several of the consultant teams. The additional proposal from the consultant teams will provide an in-depth project Scope-of-Work relating to those particular projects. It will also create an open consultant competition for each project and will insure that the District receives competitive consultant fee quotes and demonstrates that there is no favoritism toward any one consultant team over the others.

It should be noted that, after Board approval, the District may choose to revise the Consultant of Record roster for a project category based on the performance of a selected consulting team or teams or a change in team composition. The advertised Consultant of Record/RFP stated that “The District also reserves the right, in its sole determination, to seek additional professional services for projects through a competitive process”. Therefore, a roster revision could occur through the same process used to establish the original roster or it could occur through a simpler RFP process depending on the needs of the District.

2. Transfer of Authority for Architectural and Engineering (A & E) Contracts.

Staff requests Board of Directors approval on the attached Resolution No. 2009-05, a Resolution of the Tualatin Hills Park & Recreation District Authorizing the General Manager to Award Certain Contracts Without Further Board Approval. The current

District practice is that the Board of Directors must approve any contract over \$100,000. Resolution No. 2009-05 transfers the authority from the Board to the General Manager, so the General Manger can award contracts to architects and engineers as well as landscape architects at any dollar amount for Bond Program projects.

This resolution will reduce the overall design schedule through the elimination of the typical procurement processes used by the Park District. Accelerated processes in any component of a project's schedule will enhance the District's ability to make the bond projects available to the public as soon as possible and will help meet the bond requirements. Beery, Elsner & Hammond, LLP, the Park District's legal counsel, has reviewed and approved the resolution.

Benefits of Proposal

The creation of the Consultants of Record roster will significantly reduce staff time which otherwise would have been spent preparing and advertising a RFP for each project, and to review each project proposal in order to select a consultant. The Transfer of Authority for awarding consultant contracts from the Board of Directors to the General Manager will also reduce project time and will allow staff and the consultants to begin work immediately (after contracts are signed) instead of coordinating and waiting for Board approval at a future Board meeting.

Potential Downside of Proposal

There are no foreseeable downsides to this proposal.

Action Requested

Board of Directors approval of the following:

1. Approval of the recommended Consultant of Record roster as depicted on the scoring sheets for each of the five Bond Program categories as advertised in the Consultant of Record/Request for Proposals (RFP).
2. Approval of Resolution 2009-05 Authorizing the General Manager to Award Certain Contracts Without Further Board Approval.

Consultants of Record RFP Score Sheet TOTALS:

Category I – Neighborhood Parks

RECOMMENDED COR ROSTER	FIRM	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	TOTAL AVERAGE SCORE
	JD Walsh	86	92	94	88	89	89.8
	WHPacific	87	95	95	85	85	89.4
	Walker Macy	90	92	88	90	85	89.0
	MIG	89	94	89	88	83	88.6
	OTAK	86	90	99	88	80	88.6
	Greenworks	86	96	88	81	85	87.2
	MacKay Sposito	87	88	93	78	90	87.2
	Vigil Agrimis	79	92	99	87	78	87.0
	HDR	76	87	94	90	84	86.2
Nevue Ngan	81	91	79	96	84	86.2	
Lango Hansen	82	89	79	84	91	85.0	

Murase	86	81	80	87	83	83.4
WRG	75	89	90	86	77	83.4
2.Ink.Studio	82	86	78	86	84	83.2
Shapiro Didway	72	86	89	86	83	83.2
HDJ	75	87	94	73	78	81.4
HHPR	81	79	89	84	74	81.4
Koch	82	88	70	83	83	81.2
Beighley	71	83	70	89	78	78.2
Marianne Zarkin	71	75	74	82	76	75.6
MEP	63	83	78	77	75	75.2
Atlas	63	84	54	89	80	74.0
Galbraith	65	68	69	71	71	68.8
Planning Solutions	60	65	48	81	76	66.0
Wirthy	60	66	60	63	60	61.8
SR design	60	68	59	61	57	61.0

**Consultants of Record RFP Score Sheet TOTALS:
Category II – Community Parks**

	FIRM	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	TOTAL AVERAGE SCORE
RECOMMENDED COR ROSTER	WHPacific	89	95	95	98	88	93.0
	DEA	88	93	89	95	86	90.2
	Walker Macy	91	92	88	94	86	90.2
	MacKay Sposito	88	88	83	90	91	88.0
	OTAK	85	90	94	89	80	87.6

HDR	74	87	94	93	82	86.0
MIG	87	94	89	76	83	85.8
Greenworks	84	96	73	93	81	85.4
Group MacKenzie	83	90	94	74	85	85.2
2.Ink.Studio	82	89	73	93	84	84.2
HDJ	73	87	94	87	78	83.8
HHPR	83	79	89	92	73	83.2
Murase	86	94	63	89	84	83.2
Nevue Ngan	81	92	69	92	82	83.2
Koch	82	89	70	91	82	82.8
Lango Hansen	81	89	69	91	84	82.8
Mayer Reed	83	89	64	87	81	80.8
SR design	75	94	69	89	75	80.4
Beighley	69	83	70	88	80	78.0
Atlas	61	85	60	88	82	75.2
MEP	63	83	63	89	76	74.8
Planning Solutions	60	65	48	85	74	66.4
Worthy	60	66	45	60	54	57.0

**Consultants of Record RFP Score Sheet TOTALS:
Category III – Trails & Linear Parks**

	FIRM	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	TOTAL AVERAGE SCORE
RECOMMENDED COR ROSTER	JD Walsh	88	92	87	93	88	89.6
	DEA	91	93	87	85	90	89.2
	WHPacific	89	95	83	91	82	88.0
	Walker Macy	87	92	92	82	81	86.8
	MacKay Sposito	81	88	88	92	83	86.4
	MIG	90	94	79	86	83	86.4
	Vigil Agrimis	83	92	82	88	86	86.2
	WRG	80	89	89	88	83	85.8
	OTAK	90	90	85	80	82	85.4

Mayer Reed	84	89	81	88	78	84.0
Koch	85	89	83	75	81	82.6
SR design	79	91	85	80	78	82.6
HHPR	87	83	74	79	83	81.2
2.Ink.Studio	82	86	82	73	81	80.8
HDR	81	87	80	69	84	80.2
Beighley	73	83	75	84	85	80.0
Berger Abam	87	84	73	79	73	79.2
MEP	66	83	70	72	80	74.2
Aron Faegre	72	74	82	76	64	73.6
Planning Solutions	66	65	75	73	77	71.2
Worthy	62	66	54	80	55	63.4

**Consultants of Record RFP Score Sheet TOTALS:
Category IV – Building ExpansionS & Improvements**

RECOMMENDED COR ROSTER	FIRM	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Reviewer 6	TOTAL AVERAGE SCORE
	Boora	93	92	95	94	88	94	92.7
	Opsis	95	98	98	89	89	87	92.7
	Sera	93	95	95	88	84	88	90.5
	TVA	90	93	97	90	86	78	89.0
	WPH	81	87	89	91	87	92	87.8
	Scott Edwards	87	84	95	80	88	91	87.5

Ankrom Moisan	82	82	93	86	76	82	83.5
Waterleaf	84	76	88	80	81	87	82.7
DECA	86	72	88	87	83	80	82.7
Oh Planning+Design	81	74	93	64	83	92	81.2
Carleton Hart	86	77	62	81	80	93	79.8
Gazley Plowman	86	69	74	80	76	94	79.8
Barrentine Bates Lee	88	64	79	77	77	87	78.7
MCA	76	76	88	64	79	85	78.0
Hennebery Eddy	82	84	68	69	81	83	77.8
Merryman Barnes	84	63	75	73	76	95	77.7
OTAK	70	69	71	85	76	85	76.0
Fletcher Farr Ayotte	82	65	67	77	77	86	75.7
Sargent Design Works	63	57	67	71	78	89	70.8
AKAAN	61	56	56	73	80	91	69.5
Nordby Design Studio	75	54	63	66	73	60	65.2
Aron Faegre	68	48	53	62	74	74	63.2
Perkowitz + Ruth	57	57	44	61	75	84	63.0
Planning Solutions	63	67	47	59	73	67	62.7
Crow Clay	0	0	0	0	0	0	0.0
LRS	0	0	0	0	0	0	0.0
Yost Grube Hall	0	0	0	0	0	0	0.0

Consultants of Record RFP Score Sheet TOTALS:

Category V – Natural Resource Enhancement & Restoration

RECOMMENDED COR ROSTER	FIRM	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	TOTAL AVERAGE SCORE
	WHPacific	83	87	95	86	89	88.0
	Pacific Habitat	83	78	86	87	93	85.4
	Vigil Agrimis	80	81	93	82	89	85.0
	DEA	79	81	92	82	88	84.4
	Greenworks	86	65	90	87	81	81.8
	JD Walsh	77	65	89	85	91	81.4

Mason Bruce Girard	68	69	93	82	88	80.0
MIG	71	62	92	89	85	79.8
OTAK	61	55	90	87	89	76.4
Wirthy	59	49	83	87	89	73.4
Berger Abam	70	55	84	76	82	73.4
Planning Solutions	62	56	73	81	62	66.8
MEP	58	60	84	82	43	65.4

RESOLUTION NO. 2009-05

**A RESOLUTION OF TUALATIN HILLS PARK & RECREATION DISTRICT,
WASHINGTON COUNTY, OREGON AUTHORIZING THE GENERAL MANAGER
TO AWARD CERTAIN CONTRACTS WITHOUT FURTHER BOARD APPROVAL.**

WHEREAS, voters within the Tualatin Hills Park & Recreation District (District) approved a \$100 million bond measure in November 2008; and

WHEREAS, the bond proceeds will fund a variety of District prerogatives, including the preservation of local natural areas, habitat restoration, park improvements and the purchase and development of additional parklands; and

WHEREAS, the District is establishing a short-list of qualified architects and landscape architects to provide design services relative to anticipated bond-funded improvements; and

WHEREAS, the District Board of Directors will approve the short-list of qualified architects and landscape architects that will provide design services for bond-funded projects; and

WHEREAS, the District's General Manager currently has the authority to award similar contracts without Board approval if the contract's value does not exceed \$100,000; and

WHEREAS, the Board believes it would be most efficient and cost-effective to authorize the General Manager to award contracts, as appropriate, to those on the short-list without Board approval regardless of the contract's value.

NOW, THEREFORE, the Board of Directors of the Tualatin Hills Park & Recreation District, Washington County, Oregon resolves as follows:

Section 1. The General Manager may award and execute contracts with architects and landscape architects without further Board approval regardless of the contract's value.

Section 2. This authority is limited to contracts with architects and landscape architects selected for inclusion on the short-list described above.

Section 3. This resolution is effective immediately upon its passage.

ADOPTED by the Board of Directors of the Tualatin Hills Park & Recreation District,
Washington County, Oregon, this 2nd day of March 2009.

TUALATIN HILLS PARK & RECREATION DISTRICT,
WASHINGTON COUNTY, OREGON

Larry Pelatt, Board President

Bob Scott, Board Secretary

ATTEST:

By _____
Doug Menke, General Manager



[5E]

MEMO

DATE: February 20, 2009
TO: The Board of Directors
FROM: Doug Menke, General Manager
RE: General Manager's Report for March 2, 2009

Metropolitan Transportation Improvement Program Grant

The Park District's Westside Regional Trail had a strong showing of support during Metro's Joint Policy Advisory Committee on Transportation (JPACT) public hearing held on February 12, 2009, to consider projects for Metropolitan Transportation Improvement Program (MTIP) grant funding. Two Board members, Larry Pelatt and Bob Scott, testified in support of the project, as did Washington County Commissioner, Dick Schouten, two Trails Advisory Committee members, Wendy Kroger and Leland Ascher, and two members of the Bicycle Transportation Alliance who mentioned strongly the Park District's application as a part of their presentations.

In addition, letters of support (attached) were submitted by City of Beaverton, Beaverton School District, Washington County Commissioners Strader, Schouten and former Commissioner John Leeper, Board President, Larry Pelatt, as well as numerous residents.

The funding recommendation is expected to be considered for approval by JPACT on March 5, 2009 and by the Metro Council on March 19, 2009.

Connecting Green Alliance

The Park District participated in a Connecting Green Alliance event that took place on February 19, 2009. The event provided a recap of the activities of the Alliance since its conception approximately one year ago and included an unveiling of a branding strategy and the sharing of success stories from around the region. Board members Larry Pelatt, John Griffiths and Bob Scott attended the event.

Elsie Stuhr Center's 34th Birthday

The Elsie Stuhr Center celebrated its 34th birthday on February 18. The celebration included refreshments, entertainment, and featured Mayor Dennis Doyle and the new City of Beaverton Chief of Police, Geoff Spalding.

No Oregon Child Left Inside Legislation

The House Committee on Education met on February 16, 2009 to hear testimony on this bill (HB 2544). I prepared a letter for the Committee in support of the bill, which I have attached for your information, which was entered into the record. I have also included a copy of the proposed bill for your reference.

The Board will recall that the bill calls for funding that will facilitate the preparation of an Environmental Literacy Plan for Oregon. At the federal level, No Child Left Inside legislation is making its way through Congress. Once approved, it will provide funding for Environmental and Outdoor education, however, only for those states that have prepared an Environmental Literacy Plan. Hence, the Oregon legislation.

Please note that I have requested an amendment to the bill that a place on the planning task force be added for a local park and recreation agency representative. This to reflect the fact that park and recreation agencies (and in particular this Park District) are active providers and partners in current and future environmental education opportunities.



CITY of BEAVERTON

4755 S.W. Griffith Drive, P.O. Box 4755, Beaverton, OR 97076 TEL: (503) 526-2481 Fax (503) 526-2571

DENNY DOYLE
MAYOR

February 12, 2009

Metro Council/JPACT Members
Regional Flexible Funding
Metro Planning and Development Center
600 NE Grand Avenue
Portland, Oregon 97232

re: *THPRD MTIP Application for Regional Flexible Funds;
Westside Regional Trail, Segment #18*

Dear Metro Council and JPACT Members,

Please accept this letter as an indication of my support for Tualatin Hills Park and Recreation District's (THPRD) 2008 MTIP application for regional flexible funds to be used to design and construct a section of the Westside Regional Trail. Of the planned 19 miles of trail, approximately six miles is within Beaverton's boundaries. Although the proposed project is not within Beaverton's boundaries, it would contribute to improving connectivity for bicyclists and pedestrians in eastern Washington County, including people who live and work in the City.

The Westside Regional Trail is planned to connect the Willamette River and the Tualatin River through the cities of Portland, Beaverton, Tigard, and Tualatin. Within Beaverton's boundaries, the Westside Trail will connect to other regional trails including the Beaverton Creek and Cooper Mountain Trails, as well as community trails including the TV Highway and Waterhouse Trails. Furthermore, the trail provides direct connection to a number of residential neighborhoods, commercial and employment centers, parks and open spaces, and schools and other public and civic points of interest.

The proposed project is an extremely important one for THPRD and the residents it serves. At present, much of the completed Westside Trail is located in Beaverton. The proposed project will serve as a catalyst to complete northern sections of the Westside Regional Trail.

In closing, I would like to thank you for your time and consideration of THPRD's proposed project and its request for MTIP funds.

Sincerely,

Denny Doyle
Mayor



Melvin (Bud) Moore, Ph.D.
Deputy Superintendent, Operations & Support Services
(WK) 503-591-4395 • (FAX) 503-591-4432
bud_moore@beaverton.k12.or.us

February 11, 2009

Metro Council/JPACT Members
Regional Flexible Funding
Metro Planning and Development Center
600 NE Grand Avenue
Portland, Oregon 97232

re: THPRD MTIP Application for Regional Flexible Funds;
Westside Regional Trail, Segment #18

Dear Metro Council and JPACT Members,

I am submitting this letter to express the Beaverton School District's support for the proposed Westside Regional Trail construction project. The proposed trail segment is in close proximity to, and accessible from, two of our schools, Stoller Middle and Jacob Wismer Elementary.

The proposed project provides a much-needed off-street alternative for those wanting to get around by means other than automobile, including school students. This project would connect two existing parks -- Kaiser Ridge and Kaiser Woods -- while also connecting to an existing regional trail (Rock Creek at Kaiser Woods Park) and a planned community trail (Bronson Creek at Kaiser Ridge Park). A connection to these trails would enhance future loop trail opportunities within neighborhoods adjacent to the proposed project and the Westside Trail as a whole. Furthermore, the trail allows for connections to a number of commercial and employment centers, and other public and civic points of interest.

This trail will greatly benefit the greater Beaverton community including school district students, their parents and our employees. Your support of this project is recommended.

Sincerely,

Melvin (Bud) Moore, Ph.D.
Deputy Superintendent, Operations & Support Services

District Goal for 2004-2009: Increase academic achievement district-wide with a special emphasis on literacy and mathematics gains for each student.



TUALATIN HILLS PARK & RECREATION DISTRICT

February 6, 2009

Metro Council/JPACT Members
Regional Flexible Funding
Metro Planning and Development Center
600 NE Grand Avenue
Portland, Oregon 97232

*re: THPRD MTIP Application for Regional Flexible Funds;
Westside Regional Trail, Segment #18*

Dear Metro Council and JPACT Members,

As a voice for residents of unincorporated Washington County, I would like to take this opportunity to convey my support for THPRD's proposed project to construct a section of the Westside Regional Trail. This is an important project in an area that currently has limited trail opportunities and connections to important neighborhood amenities.

The proposed project would connect two existing THPRD parks—Kaiser Ridge and Kaiser Woods. In addition to connecting these important recreational and open space areas, the proposed trail project will also connect an existing regional trail (Rock Creek at Kaiser Woods Park) and a planned community trail (Bronson Creek at Kaiser Ridge Park). A connection to these trails would enhance future loop trail opportunities within neighborhoods adjacent to the proposed project and the Westside Trail as a whole.

I hope that you will agree with me that this is a wonderful project and a great opportunity for a segment of the community lacking in trail opportunities. I do thank you in advance for your time and consideration of THPRD's request for MTIP funds to help make this project a reality.

Sincerely,

Desari Strader, District 2
Washington County Board of Commissioners

PLANNING & DEVELOPMENT

5500 SW Arctic Drive, Suite 2 • Beaverton, OR 97005 • (503) 629-6305 • Fax (503) 629-6307 • www.thprd.org

From: "Dick Schouten" <Dick_Schouten@co.washington.or.us>
To: <trans@oregonmetro.gov>
CC: "Tom Brian" <tom.brian@verizon.net>, "Desari Strader Home" <desaristrade...>
Date: 2/11/2009 5:26 PM
Subject: Regional Flexible Funding Allocation

To all Concerned:

I strongly endorse the Westside Trail, Kaiser Ridge Park - Kaiser Woods Park for 2010-13 MTIP funding. I am pleased TPAC has recommended funding for this trail project as well. I believe they made such recommendations for excellent reasons.

This project is a key part of the Westside Trail, a Trail that when completed cuts through the entire length of populous, eastern Washington County, a Trail that will continue north near or through Forest Park all the way to Sauvie Island. This will be a bi-County Trail.

Once completed inside THPRD, Westside will intersect with the Blue (and in the near future Red) MAX lines. It will intersect with a significant number of bus lines, including one of Washington County's two high frequency bus lines, (TriMet # 57 - TV Highway). And it will run right by two key employers that epitomize sporty/active northwest at its best, namely Columbia Sportswear and NIKE. This Trail will provide excellent access to THPRD's outstanding Terpenning Recreation Center and Tualatin Hills Nature Park. Another great natural gem will soon be emerging from inside THPRD, a land mark, wooded, volcanic 30-acre hill site that will provide great overlooks of Mt. Hood, Mt. St. Helens and the Coast Range. Its known as Mt. Williams Park and the Westside Trail will run right through it.

This particular segment will intersect with THPRD and Hillsboro's growing Rock Creek Trail that currently runs completed for some distance west of the Westside Trail. This Westside segment will provide immediate access to Kaiser Woods and Kaiser Ridge Parks, and safe and direct access to Jacob Wismer Elementary School and Stoller Middle.

Funding this project will be an important step forward for an extraordinarily important part of the Region. This area that traditionally has been active transportation deficient, but now shows as much potential as any to make rapid future progress with respect to building such transportation.

Sincerely,

Washington County Commissioner Dick Schouten

--
This message has been scanned for viruses and dangerous content by MailScanner, and is believed to be clean.

JOHN J. LEEPER

11160 SW Muirwood Drive
Portland, Oregon 97225
February 10, 2009

Metro Council/JPACT Members
Regional Flexible Funding
Metro Planning and Development Center
600 NE Grand Avenue
Portland, Oregon 97232

**Re: THPRD MTIP Application for Regional Flexible Funds;
Westside Regional Trail, Segment #18, Construction Project**

Dear Metro Council and JPACT Members,

I am writing to express my wholehearted support for THPRD's proposed Westside Regional Trail construction project. As a Washington County resident, the prospect of having an additional off-street, multiple-use trail would be a most welcome addition in the County. Also, the proposed project would bring the region one step closer to completion of an important north-south regional trail.

The proposed project would connect two existing THPRD parks—Kaiser Ridge and Kaiser Woods—while also connecting to an existing regional trail (Rock Creek at Kaiser Woods Park) and a planned community trail (Bronson Creek at Kaiser Ridge Park). A connection to these trails would enhance future loop trail opportunities within neighborhoods adjacent to the proposed project and the Westside Trail as a whole. The trail project would also allow for connections to a number of commercial and employment centers, schools and other public and civic points of interest.

Your support of this project would be deeply appreciated by the residents of the Sunset/West Bethany community and all of Washington County.

Sincerely,



John Leeper
Former Washington County Commissioner



Doug Menke
General Manager

Board of Directors

Joseph Blowers
John Griffiths
Bill Kanable
Larry Pelatt
Bob Scott

Tualatin Hills Park & Recreation District

Administration Office
15707 SW Walker Road, Beaverton, Oregon 97006
503/645-6433 fax 503/629-6303 www.thprd.org

February 6, 2009

Metro Council/JPACT Members
Regional Flexible Funding
Metro Planning and Development Center
600 NE Grand Avenue
Portland, Oregon 97232

**re: THPRD MTIP Application for Regional Flexible Funds;
Westside Regional Trail, Segment #18**

Dear Metro Council and JPACT Members:

As President of the Tualatin Hills Park & Recreation District (THPRD) Board of Directors, please accept this letter as a show of support for THPRD's 2008 MTIP application for regional flexible funds to be used to design and construct a section of the Westside Regional Trail. Of the planned 19 miles of trail, approximately 10 miles occur within THPRD's boundaries. Completion of this trail is a top priority for THPRD. Currently, approximately 4 miles of the Westside Trail has been completed, including a recently completed 2-mile section that begins at the Tualatin Hills Nature Park and heads south toward Mt. Williams.

As you are no doubt already aware, the Westside Regional Trail is planned to connect the Willamette River and the Tualatin River through the cities of Portland, Beaverton, Tigard, and Tualatin. Within THPRD's boundaries, the Westside Trail will provide connection to other regional trails (including the Rock Creek, Beaverton Creek, and Cooper Mountain Trails), as well as community trails (including the Waterhouse and Bronson Creek Trails). Furthermore, the trail provides direct connection to a number of residential neighborhoods, commercial and employment centers, parks and open spaces, schools and other public and civic points of interest.

The proposed project is an extremely important one for THPRD and the residents it serves. At present, much of the existing Westside Trail is located in THPRD's southern service area. The proposed project is located in the northern service area and its completion will serve as a catalyst to complete other northern sections of the Westside Regional Trail.

In closing, I would like to thank you for your time and consideration of THPRD's proposed project and its request for MTIP funds.

Sincerely,

Larry Pelatt, President
THPRD Board of Directors

5230 NW 137th Avenue
Portland, OR 97229

February 7, 2009

Metro Council/JPACT Members
Regional Flexible Funding
Metro Planning and Development Center
600 NE Grand Avenue
Portland, Oregon 97232

*re: THPRD MTIP Application for Regional Flexible Funds;
Westside Regional Trail, Segment #18*

Dear Metro Council and JPACT Members,

As a past chair of the Citizens Participation Organization for the Sunset West/Rock Creek/Bethany area, I would like to take this opportunity to convey my support for THPRD's proposed project to construct a section of the Westside Regional Trail. This is an important project in an area that currently has limited trail opportunities and connections to important neighborhood amenities. Because much of our area is also underserved by Tri-Met, these trail improvements are critical to creating alternatives to non-auto transportation within our community.

The proposed project will not only connect two existing THPRD parks in the Bethany area and improve connectivity between neighborhoods, but will also provide direct access for area residents to the existing Rock Creek Regional trail. Additionally, construction of the proposed project will provide pedestrian access for the Kaiser Woods neighborhoods to their neighborhood elementary and middle school, eliminating the need for school bus service for these children.

This project is a great opportunity for transportation alternatives in our community while also adding to the regional trail network. Thank you in advance for your time and consideration of THPRD's request for MTIP funds to help make this project a reality.

Sincerely,


Mary Manseau

Date: February 9, 2009

Metro Council/JPACT Members
Regional Flexible Funding
Metro Planning and Development Center
600 NE Grand Avenue
Portland, Oregon 97232

*re: THPRD MTIP Application for Regional Flexible Funds;
Westside Regional Trail, Segment #18*

Dear Metro Council and JPACT Members,

I am submitting this letter to express my support for THPRD's proposed Westside Regional Trail construction project. As a bike commuter and area resident, I am very excited at the prospect of an additional off-street, multiple-use trail coming online in my neighborhood in Washington County. Additionally, the proposed project also brings the region one step closer to completion of an important north-south regional trail which is a cost-effective alternative to Washington County's lack of on-street bike lanes.

Washington County's lack planning for bike lanes on road improvement in my area is appalling. New roads continue to be built in my area without bike lanes. I routinely use the bike/pedestrian paths in my area to avoid dangerous high traffic roads without shoulders. The proposed project provides a much-needed, cost-effective, off-street alternative for those choosing to get around by means other than automobile.

The proposed project would connect two existing THPRD parks – Kaiser Ridge and Kaiser Woods – while also connecting to an existing regional trail (Rock Creek at Kaiser Woods Park) and a planned community trail (Bronson Creek at Kaiser Ridge Park). A connection to these trails would enhance future loop trail opportunities within neighborhoods adjacent to the proposed project and the Westside Trail as a whole. Furthermore, this small segment of the trail will make it easier for bike commuters to connect with a number of schools, commercial and recreational points of interest.

The proposed project will serve as a catalyst to construction of other sections of the Westside Regional Trail and its eventual completion. Your support of this project would be deeply appreciated by residents of the Sunset West/Bethany community.

I thank you for your time and consideration.

Sincerely,



Bruce Werner
5395 NW 137th Ave.
Portland, Oregon 97229
503-464-7481
bruce.werner@pgn.com



Doug Menke
General Manager

Board Of Directors

Joseph Blowers
John Griffiths
Bill Kanable
Larry Pelatt
Bob Scott

Tualatin Hills Park & Recreation District

Administration Office
15707 SW Walker Road, Beaverton, Oregon 97006
503/645-6433 fax 503/629-6303 www.thprd.org

February 12, 2009

Oregon Legislative Assembly
House Committee on Education
Representative Sara Gelser, Chair

Dear Chair Gelser,

On behalf of the Tualatin Hills Park and Recreation District (THPRD), I am pleased to submit for the record, our support for House Bill 2544, No Oregon Child Left Inside (NOCLI).

Given the challenges of today's economic climate, many of our youth are deprived of the opportunity to experience the vast outdoors that our wonderful state offers. They spend their time indoors (because other options are not available) and play computer games or watch television rather than being outside in a structured learning environment. With all of the outdoor experiences available in Oregon, these young people are not exposed to the beauty and opportunity our state provides.

For many years, School Districts and Park and Recreation Agencies have partnered to provide a wide variety of services to our communities including Outdoor Recreation opportunities for our young people.

Across the state, funding for Outdoor Schools and other Environmental Education experiences have had to be cut in favor of other education needs. This bill helps take the first step in reinstating such programs for our young people. The benefits provided by the passage of this bill include the future eligibility for federal funding to improve Oregon students access to Environmental Education opportunities including Outdoor Schools.

We strongly support and encourage the passage of HB 2544. We ask that one amendment to the Bill be adopted and that is that one seat on the proposed Task Force be established for a local park and recreation agency representative. Again, recognizing the long-standing partnership.

On behalf of the Tualatin Hills Park and Recreation District, I thank you for your consideration.

Sincerely,

Doug Menke
General Manager

C.C. THPRD Board of Directors
Jim McElhinny, Director of Park and Recreation Services
ORPA Legislative Committee Chair

House Bill 2544

Sponsored by Representatives BUCKLEY, GELSER; Representatives CANNON, DEMBROW, HARKER, KOMP, READ, ROBLAN, VANORMAN, Senators BONAMICI, DINGFELDER, ROSENBAUM

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure **as introduced**.

Establishes Oregon Environmental Literacy Task Force. Directs task force to develop Oregon Environmental Literacy Plan. Sunsets task force on date of convening of next regular biennial legislative session.

Appropriates moneys from General Fund to Department of Education for purpose of funding task force and developing plan.

Declares emergency, effective July 1, 2009.

A BILL FOR AN ACT

1
2 Relating to environmental education; appropriating money; and declaring an emergency.

3 **Be It Enacted by the People of the State of Oregon:**

4 **SECTION 1. (1) The Oregon Environmental Literacy Task Force is established for the**
5 **purpose of developing the Oregon Environmental Literacy Plan described in section 2 of this**
6 **2009 Act.**

7 **(2) The task force consists of nine members as follows:**

8 **(a) The following three members appointed by the Superintendent of Public Instruction:**

9 **(A) A representative of the Department of Education;**

10 **(B) A representative of a school district; and**

11 **(C) A representative of an education service district;**

12 **(b) A member who represents a nonprofit organization that advances environmental ed-**
13 **ucation in Oregon and who is appointed by the Governor;**

14 **(c) A member who represents the Institute for Natural Resources created under ORS**
15 **352.239 and who is appointed by the Chancellor of the Oregon University System;**

16 **(d) The Director of the Department of Environmental Quality, or a designee;**

17 **(e) The State Parks and Recreation Director, or a designee;**

18 **(f) The State Fish and Wildlife Director, or a designee; and**

19 **(g) The Director of the Department of State Lands, or a designee.**

20 **(3) A majority of the members of the task force constitutes a quorum for the transaction**
21 **of business.**

22 **(4) Official action by the task force requires the approval of a majority of the members**
23 **of the task force.**

24 **(5) The task force shall elect one of its members to serve as chairperson.**

25 **(6) If there is a vacancy for any cause, the appointing authority shall make an appoint-**
26 **ment to become immediately effective.**

27 **(7) The task force shall meet at times and places specified by the call of the chairperson**
28 **or of a majority of the members of the task force.**

NOTE: Matter in **boldfaced** type in an amended section is new; matter *[italic and bracketed]* is existing law to be omitted. New sections are in **boldfaced** type.

1 (8) The task force may adopt rules necessary for the operation of the task force.

2 (9) The task force shall submit a report, and may include recommendations for legis-
3 lation, to an interim committee of the Legislative Assembly related to education no later
4 than October 1, 2010.

5 (10) The Department of Education shall provide staff support to the task force.

6 (11) Members of the task force are not entitled to compensation, but may be reimbursed
7 for actual and necessary travel and other expenses incurred by them in the performance of
8 their official duties in the manner and amounts provided for in ORS 292.495. Claims for ex-
9 penses shall be paid out of funds appropriated to Department of Education for purposes of
10 the task force.

11 (12) All agencies of state government, as defined in ORS 174.111, are directed to assist
12 the task force in the performance of its duties and, to the extent permitted by laws relating
13 to confidentiality, to furnish such information and advice as the members of the task force
14 consider necessary to perform their duties.

15 **SECTION 2.** (1) The Oregon Environmental Literacy Task Force established by section 1
16 of this 2009 Act shall develop the Oregon Environmental Literacy Plan.

17 (2) The goals of the Oregon Environmental Literacy Plan are to:

18 (a) Prepare students to understand and address the major environmental challenges
19 facing this state and country, including the relationship of the environment to national se-
20 curity, energy sources, climate change, health risks and natural disasters.

21 (b) Contribute to students establishing a healthy lifestyle by making outdoor experiences
22 part of the regular school curriculum and creating programs that promote healthy lifestyles
23 through outdoor recreation and sound nutrition.

24 (c) Create opportunities for enhanced and ongoing professional development of teachers
25 by improving teachers' knowledge of environmental issues, skill in teaching environmental
26 issues in the classroom and skill in teaching environmental issues in settings outside of the
27 classroom.

28 (3) To achieve the goals described in subsection (2) of this section, the task force shall
29 identify the following for the plan:

30 (a) The academic content standards, content areas and courses or subjects.

31 (b) The relationship of the plan to Oregon graduation requirements.

32 (c) How the Department of Education will measure the environmental literacy of stu-
33 dents.

34 (d) The programs for professional development of teachers to improve the teachers'
35 knowledge of environmental issues, skill in teaching environmental issues in the classroom
36 and skill in teaching environmental issues in settings outside of the classroom.

37 (e) How the plan will be implemented, including securing funding and other necessary
38 support.

39 (f) How to encourage educational agencies and public schools to participate in environ-
40 mental education programs that:

41 (A) Improve teachers' knowledge of environmental issues, skill in teaching environmental
42 issues in the classroom and skill in teaching environmental issues in settings outside of the
43 classroom.

44 (B) Focus on the development of teachers' environmental knowledge and teaching skills
45 as a career-long process that stimulates teachers' intellectual growth and upgrades teachers'

1 proficiency in teaching about the environment.

2 (C) Develop teacher training curricula that focus on environmental education and are
3 aligned with state and local academic content standards.

4 (D) Allow students to directly experience the outdoors by providing environmental edu-
5 cation experiences that are based on outdoor activities and that use outdoor facilities.

6 (E) Incorporate field-based learning, place-based learning, service learning, outdoor
7 learning or experimental learning.

8 (F) Integrate environmental education into the curricula by training teachers and ad-
9 ministrators how to use field-based learning, place-based learning, service learning, outdoor
10 learning and experimental learning and by encouraging and supporting teachers to use the
11 training in the curricula.

12 (G) Provide activities and programs that advance environmental education, including
13 interdisciplinary courses that integrate the study of natural, social and economic systems
14 and the use of the environment as an integrating theme for a school curriculum.

15 **SECTION 3.** Sections 1 and 2 of this 2009 Act are repealed on the date of the convening
16 of the next regular biennial legislative session.

17 **SECTION 4.** In addition to and not in lieu of any other appropriation, there is appropri-
18 ated to the Department of Education, for the biennium beginning July 1, 2009, out of the
19 General Fund, the amount of \$50,000 for the purpose of carrying out the provisions of
20 sections 1 and 2 of this 2009 Act.

21 **SECTION 5.** This 2009 Act being necessary for the immediate preservation of the public
22 peace, health and safety, an emergency is declared to exist, and this 2009 Act takes effect
23 July 1, 2009.



Connecting
People, Parks
& Nature

[6A]

MEMO

DATE: February 20, 2009
TO: Doug Menke, General Manager
FROM: Jim McElhinny, Director of Park & Recreational Services

RE: Cooper Mountain Nature Park Intergovernmental Agreement

Summary

Based on Board of Director's input, Park District staff have worked with Metro to craft an Intergovernmental Agreement to operate Cooper Mountain Nature Park. The agreement will facilitate THPRD providing ranger services, habitat and amenity maintenance, and environmental education at the park. THPRD will be reimbursed for operations and maintenance costs for the first five years of the agreement, after which we will assume all costs.

Background

Cooper Mountain Nature Park (CMNP) is a 230-acre natural area purchased by Metro using 1995 bond measure funds. It is located southwest of Beaverton in unincorporated Washington County, on the edge of the Park District's existing service area, with the exception of its northwest corner which is In-District. CMNP is located less than one mile from Jenkins Estate and less than one half mile from the District's Winkleman Property (see attached map).

In 2005, Metro approved the Cooper Mountain Master Plan and Management Recommendations. Metro is currently completing the development/construction of Phase 1, which consists of a trailhead, a nature play area, restrooms, picnic tables, parking areas, approximately three miles of trails, and a "nature house" for environmental education programs and community meeting space. Construction is scheduled to be complete in late spring 2009. The park will open to the public in summer 2009.

Because Metro's goals for habitat preservation, environmental education, and visitor access are similar to those of the Tualatin Hills Park and Recreation District (THPRD) and CMNP will, in part, serve THPRD patrons, staff presented a position paper explaining benefits of co-operating the park at the Board of Director's October 1, 2007 meeting. The Board approved the paper which gave staff authority to pursue short-term action steps that could allow THPRD to operate the park.

Since that time Park District staff have worked with Metro staff on an operating and maintenance Intergovernmental Agreement (IGA) for the site (attached*).

** Due to the size of this document, it is included as an attachment only for Board Members and Management Staff. Copies are available upon request by calling 503-645-6433.*

Proposal Request

The IGA outlines specific areas of park operation, educational programming, restoration, finances, and legal responsibility. It has a term of ten years with an automatic renewal for one additional ten-year term. Included in the IGA is a provision that will allow THPRD to use the pole barn/maintenance yard at CMNP as a satellite maintenance facility.

THPRD will be reimbursed for the costs of operation for the first five years of the agreement. It is hoped that over time, neighborhoods around the park will be annexed into the Park District to provide additional revenue to fund park operations. During the first five years of the agreement, Metro will take a lead role in maintaining the habitat while training Park District staff on the intricacies of the site. THPRD will play an increasing role in habitat maintenance during those years, eventually taking over all habitat management responsibilities by year ten of the agreement.

The IGA provides reimbursement for direct staffing costs, materials, and services. Staffing will include one full time park ranger, a half time outdoor maintenance technician, a half time program coordinator, as well as part time specialty maintenance and education staff. Funding for these positions is included within the Park District's current year's budget and will be continued within future years' budgets. Metro will bear the costs for capital replacement and maintenance items.

The attached IGA documents have been reviewed and approved by Park District legal counsel. Teri Dresler, Metro's Director of Parks and Environmental Services, will be in attendance at the March 2, 2009 Regular Board meeting to provide an overview of the Intergovernmental Agreement and to answer any questions the Board may have.

Benefits of Proposal

The proposal supports goals addressed in the Park District's Comprehensive Plan, will allow patrons access to nature and recreation, and could provide a satellite maintenance facility for parks in the SW quadrant of the Park District.

Potential Downside of Proposal

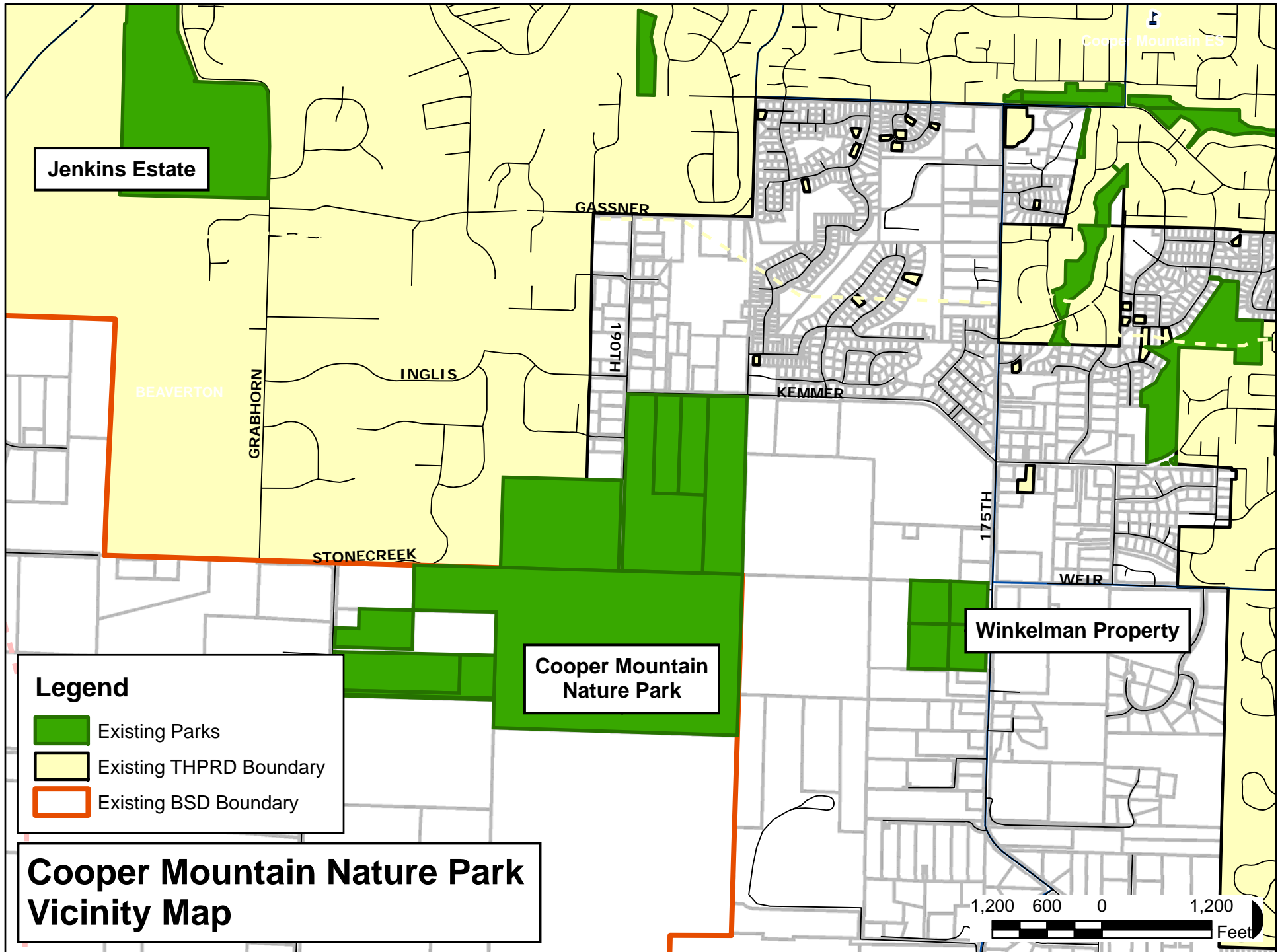
The only downside to the proposal is that the reimbursement provided by Metro will cease after five years, causing the Park District to take on that responsibility.

Maintenance Impact

Initially, maintenance impact should be minimal since equipment and staffing for most site functions will be reimbursed for five years, as described in the IGA.

Action Requested

Board of Director's approval of the Cooper Mountain Nature Park Intergovernmental Agreement, including hiring of the positions referenced above, and direction to the General Manager, or his designee, to execute the agreement.



INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement (“Agreement”) is by and between Metro, an Oregon municipal corporation, located at 600 Northeast Grand Avenue, Portland, Oregon, 97232-2736 (“Metro”), and the Tualatin Hills Park & Recreation District, a park and recreation district organized under ORS chapter 266, located at 15707 SW Walker Road, Beaverton, Oregon 97006 (“THPRD”). This Agreement shall be effective on the last date of signature of a party below (the “Effective Date”).

RECITALS

WHEREAS, pursuant to the 1995 Metro Open Spaces Bond Measure, approved by the voters on May 16, 1995, Metro has acquired more than 230 acres of real property located in Washington County, Oregon, commonly known as the Cooper Mountain Natural Area (the “Natural Area” or “Nature Park”), and more specifically identified on the map attached hereto as Exhibit A;

WHEREAS, on December 1, 2005, Metro approved the Cooper Mountain Master Plan and Management Recommendations by its adoption of Resolution No. 05-3643 (the “Master Plan”);

WHEREAS, in April 2006 the Washington County Board of Commissioners approved the Cooper Mountain Master Plan and Management Recommendations;

WHEREAS, the Master Plan established a mission to “balance protection and restoration of the unique natural resources of the Cooper Mountain Natural Area with the public’s enjoyment of nature-based recreation”;

WHEREAS, using funding from the 2006 Metro Natural Areas Bond Measure, Metro has completed, or will soon complete, construction of extensive public improvements to open the Nature Park for public use and enjoyment;

WHEREAS, Metro and THPRD wish to jointly manage the Nature Park consistent with the approved Master Plan, with the primary goal being protection of the Nature Park’s natural resources, enhancement and protection of wildlife habitat, and providing public recreation and education consistent with the foregoing; and

WHEREAS, Metro and THPRD therefore desire to enter into this Agreement to set forth the responsibilities and obligations of the parties with respect to the allowable uses, improvements, management, maintenance, restoration, and operation of the Nature Park;

Now, therefore, the parties agree as follows:

AGREEMENT

- 1. Metro's Compensation for THPRD Management Expenses.** Metro shall compensate THPRD for expenses THPRD incurs to manage the Nature Park pursuant to this Agreement for the first five years of this Agreement. Such compensation shall be invoiced to Metro at the rates and staffing levels described in Exhibit B attached hereto. Beginning in year two of this agreement, Metro agrees to increase the annual compensation to THPRD by an inflation rate of 3% per year for labor and materials and services. Following receipt of an invoice from THPRD, Metro shall provide THPRD with such compensation on a quarterly basis, not later than the end of each Metro fiscal year. Metro and THPRD agree to meet annually, no later than November 30 of each year to review levels of service and budget sufficiency to determine if either needs to be adjusted. Metro shall be responsible for establishing this meeting date with THPRD on an annual basis. Beginning on the fifth anniversary of this Agreement and in all years thereafter, THPRD shall be responsible for all operational expenses it incurs to manage the Nature Park pursuant to this Agreement. It is hoped that the area surrounding the Nature Park is annexed into the Park District, which would provide operational funds for the Nature Park. Both Metro and THPRD support this concept.
- 2. Capital Improvements and Renewal and Replacement.** Metro has completed, or will complete not later than June 15, 2009, construction of capital improvements in the Natural Area as provided in the Master Plan, including the "Nature House" classroom building, two trailhead restrooms, a paved parking area, a children's discovery garden, two picnic areas, demonstration gardens, a maintenance building and facilities, signage (including interpretive, directional, traffic, regulatory, and trail signs), walking trails, on-site storm water treatment facilities (bioswales), artwork, an irrigation system, and automated entrance gates (the "Park Facilities"). Metro will provide THPRD with full copies of all "as-built" drawings for of the Capital Improvements on the Nature Park. Metro will also provide and coordinate appropriate training for THPRD staff regarding the construction and proper maintenance of the Park Facilities. Metro will remain responsible for the workmanship and material warranties for all Park Facilities for a period of one year from the date the Park Facility was completed and accepted by Metro. Any additional capital improvements deemed necessary at the site will be mutually agreed upon by Metro and THPRD and, upon completion of their construction, shall be considered part of the Park Facilities. As the land owner, Metro retains ownership of the Park Facilities. Metro will budget renewal and replacement funds for the Park Facilities in accordance with Metro's renewal and replacement policy and schedule attached as Exhibit C. As renewal and replacement projects are due, Metro and THPRD will come to an agreement as to who will manage the project at Metro's expense.
- 3. THPRD's Access, Management, Maintenance, Operation, and Security.**

 - 3.1. Metro grants to THPRD, and to THPRD's agents and contractors, the right to enter the Nature Park for the purpose of performing all activities, including enforcement of THPRD's code and policies related to parks, reasonably necessary for the management, maintenance, operation, and security of the Nature Park and for the fulfillment of THPRD's duties and responsibilities under this Agreement. The public shall be

permitted to access the Nature Park only as provided in the Master Plan or as specified by special permit.

- 3.2. THPRD shall be responsible for the daily and ongoing management, maintenance, security, and operation of the Nature Park at all times, in accordance with the terms of this Agreement. The Nature Park shall be managed, maintained, operated, and protected in accordance with the Master Plan and its intended use as a natural area, with the primary goals being protection of natural resources, enhancement and protection of wildlife habitat, and public recreation consistent with the foregoing. THPRD's management, maintenance, operations, and security of the Nature Park shall be qualitatively comparable to THPRD's management, maintenance, operations, and security provided at other facilities that THPRD owns or manages. Metro shall periodically visit and inspect the Nature Park to ensure that THPRD's management is in accordance with this Agreement. THPRD's responsibilities shall include:
 - 3.2.1. Daily management, maintenance and repair, security, and operation of the facilities, projects, and improvements made by Metro pursuant to Section 2 of this Agreement;
 - 3.2.2. Staffing and funding the operation, maintenance, and security of the Nature Park with THPRD's own financial and staffing resources, except as otherwise provided in Sections 1 and 2 of this Agreement;
 - 3.2.3. Enforcement of rules and regulations applicable to use of the Nature Park consistent with the Master Plan, including restrictions on dogs, bicycles, fires, camping, equestrian use, motorized vehicles, firearms, hunting, smoking, intrusive noise, and plant collecting, and all other applicable code provisions, laws, and rules applicable to parks managed by THPRD. THPRD shall not change any park rule, authorize uses that had been prohibited, or prohibit uses that had been authorized, without Metro's written consent prior to implementing any such change in the Nature Park, except for temporary changes necessary due to a public safety emergency;
 - 3.2.4. Responding to and resolving public inquiries and nuisance complaints and mitigating threats to the resources of the Nature Park in a timely manner. THPRD shall notify Metro of any such inquiry or complaint regarding a significant natural resource-related issue, including, without limitation, land slides, dying trees, and fires. If Metro is issued a nuisance notice for the Nature Park by a governmental body with authority to issue such notice, Metro shall forward such notice to THPRD and THPRD shall abate the nuisance as required in the notice. If THPRD does not abate the nuisance, then Metro may, at its sole option, abate the nuisance and provide THPRD with an invoice for the cost of such work, which THPRD shall be liable to pay to Metro, and shall pay to Metro within thirty (30) days of receiving such invoice;

- 3.2.5. Obtaining any authorizations or permits necessary for management, maintenance, security, and operation of the Nature Park. Any permits granted by THPRD to users of the Natural Area shall comply with the terms and limitations set forth in this Agreement and in the Master Plan. THPRD shall be responsible for contacting and coordinating with other local or state agencies regarding any and all management, maintenance, security, and operational issues that may arise with respect to the Natural Area. THPRD shall consult with Metro not fewer than thirty (30) days prior to THPRD applying for any development permit applicable to the Nature Park. Metro's acceptance of such permitting activity is implied unless otherwise communicated in writing by Metro within twenty (20) days of such consultation.
- 3.2.6. Coordinating with the Regional Arts & Culture Council ("RACC") before undertaking any maintenance or cleaning of the artwork installed in the Nature Park as part of the capital improvements;
- 3.2.7. Performing all other responsibilities described in Sections 1 through 6 of this Agreement.
- 3.3. THPRD shall not make any major modifications or additions to the facilities, projects, and improvements made by Metro pursuant to Section 2 of this Agreement without Metro's written consent. "Major modifications or additions" as referred to in this paragraph include, without limitation, any new structures or parking areas, enlarging a parking area or any structure, and trail additions and realignments other than routine repairs.
- 3.4. THPRD may use the maintenance building and facilities as a district maintenance facility serving any THPRD facilities, in addition to the Natural Area. Such use may include, without limitation, parking and housing THPRD equipment and vehicles, staff parking, and staff office space.
- 3.5. All requests for easements, rights of way, and leases on or affecting the Nature Park shall be submitted to Metro and Metro shall process them in accordance with the Metro Easement Policy, Resolution No. 97-2539B, passed by the Metro Council on November 6, 1997, attached hereto as Exhibit D.
- 4. Natural Area Restoration.** All natural area restoration at the Nature Park shall be consistent with the Cooper Mountain Natural Resource Management Plan, attached and incorporated herein as Exhibit E (the "Management Plan"). The current management plan expires in 2010, at which time a new plan will be developed. In the last several years, Metro has completed significant natural area restoration projects in the Nature Park, consistent with the Management Plan, that have involved the removal of non-native and invasive species, prescribed burns, and the planting of native species. Metro and THPRD shall cooperate regarding all natural area restoration activities in the Nature Park, including monitoring and maintenance activities and regarding all plans for new natural area restoration activities in the Nature Park. For a period of five years from the Effective Date, Metro shall

take the lead to coordinate and fund restoration activities on the site, with THPRD's full and active participation and consultation. Over the course of the first term of this Agreement, the parties shall work together to transition the responsibility for leading such restoration activities from Metro to THPRD, with a goal of THPRD taking the lead role, to include funding, in years six through ten, with Metro's full and active participation and consultation. A meeting between Metro and THPRD will be held annually to plan restoration activities for the coming year. This meeting will be scheduled by Metro annually with the meeting date to be established no later than November 30 each year. If this Agreement is renewed as provided in Section 7., THPRD shall thereafter take the lead to coordinate all restoration activities on the site in accordance with the Management Plan, with Metro's full and active participation and consultation. All restoration activities will be coordinated between Metro and THPRD as it relates to public programming and public access to the Nature Park. This coordination will take place seasonally to ensure the public is protected from any chemical use, prescribed burning, or other restoration activities that may have a negative impact on the public.

5. Education and Volunteer Programs. THPRD shall take on the lead role to provide educational programming at the site. Metro shall have the opportunity to consult and give input as to program content. THPRD agrees to allow Metro to offer environmental education programs from time to time. Metro and THPRD will coordinate on volunteer programs at the Nature Park so as to avoid conflicts and maximize citizen participation. Projects may include trail maintenance and repair projects and natural area restoration projects, such as the removal of non-native and invasive plants and the planting of native plants. Metro and THPRD shall provide, schedule, coordinate, and register participants for their own environmental education and volunteer programs at the Nature Park. Metro and THPRD shall retain any fees collected as part of registering participants for their own programs. Metro and THPRD shall cooperate to coordinate scheduling and advertising for all such education and volunteer programs so as to maximize access to the public.

6. Signage and Acknowledgement.

6.1. THPRD shall maintain and repair all signage in the Nature Park, including interpretive, directional, traffic, regulatory, and trail signs, substantially to the professional level of appearance, and in the locations, as when installed. All replacement and repair shall be consistent with the original sign design, style, installation, and materials, unless Metro consents to any changes thereto in writing. THPRD shall not relocate any signs without Metro's written consent.

6.2. THPRD shall not install any new permanent signage without Metro's consent regarding content, format, construction, and location.

6.3. THPRD shall recognize and document in any publications, media presentations, or other presentations referencing the Nature Park that are produced by or at the direction of THPRD, that funding for acquisition and construction of facilities at the Natural Area came from the Metro Opens Spaces Bond Measure and the Metro Natural Areas Bond Measure. THPRD's recognition of Metro in written materials shall include Metro's logo

and script of a size equal and comparable to the size of THPRD's logo and script as used in such publications and Metro shall make its graphics available to THPRD upon request for such publications. If THPRD plans and holds any community/media events to publicize the Nature Park, THPRD agrees to provide Metro with written notice of any such event at least three weeks prior to the scheduled event in order to coordinate with and allow for participation by Metro staff and elected officials, and appropriate recognition of the source of funding for acquisition and construction of the Nature Park.

- 7. Term; Automatic Renewal.** This Agreement shall continue for a term of ten years, unless modified or terminated as provided herein. This Agreement shall automatically renew for one additional ten-year term unless, not later than ninety (90) days prior to the expiration of the initial term of this Agreement, one of the parties provides the other party with notice that it does not wish to renew this Agreement.
- 8. Termination.**

 - 8.1. Joint Termination for Convenience. Metro and THPRD may, by written agreement signed by both parties, jointly terminate all or part of this Agreement based upon a determination that such action is in the public interest. Termination under this provision shall be effective as provided in such termination agreement.
 - 8.2. Termination for Cause. Either party may terminate this Agreement in full, or in part, at any time if that party (the "terminating party") has determined, in its sole discretion, that the other party has failed to comply with the conditions of this Agreement and is therefore in default (the "defaulting party"). The terminating party shall promptly notify the defaulting party in writing of that determination and document such default as outlined herein. The defaulting party shall have thirty (30) days to cure the default described by the terminating party. If the defaulting party fails to cure the default within such thirty (30) day period, then this Agreement shall terminate ten (10) days following the expiration of such thirty (30) day period.
- 9. Mutual Indemnification.** THPRD shall indemnify and hold Metro and Metro's agents, employees, and elected officials harmless from any and all claims, demands, damages, actions, losses, and expenses, including attorney's fees, arising out of or in any way connected with the performance of this Agreement by THPRD or THPRD's officers, agents, or employees, subject to the limitations and conditions of the Oregon Tort Claims Act, ORS chapter 30, and the Oregon Constitution. Metro shall indemnify and hold THPRD and THPRD's agents, employees, and elected officials harmless from any and all claims, demands, damages, actions, losses, and expenses, including attorney's fees, arising out of or in any way connected with the performance of this Agreement by Metro or Metro's officers, agents, or employees, subject to the limitations and conditions of the Oregon Tort Claims Act, ORS chapter 30, and the Oregon Constitution.
- 10. Oregon Constitution and Tax Exempt Bond Covenants.** The source of funds for the acquisition and construction of the Natural Area is from the sale of voter-approved general obligation bonds that are to be repaid using ad valorem property taxes exempt from the

limitations of Article XI, sections 11, 11b, 11c, 11d and 11e of the Oregon Constitution, and that the interest paid by Metro to bond holders is currently exempt from federal and Oregon income taxes. THPRD covenants that it will take no actions that would cause Metro to be unable to maintain the current status of the real property taxes imposed to repay these bonds as exempt from Oregon's constitutional property tax limitations or the income tax exempt status of the bond interest under IRS rules. In the event THPRD breaches this covenant, THPRD shall undertake whatever remedies are necessary to cure the default and to compensate Metro for any loss it may suffer as a result thereof. In such an event, Metro shall work cooperatively with THPRD to address such breach.

11. Laws of Oregon; Public Contracts. The laws of the State of Oregon shall govern this Agreement, and the parties agree to submit to the jurisdiction of the courts of the State of Oregon. All applicable provisions of ORS chapters 279A, 279B, and 279C, and all other terms and conditions necessary to be inserted into public contracts in the State of Oregon, are hereby incorporated by this reference as if such provisions were a part of this Agreement.

12. Assignment. Neither party may assign any of its rights or responsibilities under this Agreement without prior written consent from the other party, except that a party may delegate or subcontract for performance of any of its responsibilities under this Agreement.

13. Notices. All notices or other communications required or permitted under this Agreement shall be in writing, and shall be personally delivered (including by means of professional messenger service) or sent by both (1) electronic mail or fax, and (2) regular mail. Notices shall be deemed delivered on the date personally delivered or the date of such electronic or fax correspondence, unless such delivery is on a weekend day, on a holiday, or after 5:00 p.m. on a Friday, in which case such notice shall be deemed delivered on the next following weekday that is not a holiday.

To Metro: Director, Metro Parks and Environmental Services
600 N.E. Grand Avenue
Portland, OR 97232-2736
Fax: 503-797-1849
Email: teri.dresler@oregonmetro.gov

With Copy To: Office of Metro Attorney
600 N.E. Grand Avenue
Portland, OR 97232-2736
Fax: 503-797-1792
Email: paul.garrahan@oregonmetro.gov

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

With Copy To: Superintendent of Natural Resources
Tualatin Hills Park & Recreation District
Natural Resources Department
5500 SW Arctic Dr. #2
Beaverton, OR 97005
Fax: 503-629-6307
Email: bbarbara@thprd.org

14. Severability. If any covenant or provision of this Agreement shall be adjudged void, such adjudication shall not affect the validity, obligation, or performance of any other covenant or provision which in itself is valid, if such remainder would then continue to conform with the terms and requirements of applicable law and the intent of this Agreement.

15. Entire Agreement; Modifications. This Agreement constitutes the entire agreement between the parties and, except as provided in the Master Plan, supersedes any prior oral or written agreements or representations relating to the Nature Park. No waiver, consent, modification, amendment, or other change of terms of this Agreement shall bind either party unless in writing and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have set their hands on the day and year set forth below.

**TUALATIN HILLS PARK &
RECREATION DISTRICT**

METRO

By: _____

Michael Jordan, Chief Operating Officer

Print Name: _____

Title: _____

Date: _____

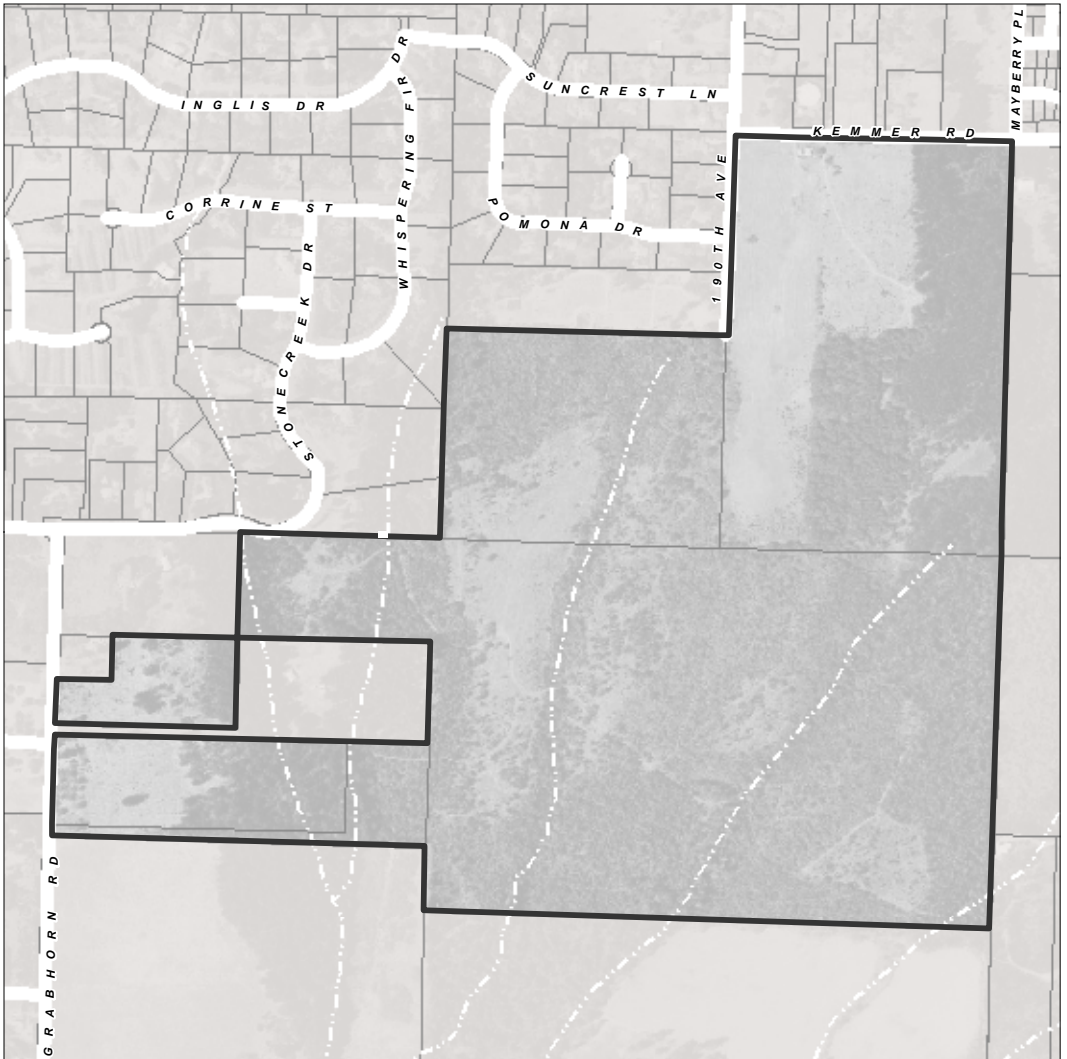
Date: _____

Exhibits:

- Exhibit A – Identification of Properties Within the Nature Park
- Exhibit B – THPRD Staffing and Compensation Levels
- Exhibit C – Metro Renewal and Replacement Policy
- Exhibit D – Metro Easement Policy and Metro Resolution No. 97-2539B
- Exhibit E – Cooper Mountain Natural Resource Management Plan

M:\attorney\confidential\16 BondMeas.2006\00 Program\05 Management IGAs\Metro-THPRD Cooper Mtn IGA final 021309.DOC

Exhibit A to Metro/THPRD IGA



Cooper Mountain Natural Area

TaxLots

Streams



Exhibit A -- Metro/THPRD Cooper Mountain Management IGA

EXHIBIT B
THPRD Staffing and Compensation Levels

Tualatin Hills Park & Recreation District - Cooper Mountain Nature Park - Operation & Maintenance Costs

	Personnel				
	Title	FTE	Wage	Notes	THPRD in-kind contributions
Enviro Ed	Program Coordinator	0.5	\$ 16,710	Does coordination, scheduling, some teaching.	Interpretive Center Supervisor supervision
	Env. Educator - seasonal	0.25	\$ 6,050		
					Volunteer coordination, supplies
Maintenance & Operations	Park Ranger	1	\$ 59,230	Includes benefits	Natural Resource Specialist supervision
	Worker - seasonal	0.5	\$ 14,276		24 hour Security support
	building maintenance/cleaning		\$ 3,960	cleaning, repairs	Maintenance supervision
	mowing/heavy equip support		\$ 500		Maintenance supervision
	demand maint support/repair		\$ 950		Maintenance supervision
	<i>Personnel subtotal</i>		\$ 101,675		
	Materials & Services				
	Item	Qty	Cost	Notes	THPRD in-kind contributions
Enviro Ed	General operating		\$ 3,000	Teaching materials, advertising, outreach, consumables	Use of existing teaching materials as needed.
	Events budget		\$ 1,000		Support of PR staff, website
	Mileage		\$ 700	Staff would show up here as work place, but may need to go to admin office in own vehicle for supplies, etc.	
Maintenance & Operations	Trail maintenance		\$ 2,500	trail surfacing, materials	
	Hazard tree contractors		\$ 4,500		THPRD arborist consultation/evaluation time
	Operating supplies		\$ 4,500	consumable items (sign repair, trash bags, paper products, cleaning materials, pesticides, plant materials)	
	Utilities				
	water/sewer		\$ 625		
	electric		\$ 2,000		
	gas		\$ 625		
	telecom		\$ 1,500		
	garbage/recycle		\$ 2,025	\$169/month	
	Sonitrol Security		\$ 1,728	\$144/month	
	Contract services (building related)		\$ 800	Vactor, emergencies, electrical...	
	Vehicle rental/maintenance		\$ 800	Minimal cost- staff would use existing vehicles when needed or rent special equipment.	
	Staff development		\$ 500		
	<i>Materials & Services subtotal</i>		\$ 26,803		
	THPRD				
	Basic Annual Costs	Total	\$ 128,478		

EXHIBIT C
Metro Renewal and Replacement Policy

Policy (attached)

The sections that specifically deal with renewal and replacement are Page 6, policy 1 and 2 and pages 18-22 Renewal and Replacement.

This provides the information necessary for this IGA. Parks base amount for inclusion to a renewal and replacement listing is much lower than the manual minimum of \$10,000. We put on the listing anything of substance that will require replacement with the exclusion of building shells or regular maintenance items to insure adequate future funding to maintain Park assets.

Schedule of Parks Renewal and Replacement Items

Benches	8 years
Signage	10 years
Auto entry gates	15 years
Roof	20 years
Heating systems	20 years
Fencing	20 years
Structures	25 years
Bridges	25 years
Parking lots	25 years
Infrastructure-water lines etc-	30 years



Capital Asset Management Policies and Instructions

The procedures for the Capital Asset Management Policies (C.A.M.P.) adopted by Council Resolution No. 01-3113 were developed through a cooperative effort of the following members of the C.A.M.P. Team:

Financial Planning, Finance and Administrative Services Department

Casey Short
Karen Feher

Information Technology, Finance and Administrative Services Department

David Biedermann
John Miller

MERC

Bryant Enge
Mark Hunter

Oregon Zoo

Sarah Chisholm
Terry Joeckel
Patty Mueggler

Planning Department

Jenny Kirk

Property Services

Brian Phillips

Regional Parks and Greenspaces Department

Dan Kromer
Jeff Tucker

Solid Waste and Recycling Department

Doug Anderson
Paul Ehinger

**Capital Asset Management Policies (C.A.M.P.)
and
Instructions**

Table of Contents

Adopting Resolution No. 01-3113	2
Capital Asset Management Policies.....	4
Definitions for C.A.M.P.....	12
Renewal and Replacement Guidelines	16
Maintenance	22
Sample Renewal and Replacement Schedule	26

EXHIBIT C
Metro Renewal and Replacement Policy

**Adopting
Resolution**

EXHIBIT C
Metro Renewal and Replacement Policy

Adopting Resolution No. 01-3113

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING) RESOLUTION NO. 01-3113
METRO CAPITAL ASSET MANAGEMENT)
POLICIES) INTRODUCED BY COUNCILOR
BILL ATHERTON

WHEREAS, Metro facilities include capital assets with a total value of over \$375 million,
and

WHEREAS, the Council Presiding Officer established the System Performance Task Force
for the purpose of examining current practices related to the management of Metro's
capital assets,

WHEREAS, the task force determined that there is a need to establish a framework of
consistent policies to guide the planning and management of Metro's capital assets, and

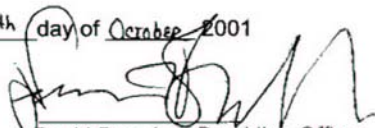
WHEREAS, the adoption of capital asset management policies will demonstrate Metro's
commitment to sound fiscal and financial management, therefore

BE IT RESOLVED,

The Metro Council approves Exhibit A of this resolution, entitled "Capital Asset
Management Policies".

ADOPTED by the Metro Council this 18th day of October, 2001




David Bragdon, Presiding Officer

Approved as to Form


Daniel B. Cooper, General Council

EXHIBIT C
Metro Renewal and Replacement Policy

C.A.M.P.
Policies

Capital Asset Management Policies

Exhibit A

Capital Asset Management Policies

The following policies establish the framework for Metro's overall capital asset planning and management. They provide guidance for current practices and a framework for evaluation of proposals for future projects. These policies also seek to improve Metro's financial stability by providing a consistent approach to fiscal strategy. Adopted financial policies show the credit rating industry and prospective investors (bond buyers) the agency's commitment to sound financial management and fiscal integrity. Adherence to adopted policies ensures the integrity and clarity of the financial planning process and can lead to improvement in bond ratings and lower cost of capital.

1. Metro shall operate and maintain its physical assets in a manner that protects the public investment and ensures achievement of their maximum useful life.

Ensuring the maximum useful life for public assets is a primary agency responsibility. Establishing clear policies and procedures for monitoring, maintaining, repairing and replacing essential components of facilities is central to good management practices. It is expected that each Metro department will have written policies and procedures that address:

- *Multi-year planning for renewal and replacement of facilities and their major components;*
- *Annual maintenance plans.*

2. Metro shall establish a Renewal & Replacement Reserve account for each operating fund responsible for major capital assets.

Ensuring that the public receives the maximum benefit for their investments in major facilities and equipment requires an ongoing financial commitment. A Renewal & Replacement Reserve should initially be established based on the value of the asset and consideration of known best asset management practices. Periodic condition assessments should identify both upcoming renewal and replacement projects and the need to adjust reserves to support future projects. If resources are not sufficient to fully fund the Reserve without program impacts, the Council will be consider alternatives during the annual budget process. Establishing and funding the Reserve demonstrates Metro's ongoing capacity and commitment to these public investments.

3. Metro shall prepare, adopt and update at least annually a five-year Capital Improvement Plan (CIP). The Plan will identify and set priorities for all major capital assets to be acquired or constructed by Metro. The first year of the adopted CIP shall be included in the Proposed Budget.

The primary method for Metro departments to fulfill the need for multi-year planning is the Capital Improvement Planning process. The CIP allows a comprehensive look at Metro's capital needs for both new facilities and renewal and replacement of existing ones, and allows the Council to make the necessary decisions to ensure financial resources match forecasted needs.

EXHIBIT C
Metro Renewal and Replacement Policy

Exhibit A

Capital Asset Management Policies

4. Capital improvement projects are defined as facility or equipment purchases or construction which results in a capitalized asset costing more than \$50,000 and having a useful (depreciable life) of five years or more. Also included are major maintenance projects of \$50,000 or more that have a useful life of at least five years.

A clear threshold ensures that the major needs are identified and incorporated in financial plans.

5. An assessment of each Metro facility will be conducted at least every five years. The report shall identify repairs needed in the coming five years to ensure the maximum useful life of the asset. This information shall be the basis for capital improvement planning for existing facilities and in determining the adequacy of the existing Renewal & Replacement Reserves.

A foundation step for capital planning is an understanding of the current conditions of Metro facilities. It is expected that Metro departments have a clear, documented process for assessing facility condition at least every five years. The assessment processes may range from formal, contracted engineering studies to in-house methods such as peer reviews. The assessment should identify renewal and replacement projects that should be done within the following five years. The Renewal & Replacement Reserve account should be evaluated and adjusted to reflect the greater of the average renewal & replacement project needs over the coming five years or 2% of the current facility replacement value.

6. The Capital Improvement Plan will identify adequate funding to support repair and replacement of deteriorating capital assets and avoid a significant unfunded liability from deferred maintenance.

Using the information provided by facility assessments, Metro departments should use the CIP process to identify the resources necessary to keep facilities in an adequate state of repair. In situations where financial resources force choices between programs and facility repair, the annual budget process should highlight these policy choices for Council action.

7. A five-year forecast of revenues and expenditures will be prepared in conjunction with the capital budgeting process. The forecast will include a discussion of major trends affecting Agency operations, incorporate the operating and capital impact of new projects, and determine available capacity to fully fund the Renewal & Replacement Reserve.

Incorporation of capital needs into agency five-year forecasts ensures that problem areas are identified early enough that action can be taken to ensure both the maintenance of Metro facilities and integrity of Metro services.

8. To the extent possible, improvement projects and major equipment purchases will be funded on a pay-as-you-go basis from existing or foreseeable revenue sources. Fund Balances above established reserve requirements may be used for one-time expenditures such as capital equipment or financing of capital improvements.

Preparing a CIP and incorporating it into five-year forecasts enables Metro to plan needed capital spending within foreseeable revenues. This minimizes the more

EXHIBIT C
Metro Renewal and Replacement Policy

Exhibit A

Capital Asset Management Policies

costly use of debt for capital financing and ensures renewal and replacement of facility components takes place without undue financial hardship to operations.

9. Debt (including capital leases) may only be used to finance capital, including land acquisition, not ongoing operations. Projects that are financed through debt must have a useful service life at least equal to the debt repayment period.

Because interest costs impact taxpayers and customers, debt financing should be utilized only for the creation or full replacement of major capital assets.

10. When choosing funding sources for capital items, every effort should be made to fund enterprise projects either with revenue bonds or self-liquidating general obligation bonds. For the purpose of funding non-enterprise projects other legally permissible funding sources, such as systems development charges should be considered.

11. Acquisition or construction of new facilities shall be done in accordance with Council adopted facility and/or master plans. Prior to approving the acquisition or construction of a new asset, Council shall be presented with an estimate of the full cost to operate and maintain the facility through its useful life and the plan for meeting these costs. At the time of approval, Council will determine and establish the Renewal & Replacement Reserve policy for the asset to ensure resources are adequate to meet future major maintenance needs.

New Metro facilities should be planned within the overall business and service objectives of the agency. To ensure that the public gains the maximum utility from the new facility or capital asset, Metro should identify the full cost of building and operating the facility throughout its useful life. Resources generated from its operation or other sources should be identified to meet these needs.

EXHIBIT C
Metro Renewal and Replacement Policy

BUDGET COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 01-3113, FOR THE PURPOSE OF APPROVING METRO CAPITAL ASSET MANAGEMENT POLICIES

Date: October 18, 2001

Presented by: Councilor Atherton

Committee Recommendation: At its October 10, 2001, meeting, the Budget Committee voted 6-0 to recommend Council adoption of Resolution No. 01-3113. Voting in favor: Councilors Atherton, Bragdon, Burkholder, McLain, Monroe, Park. Voting against: None. Absent: Councilor Hosticka.

Background: John Houser, Metro Council Analyst, presented the staff report. He described the formation of the Systems Performance Task Force in early 2001, and noted that its charge was to evaluate approaches to capital asset management within Metro and return to Council with recommendations for necessary changes or improvements to the existing system.

He stated the Task Force, which began work in July, conducted comprehensive reviews of both departmental and other jurisdictional asset management programs, and determined that practices varied widely both internally and externally. The Task Force determined that the establishment of a set of capital asset management policies applicable agency-wide would be desirable to provide minimum standards and requirements for all Metro departments, and a basis against which Council could evaluate or review programs both agency-wide, and within individual departments.

The proposed policies draw upon existing practice, and also require that capital asset management needs be tied in fiscally with the agency's capital improvement plan. In addition, the policies require that all Metro facilities be assessed every five years, which could result in fiscal impact as potential asset renewal and replacement needs are identified.

Committee Issues/Discussion: There was none.

Key Public Testimony: There was none.

EXHIBIT C

Metro Renewal and Replacement Policy

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 01-3113, FOR THE PURPOSE OF APPROVING METRO CAPITAL ASSET MANAGEMENT POLICIES

Date: October 2, 2001

Presented by: Councilor Atherton

Description

The proposed resolution would establish capital asset management policies. The proposed policies would address issues related to asset maintenance, planning and funding for asset renewal and replacement, the role and content of the Capital Improvement Plan in asset management, and the incorporation of capital needs into the five-year revenue and expenditures forecast.

Existing Law

Metro currently has no Code provisions or written policies related to the management of the agency's capital assets. During the Council's budget review process for the past two years concern has been raised related to the lack of comprehensive agency asset management policies. This discussion has focused the need for policies related to asset maintenance and renewal and replacement of assets. In response to this discussion, the Presiding Officer established a Systems Performance Task Force to review the differing departmental approaches to capital asset management and make recommendations to the Council.

Background and Discussion

The task force began its work in late July. The task force invited representatives from each Metro department to respond to a series of questions and present background information concerning how they manage their capital assets. Task force staff followed up these presentations with meetings with department staffs to gather additional more in-depth information on their asset management programs. The staff also reviewed asset management programs used by other jurisdictions. The task force found that the management systems used by the various Metro departments and by other jurisdictions vary greatly.

As a result of this review, the task force staff submitted a series of draft capital asset management policies. These policies will have three principal effects. First, they provide a general framework for capital asset management. In some cases, they simply place existing practice in writing. For example, one of the policies requires the preparation of a capital improvement plan. In other cases, they establish new policy, such as a requirement that each facility establish Renewal and Replacement Reserves.

Second, they provide minimum standards and requirements related to capital asset management that must be followed by all Metro departments. An example of such a requirement will be that all departments have an annual capital asset maintenance plan.

Third, by establishing these policies, the Council will establish written policies against which it can review the capital asset management programs of individual departments. The policies also

EXHIBIT C
Metro Renewal and Replacement Policy

require additional fiscal information be included in the capital improvement plan and the budget that will give the Council a clearer picture of the total capital needs of the agency.

Fiscal Impact

There are several potential fiscal impacts associated with the proposed resolution. The preparation of additional information for the capital improvement plan and proposed budget and the preparation of annual asset maintenance plan may have a small fiscal impact on each department. This effect may vary among the departments depending on the nature of their current asset management programs.

The policies also require that an assessment of all Metro facilities be conducted every five years. Departments would have the flexibility to establish their own written procedures for conducting such assessments. If a department chooses or is required by bond covenants to use an outside vendor, the cost of such an outside review would need to be appropriated through the annual budget process. Departments also could choose a lower cost alternative such as a peer review process.

The assessment process should result in estimates of potential asset renewal and replacement needs for each department. This will give the Council the opportunity to better assess and prioritize the capital and operational needs. Such a prioritization process may result in a shift in the appropriation of funds within individual departments.

EXHIBIT C
Metro Renewal and Replacement Policy



METRO

EXHIBIT C
Metro Renewal and Replacement Policy

C.A.M.P.
Definitions

Definitions for C.A.M.P.

Asset: An item that has a value to the agency and department. Value is expressed as a cost of replacement.

Capital Asset: Land, facilities, major components of facilities, equipment or any other capital asset acquired or constructed by Metro costing \$10,000 or more and having a useful life of no less than five years, except for information technology, which must be no less than three years.

Capital Improvement: A project for construction, reconstruction or major renovation, costing in excess of \$10,000. These improvements could be divided into three categories: *New*, *Expansion*, and *Replacement*.

- *New* – Projects that construct or acquire a new capital asset.
- *Expansion* – Projects that add capacity to or improve the functional use of existing assets and for which the benefit will be received for a significant time over the life of the asset.
- *Replacement* – Projects that attain or extend the full useful life of existing assets. This can represent either total or partial replacement.

Maintenance: Minor alteration, ordinary repair or effort necessary in order to preserve or repair an asset due to normal wear and tear.

Maintenance is work and effort (project, staff time and/or materials) necessary to repair an asset so that it will reach its designated life span or retain market value if replaced for technological or economical reasons. (This would occur as in the replacement of a "function" for a more cost-effective solution vs. replacement of a physical asset.)

("Maintenance" is contrasted with "renewing" an asset. Renewing is "renewal," a refurbishment that will extend the life of the asset beyond its current expected life span. Putting oil coating on an asphalt sidewalk is to maintain it; replacing the asphalt is renewing it).

Renewal and Replacement: Construction, reconstruction or major renovation on assets. Renewal and replacement does not include minor alteration, ordinary repair or maintenance necessary in order to preserve or repair an asset.

Renewal and Replacement Reserve: A new or expanded asset requires periodic major maintenance to ensure it meets its full useful life. When a new Metro capital asset is acquired or constructed, a renewal and replacement reserve should be set aside each year unless an alternative more specific approach is provided. This is not intended to create a fund for replacement of

EXHIBIT C
Metro Renewal and Replacement Policy

buildings but is intended for the maintenance of the components of new facilities. The entire Renewal and Replacement is to be calculated net of revenue from anticipated grants, donations, contributions, bond funding, etc.

The above categories of capital improvement for the purpose of C.A.M.P. are limited to those improvements that are for Renewal and Replacement.

EXHIBIT C
Metro Renewal and Replacement Policy



METRO

EXHIBIT C
Metro Renewal and Replacement Policy

Guidelines

Renewal and Replacement Guidelines

The purpose of these guidelines is to establish minimum standards for departments planning for renewal and replacement needs. Each department needs to include these minimum standards in their department's renewal and replacement practices.

Instructions

As a first step in renewal and replacement planning, establish your department's objectives for asset management. The management philosophy and business mission drives the level of maintenance performed (and the attendant cost).

The lowest acceptable level is that maintenance necessary to maintain the facility in light of public safety and building code issues. It would not include efforts to cosmetically upgrade or enhance the facility or to provide more efficient or effective systems, such as lighting or HVAC energy saving devices. The management goal is likely that the facility will be de-commissioned when it is no longer reasonable to repair it.

The intermediate level is that necessary to do business in a manner that meets the effective needs of the business and customers. It includes the maintenance of infrastructure elements, such as HVAC, roofing, roads, paths and the like. It does not include cosmetic or decorative projects to improve the look or attractiveness of the structure.

The highest level is all of the other levels and the associated work to continue (and perhaps increase) the attractiveness of the facility to customers, thus benefiting the revenue for use of the facility.

Initially, a full listing of assets should be made. If accurate records do not exist, a physical inventory should be compiled. The purpose of listing Capital Assets is to facilitate planning for the replacement of the assets or their repair to maintain or extend their useful life. For Metro's Renewal and Replacement planning use this listing should have at the minimum, assets valued at \$10,000 or more (it is, however, acceptable to list assets of a lower value if this is essential to your planning efforts). The schedule should have at least five years of renewal and replacement needs on the current report and accommodate out years (years that go beyond the schedule) to have a full understanding of total current, as well as future, renewal and replacement needs of your department. In addition, this listing will enable effective, efficient record keeping as well as facilitate physical examination of those assets. (A sample listing is attached.)

The replacement cost should be established. When first putting an asset into use, that replacement cost will be the cost of the asset. When estimating

EXHIBIT C
Metro Renewal and Replacement Policy

replacement cost of assets, find out the cost of acquiring a new asset of equal utility expressed in current dollars.

The remaining life of the asset should be established. If purchase date cannot be established an estimate should be made.

Add each new asset over \$10,000 to this schedule when acquired. This step is essential for this planning tool to remain effective.

At planning time, annually review the full listing from the schedule. The purpose of this review is three-fold: (1) It identifies what you should be planning to do in the next few years so that you can budget for those plans. (2) It provides information to make sure that you are adequately planning for future renewal and replacement needs by giving you an opportunity to review your current and required reserve levels. (3) It gives you a basis for understanding present and future funding needs that can be clearly articulated.

At a minimum, the following information on that listing is essential to those planning efforts. Refer to the sample Renewal and Replacement Schedule, shown condensed on page 18 and full-size on page 26 of this manual, to better understand the following explanation of each section of the sample form.

Location of the Asset – This should be specific enough to physically locate the asset. Group assets together by location.

Asset – Give a description of the asset or component of an overall asset (e.g., carpet replacement) that has a separate life and replacement need. For repeat assets make some identification that makes them unique enough to identify. Decide what names will be used for the asset so it will be possible to sort large lists at various locations that may use the same asset and can be purchased in bulk.

Year Installed – This would be the first year put in service or last major renovation creating a new or extended useful life.

Life of the Asset or the Remaining Useful Life of the Asset – Assets that have deferred maintenance or have “lived” longer than anticipated are negative numbers in remaining life.

Year Work Required – This is the year this asset should be reviewed.

FY xxxx-xx – This is the year in which the next action for the asset should be taken. The plan should include all assets, including buildings. Buildings are to be listed in a manner that allows their removal from the renewal and replacement calculation, but also includes them for long-term capital asset planning needs. The listing should have a column for each year needed to represent asset life. Depending on the useful life of included assets, it can be as long as forty years.

EXHIBIT C
Metro Renewal and Replacement Policy

The following are acceptable methods of calculating Renewal and Replacement numbers:

A new or expanded asset requires periodic major maintenance to ensure it meets its full useful life. There are two acceptable methods of calculating renewal and replacement funding needs: a *Percentage of Total Assets* method and a *Specific Calculation* method.

- *Percentage of Total Assets* – This method calls for taking a specific percentage of total asset value. The asset value used is the cost of the asset or the current estimated value. The recommended industry standard is 1 - 4 percent of that value for annual renewal and replacement costs. When a Metro department acquires or builds a new asset, a renewal and replacement reserve of 2 percent should be set aside each year unless an alternate, specific approach is provided. It is possible the specific percentage used will be more or less than 2 percent, dependent on what is appropriate to the facility to which it is being applied.
- *Specific Calculation Method* – When first putting an asset to use, that replacement cost will be the cost of the asset. Later, when estimating replacement cost of assets, find out the cost of acquiring a new asset of equal utility expressed in current dollars.

The life of the asset should be established. The annual renewal and replacement cost would be the total replacement value of the asset, minus what is already in reserves, divided by the remaining years. Adjust the amount set aside by potential earnings on the reserve balances.

Other Essential Considerations:

Regardless of which of the two methods of calculation are employed, there are important considerations and steps necessary to have an effective, reasonably funded renewal and replacement-funding program.

- Renewal and replacement reserves are not expected to fund major capital assets such as large buildings.
- Determine if component replacement makes sense compared to overall “asset” replacement. Would it be less expensive to replace the entire asset than the individual components?
- Renewal and replacement reserves are not to fund routine maintenance. Some routine maintenance can be averted in the replacement process.

EXHIBIT C
Metro Renewal and Replacement Policy

- At least once annually, perform a facility assessment using department staff. Use this condition assessment to review your renewal and replacement schedule for any possible difference from calculated expected remaining life and actual asset condition.
- At the time of the annual assessment, review the amount in total renewal and replacement reserve and the amount set aside for specific asset replacement for reasonableness.
- At a minimum, calculate renewal and replacement on all assets valued at \$10,000 or over. If a department wishes to calculate renewal and replacement on assets valued at less than \$10,000, that is acceptable.
- Determine which assets will not be replaced and do not include a reserve for them.
- Determine if changes in function or technology make it more reasonable to replace an asset than renew it.
- Adjust the reserve amount for risk factors associated with unexpected losses.
- Where there is a shortage of funding for renewal and replacement, public and employee safety should be the first consideration. Secondary to that are renewal and replacement of those assets critical to ongoing operations.

EXHIBIT C
Metro Renewal and Replacement Policy

Maintenance

Maintenance

Maintenance is defined as a minor alteration, ordinary repair, or effort necessary in order to preserve or repair an asset due to normal wear and tear.

Maintenance is work and effort (project, staff time and/or materials) necessary to repair an asset so that it will reach its designated life span or retain market value if replaced for technological or economical reasons. (This would occur as in the replacement of a "function" for a more cost-effective solution vs. replacement of a physical asset.)

("Maintenance" is contrasted with "renewing" an asset. Renewing is "renewal," a refurbishment that will extend the life of the asset beyond its current expected life span. For example, putting oil coating on an asphalt sidewalk is to maintain it; replacing the asphalt is renewing it).

Facilities maintenance is the normally funded, ongoing program for upkeep of buildings, equipment, roads, grounds, and utilities required to keep a facility in a condition adequate to meet the Department's mission to provide program and public service. Maintenance in this normal program includes the planned, preventive, and emergency maintenance required to provide a safe, healthful, and secure environment.

Departments defer certain maintenance projects beyond the time of needed or planned completion due to budget restrictions. These projects constitute a deferred maintenance backlog, and the Department should establish a Deferred Maintenance Program to obtain funds to complete these projects. The deferred maintenance backlog should be specific to what is deferred and the estimated dollar amount necessary to complete that maintenance.

Each department is required to have an **Annual Maintenance Plan**. This plan should incorporate sound applications of three basic elements of management – *organization*, *measurement*, and *control*, defined as follows:

- *Organization* – a scheduled plan of maintenance updated annually and monitored at least monthly.
- *Measurement* – an established system to determine progress in meeting the maintenance plan. Depending on the size of the system, this would be measured weekly or monthly (e.g., percentage of projects completed, number detailed, etc.).
- *Control* – a plan to monitor the established system to ensure compliance and take remedial actions as necessary.

EXHIBIT C
Metro Renewal and Replacement Policy

Planned Maintenance

Metro policy is to maintain its physical assets in a manner that protects the public investment and ensures achievement of their maximum useful life. To meet this mission, the best available planned management techniques, including electronic data processing, are to be used.

Preventive Maintenance

Preventive maintenance is that portion of the overall maintenance program that provides the periodic inspection, adjustment, minor repair, lubrication, reporting, and data recording necessary to minimize building equipment and utility system breakdown and maximize system and equipment efficiency.

Preventive maintenance uses planned services, inspections, adjustments, and replacements designed to ensure maximum utilization of equipment at minimum cost.

This program anticipates wear, tear, and change and applies a continuous action to ensure peak efficiency and minimum deterioration.

Preventive maintenance includes cleaning, adjustment, lubrication, minor repair, and parts replacement. All of these functions are performed on scheduled frequencies in accordance with written maintenance instructions.

Emergency Maintenance

Emergency maintenance is the repair or replacement of Facility components and equipment requiring immediate attention because the functioning of a critical system is impaired or because health, safety, or security of life is endangered. Emergency maintenance supersedes all other categories of maintenance.

EXHIBIT C
Metro Renewal and Replacement Policy



METRO

EXHIBIT C
Metro Renewal and Replacement Policy

**Sample
Schedule**

EXHIBIT D
Metro Easement Policy and Metro Resolution No. 97-2539B

BEFORE THE METRO COUNCIL IS A COMPLETE AND EXACT COPY OF THE ORIGINAL THEREOF.

Rebecca V. Sheerman, Clerk
Clerk of the Metro Council

RESOLUTION NO. 97-2539B

FOR THE PURPOSE OF APPROVING GENERAL)
POLICIES RELATED TO THE REVIEW OF)
EASEMENTS, RIGHT OF WAYS, AND LEASES)
FOR NON-PARK USES THROUGH PROPERTIES)
MANAGED BY THE REGIONAL PARKS AND)
GREENSPACES DEPARTMENT.)

Introduced by
Mike Burton, Executive Officer

WHEREAS, Metro currently owns and manages more than 6,000 acres of regional parks, open spaces, natural areas, and recreational facilities; and

WHEREAS, additional lands are being acquired through the Open Space, Parks, and Streams Bond Measure, approved by voters in May of 1995; and

WHEREAS, the primary management objectives for these properties are to provide opportunities for natural resource dependent recreation, protection of fish, wildlife, and native plant habitat and maintenance and/or enhancement of water quality; and

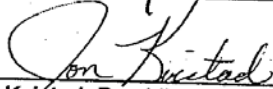
WHEREAS, Metro will be approached with proposals to utilize regional parks, open spaces, natural areas, and recreational facilities property for utility, transportation, and other non-park purposes; and

WHEREAS, Metro seeks to insure that these uses have no negative impact upon the primary management objectives of Metro Regional Parks and Greenspaces properties; and

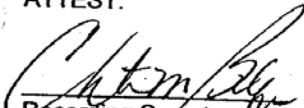
WHEREAS, it would be in Metro's best interest to provide for the orderly evaluation and consideration of proposals to utilize portions of Metro Regional Parks and Greenspaces properties for utility, transportation and other non-park uses; NOW THEREFORE,

BE IT RESOLVED, that the Metro Council hereby adopts the policy attached as Exhibit "A" for any and all requests related to formal proposals for the use of Metro Regional Parks and Greenspaces properties for the purposes noted therein.

ADOPTED by the Metro Council this 6th day of November, 1997.


Jon Kvistad, Presiding Officer

ATTEST:


Recording Secretary

Approved as to Form:



Daniel B. Cooper, General Counsel

EXHIBIT D
Metro Easement Policy and Metro Resolution No. 97-2539B

METRO POLICY RELATED TO THE REVIEW OF
EASEMENTS, RIGHT OF WAYS, AND LEASES
FOR NON-PARK USES

Metro owns and manages, either on its own or in partnership with other government and private entities, several thousand acres of regional parks, open spaces, natural areas and recreational facilities. These facilities are maintained to promote and preserve natural resources and recreational opportunities for the public consistent with the Greenspaces Master Plan adopted by the Metro Council in 1992, the Open Spaces Bond Measure approved by the voters in 1995 and other restrictions limiting the uses of specific properties in existence at the time of its acquisition by the public. Nothing in this policy shall be construed to allow these facilities to be used in any manner which detracts from this primary purpose. This policy is written from the perspective of Metro as the property owner, however, in those cases in which Metro co-owns a property with other entities, all decisions concerning the use of the property in question will be fully coordinated with the other owners. In addition, all new development and all proposed work within Water Quality Resource Areas or other environmentally sensitive work will be conducted in accordance with Metro or local government policies, to include where appropriate, application for permits and completion of environmental reviews. In the event that local government policies are less restrictive than the Metro Model ordinances, Metro will apply the more restrictive Metro policies.

Regarding requests for easements, right of ways, and leases for non-park uses in Metro owned or managed regional parks, natural areas or recreational facilities, it is Metro's policy to:

- 1) Provide for formal review of all proposed easements, right of ways, and leases for non-park, uses by the Regional Parks and Greenspaces Advisory Committee, the Regional Facilities Committee and the full Council. Notwithstanding satisfaction of the criteria set forth herein, the final determination of whether to approve a proposed easement, right of way, or lease is still subject to the review and approval by the full Metro Council.
- 2) Prohibit the development of utilities, transportation projects and other non-park uses within corridors or on sites which are located inside of Metro owned or managed regional parks, natural areas, and recreational facilities except as provided herein.
- 3) Reject proposals for utility easements, transportation right of ways and leases for non-park uses which would result in significant, unavoidable impacts to natural resources, cultural resources, recreational facilities, recreational opportunities or their operation and management.
- 4) Accommodate utility easements, transportation right of ways or other non-park uses when the Regional Parks and Greenspaces Department (the Department) determines that a proposed easement, right of way or non-park use can be accommodated without significant impact to

EXHIBIT D
Metro Easement Policy and Metro Resolution No. 97-2539B

natural resources, cultural resources, recreational facilities, recreational opportunities or their operation and management; and that the impacts can be minimized and mitigated:

5) Require full mitigation and related maintenance, as determined by the Department, of all unavoidable impacts to natural resources, recreational facilities, recreational opportunities or their operation and management associated with the granting of easements, right of ways, or leases to use Metro owned or managed regional parks, natural areas or recreational facilities for non-park uses.

6) Limit rights conveyed by easements, right of ways, and leases for non-park uses to the minimum necessary to reasonably accomplish the purpose of any proposal.

7) Limit the term of easements, right of ways and leases to the minimum necessary to accomplish the objectives of any proposal.

8) Require "reversion", "non-transferable" and "removal and restoration" clauses in all easements, right of ways and leases.

9) Fully recover all direct costs (including staff time) associated with processing, reviewing, analyzing, negotiating, approving, conveying or assuring compliance with the terms of any easement, right of way, or lease for a non-park use.

10) Receive no less than fair market value compensation for all easements, right of ways, or leases for non-park uses. Compensation may include, at the discretion of the Department, periodic fees or considerations other than monetary.

11) Require full indemnification from the easement, right of way or lease holder for all costs, damages, expenses, fines or losses related to the use of the easement, right of way or lease. Metro may also require appropriate insurance coverage and/or environmental assurances if deemed necessary by the Office of General Counsel.

12) Limit the exceptions to this policy to: grave sales, utilities or transportation projects which are included in approved master/management plans for Metro regional parks, natural areas and recreational facilities; projects designed specifically for the benefit of a Metro regional park, natural area, or recreational facility, or interim use leases as noted in the Open Spaces Implementation Work Plan.

13) Provide for the timely review and analysis of proposals for non-park uses by adhering to the following process:

a) The applicant shall submit a detailed proposal to the Department which includes all relevant information including but not limited to: purpose, size, components, location, existing conditions, proposed project schedule and phasing, and an analysis of other alternatives which avoid the Metro owned or managed regional park, natural area or recreational facility which are considered infeasible by the applicant. Cost alone shall not constitute infeasibility.

EXHIBIT D
Metro Easement Policy and Metro Resolution No. 97-2539B

b) Upon receipt of the detailed proposal, the Department shall determine if additional information or a Master Plan is required prior to further review and analysis of the proposal. For those facilities which have master plans, require that all proposed uses are consistent with the master plan. Where no master plan exists all proposed uses shall be consistent with the Greenspaces Master Plan. Deficiencies shall be conveyed to the applicant for correction.

c) Upon determination that the necessary information is complete, the Department shall review and analyze all available and relevant material and determine if alternative alignments or sites located outside of the Metro owned or managed regional park, natural area, or recreational facility are feasible.

d) If outside alternatives are not feasible, the Department shall determine if the proposal can be accommodated without significant impact to park resources, facilities or their operation and management. Proposals which cannot be accommodated without significant impacts shall be rejected. If the Department determines that a proposal could be accommodated without significant impacts, staff shall initiate negotiations with the applicant to resolve all issues related to exact location, legal requirements, terms of the agreement, mitigation requirements, fair market value, site restoration, cultural resources, and any other issue relevant to a specific proposal or park, natural area or recreational facility. The Department shall endeavor to complete negotiations in a timely and business-like fashion.

e) Upon completion of negotiations, the proposed agreement, in the appropriate format, shall be forwarded for review and approval as noted in item "1" above. In no event shall construction of a project commence prior to formal approval of a proposal.

f) Upon completion of all Metro tasks and responsibilities or at intervals determined by the Department, and regardless of Metro Council action related to a proposed easement, right of way or lease for a non-park use, the applicant shall be invoiced for all expenses or the outstanding balance on expenses incurred by Metro.

g) Permission from Metro for an easement or right of way shall not preclude review under applicable federal, state or local jurisdiction requirement.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Table of Contents

Purpose	1
Summary of Management Plan	1
Property Report.....	4
Resource Inventory.....	5
Historical Context.....	6
Existing Conditions	7
Soil.....	7
Hydrology	7
Wetlands	7
Natural Communities.....	8
Management Plan	22
Monitoring Plan.....	29
Oak Woodlands Habitat.....	29
Prairie Habitat.....	29
Mixed Forest Habitat	30
Riparian Habitat.....	30
Budget	30
Bibliography	32
Appendices	33

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Purpose

The purpose of the Cooper Mountain Natural Area Strategy is to protect and restore the oak woodland and prairie community on site. A majority of the oak woodland community in the Willamette Valley has been reduced by 80% through agriculture, logging, urban development and lack of fire. In addition, virtually all native prairie is gone with less than one percent remaining, a majority of which is in private ownership (Defenders of Wildlife, 1998), making upland prairies the Willamette Valley's rarest habitat.

Cooper Mountain Natural Area is unique because of the presence of both oak woodlands and an upland prairie, which fosters the Willamette Valley's third largest population of white rock larkspur, a federal species of concern. Metro's management priorities include using aggressive restoration techniques to bring these habitats back to the 1852 pre settlement vegetation cover, protecting the white rock larkspur population, and increasing the structure and diversity of habitat for native wildlife. The management strategy recommends using prescribed burns¹ to restore these communities because both oak woodlands and prairies are fire dependant. Other restoration techniques will include mowing and/or chemical methods to manage invasives, plant native vegetation and provide structure to increase habitat for wildlife. Monitoring will be conducted to measure the success of restoring rare communities and of increasing wildlife habitat.

The management strategy also provides a record of the existing natural features on the site including soils, hydrology, wetlands and natural communities. Detailed resource information is attached in the appendices.

Summary of Management Strategy

Cooper Mountain Natural Area is a 231-acre site located in the southwest corner of Beaverton in Washington County, Oregon. It is made up of Columbia basalt flows that have been folded and uplifted over millions of years, overlain by a thin layer of soil. The site is located at an elevation of 550 to 755 feet on the southwest slopes of Cooper Mountain. This unique exposure, elevation and thin soil layer created a mosaic of oak woodlands, prairies and closed mixed forest. The site is also intersected by five seasonal tributaries of Lindow Creek. The oak woodland and prairie habitats are considered rare in the Willamette Valley, making the Cooper Mountain Natural Area a unique site. These habitats are home to nine plant and wildlife species that have been identified at the state and federal level as "sensitive species" or "species of concern"- species at risk of being listed as threatened or endangered. In addition, the site is home to the Willamette Valley's third largest population of white rock larkspur, a federal species of concern.

¹ A fire set and controlled by humans to achieve some management objective including restoring sites and reducing fuel load

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

Metro's management goals and recommendations will protect and restore these rare communities and create diversity and structure for a variety of native wildlife. Habitat and wildlife monitoring will ensure that the goals and recommendations of the management strategy are met. Restoration and monitoring goals and objectives are summarized below.

Management Goals

The Cooper Mountain Master Plan was developed from a public involvement process that resulted in eight planning goals for the site. Goal 1 relates to the protection and enhancement of Cooper Mountain's unique natural resource. Site-specific objectives derived from Goal 1 include:

- Prioritize management and monitoring of site according to available financial resources.
- Identify, protect and manage the oak woodland and prairie habitats using appropriate tools and techniques to restore site conditions and reduce invasive species.
- Close informal trails to decrease fragmentation of site for wildlife and plants.
- Increase connectivity of habitats to other similar habitats in the surrounding landscape for movement of wildlife.
- Create complex layers of forest canopies and structures, such as snags and woody debris, to improve wildlife habitat.
- Complete establishment of the closed mixed forest in the north central, central, southwest and southeast portions of the Cooper Mountain Natural Area.

Management Recommendations

Management recommendations are prioritized to create a viable, diverse habitat for native wildlife and plant populations.

1. **Oak woodland:** Oak woodland is considered a high priority for management because of its rarity in the Willamette Valley. Management of invasive species includes controlled burns and actions that mimic fire such as cutting, mowing and chemical applications. The oak woodland will be expanded on site and managed to increase regeneration and create snags and downed logs.
2. **Quarry:** Management of the ponded quarry, which is habitat to the northern red-legged frog, a federal species of concern and state vulnerable species, includes increasing cover by planting more trees and adding more structural elements such as woody debris, to provide hiding places.
3. **Prairie:** The prairie is also considered high priority because of its rarity in the Willamette Valley. Management of the prairie will decrease invasive species by using controlled burns, mowing, grazing, and/or chemical applications. Informal

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

trails will be decommissioned and a long-term strategy will be developed to discourage them.

4. **Closed Mixed Forest:** The closed mixed forest at the north central, central, southwest and southeast sections of Cooper Mountain Natural Area is also considered high priority because it has been intensively replanted and requires active management to help the saplings reach the “free to grow stage”. Management includes reducing invasive species through physical and chemical treatments and managing the forest to attain “old growth” characteristics by thinning stands to attain vertical and horizontal diversity for insects, birds and mammals.
5. **Riparian:** The riparian habitat is classified as a medium level priority for management because the streams are seasonal, non-fish bearing and invasive species are minimal. Forest growth and canopy cover closure will reduce the invasive species over time. Efforts will also be made to work with willing landowners to maintain connectivity of Lindow Creek with the Tualatin River through conservation actions, purchase of conservation easements or use of fee simple acquisitions.
6. **Closed Mixed Forest:** The closed mixed forest at the northeast end of the site is given the lowest priority for management because it has a closed canopy cover and a minimum level of invasive species in the understory. Management actions include creating “old growth” characteristics by thinning the forest, creating snags and down wood and forming a multi-layered forest canopy for insects, birds and mammals.

Monitoring Recommendations

The monitoring plan will 1) document changes to the condition of the priority habitats, 2) record plant and wildlife numbers and 3) measure success towards achieving the management objectives. Management recommendations will change if monitoring indicates that objectives have not been met over time.

1. **Oak woodlands:** The shrub and herb cover in the oak woodlands will be monitored every other year using ocular estimates to determine if native plant cover is increasing in the understory. Birds will be counted three times a year during the breeding season using the habitat-based point protocol. The western gray squirrel numbers will be monitored on an annual basis during breeding season.
2. **Quarry:** The breeding success of the red-legged frog will be monitored annually using the timed visual survey.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

3. **Prairie:** The white rock larkspur population will be counted once every two to three years using the nested frequency method to determine if native species are thriving.
4. **Mixed Forest Habitat:** The increase in native species cover in the north central, east and south of the site will be determined using ocular estimates inside 1-meter square plots every other year, starting in 2005.

Property Report

Location

Cooper Mountain Natural Area is a 231-acre site located in Beaverton, Oregon (Figure 1). It is located in the southeast corner of Township 1S, Range 2W, Section 25 in Washington County.

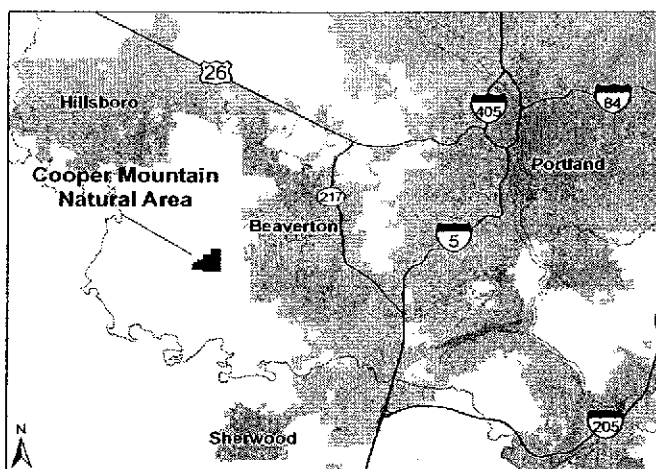


Figure 1: Location of Cooper Mountain Natural Area

Ownership

There are no written records from 1852 to 1930 that describe the Cooper Mountain Natural Area. In 1930, the Army Corps of Engineers developed the first aerials of the site. The photos, dating from 1930 to 2000, and tax lot maps indicate that Cooper Mountain Natural Area was a composite of land parcels with several owners. These parcels were used for different purposes such as farming, grazing, quarrying and timber harvesting (Figure 2). A description of activities undertaken on the tax lots is listed below:

1. Tax lots 3702, 3700 and 3701. The north half of these lots was in agriculture from 1930 to 1990. The south half was forested and logged in the 1990's.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

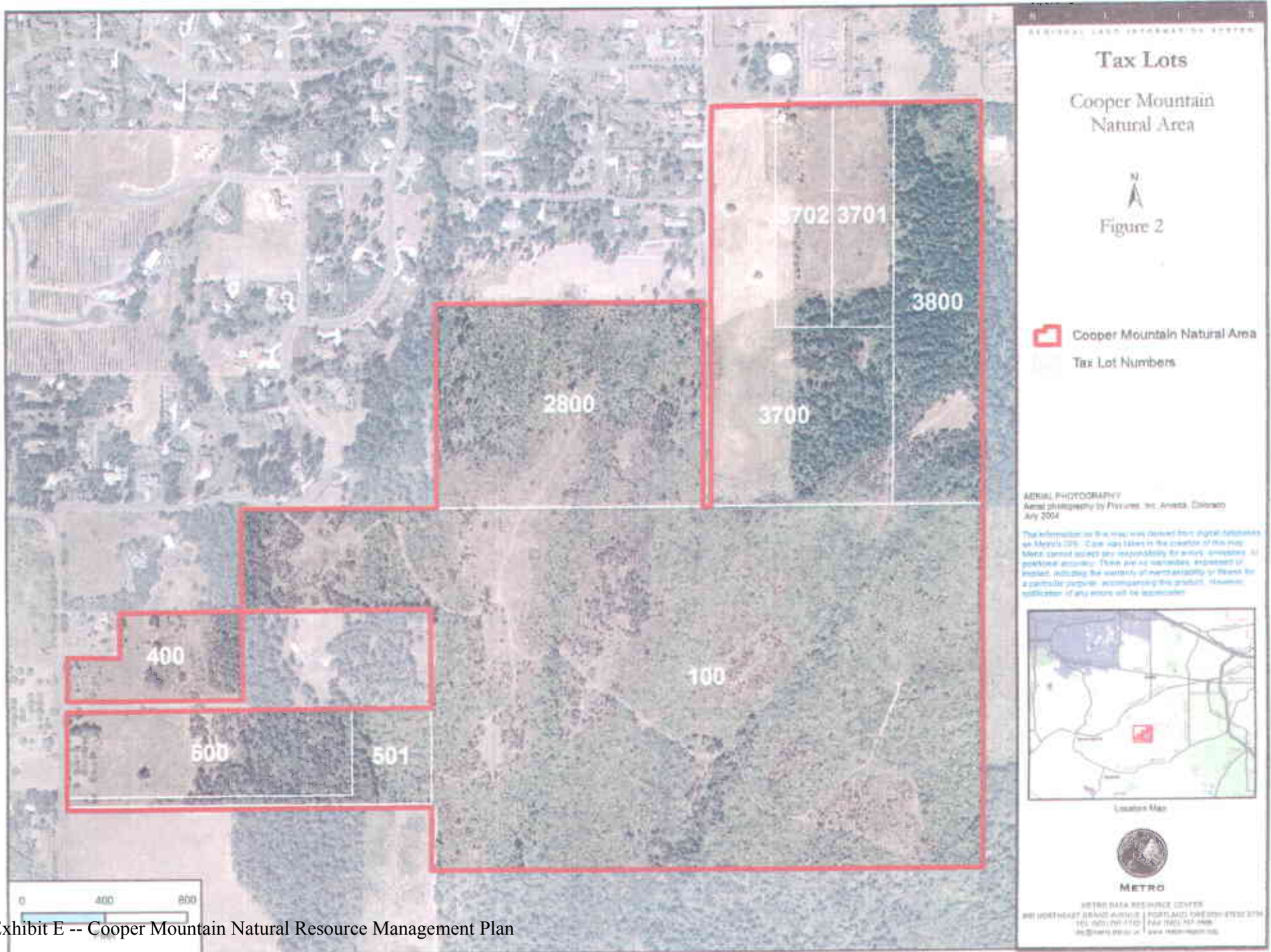


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

2. Tax lot 3800. The conifer forest was logged and cleared in 1930 and again in 1982. A crescent shaped prairie area located in the south portion of the lot was mapped in the 1852 government land survey and was identified in a 1930 aerial photo. A trail traversing the area from north to south was built prior to 1980.
3. Tax lot 2800 and 0100. The forest on these lots was logged and cleared in 1936. Re-growth took place on both lots between 1936 and 1980, except for the 5-acre prairie that crosses both lots at the western end of the site. The prairie was covered with grasses and shrubs. In 1980, the prairie was crisscrossed with dirt roads used for off-road activities. Logging roads that crossed the site north/south and east/west were also built. Two gravel quarries were opened around this time. One is located on lot 0100 north of the east-west logging road. The other quarry was located north of the same logging road but west of 0100. The lots were logged again in 1994-1995.

Current Land Uses

Metro purchased 231 acres on Cooper Mountain from willing landowners and consolidated the parcels in 1997. Most of the site was clear-cut in 1996. Between 1996 and 2003, Metro removed invasive plants, replanted the clearcuts and conducted prescribed burns (see section on management actions). Historically, neighbors and nearby residents built trails for mountain biking, hiking, exercising dogs and horseback riding. Garbage dumping, and littering also occurred on the site. Currently, Metro is actively restoring habitat and closing informal trails.

Resource Inventory

Major Features

Cooper Mountain Natural Area is located between 550 and 755 feet elevation on the southwest slopes of Cooper Mountain. This unique exposure and elevation, in addition to the thin soils formed over basalt rocks, has resulted in a mosaic of oak woodlands, prairies and closed mixed forest. The site is intersected by five intermittent tributaries that flow south into Lindow Creek which in turn flows into the Tualatin River. The streams are characterized by narrow, steep-sided ravines with broader flat ridges between the stream corridors. This mixed topography contributes to the diversity of plant and animal communities on the site.

Geology

Cooper Mountain's underlying bedrock is comprised of Columbia River basalt flows that have been gently folded and uplifted over millions of years. Fluid lava flows originally covered much of the northern Willamette Valley with a nearly level surface up to 1000 feet thick in places. Subsequent folding, faulting, and uplift resulted in the area's higher hills including the Portland Hills, Bull Mountain, and Cooper Mountain.

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

Quarrying activities have exposed multiple layers of basalt within the Cooper Mountain Natural Area at several locations. These layers differ for a variety of reasons including, but not limited to, the degree of fracturing, as well as different rates of weathering. The uppermost basalts, which are part of the Grande Ronde sequence of flows, are typically more fractured or cracked than flows at lower elevations. This network permits surface water to percolate through bedrock more quickly in some locations than in others.

Soils derived to a large extent from windblown silts overlying the basalt flows were deposited during the Pleistocene ice ages. The thickness of these deposits varies greatly depending on the prevailing wind direction during those periods.

Historical Context

Pre Settlement

The oldest record of land cover on Cooper Mountain is from the 1852 General Land Office Land Cover records, township and section line survey. Notes from this time are believed to approximate vegetation cover prior to European settlement. Cooper Mountain was a mesic mixed conifer forest with a mostly deciduous understory. Species listed for this mixed conifer forest included Douglas fir, western hemlock, red cedar, grand fir, big leaf maple, yew dogwood, white oak and red alder. To the immediate northwest of the site, the survey lists a Douglas fir forest with no oak; to the northeast of the site, the survey notes a conifer-dominated woodland; and to the immediate southwest of the site (along what is now Grabhorn Road), the survey notes a scattering of thinly timbered Douglas fir-white oak woodland (Figure 3). A small prairie located at the eastern edge of the site can still be found there today.

Historic Land Use

An inquiry to the State Historic Preservation Office archaeologist reveals that there is no known archaeological site on this property. However, native people, such as the Atfalati tribe, may have used the site to burn, gather acorns and hunt for grouse and quail. The Atfalati lived around the Tualatin River Valley and roamed between the Willamette River and the slopes of the Coast range during different seasons and at different elevations. They practiced controlled burning to hunt deer and renew the open area for camas. The 1852 records of vegetation show that the south face of Cooper Mountain overlooking the Tualatin Valley was partially comprised of oak woodlands and open prairie amidst the conifer stands, indicating that Native American burning practices may have extended up the southern slope of the mountain.

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

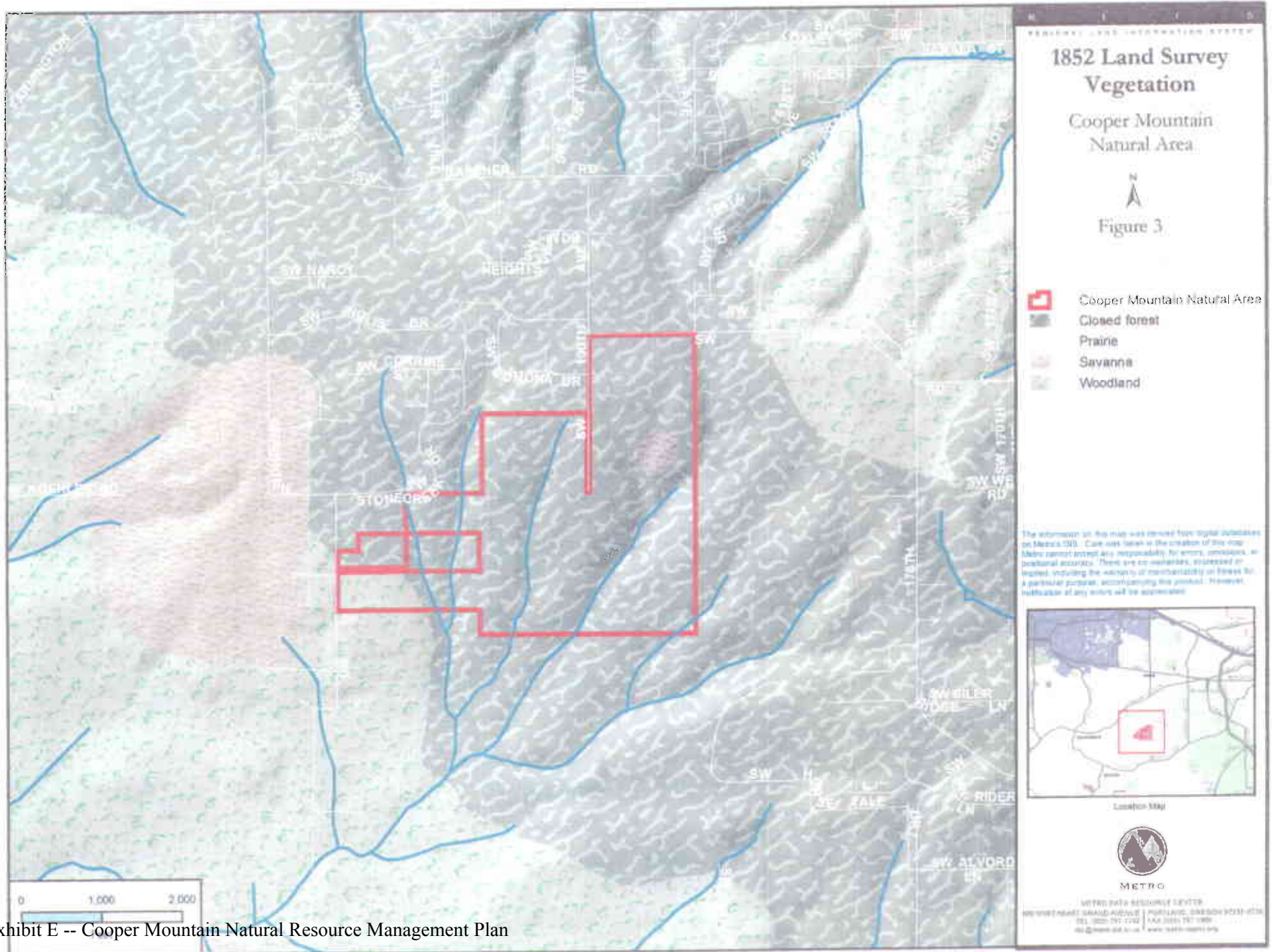


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

Existing Conditions

Soils

Soil units mapped by the USDA Natural Resources Conservation Service include Cascade, Cornelius-Kinton, and Saum silt loams (Figure 4). The Cascade soil is located primarily in the northeast portions of the site and along drainages in the southeast portions. The Cornelius-Kinton soil is found in discrete units in the eastern portions. Saum soil is prominent in the western half of the site. Both Cascade and Cornelius-Kinton soils possess a shallow fragipan—a weakly cemented, poorly permeable soil horizon which may contribute to a perched water table. A fragipan is least likely to be present in steeper terrain where downslope soil loss is generally too rapid for fragipan development to occur. However, in gently sloping to flat terrain, a fragipan can develop sufficiently to contribute to poor drainage and seasonal ponding. Other areas of Cooper Mountain Natural Area are poorly drained because of shallow bedrock and past land uses. Shallow bed rock is located within and away from Saum-soil areas which form a relatively thin layer over basalt. Past land uses, including road building and logging have also contributed to poor drainage through soil compaction and soil loss from increasing rates of erosion (Pacific Habitat Services, 2004).

Hydrology

Both surface water and ground water flow at Cooper Mountain Natural Area are seasonal. Surface water includes the five well-drained seasonal tributaries of Lindow Creek that flow north to south, collecting and conveying surface water to the Tualatin River. These tributaries are wet during the winter and dry during the summer.

Past land uses may have affected the locations and rates of groundwater seepage over time. Increased pumping of upper elevation wells through the early 1960's likely contributed to lower aquifer levels by the end of that decade. Many of the older upper elevation wells were deepened in the late 1960's to 1970's to access deeper aquifers. Housing development in the area is now served by water mains rather than wells, which likely contributes to the recharge of the higher aquifer horizons (Pacific Habitat Services 2004)

Wetlands

None of the wetlands on Cooper Mountain Natural Area have been officially mapped by the National Wetlands Inventory (NWI). However, a number of water features almost meet criteria for jurisdictional wetlands under state and federal regulations. At least five well-defined seasonal tributaries of Lindow Creek likely meet the criteria for Waters of the State/ U.S., and may be subject to regulation for activities that require soil removal or fill (e.g. bridge construction or culvert placement).

EXHIBIT E

Copper Mountain Natural Resource Management Plan

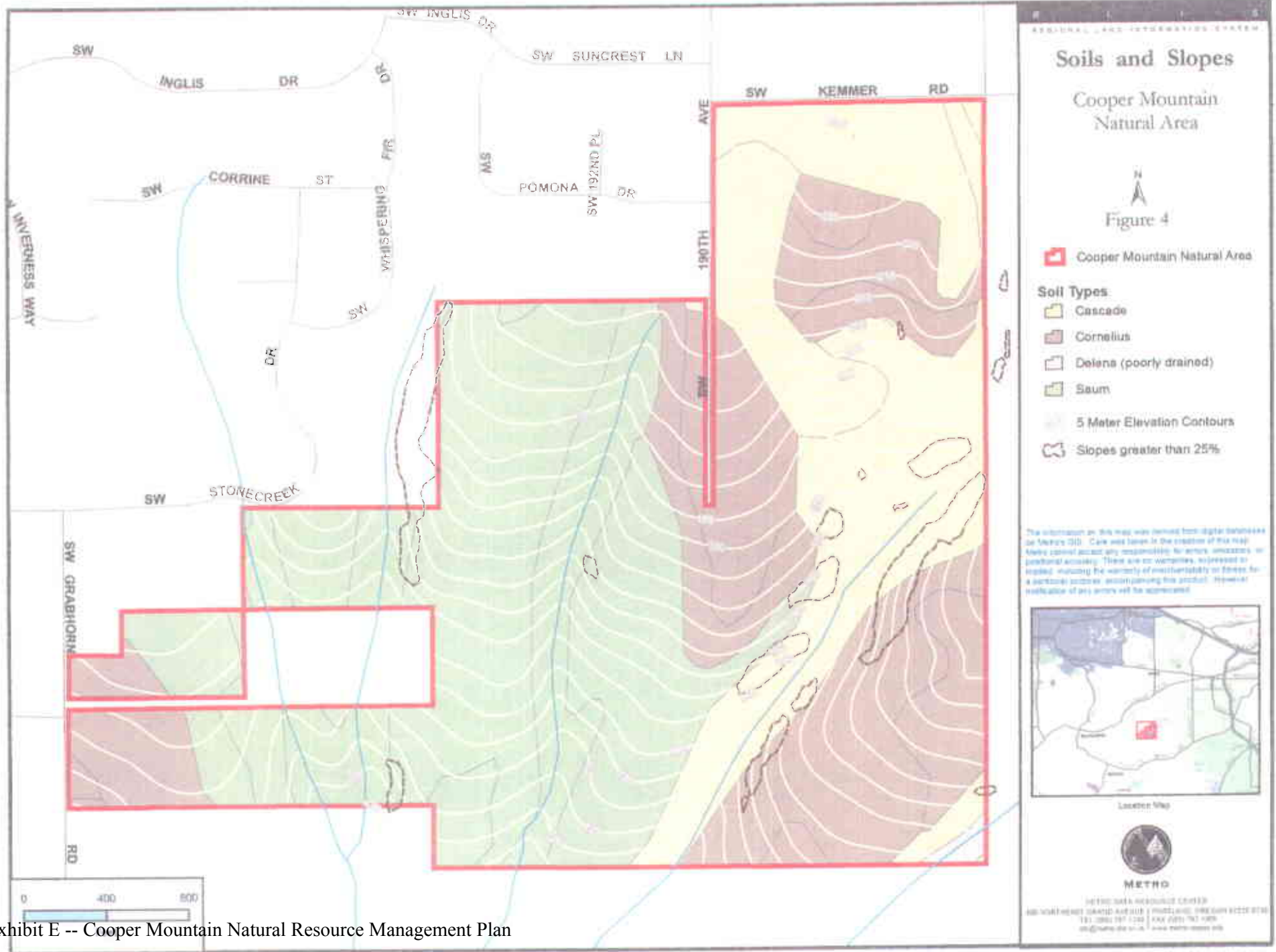


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

Cooper Mountain Natural Area has numerous seasonally wet features typically associated with groundwater seepage zones or drainage swales. In some instances these wet spots are potential jurisdictional wetlands, especially where all three wetland criteria required by the 1987 Corps of Engineers Wetland Delineation Manual (hydric soils, wetland hydrology, and hydrophytic vegetation) are present.

The jurisdictional status of some seeps is less certain where bedrock is present. In these areas, seepage is close to the surface and the soil cover (if present) is only thick enough to support mosses and other small annual plants. These areas should be assessed on an individual basis and in conjunction with the surrounding landscape to determine whether a larger pattern of connected seeps or swales is present.

Natural Communities

This section includes: a) habitat types and their associated plant communities, b) identification of habitat types and their associated wildlife, and c) identification of threatened, endangered and associated sensitive wildlife and plant species. Landscape connectivity is also discussed because of its importance in protecting wildlife corridors to and from the site.

Habitat Types: In 1997, Metro science staff delineated habitat areas on Cooper Mountain Natural Area in order to group similar plant communities and prioritize actions for management of rare plant communities. The science staff broadly delineated habitat based on 1) historical land survey records that identified pre-settlement vegetation, and 2) on site oak woodland, prairie and other habitat locations. Oak and prairie units were delineated based on presence of oaks and prairie flowers, absence of conifers and thin rocky soils. Riparian areas were easily identified around seasonal drainages. A majority of the site in the north central, central, southwest and southeast portions was clear-cut (Figure 5). Most of these sites were mixed forest based on remnant trees and the presettlement land survey. A small portion of clearcuts in the southwest portion of the site was also designated as future oak woodland habitat. Finally, an existing mixed forest was recorded in the northeast corner of Cooper Mountain Natural Area

Plant Communities: Distinct plant communities were mapped and grouped within the broader oak woodland, prairie, mixed forest and riparian habitat using the National Vegetation Classification System (Anderson et al. 1998, Grossman et al. 1998, Figure 6). This classification system is the standard method used to compare plant communities on a regional scale. A plant community is described by its plant association with a definite floristic flowering composition and uniform habitat that repeats itself across the landscape.

The following section groups dominant plant associations under each habitat unit (Table 1). Each plant association is divided into three vegetative layers: tree canopy, shrub and ground cover where the dominant plant species having a vegetative cover that is greater than 25% of any layer, is described. Species lists are compiled for each association and each plant type is described by both its common and Latin name.

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

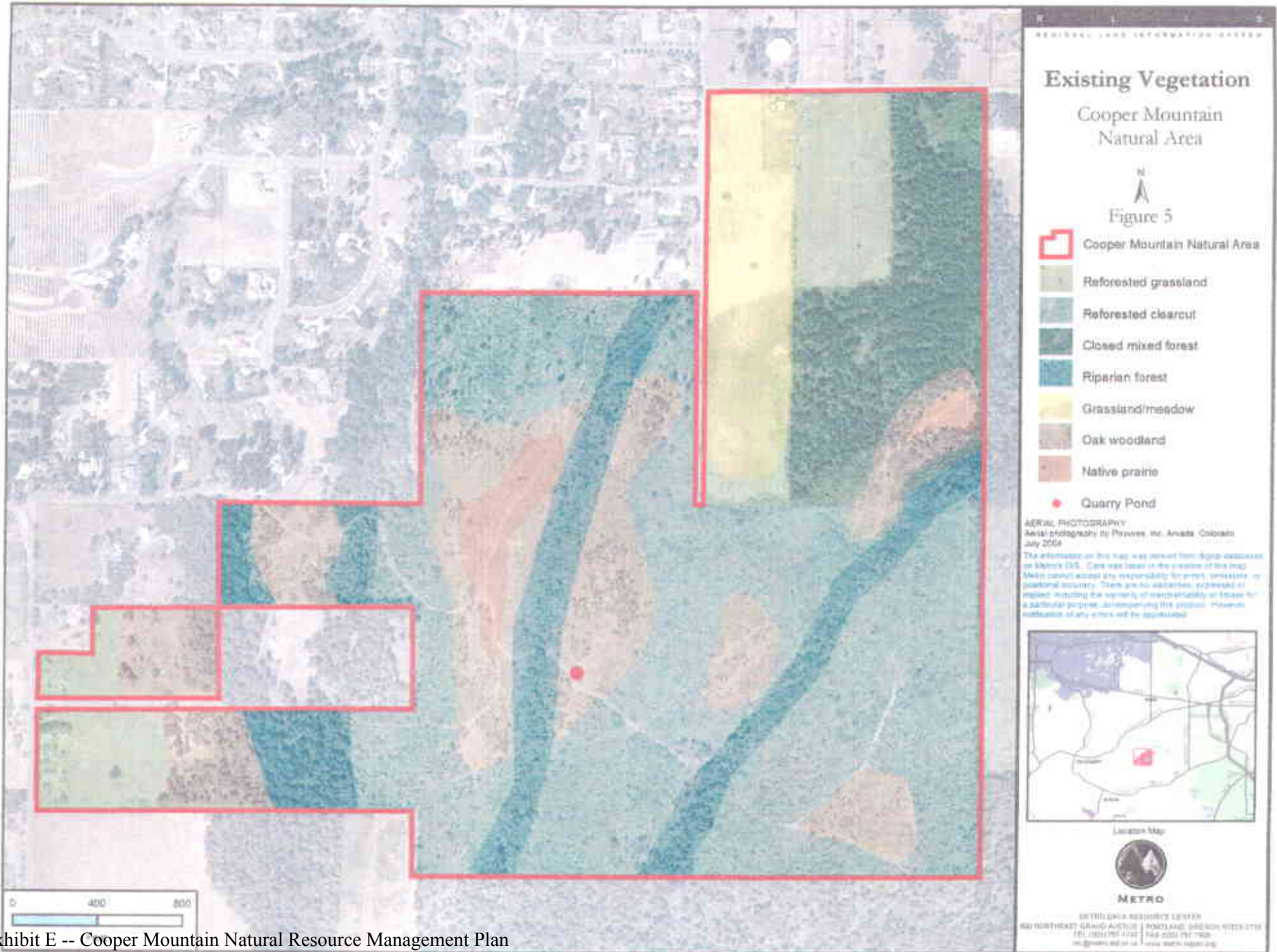


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

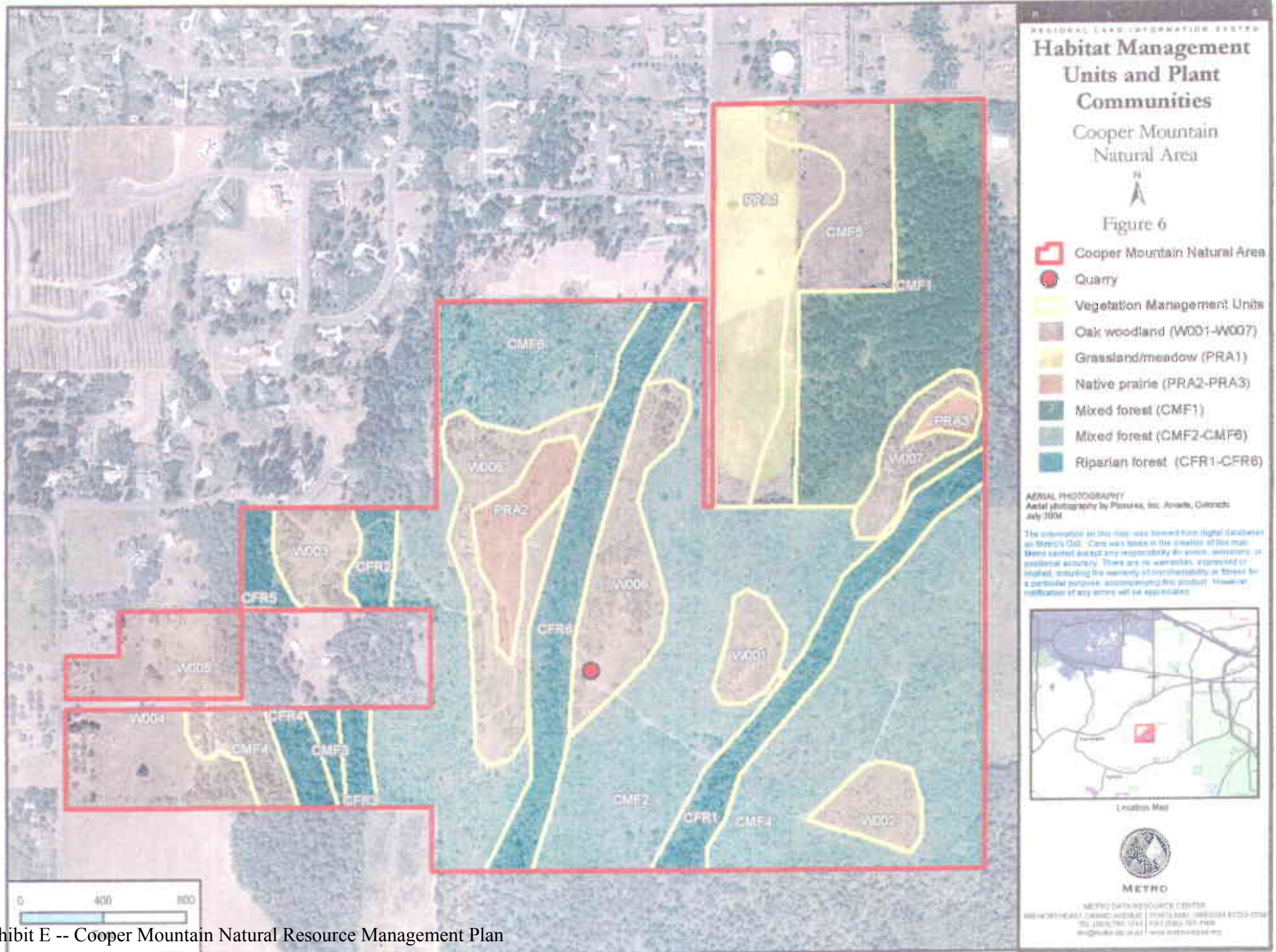


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Habitat	Code (National Vegetation Classification System)	Dominant Vegetation
Oak Woodland	W00 includes W001, W002, W003 and portions of W004, W005, W006, W007	Oregon Oak and Pacific madrone, poison oak and snowberry
Upland Prairie	PR includes PRA1, PRA2 and PRA3. PRA1 will be maintained as a meadow	White rock larkspur and meadow checker mallow
Mixed Forest (northeast section)	CMF includes CMF1	Douglas fir, grand fir and western red cedar, salal and swordfern
Mixed Forest (north central, northwest, central, southeast)	CMF includes CMF2, CMF 3, CMF4, CMF5, CMF6	Douglas fir, big leaf maple, swordfern and snowberry
Riparian Areas	CF includes CFR1, CFR2, CFR3, CFR4, CFR5, CFR6,	Black cottonwood, alder, cedar, swordfern and salal

Table 1: Habitat Type and Plant Communities (National Vegetation Classification System, Anderson et al. 1998 and Grossman et al. 1998)

For a comprehensive list of plant species, refer to Table 6 (Appendix A) which lists native and invasive plants from 1997 to 2003 and plants at Cooper Mountain Natural Area since 2003.

Oak Woodland Habitat

Early Seral Woodland Unit (W001)

Dominant species: *Oregon white oak-snowberry-poison oak (Quercus garryana-Symphoricarpos albus-Toxicodendron diversiloba)*

This unit is 3 acres in size. A prescribed burn in 1997 resulted in loss of the existing 15-20' tree canopy, but the vast majority of those trees are resprouting. The site is dominated by second growth Oregon oak, some Pacific madrone (*Arbutus menziesii*) and big leaf maple (*Acer macrophyllum*). Douglas-fir (*Pseudotsuga menziesii*) seedlings were planted densely throughout the site in 1999.

Native dominant shrubs include common snowberry and poison oak. Native grasses and forbs generally comprise less than 50% of the groundcover and include Sitka brome (*Bromus sitchensis*), white rock larkspur (*Delphinium leucophaeum*), broadpetal strawberry (*Fragaria virginiana var. platypetala*), woods strawberry, parsley leaved lovage (*Ligusticum apiifolium*) and sticky cinquefoil (*Potentilla glandulosa*). Non-native species of concern in this area include Scotch broom (*Cytisus scoparia*) which occupies 20-50% of the shrub layer. Bachelor buttons (*Centaurea cyanus*), dovefoot geranium (*Geranium molle*) and a variety of non-native grasses.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Early Seral Woodland Unit (WOO2)

Dominant species: *Oregon white oak-snowberry (Quercus garryana-Symphoricarpos albus)*,

This unit is approximately 3 acres in size. The unit was prescribed burned by Metro in 1997. It has second growth Oregon oak spaced approximately 10-30' apart, or about approximately 50 trees per acre. The 1998 fire burned the site at the grass and shrub level but did not have an impact on the tree canopy. In general, this unit has a predominantly native plant community in the tree and shrub layer, although Scotch broom is present. The shrub layer is almost entirely snowberry but contains small numbers of the following native species: poison oak (*Toxicodendron diversiloba*), Indian plum (*Oemelaria cerasiformis*), serviceberry (*Amelanchier alnifolia*), ocean spray (*Holodiscus discolor*) and tall oregon grape (*Mahonia aquifolium*). The groundcover layer of this zone has a diverse native plant community that is struggling to compete with non-native groundcovers. Native forbs and grasses observed during a late 2003 March field visit include hounds tongue (*Cynoglossum grande*), woods strawberry (*Fragaria vesca*), Oregon fawn lily (*Erythronium oregonum*), checker lily (*Fritillaria affinis* var. *affinis*), blue-eyed mary (*Collinsia grandiflora*), sticky cinquefoil (*Potentilla glandulosa*), woolly sunshine (*Eriophyllum lanatum*), camas (*Camassia quamash* var. *maxima*) and California brome (*Bromus californica*). Dominant invasive plants in the herb layer include hairy chickweed (*Stellaria media*), bachelor buttons, dovefoot geranium, dogtail (*Cynosurus echinatus*), and a variety of non-native annual bromes.

Early Seral Woodland Unit (WOO3)

Dominant species: *Oregon white oak-snowberry-poison oak (Quercus garryana-Symphoricarpos albus-Toxicodendron diversiloba)*

This unit is approximately 4.0 acres in size. The tree canopy consists of Oregon oak distributed in patches throughout the unit. These oaks range from 15-30' in height. Pacific madrone is also distributed randomly throughout this unit. A dense planting of Douglas fir seedlings occurred in 1999 along with some plantings of grand fir, ponderosa pine and Oregon ash. The dominant shrubs in this unit are snowberry and non-native Scotch broom. Other prevalent shrubs include native serviceberry, tall Oregon grape and non-native Himalayan blackberry.

The groundcover layer in this unit includes a combination of native and non-native species. The open areas between oak canopy are dominated largely by non-natives such as dogtail, geranium, bachelor buttons, velvet grass (*Holcus lanatus*) and orchard grass (*Dactylis glomerata*). Native forb communities appear to be much more dominant and diverse in areas that have partial canopy closure. Dominant species found in these areas are woods strawberry, woolly sunshine and western yarrow. Other notable species include white rock larkspur, Western buttercup (*Ranunculus occidentalis*) and needlegrass (*Acnatherum occidentale*).

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Reforestation Unit (W004)

Dominant species: *Ponderosa Pine*

This unit is about 8 acres in size. Past land uses on W004 included ornamental or orchard trees and pasture. Twelve acres of the site were planted primarily with ponderosa pine but also with Douglas fir, Garry oak and Pacific madrone between 1997 and 2002. Natural shrub regeneration is sparse in the open meadow areas and includes western serviceberry, Oregon grape, common snowberry and poison oak. Invasive plants in the open meadow include european hawthorn, Scotch broom, sweetbriar rose (*Rosa eglanteria*) and Himalayan blackberry. Dominant ground cover species found here are camas, small flowered-woodland star (*Lithophragma parviflora*), grassland saxifrage (*Saxifraga integrifolia*), wooly sunshine and western yarrow.

Reforestation Unit (W005)

Dominant species: *Oregon white oak-ash-Douglas fir (Quercus garryana, Fraxinus latifolia and Pseudotsuga menziesii)*

This reforested unit is 6 acres in size. Vegetation along the west end of unit W004 is similar in this unit. This unit was seeded with aggressive pasture grasses much like the upper Kemmer road pasture (PRA1) and reforestation unit W004. It also has a southern aspect and full sun exposure, which make plant establishment extremely difficult. This unit has been planted three times between 2000-2003 with a variety of native trees and shrubs: Oregon oak, ponderosa pine, Douglas-fir, Oregon ash, Pacific madrone, serviceberry and blue elderberry. The unit was planted most recently in January, 2004. The east edge of this unit includes an oak woodland with a well-developed shrub layer that is migrating westward. The primary invasive species in this unit are Himalayan blackberry, English hawthorn and Scotch broom.

Early to Mid-Seral Woodland Unit (W006)

Dominant species: *Douglas fir-Pacific madrone-Oregon white oak-snowberry-poison oak (Pseudotsuga menziesii-Arbutus menziesii-Quercus garryana-Symphoricarpos albus-Toxicodendron diversiloba)*

This unit is approximately 19 acres. Some parts were prescribed burned in 1997 or 2001, while a few parts were burned in both years. In this unit, dominant trees are Oregon oak and Pacific madrone. Oak trees range in age from 30-100 years, with the dominant age class occurring somewhere around 30-40 years. Canopy cover ranges in density from very open prairie conditions to closed woodland. Shrub cover in these areas ranges from sparse to dense and is dominated by poison oak, snowberry, Nootka rose, serviceberry, oceanspray and tall Oregon grape. Several locally rare shrub species found in this unit include: Oval leaved viburnum (*Viburnum ellipticum*), mountain balm (*Ceanothus velutinous*), Oregon tea tree (*Ceanothus sanguineus*) and birch leaf spiraea (*Spiraea betuifolia*).

Herbaceous plants consist of rare species such as checker lily, Mariposa lily (*Calochortus tolmiei*), rosy plectritis (*Plectritis congesta*) and several native grasses including Western fescue (*Festuca occidentalis*), California fescue (*Festuca californica*) and oniongrass

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

(*Melica subulata*). Dominant forbs and groundcovers include yerba buena (*Satureja douglasii*), star-flowered solomon's seal (*Maianthemum stellata*) and Oregon saxifrage (*Saxifraga integrifolia*).

Mid-Seral Woodland Unit (WOO7)

Dominant species: *Douglas fir-Pacific madrone-Oregon white oak-snowberry-poison oak (Pseudotsuga menziesii- Arbutus menziesii-Quercus garryana-Symphoricarpos albus- Toxicodendron diversilobum)*

This unit is 3-4 acres in size. This unit has a well-developed Oregon oak canopy with trees ranging from 20-50' in height. Both Pacific madrone and Douglas fir occur throughout and range in height from seedlings to mature trees. The north edge of this unit transitions into a closed canopy, second growth Douglas-fir stand. Mid-layer and groundcover strata are dominated by a diverse community of native plants. The shrub layer is dominated by snowberry, ocean spray and poison oak. Other species include Pacific crabapple, serviceberry, tall Oregon grape and salal (*Gaultheria shallon*). Native forbs and grasses observed during a late 2003 March field visit include woods strawberry, Oregon fawn lily, blue-eyed mary, sticky cinquefoil, broadleaf lupine (*Lupinus polyphyllus*), Henderson's sedge (*Carex hendersonii*) and spreading rush (*Juncus patens*). Dominant invasive plants in the herb layer include bachelor buttons, dovefoot geranium, and purple deadnettle (*Lamium purpureum*).

Meadow Habitat

Dry Pasture Unit (PRA 1)

Dominant species: *Festuca arundinacea*

This unit is 16 acres in size. This site was likely closed canopy conifer forest in the distant past. It was clearcut and transitioned into agricultural use and seeded with non-native pasture grasses. In general, the unit is open pasture with occasional clumps of invasive English hawthorn and Himalayan blackberry.

Prairie Habitat

Upland Dry Prairie Unit (PRA 2 and 3)

Dominant species: *California oatgrass-Roemer fescue (Danthonia californica-Festuca roemerii)*

Both the prairie units are approximately 7 acres. The upland prairie/grassland units are limited to two distinct areas: one in the center of the site and the other in the northeast corner. These areas have extremely thin soil which limits establishment of woody vegetation. Both prairies have a high diversity of native forbs including locally rare species such as white rock larkspur, meadow checker mallow (*Sidalcea campestris*), several Brodiaea species, several native onion species (*Allium spp.*) and five species of native clover (*Trifolium spp.*). There are approximately 1,625 white rock larkspur

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

individuals in the central prairie. Other locally uncommon species are small-flowered woodland star (*Lithophragma parviflora*), grassland saxifrage (*Saxifraga integrifolia*), and mariposa lily.

Although native forbs have remained diverse, native bunchgrass species such as junegrass (*Koeleria macrantha*), California oatgrass (*Danthonia californica*) and Roemer's fescue (*Festuca roemerii*) have been displaced by non-native grasses. Because of the thin soils, summer conditions are extremely dry and harsh. Most plants adapted to prairie environments flower and go dormant early in the year. There are many exotic competitors in this environment that gain a competitive edge through various means. Some species such as tall oatgrass (*Arrhenatherum elatius*) and velvet grass (*Holcus lanatus*) come out of dormancy earlier in the year or stay green longer than the natives present in this community type. A variety of aggressive annual grasses such as rattail fescue (*Vulpia myuros*), soft brome (*Bromus hordaceus*) and ripgut (*Bromus diandrus*) germinate in exposed mineral soils between native bunchgrasses and minimize substrate for germinating native seed. Some non-native in the prairies are Queen Anne's lace (*Daucus carota*), hawkweeds (*Crepis spp.*), geranium species, non-native clovers (*Trifolium spp.*), Scotch broom and a variety of non-native annual grasses. A fringe of oak grading into a coniferous dominated forest surrounds the smaller isolated prairie in the northeast corner of the property. Approximately 500 white rock larkspur occur here with very low Scotch broom infestation.

Mixed Forest Habitat

Early Successional Unit (CMF1-northeast section)

Dominant species: *Douglas fir-trailing blackberry (Pseudotsuga menziesii-Rubus ursinus)*

The unit is 26 acres in size. The existing conifer forest consists of a closed canopy Douglas fir forest (*Pseudotsuga menziesii*) in an age class ranging from 30-40 years. Other associated trees include grand fir (*Abies grandis*) and western red cedar (*Thuja plicata*). The mid-story layer is non-existent besides an occasional patch of Himalayan blackberry or English hawthorn. The groundcover and herbaceous layers consist primarily of two dominant species- sword fern (*Polystichum munitum*) and trailing blackberry (*Rubus ursinus*). Other low growing shrubs and forbs present include slender toothwort (*Cardamine nuttallii var. nuttallii*), false lily of the valley (*Maianthemum dilatatum*), self-heal (*Prunella vulgaris ssp. lanceolata*), and stream violet (*Viola glabella*). During a 2003 March survey of the site, much of the ground was either bare or dominated by moss.

Early Successional Forest Unit (CMF2 and 3-southeast and central section)

Dominant species: *Black cottonwood-big leaf maple-trailing blackberry (Populus balsamifera ssp. Trichocarpa-Acer macrophyllum-Rubus armenicus)*

Unit CMF2 is 33 acres in size and unit CMF3 is 1.07 acres in size. This unit is dominated by black cottonwood trees approximately 5-10 years in age, and by big leaf maple that is

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

resprouting from cut stumps. Other tree species of interest are Douglas fir and Pacific yew (*Taxus brevifolia*). Average canopy height is approximately 15-20 feet. Disturbance on this portion of the site has resulted in a shrub layer dominated by Himalayan blackberry. Remnant native shrubs include vine maple (*Acer circinatum*), Western hazelnut (*Corylus cornuta*), Scouler's willow (*Salix scouleriana*), cascara (*Rhamnus purshiana*), and ocean spray (*Holodiscus discolor*) at mid-canopy height. Low growing native shrubs include thimbleberry (*Rubus parviflorus*), longleaf Oregon grape (*Mahonia nervosa*) and red-flowering currant (*Ribes sanguineum*). Remnant western red cedar in the nearby riparian zone (CFR1) and at the top of the northwest facing slope suggests that this area was at one time a closed forest dominated by cedar, vine maple and longleaf Oregon grape. In addition, the presence of a mature Pacific yew indicates the conifer canopy was closed for a considerable amount of time during the past several hundred years.

Mid-Seral Forest Unit (CMF 4, CMF6-northwest and southeast sections)

Dominant species: *Douglas fir-Oregon white oak-snowberry*
(*Pseudotsuga menziesii-Quercus garryana-Symphoricarpos albus*)

This unit is 60 acres in size. It has a well-developed Oregon oak canopy with trees ranging from 15-30' in height. Douglas fir also occurs throughout the site ranging in height from seedlings to mature trees. The east edge of this unit transitions into a closed canopy Douglas fir riparian forest. Mid-layer and groundcover strata are dominated by a diverse community of native plants. The dense shrub layer is dominated by snowberry, ocean spray and poison oak. Other species include Western honeysuckle, tall Oregon grape and wood rose (*Rosa gymnocarpa*). In the northwest corner of this unit, the vegetation is more appropriately classified as oak woodland. This area has an open oak canopy with dense native shrub cover. A small part of this 0.5-acre area contains several species, suggesting a plant community more typical of an open prairie.

The groundcover layer in this unit is dominated by a combination of native and invasive species. The open areas between oak canopy are dominated by dogtail, geranium, bachelor buttons, velvet grass (*Holcus lanatus*) and orchard grass (*Dactylis glomerata*). As in other units, native forb communities are much more dominant and diverse in areas with partial canopy closure.

Young Douglas fir/Ponderosa Pine Unit (CMF 5-north central section)

Dominant species: *Douglas fir-ponderosa pine* (*Pseudotsuga menziesii-Pinus ponderosa-Festuca arundinacea*)

This site is approximately 12 acres in size. The soils in this portion of Cooper Mountain Natural Area were tilled and replanted at some point with non-native pasture grasses that now dominate the unit. Tall fescue (*Festuca arundinacea*), which provides optimal habitat and cover for mice and voles, is a dominant species. In an attempt to build on existing forest in adjacent CMF1, this unit was planted in 2001, 2002 and 2003 with Douglas fir, grand fir, ponderosa pine, madrone, Oregon ash and Garry oak. This planting expanded a planting effort during the 1990s using Douglas fir. Mortality in tall

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

fescue pastures is typically high due to woody plant herbivory from small mammals as well as root competition from the vigorous grasses. Woody invasive plants in this unit include european hawthorn (*Crataegus monogyna*), Scotch broom and Himalayan blackberry (*Rubus armenicus*).

Riparian Habitat

Early Seral Cottonwood Unit (CFR1)

Dominant species: *Red alder-Douglas fir (Populus balsamifera ssp. trichocarpa- Alnus rubra-Pseudotsuga menziesii)*

This unit is 9 acres in size. In comparison to the other riparian corridors at Cooper Mountain, this draw topographically reveals a much gentler grade and a very different vegetation community. It is dominated largely by black cottonwood, alder and planted Douglas fir and cedar seedlings. Cottonwood and alder seedlings are 7-10 years old. Douglas fir saplings are 5 years old. Natural cedar seedlings are present throughout the riparian corridor and on the west-facing slope. Disturbance through either fire or past site management activities is indicated by the colonization of invader tree and shrub species. Successional tree species include cottonwood and alder in the understory. Shrub species include Himalayan blackberry, Scotch broom and trailing blackberry.

Mid-Seral Forest Units (CFR2, CFR3, CFR4, CFR5, CFR6)

Dominant species: *Big leaf maple-Douglas fir (Acer macrophyllum-Pseudotsuga menziesii-Polystichum munitum)*

The size of these units is 21 acres. The remainder of the riparian areas on site is dominated by an open canopy of big leaf maple (*Acer macrophyllum*) and Douglas fir trees approximately 50-100 years in age. The north half of unit CFR2 was harvested along the upland areas of the site; hence the seedlings there are only six years old, approximately.

The shrub layers in these units are dominated by sword fern, snowberry, Indian plum, and longleaf Oregon grape. Other common shrub species include Nootka rose, mock orange (*Philadelphus lewisii*), tall Oregon grape, poison oak and serviceberry. The herbaceous layer consists of a diverse and rich community of native plants. A few of the dominant species in this strata are fringecup, Yerba buena, star-flowered Solomon's seal, Dewey's sedge (*Carex deweyana*), and stream violet (*Viola glabella*).

Wildlife Communities: The mosaic of habitat types at Cooper Mountain Natural Area facilitates a variety of wildlife species, including deer (*Odocoileus hemionus*), raccoons (*Procyon lotor*), coyotes (*Canis latrans*), and alligator lizards (*Gerrhonotus coeruleus*) (Table 7, Appendix A).

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

Oak Woodland Communities

Oregon oak savannas and oak woodlands such as those found at Cooper Mountain Natural Area are typically used by more than 200 species of native wildlife in the region (Campbell, 2004) because the open oak canopy stands have a complex plant understory (Larsen and Morgan, 1998).

Oregon white oak woodlands have been identified as critical habitat for neotropical migrant birds (Campbell, 2004). Twenty-six of the 118 species of neotropical birds found in Oregon are associated with this habitat. Of these, 12 species of neotropical birds have been spotted at Cooper Mountain. Along with resident bird species such as the western blue bird (*Sialia mexicana*) they use the site as a stopover to nest, feed or winter over.

The western gray squirrel (*Sciurus griseus*) is found on site and uses the oak woodland for foraging. Acorns produced by the Oregon white oak are an important early winter food for them.

In addition to providing forage for wildlife, oak snags and dead portions of live trees harbor insect populations and provide nesting cavities and perches for birds and mammals. Cavities can develop in dead trees (snags), dead portions of live trees, and sound live trees. A number of natural pressures such as insects, fungi and galls also weaken oaks. Thirty-one species of fungi that affect Oregon white oak simplify the excavation of cavities by decomposing wood and making it accessible. Cavity-dependant species such as downy woodpecker (*Picoides pubescens*) and white-breasted nuthatch (*Sitta carolinensis*) have been observed at Cooper Mountain Natural Area. Decomposing oak stems also create habitat for amphibians and reptiles, such as northern alligator lizards (*Gerrhonotus multicarinatus*), and offer den sites for red fox (*Vulpes vulpes*). Both of these species have been sighted at Cooper Mountain Natural Area.

Quarry Habitat

The impounded quarry supports the northern red-legged frog, a federal species of concern. The quarry is located along the border of management unit W006 (oak woodland) on the old logging road that bisects Cooper Mountain Natural Area from west to east. Seasonal fluctuation of water in the quarry results in a filled pond in winter and spring, and an empty pond in summer. The pond supports a small clump of willow trees surrounded by modest clumps of spike rush and other native emergent plants. They in turn provide habitat for egg deposition and rearing for the frogs. Overall, the quarry is poorly vegetated. Additional native emergent vegetation, shrubs and shading would improve the frog's habitat for breeding, rearing and hiding.

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

Meadow Habitat

Currently, Metro manages the meadow by encouraging grasses and discouraging the establishment of trees and shrubs. This type of management maintains sweeping views of the Tualatin Valley and also provides foraging habitat for deer, birds of prey and the western blue bird, in particular.

Prairie Habitat

Many species of birds, amphibians, reptiles and mammals such as the western meadow lark (*Sturnella neglecta*), vesper sparrows (*Pooecetes gramineus*) and sharp tailed snakes (*Contia tenuis*) are generally associated with this habitat. However, the presence of these species may be limited at Cooper Mountain Natural Area because of the small size of the prairie habitat (less than 8 acres).

Mixed Forest Habitat

The mixed forest in the northeast part of the site consists of 30-40 years old trees with a canopy cover of 70 to 80%. It is largely devoid of a shrub layer and native forbs and grasses. It is structurally simple and has a minimum of large snags and downed logs (less than 2/acre). Birds such as the pileated woodpecker (*Dryocopus pileatus*) and great horned owl (*Bubo virginianus*), and mammals such as deer, western gray squirrels and the non native Douglas squirrels (*Tamiasciurus douglasii*) have been spotted in this area. A number of deer bedding structures have been found in the mixed conifer forest that surrounds the upper prairie, identifying it as a resting place. Black bear (*Ursus americanus*), black tailed deer, coyote and red fox tracks and scat have also been found on trails in this part of the site (Figure 7). Deer also are known to forage in the open grassy areas of the mixed forest located in the southeast and central sections of Cooper Mountain Natural Area. The olive-sided flycatcher also uses this early successional forest.

Riparian Habitat

The riparian forest at Cooper Mountain Natural Area is home to a number of birds and mammals. The forest, a mix of deciduous and conifer trees ranging from 30 to 80 years of age, is multi-storied and has a native shrub layer mixed with invasive species. The headwaters of Lindow Creek located on site are ecologically distinct from their downstream counterparts. These headwaters have higher structural diversity than the surrounding landscape and are the major source of water for many of the site's mammals and birds. Some sections of the riparian corridors support a large percentage of the madrone forest with up to a 40% canopy closure along the corridor. Metro bird surveys have shown the existence of yellow-breasted chat (*Icteria virens*), Wilson's warbler (*Wilsonia pusilla*) and Olive-sided flycatcher (*Contopus cooperi*) using the riparian area. Wildlife tracking data indicate a thriving community of deer also using this area.

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

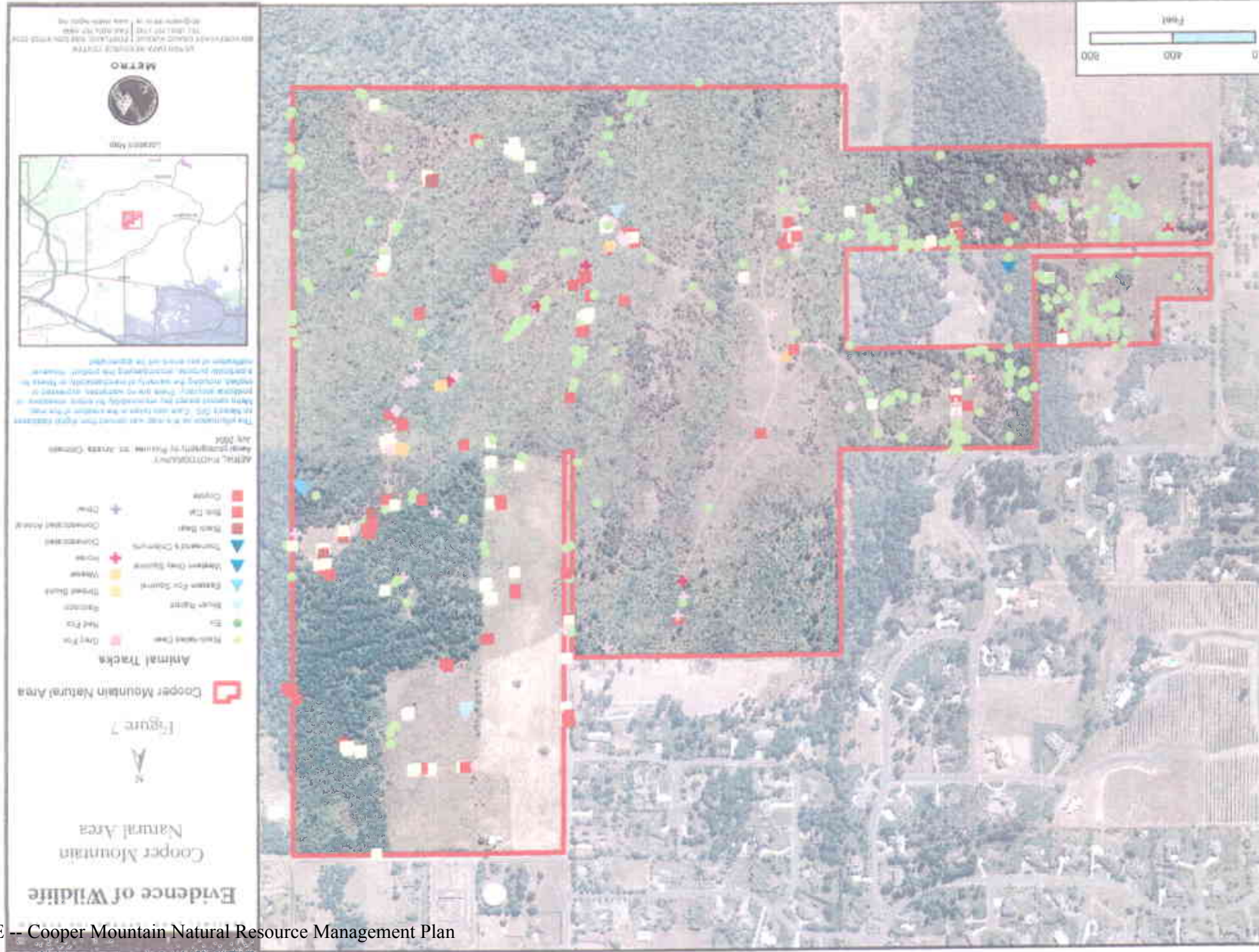


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Sensitive, Threatened and Endangered Plant and Wildlife Species: Several species surveys, as well as ongoing botanical, avian and herpetological monitoring, have been conducted at Cooper Mountain Natural Area since 1997 by consultants, Metro staff and Portland's Bureau of Environmental Services. Table 2 (located on the next page) lists species detected at Cooper Mountain Natural Area since 1995 that are recognized by a state or federal program as exhibiting some form of rarity or special concern. A short habitat description and the location of each listed species precedes Table 2.

Plants

White rock larkspur, a member of the buttercup family, is found only in a few sites in the northern Willamette Valley in Clackamas, Marion, Multnomah, Washington and Yamhill counties. Its preferred habitats are rocky areas and dried fields. White rock larkspur is a slender perennial growing from a cluster of tubers, that blooms in May and June. Approximately 2,125 individuals occur in both the lower and upper prairies located at Cooper Mountain Natural Area and it is the third largest population in the Willamette Valley.

Meadow checker-mallow: Meadow *Sidalcea* is found on both prairies at Cooper Mountain Natural Area. The plant can grow over 6-feet tall. The pale-pink flowers are borne on hairy stems and serve as a nectar source for the Fenders's Blue Butterfly. This plant can also be found throughout the Willamette Valley in meadows, fencerows and roadsides, but is declining due to competition from invasive species that flourish in the absence of any disturbance such as burning or mowing.

Wildlife

Northern Goshawk is the largest North American "true raptor" that frequents Cooper Mountain Natural Area to forage and perch in the mixed forest. It maneuvers through dense mature woods, taking prey as small as squirrels and as large as grouse and crows. While most hawks search and dive for their prey over open meadows, goshawks delve through wooded areas and even pursue their prey by foot. Goshawks prefer mixed habitat for both nesting and foraging. Up to 6,000 acres of forest are needed by a pair of nesting goshawks to rear their young. The Northern Goshawk occurs even in fragmented forests, but perhaps less consistently than in large contiguous forest areas

Yellow-breasted chats breed in very dense scrub along streams and at the edges of swamps or ponds. They are sometimes found in overgrown pastures and in upland thickets along the margins of woodlands. They have been sighted near Cooper Mountain's riparian forests.

Olive-sided flycatchers breed mostly in conifer forests, especially around the edges of open areas including bogs, ponds and clearings. They have become less common in recent years because of a loss of habitat on the wintering grounds. They have been sighted in the closed mixed forest (south and central section) near the logging road.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Species	Federal Species of Concern*	ODA Status**		ODFW Status***			ORNHIC Ranking****
		Listed Endangered	Candidate	Critical	Vulnerable	Undetermined	
<i>Delphinium leucophaeum</i> White rock larkspur	X	X					1
<i>Sidalcea campestris</i> Meadow checker-mallow			X				4
<i>Accipiter gentiles</i> Northern goshawk	X			X			4
<i>Icteria virens</i> Yellow breasted chat	X			X			4
<i>Contopus cooperi</i> Olive-sided flycatcher	X				X		4
<i>Empidonax trallii brewsteri</i> Little willow flycatcher					X		4
<i>Sialia mexicana</i> Western bluebird					X		4
<i>Rana aurora aurora</i> Northern red-legged frog	X				X		4
<i>Sciurus griseus</i> Western gray squirrel						X	4

Table 2. Sensitive Species Documented in Cooper Mountain Natural Area

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Table 2: Key

* Federal “Species of Concern” are taxa whose conservation status is of concern to the U.S. Fish and Wildlife Service, but for which further information is still needed. They are not recognized/defined/regulated per the Endangered Species Act. Many were previously known as “Category 2 Candidates”.

** At the state level, the Oregon Department of Agriculture (ODA) lists species as “Endangered” under the Oregon Endangered Species Act of 1987 (OESA). A “Candidate” species is listed by the ODA under the OESA.

***At the state level, “sensitive species constitute those naturally-reproducing native animals which may become threatened or endangered...in Oregon.” They are categorized by the Oregon Department of Fish and Wildlife (ODFW) as follows:

- Critical: species for which listing as Threatened or Endangered is pending, or those for which listing as Threatened or Endangered may be appropriate if immediate conservation actions are not taken.
- Vulnerable: species for which listing as Threatened or Endangered is not believed to be imminent and can be avoided through continued or expanded use of adequate protective measures and monitoring.
- Peripheral or Naturally Rare: species whose populations are on the edge of their range or which have had low numbers historically in Oregon.
- Undetermined Status: species for which status is unclear; may be susceptible to population decline; scientific study is needed.

****Key to Oregon Natural Heritage Information Center (ORNHIC) rankings:

- 1 = Critically imperiled because of extreme rarity or because it is somehow especially vulnerable to extinction (5 or fewer occurrences)
- 2 = Imperiled because of rarity or because other factors demonstrably make it very vulnerable to extinction (6-20 occurrences)
- 3 = Rare, uncommon or threatened, but not immediately imperiled (21-100 occurrences)
- 4 = Not rare and apparently secure, but with cause for long-term concern (>100 occurrences)
- 5 = Demonstrably widespread, abundant and secure

SOURCE: *Rare, Threatened, and Endangered Species of Oregon*, Oregon Natural Heritage Information Center, May 2004

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

The little willow flycatcher is a neotropical bird that uses Cooper Mountain's riparian areas to nest and feed. It prefers open shrubby areas of willow and alder patches.

Western blue birds are resident birds confined to areas above 600 feet in elevation. They prefer open habitat where abundant food and perches are available. The Prescott Western Bluebird Recovery Project identified Cooper Mountain Natural Area as potentially good habitat for these birds, and installed bluebird nest boxes in the upper meadow. At least one pair has bred successfully.

The northern red-legged frog population is known to breed in a small-excavated quarry located towards the north end of the east-west logging road. Typically, red-legged frogs breed in seasonal pools during February to April when water temperatures reach 7° C, and disperse during the non-breeding period into forested uplands. From a life history perspective, red-legged frogs live and breed in stream habitats and off-channel pools most often characterized as small, shaded standing water. Generally, these breeding pools or ponds must be a meter in depth and provide clean water with ample vegetative cover and narrow-stemmed plant material for egg deposition.

Western gray squirrels have been sighted nesting near oak trees in the closed mixed forest located in the northeast corner of the site. They are shy and dependent upon older mixed forests with a variety of oak and pine or oak and fir trees to provide the squirrel with an interconnected tree canopy for food, cover, nesting sites and travel. Favorite foods are pine nuts, acorns, nuts, berries, fungi, green vegetation and insects.

Landscape Context: Habitat fragmentation is one of the most commonly cited threats to maintaining the viability and diversity of animal population. Fragmentation is the lack of connectivity from one habitat to another similar habitat. Two types of fragmentation occur at Cooper Mountain Natural Area: fragmentation within the site and fragmentation from the site to other natural sites in the surrounding landscape.

On site fragmentation is caused by informal trails that split habitat into smaller parcels. This splitting prevents species with low mobility from migrating from one habitat to another. For example, informal trails limit the ability of the northern red-legged frog to move upland in the summer and return back to the pond to breed.

Cooper Mountain Natural Area is also fragmented from similar habitats in the larger surrounding landscape. The most common way to prevent fragmentation of the site is by linking it through corridors to other natural sites in the landscape. Wildlife species use these corridors to move from one habitat to another to breed, feed or complete their life cycle (Noss, 1987). For example, elk use corridors to move between their summer and winter range. To prevent isolation of Cooper Mountain Natural Area, corridors to the north, west, east and south of the property should be maintained for movement of wildlife.

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

Currently, natural areas surrounding Cooper Mountain Natural Area are mostly in private ownership but should still be recognized as potential habitat links to and from the site. Stewardship assistance, conservation easements or acquisition from willing sellers are activities Metro can employ to maintain these connections in the future.

Potential connections for wildlife to and from Cooper Mountain Natural Area include (Figure 8):

- A well-used deer crossing at Kemmer Road from the conifer forest to the northeast corner of the site, to a pond located north of the road, through Kemmer Estates to the forested areas on the north slopes of the mountain. Speed bumps or wildlife crossing signs should be installed at Kemmer Road to slow traffic and reduce deer mortality.
- The linkage on the south side of Cooper Mountain Natural Area through Lindow Creek as it drains to the Tualatin River. Acquisition or purchase of conservation easements from willing sellers along Lindow Creek to the Tualatin River will protect this connection. To complete this linkage, a designed wildlife crossing should also be incorporated into any improvements made on Scholls Ferry Road. Metro's deer/elk accident survey (2002) indicates a high deer mortality rate along this roadway.
- Grabhorn Road encircles Cooper Mountain Natural Area from the northwest to the southwest. Safe passage for wildlife across Grabhorn Road to the southwest will lead to Jackson Creek which empties into the lower stem of Lindow Creek, thus providing wildlife with alternative access to the Tualatin River. Speed bumps or wildlife crossing signs on Grabhorn Road to slow traffic are recommended.
- Forests owned by private landowners surround Cooper Mountain Natural Area to the northeast and southeast. Metro should work with willing landowners to maintain habitat for wildlife through these areas.

Management Plan

Site Management and Planning (1996–2003)

After Metro purchased Cooper Mountain, it initiated two activities to begin stabilizing the site in anticipation of returning it to pre-settlement oak woodland and mixed forest-prescribed burns and an extensive planting program. Past activities such as agriculture, timber harvesting, mining, lack of fire, the development of informal trails, and dumping had resulted in damage to native soils, a predominance of Douglas fir, and the introduction of aggressive invasive species throughout the site. Lack of fire is one of the reasons for the disappearance of both these communities in the Willamette Valley and for their degraded condition on site. In order to restore the remnant oak woodlands and prairie habitat on the Cooper Mountain Natural Area, Metro conducted controlled burns in the oak woodlands and prairie units in 1997 and 2001 to suppress invasives and stimulate native forbs and grasses (Figure 9).

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

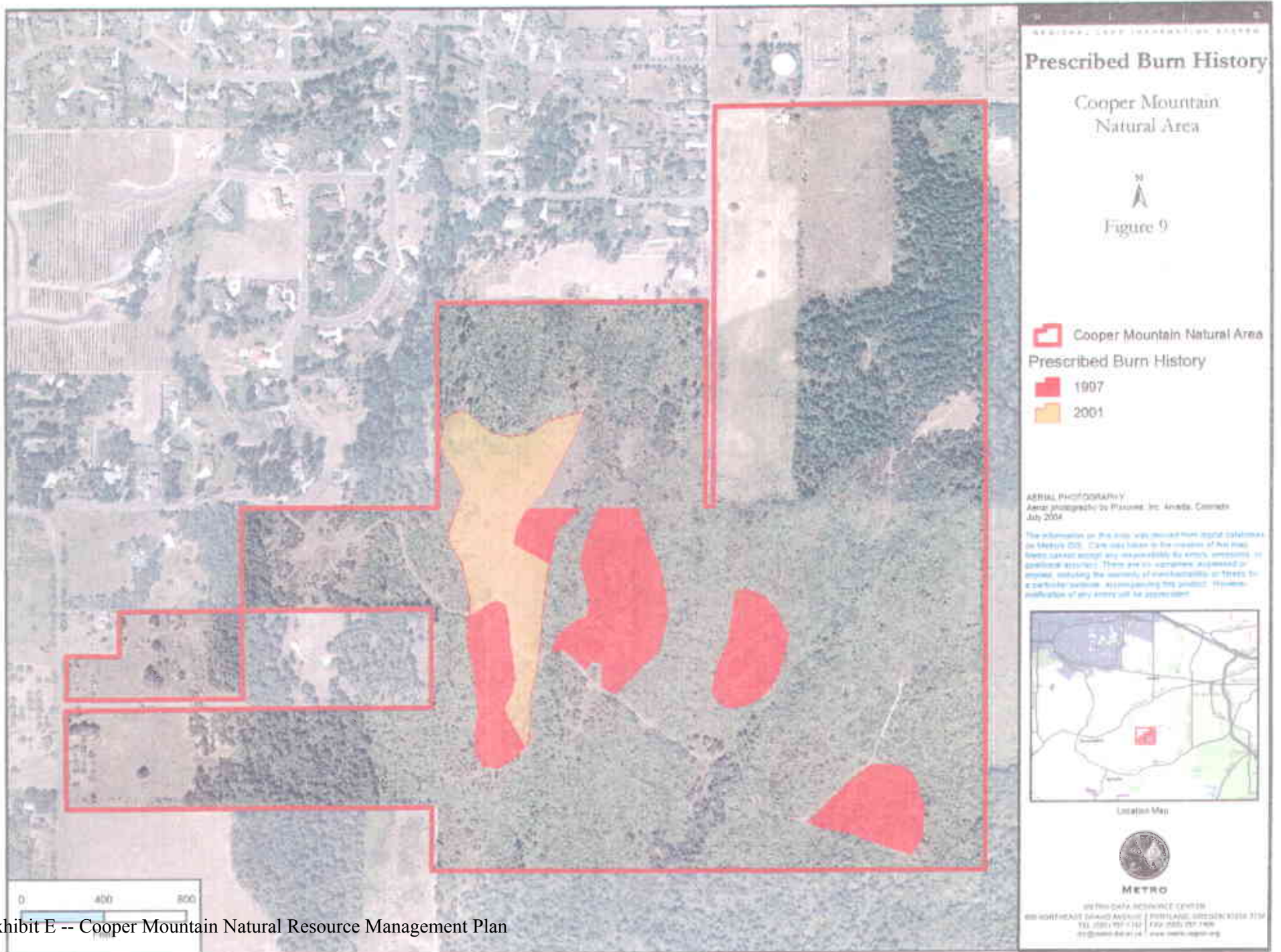


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

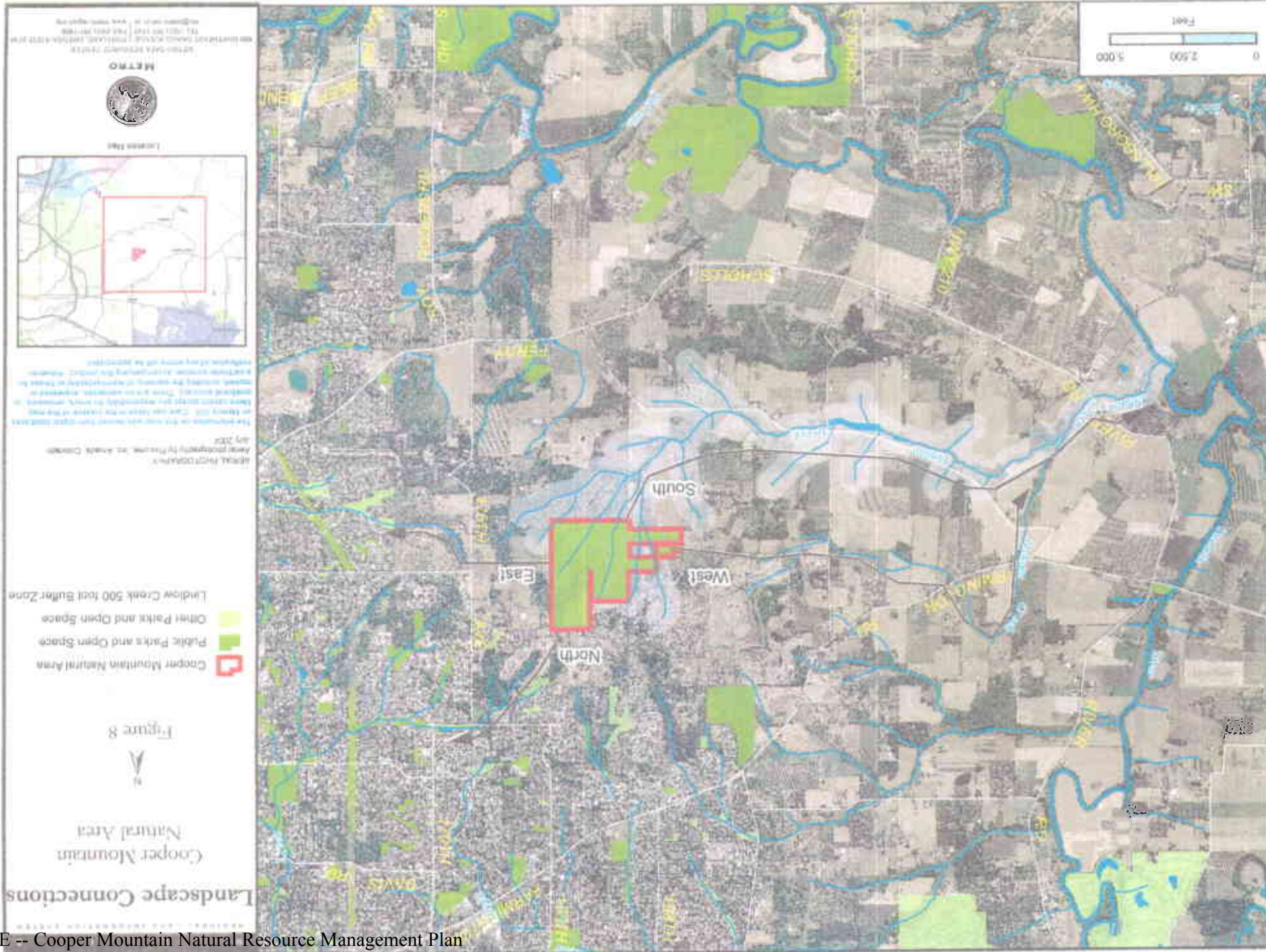


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E

Cooper Mountain Natural Resource Management Plan

Between 1997 and 2003, Metro also planted over 60,000 native trees in areas that had been logged but through habitat delineation and restoration efforts are now targeted to attain a closed mixed forest state (north central, central, southwest, and southeast portions of the site). Trees were planted in compliance with the Oregon Forest Practices Act (Section 527.665. Notice of reforestation requirements) and included Douglas fir, red alder, grand fir, western red cedar, ponderosa pine, big leaf maple, service berry and white oak, at a density of over 400 + trees/acre at some sites. Table 8 (Appendix A) lists other restoration activities that Metro initiated between 1997 and 2004.

In 2003, a public master planning process resulted in the development of eight management goals for the Cooper Mountain Natural Area. Site-specific resource management objectives were derived largely from Goal 1 and include:

- Prioritize management and monitoring of site according to available financial resources
- Identify, protect and actively manage the oak woodland and prairie habitats using appropriate tools and techniques to restore site conditions and reduce invasive species.
- Close demand trails to decrease fragmentation of site for wildlife and plants.
- Increase connectivity of habitats to other similar habitats in the surrounding landscape for movement of wildlife.
- Manage the site to create complex layers of forest canopies and structures, such as snags and woody debris, to improve wildlife habitat. The more heterogeneous the environment, the more complex the plant and animal communities (Krebs, 1972).
- Complete establishment of the closed mixed forest in the central and south sections of the Cooper Mountain Natural Area.

Current Action Plan

Based on these objectives, Metro actions will focus on managing invasives and creating a viable forest with “old growth” characteristics of oak woodland forest and surrounding mixed forest and riparian habitat in order to provide a diverse habitat for native wildlife and plant populations. Prairies will be managed to reduce woody stems and increase native populations of plants. Metro may use prescribed burns and other methods that mimic its impacts to control invasives and decrease fuel load in the oak woodlands and prairie habitats. Prescribed fire is commonly used by the City of Portland and the Port of Portland to reduce fuel load, manage invasives and prevent fire. While this technique in an urban/wildlife interphase can create concerns for neighboring landowners, it has become common practice in the west to prevent catastrophic fires. Metro, Tualatin Hills Park and Recreation District and Tualatin Valley Fire District will notify neighbors prior to a prescribed burn.

Metro has prioritized their management actions into high, medium and low categories based on habitat significance and amount and kind of restoration effort required (Table 3). The following section describes each category, its management guidelines and the actions needed to achieve the management strategy’s objectives.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Priority	Habitat Type
High	Oak woodlands, prairie, closed mixed forest (north central, central, southwest)
Medium	Riparian habitat
Low	Closed mixed forest (northeast section)

Table 3: Habitat Management Priorities for Cooper Mountain Natural Area

High Priority Actions

Oak Woodland Habitat (Units W001-W007)

- Conservation priority habitat for the Willamette Valley (Campbell 2004).
- Enhance the water filled quarry to provide breeding habitat for the northern red-legged frog-a listed federal species of concern.

Management Guidelines: The central oak woodland stand (W006) will be expanded to meet oak unit W007 (northeast) to improve connectivity (Figure 10). The units will be managed to create viable oak habitat for a variety of birds, mammals and reptiles, including the downy woodpecker, western wood peewee, acorn woodpecker, the western gray squirrel and the sharp tailed snake.

Management actions in the oak stand will include planting and thinning oaks where appropriate, protecting existing snags, creating additional snags, reducing invasive cover, and planting native shrub and herb layers. Planting trees and emergent plants and adding structure will protect the northern red-legged frogs from their non-native competitor the bull frog in the quarry pond.

Objective 1. Manage the existing oak woodland to attain dominant native vegetation in the under story.

Action 1: Eliminate Scotch broom and Himalayan blackberry using controlled burns cutting, mowing and chemical applications.

Objective 2: Determine feasibility of connecting oak woodland fragments.

Action 1: Analyze soil, slope and vegetation characteristics

Action 2: Develop and implement a revegetation strategy.

Objective 3: Create snags of at least four per acre (diameter at breast height >15 inches) and downed logs of about six per acre to enhance wildlife use by 2015

Action 1: Inventory all snags and woody debris on site between 2008-2010.

Action 2: Develop a strategy to create both snags and woody debris at specific locations where deficient.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

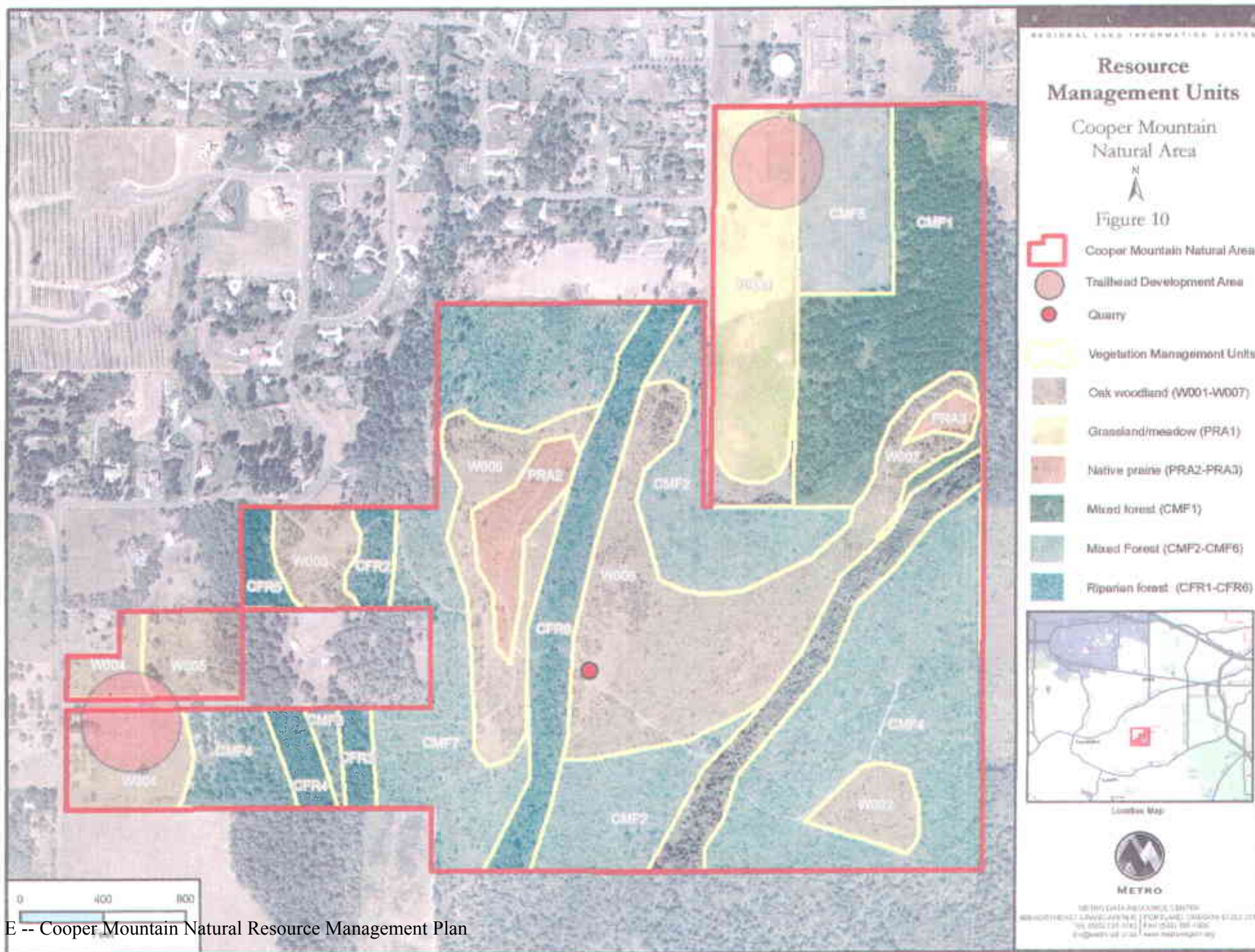


Exhibit E -- Cooper Mountain Natural Resource Management Plan

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Objective 4: Ensure that the oak woodland is regenerating at about 4 saplings/acre by 2010.

Action 1: Survey regenerating oak to determine number of additional saplings needed to meet objective.

Objective 5: Where appropriate, thin oak trees to create openings and allow the oak trees to expand their diameter by 2010.

Action 1: Survey density of trees and determine appropriate thinning strategy.

Objective 6: Increase canopy cover, emergent and woody structure in the quarry by 2010.

Action 1: Plant shade-bearing trees and emergent vegetation, and add appropriate-sized woody debris to enhance pond structure.

Prairie Habitat (Units PRA 2-3)

- Conservation priority habitat for the Willamette Valley (Campbell 2004).
- Potential to increase the viability of the federally listed white rock larkspur population.

Management Guidelines: Management actions will mimic natural disturbance regimes on a regular basis to sustain native prairie species. Methods such as controlled burns will be used to protect and expand the white rock larkspur population and the meadow checker mallow, and to reduce invasive species. Shrub layer will be restricted to less than 10% of the area to allow native forbs and grasses to dominate the prairie. Most informal trails will be eliminated.

Objective 1: Increase native grasses and forbs in the prairies to a level of dominance by 2010.

Action 1: Control Scotch broom, Himalayan blackberry and tall oat grass using controlled burns, mowing, grazing and/or chemical applications.

Objective 2: Eliminate targeted 'informal' trails by 2007.

Action 1: Decommission trails using structural obstacles (tree trunks, rocks, berms, etc.) and restore paths to match specific habitat characteristics.

Action 2: Develop long-term strategy and public involvement program to discourage the creation of informal trails.

Closed Mixed Forest Habitat (Units CMF2-6, north central, central, and southern sections)

- The closed mixed forest is covered with invasive species and requires an extensive elimination program.
- These units have been intensively replanted and require very active management until the saplings have reached the "free to grow stage."

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Management Guidelines: A majority of the mixed conifer deciduous matrix is in the early seral (less than 10 years of age) to mid-seral (greater than 10 years of age) stages. These forests will be managed to attain closed canopy (approximately 40-50 years of age, dependant on species type) and attain characteristics of an old-growth forest by 2085².

Reforestation efforts will continue to 2011. Developing old growth characteristics include creating snags and downed logs to increase diversity of habitat for wildlife species such as the western gray squirrel.

Objective 1: Increase native species cover in the under story by 2012.

Action 1: Eliminate invasive plant species such as Scotch broom and Himalayan blackberry by using cutting, mowing and chemical applications.

Action 2: Replant sites with appropriate native under story forbs and shrubs.

Objective 2: Thin forest to create openings after canopy closure is attained around 2035. If necessary, create additional snags (four per acre) and downed logs (five to six per acre).

Action 1. Inventory stems/acre once the forest has attained canopy closure. Determine appropriate basal (diameter at base height) density or amount of area occupied by trees and develop a strategy for thinning trees (e.g. trimming or removal to attain multistoried forest state.

Action 2: Inventory number of snags and downed logs once forest has attained closure to determine optimum number needed.

Objective 3: Connect mixed forest habitat at Cooper Mountain to other similar habitats in the larger, surrounding landscape by 2015.

Action 1: Conduct aerial inventory of habitats within a 1-2 mile radius of the natural area to determine potential landscape connections. Identify land uses and property ownerships.

Action 2. Identify and work with landowners interested in conserving wildlife corridors using education workshops and purchase of conservation easements or fee simple acquisition from willing sellers.

Medium Priority Actions

Riparian Forest Habitat (Units CFR 1-7)

- Streams are seasonal and not fish bearing.
- Invasive species, such as Himalayan blackberry and ivy, cover only portions of the habitat and needs only a minimum level of maintenance.

Management Guidelines: Invasive species will naturally be reduced over time as canopy grows and provides denser shade and bank stability. Efforts should be made to ensure connectivity of habitat for wildlife as they travel from Lindow Creek to the Tualatin River.

² It will not be the same as "old growth" although some characteristics will emulate an old growth forest (Oregon Department of Forestry, 2001)

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Objective 1: Increase native shrub and grass covers to levels of dominance in the understory by 2015.

Action 1: Use appropriate physical and chemical methods to remove invasive species.

Objective 2: Ensure riparian habitat connections from Cooper Mountain Natural Area (Lindow Creek) to the Tualatin River by 2015.

Action 1: Conduct an aerial inventory to determine habitat types and degree of existing and potential connectivity in the surrounding landscape

Action 2: Identify land uses, property ownerships and obstacles such as roads, culverts, etc., along the riparian corridor.

Action 3: Identify and work with willing landowners receptive to conserving wildlife corridors on their properties using educational workshops, purchase of conservation easements or fee simple acquisition from willing sellers.

Action 5: Work with local jurisdictions, the Oregon Department of Transportation and other agencies to retrofit culverts or to design and construct appropriate wildlife crossings at key sites and intersections between wildlife and vehicles.

Low Priority Actions

Closed Mixed Forest Habitat (Unit CMF1, northeast section)

- 30 to 40 year-old closed forest contains 60 to 70% closed canopy cover.
- Minimum level of invasive species occur in under story.

Management Guidelines: With appropriate silvicultural (e.g. thinning) treatments, this 30 to 40 year old forest will attain some characteristics of an old growth forest by the year 2050. Key structural components to add will include snags, downed wood and the formation of a multi-layered forest canopy composed of both hard woods and conifers. This increase in diversity of structure will further attract a greater number of species such as the pileated woodpecker, western gray squirrel, black bear and other species. Fuel load will be managed to reduce fire hazard to neighbors.

Objective 1: The mixed-conifer forests located in the northeast portion of Cooper Mountain should be thinned based on basal area calculations so attain the characteristics of an old-growth forest by 2050.

Action 1: Map and assess tree basal area and density.

Action 2: Develop thinning treatment plan.

Objective 2: At least 4 snags/acre and down logs of at least 5-6/acre (Johnson and O'Neill, 2001) are present in the mixed conifer by 2010- 2015

Action 1: Create snags and downed logs by girdling, topping, or herbicide injection of targeted standing live trees.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Management Unit	Current Condition	Management Guidelines to Attain Desired Condition	Stress Factors	Management Actions
Oak Woodlands (W001-W007), quarry pond	These sites vary from early seral to mid seral stages. Trees include oak, Pacific madrone, pine, ash. Dominant shrubs include snowberry and Oregon grape.	Site will be managed to increase connectivity among oak units and will be managed to create a viable oak community that is habitat for cavity nesters and foragers. Cover and structure will be added to the quarry pond to protect the red-legged frog from predation.	Invasives include Scotch broom, Himalayan blackberry, annual brome, hairy chickweed, bachelor buttons in the oak woodlands. Presence of non-native bullfrog in the pond.	Implement prescribed burns, mowing or chemical applications to reduce Scotch broom and Himalayan blackberry. Thin trees, creating snags and down logs for wildlife on site. Plant trees and emergent vegetation in the quarry pond.
Prairie (PRA2 and PRA3)	Both are open prairies with native forbs and include the rare population of white rock larkspur.	Management will sustain and increase population of white rock larkspur and other native species. Shrub layer should be restricted to less than 10% to allow for native forbs and grasses to dominate.	Invasives include Scotch broom, Himalayan blackberry and tall oat grass. Informal trails fragment site.	Management will mimic natural disturbances such as prescribed burning, mowing or appropriate use of chemicals to control invasive species. Close informal trails.
Mixed forest (CMF2-CMF6)	Early seral to mid-seral stages. It is a reforested area with numerous saplings of mixed forest trees such as Douglas fir, ponderosa pines etc. Other tree species on site includes Oregon oak, big leaf maple etc.	Will be reforested up to 2011 and then managed to closed canopy conditions to attain characteristics of old growth forest such as creating snags and downed logs for the western gray squirrel and other wildlife that use this site.	Invasives include Scotch broom, Himalayan blackberry, English hawthorne and other invasives.	Use cutting, mowing or appropriate chemicals to control invasive species and increase the native understory. Interplant trees and shrubs. Thin the forest, create snags and down logs to attain "old growth characteristics". Connect to other similar habitats.
Riparian Area (CFR1 -CFR7)	Early to mid seral stage trees on the average. Big-leaf maple, Douglas fir. Shrubs such as nootka rose, Oregon grape and poison oak.	Manage riparian habitat to achieve a healthy functioning system to provide shade, bank stability, nutrients to the stream and a travel corridor for wildlife to the Tualatin River.	Invasive sp include Himalayan blackberry and ivy. Maintain connectivity for wildlife through the riparian corridor.	Treat invasives using appropriate physical and chemical methods. Establish connectivity for wildlife from Lindow Creek to the Tualatin River. Identify property ownerships and obstacles such as culverts along the riparian corridor. Work with willing landowners by using educational workshops, purchase of conservation easements and/or acquisitions. Work with Oregon Department of Transportation to design and retrofit culverts.
Mixed forest CMF1	30-40 year old forest is largely devoid of a shrub layer. Dominant trees include Douglas fir, grand fir, cedars etc.	Through thinning treatments the forest will attain some old growth characteristics for the western gray squirrel, pileated woodpecker, black bear etc.	The site is largely in a stem exclusion mode (density of trees/acre is high) and the shrub layer is non-existent.	Thin the area to reduce density. Efforts will be made to attain a multilayered forest canopy with snags and down woody debris.

Table 4: Current and Desired Condition and Management Recommendations for Habitat Units.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Monitoring Plan

The Cooper Mountain Natural Area Monitoring Plan will document changes (positive or negative) to 1) the state or condition of priority habitats, 2) the number of plant and animal resources, and 3) measure progress toward the accomplishment of the management objectives described in the previous section. Management guidelines and actions will be adjusted where monitoring indicates limited success in meeting resource management goals. The following monitoring efforts will be undertaken in each habitat.

Oak Woodlands Habitat

Objective 1: Determine if native plants are increasing in the under story.

Method: Measure shrub cover and herb layer cover using ocular estimates inside 1-meter square plots.

Frequency of Monitoring: Conduct survey every other year beginning in 2005.

Objective 2: Determine changes in bird breeding population. Identify native birds and monitor their breeding numbers over time.

Method: Use habitat-based point count protocol for terrestrial birds; emphasize species native to Washington and Oregon (see Appendix B).

Frequency of Monitoring: Conduct bird survey in oak woodlands three times a year during the breeding season.

Objective 3: Monitor use of oak-woodlands and mixed forests by western gray squirrels.

Methods: Calculate number of nests per breeding season. Conduct research to determine additional methods.

Frequency of monitoring: Survey gray squirrel populations in oak woodlands yearly during breeding season.

Objective 4: Track breeding success of the northern red-legged frog.

Method: Use timed visual encounter survey (see Appendix B).

Frequency of monitoring: Perform annual egg mass surveys twice during the breeding season. Ideally, perform the first survey in mid- February and the second in mid-March.

Prairie Habitat

Objective 1: Determine increase in native species based on cumulative management actions.

Method: Use nested frequency to evaluate success of native species in 400 permanent points within 8 macro plots.

Frequency of monitoring: Sample sites about once every two or three years.

Objective 2: Determine size of the white rock larkspur population and map its distribution.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Method: Conduct site inventory in likely habitats. Track individuals using nested frequency sampling in the large prairie and smaller northeastern prairie macro plots. Map occurrence of flowering individuals and estimate number in each mapped micropopulation.

Frequency of monitoring: Sample once every 2–3 years.

Mixed Forest Habitat

Objective: Determine increase in native species in the under story.

Method: Measure shrub cover and herb cover using ocular estimates inside 1-meter square plots.

Frequency of monitoring: Conduct survey of native species every other year beginning in 2005.

Riparian Habitat

Objective: Identify wildlife using the site. Document and map seasonal activity patterns.

Method: Use Cyber tracking technology to record animal signs and site use (Cyber tracking records data into handheld computers connected to GPS units and downloads it into a personal computer).

Frequency of monitoring: Conduct wildlife tracking surveys 2 –3 times a year, repeating every 3-5 years.

Budget

This section provides budget estimates for staff (Table 5), equipment and restoration activities as needed to operate and maintain the site through 2010.

Staffing	Responsibilities	Budget- Estimated annual cost
Supervisor/Ranger/ Seasonal employee	Manage day to day operations of the site; assist with habitat restoration.	Park supervisor (0.5 FTE) - \$48,54 Ranger (1.0 FTE) - \$67,815 Seasonal (0.5 FTE) - \$22,383
Scientists	Oversee monitoring and restoration projects.	Existing Metro staff
Total Staff Costs		\$138,743/annually

Table 5: Estimated Budget for Staffing Needs.

Equipment: Material and services for maintenance including annual vehicle charges, equipment rental, landscape supplies, etc is estimated at \$38,245/annually.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Restoration Activities: Reforestation efforts in the mixed forest will continue until 2011. Costs will depend on availability of native plant material and plant survival. The maximum cost anticipated for implementing reforestation is \$62,500/year for 6 years. The cost of a prescribed burn in the oak woodland or the prairie is approximately \$600/acre in addition to \$300 for writing a burn plan. This cost per acre may vary depending upon number of acres burnt.

After 2010, approximately \$176,988/year is estimated for staffing and maintenance at a minimum. The amount could vary depending upon acres to be restored in any given year.

Funding Sources: In 2003, the Metro Council approved raising some fees in order to provide funding for the development and operation of new natural area sites around the region. These funds will be expended at Cooper Mountain Natural Area, Mt. Talbert Natural Area, Graham Oaks Natural Area and Willamette Cove. It is anticipated that this funding will not be adequate to implement all projects at these four sites and that additional funding will be needed. Additional funding will be sought by Metro and partner agencies from a variety of sources, including but not limited to the following:

Land and Water Conservation Fund Grants

(National Park Service funding administered by Oregon Parks and Recreation Department) www.prd.state.or.us/grants_lwcf.php

U.S. Department of Interior Fish and Wildlife Service
North America Wetlands Conservation Act Grants (NAWCA)
www.tgci.com/fedrgrtxt/o4-2717.txt

Oregon Parks and Recreation Department Certified Local Government Grant Program
www.prd.state.or.us/grants-localgov.php

Oregon Watershed Enhancement Board Small Grant Program
http://egov.oregon.gov/OWEB/GRANTS/smgrant_main.shtml

Natural Resource Conservation Service Wildlife Habitat Program (WHIP)
www.nrcs.gov/programs/whip

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Bibliography

- Anderson, M., P. Bourgeron, M.T.Bryer, R.Crawford, L. Engelking, D.Faber-Langendoen, M. Gallyoun, K. Goodin, D.H. Grossman, S.Landaal, K. Metzler, K.D. Patterson, M. Pyne, M.Reid,L.Sneddon, and A.S. Weakley. 1998. *International classification of ecological communities: terrestrial vegetation of the United States. Volume 11. The national vegetation classification system: list of types*. Arlington: The Nature Conservancy.
- Campbell, B. H. 2004. *Restoring rare native habitats in the Willamette Valley. A landowners guide for restoring oak woodlands, wetlands, prairies and bottom hardwood and riparian forests*. West Linn: Defenders of Wildlife.
- Defenders of Wildlife. 1998. *Oregon's living landscape*. Lake Oswego: Defenders of Wildlife.
- Grossman D.H., Faber-Langendoen D., Weakley A.S., Anderson M., Bourgeron P., Crawford R., Goodin K., Landaal S., Metzler K., Patterson K.D., Pyne M., Reid M., and Sneddon L. 1998. *International classification of ecological communities: terrestrial vegetation of the Unites States. Volume 1, The national vegetation classification system: development, status, and applications*. Arlington: The Nature Conservancy.
- Johnson D. H and A. O. O'Neill. 2001. *Wildlife-habitat relationships in Oregon and Washington*. Corvallis: Oregon State University Press.
- Larsen, E.M. and J.T. Morgan. 1998. *Management recommendations for Washington's priority habitats: Oregon white oak woodlands*. Olympia: Washington Department of Fish and Wildlife.
- Krebs, C.J. 1972. *Ecology the experimental analysis of distribution and abundance*. New York: Harper and Row.
- Noss, R. F. 1987. Corridors in real landscapes: A reply to Simberloff and Cox. *Conservation Biology*: 1159-1164.
- Oregon Department of Forestry. 2004. *Northwest Oregon state forest management plan*. Salem: Oregon Department of Forestry.
- Pacific Habitat Services Report. 2004. *A report on hydrology and geology at Cooper mountain natural area*. Portland: Metro Parks and Greenspaces.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Table 6: List of Native and Invasive Species at Cooper Mountain Natural Area
 Prepared by Loverna Wilson and George Kral, from observations June 1997-July 2000. Updated
 August, 2004, Portland Watershed Revegetation Program Staff

Scientific Name	Common Name
<i>Abies grandis</i>	Grand fir
<i>Acer circinatum</i>	Vine maple
<i>Acer macrophyllum</i>	Big-leaf maple
<i>Achillea millefolium</i>	Yarrow
<i>Agropyron repens*</i>	Quackgrass
<i>Agrostis</i>	Bentgrass
<i>Agrostis exarata</i>	Spike bentgrass
<i>Agrostis scabra</i>	Winter bentgrass
<i>Agrostis stolonifera*</i>	Creeping bentgrass
<i>Agrostis tenuis*</i>	Colonial bengrass
<i>Aira caryophyllea*</i>	Silver hairgrass
<i>Allium amplexans</i>	Slim-leaf onion
<i>Alnus rubra</i>	Red alder
<i>Alopecurus pratensis*</i>	Meadow foxtail
<i>Amelanchier alnifolia</i>	Western serviceberry
<i>Anaphalis margaritacea</i>	Pearly-everlasting
<i>Anthemis cotula*</i>	Mayweed
<i>Anthoxanthum odoratum*</i>	Sweet vernalgrass
<i>Aquilegia Formosa</i>	Red columbine
<i>Arbutus menziesii</i>	Madrone
<i>Arctium*</i>	Burdock
<i>Arenaria macrophylla</i>	Bigleaf sandwort
<i>Arrhenatherum elatius*</i>	Tall oatgrass
<i>Aster oregonensis</i>	Oregon white-topped Aster
<i>Avena fatua*</i>	Wild oats
<i>Berberis aquifolium</i>	Tall Oregongrape
<i>Berberis nervosa</i>	Cascade Oregongrape
<i>Bidens</i>	Sticktight
<i>Boisduvalia densiflora</i>	Dense spike-primrose
<i>Borago officinalis*</i>	Borage
<i>Brodiaea congesta</i>	Northern saitas
<i>Brodiaea coronaria</i>	Bluedicks brodiaea
<i>Brodiaea howellii</i>	Howell's brodiaea

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

<i>Bromus carinatus</i>	California brome
<i>Bromus mollis</i> *	Soft brome
<i>Bromus rigidus</i> *	Ripgut brome
<i>Bromus secalinus</i> *	Ryebrome; chess
<i>Bromus sitchensis</i>	Alaska brome
<i>Bromus sterilis</i> *	Barron brome
<i>Bromus tectorum</i> *	Cheat grass
<i>Bromus vulgaris</i>	Columbia brome
<i>Calochortus tolmei</i>	Tolmie's mariposa; cats-ear
<i>Camassia quamash</i> var. ¹ <i>maxima</i>	Common camas
<i>Cardamine oligosperma</i>	Little western bittercress
<i>Cardamine pulcherrima</i> var. <i>tenella</i>	Slender toothwort
<i>Carex deweyana</i>	Dewey's sedge
<i>Carex hendersonii</i>	Henderson's sedge
<i>Carex ovalis</i>	Football sedge
<i>Carex pachystachya</i>	Thick-headed sedge
<i>Carex tumulicola</i>	Foothill sedge
<i>Ceanothus sanguineus</i>	Redstem ceanothus
<i>Centaurea cyanus</i> *	Bachelor buttons
<i>Centaurium umbellatum</i> *	Centaury
<i>Cerastium viscosum</i> *	Sticky chickweed
<i>Chrysanthemum leucanthemum</i> *	Oxeye daisy
<i>Chicorium intybus</i> *	Chicory
<i>Circaea alpine</i>	Enchanter's nightshade
<i>Cirsium arvense</i> *	Canada thistle
<i>Cirsium edule</i>	Hall's thistle
<i>Cirsium vulgare</i> *	Bull thistle
<i>Clarkia amoena</i>	Farewell-to-spring
<i>Clarkia rhomboidea</i>	Common clarkia
<i>Clematis vitalba</i> *	Traveler's joy
<i>Collinsia grandiflora</i>	Large-fl'd blue-eyed Mary
<i>Collinsia parviflora</i>	Small-fl'd blue-eyed Mary
<i>Collomia grandiflora</i>	Large-flowered collomia
<i>Collomia heterophylla</i>	Varied-leaf collomia
<i>Conyza canadensis</i>	Horseweed
<i>Corylus avellana</i>	Domestic hazelnut
<i>Corylus cornuta</i>	Western hazelnut
<i>Cornus nuttalli</i>	Pacific dogwood

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

<i>Crepis capillaries*</i>	Smooth hawksbeard
<i>Crepis setosa*</i>	Rough hawksbeard
<i>Cryptantha intermedia</i>	Common cryptantha
<i>Cynoglossum grande</i>	Pacific hound's-tongue
<i>Cynosurus echinatus*</i>	Hedgehog dogtail
<i>Cytisus scoparius*</i>	Scot's broom
<i>Dactylis glomerata*</i>	Orchardgrass
<i>Danthonia californica</i>	California oatgrass
<i>Daucus carota*</i>	Queen Anne's lace
<i>Delphinium leucophaeum</i>	White rock larkspur; pale larkspur
<i>Deschampsia elongata</i>	Slender hairgrass
<i>Dianthus armeria*</i>	Grass pink
<i>Dicentra formosa</i>	Bleeding heart
<i>Digitalis purpurea*</i>	Foxglove
<i>Dipsacus sylvestris*</i>	Teasel; gypsy-combs
<i>Dodecatheon hendersonii</i>	Henderson's shooting star
<i>Disporum hookeri</i>	Hooker fairy-bell
<i>Draba verna</i>	Spring whitlow-grass
<i>Dryopteris arguta</i>	Coastal shield-fern
<i>Echinocloa crus-gallii</i>	Barnyard grass
<i>Eleocharis ovata</i>	Ovoid spikerush
<i>Eleocharis palustris</i>	Creeping spikerush
<i>Elymus glaucus</i>	Blue wild-rye
<i>Epilobium angustifolium</i>	Fireweed
<i>Epilobium paniculatum</i>	Autumn willow-weed
<i>Epilobium watsonii</i>	Watson's willow-weed
<i>Equisetum</i>	Horsetail; scouring rush
<i>Erigeron annuus*</i>	Annual fleabane
<i>Eriophyllum lanatum</i>	Woolly sunflower
<i>Erodium cicutarium*</i>	Filaree
<i>Erythronium grandiflorum</i>	Yellow fawn-lily
<i>Festuca arundinacea*</i>	Tall fescue
<i>Festuca bromoides*</i>	Barren fescue
<i>Festuca californica</i>	California fescue
<i>Festuca megalura*</i>	Foxtail fescue
<i>Festuca myuros*</i>	Rattail fescue
<i>Festuca occidentalis</i>	Western fescue
<i>Festuca rubra</i>	Red fescue

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

<i>Fragaria vesca</i>	Woods strawberry
<i>Fragaria virginiana v. platypetala</i>	Broadpetal strawberry
<i>Fraxinus latifolia</i>	Oregon ash
<i>Fritillaria lanceolata</i>	Checker lily; mission bells
<i>Galium aparine</i>	Cleavers; bedstraw
<i>Galium parisiense*</i>	Wall bedstraw
<i>Galium triflorum</i>	Fragrant bedstraw
<i>Gaultheria shallon</i>	Salal
<i>Geranium bicknellii</i>	Bicknells geranium
<i>Geranium carolinianum*</i>	Carolina geranium
<i>Geranium columbianum*</i>	Long-stalked geranium
<i>Geranium dissectum*</i>	Cut-leaf geranium
<i>Geranium lucidum*</i>	Shiny geranium
<i>Geranium molle*</i>	Dovefoot geranium
<i>Geranium oreganum</i>	Western geranium
<i>Geum macrophyllum</i>	Large-leaved avens
<i>Gilia capitata</i>	Bluefield gilia
<i>Glyceria elata</i>	Tall mannagrass
<i>Gnaphalium palustre</i>	Lowland cudweed
<i>Gnaphalium purpureum</i>	Purple cudweed
<i>Hedera helix*</i>	English ivy
<i>Holcus lanatus*</i>	Velvetgrass
<i>Holcus mollis*</i>	Creeping velvetgrass
<i>Holodiscus discolor</i>	Creambush ocean-spray
<i>Hordeum geniculatum*</i>	Mediterranean barley
<i>Hypericum perforatum*</i>	St. John's wort
<i>Hypochaeris radicata*</i>	Spotted cats-ear
<i>Illex</i>	Holly
<i>Iris tenax</i>	Oregon iris
<i>Juncus bufonius</i>	Toad rush
<i>Juncus effuses v effusus*</i>	European soft rush
<i>Juncus effuses v pacificus</i>	Pacific soft rush
<i>Juncus ensifolius</i>	Dagger-leaf rush
<i>Juncus patens</i>	Spreading rush
<i>Juncus tenuis</i>	Slender rush
<i>Koeleria cristata</i>	Junegrass
<i>Lactuca muralis*</i>	Wall lettuce
<i>Lactuca serriola*</i>	Prickly lettuce

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

<i>Lamium purpureum*</i>	Red dead-nettle
<i>Lapsana communis*</i>	Nipplewort
<i>Lathyrus holochlorus</i>	Thin-leaved peavine
<i>Lathyrus nevadensis</i> var. <i>pilosellus</i>	Nuttall's peavine
<i>Leontodon nudicaulis*</i>	
<i>Lepidium campestre*</i>	Field pepperweed
<i>Ligusticum apiifolium</i>	Celery-leaved lovage
<i>Lilium columbianum</i>	Tiger lily
<i>Linanthus bicolor</i>	Bicolored linanthus
<i>Linum grandiflorum*</i>	Red flax
<i>Lithophragma parviflorum</i>	Small-fl'd fringecup
<i>Lolium multiflorum*</i>	Italian ryegrass
<i>Lolium perenne*</i>	Perennial ryegrass
<i>Lolium temulentum*</i>	Annual ryegrass
<i>Lomatium utriculatum</i>	Common lomatium
<i>Lonicera ciliosa</i>	Orange honeysuckle
<i>Lonicera hispidula</i>	Hairy honeysuckle
<i>Lotus corniculatus*</i>	Bird's-foot trefoil
<i>Lotus micranthus</i>	Small-flowered deervetch
<i>Lotus purshianus</i>	Spanish clover
<i>Lupinus bicolor</i>	Two-color lupine
<i>Lupinus micranthus</i>	Field lupine
<i>Lupinus polyphyllus</i>	Bigleaf lupine
<i>Luzula campestris</i>	Field woodrush
<i>Madia gracilis</i>	Common tarweed
<i>Madia sativa</i>	Coast tarweed
<i>Malva moschata*</i>	Musk mallow
<i>Marah oregonus</i>	Oregon bigroot
<i>Medicago lupulina*</i>	Black medic
<i>Melica subulata</i>	Alaskan oniongrass
<i>Melissa officinalis*</i>	Lemon balm
<i>Microsteris gracilis</i>	Pink microsteris
<i>Mimulus guttatus</i> var. <i>depauperatus</i>	Yellow mimulus
<i>Monotropa uniflora</i>	Indian-pipe
<i>Montia fontana</i>	Water chickweed
<i>Montia linearis</i>	Narrow-leaved montia
<i>Montia perfoliata</i>	Miner's lettuce
<i>Montia sibirica</i>	Candyflower; springbeauty

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

<i>Myosotis discolor*</i>	Yellow & blue forget-me-not
<i>Navarretia intertexta</i>	Needle-leaf navarretia
<i>Navarretia tagetina</i>	Northern navarretia
<i>Nemophila parviflora</i> var. <i>parviflora</i>	Small-flowered nemophila
<i>Nemophila pedunculata</i>	Meadow nemophila
<i>Oemleria cerasiformis</i>	Indian plum
<i>Oenanthe sarmentosa</i>	Water parsley
<i>Oenanthe biennis*</i>	Yellow evening primrose
<i>Orobanche uniflora</i>	Naked broomrape
<i>Osmorhiza chilensis</i>	Sweet-cicely
<i>Oxalis suksdorfii</i>	West. yellow oxalis
<i>Parentucellia viscosa*</i>	Yellow parentucellia
<i>Phalaris arundinacea</i>	Reed canarygrass
<i>Philadelphus lewisii</i>	Mockorange
<i>Physocarpus capitatus</i>	Pacific ninebark
<i>Pinus ponderosa</i>	Ponderosa pine
<i>Plantago lanceolata*</i>	English plantain
<i>Plantago major*</i>	Common plantain
<i>Plectritis congesta</i>	Rosy plectritis
<i>Poa annua*</i>	Annual bluegrass
<i>Poa compressa*</i>	Canada bluegrass
<i>Poa palustris*</i>	Fowl bluegrass
<i>Poa pratensis*</i>	Kentucky bluegrass
<i>Poa trivialis*</i>	Roughstalk bluegrass
<i>Polygonum aviculare</i>	Doorweed; prostrate knotweed
<i>Polygonum spergulariaeforme</i>	Fall knotweed; spurry knotweed
<i>Polypodium glycyrrhiza</i>	Licorice-fern
<i>Polystichum munitum</i>	Swordfern
<i>Populus alba*</i>	White poplar
<i>Populus trichocarpa</i>	Black cottonwood
<i>Potentilla glandulosa</i>	Sticky cinquefoil
<i>Potentilla gracilis</i>	Northwest cinquefoil
<i>Prunella vulgaris</i>	Self-heal; all-heal
<i>Prunus emarginata</i>	Bitter cherry
<i>Pseudotsuga menziesii</i>	Douglas fir
<i>Psoralea physodes</i>	California-tea; scurf-pea
<i>Pteridium aquilinum</i>	Bracken
<i>Pyrola picta</i>	White-vein pyrola

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

<i>Quercus garryana</i>	Oregon white oak
<i>Ranunculus occidentalis</i>	Western buttercup
<i>Ranunculus uncinatus</i>	Little buttercup
<i>Raphanus sativus</i> *	Wild radish
<i>Rhamnus purshiana</i>	Cascara
<i>Rhus diversiloba</i>	Poison oak
<i>Ribes sanguineum</i>	Red-flowering currant
<i>Rosa eglanteria</i> *	Sweetbrier rose; eglantine
<i>Rosa gymnocarpa</i>	Little wild rose
<i>Rosa multiflora</i> *	multiflora rose
<i>Rosa nutkana</i>	Nookta rose
<i>Rubus discolor</i> *	Himalayan blackberry
<i>Rubus laciniatus</i> *	Evergreen blackberry
<i>Rubus leucodermis</i>	Blackcap; black raspberry
<i>Rubus parviflorus</i>	Thimbleberry
<i>Rubus ursinus</i>	Oregon blackberry
<i>Rumex acetosella</i> *	Sheep sorrel
<i>Rumex crispus</i> *	Curly dock
<i>Rumex obtusifolius</i> *	Bitterdock
<i>Salix hookeriana</i> (formerly <i>Salix piperi</i>)	Hooker willow (Piper willow)
<i>Salix lasiandra</i>	Pacific willow
<i>Salix piper</i>	Piper's willow
<i>Salix scouleriana</i>	Scouler's willow
<i>Salix stichensis</i>	sitka willow
<i>Sambucus cerulea</i>	Blue elderberry
<i>Sambucus racemosa</i>	Red elderberry
<i>Sanguisorba occidentalis</i>	Annual burnet
<i>Sanicula bipinnatifida</i>	Purple sanicle
<i>Sanicula crassicaulis</i>	Pacific sanicle
<i>Satureja douglasii</i>	Yerba buena
<i>Saxifraga integrifolia</i>	Swamp saxifrage
<i>Scleranthus annuus</i> *	Annual knawel
<i>Senecio jacobaea</i> *	Tansy ragwort
<i>Senecio sylvatica</i> *	Wood grounsel
<i>Senecio vulgaris</i> *	Common groundsel
<i>Sherardia arvensis</i> *	Blue field-madder
<i>Sidalcea campestris</i>	Meadow sidalcea
<i>Silene antirrhina</i>	Sleepy catchfly

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

<i>Smilacina racemosa</i>	Western Solomon-plume
<i>Smilacina stellata</i>	Starry Solomon-plume
<i>Solanum dulcamara</i> *	Bittersweet nightshade
<i>Solidago canadensis</i>	Canada goldenrod
<i>Sonchus asper</i> *	Prickly sow-thistle
<i>Sonchus oleraceous</i> *	Common sow-thistle
<i>Spiraea betulifolia</i>	Shiny-leaf spiraea
<i>Spiraea douglasii</i>	Douglas spiraea; hardhack
<i>Stachys</i>	Hedgenettle
<i>Stellaria media</i> *	Chickweed
<i>Stipa lemmonii</i>	Lemmon's needlegrass
<i>Streptopus roseus</i>	Twisted stalk
<i>Symphoricarpos albus</i>	Common snowberry
<i>Symphoricarpos mollis</i>	creeping snowberry
<i>Taraxacum officinale</i> *	common dandelion
<i>Taxus brevifolia</i>	Pacific yew
<i>Tellima grandiflora</i>	Fringecup
<i>Thuja plicata</i>	Western red cedar
<i>Torilis nodosa</i> *	Knotted hedge-parsley
<i>Tragopogon dubius</i> *	Yellow salsify
<i>Trichostema lanceolata</i>	Vinegar weed
<i>Trientalis latifolia</i>	Western starflower
<i>Trifolium bifidum</i>	Pinole clover
<i>Trifolium dubium</i> *	Least hop clover
<i>Trifolium hybridum</i> *	Alsike clover
<i>Trifolium microcephalum</i>	Woolly clover
<i>Trifolium microdon</i>	Thimble clover
<i>Trifolium oliganthum</i>	Few-flowered clover
<i>Trifolium pratense</i> *	Red clover
<i>Trifolium Procumbens</i> *	Hop clover
<i>Trifolium repens</i> *	White clover; Dutch clover
<i>Trifolium subterraneum</i> *	Subterraneum clover
<i>Trifolium tridentatum</i>	Tomcat clover
<i>Trifolium variegatum</i>	White-tip clover
<i>Trillium ovatum</i>	White trillium
<i>Triodanus perfoliata</i>	Venus' looking-glass
<i>Trisetum canescens</i>	Tall trisetum
<i>Vaccinium parvifolium</i>	Red huckleberry

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

<i>Vancouveria hexandra</i>	Duckfoot; inside-out-flower
<i>Verbascum blattaria</i> *	Moth mullein
<i>Verbascum thapsus</i> *	Flannel mullein
<i>Veronica americana</i>	American speedwell
<i>Veronica arvensis</i> *	Common speedwell
<i>Viburnum ellipticum</i>	Oval-leaved viburnum
<i>Vicia americana</i>	American vetch
<i>Vicia cracca</i> *	Cat peas; tinegrass
<i>Vicia gigantean</i>	Giant vetch
<i>Vicia hirsute</i> *	Tiny vetch
<i>Vicia sativa</i> *	Common vetch; tare
<i>Vicia villosa</i> *	Hairy vetch
<i>Viola adunca</i>	Early blue violet
<i>Viola howellii</i>	Howell's violet
<i>Viola glabella</i>	Stream violet
<i>Viola nuttallii</i> var. <i>praemorsa</i>	Canary violet ; upland yellow violet
<p>* = Non-native species, introduced after European settlement. 292 records: 193 species; 99 introduced species</p>	

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Table 6 (continued): Plant List for Cooper Mountain Natural Area
City of Portland Watershed Revegetation Program, August 2004

Exotic Species

Several non-native species were additions to the list and presumably recently introduced to the site. *Clematis vitalba* or Traveler's joy, is a non-native vine propagated and sold in the past by the nursery industry. Although this species is quite common in Portland, locations of invasions on the West side of the Metro area remain sparse. This species is extremely invasive and should be controlled at once to prevent invasion throughout the site. Currently, distribution on site is limited to the area just west of the entrance gate on Stonecreek Drive.

Shiny-leaved geranium or *Geranium lucidum* has also been found on the north end of the large meadow. This species is found throughout the Willamette Valley as an extremely aggressive forb invading Oak Woodlands and displacing native forbs. At Cooper Mountain, it appears to be colonizing mounds of deeper soil along with a variety of invasive perennial grasses.

Several lemon balm or *Melissa officinalis* plants were found in the westernmost riparian draw. This species has a range of tolerance with respect to moisture and also sun exposure. On various sites throughout the city of Portland, Watershed Revegetation Program staff have observed this species naturalizing in upland forest as well as exposed wetland sites.

Domestic hazelnut or *Corylus avellana* has likely been present on Cooper Mountain since nearby hazelnut farms have been in production. In urban and rural areas, *C. avellana* is frequently more common than our native *Corylus cornuta* v. *californica*. There are many named cultivars of *C. avellana*, which do hybridize.

Additional exotic species:

<i>Chicorium intybus</i>	distributed throughout dry, disturbed areas of site
<i>Echinochloa crus-gallii</i>	in quarry pond
<i>Medicago lupulina</i>	dry to moist disturbed areas throughout site
<i>Populus alba</i>	one plant roadside just NW of quarry pond
<i>Rosa multiflora</i>	in second growth conifer woods north of small meadow

Native Forbs

Oak/Prairie Forbs: *Aster chilensis* or Pacific aster was located in several oak woodland edge areas throughout the site. The identification of this species is questionable as it displays character traits of both *A. chilensis* and *A. hallii*. In the Portland area, both of these species are known to intergrade with *A. subspicatus*¹ (Dick Hall, OSU Herbarium, pers comm.). This species occurs at the edges of Oak Woodlands throughout the site. The presence of *A. chilensis* can be described as infrequent but well distributed.

Broadpetal strawberry or *Fragaria virginiana* v. *platypetala* is a common species on the

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Oak Woodland and Riparian draw throughout the site. Several Willamette Valley Prairie Ecologists believe there is a strong association between the presence of *F. virginiana* v. *platypetala* and *Delphinium leucophaeum* (Alverson, Kuykendall, personal communication 2004). Presence of this species throughout the site many indicate potential opportunities for increasing Delphinium populations at Cooper Mountain.

Only two additional oak/prairie-associated forbs were located on site. The first, purple sanicle or *Sanicula bipinnatifida*, is sparsely present in oak woodlands and pine-oak forests from California through southern British Columbia. BC is the north edge of its range and in that region it is considered a candidate for threatened or endangered (or possibly extirpated) status. In the Willamette Valley, it isn't common but hasn't been identified for consideration on state or federal t&e lists. The second prairie-associated forb found was *Trichostema lanceolata* or vinegar weed. This species is not abundant but well distributed throughout the main prairie.

Riparian Forbs: In the western riparian draw, the topography is much more slight than other draws on the site which tend to be quite steep in nature. In the riparian areas of this draw, field surveys revealed several species missing from the list more commonly found in moist conifer forests.

Vanilla leaf	<i>Achyls trifoliata</i>
Bleeding heart	<i>Dicentra formosa</i>
Twisted stalk	<i>Streptoptus roseus</i>

Taxonomic Changes

Scientific names for the Cooper Mountain Plant List were derived from the following sources in order of geographical and historical relevance:

1. *The Oregon Flora Project*¹
2. *Atlas of Oregon Carex*¹
3. *Flora of the Pacific Northwest*¹
4. *The Jepson Manual: Higher Plants of California*¹

Present nomenclature

Carex ovalis Gooden.
 Cirsium edule Nutt.
 Chrysanthemum leucanthemum L.
 Juncus effusus

Former nomenclature

C. leporina L.
 Cirsium hallii (A. Gray) M.E. Jones
 Leucanthemum vulgare Lam.
 L. var effusus Juncus effusus L. var. effusus
 Juncus effusus L. var. pacificus Fernald & Wiegand

Erigeron annuus

status changed from native to invasive species

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

Table 7: Wildlife Sighted at Cooper Mountain Natural Area
Breeding bird surveys and animal tracking studies conducted by Metro from 2000 to 2004

Habitat	Common Name	Scientific Name
OAK WOODLAND	American robin	<i>Turdos migratorius</i>
	Bewicks wren	<i>Thryomanes bewickii</i>
	Black bear	<i>Ursus americanus</i>
	Black capped chickadee	<i>Poecile atricapilla</i>
	Brown headed cowbird	<i>Molothrus ater</i>
	Bushtit	<i>Psaltriparus minimus</i>
	California ground squirrel	
	Coyote	<i>Canis latrans</i>
	Deer	<i>Odocoileus hemionus</i>
	Downy woodpecker	<i>Picoides pubescens</i>
	European starling	<i>Sturnus vulgaris</i>
	Evening grosbeak	<i>Coccothraustes vespertinus</i>
	House finch	<i>Carpodacus mexicanus</i>
	House wren	<i>Troglodytes aedon</i>
	Lazuli bunting	<i>Passerina amoena</i>
	Lesser goldfinch	<i>Carduelis psaltria</i>
	Loggerhead shrike	<i>Lanius ludovicianus</i>
	Long tailed weasel	<i>Mustela frenata</i>
	Long toed salamander	<i>Eurycea longicauda</i>
	North American Elk	<i>Cervus Elaphus</i>
	Northern alligator lizard	<i>Gerrhonotus coeruleus</i>
	Northern flicker	<i>Colaptes aurates</i>
	Olive sided flycatcher	<i>Contopus cooperi</i>
	Orange crowned warbler	<i>Vermivora celata</i>
	Pacific slope flycatcher	<i>Empidonax difficilis</i>
	Red Fox	<i>Vulpes vulpes</i>
	Rubber boa	<i>Charina bottae</i>
	Ruby crowned kinglet	<i>Regulus calendula</i>
	Rufous hummingbird	
	Solitary vireo	<i>Vireo solitarius</i>
	Spotted towhee	<i>Pipilo maculatus</i>
	Striped skunk	<i>Mephitis mephitis</i>
	Tree swallow	<i>Tachycineta bicolor</i>
	Turkey vulture	<i>Catharates aura</i>
	Warbling vireo	<i>Vireo gilrus</i>
	Western blue bird	<i>Sialia mexicana</i>
	Western gray squirrel	<i>Sciurus griseus</i>
	Western Scrub jay	<i>Aphelcoma californica</i>
	Western Skink	<i>Eumeces skiltonianus</i>
	Western woodpewee	<i>Contopus sordidulus</i>
White breasted nuthatch	<i>Sitta carolinensis</i>	

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

	White crowned sparrow	<i>Zonotrichia leucophrys</i>
	Yellow-breasted chat	<i>Icteria virens</i>
PRAIRIE	American goldfinch	<i>Carduelis tristis</i>
	American robin	<i>Turdos migratorius</i>
	Black bear	<i>Ursus americanus</i>
	Brush rabbit	<i>Sylvilagus bachmani</i>
	California quail	<i>Callipepla californica</i>
	Common yellow throat	<i>Geothlypis trichas</i>
	Coyote	<i>Canis latrans</i>
	Dark eyed junco	<i>Junco hyemalis</i>
	Deer	<i>Odocoileus hemionus</i>
	North American Elk	<i>Cervus Elaphus</i>
	Red Fox	<i>Vulpes vulpes</i>
	Red tailed hawk	<i>Buteo jamaicensis</i>
	Western blue bird	<i>Sialia mexicana</i>
	Western woodpeewee	<i>Contopus sordidulus</i>
Yellow-breasted chat	<i>Icteria virens</i>	
RIPARIAN	American robin	<i>Turdos migratorius</i>
	Common garter snake	<i>Thamnophis sirtalis</i>
	Coyote	<i>Canis latrans</i>
	Deer	<i>Odocoileus hemionus</i>
	Killdeer	<i>Charadrius vociferus</i>
	North American Elk	<i>Cervus Elaphus</i>
	North western garter snake	<i>Thamnophis ordinoides</i>
	Northern Oriole	<i>Icterus galbula</i>
	Red Fox	<i>Vulpes vulpes</i>
	Song sparrow	<i>Melospiza melodia</i>
	Striped skunk	<i>Mephitis mephitis</i>
	Willow flycatcher	<i>Empidonax traillii brewsteri</i>
	Wilson's warbler	<i>Wilsonia pusilla</i>
	Yellow-breasted chat	<i>Icteria virens</i>
MIXED FOREST	American robin	<i>Turdos migratorius</i>
	Black bear	<i>Ursus americanus</i>
	Black headed grosbeak	<i>Pheucticus melanocephalus</i>
	Black throated gray wabler	<i>Dendroica nigrescens</i>
	Cedar waxwing	<i>Bombycilla cedrorum</i>
	Chipping sparrow	<i>Spizella passerina</i>
	Coyote	<i>Canis latrans</i>
	Deer	<i>Odocoileus hemionus</i>
	Douglas squirrel	<i>Tamiasciurus douglasii</i>
	Downy woodpecker	<i>Picoides pubescens</i>
	Fox sparrow	<i>Passerella iliaca</i>

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

2002	a) Planted madrone, doug fir, grand fir, service berry, oak and elderberry b) Applied herbicide to scotch broom on prairie and cut scotch broom and tall oat grass	a) 8 acres on southwest of CMF5 b) 26 acres on W006
2003	a) interplanted oak b) hawthorne and scotch broom and tall oat grass	a) Oak Woodland (W004) b) Mixed Forest (CMF7)
2004	a) Applied herbicide Garlon, cut some trees to allow growth in others b) Cut scotch broom in Jan. to March. Sprayed in Jan. (Rodeo- R11) on mounds containing tall oat grass	a) East of Meadow (PRA1) and west end of Mixed Forest (CMF5) b) Oak Woodland (W006) and Prairie (PRA2)

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

AVIAN MONITORING PROTOCOL

Target Habitats

Emergent wetlands, oak savanna, oak-pine savanna restoration sites, ash forest, conifer reforestation sites, and upland prairie

Method

Conduct avian surveys from fixed count stations. Protocol represents methods recommended by Huff, et al. (2000).

Habitat-Based Point Count Monitoring

- Define target sampling areas (SA) at site, considering the following:
 - Habitat type
 - Management activities
- Establish Point Count Stations, considering the following criteria:
 - At least 5 stations/SA
 - Each station should be ≥ 150 m from neighboring stations
 - Each station should be ≥ 125 m from the boundary
 - Flag locations 50m from point count station at N, E, S, and W compass points to help delineate count boundaries.
- Conduct point counts using following protocol (Record data on provided data sheets):
 - *Conditions (Do not conduct counts under the following weather conditions):*
 - Rain
 - Cold drizzle (light drizzle okay if birds are active)
 - Sleet
 - Snow
 - Heavy ground fog
 - Strong winds (>20mph)
 - *Timing of Counts:*
 - Conduct ≥ 3 counts/ season beginning in mid-May and finishing by the end of June for breeding counts and be separated by $\geq 7-10$ days. Adjustments to dates can be made if weather is unusually cool or warm. At least 3 visits should also be made between October and February for non-breeding populations.
 - Try to visit sites at similar dates on subsequent years.
 - Conduct all counts during period of peak bird activity (roughly between sunrise and 10:00 AM).
 - Visit all points in an array in one day.
- *Site Visitation Procedure:*
 - Alternate initial starting station each visit (by starting at stations #1 or #5 on alternating visits to the site).

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

- Travel as quietly as possible between stations to avoid disturbing birds
- Wait 2 minutes at each station before beginning count to allow bird community to “settle down” (make sure you are quiet, breathing normally).
- Spend 5 minutes at each point, separating birds detected into 0-3 minutes and 3-5 minutes.
- Record detections as either “typical” or “fly-over”. A detection is when the bird is first seen or heard in a point count. A typical detection is habitat specific and spatially defined (i.e. in relation to the 50-m radius and surrounding vegetation). A fly-over detection is defined as a bird detection above the highest vegetation (i.e. tree canopy). An associated fly-over detection is one where the bird appears actively involved in the site (habitat type), whereas an independent fly-over is not using the site below
- Record typical detections as either 0-50 meters (within the point count radius) or >50 meters.
- Tally juveniles separately. Record flush detections (birds neither seen nor heard during station counts). These are usually disturbed or flushed as a person enters or leaves a point count site, but are found within the point count radius. Flushes that occur between stations should be recorded in the field notes.
- Be careful of double counts! Once you have detected a bird once and recorded it, you do not want to note it again.
- Record species using 4-digit common name species codes. If you are unsure of this notation, or of the code for a specific species, just write out the species name.

References:

Huff, M. H.; K. A. Bettinger; H. L. Ferguson; M. J. Brown; and B. Altman. A habitat based point-count protocol for terrestrial birds, emphasizing Washington and Oregon. U.S. Department of Agriculture/Forest Service Gen. Tech. Rep. PNW GTR-501.

EXHIBIT E
Cooper Mountain Natural Resource Management Plan

AMPHIBIAN EGG MASS MONITORING PROTOCOL for Northern red-legged frog (*Rana aurora aurora*)

Target Species

- Pacific chorus frog (*Pseudacris regilla*)
- Bullfrog (*Rana catesbeiana*)*
- Northwestern salamander (*Ambystoma gracile*)
- Long-toed salamander (*Ambystoma macrodactylum*)

* *invasive exotic species*

Method

Sampling Approach: Visual Encounter Surveys

Locate and characterize oviposition sites using visual encounter surveys methods established at Cooper. Egg masses are mapped during time-constrained visual searches of putative oviposition (i.e., lentic) habitat (e.g., shallow wetland sites near forests or suitable upland hibernacula. Wetlands should support thin-stemmed vegetation such as grasses, small forbs and/or rushes or narrow leaf sedges such as *Carex operta*). Surveys should span a minimum of 1 hour at each site if the site is not surveyed in its entirety. If partial survey, the area covered should be marked on a map and coupled to datasheets. Attempts should be made to visit the wetland at least 3 times between Late January and the end of March.

Begin systematic survey of pond/area as follows:

1. Start clock. Begin at one end and walk slowly back and forth to cover - watching every step to prevent stepping on egg masses and walking slowly to avoid stirring sediment.
2. When egg mass is located, notify data recorder- mark time and location. Stop clock.
3. Take measurements and observations in order they occur on data sheet.
4. Mark egg masses with unique ID# by attaching flagging on vegetation (or on a bamboo stake if necessary). For red-legged frogs and long-toed salamanders.
5. Write the number of the egg mass from data sheet on flagging before tying onto vegetation.
6. Characterize conditions and habitat (air and water temperature, water depth, attachment type; see attached datasheet).
7. After entire pond has been surveyed mark down end time and weather on data sheet.



Management Report to the Board March 2, 2009

Administration

Hal Bergsma, Director of Planning

Jessica Collins, Executive Assistant

Keith Hobson, Director of Business & Facilities

Jim McElhinny, Director of Park & Recreational Services

Bob Wayt, Director of Communications & Development

1. The District will be hosting visits from both Standard and Poor's and Moody's Investment Rating Services during the first week of March as part of our credit rating review. Along with Seattle Northwest, the District's Financial Advisors, staff will present a full spectrum of information about our programs, facilities and financial stability. Our Financial Advisors are confident that the District should secure a solid rating, resulting in a stronger position in the credit market for the upcoming bond sale.
2. The Park District plans to unveil its redesigned Web site the first week of March. It will feature a new look and tools to find information quicker. THPRD staff have been working for several months with consultant JD White on conversion details. Future plans call for use of the Web site as a staging point to offer more ways to communicate interactively with its users. The Park District will also make greater use of visuals such as photographs and videos to showcase programs and activities.
3. In addition to the Web site redesign, JD White is assisting Park District staff on development of an outreach effort for ethnic minorities and new residents. It will include targeted advertising and other promotion specifically intended to reach those key audiences. This will be an extension of the Park District's Public Awareness Program. Development will be completed and rolled out this year.

Aquatics

Sharon Hoffmeister, Superintendent of Aquatic Program Services

1. Aloha Swim Center: Due to budget cuts at the Beaverton School District, bus rates are no longer being subsidized, so their costs increased 300%. They are seeking help from fundraisers, but if they do not have any luck the Aloha-Huber Elementary school swim lesson program will be canceled for the 4th graders in April.
2. Aquatic Center: Several of our instructors will be assisting with the Aquatic School at Conestoga Recreation & Aquatic Center during Spring Break. Aquatic School is an opportunity for those interested to take certification classes in Lifeguard Training, Lifeguard Instructor Training and CPR for the Professional Rescuer. By

consolidating these courses at one facility, we are able to pool our resources and efficiently teach these high demand classes.

3. Sunset Swim Center: The High School swimming season has come to an end. We are now offering a Lifeguard Training class during the after-school time slot. This is an ideal class for High School students, convenient for scheduling. Staff are also preparing for the maintenance closure March 21-May 31 for the repair of the tunnel around the perimeter of the pool tank. Staff will be temporarily transferred to other sites to teach high demand classes with waitlists.

Maintenance

Dave Chrisman, Superintendent of Maintenance Operations

1. The Athletic Fields Maintenance Department conducted annual orientation training for seasonal part time staff. Youth baseball and softball teams will begin practice in March and games will begin in April. Field staff began field preparations on February 18.
2. The Vehicles and Equipment Department recently took delivery on a 15-passenger van to be used at Conestoga Recreation & Aquatic Center. They also took delivery on four compact pick up trucks, which completes the vehicle order for fiscal 2008/09. The compact pick up trucks are four cylinder models, which replace six cylinder models to reduce fuel consumption and enhance sustainability.
3. Parks crews are gearing up for the spring mowing program. During the winter months, crews inspect, repair and in some cases, completely overhaul mowing decks, hydraulics, motors and bearings. Spring mow start dates will be driven by weather and turf conditions. In recent years, the District has invested in lighter mowing equipment that can be used during wet turf conditions.

Natural Resources & Trails Management

Bruce Barbarasch, Superintendent of Natural Resources & Trails Management

1. Online Volunteer Registration. Volunteers can now register online for volunteer restoration projects and events with the Natural Resources Department. Staff collaborated with the Park District Volunteer Coordinator and the Information Services Department on this project.
2. Beavers. Beaver activity (dam building and cutting down vegetation) has been prevalent this winter. Staff are monitoring or modifying sites to prevent excess damage to habitat or flooding.
3. Interagency Work. Staff participated in the planning and implementation of the annual symposium of the Urban Ecology Research Consortium. They also attended meetings or work sessions with Clean Water Services, County Weed Management Area Group, Tualatin Basin Public Awareness Committee, and the Natural Resources Section of ORPA.
4. Volunteer Summary. Three hundred eighty-three volunteers worked in six different parks over the last month, including Hyland Forest, Matrix Hill, Rosa, Carolwood,

Bauman, and Tualatin Hills Nature Parks. They removed approximately 32 cubic yards of weeds, and planted about 2,900 native trees and shrubs. Together our volunteers contributed approximately 1,240 hours of time, valued at \$22,300.

Planning & Development

Steve Gulgren, Superintendent of Planning & Development

1. 2008 Bond Measure: Staff has worked with the Human Resources Department to identify where to advertise for the three temporary park planners. Submittal of applications for the temporary park planner positions and an office tech position, relating to the Bond Program closed on February 17, 2009. Staff will interview candidates for these positions later in the month.
2. Signage Master Plan: The staff and design team have met several times with the consultant to continue moving the master plan forward toward completion. Staff reviewed all of the remaining signs in all of the categories (those that were not presented to the Board on November 3, 2008) and the wayfinding plan for the HMT Recreation Complex. Staff is working with the Management Team and the consultant to finalize a draft Signage Master Plan which will be presented to the Board at their Regular Board Meeting on April 6, 2009.

Programs & Special Activities

Lisa Novak, Superintendent of Programs & Special Activities

1. The Superintendent held the first meeting of the Advisory Committee Task Force on February 18. Seven of the nine Advisory Committees were represented. The next meeting will be scheduled in March.
2. Volunteers and Special Events staff is developing sponsorship opportunities, a promotion plan, and logistics for nine concerts and four theater events this summer.
3. The Elm Grove at the Jenkins Estate has been selected for the State Heritage Tree Program. The official dedication of the grove will take place later this spring.
4. Tennis Center staff has been working with local school districts in an effort to help them organize their upcoming district tournaments that will be played at THPRD.

Recreation

Eric Owens, Superintendent of Recreation

1. The 2009 Cedar Hills Fitness Challenge held its first Fitness Expo on February 15 with 35 participants. The Expo featured five different types of fitness classes and concluded with a question and answer session with Jessie, our Fitness Coordinator, focusing on finding the best fitness classes based on fitness goals.

Security Operations

Mike Janin, Superintendent of Security Operations

1. THPRD Building Tech I's are receiving an hour of training and introduction to the Park District's Emergency Response Plan (ERP). These employees have been

recognized as a key resource regarding emergency planning and response at our facilities. ERP scenario training continues throughout the rest of the District.

2. We are working with our park neighbors regarding what we believe are several encroachments of White Fox Park. We are currently conducting a survey by a licensed firm to determine the park boundaries.

Sports

Scott Brucker, Superintendent of Sports

1. Staff met with Beaverton School District Facility, Development and Maintenance staff to discuss and coordinate routine maintenance and capital projects on Beaverton School District fields for the upcoming year.
2. Beaverton School District athletic programs are growing in participation resulting in challenges with Park District program field use. More School District programs are being moved to middle and elementary schools, decreasing available time in the challenging Spring season. The increased program numbers coupled with the loss of fields due to construction is having significant impact on time for community youth programs. Staff is working with the Beaverton School District Athletic Directors to seek solutions to the field availability shortage and better cooperation on use.
3. Staff is continuing to review the disc golf course use, investigate community concerns and possible solutions.

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. Human Resources staff completed a comprehensive review and update of the Employee Handbook. The *Employee Handbook* has been updated to bring it in line with the Collective Bargaining Agreement and changes in federal/state employment laws. A copy of the revised handbook was provided to all full-time and regular part-time employees in January. A separate *Employee Handbook* will be created for part-time staff and will be ready for distribution this summer.
2. 2009-10 budget requests have been analyzed for discussion and ranking at an all-day management budget review meeting that took place on February 24. The process included summarizing and prioritizing all newly proposed operating and capital funding requests for inclusion in the proposed budget.
3. April is "Earthquake and Tsunami Awareness Month." In coordination with programs offered by the Governor's Office and Oregon Emergency Management, the Park District is preparing to conduct its annual earthquake drill. Departments will be participating by practicing the Drop, Cover and Hold technique, while others will include educational sessions and practice evacuation scenarios.

Calendar of Upcoming Meetings & Events

March						
<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	3	4	5 Aquatics Advisory Committee Meeting 7pm Dryland	6	7 Children's Little Princess Tea @ Jenkins Estate
8	9 Stuhr Center Advisory Committee Meeting 10am	10 Jenkins Estate Advisory Committee Meeting 1pm Job Fair @ Conestoga	11 Garden Home RC Advisory Committee Meeting 10.30am	12 Nature Park Advisory Committee Meeting 7pm	13	14 Wine Dinner @ Jenkins Estate
15	16	17 Trails Advisory Committee Meeting 7pm @ Stuhr Center Cedar Hills Winter Dance Recital @ Garden Home	18	19 Athletic Center Advisory Committee Meeting 4:30pm Cedar Hills RC Advisory Committee Meeting 6pm	20	21
22	23	24	25	26	27	28
29	30	31 Conestoga Advisory Committee Meeting 7pm				

2009

* Please note that only athletic events expecting 500 or more attendees are listed *

April						
<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 Committee Meeting 7pm Dryland	3	4
5	6 BOARD MEETING	7	8 Garden Home RC Advisory Committee Meeting 10.30am	9 Nature Park Advisory Committee Meeting 7pm	10 Bunny Bash @ Garden Home Underwater Egg Hunt @ Conestoga	11
12	13 Stuhr Center Advisory Committee Meeting 10am	14 Jenkins Estate Advisory Committee Meeting 1pm	15	16 Athletic Center Advisory Committee Meeting 4:30pm Cedar Hills RC Advisory Committee Meeting 6pm	17	18 Earth Day Celebration & Plant Sale @ Nature Park
19	20 BUDGET COMMITTEE WORK SESSION	21 Trails Advisory Committee Meeting 7pm @ Stuhr Center	22	23	24 Glamourama @ Garden Home	25 Rhododendron Show @ Jenkins Estate
26	27	28 Conestoga Advisory Committee Meeting 7pm	29	30		

2009

* Please note that only athletic events expecting 500 or more attendees are listed *

May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2 Huckeba Art Show @ Jenkins Estate
3 Huckeba Art Show @ Jenkins Estate	4 BOARD MEETING	5	6	7 Aquatics Advisory Committee Meeting 7pm Dryland	8	9 Barefoot Quilt Festival, Tea to Remember, Artisan Craft Sale, & Plant Sale @ Jenkins Estate
10 Barefoot Quilt Festival, Artisan Craft Sale, & Plant Sale @ Jenkins Estate	11 Stuhr Center Advisory Committee Meeting 10am	12 Jenkins Estate Advisory Committee Meeting 1pm	13 Garden Home RC Advisory Committee Meeting 10:30am	14 Nature Park Advisory Committee Meeting 7pm Metro Tournament @ Tennis Center 600ppl	15 Metro Tourn @ Tennis Center 600ppl	16 SOLV Work Party at Fanno Creek 9am Metro Tournament @ Tennis Center 600ppl
17	18 BUDGET COMMITTEE MEETING	19 Trails Advisory Committee Meeting 7pm @ Stuhr Center	20 Conestoga Advisory Committee Meeting 7pm	21 Athletic Center Advisory Committee Meeting 4:30pm Cedar Hills RC Advisory Committee Meeting 6pm OSAA State Tourn @ Tennis Center 11:50ppl	22 OSAA State Tourn @ Tennis Center 11:50ppl	23 OSAA State Tourn @ Tennis Center 11:50ppl
24	25	26	27	28	29 Teddy Bear Picnic @ Garden Home	30
31						

2009

* Please note that only athletic events expecting 500 or more attendees are listed *

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 01/31/09

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	15,000	15,000	-	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Land Acquisition/Jenkins Estate Right of Way	90,000	90,000	-	90,000	90,000	-	3,400	86,600	Budget	90,000	90,000	-	-
Restoration of John Quincy Adams Young House (JQAY)	100,000	5,000	-	100,000	5,000	85,687	-	5,000	Budget	90,687	5,000	9,313	-
Stuhr Center Bequest Foundation Project	75,000	63,000	-	75,000	63,000	6,443	-	63,000	Budget	69,443	63,000	5,557	-
GIS Development	37,000	37,000	3,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
IS Kiosks	5,000	2,000	-	5,000	2,000	5,000	-	-	Complete	5,000	-	-	2,000
Board/Conference Room Audio	8,000	6,500	-	8,000	6,500	1,073	-	6,500	Budget	7,573	6,500	427	-
Software Upgrades	20,000	20,000	5,000	25,000	25,000	6,420	-	25,000	Budget	31,420	25,000	(6,420)	-
Challenge Grant Competitive Fund	30,000	30,000	-	30,000	30,000	-	-	30,000	Budget	30,000	30,000	-	-
John Marty Park Community Garden	14,750	5,700	-	14,750	5,700	9,039	-	5,700	Budget	14,739	5,700	11	-
Lan/Wan Equipment	9,000	8,000	-	9,000	8,000	851	8,000	-	Complete	8,851	8,000	149	-
Jenkins Estate Cable Connection	18,100	18,100	-	18,100	18,100	-	18,100	-	Complete	18,100	18,100	-	-
IP Alarms	9,200	9,200	-	9,200	9,200	-	-	-	Reallocated	-	-	9,200	9,200
PCC WAN Connection	12,250	9,000	-	12,250	9,000	-	300	8,700	Budget	9,000	9,000	3,250	-
PCC Timeclock	3,000	3,000	-	3,000	3,000	-	2,950	-	Complete	2,950	2,950	50	50
HMT Landscaping	3,000	3,000	-	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
HVAC Control System (2 sites)	26,000	26,000	-	26,000	26,000	-	-	26,000	Budget	26,000	26,000	-	-
Brookhaven Park Bridge/Boardwalk Repair	35,000	35,000	-	35,000	35,000	-	33,918	-	Complete	33,918	33,918	1,082	1,082
Aloha Park Lights	200,000	100,000	-	200,000	100,000	-	105,398	-	Complete	105,398	105,398	94,602	(5,398)
Barnes School Field Restoration & Replacement	10,000	10,000	-	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Raleigh Pool Solar Project	35,000	32,000	-	35,000	32,000	5,901	-	32,000	Budget	37,901	32,000	(2,901)	-
Stuhr Center ADA Restroom Renovation	50,000	42,500	-	50,000	42,500	4,811	18,360	24,140	Budget	47,311	42,500	2,689	-
TOTAL CARRYOVER PROJECTS	805,300	570,000	8,000	813,300	578,000	125,225	190,426	380,640		696,291	571,066	117,009	6,934
ATHLETIC FACILITY REPLACEMENT													
Resurface Tennis Courts (2 sites)			67,490	67,490	67,490	-	-	67,490	Budget	67,490	67,490	-	-
Basketball Court Resurfacing (2 sites)			15,400	15,400	15,400	-	-	15,400	Budget	15,400	15,400	-	-
Backstop Replacements (6 sites)			13,672	13,672	13,672	-	13,278	-	Complete	13,278	13,278	394	394
Awning Replacement			3,800	3,800	3,800	-	3,780	-	Complete	3,780	3,780	20	20
Baseball/Softball Asphalt Pads			7,000	7,000	7,000	-	7,000	705	Award	7,705	7,705	(705)	(705)
Install Bleacher Backs & Rails			6,600	6,600	6,600	-	-	6,600	Budget	6,600	6,600	-	-
Athletic Field Turf Renovation			100,000	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Somerset Meadows Park Field Irrigation			9,000	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-	-
Barnes School Field Irrigation Restoration			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
TOTAL ATHLETIC FACILITY REPLACEMENT			247,962	247,962	247,962	-	24,058	224,195		248,253	248,253	(291)	(291)
ATHLETIC FACILITY IMPROVEMENT													
Sunset Wing Extensions			1,400	1,400	1,400	-	1,386	-	Complete	1,386	1,386	14	14
Lacrosse Equipment			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
TOTAL ATHLETIC FACILITY IMPROVEMENT			5,400	5,400	5,400	-	1,386	4,000		5,386	5,386	14	14
PARK AND TRAIL REPLACEMENTS													
Event Canopies			1,688	1,688	1,688	-	-	1,688	Budget	1,688	1,688	-	-
Hideaway Park Play Equipment			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Parking Lots (2 sites)			68,874	68,874	68,874	-	-	68,874	Budget	68,874	68,874	-	-
Asphalt Path Replacement & Repair (6 sites)			145,000	145,000	145,000	-	-	145,000	Budget	145,000	145,000	-	-
Concrete Sidewalk Repair (6 sites)			55,280	55,280	55,280	-	29,711	25,569	Budget	55,280	55,280	-	-
Commonwealth Lake Bridge/Boardwalk Repairs			40,000	40,000	40,000	-	1,875	38,125	Budget	40,000	40,000	-	-
Fence Replacement (2 sites)			17,000	17,000	17,000	-	1,513	15,487	Budget	17,000	17,000	-	-
Slurry Seal Parking Lots (6 sites)			20,500	20,500	20,500	-	-	20,500	Budget	20,500	20,500	-	-
Irrigation System Repair/Replacement (5 sites)			76,105	76,105	76,105	-	14,648	61,457	Budget	76,105	76,105	-	-
Rock Creek Soccer Field Drinking Fountain Replacement			5,000	5,000	5,000	-	3,776	1,224	Budget	5,000	5,000	-	-
TOTAL PARK AND TRAIL REPLACEMENTS			469,447	469,447	469,447	-	51,523	417,924		469,447	469,447	-	-

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 01/31/09

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													
Jenkins Bridal Path Lights			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Special Event Support Trailer			7,000	7,000	7,000	-	6,870	-	Complete	6,870	6,870	130	130
Event Support Set Up Equipment			4,550	4,550	4,550	-	-	4,550	Budget	4,550	4,550	-	-
East Annex Trash Compactor			18,000	18,000	18,000	-	22,500	-	Complete	22,500	22,500	(4,500)	(4,500)
BMX Park Maintenance			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
Cooper Mountain Start-up Costs			24,400	24,400	24,400	-	-	24,400	Budget	24,400	24,400	-	-
Memorial Benches			8,000	8,000	8,000	-	3,838	4,162	Budget	8,000	8,000	-	-
Rock Creek Trail East End Connector			6,500	6,500	6,500	-	-	6,500	Budget	6,500	6,500	-	-
RTP Grant - Cedar Mill Park Trail			40,000	40,000	40,000	-	-	-	Cancelled	-	-	40,000	40,000
LWCF Grant - Schiffler Park Pavillion			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
LGGP Grant - Camille Park			200,000	200,000	200,000	-	-	-	Cancelled	-	-	200,000	200,000
TOTAL PARK AND TRAIL IMPROVEMENTS			353,950	353,950	353,950	-	33,208	85,112		118,320	118,320	235,630	235,630
CHALLENGE GRANTS													
Challenge Grants			75,000	75,000	75,000	-	11,356	63,644	Budget	75,000	75,000	-	-
TOTAL CHALLENGE GRANTS			75,000	75,000	75,000	-	11,356	63,644		75,000	75,000	-	-
BUILDING REPLACEMENTS													
Doors & Windows Replacements (7 sites)			35,920	35,920	35,920	-	3,284	32,636	Budget	35,920	35,920	-	-
Somerset West Surge Tank Cover			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Aloha Dive Stand			6,000	6,000	6,000	-	3,255	-	Complete	3,255	3,255	2,745	2,745
Aquatic Center Filter Pit Sump Pump			6,380	6,380	6,380	-	3,523	-	Complete	3,523	3,523	2,857	2,857
Harmon Chemtrol Unit			4,700	4,700	4,700	-	4,514	-	Complete	4,514	4,514	186	186
Beaverton Pool Filter Media			4,400	4,400	4,400	-	-	5,064	Award	5,064	5,064	(664)	(664)
Raleigh Pool Pool Tank Resurfacing			40,000	40,000	40,000	-	-	38,971	Award	38,971	38,971	1,029	1,029
CRA Lap Pool Tank Resurfacing			70,000	70,000	70,000	-	64,304	-	Complete	64,304	64,304	5,696	5,696
CRA Siding & West Side Window Repair			50,000	50,000	50,000	-	25,487	-	Complete	25,487	25,487	24,513	24,513
Jenkins Carriage House Roof Replacement			18,000	18,000	18,000	-	14,681	-	Complete	14,681	14,681	3,319	3,319
Aloha Swim Center Dressing Room Roof Replacement			23,000	23,000	23,000	-	-	23,000	Budget	23,000	23,000	-	-
Tennis Center Roof Overlay Panels			20,000	20,000	20,000	-	2,213	17,787	Budget	20,000	20,000	-	-
Athletic Center Roof Flashing Replacement			8,500	8,500	8,500	-	-	8,500	Budget	8,500	8,500	-	-
Cedar Hills Gym Roof Replacement (Upper Section)			20,000	20,000	20,000	-	19,027	-	Complete	19,027	19,027	973	973
Fanno Farm House Roof Replacement			16,000	16,000	16,000	-	17,026	-	Complete	17,026	17,026	(1,026)	(1,026)
Garden Home Lower Hallway Tile			21,200	21,200	21,200	-	15,952	5,248	Award	21,200	21,200	-	-
Maintenance Shop Floor Tile			8,200	8,200	8,200	-	-	6,550	Award	6,550	6,550	1,650	1,650
Garden Home Floor Tile (Rm 12)			8,500	8,500	8,500	-	7,240	-	Complete	7,240	7,240	1,260	1,260
Cedar Hills Kitchen Floor Tile			8,000	8,000	8,000	-	8,282	-	Complete	8,282	8,282	(282)	(282)
Aquatic Center Non Skid Flooring (Staff Room)			3,500	3,500	3,500	-	3,500	-	Complete	3,500	3,500	-	-
CRA Mechanical Room Floor Resurfacing			25,000	25,000	25,000	-	27,000	-	Complete	27,000	27,000	(2,000)	(2,000)
Garden Home Carpet Replacement (Rm 13B)			10,750	10,750	10,750	-	7,669	-	Complete	7,669	7,669	3,081	3,081
Harmon Pool Non Skid Flooring/Deck & Locker Rooms			29,500	29,500	29,500	-	29,500	-	Complete	29,500	29,500	-	-
Aquatic Center Non Skid Flooring (2 rooms)			6,500	6,500	6,500	-	6,500	-	Complete	6,500	6,500	-	-
Aquatic Center Security Light Fixtures			2,500	2,500	2,500	-	335	2,165	Budget	2,500	2,500	-	-
Raleigh Pool Security Light Fixtures			3,500	3,500	3,500	-	2,678	-	Complete	2,678	2,678	822	822
CRA Pathway Light Fixtures			5,000	5,000	5,000	-	3,158	1,605	Award	4,763	4,763	237	237
HMT Parking Lot Lamps			3,400	3,400	3,400	-	542	2,858	Budget	3,400	3,400	-	-
Stuhr Center Roof Gutter & Downspouts Replacement			6,000	6,000	6,000	-	-	6,000	Budget	6,000	6,000	-	-
CRA West Soffit Replacement			4,000	4,000	4,000	-	3,267	1,573	Award	4,840	4,840	(840)	(840)
Beaverton Pool Roof Gutter & Downspouts Replacement			6,000	6,000	6,000	-	4,300	-	Complete	4,300	4,300	1,700	1,700
Raleigh Pool Office Circuit Panel			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
Cedar Hills Light Fixtures (Rms 5, D & Copy)			3,000	3,000	3,000	-	-	3,000	Award	3,000	3,000	-	-
Cedar Hills Window AC Units (8 rms)			20,000	20,000	20,000	-	18,835	-	Complete	18,835	18,835	1,165	1,165
Aquatic Center Roof Exhaust Fans (3)			1,000	1,000	1,000	-	1,648	-	Complete	1,648	1,648	(648)	(648)
Stuhr Center Heat Coils (5 locations)			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
Aloha Pool Deck Heat Grate Vents			2,500	2,500	2,500	-	2,409	-	Complete	2,409	2,409	91	91
Cedar Hills & Stuhr Center Compressors			6,500	6,500	6,500	-	1,994	4,537	Award	6,531	6,531	(31)	(31)
Jenkins Estate Stable A/C Condensers			10,000	10,000	10,000	-	9,585	296	Award	9,881	9,881	119	119
Dryland & Harmon Rooftop HVAC Units			56,000	56,000	56,000	-	21,343	34,657	Budget	56,000	56,000	-	-
Aquatic Center Supply Fans			4,400	4,400	4,400	-	4,931	1,740	Award	6,671	6,671	(2,271)	(2,271)

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 01/31/09

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 REPLACEMENTS (continued)													
Jenkins Estate Stable Furnace			15,400	15,400	15,400	-	15,232	-	Complete	15,232	15,232	168	168
Fanno Farm House Furnace			3,500	3,500	3,500	-	2,562	-	Complete	2,562	2,562	938	938
Waters Htrs @ Somerset, Cedar Hills & Athletic Center			23,200	23,200	23,200	-	-	23,200	Budget	23,200	23,200	-	-
Cedar Hills Holding Tank (Showers)			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
Domestic Holding Tanks @ Aloha and Harmon Pools			20,600	20,600	20,600	-	-	20,600	Budget	20,600	20,600	-	-
CRA Exposed Drain Pipe Replacement			1,100	1,100	1,100	-	744	-	Complete	744	744	356	356
Somerset Pool Shower Stall Tile Replacement			7,480	7,480	7,480	-	-	7,471	Award	7,471	7,471	9	9
CRA Rewire Underwater Lights			47,000	47,000	47,000	-	594	46,406	Budget	47,000	47,000	-	-
Tennis Center Emergency Lights Wiring			6,000	6,000	6,000	-	6,174	-	Complete	6,174	6,174	(174)	(174)
Cedar Hills Washer and Dryer units			1,600	1,600	1,600	-	-	1,408	Award	1,408	1,408	192	192
Cedar Hills Panic Bar Hardware Replacement (10 doors)			12,000	12,000	12,000	-	-	8,524	Award	8,524	8,524	3,476	3,476
Cedar Hills Gymnastic Mats			3,000	3,000	3,000	-	-	2,764	Award	2,764	2,764	236	236
Garden Home Weight Equipment			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Main Drain Covers at Pools			-	-	-	-	27,514	-	Complete	27,514	27,514	(27,514)	(27,514)
TOTAL BUILDING REPLACEMENTS			766,730	766,730	766,730	-	390,802	354,560		745,362	745,362	21,368	21,368
BUILDING IMPROVEMENTS													
Aloha Pool Family Changing Room			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
HMT Admin Building Reception Area Remodeling			15,000	15,000	15,000	-	2,661	12,339	Budget	15,000	15,000	-	-
Stuhr Center Hardwood Floor (Exercise Room)			8,678	8,678	8,678	-	8,678	-	Complete	8,678	8,678	-	-
Stuhr Center Hardwood Floor (Pool Room)			7,360	7,360	7,360	-	7,318	-	Complete	7,318	7,318	42	42
Asbestos Abatement (2 sites)			9,000	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-	-
Energy Efficiency Imp. (Performance Contract)			14,500	14,500	14,500	-	-	14,500	Budget	14,500	14,500	-	-
HMT Cable Phase II (switch gear to AC)			30,000	30,000	30,000	-	6,479	11,000	Award	17,479	17,479	12,521	12,521
HMT Cable Phase III (switch gear to street)			67,000	67,000	67,000	-	67,000	-	Complete	67,000	67,000	-	-
East Annex Expansion Set Up Costs			35,000	35,000	35,000	-	38,635	-	Complete	38,635	38,635	(3,635)	(3,635)
Harman Pool UV Sanitizer			31,000	31,000	31,000	-	29,311	-	Complete	29,311	29,311	1,689	1,689
HMT Pole Barn Restrooms			7,200	7,200	7,200	-	-	7,200	Budget	7,200	7,200	-	-
TOTAL BUILDING IMPROVEMENTS			234,738	234,738	234,738	-	160,082	64,039		224,121	224,121	10,617	10,617
ADA PROJECTS													
Sunset Pool Water Wheel Chair			1,800	1,800	1,800	-	-	1,800	Budget	1,800	1,800	-	-
Bethany Lake Pathway			5,000	5,000	5,000	-	5,000	-	Complete	5,000	5,000	-	-
Bethany Lake ADA Picnic Table			10,000	10,000	10,000	-	6,303	3,697	Budget	10,000	10,000	-	-
Cedar Hills ADA Sidewalk			25,000	25,000	25,000	-	19,325	5,675	Budget	25,000	25,000	-	-
TOTAL ADA PROJECTS			41,800	41,800	41,800	-	30,628	11,172		41,800	41,800	-	-
TOTAL CAPITAL OUTLAY DIVISION	805,300	570,000	2,203,027	3,008,327	2,773,027	125,225	893,469	1,605,286		2,623,980	2,498,755	384,347	274,272

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 01/31/09

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			70,000	70,000	70,000	-	21,926	28,074	Budget	50,000	50,000	20,000	20,000
Server Rplcmnt (4)			35,000	35,000	35,000	-	43,211	-	Complete	43,211	43,211	(8,211)	(8,211)
LAN/WAN Replcmnt			35,000	35,000	35,000	-	48,353	-	Complete	48,353	48,353	(13,353)	(13,353)
Printer/Network Printers			10,000	10,000	10,000	-	-	5,000	Budget	5,000	5,000	5,000	5,000
Misc. Application Software			20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
GIS Development			15,000	15,000	15,000	-	16,436	-	Complete	16,436	16,436	(1,436)	(1,436)
Email Risk Mgmt Server			10,000	10,000	10,000	-	-	12,000	Award	12,000	12,000	(2,000)	(2,000)
Telephone for Comm & Dev Position			400	400	400	-	435	-	Complete	435	435	(35)	(35)
Workstation/Telephone for Comm Specialist Position			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
AutoCad & Licensing			4,000	4,000	4,000	-	-	-	Complete	-	-	4,000	4,000
Laptops for Rangers (2)			4,000	4,000	4,000	-	-	-	Complete	-	-	4,000	4,000
Catering Software for Jenkins Estate			5,000	5,000	5,000	-	6,287	-	Complete	6,287	6,287	(1,287)	(1,287)
Fiber Line Installation to WAN			85,000	85,000	85,000	-	84,146	-	Complete	84,146	84,146	854	854
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			295,400	295,400	295,400	-	220,794	67,074		287,868	287,868	7,532	7,532
TOTAL INFORMATION SYSTEMS DEPARTMENT	-	-	295,400	295,400	295,400	-	220,794	67,074		287,868	287,868	7,532	7,532
MAINTENANCE DEPARTMENT													
<u>BUILDING EQUIPMENT REPLACEMENT</u>													
Garden Home Carpet Extractor			3,650	3,650	3,650	-	2,883	-	Complete	2,883	2,883	767	767
Plasma Torch			1,500	1,500	1,500	-	1,519	-	Complete	1,519	1,519	(19)	(19)
Tennis Center Vacuum			2,800	2,800	2,800	-	3,247	-	Complete	3,247	3,247	(447)	(447)
Annex Compressor			1,200	1,200	1,200	-	-	1,200	Budget	1,200	1,200	-	-
Pallet Shelving Annex Set Up			9,200	9,200	9,200	-	7,344	4,837	Award	12,181	12,181	(2,981)	(2,981)
TOTAL BUILDING EQUIPMENT REPLACEMENT			18,350	18,350	18,350	-	14,993	6,037		21,030	21,030	(2,680)	(2,680)
<u>FLEET REPLACEMENTS</u>													
Large Rotary Mower			50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
Trim Rotary Mowers (3)			33,000	33,000	33,000	-	31,984	-	Complete	31,984	31,984	1,016	1,016
Utility Vehicle			10,000	10,000	10,000	-	9,913	-	Complete	9,913	9,913	87	87
Full Size Pickups (2)			40,000	40,000	40,000	-	-	40,939	Award	40,939	40,939	(939)	(939)
Full Size Utility Truck			26,000	26,000	26,000	-	24,754	-	Complete	24,754	24,754	1,246	1,246
Compact Pickups (3)			42,000	42,000	42,000	-	41,389	-	Complete	41,389	41,389	611	611
Spreader			4,000	4,000	4,000	-	3,564	-	Complete	3,564	3,564	436	436
Compact Hybrid SUV			29,500	29,500	29,500	-	28,154	-	Complete	28,154	28,154	1,346	1,346
Synthetic Field Sweeper/Groomer			7,600	7,600	7,600	-	10,330	-	Complete	10,330	10,330	(2,730)	(2,730)
Synthetic Field Cleaner			3,600	3,600	3,600	-	3,600	-	Complete	3,600	3,600	-	-
15-Passenger Van (1)			21,500	21,500	21,500	-	23,610	-	Complete	23,610	23,610	(2,110)	(2,110)
TOTAL FLEET REPLACEMENTS			267,200	267,200	267,200	-	177,298	90,939		268,237	268,237	(1,037)	(1,037)
TOTAL MAINTENANCE DEPARTMENT	-	-	285,550	285,550	285,550	-	192,291	96,976		289,267	289,267	(3,717)	(3,717)
GRAND TOTAL GENERAL FUND	805,300	570,000	2,783,977	3,589,277	3,353,977	125,225	1,306,554	1,769,336	-	3,201,115	3,075,890	388,162	278,087

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 01/31/09

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 (FY 08)	500,000	50,000	-	500,000	50,000	24,395	5,980	44,020	Budget	74,395	50,000	425,605	-
Land Acquisition (FY 09)	-	-	296,448	296,448	296,448	-	5,000	291,448	Budget	296,448	296,448	-	-
Bonny Slope/BSL Land Acquisition	-	-	175,000	175,000	175,000	-	1,029	173,971	Budget	175,000	175,000	-	-
Winchester Property Acquisition	-	-	523,502	523,502	523,502	-	523,502	-	Complete	523,502	523,502	-	-
TOTAL LAND ACQUISITION	500,000	50,000	994,950	1,494,950	1,044,950	24,395	535,511	509,439		1,069,345	1,044,950	425,605	-
<u>IMPROVEMENT/DEVELOPMENT PROJECTS</u>													
PCC Rock Creek Recreation Complex Design/Construction	10,140,372	-	-	10,140,372	-	8,819,730	24,937	31,684	Complete	8,876,351	56,621	1,264,021	(56,621)
Beaverton Powerline Trail Segments 7-11	802,500	139,662	-	802,500	139,662	234,413	138,621	115,441	Award	488,475	254,062	314,025	(114,400)
Synthetic Turf Field Matching Funds	800,000	600,000	-	800,000	600,000	200,000	-	600,000	Budget	800,000	600,000	-	-
Lowami Hart Woods Phase I	100,000	5,000	-	100,000	5,000	48,429	39,730	3,742	Award	91,901	43,472	8,099	(38,472)
Novice Skate Park	150,000	50,000	-	150,000	50,000	138,602	71,070	-	Complete	209,672	71,070	(59,672)	(21,070)
Fanno Creek Trail	640,000	640,000	671,950	1,311,950	1,311,950	118,735	53,025	1,258,925	Budget	1,430,685	1,311,950	(118,735)	-
SW Community Park Planning/Design	200,000	200,000	-	200,000	200,000	67,539	-	200,000	Budget	267,539	200,000	(67,539)	-
Old Wagon Trail Replacement Design	73,000	48,000	-	73,000	48,000	33,827	101	47,899	Budget	81,827	48,000	(8,827)	-
MTIP Grant Match for Westside Trail	40,000	40,000	-	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Winkleman Park Initial Site Improvements	-	-	25,000	25,000	25,000	-	16,841	8,159	Budget	25,000	25,000	-	-
Bonny Slope/BSL Trail Development	-	-	175,000	175,000	175,000	-	47	174,953	Budget	175,000	175,000	-	-
LGGP Grant Match/Camille Park Improvements	-	-	200,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
LWCF Grant Match/Schiffler Park Pavillion	-	-	40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
TE Grant Match/Westside Trail/Segment 1	-	-	105,000	105,000	105,000	-	-	105,000	Budget	105,000	105,000	-	-
Undesignated Projects	-	-	1,914,278	1,914,278	1,914,278	-	-	-	Budget	-	-	1,914,278	1,914,278
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	12,945,872	1,722,662	3,131,228	16,077,100	4,853,890	9,661,275	344,372	2,825,803	-	12,831,450	3,170,175	3,245,650	1,683,715
Total - SDC Fund	13,445,872	1,772,662	4,126,178	17,572,050	5,898,840	9,685,670	879,883	3,335,242		13,900,795	4,215,125	3,671,255	1,683,715

KEY
 Budget Estimate based on original budget - not started and/or no basis for change
 Reallocated Project Scope has been reduced to provide funding for another project
 Award Estimate based on Contract Award amount or quote price estimates
 Complete Project completed - no additional estimated costs to complete.



TUALATIN HILLS PARK & RECREATION DISTRICT

MEMORANDUM

Date: January 16, 2009
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Charge Report for December, 2008**

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 2008.

Type of Dwelling Unit	Current SDC per Type of Dwelling Unit
Single Family	\$6,783.00 with 1.6% discount = \$6,674.47
Multi-Family	\$5,071.00 with 1.6% discount = \$4,989.86
Manufactured	\$2,521.00 with 1.6% discount = \$2,480.66
Non-residential	\$176.00 with 1.6% discount = \$173.18

<u>City of Beaverton Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
2,377	Single Family Units	\$5,748,625.26	\$176,020.19	\$5,924,645.45
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)
<u>173</u>	Non-residential	<u>\$370,151.19</u>	<u>\$11,048.28</u>	<u>\$381,199.47</u>
<u>3,964</u>		<u>\$8,742,977.93</u>	<u>\$267,953.22</u>	<u>\$9,010,931.16</u>

<u>Washington County Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
5,681	Single Family Units	\$13,527,937.33	\$406,974.93	\$13,934,912.26
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
1,796	Multi-family Units	\$3,663,878.09	\$110,290.65	\$3,774,168.74
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
<u>72</u>	Non-residential	<u>\$203,527.57</u>	<u>\$6,055.51</u>	<u>\$209,583.08</u>
<u>7,225</u>		<u>\$16,724,470.77</u>	<u>\$502,572.46</u>	<u>\$17,227,043.23</u>

<u>Recap by Agency</u>		<u>Percent</u>	<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
3,964	City of Beaverton	34.34%	\$8,742,977.93	\$267,953.22	\$9,010,931.16
<u>7,225</u>	Washington County	65.66%	<u>\$16,724,470.77</u>	<u>\$502,572.46</u>	<u>\$17,227,043.23</u>
<u>11,189</u>		<u>100.00%</u>	<u>\$25,467,448.70</u>	<u>\$770,525.68</u>	<u>\$26,237,974.39</u>

<u>Recap by Dwelling</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	2,392	1,399	173	3,964
Washington County	<u>5,381</u>	<u>1,772</u>	<u>72</u>	<u>7,225</u>
	<u>7,773</u>	<u>3,171</u>	<u>245</u>	<u>11,189</u>

Total Receipts to Date **\$25,467,448.70**

Total Payments to Date

Refunds	(1,579,356.86)	
Administrative Costs	(\$18.65)	
Project Costs -- Development	(\$15,471,239.71)	
<u>Project Costs -- Land Acquisition</u>	<u>(\$5,800,365.74)</u>	<u>(\$22,850,980.96)</u>
		<u>\$2,616,467.74</u>

<u>Recap by Month, FY 2008-09</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2008 (1)	\$24,766,077.37	(\$22,500,136.23)	\$1,868,611.51	\$4,134,552.65
July	\$197,152.49	\$488,525.60	\$9,909.81	\$695,587.90
August	\$197,464.19	(\$63,639.56)	\$11,759.66	\$145,584.29
September	\$104,210.18	(\$29,198.68)	\$10,425.09	\$85,436.59
October	\$96,674.65	(\$61,067.09)	\$9,564.90	\$45,172.46
November	\$47,961.84	(\$49,319.92)	\$9,070.10	\$7,712.02
December	\$57,907.98	(\$636,145.08)	\$7,163.00	(\$571,074.10)
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>\$25,467,448.70</u>	<u>(\$22,850,980.96)</u>	<u>\$1,926,504.07</u>	<u>\$4,542,971.81</u>

(1) Net of \$667,828.98 of SDC Credits awarded for park development projects.

Projected SDC receipts through June 30, 2008 per the budget were \$24,321,481. Actual receipts were \$23,692,502. This fiscal year's projected total receipts per the budget are \$3,316,596.

Tualatin Hills Park and Recreation District

Systems Development Charge - Monthly Accounting, Year-to-Date FY 2008-09

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

	Unit Rate	Revenue	Collection Fee	Total
607 Single Family Units	1,891.50	1,147,194.75	35,480.25	1,182,675.00
138 Single Family Units	2,102.96	290,208.48	8,975.52	299,184.00
327 Single Family Units	2,203.84	720,655.68	22,288.32	742,944.00
15 Single Family Units	489.09	7,336.35	221.45	7,557.80
331 Single Family Units	2,327.03	770,250.47	23,818.53	794,069.00
205 Single Family Units	2,457.01	503,687.05	15,577.95	519,265.00
281 Single Family Units	2,638.40	741,390.40	22,929.60	764,320.00
303 Single Family Units	2,891.57	876,145.71	27,097.29	903,243.00
167 Single Family Units	3,466.78	578,952.26	17,905.74	596,858.00
18 Single Family Units	6,674.47	120,140.46	1,946.99	122,087.45
464 Multi-family Units	1,454.03	674,669.92	20,866.08	695,536.00
0 Multi-family Units	1,616.99	0.00	0.00	0.00
0 Less Credits	(7,957.55)	(229.36)	(8,186.91)	(8,186.91)
110 Multi-family Units	1,694.59	186,404.90	5,765.10	192,170.00
74 Multi-family Units	1,789.65	132,434.10	4,095.90	136,530.00
245 Multi-family Units	1,889.56	462,942.20	14,317.80	477,260.00
68 Multi-family Units	2,029.24	137,988.32	4,267.68	142,256.00
332 Multi-family Units	2,224.21	738,437.72	22,838.28	761,276.00
0 Multi-family Units	2,445.37	0.00	0.00	0.00
102 Multi-family Units	2,666.53	271,986.06	8,411.94	280,398.00
4 Multi-family Units	4,989.86	19,959.46	329.88	20,289.34
173 Non-residential	Various	370,151.19	11,048.28	381,199.47
3,964	Total	8,742,977.93	267,953.22	9,010,931.16

Improvement Fee (1)	Reimbursemen t Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
1,048,032.00	27,292.50	107,350.50	1,182,675.00
265,123.05	6,904.25	27,156.70	299,184.00
658,362.68	17,144.86	67,436.46	742,944.00
6,697.37	174.41	686.02	7,557.80
703,667.30	18,324.67	72,077.03	794,069.00
460,148.68	11,983.04	47,133.28	519,265.00
677,305.11	17,638.15	69,376.74	764,320.00
800,412.26	20,844.07	81,986.68	903,243.00
528,908.01	13,773.65	54,176.34	596,858.00
108,188.26	2,817.42	11,081.77	122,087.45
545,663.32	86,768.81	63,103.87	695,536.00
0.00	0.00	0.00	0.00
(6,422.81)	(1,021.33)	(742.77)	(8,186.91)
150,761.60	23,973.40	17,435.00	192,170.00
107,110.79	17,032.25	12,386.96	136,530.00
374,420.98	59,538.66	43,300.36	477,260.00
111,602.97	17,746.58	12,908.45	142,256.00
597,237.68	94,969.95	69,068.35	761,276.00
0.00	0.00	0.00	0.00
219,978.41	34,979.93	25,439.66	280,398.00
15,917.39	2,531.12	1,840.79	20,289.34
346,548.45	0.00	34,651.02	381,199.47
7,719,663.51	473,416.39	817,851.21	9,010,931.16

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

	Unit Rate	Revenue	Collection Fee	Total
1,916 Single Family Units	1,891.50	3,624,114.00	112,086.00	3,736,200.00
(91) Less SFR Credits	1,891.50	(172,126.50)	(5,323.50)	(177,450.00)
351 Single Family Units	2,102.96	738,138.96	22,829.04	760,968.00
(91) Less SFR Credits	2,102.96	(191,369.36)	(5,918.64)	(197,288.00)
741 Single Family Units	2,203.84	1,633,036.71	50,515.29	1,683,552.00
(118) Less SFR Credits	2,203.84	(260,053.12)	(8,042.88)	(268,096.00)
714 Single Family Units	2,327.03	1,661,582.84	51,294.16	1,712,877.00
666 Single Family Units	2,457.01	1,636,368.66	50,609.34	1,686,978.00
523 Single Family Units	2,638.40	1,379,883.20	42,676.80	1,422,560.00
319 Single Family Units	2,891.57	922,410.83	28,528.17	950,939.00
336 Single Family Units	3,466.78	1,164,838.08	36,025.92	1,200,864.00
115 Single Family Units	6,674.47	767,564.05	12,410.21	779,974.26
117 Multi-family Units	1,454.03	169,830.51	5,552.49	175,383.00
41 Multi-family Units	1,616.99	66,296.59	2,050.41	68,347.00
68 Multi-family Units	1,694.59	115,232.12	3,563.88	118,796.00
194 Multi-family Units	1,789.65	347,192.10	10,737.90	357,930.00
(24) Less MFR Credits	1,789.65	(47,323.24)	(1,463.61)	(48,786.85)
508 Multi-family Units	1,889.56	959,896.48	29,687.52	989,584.00
563 Multi-family Units	2,029.24	1,142,101.28	35,322.58	1,177,423.86
139 Multi-family Units	2,224.21	309,165.19	9,561.81	318,727.00
118 Multi-family Units	2,666.53	314,650.54	9,731.46	324,382.00
48 Multi-family Units	4,989.86	239,513.28	4,082.60	243,595.88
0 Manufactured Housing	1,483.13	0.00	0.00	0.00
0 Manufactured Housing	2,039.91	0.00	0.00	0.00
0 Manufactured Housing	2,445.37	0.00	0.00	0.00
72 Non-residential	Various	203,527.57	6,055.51	209,583.08
7,225	Total	16,724,470.77	502,572.46	17,227,043.23

Improvement Fee (1)	Reimbursemen t Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
3,310,848.00	86,220.00	339,132.00	3,736,200.00
(177,450.00)	0.00	0.00	(177,450.00)
674,334.72	17,560.80	69,072.48	760,968.00
(174,827.52)	(4,552.80)	(17,907.68)	(197,288.00)
1,491,886.08	38,851.20	152,814.72	1,683,552.00
(237,574.30)	(6,186.83)	(24,334.87)	(268,096.00)
1,517,872.54	39,527.93	155,476.53	1,712,877.00
1,494,922.04	38,930.26	153,125.70	1,686,978.00
1,260,607.02	32,828.31	129,124.68	1,422,560.00
842,678.25	21,944.77	86,315.95	950,939.00
1,064,150.24	27,712.29	109,001.47	1,200,864.00
691,177.19	17,999.60	70,797.47	779,974.26
137,591.83	21,879.20	15,911.97	175,383.00
53,619.73	8,526.36	6,200.91	68,347.00
93,198.08	14,819.92	10,778.00	118,796.00
280,803.97	44,652.13	32,473.90	357,930.00
(38,274.36)	(6,086.21)	(4,426.28)	(48,786.85)
776,350.46	123,451.60	89,781.94	989,584.00
923,714.97	146,884.81	106,819.67	1,177,423.86
250,048.36	39,761.51	28,917.10	318,727.00
254,484.83	40,466.98	29,430.19	324,382.00
194,732.47	26,761.16	22,102.21	243,595.88
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
190,531.98	0.00	19,051.10	209,583.08
14,875,426.58	771,952.99	1,579,659.16	17,227,043.23

Recap by Agency

	Revenue	Collection Fee	Total	Percent
City of Beaverton	8,742,977.93	267,953.22	9,010,931.15	34.34%
Washington County	16,724,470.77	502,572.46	17,227,043.23	65.66%
Total	25,467,448.70	770,525.68	26,237,974.38	

Improvement Fee (1)	Reimbursemen t Fee (1)	Collection/ Admin Fee (1)	Total SDC Fee
7,719,663.51	473,416.39	817,851.21	9,010,931.15
14,875,426.58	771,952.99	1,579,659.16	17,227,043.23
22,595,090.09	1,245,369.38	2,397,510.37	26,237,974.38

Add	Allocation of interest earned	1,926,504.07	1,483,060.40	183,293.66	260,149.97	1,926,504.07
	Grant rec'd (Wa Cty) & Coparanis pledge	24,000.00				24,000.00
Less	SDC Credits for Land Donation Paid in Cash	(1,215,149.84)	(736,652.08)	0.00	(478,497.76)	(1,215,149.84)
	Refunds of SFR Fees Collected in Error	(364,207.02)	(306,148.23)	2,727.21	(61,786.00)	(364,207.02)
	Administrative Costs Paid	(18.65)	0.00	0.00	(18.65)	(18.65)
	Collection Fees paid to City and County	(770,525.69)	0.00	0.00	(770,525.69)	(770,525.69)

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	(180,234.01)	(180,234.01)	0.00	0.00	(180,234.01)
Stover/JQAY 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 Rivendale	(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)
Foege 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 Pwrln Trail	(375,233.81)	(375,233.81)	0.00	0.00	(375,233.81)
Kaiser Woods	(1,016,829.86)	(1,016,829.86)	0.00	0.00	(1,016,829.86)
PCC Athletic Fields MP & Construction	(9,416,170.29)	(9,416,170.29)	0.00	0.00	(9,416,170.29)
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	(98,362.62)	(98,362.62)	0.00	0.00	(98,362.62)
HMT Play Structure Phase II	(135,277.74)	(135,277.74)	0.00	0.00	(135,277.74)
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	(88,088.90)	(88,088.90)	0.00	0.00	(88,088.90)
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 Rpicemnt Design	(33,927.72)	(33,927.72)	0.00	0.00	(33,927.72)
Land Acquisition (thru FY08)	(42,179.52)	(42,179.52)	0.00	0.00	(42,179.52)
Rystadt 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 Park Initial Site Imp.	(11,872.80)	(11,872.80)	0.00	0.00	(11,872.80)
Land Acquisition (thru FY09)	(816.21)	(816.21)	0.00	0.00	(816.21)
Young House & Property	(5,000.00)	(5,000.00)	0.00	0.00	(5,000.00)
Bonny Slope/BSD Trail Dev.	(1,075.81)	(1,075.81)	0.00	0.00	(1,075.81)
Winchester Land Purchase	(522,803.32)	(522,803.32)	0.00	0.00	(522,803.32)

Total SDC Fund Cash Increase (Decrease)

4,542,971.81

1,740,744.74 | 1,431,390.25 | 1,346,832.24 | 4,542,971.81

Through the lens



This is a shot of teacher Jan Burkhart helping her preschoolers from the Nature Kids Program make snowballs during a snowy morning at THPRD's Nature Park in Beaverton on Tuesday morning. When we got a fresh dumping of snow in the area I went out trying to find someone (anyone!) who was actually enjoying more snow after all we've received this winter. I was tempted to shoot this scene with a wider lens, but preferred the sandwiching effect of foreground and background, and how they both are on the same focal plane. Using a wider lens would have made the subjects look too lost within their surroundings, rather than a part of them. My only regret was not being allowed to show the children's faces. I shot this at ISO 400 at 1/250 sec at f/4.5 with a 50mm lens. Photo by Jonathan House.



Park district seeks applications for Jenkins Estate committee

Tuesday, February 03, 2009

The Hillsboro Argus

The Tualatin Hills Park and Recreation District is now accepting applications for four positions on its Jenkins Estate/Fanno Farmhouse Advisory Committee. Each successful candidate will serve a two-year term.

The all-volunteer committee receives public input about the operation of the Jenkins Estate, Fanno Farmhouse and Camp Rivendale and makes recommendations to THPRD staff.

Interested individuals should submit a completed application to Lynda Myers, Jenkins Estate supervisor, at 8005 SW Grabhorn Road, Beaverton, OR 97007-8781. Questions may be directed to Myers at 503-629-6355 or lm Myers@thprd.org.

Applications and committee guidelines may be obtained at the Jenkins Estate, THPRD administration office (158th and Walker Road, Beaverton), or on the district's Web site at www.thprd.org (under the "Administration" link along the top bar).

The committee meets on the second Tuesday of each month at 1 p.m., usually at one of the buildings on the Jenkins Estate property or occasionally at the Fanno Farmhouse in Beaverton.

The Jenkins Estate is a 68-acre facility on the northwest slope of Cooper Mountain and is on the National Historic Register. It is used for weddings, community events and corporate business meetings. Fanno Farmhouse sits on the edge of Fanno Creek in Beaverton. It has been honored as a significant historical site by the Tualatin Valley Heritage and is available for rentals. Camp Rivendale, on the southern portion of the Jenkins Estate property, is a summer day camp for developmentally disabled and at-risk youth.

Formed in 1955, THPRD is the largest special park district in Oregon, spanning about 60 square miles and serving more than 200,000 residents in the Beaverton area. The district provides year-round recreational and educational opportunities for people of all ages. Offerings include a broad range of classes and more than 200 park sites, 40 miles of trails, eight swim centers, six recreation centers, and 1,100 acres of nature preserve.

©2009 Hillsboro Argus

RECREATION

Parents, kids bond over the tennis net

Indoor lessons |

Families can learn to play the sport together in fun, lively classes

By **JOE FITZGIBBON**
SPECIAL TO THE OREGONIAN

BEAVERTON — When 12th-century French monks were smacking handballs against their monastery walls, few would have imagined that the game would evolve into the popular and family-friendly game of tennis.

Today, recreation facilities such as Conestoga Recreation & Aquatic Center are bringing the sport indoors so parents and their children can learn together and, in the process, strengthen their relationships.

"My girls love gymnastics and other sports, but this is the first one that we can do as a family," Lisa Banks said as she started stretching exercises with her daughters, Olivia, 7, and Bella, 5.

After learning techniques for gripping the racket, the trio grabbed a handful of green balls and began lobbing them over the net. Other parents followed suit, pairing off with their children for individual practice.

It didn't take long for the gymnasium court to transform into a sea of bouncing balls.

"This is a nice, easy introduction for all of us," Banks said. "No one in our family has a tennis background, so we're all starting new."

Danny Thean, veteran badminton player and longtime instructor with the Beaverton-based Tualatin Hills Park & Recreation District, starts each session by gathering the families in a circle. He speaks softly, sharing a little philosophy, humor and rules of safety.

"I have three goals for everyone: Be safe — don't want anyone, including me, to walk into a flying ball. But I want you to have fun and learn a skill, too," Thean said.

As each family found a spot on the court to practice, Thean moved quietly among the small groups, offering advice and hands-on instruction.

"He's nice," said Olivia Banks, as she sent several balls flying over the net. "I like learning with my mom."

Brian Powers, center supervi-



JOE FITZGIBBON/SPECIAL TO THE OREGONIAN

Danny Thean, a family tennis instructor, works with Bella Banks, 5, at the Conestoga Recreation & Aquatic Center in Beaverton.

Tennis for Families

Where: Conestoga Recreation & Aquatic Center, 9985 S.W. 125th Ave.

When: Current classes for 4- to 7-year-olds are full, but the program repeats, starting in early April. A Tennis for Families class also is available for youths 8 to 15.

Activities: Exercises, skill-building drills, one-on-one attention, games and volleying between parents and children.

Class information: 503-629-6313 or www.thprd.org

sor, said the family tennis program, with its emphasis on children ages 4 to 7, was field-tested last year with great success. Putting parents on the floor to learn side-by-side with their children is consistent with Conestoga's philosophy of connecting adults with kids through physical activities, Powers said.

"The idea is that parents and kids work out together this winter, where they can learn some basic skills and have fun togeth-

er, then take what they've learned outside when the weather breaks and build on those relationships," he said. "I try to make a point of talking with parents during this time to see how that bonding is working."

David Altmark, 6, spent much of his first session volleying with his parents and helping his 4-year-old brother, Eric, learn how to hit the ball. After a few solid strokes that sent the ball whistling over the net, the first-grader said he was convinced that with a few more practices he might be able to challenge his dad in a match.

"I like to play with him, but he's better than me right now," he said. "It would be fun to beat him."

After the lively hourlong lesson, Olivia Banks and the other young players scurried around the court scooping up the balls.

"I'm coming back next time because it's lots of fun," Olivia said as she grabbed her mom's hand, then waved as she and her sister strolled off the court. "But I'm going to keep practicing."

If you have an idea for a sport or fitness story, contact Joe Fitzgibbon at 503-223-0725 or by e-mail at fitzgibbon@integra.net



MILES VANCE/The T

Outdoor lovers sought for park estates committee

Are you a history buff? Are you interested in gardening, hiking and the outdoors?

The Tualatin Hills Park and Recreation District is now accepting applications for four positions on its Jenkins Estate/Fanno Farmhouse Advisory Committee. Each successful candidate will serve a two-year term.

The all-volunteer committee collects public input about the operation of the Jenkins Estate, Fanno Farmhouse and Camp Rivendale and makes recommendations to park district staff.

Interested individuals should submit a completed application to Lynda Myers, Jenkins Estate supervisor, at 8005 S.W. Grabhorn Road, Beaverton, OR 97007-8781.

Questions may be directed to Myers at 503-629-6355 or lmyersth-prd.org.

Applications and committee guidelines may be obtained at the Jenkins Estate, THPRD administration office at Southwest 158th Avenue and Walker Road or on the district's Web site at www.thprd.org under the Administration link along the top bar.

The committee meets on the second Tuesday of each month at 1 p.m., usually at one of the buildings on the Jenkins Estate property or occasionally at the Fanno Farmhouse in Beaverton.

The Jenkins Estate is a 68-acre facility located on the northwest slope of Cooper Mountain. It is on the National Historic Register and is used for weddings, community events and corporate business meetings. Fanno Farmhouse sits on the edge of Fanno Creek in Beaverton. It has been honored as a significant historical site by the Tualatin Valley Heritage and is available for rentals.



RACING HOME — Jesuit's Alex Johnson (above) races to victory in the 500-yard freestyle event against Beaverton on Jan. 29, while (at left) Beaverton's Grant Schoen swims to a third-place finish in the 100 breaststroke at Beaverton Swim Center.