



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

**Board of Directors Regular Meeting
Tuesday, January 8, 2019**

**5:00 pm Work Session
6:00 pm Executive Session
6:30 pm Regular Meeting**

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

AGENDA

1. [Work Session](#)
 - A. State Legislative Platform
 - B. Metro Natural Areas Bond Measure
2. Executive Session*
 - A. Personnel
 - B. Land
3. Call Regular Meeting to Order
4. Action Resulting from Executive Session
5. Presentations
 - A. [Tualatin Hills Park Foundation Recognition of Lindsay Lambert](#)
 - B. [District Insurance Renewals](#)
6. Audience Time**
7. Board Time
 - A. Committee Liaisons Updates
8. Consent Agenda***
 - A. [Approve: Minutes of December 11, 2018 Regular Board Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statement](#)
 - D. [Approve: Resolution Authorizing the Transfer of Appropriated Funds Within the 2018-19 General Fund Budget](#)
9. Unfinished Business
 - A. [Information: General Manager's Report](#)
10. New Business
 - A. [Review: Scholarship Program Assessment](#)
 - B. [Approve: Resolution Appointing Budget Committee Members](#)
11. Adjourn

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

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



MEMO

DATE: January 2, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Information Regarding the January 8, 2019, Board of Directors Meeting**

Agenda Item #1 – Work Session

Attached please find a memo announcing that the board of directors will be conducting a work session in order to discuss the following topics: THPRD State Legislative Platform and Metro Natural Areas Bond Measure.

Agenda Item #5 – Presentations

A. Tualatin Hills Park Foundation Recognition of Lindsay Lambert

Attached please find a memo announcing that Lindsay Lambert, management team support specialist, will be at your meeting to be recognized for her work with the ISing Choir on behalf of the Tualatin Hills Park Foundation.

B. District Insurance Renewals

Attached please find a memo announcing that Geoff Sinclair, Vice President/Public Sector for Brown & Brown Northwest, will be at your meeting to present an overview of the district's liability, property and auto insurance program.

Agenda Item #8 – Consent Agenda

Attached please find consent agenda items #8A-D for your review and approval.

Action Requested: Approve Consent Agenda Items #8A-D as submitted:

A. Approve: Minutes of December 11, 2018 Board Meeting

B. Approve: Monthly Bills

C. Approve: Monthly Financial Statement

D. Approve: Resolution Authorizing the Transfer of Appropriated Funds Within the 2018-19 General Fund Budget

Agenda Item #9 – Unfinished Business

A. General Manager's Report

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

Agenda Item #10 – New Business

A. Scholarship Program Assessment

Attached please find a memo providing an update regarding the Scholarship Program Assessment currently underway.

B. Resolution Appointing Budget Committee Members

Attached please find a memo requesting the board of directors conduct interviews of four budget committee applicants and appoint two of the candidates to the THPRD Budget Committee.

Action Requested: Board of directors' approval of Resolution 2019-02 appointing _____ and _____ to the budget committee, each for a term of three years.

Other Packet Enclosures

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



MEMO

DATE: January 2, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Work Session, January 8, 2019, Board of Directors Meeting**

State Legislative Platform

Board concurrence is desired on the THPRD state legislative platform prior to the district actively engaging with legislators. Keith Hobson, director of Business & Facilities, will be at your work session to provide a brief overview of the legislative platform topic areas and to answer any questions the board may have.

Metro Natural Areas Bond Measure

Time has been set aside for board discussion regarding the desired outreach efforts and strategy in further promoting the district's position with regards to Metro's natural areas bond measure currently under consideration for 2019.



MEMO

DATE: December 26, 2018
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business and Facilities

RE: **Tualatin Hills Park Foundation Recognition of Lindsay Lambert**

Lindsay Lambert, management team support specialist, will be at the January 8, 2019 board of directors' meeting to be recognized for her work on behalf of the Tualatin Hills Park Foundation. Lindsay worked with the ISing Choir to support the Foundation as the beneficiary of their December 2018 concert series. The concerts provided not only a significant financial benefit to the Foundation, a contribution of over \$10,000, but also great public exposure for the work the Foundation and the Park District are doing to support access for all.

We are pleased to recognize Lindsay's efforts in making this event happen.



MEMO

DATE: December 12, 2018
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: District Insurance Renewals

Introduction

Geoff Sinclair, Vice President/Public Sector for Brown & Brown Northwest, will be at the January 8, 2019 regular board meeting to present an overview of the district's liability, property and auto insurance program.

Background

As described in the SDIS Comparison Report (Attachment A), THPRD's proposed property & liability insurance premium for 2019 increased \$13,164 (4.76%) from \$276,466 to \$289,630. This is in part due to increases in THPRD property and liability exposures, and the market response to global catastrophes. Due to THPRD's effective loss control efforts, if growth and market were stagnant, the year-over-year premiums would have decreased 2.09%. THPRD also received a \$35,289 discount (10%) for completing the SDIS Best Practices program, and will be issued \$23,298 in longevity credit for the second year.

Mr. Sinclair will also present the framework being considered by staff to increase insurance deductibles or self-insured retentions. This will allow THPRD to take advantage of savings and redirect the insurance premiums and/or savings towards a reserve to cover losses related to these higher deductibles. This will be part of a longer-term plan to move toward a greater level of self-insurance, which should provide cost savings to the district.

Action Requested

No formal action is requested; the presentation is for information only.

SDIS COMPARISON REPORT

Special Districts Insurance Services - Policy Year 2018-2019 Comparison Report

Tualatin Hills Park & Recreation District

Brown & Brown Northwest-Portland

The following comparison shows the difference in contributions from the 2018 policy year to the 2019 policy year renewal. The following summary shows the amounts and percentages that have changed from 2018 to 2019. This summary is intended only to give you a general idea of the rating components that influence contributions.

Coverage	Annualized 2018 Contribution	2019 Contribution after rate and best practices changes	Change after rate and best practices changes	% change after rate and best practices changes	Change in Exposures	2019 Contribution after exposure, and all other changes	Total contribution change	Total % contribution change
General Liability	\$111,761	\$107,512	(\$4,249)	-3.80%	See Below	\$117,942	\$6,181	5.53%
Auto Liability	\$31,106	\$30,654	(\$452)	-1.45%	3	\$32,100	\$994	3.20%
Non-Owned Auto Liability	\$129	\$129	\$0	0.00%		\$129	\$0	0.00%
Auto Physical Damage	\$9,630	\$9,546	(\$84)	-0.87%	\$47,400	\$10,087	\$457	4.75%
Non-Owned APD	\$276	\$284	\$8	2.90%		\$284	\$8	2.90%
Property	\$108,712	\$106,958	(\$1,754)	-1.61%	\$3,325,966	\$113,690	\$4,978	4.58%
Earthquake	\$10,639	\$11,171	\$532	5.00%	\$3,325,966	\$11,016	\$377	3.54%
Flood	\$4,213	\$4,424	\$211	5.00%	\$3,325,966	\$4,382	\$169	4.01%
Total	\$276,466	\$270,676	(\$5,790)	-2.09%		\$289,630	\$13,164	4.76%
Pass Through Coverages								
Boiler and Machinery	\$21,281				\$3,325,966	\$21,785	\$504	2.37%
Crime	\$2,681					\$2,721	\$40	1.49%
Total	\$23,962					\$24,506	\$544	2.27%
TOTAL ALL LINES	\$300,428					\$314,136	\$13,708	4.56%

General Liability Exposure Comparison

Description	Last Year	Current year	Difference
Events/Fundraisers - Alcohol Served	18	20	2
Swimming Pools (How Many)	8	8	0
2018-2019 Budgeted Materials and Supplies *	9,112,768	9,416,031	303,263
2018-2019 Budgeted Personal Services *	31,106,330	33,007,020	1,900,696
Water Slides	1	1	0
Diving Boards	12	12	0
Skate Board Parks	3	3	0

* Auto Liability Exposure = Number of Autos
 Auto Physical Damage Exposure = Total Insured Automobile Values
 Property Exposure = Total Insured Property Values
 Excess Liability = Materials and Supplies + Personal Services
 Boiler and Machinery = Total Insured Property Values

Loss Ratio	Best Practices
2013-2017 Loss Ratio: 56.77%	% Credit
	2018 10.00%
	2019 10.00%

This is an overview of your insurance program. Policy terms, conditions and exclusions referred to in this Proposal may be limited, please refer to your policy for all terms, conditions and exclusions that will govern. In the event of a difference, the policy will prevail. Higher limits may be available upon request.



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

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, December 11, 2018, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6 pm; Regular Meeting 7 pm.

Present:

Ali Kavianian <i>(via telephone)</i>	President/Director
Felicita Montebianco	Secretary/Director
Wendy Kroger	Secretary Pro-Tempore/Director
Todd Duwe	Director
John Griffiths	Director
Doug Menke	General Manager

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

Secretary Montebianco called executive session to order for the following purposes:

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

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

Secretary Montebianco noted that the news media and designated staff may attend executive session. Representatives of the news media were directed not to disclose information discussed during executive session. No final action or final decision may be made in executive session. At the end of executive session, the board welcomed the audience into the room.

Agenda Item #2 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by Secretary Felicita Montebianco on Tuesday, December 11, 2018, at 7:15 pm.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #4 – Presentations

A. Recognition of Volunteers from the Church of Jesus Christ of Latter-day Saints

General Manager Doug Menke introduced Keith Watson, Community Programs manager, to recognize the Church of Jesus Christ of Latter-day Saints for their volunteerism with the district.

Keith noted that many of the district’s activities, services, and events put on throughout the year are successful in large part because of the quality of service provided by volunteers from the Church of Jesus Christ of Latter-day Saints. Since 2005, 1,868 volunteers have provided 5,939 hours of service engaging kids and adults in interactive activities at the district’s annual Party in

the Park event, and has served as a model for volunteer involvement. Keith thanked the volunteers in attendance for their generous service to THPRD, noting that they are an inspiration.

B. Audit Report on Park District Financial Statements for Fiscal Year 2017/18

Keith Hobson, director of Business & Facilities, introduced Julie Fahey, Audit Partner with Talbot, Korvola & Warwick, LLP, the district's auditor; Shannon Kennedy, THPRD Budget Committee and Audit Committee member; and, Lori Baker, chief financial officer, to make a presentation on the Audit Report on the district's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018.

Julie provided a brief overview of the district's Comprehensive Annual Financial Report for the year ended June 30, 2018, as included within the board of directors' information packet, noting information on the following pages:

- Pages 9 & 10: Independent Auditor's Report, which includes an unmodified opinion, meaning that the district's financial statements have been fairly presented, in all material respects, in accordance with generally accepted accounting principles.
- Page 12: Management's Discussion and Analysis, which provides a synopsis of the financial activities of THPRD.
- Pages 22 & 23: Statement of Net Position and Statement of Activities.

Julie concluded by announcing that the district has again been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. This is the 13th consecutive year the district has been honored with the award. Julie offered to answer any questions the board may have.

John Griffiths asked clarifying questions regarding how the capital assets of \$161 million as noted on the Statement of Net Position are calculated, for which Julie and Keith noted the capital assets are reported on a historical cost basis, net of depreciation.

Ali Kavianian moved that the board of directors accept the Audit Report on the Park District's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018.

Todd Duwe seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #5 – Audience Time

Barbara Wilson, 12820 SW 20th Court, Beaverton, is before the board of directors this evening regarding THPRD's 2008 Bond Measure and Metro's planned expansion of the Urban Growth Boundary (UGB). Ms. Wilson explained that the potential expansion of the UGB may offer additional potential for THPRD to acquire additional natural areas. She noted that it has now been ten years since THPRD's bond measure passed, yet \$3.7 million is remaining within the natural resources land acquisition category. She feels that it has been a low priority for the district even though it was the most important aspect in the public's support of the 2008 Bond Measure via the polling conducted. She described the importance of the Cooper Mountain area in the protection of riparian corridors and wildlife.

- ✓ The board members reaffirmed their commitment to purchasing natural areas, noting that the district participates in a willing sellers program for land purchases, and encouraged Ms. Wilson to reach out to her Metro councilor to provide supporting comments and vision for the upcoming Metro natural areas bond measure.

Agenda Item #6 – Board Time

A. Committee Liaison Updates

Wendy provided an update regarding the most recent activities of the Parks & Facilities Advisory Committee, which has been focused on their continued research and evaluation of dog parks, as well as interviewing potential new members, noting that the committee members are dedicated and meet at least monthly. She also attended a variety of public meetings and special events, including the opening of the Crescent Connection trail, a Greenway Neighborhood Association Committee meeting, and an iSing Concert, benefiting the Tualatin Hills Park Foundation.

Todd Duwe noted that the next Programs & Events Advisory Committee meeting will take place in January.

President Kavianian commented that he has been attending the district's Audit Committee meetings as the board liaison, for which the culmination of that process was presented to the board this evening.

John Griffiths provided an overview of a Metro Policy Advisory Committee meeting he attended during which they received an overview of Metro's recently-passed affordable housing bond measure, as well as the upcoming natural areas bond measure currently under consideration for 2019. He noted that the Metro stakeholder committee had put forth a recommendation to the Metro Council to retain the millage rate expiring from the 1995 natural areas bond measure; however, outside parties have since vocalized concern with this approach and the limited funding it would provide. He described various meetings he has had with Metro staff on the topic of the natural areas bond measure and suggested that advocacy from The Intertwine Alliance could be meaningful in this process. The Metro Council has since decided to delay a decision regarding the funding level for this measure until the incoming Metro Councilors have had an opportunity to voice their opinions.

- ✓ Wendy Kroger expressed agreement with John's comments and that the incoming Metro Councilors should be given the opportunity to weigh in on this topic. She referenced the urban growth boundary expansion currently under consideration, noting that there are improvements within the current boundaries that are still needed, such as trail connectivity and wildlife corridors. She encouraged the board to take an active role in this process along with its westside partners and clearly voice this area's needs to the Metro Council.
- ✓ Todd thanked John and Wendy for their time and efforts on this subject, noting that whatever is ultimately decided now will have a long-term effect on the future. He noted that buying outside of the urban growth boundary is important in order to secure more land at a lower price for future generations to enjoy. He inquired whether there are any additional steps the board can take in helping advocate for its position.
- ✓ General Manager Doug Menke described a group letter proposed to be signed by all area park directors; however, as one of Metro's largest partners, he believes it would be more strategic for THPRD to submit its own letter and informational piece, ideally by the end of January.
- ✓ Felicitia Montebianco described what she has learned by serving as THPRD's representative on the stakeholder committee and explained that the Metro Council is leading their current efforts with a focus on racial equity. She suggested that the board use this as a focus in corresponding with Metro and to clearly call out that THPRD is a willing partner and is also committed to racial equity. She offered the district's Nature Education and Workforce Development (NEWT) program for which it received a grant from Metro as exemplifying the type of commitment Metro is looking for in their partners. She would rather see a letter focus on offering that partnership and expressing a readiness in rising to the challenge versus promoting specific projects.

John commented that the appropriate time for the THPRD board to present to the Metro Council would dovetail with a presentation by The Intertwine Alliance and, in his opinion, would be more effective than a letter.

- ✓ General Manager Doug Menke noted that he would reach out to The Intertwine Alliance to have additional conversation regarding their timeline for this advocacy work.
- ✓ Wendy suggested that the board consider both a presentation and a letter.

Felicita provided an update regarding the activities of the Tualatin Hills Park Foundation, noting that the ISing Choir concerts were a great success raising over \$10,000, and referenced recent donations received from the Oregon Community Foundation and The Standard.

Agenda Item #7 – Consent Agenda

Todd Duwe moved that the board of directors approve consent agenda items (A) Minutes of November 13, 2018 Regular Board Meeting, (B) Monthly Bills, and (C) Monthly Financial Statement. Wendy Kroger seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Parks Functional Plan

General Manager Doug Menke introduced Jeannine Rustad, Planning manager, and Nicole Paulsen, urban planner, to provide an overview of the update to the district's Parks Functional Plan (PFP), adopted by the board in May 2015. Staff is requesting board review and comments only this evening; the updated PFP will be presented to the board for consideration of approval in early 2019. An initial presentation on the PFP update process was provided to the board at the August 7 and November 13, 2018 Regular Board meetings.

Jeannine and Nicole provided a detailed overview of the PFP update currently in process, focusing on the proposed draft changes to the Park Design Standards and Guidelines section, as well as several new sections to be added, via a PowerPoint presentation, a copy of which was entered into the record, and offered to answer any questions the board may have.

Wendy Kroger provided the following comments regarding the draft Design Standards and Guidelines and New Information sections as provided within the board of directors' information packet:

- Clarification regarding statements within the guidelines that refer the reader to other district functional plans, for example: "Refer to the Trails Functional Plan Trail Design Standards and Guidelines for additional information." She would like to ensure that following the standards set forth within those referenced functional plans is not optional.
- Consideration be given to specifying the placement of play equipment within section *5.1.3.b Play Areas* in order to avoid direct sunlight that may make the equipment too hot to use during certain times of the year.
- Concern regarding section *5.1.3.e Accessibility* accommodating those with traumatic brain injuries who have difficulty seeing three-dimensionally.
- Encouraged that cultural background and historical information be included for informational signage when possible (section *5.1.3.g Signage*).
- Regarding section *5.1.3.c Urban Plazas*, consideration be given to tying this amenity to zoning or density requirements.

- Clarification regarding whether current city code that requires covered bicycle parking for adults, but not for children, would affect section 5.1.3.a *Site Furnishings*, in which covered bicycle parking is proposed at sites with high levels of use.
- Consideration be given to the impact fencing has on wildlife migration, especially in wildlife corridors (section 5.1.3.j *Fencing*).
- Requested that sections 5.1.3.k (*Landscaping*), m (*Irrigation*), n (*Stormwater Management*), and p (*Sustainability*) be reevaluated from an ecological perspective. For example, the recommendation to avoid using plant species that produce cones would include all conifers. Is there a way to facilitate such trees, which are important to carbon sequestration, without causing a maintenance impact, such as by locating away from pathways or play equipment?
- Encouraged that section 5.1.5 *Maintenance Operations* include a reference to the district's Pesticide-Free Park pilot project.
- Concern regarding the New Information section *Historic Resources* in tying the district's plan to the *City of Beaverton Comprehensive Plan, Volume I, Chapter 7: Natural, Cultural, Historic, Scenic, Energy, and Groundwater Resources Element Summary* which is a very dated document.
- Consideration be given to building musical elements into the New Information section *Art Strategy*.
- ✓ Jeannine and Nicole acknowledged Wendy's feedback and committed to conducting further research on the matters brought forth.

President Kavianian commented on the New Information section *Art Strategy*, noting that this particular section is of interest to him and he encouraged the district to be bold and dream big in considering how to address this particular topic. He also expressed agreement with Wendy's comments regarding making sure fencing is compatible with wildlife migration.

Felicita Monteblanco expressed agreement with the New Information section *Art Strategy*, noting that some park districts in the nation staff an art curator. She also expressed appreciation for the New Information section *Health, Wellness and the Benefits of Parks*, noting that she believes that the district plays a role in the mental health of the community, as well. She explained how this particular section, along with the *Safe Routes to Parks* section, could help position the district for outside funding, such as through Metro's transportation bond measure planned for 2020.

B. General Manager's Report

General Manager Doug Menke provided an overview of his General Manager's Report included within the board of directors' information packet, including the following:

- Beaverton School District (BSD) / THPRD Intergovernmental Agreement (IGA) Update
 - Aisha Panas, director of Park & Recreation Services, provided an overview of the recently completed work on the ten individual procedure documents that implement the IGA between THPRD and BSD, via a PowerPoint presentation, a copy of which was entered into the record.
- Cedar Hills Park Project Update
 - Tim Bonnin, senior planner, showed photos of the Cedar Hills Park Project currently under construction via a PowerPoint presentation, a copy of which was entered into the record.
- Westside Trail Segment #18 Construction Update
 - Tim Bonnin, senior planner, showed photos of the Westside Trail Segment #18 currently under construction via a PowerPoint presentation, a copy of which was entered into the record.

- 2018 Community Celebrations
 - Keith Watson, Community Programs manager, provided a recap of the district's 2018 events schedule via a PowerPoint presentation, a copy of which was entered into the record.
- Centro de Bienvenida!
 - Holly Thompson, Communications director, provided an overview of the district's first Centro de Bienvenida (Welcome Center) that took place on the opening day of winter registration via a PowerPoint presentation, a copy of which was entered into the record.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Beaverton School District (BSD) / THPRD Intergovernmental Agreement (IGA) Update

John Griffiths asked for an update regarding the afterschool program request for proposals (RFP) anticipated by BSD.

- ✓ Aisha replied that the RFP is still under development by BSD staff and that THPRD staff looks forward to reengaging with BSD once the results of that process are known.

Wendy Kroger commented that she is looking forward to seeing the results of the afterschool RFP process and inquired whether THPRD's Make a Splash program is tied to its work with BSD.

- ✓ Aisha replied that the Make a Splash program is operated out of THPRD facilities, so it is not tied to the IGA with BSD. THPRD staff is currently evaluating expansion opportunities for this program, including additional facilities and times offered, such as Spring Break.

Felicita Monteblanco requested to see some specific dollar amounts included in the chart provided via the PowerPoint presentation in order to help her better understand the information. She referred to the field fee increase currently under review, noting that she would like to be able to better communicate with the district's taxpayers regarding the use of their tax dollars.

- ✓ Aisha confirmed that she would be happy to share additional information and provided a brief update regarding the public outreach opportunities for the field fee topic. She noted that a BSD representative participates on the THPRD field fee task force, which is a great help when clarifying the different procedures for field use between the two agencies to outside user groups.

Cedar Hills Park Project Update

Todd Duwe asked for an overview of the contractors working on this project and asked whether there have been any unforeseen cost increases since the start of construction.

- ✓ Tim provided information regarding the contractors working both THPRD's project and the simultaneous William Walker Elementary School project, noting that the Cedar Hills Park project is proceeding as-planned.

John inquired how many trees have been taken out for this project.

- ✓ General Manager Doug Menke noted that 83 trees were initially identified for potential removal, but that through the district's careful design process, only eight were ultimately removed.

2018 Community Celebrations

John commented that it appears there may be room to grow Party in the Park due to the size of the HMT Recreation Complex. He would also like the district to consider bringing back a large, outdoor concert, similar to the district's past Groovin' on the Grass events.

- ✓ General Manager Doug Menke replied that district staff would be happy to package up the past revenue information for Groovin' on the Grass, noting that it was a staff-intensive

event and costly to hire the appropriate act that would draw a large enough crowd. Additionally, it is worth considering that the attendees drawn to that particular event were from throughout the Metro area. Past feedback received from the board, including at the board's retreat last year, was in support of more local, partnered events, which was the focus of the district for 2018.

- ✓ Felicity commented that she believes the focus for this past year of community events is exactly what the district should be doing. THPRD is so geographically large and diverse, and includes those within cities as well as unincorporated areas, that the neighborhood events are exactly how the district should be building community. Even though she has attended Groovin' in the past and enjoyed it, she believes the smaller events are an overall better value for the district.
- ✓ Wendy expressed agreement with Felicity's comments, noting that partnered community events are a great way to celebrate the diversity within the district and allow communities to feel a sense of ownership for their events. She is excited to hear more about the potential opportunity to hold community events at the Jenkins Estate since that location provides such a unique atmosphere.

Todd commented that he attended this year's Party in the Park and was very impressed, but would like to see more food vendors, if possible. He inquired whether there are any additional cultural events coming up.

- ✓ Keith Watson replied that some of the feedback received from Fiesta en el Parque was to expand upon the Latin culture and different regions, whether through food or music. Plans are to continue the Indian cultural event, as well. District staff are open to feedback or suggestions.

Felicity described a recent Somali event that was hosted at the library, noting that she would have liked for the group to think of holding their event at a THPRD facility first. She suggested the need to incentivize these opportunities, such as through a district grant program, and to be more intentional and thoughtful about the district's outreach to these groups.

- ✓ Aisha described the district's Sponsorships and Partnerships Fund that enables the district to help groups that approach the district for assistance with their events beyond what the district can provide, such as with the recent Oktoberfest and German Holiday Market events.

Felicity commented that she would be interested in learning which groups have requested those funds and where the funds have been allocated.

- ✓ Wendy described a recent meeting she had with a representative of the Somali community and district staff regarding ways the district can reach out to and serve that particular community.

Agenda Item #9 – New Business

A. Resolution Appointing Advisory Committee Members

General Manager Doug Menke introduced Bruce Barbarasch, Nature & Trails manager, to provide an overview of the appointment process used for the current openings on the district's three advisory committees: Nature & Trails, Parks & Facilities, and Programs & Events. Over 60 applications were received to fill eleven vacant positions.

Bruce provided a detailed overview of the recruitment process used in filling the advisory committee vacancies via a PowerPoint presentation, a copy of which was entered into the record, and offered to answer any questions the board may have.

John Griffiths commented that the increase in the diversity of the applicants as compared to last year's recruitment efforts should be celebrated.

Wendy Kroger commented that the level of desire on behalf of the public to participate with the district in this capacity is a compliment. She supports the proposal to offer a wider range of community involvement opportunities with smaller time commitments as a way to allow more community members to participate.

- ✓ Bruce agreed, noting that those who are not selected for service on an advisory committee will be provided with a list of other ways to get involved with the district.

Todd Duwe expressed agreement with Wendy's comments, noting that the proposal to offer involvement opportunities with smaller time commitments will likely be popular with the public.

Felicita Monteblanco agreed as well that shorter time commitments would be a popular option, and could also accommodate a wider range of interests and skills of the public. She expressed disappointment that there were no Latino advisory committee applicants and described the need to build trust within that community. She supports the proposal for three-year terms for advisory committee members, but would like to see term limits instituted, as well. Although she is cautious regarding the suggestion to combine recruitment efforts with the City of Beaverton, she is open to hearing more information about that concept. She expressed appreciation for district staff's efforts on this recruitment process, as well as for the time the advisory committees spent in reviewing the applications and interviewing potential members for their committees.

- ✓ Holly Thompson, Communications director, explained the rationale behind a joint recruitment effort with the City of Beaverton, noting that the application timelines are similar between the two agencies and could help address some of the similar challenges both agencies face in terms of underrepresented groups.

Wendy Kroger moved that the board of directors approve Resolution 2018-17, appointing advisory committee members. Todd Duwe seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 9:40 pm.

Ali Kavianian, President

Felicita Monteblanco, Secretary

Recording Secretary,
Jessica Collins

Check #	Check Date	Vendor Name	Check Amount
305897	11/28/2018	DAVID EVANS & ASSOCIATES, INC. Capital Outlay - ADA Projects	1,019.67 \$ 1,019.67
ACH	11/19/2018	CEDAR MILL CONSTRUCTION CO., LLC Capital Outlay - Aquatic Center Renov Phase 2	15,000.00 \$ 15,000.00
ACH	11/08/2018	BEYNON SPORTS SURFACES, INC.	63,167.40
305890	11/28/2018	BUREAU OF LABOR & INDUSTRIES Capital Outlay - Athletic Facility Replacement	1,084.09 \$ 64,251.49
ACH	11/28/2018	NATIVE ECOSYSTEMS NW, LLC Capital Outlay - Bond - ADA Projects	900.00 \$ 900.00
305740	11/08/2018	LAWYERS TITLE INSURANCE CORPORATION Capital Outlay - Bond - Land Acquisition	1,000.00 \$ 1,000.00
ACH	11/08/2018	ASH CREEK FOREST MANAGEMENT, LLC Capital Outlay - Bond - Natural Resources Projects	3,099.71 \$ 3,099.71
ACH	11/08/2018	BRIAN C. JACKSON, ARCHITECT LLC	11,924.13
ACH	11/08/2018	MACKAY & SPOSITO, INC.	25,428.62
61017	11/14/2018	BEAVERTON, CITY OF	1,130.32
61699	11/14/2018	BEAVERTON, CITY OF	2,000.51
305830	11/19/2018	MUSCO SPORTS LIGHTING, LLC	378,258.65
ACH	11/19/2018	GOODFELLOW BROS., INC.	403,229.68
ACH	11/19/2018	MACKAY & SPOSITO, INC.	198,900.31
305850	11/26/2018	BEAVERTON SCHOOL DISTRICT #48	112,916.17
305863	11/26/2018	SUSTAINABLE PERFORMANCE SOLUTIONS LLC Capital Outlay - Bond - New/Redevelop Community Parks	55,052.85 \$ 1,188,841.24
305716	11/08/2018	ARIZON STRUCTURES WORLDWIDE, LLC	3,831.00
305722	11/08/2018	DAIKIN APPLIED AMERICAS, INC.	6,480.00
61955	11/14/2018	CASCADE ATHLETIC SUPPLY CO.	1,526.00
305817	11/19/2018	LACEY CONSTRUCTION	10,750.00
305831	11/19/2018	OPIS ARCHITECTURE, LLP	38,676.71
ACH	11/19/2018	CEDAR MILL CONSTRUCTION CO., LLC	29,383.00
305888	11/28/2018	ARCTIC SHEET METAL, INC. Capital Outlay - Building Replacements	3,823.00 \$ 94,469.71
ACH	11/08/2018	DELL MARKETING L.P.	34,591.16
ACH	11/19/2018	SHI INTERNATIONAL CORPORATION	2,588.67
ACH	11/28/2018	SHI INTERNATIONAL CORPORATION Capital Outlay - Configuration Mgmt Software	9,258.34 \$ 46,438.17
305869	11/28/2018	STONE EDGE LANDSCAPE CURBING, LLC Capital Outlay - Park & Trail Improvements	3,305.00 \$ 3,305.00
305812	11/19/2018	HYDRO-TECH IRRIGATION SYSTEMS Capital Outlay - Park & Trail Replacements	1,750.00 \$ 1,750.00
ACH	11/08/2018	AKS ENGINEERING & FORESTRY, LLC Capital Outlay - Parking Lot	2,917.00 \$ 2,917.00

Check #	Check Date	Vendor Name	Check Amount
305704	11/08/2018	REAL ESTATE SERVICES GROUP, INC.	2,400.00
305714	11/08/2018	WH PACIFIC, INC.	21,958.20
305731	11/08/2018	LYDA EXCAVATING, INC.	4,537.88
305805	11/19/2018	CLEAN WATER SERVICES	1,180.00
305832	11/19/2018	OREGON DEPT OF TRANSPORTATION	2,044,840.00
305844	11/19/2018	WOODEN, JOHN R	7,100.00
305849	11/26/2018	APPRAISAL & CONSULTING GROUP, LLC	1,700.00
305874	11/28/2018	WH PACIFIC, INC.	54,221.47
305893	11/28/2018	CLEAN WATER SERVICES	201,124.61
305896	11/28/2018	CURTIS HEINTZ EXCAVATING, INC.	58,777.00
ACH	11/28/2018	EC COMPANY	5,251.75
Capital Outlay - SDC - Park Development/Improvement			\$ 2,403,090.91
ACH	11/08/2018	ELLIS, CATHERINE	983.84
ACH	11/08/2018	GRIFFITHS, JOHN	1,464.76
60711	11/14/2018	EMBASSY SUITES	1,165.32
60782	11/14/2018	EMBASSY SUITES	2,144.40
60857	11/14/2018	HYATT HOTELS & RESORTS	1,456.65
ACH	11/19/2018	KAVIANIAN, ALI	2,452.94
Conferences			\$ 9,667.91
305718	11/08/2018	BRESCIA, PATRICIA	1,567.22
61441	11/14/2018	INTERTWINE ALLIANCE FOUNDATION, THE	10,000.00
61459	11/14/2018	DAS STATE PROCUREMENT OFFICE	2,000.00
305873	11/28/2018	WESTSIDE TRANSPORTATION ALLIANCE	1,000.00
Dues & Memberships			\$ 14,567.22
305742	11/08/2018	PORTLAND GENERAL ELECTRIC	10,065.81
305848	11/20/2018	PORTLAND GENERAL ELECTRIC	5,847.38
305905	11/28/2018	PORTLAND GENERAL ELECTRIC	48,895.26
ACH	11/28/2018	PGE (Clean Wind)	1,867.08
Electricity			\$ 66,675.53
305668	11/05/2018	Kaiser Foundation Health Plan	302,693.79
305669	11/05/2018	Moda Health Plan, Inc.	28,486.61
305676	11/05/2018	Standard Insurance Co.	13,626.40
305677	11/05/2018	UNUM Life Insurance-LTC	1,758.00
305793	11/16/2018	Standard Insurance Company	238,132.88
305924	11/30/2018	Kaiser Foundation Health Plan	296,992.28
305925	11/30/2018	Moda Health Plan, Inc.	26,201.36
305928	11/30/2018	Standard Insurance Co.	11,941.78
305932	11/30/2018	UNUM Life Insurance-LTC	1,651.80
Employee Benefits			\$ 921,484.90

Check #	Check Date	Vendor Name	Check Amount
305671	11/05/2018	PacificSource Administrators, Inc.	9,049.35
305672	11/05/2018	Standard Insurance Company	30,989.77
ACH	11/05/2018	Massachusetts Mutual Life Insurance Company	12,717.19
ACH	11/05/2018	Oregon Department of Justice	1,397.70
ACH	11/07/2018	THPRD - Employee Assn.	9,528.07
305790	11/16/2018	PacificSource Administrators, Inc.	9,494.19
305791	11/16/2018	Standard Insurance Company	31,308.82
ACH	11/16/2018	Massachusetts Mutual Life Insurance Company	12,726.37
ACH	11/16/2018	Oregon Department of Justice	1,263.50
305927	11/30/2018	PacificSource Administrators, Inc.	3,327.55
305929	11/30/2018	Standard Insurance Company	32,666.87
ACH	11/30/2018	Massachusetts Mutual Life Insurance Company	12,434.66
ACH	11/30/2018	Oregon Department of Justice	1,275.34
ACH	11/30/2018	THPRD - Employee Assn.	9,452.65
Employee Deductions			\$ 177,632.03
305741	11/08/2018	NW NATURAL	2,685.78
60703	11/14/2018	NW NATURAL	2,104.58
305847	11/20/2018	NW NATURAL	14,490.66
305903	11/28/2018	NW NATURAL	5,169.95
Heat			\$ 24,450.97
ACH	11/08/2018	JOHNSON CONTROL FIRE PROTECTION, LP	399.00
61164	11/14/2018	UNITED SITE SERVICES	5,702.80
61232	11/14/2018	GUARANTEED PEST CONTROL SERVICE CO., INC.	1,711.00
61618	11/14/2018	JACK HOWK / RESCUE ROOTER PLUMBING & DRAIN	1,000.00
61877	11/14/2018	INTERSTATE AUTO PARTS, INC.	1,696.00
ACH	11/28/2018	COOK SECURITY GROUP	2,426.00
Maintenance Services			\$ 12,934.80
60721	11/14/2018	PATRIOT SUPPLY	1,185.50
60809	11/14/2018	WILBUR-ELLIS COMPANY	4,080.00
60915	11/14/2018	EWING IRRIGATION PRODUCTS, INC.	1,003.32
61019	11/14/2018	EWING IRRIGATION PRODUCTS, INC.	1,434.14
61020	11/14/2018	EWING IRRIGATION PRODUCTS, INC.	4,442.93
61080	11/14/2018	AIRGAS NOR PAC, INC.	1,373.90
61085	11/14/2018	AIRGAS NOR PAC, INC.	5,070.69
61403	11/14/2018	STEP FORWARD ACTIVITIES, INC.	4,721.92
61611	11/14/2018	AIRGAS NOR PAC, INC.	2,579.67
61616	11/14/2018	AIRGAS NOR PAC, INC.	1,953.99
61904	11/14/2018	TARGET SPECIALTY PRODUCTS	3,083.45
61964	11/15/2018	STAPLES BUSINESS ADVANTAGE	6,611.31
ACH	11/19/2018	ORCA PACIFIC, INC.	2,839.71
Maintenance Supplies			\$ 40,380.53
60704	11/14/2018	RICOH USA, INC.	8,243.31
Office Supplies			\$ 8,243.31
ACH	11/08/2018	GRIFFITHS, JOHN	1,917.94
61473	11/14/2018	MARRIOTT	1,320.78
ACH	11/19/2018	KAVIANIAN, ALI	1,698.61
Other Travel			\$ 4,937.33

Check #	Check Date	Vendor Name	Check Amount
305711	11/08/2018	US POSTMASTER	18,149.20
		Postage	\$ 18,149.20
305671	11/05/2018	PacificSource Administrators, Inc.	893.00
305713	11/08/2018	WASHINGTON COUNTY - PROPERTY TAX PAYMENT CENTER	845.06
61279	11/14/2018	ACCOUNTEMPS	1,195.60
305797	11/19/2018	ALTA PLANNING & DESIGN, INC.	12,066.78
305813	11/19/2018	INDEPENDENT ACTUARIES, INC.	1,500.00
305827	11/19/2018	MARK SHERMAN CONSULTING	1,070.00
ACH	11/28/2018	Talbot, Korvola & Warwick, LLP	32,000.00
305927	11/30/2018	PacificSource Administrators, Inc.	879.75
		Professional Services	\$ 50,450.19
ACH	11/08/2018	ELLIS, CATHERINE	36.48
60696	11/14/2018	COMCAST CABLE	591.05
60704	11/14/2018	RICOH USA, INC.	315.61
60843	11/14/2018	HILTON HOTELS & RESORTS	1,504.62
61154	11/14/2018	KORE GROUP	1,944.95
61162	11/14/2018	PLAY-WELL TEKNOLOGIES	2,640.00
61164	11/14/2018	UNITED SITE SERVICES	140.00
61229	11/14/2018	AMERICAN RED CROSS HEALTH & SAFETY SERVICES	1,148.00
305800	11/19/2018	BEAVERTON SCHOOL DISTRICT #48	1,284.75
305843	11/19/2018	WASHINGTON COUNTY	3,000.00
ACH	11/19/2018	PENHOLLOW PROMOTIONS, LLC	3,800.30
ACH	11/28/2018	MARC NELSON OIL PRODUCTS, INC.	39.82
		Program Supplies	\$ 16,445.58
305713	11/08/2018	WASHINGTON COUNTY - PROPERTY TAX PAYMENT CENTER	48,653.20
		Property Tax Payments	\$ 48,653.20
60701	11/14/2018	WASTE MANAGEMENT OF OREGON	7,431.33
		Refuse Services	\$ 7,431.33
60704	11/14/2018	RICOH USA, INC.	7,894.07
		Rental Equipment	\$ 7,894.07
305723	11/08/2018	ELEVATE TECHNOLOGY GROUP	2,925.00
ACH	11/08/2018	JOHNSON CONTROL FIRE PROTECTION, LP	17,916.40
60696	11/14/2018	COMCAST CABLE	36.92
61021	11/14/2018	NORTHWEST TREE SPECIALISTS	3,275.00
61040	11/14/2018	TERRA VERDE SECURITY, LLC.	6,000.00
61155	11/14/2018	UNITED SITE SERVICES	1,669.00
61164	11/14/2018	UNITED SITE SERVICES	315.00
61309	11/14/2018	SOUND SECURITY, INC.	12,445.68
61407	11/14/2018	NORTHWEST TREE SPECIALISTS	3,000.00
61424	11/14/2018	NORTHWEST TREE SPECIALISTS	3,000.00
61887	11/14/2018	NORTHWEST TREE SPECIALISTS	1,750.00
305807	11/19/2018	EDWARDS ENTERPRISES	2,811.60
ACH	11/28/2018	NATIVE ECOSYSTEMS NW, LLC	7,866.00
ACH	11/28/2018	SMITH DAWSON & ANDREWS	3,000.00
		Technical Services	\$ 66,010.60

<u>Check #</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
61229	11/14/2018	AMERICAN RED CROSS HEALTH & SAFETY SERVICES	752.00
305895	11/28/2018	CONFIDENCE COACH, LLC	2,000.00
		Technical Training	\$ 2,752.00
60694	11/14/2018	AT&T MOBILITY	9,621.45
60696	11/14/2018	COMCAST CABLE	480.28
305887	11/28/2018	ALLSTREAM	5,131.31
		Telecommunications	\$ 15,233.04
305870	11/28/2018	THP FOUNDATION	5,000.00
		THPF - Donations	\$ 5,000.00
305838	11/19/2018	THP FOUNDATION	1,024.80
		THPF - Misc. Tender Funds	\$ 1,024.80
305710	11/08/2018	TUALATIN VALLEY WATER DISTRICT	6,304.37
305872	11/28/2018	TUALATIN VALLEY WATER DISTRICT	7,253.96
ACH	11/28/2018	MARC NELSON OIL PRODUCTS, INC.	3,452.65
		Vehicle Gas & Oil	\$ 17,010.98
60695	11/14/2018	BEAVERTON, CITY OF	26,603.41
60705	11/14/2018	TUALATIN VALLEY WATER DISTRICT	181,729.54
60707	11/14/2018	WEST SLOPE WATER DISTRICT	1,772.02
		Water & Sewer	\$ 210,104.97
		Grand Total	\$ 5,573,217.39

Tualatin Hills Park & Recreation District



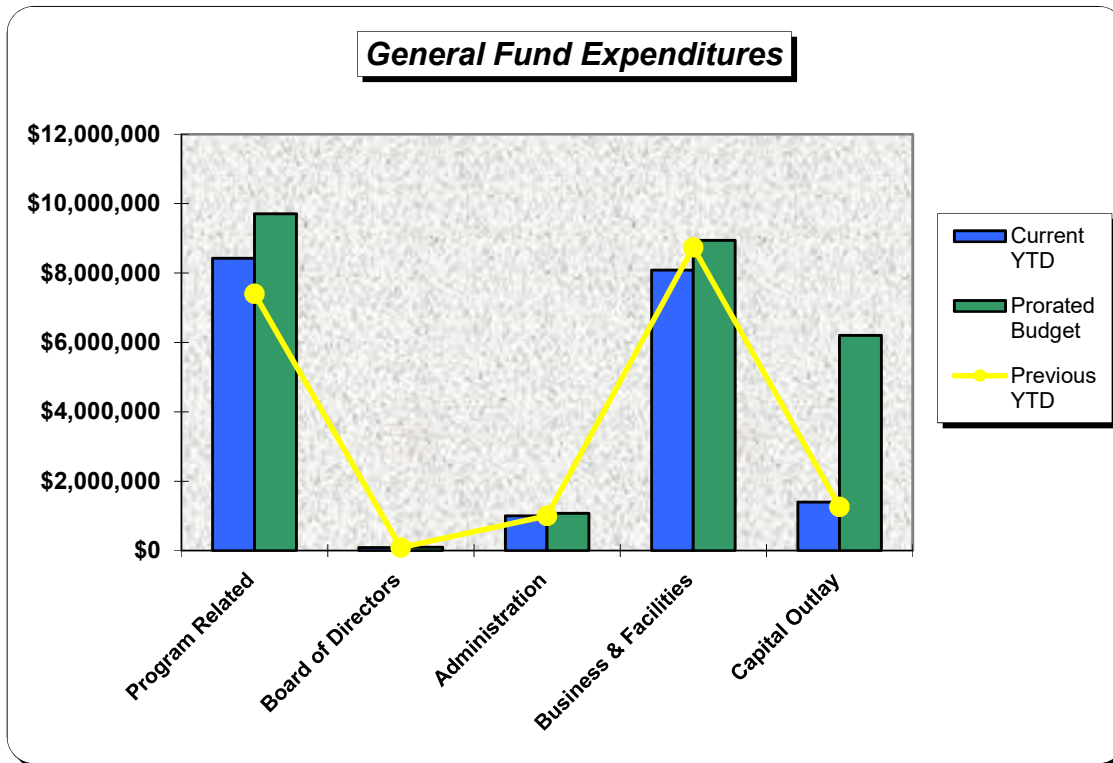
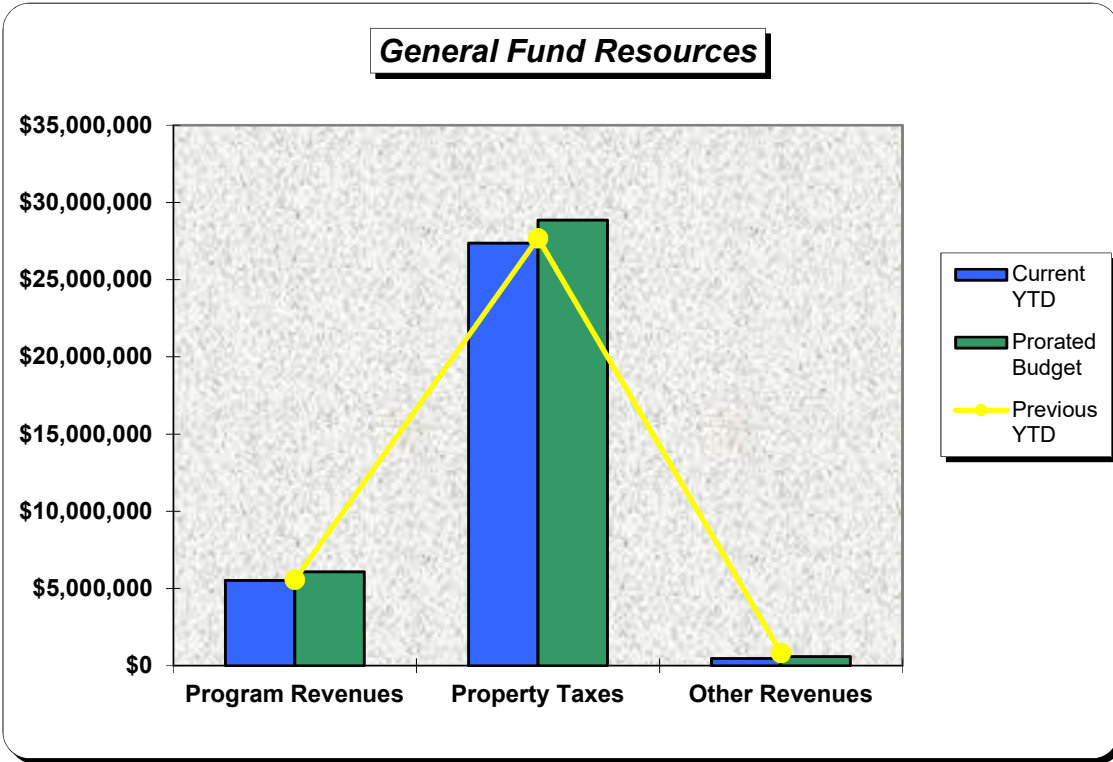
General Fund Financial Summary November, 2018

	<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	\$ 83,382	\$ 1,336,851	\$ 1,692,989	79.0%	\$ 3,527,061
Tennis Center	46,719	386,342	460,472	83.9%	1,145,403
Recreation Centers & Programs	220,285	2,709,818	2,890,594	93.7%	5,616,772
Sports Programs & Field Rentals	130,072	773,813	733,918	105.4%	1,727,357
Natural Resources	35,470	315,519	300,411	105.0%	460,823
Total Program Resources	515,928	5,522,343	6,078,384	90.9%	12,477,416
Other Resources:					
Property Taxes	26,591,422	27,360,453	28,846,310	94.8%	31,969,978
Interest Income	27,025	120,868	46,451	260.2%	250,000
Facility Rentals/Sponsorships	23,935	107,690	179,562	60.0%	517,200
Grants	-	83,883	84,000	99.9%	1,998,539
Miscellaneous Income	26,793	153,100	270,042	56.7%	398,450
Debt Proceeds	-	-	-	0.0%	4,000,000
Total Other Resources	26,669,175	27,825,994	29,426,365	94.6%	39,134,167
Total Resources	\$27,185,103	\$33,348,337	\$ 35,504,749	93.9%	\$ 51,611,583
Program Related Expenditures:					
Parks & Recreation Administration	38,561	247,171	289,704	85.3%	682,972
Aquatic Centers	309,699	1,785,095	2,020,714	88.3%	4,454,117
Tennis Center	125,764	548,574	590,442	92.9%	1,392,083
Recreation Centers	589,345	3,407,355	3,936,990	86.5%	8,412,747
Community Programs	38,063	253,228	243,046	104.2%	485,486
Athletic Center & Sports Programs	181,386	1,047,473	1,311,925	79.8%	2,820,320
Natural Resources & Trails	211,718	1,139,088	1,315,411	86.6%	2,914,154
Total Program Related Expenditures	1,494,536	8,427,985	9,708,231	86.8%	21,161,879
General Government Expenditures:					
Board of Directors	43,456	82,724	95,337	86.8%	311,500
Administration	191,337	997,477	1,071,859	93.1%	2,601,140
Business & Facilities	1,602,914	8,084,112	8,939,815	90.4%	20,122,803
Capital Outlay	181,769	1,398,123	6,202,905	22.5%	12,529,412
Contingency/Capital Replacement Reserve	-	-	-	0.0%	5,900,000
Total Other Expenditures:	2,019,476	10,562,437	16,309,916	64.8%	41,464,855
Total Expenditures	\$ 3,514,012	\$18,990,421	\$ 26,018,147	73.0%	\$ 62,626,734
Revenues over (under) Expenditures	\$23,671,091	\$14,357,915	\$ 9,486,602	151.3%	\$(11,015,151)
Beginning Cash on Hand		9,920,411	11,015,151	90.1%	11,015,151
Ending Cash on Hand		\$24,278,326	\$ 20,501,753	118.4%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

November, 2018





MEMO

DATE: December 17, 2018
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Resolution Authorizing the Transfer of Appropriated Funds Within the 2018-19 General Fund Budget**

Introduction

In accordance with Oregon Local Budget Law, the THPRD board of directors must approve transfers of budget amounts moving appropriated funds from one appropriation category to another. Budget transfer amounts cannot exceed 15% of a fund's appropriations.

Background

In the 2018/19 Adopted Budget, the district pension funding amount was budgeted using the best available information at the time using historical amounts as a guide, as actual funding amounts were not available from the district actuary. In the district's actuarial valuation issued in August 2018, the annual contribution amount exceeded the budgeted amount by \$1,189,941. This cost will be allocated to all cost centers that have pension eligible employees, which includes Administration, Business & Facilities, and Park & Recreation Services.

The board of directors Adopted Budget for 2018/19 includes budget appropriation for election costs incurred in relation to the election of board members, which are costs required to be paid to Washington County for the election and publication of the voter's pamphlet. At budget adoption, the district included funds to cover election fees for two board positions in the board of directors' allocation. Subsequent to the budget adoption, two additional board positions were vacated. As a result, an additional budget appropriation of \$45,000 will be needed to cover the election costs for those positions.

The transfers of expenditure appropriations will be made via a transfer of contingency budget. However, due to unanticipated revenue in the form of additional property tax revenue in fiscal year 2019, staff projects that this contingency transfer will be offset, and carried forward, as fund balance into the 2020 fiscal year.

Proposal Request

As defined in Oregon Local Budget Law, a budget transfer must be approved, by resolution of the board of directors, to transfer appropriations within the current budget year. Approval of this resolution will allow the transfer of funds between appropriation categories. The resolution has been reviewed by legal counsel.

Benefits of Proposal

Approval of the resolution will allow the district to fund pension at the contribution level recommended by district actuaries. Additionally, election costs, which are a required cost with

Washington County, can be incurred without spending reductions in other categories in the board of directors' budget. Under Oregon Local Budget Law, the district is not allowed to spend funds that are not appropriated in the budget.

Potential Downside of the Proposal

Approval of this resolution reduces the appropriated contingency balance, which reduces capacity for funding other unanticipated costs during the current fiscal year.

Action Requested

Board of directors' approval of Resolution 2019-01 to authorize the transfer of appropriated funds within the 2018/19 general fund budget.

RESOLUTION 2019-01
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION TRANSFERRING BUDGET APPROPRIATIONS FOR THE
FISCAL YEAR COMMENCING JULY 1, 2018**

WHEREAS, on June 19, 2018, the Tualatin Hills Park & Recreation District budget for fiscal year 2018-19 and funds were appropriated by the Board of Directors; and

WHEREAS, this Resolution is prepared pursuant to ORS 294.463;

**THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES AS
FOLLOWS:**

Section 1. The Board of Directors hereby authorizes the following General Fund appropriation transfers; and

	<u>Existing Appropriation</u>	<u>Transfer In (Out)</u>	<u>Revised Appropriation</u>
Board of Directors	\$ 311,500	\$ 45,000	\$ 356,500
Administration	2,601,140	88,424	2,689,564
Business & Facilities	20,122,803	544,410	20,667,213
Park & Recreation Services	21,161,879	557,107	21,718,986
Capital Outlay	12,529,412	-	12,529,412
Contingency	2,500,000	(1,234,941)	1,265,059
Capital Replacement Reserve	<u>3,400,000</u>	-	<u>3,400,000</u>
Total Appropriations	<u>\$ 62,626,734</u>		<u>\$ 62,626,734</u>

Section 2. This resolution takes effect immediately upon adoption.

Approved and adopted on January 8, 2019 by the Board of Directors of the Tualatin Hills Park & Recreation District.

Ali Kavarianian, President

Felicitia Montebianco, Secretary

ATTEST:

Jessica Collins
Recording Secretary



MEMO

DATE: January 2, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **General Manager's Report for January 8, 2019**

Transportation Trail Round Table

The Oregon Department of Transportation (ODOT) hosted the "Transportation Trail" round table on December 15. The round table included approximately 30 attendees from jurisdictions all over the state. District staff attended and presented at the round table. The objective was to provide information on federal funding available to trail projects, gather feedback on current challenges local agencies are having with delivering federally funded projects and discuss opportunities to address these challenges. Gery Keck, Design & Development Manager, will be at the January board of directors meeting to provide a short presentation.

Fitness Programming Updates

This past January, the district hired its first ever fitness specialist within the Recreation department. The role of the fitness specialist is to coordinate and oversee the fitness classes at THPRD's four recreation centers, provide oversight of instructors who often move between centers, and to ensure consistency and standardization of district fitness equipment and program offerings. The district's fitness specialist, Jennifer Smirl, will attend the January board meeting to discuss major accomplishments over the past year, and to share information about the upcoming GetFit19 Fitness Challenge, an exciting reboot to the annual fitness challenge held in our centers. The GetFit19 Fitness Challenge will run from January 12 to April 13 and the grand prize winner will take home an annual Deluxe Pass worth over \$500.

Board of Directors & Budget Committee Meeting Schedule

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

- February 12, 2019
- February 19, 2019 (budget committee mid-year review)
- March 12, 2019
- April 9, 2019
- April 16, 2019 (budget committee work session)
- May 14, 2019
- May 21, 2019 (budget committee budget approval)



MEMO

DATE: January 2, 2019
TO: Doug Menke, General Manager
FROM: Holly Thompson, Communications Director

RE: Scholarship Program Assessment

Summary

The mission of THPRD is to provide high-quality park and recreation facilities, programs, services, and natural areas that meet the needs of the diverse community we serve. The district is committed to providing all individuals the opportunity to play, learn and explore our many offerings. We are also committed to removing barriers to participation, fostering an inclusive culture, and offering programs that celebrate the district's diverse population.

The district's commitment to this mission is best demonstrated by its strong support for Access for All initiatives. This includes the approximately \$250,000 in annual scholarships which are intended to increase access to economically disadvantaged people and those experiencing barriers to participation. While THPRD has consistently funded the scholarship program, utilization has not kept up pace, and the district wanted to study the situation to better understand how to structure the program to be most impactful for residents.

Background Information

In the summer of 2018, Adele Hughes Hromco, of Bridge Connections Consulting and Glenn Montgomery were engaged by the district to perform an assessment of our scholarship program. As part of their research they met with various representatives from underserved populations and partners at community-based organizations to discuss the program. They also conducted interviews and focus groups with scholarship recipients, community members, and staff. As a result, they have identified opportunities to improve the program to increase access to district offerings. Ms. Huges Hromco will provide the Board an overview to the assessment methodology and findings. Staff will be present to share plans already underway to begin implementation of some key findings and recommendations in the assessment work.

Action Requested

No formal action requested. Board discussion and input is being requested of the assessment update.



MEMO

DATE: January 2, 2019
TO: Board of Directors
FROM: Doug Menke, General Manager
RE: Resolution Appointing Budget Committee Members

Introduction

Staff requests board of directors' appointment of two budget committee members.

Background

There are two open positions on the district's budget committee due to the expiration of committee members' terms (Miles Glowacki and Stephen Pearson) on June 30, 2018. Budget committee positions are three-year terms.

Notice of the vacancies was published and applications to serve on the committee were accepted from October 17 through November 16, 2018. Fifteen applications were received. Board President Kavianian directed that a subcommittee of board members (2) and district staff (1) review and score the applications with the intent to conduct board interviews of the finalists at the January board meeting. Similar to THPRD's practice used in the hiring process, the subcommittee reviewed the applications with applicant identifications and demographic information redacted. Based on the results of the subcommittee's efforts, four candidates have been selected for interviews.

Proposal Request

Staff requests that the board of directors conduct interviews of the following candidates (applications attached) during your January board meeting:

- Samira Godil
- Ashley Hartmeier-Prigg
- Bill Kanable
- Heather Vonk

In order to facilitate a fair and random process, the recommendation is that the order of the interviews be conducted alphabetically based on last name.

Following the interviews, district staff requests board discussion regarding the selection of two of those candidates to fill the current vacancies on the THPRD Budget Committee, with terms expiring on June 30, 2021. The first 2019 THPRD Budget Committee meeting is scheduled for Tuesday, February 19, 2019.

Action Requested

Board of directors' approval of Resolution 2019-02 appointing _____ and _____ to the budget committee, each for a term of three years.

**RESOLUTION 2019-02
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON**

**A RESOLUTION APPOINTING
BUDGET COMMITTEE MEMBERS**

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

WHEREAS, each committee member shall be appointed by the Board for a three-year term expiring on June 30, 2021; and

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

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES AS FOLLOWS:

The Board of Directors approves the appointment of

_____ and _____

to the Budget Committee.

Duly passed by the Board of Directors of the Tualatin Hills Park & Recreation District this 8th day of January 2019.

Ali Kavianian, Board President

Felicitia Montebianco, Board Secretary

ATTEST:

Jessica Collins, Recording Secretary

Budget Committee ApplicationFirst/Last Name: Samira Godil Today's Date (mm/dd/yy): 11/5/18

Address: _____ City: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email: _____

Please answer the following questions.

1. Please explain your interest in serving on the THPRD Budget Committee.

THPRD facilities, parks and trails have been an integral part of our family life. My children and I have taken classes at the THPRD facilities, played/watched tournaments in the parks and hiked many miles on the trails for the last 14 years.

As a community volunteer I use THPRD services extensively and organize events for youth at the various locations every month.

My staff at the community health center also refer and encourage our diabetic patients to walk the THPRD trails. They mark walking trails in the clients' neighborhood and encourage them to monitor their activities. We often get very positive feedback from the clients about their experiences.

I feel it is time for me to give back to the community and would be honored to work with the THPRD staff and volunteers to assist in enhancing and expanding services for our community members

2. What is THPRD's most notable asset to you as a user?

THPRD is a core institution in Washington county. All the programs, facilities and nature parks are an asset and serve an extensive and diverse group of residents throughout the year. It is a safe place specially for our youth.

I cannot identify one notable asset as every area brings great value to all age groups in our community.

3. Have you served on other (including THPRD) boards or volunteer committees? If so, please describe your involvement.

I have not served on THPRD's board or committee before

4. Please describe your work experience or areas of expertise that you believe would benefit the Budget Committee.

As the founder executive director of a non-profit safety net clinic for the last 16 years, I have extensive experience in developing and managing budgets, directing fundraising and overseeing operations. I also work jointly with my board and finance committee to assure that the revenue and expenses are managed closely. Fiscal transparency and management is crucial to sustain and flourish an organization.

I also have considerable experience in serving on several nonprofit boards and committees in Washington county.

I am confident that my vast experience and interest in fiscal management can be an asset to the budget committee of THPRD.

5. Do you live within the boundaries of the Tualatin Hills Park & Recreation District? Yes No
6. If you are not selected for the committee, would you be interested in other volunteer opportunities with THPRD? Yes No

Demographic Survey (optional)

In order to best serve the region's communities as broadly as possible, the Tualatin Hills Park & Recreation District hopes to understand who our programs currently serve. Any information you provide is helpful.

Executive Director
Occupation: _____

What best describes your ethnicity? (Select all that apply)

- | | | |
|--|--|--|
| <input type="radio"/> American Indian/Alaskan Native | <input type="radio"/> Asian | <input type="radio"/> Black/African American |
| <input type="radio"/> Latino/Hispanic | <input type="radio"/> Middle Eastern/North African | <input type="radio"/> Native Hawaiian/other Pacific Islander |
| <input type="radio"/> Slavic | <input type="radio"/> White | <input checked="" type="radio"/> Other: <u>South Asian</u> |

What language is most spoken in your home?

- | | | | |
|---------------------------------|---------------------------------|----------------------------------|---|
| <input type="radio"/> Cantonese | <input type="radio"/> English | <input type="radio"/> French | <input type="radio"/> German |
| <input type="radio"/> Korean | <input type="radio"/> Mandarin | <input type="radio"/> Russian | <input type="radio"/> Somali |
| <input type="radio"/> Spanish | <input type="radio"/> Ukrainian | <input type="radio"/> Vietnamese | <input checked="" type="radio"/> Other: <u>Urdu</u> |

What is your age?

- | | | | |
|---------------------------------|---------------------------------|--|-------------------------------|
| <input type="radio"/> 18-29 yrs | <input type="radio"/> 30-45 yrs | <input checked="" type="radio"/> 46-65 yrs | <input type="radio"/> 66+ yrs |
|---------------------------------|---------------------------------|--|-------------------------------|

Budget Committee ApplicationFirst/Last Name: Ashley Hartmeier-Prigg Today's Date (mm/dd/yy): 10/29/2018

Address: _____ City: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email: _____

Please answer the following questions.

1. Please explain your interest in serving on the THPRD Budget Committee.

I am interested in serving on the THPRD Budget Committee because I'd like to have a say in how our parks' money is distributed. We have a very diverse district, and I'd like to see that the money is spent in a diverse way. Additionally, I'd like to be more involved in how our local resources are allocated. As someone who spends nearly every Saturday at the Howard Terpenning Complex walking the trail, I observe how busy the facility is with base and softball, basketball, volleyball, soccer, tennis, swimming, running, walking and more. I also use the powerline trails regularly, and while the trails are maintained, I'm sure there are opportunities in the district for improvements in the parks and programming. I'd love to be helpful in the budget process to allocate where the funds will be going.

2. What is THPRD's most notable asset to you as a user?

THPRD's facilities are all really great, but the things I love the most are the parks and trails. Being on a THPRD trail I feel safe and can enjoy my surrounding while getting in exercise. Being on the road or sidewalks is fine, but there is something special about the trails in the district. The rolling powerline trails, or the forested trails through various parks are my favorite. I also love that THPRD's facilities are used for community space. Our local CPO meets at Garden Home rec center, and it's great to have that space available.

3. Have you served on other (including THPRD) boards or volunteer committees? If so, please describe your involvement.

I have served as Secretary for a local dog rescue called Underdog Railroad Rescue. I started as a foster mom for the group and became more involved in the administrative side of the rescue. I helped file the rescue's non-profit paperwork, was involved at events and fundraisers and kept minutes at our board meetings. I would like to expand my board skill set to include budget and have different insight into how boards are run.

4. Please describe your work experience or areas of expertise that you believe would benefit the Budget Committee.

I have worked in cross functional roles for the past six years that have required a lot of collaboration and communication. I like to understand and help problem solve and I think this would be an asset to the budget committee. In the role I held from 2012-2015 I was part of an oversight team where I ran the governance committee for our technical projects. We often looked at the costs and benefits of a project while assessing what phase of the project it was in. This experience helps me bring these cost/benefit analysis skills to THPRD to critically think about where the district is spending tax payer money.

5. Do you live within the boundaries of the Tualatin Hills Park & Recreation District? Yes No
6. If you are not selected for the committee, would you be interested in other volunteer opportunities with THPRD? Yes No

Demographic Survey (optional)

In order to best serve the region's communities as broadly as possible, the Tualatin Hills Park & Recreation District hopes to understand who our programs currently serve. Any information you provide is helpful.

Occupation: Business Operations _____

What best describes your ethnicity? (Select all that apply)

- American Indian/Alaskan Native
- Asian
- Black/African American
- Latino/Hispanic
- Middle Eastern/North African
- Native Hawaiian/other Pacific Islander
- Slavic
- White
- Other: _____

What language is most spoken in your home?

- Cantonese
- English
- French
- German
- Korean
- Mandarin
- Russian
- Somali
- Spanish
- Ukrainian
- Vietnamese
- Other: _____

What is your age?

- 18-29 yrs
- 30-45 yrs
- 46-65 yrs
- 66+ yrs

Budget Committee Application

First/Last Name: Bill Kanable Today's Date (mm/dd/yy): 11/09/18
 Address: _____ City: _____ Zip: _____
 Home Phone: _____ Work Phone: _____ Cell Phone: _____
 Email: _____

Please answer the following questions.

1. Please explain your interest in serving on the THPRD Budget Committee.

I have worked on the THPRD budget before.

I have a very good understanding of the process and activities of the District.

My main goal will be to make sure the THPRD Budget on track with the District goals and long term plan.

Once the visioning process is in place, then look to see that the budget is also meeting the District Vision.

2. What is THPRD's most notable asset to you as a user?

THPRD is a jewel for our patrons. Very few Parks and Recreation provide the level of service from Staff, quality of Facilities, and access to Parks/Trails/Fields. There is still much to be done to improve where THPRD is at and maintain what is currently in place.

For me personally, the access to fields for the Recreation Sport Affiliates is my notable asset to me as a user. I am concerned about cost management but understand the groups need to pay their way in maintaining fields.

3. Have you served on other (including THPRD) boards or volunteer committees? If so, please describe your involvement.

THPRD

- Unified Fields Steering Committee 2003-2012
- PCC Rock Creek Community Task Force 2004-2005
- Board Member 2005-2013
- Budget Committee 2005-2013
- Sports Advisory Committee 2013-2015
- Programs & Events Advisory Committee 2015-2018

City of Beaverton

- Visionary Advisory Committee 2015-2018
- Budget Committee 2017-2018

Westside Soccer Club (WSC)

- Board Member 2000-2018 (President/Treasurer/Fields/Spring League/Age Group Coordinator/Coach)

Tualatin Hills Junior Soccer League (THJSL)

- Board Member 2001-2018 and President 2008-2018.

Oregon Youth Soccer Association (OYSA)

- District Director for Tualatin Hills 2017-2018

4. Please describe your work experience or areas of expertise that you believe would benefit the Budget Committee.

Regence BCBS of Oregon from Sept 1992 until present. System Analyst
America Data Systems from May 1984 until Sept 1992. System Analyst

Software Development and Advisor for Financial Reconciliation funds transfer process/settlement for ATM networks (1984-1992) and National Claims with other BCBS Plans (1992-2015).

5. Do you live within the boundaries of the Tualatin Hills Park & Recreation District? Yes No

6. If you are not selected for the committee, would you be interested in other volunteer opportunities with THPRD? Yes No

Demographic Survey (optional)

In order to best serve the region's communities as broadly as possible, the Tualatin Hills Park & Recreation District hopes to understand who our programs currently serve. Any information you provide is helpful.

Systems Analyst

Occupation: _____

What best describes your ethnicity? (Select all that apply)

- American Indian/Alaskan Native
- Asian
- Black/African American
- Latino/Hispanic
- Middle Eastern/North African
- Native Hawaiian/other Pacific Islander
- Slavic
- White
- Other: _____

What language is most spoken in your home?

- Cantonese
- English
- French
- German
- Korean
- Mandarin
- Russian
- Somali
- Spanish
- Ukrainian
- Vietnamese
- Other: _____

What is your age?

- 18-29 yrs
- 30-45 yrs
- 46-65 yrs
- 66+ yrs

Budget Committee Application

First/Last Name: Heather Vonk Today's Date (mm/dd/yy): 11/05/18

Address: _____ City: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email: _____

Please answer the following questions.

1. Please explain your interest in serving on the THPRD Budget Committee.

We moved to the Portland area from Atlanta, Georgia in February 2017. Now that we have settled in, I am looking for ways to get involved in the community, meet other people, and give back. THPRD is leaps and bounds above anything we had in Georgia. The facilities, parks/trails, programs, classes and camps are all more robust and well maintained. I am very interested in learning more about how the budget is determined and revised each year. I believe budgeting and holding people/departments accountable for those budgets is important for the long term growth of THPRD as well as maintaining the high quality of program offerings.

2. What is THPRD's most notable asset to you as a user?

My family and I love visiting the different parks and trails the THPRD maintains. We have also attended several of the community programs over the past year. The community events have allowed my family to connect and meet other families and find out about even more programs THPRD offers. The past two summers our children have enjoyed the full day summer camp programs offered at Cedar Hill Recreation Center. They offer an amazing value and early drop-off, late pick-up, as well as field trips and different activities each week. My kids have made new friends and ask every time we drive by if they can go back to camp there next summer.

On a more daily basis the dog park at PCC Rock Creek has been a huge asset to us. We have a young dog that loves the large dog park. The ability to allow her to safely run off leach and socialize with other dogs has been a huge benefit to us.

3. Have you served on other (including THPRD) boards or volunteer committees? If so, please describe your involvement.

I have not yet had the opportunity to serve on any THPRD committees. I did serve on the foundation board of directors for our kids' elementary school in Georgia. I was one of the co-chairs responsible organizing and running the school's primary fundraising campaign. Responsibilities also included distributing information about the campaign to the school and community in an effort to increase participation.

4. Please describe your work experience or areas of expertise that you believe would benefit the Budget Committee.

I am a CPA currently working for PwC as a director in tax. My daily job is assisting large multinational corporations with corporate income tax issues. I believe my background as a CPA gives me the knowledge to fully understand the ins and outs of the budget. I also think my financial background has shown me the importance of maintaining a budget and fully explaining any differences from budget. I believe I would be an asset to the budget committee and help offer both a financial perspective as well as the perspective of a member and user of the district's resources.

5. Do you live within the boundaries of the Tualatin Hills Park & Recreation District? Yes No

6. If you are not selected for the committee, would you be interested in other volunteer opportunities with THPRD? Yes No

Demographic Survey (optional)

In order to best serve the region's communities as broadly as possible, the Tualatin Hills Park & Recreation District hopes to understand who our programs currently serve. Any information you provide is helpful.

Occupation: _____

What best describes your ethnicity? (Select all that apply)

- | | | |
|--|--|--|
| <input type="radio"/> American Indian/Alaskan Native | <input type="radio"/> Asian | <input type="radio"/> Black/African American |
| <input type="radio"/> Latino/Hispanic | <input type="radio"/> Middle Eastern/North African | <input type="radio"/> Native Hawaiian/other Pacific Islander |
| <input type="radio"/> Slavic | <input checked="" type="radio"/> White | <input type="radio"/> Other: _____ |

What language is most spoken in your home?

- | | | | |
|---------------------------------|--|----------------------------------|------------------------------------|
| <input type="radio"/> Cantonese | <input checked="" type="radio"/> English | <input type="radio"/> French | <input type="radio"/> German |
| <input type="radio"/> Korean | <input type="radio"/> Mandarin | <input type="radio"/> Russian | <input type="radio"/> Somali |
| <input type="radio"/> Spanish | <input type="radio"/> Ukrainian | <input type="radio"/> Vietnamese | <input type="radio"/> Other: _____ |

What is your age?

- | | | | |
|---------------------------------|--|---------------------------------|-------------------------------|
| <input type="radio"/> 18-29 yrs | <input checked="" type="radio"/> 30-45 yrs | <input type="radio"/> 46-65 yrs | <input type="radio"/> 66+ yrs |
|---------------------------------|--|---------------------------------|-------------------------------|



Management Report to the Board January 8, 2019

Communications & Outreach

Holly Thompson, Communications Director

1. The Communications department coordinated the district's Holiday Gift Drive in December. Through the generosity of our patrons and employees we were able to serve more than 30 families and deliver approximately 600 presents this holiday season with the average family size being five people. THPRD supported schools through the Beaverton School District, families that are affiliated with the school district's HELP Center (Homeless Education Liaison Center), and families served by Beaverton Family Promise.
2. A great deal of time in January will be spent on hiring in the Communications department. The department has six full-time positions and four are currently vacant. A focal point of the department has been to examine the needs of the district and modify the focus of the four positions to best meet our communications and engagement needs. Two of the four vacant positions are in the interview stage with anticipated hires to hopefully be on board in late January. This would be for graphic design and digital engagement positions. The other two positions will be posted in the next week and will be focused on community engagement and cultural inclusion. We hope to have those positions filled in February.

Community Partnerships

Geoff Roach, Director of Community Partnerships

1. Tualatin Hills Park Foundation (THPF)
 - 2018 year-end collection on Legacy Circle gifts has gone well with only a few pledged gifts to the THPF general fund outstanding near year end.
 - New grant applications for the Program Fund for People Experiencing Disabilities are either submitted or are in progress for January 2019 submittal.
 - THPF board of trustee expansion continues with prospecting and recruitment underway.
2. THPF related events:
 - ISing Choir held performances on Dec 7, 8, 9 and raised \$10,900 for the THPF Program Fund for People Experiencing Disabilities.
 - THPF Trustees participated in the THPRD holiday gift drive and raised \$500.

Aquatics

Sharon Hoffmeister, Aquatics Manager

1. Agreements with the five affiliated aquatic clubs have been finalized and signed and will be in place through August 2021. This was a lengthy process but working together with the clubs, staff was able to create agreements that are acceptable for all parties. Included within the agreements is a process and timeline for the next update with work slated to begin in January 2021.

2. The Hire-To-Train lifeguard recruitment program, launched in 2016, has been an effective tool for recruiting and training lifeguard candidates. We are in the process of evaluating the program and expanding it to include a swim instructor module and a water fitness instructor module. This new approach will enable us to increase the number of candidates we attract for several needed positions. Modules are scheduled monthly, so candidates do not have to wait until an appropriate certification class is scheduled.
3. The adaptive aquatics program, an instructional program for individuals three years and up experiencing developmental, cognitive, and physical disabilities, is expanding from two to four pools this winter. Beaverton Swim Center has been the primary site for providing adaptive swim lessons since the mid-1980s. Due to the increased demand, we added classes at Harman Swim Center in fall 2015. We are expanding our offerings by adding classes at Sunset Swim Center and the Aquatic Center beginning this winter. Eventually, Aloha and Conestoga will be offering adaptive swim classes as well.

Community Programs

Keith Watson, Community Programs Manager

1. THPRD is extending the contract with Dalton's NW Catering at the Jenkins Estate. In November of 2017, Dalton's NW Catering was selected as the on-site vendor to manage rentals, event services, and catering at the Jenkins Estate. THPRD has been very pleased with the terms of the agreement, the stewardship of the estate shown by the vendor, and the increased visibility of the estate through the hosting of weddings, business meetings, and special events. With the original contract expiring in December 2018, both parties met to review the previous year and ultimately decided to extend the contract through 2019.
2. Work on the THPRD ADA Transition Plan continues in 2019. Internal staff members continue to work on resolving low-cost deficiencies identified in the ADA Transition Plan with the help of an ADA on-call consultant. Meanwhile, Phase 1 of the ADA upgrades at the Elsie Stuhr Center and Harman Swim Center are complete and the consultant has provided cost estimates for the upgrades. Next steps will be submitting the projects for funding in the budget development process.

Maintenance

Jon Campbell, Maintenance Operations Manager

1. Staff is making improvements to the Eichler Park community garden. Staff recently replaced the perimeter fence around the garden with a new four-foot-high galvanized fence and installed a concrete curb at the base to keep vegetation from growing up into the mesh. Staff is planning to build nine new garden plots, improve the pathways between the plots, and rebuild the green waste bin later this winter.
2. The Bluffs Park - Bonny Slope Elementary School trail project is underway. Phase 1 of the project is the felling of the trees located on the north side of the school, between NW South Drive and NW 117th Drive. This phase of the project was scheduled to run between December 22 and January 6, while school was out for holiday break. Phase 2 of the project will be the construction of the new asphalt trail, scheduled to start on June 17, after school is out for the summer. The goal is to complete the trail before school starts on August 26. The new trail will provide a year-round paved pathway for the children and neighbors that live in the homes north of the school.
3. The Maintenance Operations and Nature & Trails departments have applied for a partnership with AmeriCorps National Civilian Community Corps (NCCC). AmeriCorps NCCC is a full-time, team-based national service program for young adults who want to

give back to communities across the country. If the application is accepted, AmeriCorps will help staff complete, or make a positive difference on, ten planned projects during the spring of 2019. Projects include restoring and installing pathways, expanding a dog park, cleaning up and rehabilitating 35 water quality facilities, drainage and boardwalk improvements, fence removals in natural resource sites, and painting projects.

Nature & Trails

Bruce Barbarasch, Nature & Trails Manager

1. Cedar Mill Oregon Solutions. Staff are collaborating with multiple agencies to develop detailed work plans and funding mechanisms for the first phase of projects to enhance habitat and reduce flooding along North Johnson and Cedar Mill Creeks.
2. Fanno Creek Trail Planning. City of Tigard, City of Beaverton, Washington County, and THPRD staff have been meeting to determine a process to plan and fund a trail crossing study along the Fanno Creek Trail between Beaverton and Tigard at Scholls Ferry Road near Greenway Park.

Planning, Design & Development

Gery Keck, Design & Development Manager

Jeannine Rustad, Planning Manager

1. On December 12, staff held a neighborhood meeting for the Abbey Creek and Highland Park projects to discuss and seek input on proposed play equipment. There were 35 residents in attendance who provided feedback on the desired play equipment style, color and amenities. Staff have received 191 survey responses for Abbey Creek Park and 74 survey responses for Highland Park.
2. On December 3, staff attended the kick-off meeting for the Connect Oregon Advisory Committee for bicycle and pedestrian programs. The committee has been charged with advising the Oregon Department of Transportation and the Oregon Transportation Committee on amending Oregon Administrative Rule OAR 731-035 to address the bicycle and pedestrian program changes created in the 2017 Keep Oregon Moving Bill. The committee will be meeting once a month through March 2019 with a goal to submit a recommendation to the Oregon Transportation Committee in spring 2019.
3. Staff has solicited quotes for tree and brush removal on three sites that will be constructed in the summer of 2019. The sites include Bonny Slope Trail, Crowell Woods Park and Waterhouse Trail Segment #4. The trees and brush will be removed in late December and early January to meet the requirements of the Federal Bird Act. Staff anticipates bidding the construction phase of these projects in early 2019.
4. By Ordinance No. 18-1427, on December 13, 2018, Metro Council approved an expansion of the urban growth boundary. The expansion includes 1,232 acres requested by the City of Beaverton located north of the South Cooper Mountain Plan area. This area will ultimately be served by the district. On December 17, staff attended a meeting hosted by the City of Beaverton with the Beaverton and Hillsboro School Districts to discuss land needs, the planning process and timeline.

Recreation

Sabrina Taylor Schmitt, Recreation Manager

1. Garden Home Recreation Center's 34th Annual Holiday Bazaar took place on December 1. The bazaar saw more than 3,000 people with 100 vendors selling handmade goods.

Breakfast and pictures with Santa had just over 200 participants. New this year was a raffle featuring an autographed Portland Timbers jersey, which brought in \$235. Total event revenue was over \$6,500.

2. Elsie Stuhr Center hosted Rabbi Wilhelm and a group of students from the Maimonides Jewish Day School. The group from southwest Portland celebrated the lighting of the Menorah with Stuhr patrons on December 6. The group came in during the lunch hour and sang songs, shared information about Hanukkah, and handed out latkes and toy dreidels to the seniors in attendance. Several patrons remarked after the event that they enjoyed it and hoped there would be similar types of events in the future.
3. Conestoga Recreation & Aquatic Center held the Teens for Jeans Campaign throughout the month of November. Over 120 pairs of jeans were collected for donation to HomePlate Youth Services in Beaverton. HomePlate is Washington County's only non-profit provider for young people experiencing homelessness.
4. Conestoga Recreation & Aquatic Center held the Veterans Day Pancake Breakfast for over 100 patrons, doubling the attendance from last year. Veterans were given cards made by the afterschool program participants and enjoyed free activities throughout the day including swimming, fitness classes and open gym time.
5. Cedar Hills Recreation Center held their Patron Appreciation week from November 26-30. Patrons were treated to daily games, drawings for prizes, snacks, and approximately 60 patrons participated in the instructor scavenger hunt.

Security Operations

Mike Janin, Security Operations Manager

1. Park Patrol has been responding to recent acts of vandalism to trees at Mountain View Champions Park. The Washington County Sheriff's Office and Beaverton School District staff have been engaged to ensure that the unwanted activity is addressed. Park Patrol has taken measures to have the park under 24-hour surveillance.

Sports

Julie Rocha, Sports Manager

1. Babette Horenstein Tennis Center held a free tennis clinic the evening of December 6 and approximately 60 patrons participated. The clinic was advertised to our fall class participants and featured a reminder of the upcoming winter registration.
2. Lighting upgrades are complete at the HMT Recreation Complex. The fields, parking lots, and skate park lights have been converted to Musco Lighting-Control Link. This new system is a reliable, cost-effective system that helps control, monitor, and manage the facility lighting.
3. Inclusion Services provided 300 hours of support in December. Two success stories include a five-year-old girl supported through inclusion services who graduated from inclusion and is now able to independently succeed in her dance class at Cedar Hills Recreation Center without an inclusion assistant (IA) to assist her. Another success story relates to a three-year-old patron with spina bifida who participates 100% of the time in her dance and movement class at the Athletic Center with minimal assistance from the IA and instructor.

Business Services

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

1. Working with the National Recreation and Park Association (NRPA) forum, the Operations Analysis department has shared details about their ongoing key performance indicator (KPI) review. Materials included the timeline for engaging multiple departments in reimagining their performance measures, challenges faced and strategies to address each, and examples of refined metrics. Staff conducted further information sharing with Bend Metro Park & Recreation District, covering topics such as program evaluation and cost recovery analysis.
2. THPRD was recognized for perfect attendance at the Energy Trust of Oregon's 2018 year-end Strategic Energy Management (SEM) Program event. Staff has attended all of the monthly conference calls to review energy graphs with a technical coach. This perfect attendance shows the organizational commitment to the program. Similarly, the Energy "Amp-bassadors" at each SEM-enrolled site have submitted ideas to engage patrons in energy efficiency, such as through an energy conservation bingo activity or a light bulb-themed idea submissions board.
3. Winter Registration was a technical success. The telephone system and website all functioned as designed. Information Services will continue to make improvements to the user interface and infrastructure of the registration portal in support of the registration process.
4. Human Resources retained the services of Koff & Associates, a full-service Human Resources consulting firm with more than 40 years of experience in public-sector compensation and classification analysis, to conduct a pay equity study on behalf of the district. Consultants from the firm will review the district's classification and compensation systems, identify any areas of potential inequity, and make recommendations for consideration by the district. The consultants will prioritize the part-time and seasonal classification and compensation system first, to support hiring staff for Summer 2019 at rates of pay that meet the requirements of the pay equity regulations.

January 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5 Dive-in Movie Series <i>Star Wars</i> 6pm @ Conestoga Rec & Aquatic Ctr Dive-in Movie 5:30pm @ Aloha Swim Ctr
6	7	8 Board Work Session 5pm & Regular Meeting 6:30pm @ HMT/Dryland	9	10	11	12 Dive-in Movie Series <i>Star Wars</i> 6pm @ Conestoga Rec & Aquatic Ctr
13	14	15	16 Joint Advisory Committee Meeting (all committees) 6:30pm @ Fanno Creek Service Ctr	17	18	19
20	21	22	23	24	25 Celebrating All Super Heroes 6:30pm @ Conestoga Rec & Aquatic Ctr Dive-in Movie 6:30pm @ Harman Swim Ctr	26
27	28	29	30	31		

February 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2 Dive-in Movie 5:30pm @ Aloha Swim Ctr
3	4	5	6	7	8 Valentine's Dance @ Cedar Hills Rec Ctr	9 Dive-in Movie Series <i>Star Wars</i> 6pm @ Conestoga Rec & Aquatic Ctr
10	11	12 Board Meeting 7pm @ HMT/Dryland	13	14	15	16 Dive-in Movie Series <i>Star Wars</i> 6pm @ Conestoga Rec & Aquatic Ctr
17	18	19 Budget Committee Meeting 7pm @ HMT/Dryland	20 Nature & Trails Advisory Committee Mtg 6:30pm @ Fanno Creek Service Ctr	21	22	23
24	25	26	27	28		

March 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9 Dive-in Movie Series <i>Star Wars</i> 6pm @ Conestoga Rec & Aquatic Ctr
10	11	12 Board Meeting 7pm @ HMT/Dryland	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 11/30/18

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													
Financial Software	436,800	436,800	-	436,800	436,800	-	-	436,800	Budget	436,800	436,800	-	-
Phone Replacement	30,000	29,721	57,000	87,000	86,721	279	-	86,721	Budget	87,000	86,721	-	-
Translation Software	2,474	2,474	-	2,474	2,474	-	-	2,474	Budget	2,474	2,474	-	-
Folder / Sorter	12,000	12,000	-	12,000	12,000	-	-	12,000	Budget	12,000	12,000	-	-
Wood Floor Refinish	1,975	1,975	-	1,975	1,975	543	-	1,432	Budget	1,975	1,432	-	543
ADA Improvements	59,650	28,200	50,000	109,650	78,200	39,828	-	69,822	Budget	109,650	69,822	-	8,378
Play Equipment (2 sites)	190,000	77,762	170,000	360,000	247,762	139,202	206,693	-	Complete	345,895	206,693	14,105	41,069
Bridges and Boardwalks (3 sites)	661,207	661,207	99,000	760,207	760,207	46,907	3,387	709,913	Budget	760,207	713,300	-	46,907
Hazeldale Parking Lot	310,512	310,512	-	310,512	310,512	29,085	298,200	-	Complete	327,285	298,200	(16,773)	12,312
Babette Horenstein Tennis Center LED Lighting	307,000	307,000	-	307,000	307,000	260,195	307,000	-	Complete	289,871	29,676	17,129	277,324
Office Space Expansion Design	10,000	10,000	-	10,000	10,000	10,000	-	-	Complete	10,000	-	-	10,000
Landscaping	5,000	5,000	55,000	60,000	60,000	-	-	60,000	Budget	60,000	60,000	-	-
Shower Facility Repair	7,500	7,500	-	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
Configuration Management Software	75,000	75,000	-	75,000	75,000	-	46,438	28,562	Budget	75,000	75,000	-	-
TOTAL CARRYOVER PROJECTS	2,109,118	1,965,151	431,000	2,540,118	2,396,151	526,039	584,394	1,415,224		2,525,657	1,999,618	14,461	396,533
ATHLETIC FACILITY REPLACEMENT													
Synthetic Turf - PCC Rock Creek			1,100,000	1,100,000	1,100,000	-	1,084	1,084,088	Award	1,085,172	1,085,172	14,828	14,828
Sports Field Lighting Control			40,000	40,000	40,000	-	-	39,560	Award	39,560	39,560	440	440
Tennis Court Resurface (3 sites)			110,000	110,000	110,000	-	102,832	-	Complete	102,832	102,832	7,168	7,168
Basketball Pad Asphalt Overlay			15,000	15,000	15,000	-	8,177	6,823	Budget	15,000	15,000	-	-
TOTAL ATHLETIC FACILITY REPLACEMENT			1,265,000	1,265,000	1,265,000	-	112,093	1,130,471		1,242,564	1,242,564	22,436	22,436
ATHLETIC FACILITY IMPROVEMENT													
Court Restriping for Pickleball			15,000	15,000	15,000	-	14,000	-	Complete	14,000	14,000	1,000	1,000
TOTAL ATHLETIC FACILITY IMPROVEMENT			15,000	15,000	15,000	-	14,000	-		14,000	14,000	1,000	1,000
PARK AND TRAIL REPLACEMENTS													
Bridges and Boardwalks (2 sites)			38,500	38,500	38,500	-	5,823	32,677	Budget	38,500	38,500	-	-
Concrete Sidewalk Repair (7 sites)			169,000	169,000	169,000	-	56,376	112,624	Budget	169,000	169,000	-	-
Design Berm Stabilization Study - Bethany Lake			45,000	45,000	45,000	-	-	45,000	Budget	45,000	45,000	-	-
Fences (3 sites)			38,750	38,750	38,750	-	1,628	37,122	Budget	38,750	38,750	-	-
Irrigation Systems Redesign & Reconfig (2 sites)			20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Asphalt Pedestrian Pathways (10 sites)			293,000	293,000	293,000	-	75,042	217,958	Budget	293,000	293,000	-	-
Play Equipment (2 sites)			102,500	102,500	102,500	-	45,890	56,610	Budget	102,500	102,500	-	-
Burntwood Playground Activity Panel			-	-	-	-	1,839	-	Complete	1,839	1,839	(1,839)	(1,839)
Emergency Park and Trail Repairs			-	-	-	-	1,135	-	Complete	1,135	1,135	(1,135)	(1,135)
Wonderland Park Smarte Turf			-	-	-	-	7,600	-	Complete	7,600	7,600	(7,600)	(7,600)
TOTAL PARK AND TRAIL REPLACEMENTS			706,750	706,750	706,750	-	195,333	521,991		717,324	717,324	(10,574)	(10,574)
PARK AND TRAIL IMPROVEMENTS													
Memorial Benches			8,000	8,000	8,000	-	465	7,535	Budget	8,000	8,000	-	-
Regional Tran Prog - Cedar Mill Creek Trail 3-4			150,000	150,000	150,000	-	-	150,000	Budget	150,000	150,000	-	-
Connect Oregon - Waterhouse Trail			400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
Metro Nature in Neighborhoods-Fanno Crk Grnwy			220,700	220,700	220,700	-	10,202	210,498	Budget	220,700	220,700	-	-
Energy Trust of Oregon Projects			83,938	83,938	83,938	-	-	83,938	Budget	83,938	83,938	-	-
LGGP - Cedar Hills Park			340,156	340,156	340,156	-	-	340,156	Budget	340,156	340,156	-	-
Cedar Hills Park-Additional funding for Bond project			3,900,000	3,900,000	3,900,000	-	-	3,900,000	Budget	3,900,000	3,900,000	-	-
Summercrest Park Bank Stabilization			6,000	6,000	6,000	-	2,608	3,392	Budget	6,000	6,000	-	-
Retaining Wall - Tennis Ctr			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Garbage Can and Picnic Table Pads			15,000	15,000	15,000	-	3,305	11,695	Budget	15,000	15,000	-	-
LWCF - Crowell Woods			384,104	384,104	384,104	-	-	384,104	Budget	384,104	384,104	-	-
LWCF - Commonwealth Lake Pk Bridge			60,554	60,554	60,554	-	-	60,554	Budget	60,554	60,554	-	-
LGGP - Butternut Park Play Equipment			75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
SDAO - Combustion Analyzer			3,000	3,000	3,000	-	2,987	-	Complete	2,987	2,987	14	14
TOTAL PARK AND TRAIL IMPROVEMENTS			5,656,452	5,656,452	5,656,452	-	19,567	5,636,872		5,656,439	5,656,439	14	14

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 11/30/18

Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget			
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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
CHALLENGE GRANTS													
Program Facility Challenge Grants			75,000	75,000	75,000	-	5,751	69,249	Budget	75,000	75,000	-	-
TOTAL CHALLENGE GRANTS			75,000	75,000	75,000	-	5,751	69,249		75,000	75,000	-	-
BUILDING REPLACEMENTS													
Cardio and Weight Equipment			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Cedar Hills Boiler			100,000	100,000	100,000	-	1,518	98,482	Budget	100,000	100,000	-	-
Conestoga Pool Tank/Deck			554,380	554,380	554,380	-	76,502	477,878	Budget	554,380	554,380	-	-
Raleigh Swim Center Pool Tank/Deck			795,000	795,000	795,000	-	-	795,000	Budget	795,000	795,000	-	-
Fanno Creek Service Center Roof Study			25,000	25,000	25,000	-	24,216	-	Complete	24,216	24,216	784	784
HMT Athletic Center Roof			75,000	75,000	75,000	-	68,563	-	Complete	68,563	68,563	6,437	6,437
John Quincy Adams Young House Restoration			50,000	50,000	50,000	-	8,720	41,280	Budget	50,000	50,000	-	-
Concession Stand Roof Sections Replacement			5,000	5,000	5,000	-	6,970	-	Complete	6,970	6,970	(1,970)	(1,970)
HMT Recreation Complex Parking Lot Relamp			30,000	30,000	30,000	-	15,710	-	Complete	15,710	15,710	14,290	14,290
Tennis Air Structure Curtains			9,800	9,800	9,800	-	9,876	-	Complete	9,876	9,876	(76)	(76)
Ergonomic Equipment/Fixtures			6,000	6,000	6,000	-	1,510	4,490	Budget	6,000	6,000	-	-
Electrical Panel - CH Boiler Room			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
Tile Flooring			29,000	29,000	29,000	-	-	29,000	Budget	29,000	29,000	-	-
Carpet			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Wood Floor Refinish - AC Courts			14,000	14,000	14,000	-	16,432	-	Complete	16,432	16,432	(2,432)	(2,432)
Floor Replacements - Stuhr Poplar Room			10,000	10,000	10,000	-	7,082	-	Complete	7,082	7,082	2,918	2,918
Steam Traps			20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Emergency Repairs			100,000	100,000	100,000	-	5,770	94,230	Budget	100,000	100,000	-	-
Other HVAC Components (4 sites)			68,000	68,000	68,000	-	18,010	49,990	Budget	68,000	68,000	-	-
Parking Lot Overlay and Curbs - HMT Lot A			92,000	92,000	92,000	-	43,250	56,235	Award	99,485	99,485	(7,485)	(7,485)
Water Heaters-AC			18,000	18,000	18,000	-	20,576	-	Complete	20,576	20,576	(2,576)	(2,576)
Sink Drain Piping-CRA Utility Sink			3,000	3,000	3,000	-	2,852	-	Complete	2,852	2,852	148	148
Drain and Backwash Valves (2 sites)			20,800	20,800	20,800	-	13,731	7,069	Budget	20,800	20,800	-	-
Circulation Pump-BSC			3,400	3,400	3,400	-	-	-	Complete	-	-	3,400	3,400
Autofill System (2 sites)			16,100	16,100	16,100	-	-	16,100	Budget	16,100	16,100	-	-
Entryway - ASC			30,000	30,000	30,000	-	29,383	-	Complete	29,383	29,383	617	617
Somerset West Pool Heater			-	-	-	-	3,350	-	Complete	3,350	3,350	(3,350)	(3,350)
Emergency Building Repairs			-	-	-	-	3,356	-	Complete	3,356	3,356	(3,356)	(3,356)
GHRC Heating			-	-	-	-	928	32,776	Award	33,704	33,704	(33,704)	(33,704)
HMT Adm Office CarpetFurntr			-	-	-	-	10,880	-	Complete	10,880	10,880	(10,880)	(10,880)
Aquatic Center Renov Phase 2			-	-	-	-	8,667	-	Complete	8,667	8,667	(8,667)	(8,667)
TOTAL BUILDING REPLACEMENTS			2,154,480	2,154,480	2,154,480	-	397,852	1,802,530		2,200,382	2,200,382	(45,902)	(45,902)
BUILDING IMPROVEMENTS													
HVAC (3 sites)			125,279	125,279	125,279	-	22,563	102,716	Budget	125,279	125,279	-	-
Blackout Curtains			4,800	4,800	4,800	-	4,270	-	Complete	4,270	4,270	530	530
Pool Window Tinting - CRA			8,500	8,500	8,500	-	-	10,750	Award	10,750	10,750	(2,250)	(2,250)
Office Remodel - CHRC			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Storage Shed (2 sites)			18,500	18,500	18,500	-	3,524	14,976	Budget	18,500	18,500	-	-
TOTAL BUILDING IMPROVEMENTS			167,079	167,079	167,079	-	30,357	138,442		168,799	168,799	(1,720)	(1,720)
ADA PROJECTS													
ADA Improvements - Other			45,000	45,000	45,000	-	28,177	20,537	Award	48,714	48,714	(3,714)	(3,714)
ADA Improvements - Bonny Slope Park			8,500	8,500	8,500	-	5,300	4,300	Award	9,600	9,600	(1,100)	(1,100)
ADA Improvements - Veterans Memorial Park			40,000	40,000	40,000	-	5,300	34,700	Budget	40,000	40,000	-	-
TOTAL ADA PROJECTS			93,500	93,500	93,500	-	38,777	59,537		98,314	98,314	(4,814)	(4,814)
TOTAL CAPITAL OUTLAY DIVISION	2,109,118	1,965,151	10,564,261	12,673,379	12,529,412	526,039	1,398,123	10,774,317		12,698,479	12,172,440	(25,100)	356,972

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 11/30/18

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
INFORMATION SERVICES DEPARTMENT													
<u>INFORMATION TECHNOLOGY REPLACEMENTS</u>													
Desktops			67,000	67,000	67,000	-	160	66,840	Award	67,000	67,000	-	-
Servers			37,000	37,000	37,000	-	-	37,000	Budget	37,000	37,000	-	-
LAN/WAN			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Desktop Printers			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Timeclocks			119,812	119,812	119,812	-	-	119,812	Budget	119,812	119,812	-	-
Wireless Access Points			-	-	-	-	46,094	-	Complete	46,094	46,094	(46,094)	(46,094)
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			233,812	233,812	233,812	-	46,254	233,652		279,906	279,906	(46,094)	(46,094)
<u>INFORMATION TECHNOLOGY IMPROVEMENTS</u>													
Computers (2)			11,100	11,100	11,100	-	9,002	2,098	Budget	11,100	11,100	-	-
Thermal Monocular Vision Camera			3,599	3,599	3,599	-	-	3,419	Award	3,419	3,419	180	180
Drone			8,645	8,645	8,645	-	-	8,645	Budget	8,645	8,645	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			23,344	23,344	23,344	-	9,002	14,162		23,164	23,164	180	180
TOTAL INFORMATION SYSTEMS DEPARTMENT	-	-	257,156	257,156	257,156	-	55,256	247,814		303,070	303,070	(45,914)	(45,914)
MAINTENANCE DEPARTMENT													
<u>FLEET REPLACEMENTS</u>													
Large Rotary Mower			110,000	110,000	110,000	-	96,583	-	Complete	96,583	96,583	13,417	13,417
Field Blower			10,500	10,500	10,500	-	7,436	-	Complete	7,436	7,436	3,064	3,064
Cargo Vans (2)			54,000	54,000	54,000	-	-	54,000	Budget	54,000	54,000	-	-
52" Mowers (3)			25,500	25,500	25,500	-	24,120	-	Complete	24,120	24,120	1,380	1,380
72" Mowers (3)			45,000	45,000	45,000	-	42,240	-	Complete	42,240	42,240	2,760	2,760
Infield Rakes (2)			34,000	34,000	34,000	-	-	34,573	Award	34,573	34,573	(573)	(573)
4x4 Hybrid SUV Park Patrol			35,000	35,000	35,000	-	31,755	2,534	Award	34,289	34,289	711	711
Single Axle Trailer			6,000	6,000	6,000	-	-	6,150	Award	6,150	6,150	(150)	(150)
Pressure Washer Trailer			17,000	17,000	17,000	-	17,983	-	Complete	17,983	17,983	(983)	(983)
1/2 Ton Pickup			23,000	23,000	23,000	-	-	23,000	Budget	23,000	23,000	-	-
3/4 Ton Crew-cab Pickup			36,000	36,000	36,000	-	-	36,000	Budget	36,000	36,000	-	-
Platform Scizzor Lift			26,000	26,000	26,000	-	-	26,000	Budget	26,000	26,000	-	-
Tractor PTO Mower			7,500	7,500	7,500	-	-	7,125	Award	7,125	7,125	375	375
Crew-cab 2-3 Yard			43,000	43,000	43,000	-	-	43,000	Budget	43,000	43,000	-	-
TOTAL FLEET REPLACEMENTS			472,500	472,500	472,500	-	220,118	232,382		452,500	452,500	20,000	20,000
<u>FLEET IMPROVEMENTS</u>													
Vehicle Wraps			14,000	14,000	14,000	-	-	13,207	Award	13,207	13,207	793	793
Minibus			30,000	30,000	30,000	-	27,500	-	Complete	27,500	27,500	2,500	2,500
			44,000	44,000	44,000	-	27,500	13,207		40,707	40,707	3,293	3,293
<u>BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS</u>													
Sweeper Batteries/Brushes			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Pool Covers (2 sites) - Raleigh, Somerset			-	-	-	-	-	-	Complete	-	-	-	-
TOTAL BLDG MAINT EQUIPMENT REPLACEMENTS			4,000	4,000	4,000	-	-	4,000		4,000	4,000	-	-
<u>BUILDING MAINTENANCE IMPROVEMENTS</u>													
Pool Vacuum Robot			-	-	-	-	-	-	Complete	-	-	-	-
TOTAL BUILDING MAINT IMPROVEMENTS			-	-	-	-	-	-		-	-	-	-
TOTAL MAINTENANCE DEPARTMENT	-	-	520,500	520,500	520,500	-	247,618	249,589		497,207	497,207	23,293	23,293
GRAND TOTAL GENERAL FUND	2,109,118	1,965,151	11,341,917	13,451,035	13,307,068	526,039	1,700,998	11,271,720		13,498,757	12,972,718	(47,722)	334,350

Tualatin Hills Park and Recreation District

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
SDC FUND													
<u>LAND ACQUISITION</u>													
Land Acq - N. Bethany Comm Pk	1,465,800	1,465,800	500,000	1,965,800	1,965,800	-	137	1,965,664	Budget	1,965,800	1,965,800	-	-
Subtotal Land Acq-N Bethany Comm Pk	1,465,800	1,465,800	500,000	1,965,800	1,965,800	-	137	1,965,664		1,965,800	1,965,800	-	-
Land Acq - N. Bethany Nghbd Pk	241,000	241,000	500,000	741,000	741,000	-	2,448	738,552	Budget	741,000	741,000	-	-
Subtotal Land Acq-N. Bethany Nghbd Pk	241,000	241,000	500,000	741,000	741,000	-	2,448	738,552		741,000	741,000	-	-
Land Acq - Bethany Creek Falls	-	-	-	-	-	-	323,184	-	Complete	323,184	323,184	(323,184)	(323,184)
Land Acq - N Bethany Trails	846,000	846,000	100,000	946,000	946,000	-	202,159	420,657	Budget	622,816	622,816	323,184	323,184
Subtotal Land Acq-N Bethany Trails	846,000	846,000	100,000	946,000	946,000	-	525,343	420,657		946,000	946,000	-	-
Land Acq - Bonny Slope West Neighborhood Park	1,951,000	1,951,000	-	1,951,000	1,951,000	-	220	1,950,780	Budget	1,951,000	1,951,000	-	-
Subtotal Land Acq-General	1,951,000	1,951,000	-	1,951,000	1,951,000	-	220	1,950,780		1,951,000	1,951,000	-	-
Land Acq - S Cooper Mtn Trail	485,000	485,000	50,000	535,000	535,000	-	-	535,000	Budget	535,000	535,000	-	-
Subtotal S Cooper Mtn Trail	485,000	485,000	50,000	535,000	535,000	-	-	535,000		535,000	535,000	-	-
Land Acq - S Cooper Mtn Nat Ar	395,000	395,000	105,000	500,000	500,000	-	80	499,920	Budget	500,000	500,000	-	-
Subtotal S Cooper Mtn Nat Ar	395,000	395,000	105,000	500,000	500,000	-	80	499,920		500,000	500,000	-	-
Land Acq - Neighborhood Parks - S Cooper Mtn	480,000	480,000	5,025,000	5,505,000	5,505,000	-	12,490	5,492,510	Budget	5,505,000	5,505,000	-	-
Subtotal Neighborhood Parks - S Cooper Mtn	480,000	480,000	5,025,000	5,505,000	5,505,000	-	12,490	5,492,510		5,505,000	5,505,000	-	-
Land Acq - Neighborhood Parks - Infill Areas	350,000	350,000	500,000	850,000	850,000	-	19,243	830,757	Budget	850,000	850,000	-	-
Sub total Neighborhood Parks Infill Areas	350,000	350,000	500,000	850,000	850,000	-	19,243	830,757		850,000	850,000	-	-
TOTAL LAND ACQUISITION	6,213,800	6,213,800	6,780,000	12,993,800	12,993,800	-	559,960	12,433,840		12,993,800	12,993,800	-	-
<u>DEVELOPMENT/IMPROVEMENT PROJECTS</u>													
Bonny Slope / BSD Trail Development	500,000	419,900	-	500,000	419,900	69,030	39,209	391,761	Budget	500,000	430,970	-	(11,070)
MTIP Grant Match - Westside Trail #18	967,000	-	2,150,000	3,117,000	2,150,000	1,878,875	2,069,064	398,132	Award	4,346,071	2,467,196	(1,229,071)	(317,196)
Bethany Creek Falls Phases 1, 2 & 3 - Proj Management	175,000	12,000	-	175,000	12,000	114,181	17,631	-	Complete	131,812	17,631	43,188	(5,631)
S Cooper Mtn Park and Trail Development - Prog Mgmt	50,000	50,000	-	50,000	50,000	3,893	-	46,107	Budget	50,000	46,107	-	3,893
NW Quadrant Neighborhood Park Master Plan & Design	265,000	265,000	-	265,000	265,000	83,547	102,287	79,166	Budget	265,000	181,453	-	83,547
New Neighborhood Park Development	1,499,000	1,337,000	600,000	2,099,000	1,937,000	150,506	54,023	1,894,471	Budget	2,099,000	1,948,494	-	(11,494)
Dog Parks - expansions and new sites	-	-	70,000	70,000	70,000	-	-	70,000	Budget	70,000	70,000	-	-
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Building Expansion (TBD)	995,000	995,000	-	995,000	995,000	-	-	995,000	Budget	995,000	995,000	-	-
LWCF Grant Match-New Natural Area Public Access	-	-	250,000	250,000	250,000	-	-	250,000	Budget	250,000	250,000	-	-
New Synthetic turf field- Conestoga Middle School	1,255,000	10,000	-	1,255,000	10,000	916,158	-	10,000	Complete	926,158	10,000	328,842	-
RFFA Actv Trns Prjt Readiness Mtch-Wstsd Tr Hy 26 cross	-	-	200,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
MTIP Beaverton Creek Trail Master Plan Phase	-	-	-	-	-	-	-	-	Budget	-	-	-	-
MTIP Beaverton Creek Trail Land Acquisition ROW phase	247,000	241,000	-	247,000	241,000	175	1,193	245,632	Budget	247,000	246,825	-	(5,825)
NW Quadrant New Neighborhood Park Development	1,925,000	1,830,000	-	1,925,000	1,830,000	-	16,328	1,908,672	Budget	1,925,000	1,925,000	-	(95,000)
N Bethany Park & Trail - project management	141,000	120,000	-	141,000	120,000	39,821	17,677	83,502	Budget	141,000	101,179	-	18,821
Cedar Hills Park - Additional funding for bond project	1,038,000	1,038,000	-	1,038,000	1,038,000	-	-	1,038,000	Budget	1,038,000	1,038,000	-	-
Connect OR Grant Match - Waterhouse Trail, Segment 4	300,000	200,000	-	300,000	200,000	76,808	11,411	211,781	Budget	300,000	223,192	-	(23,192)
SW Quadrant Neighborhood Park Master Plan & Design	200,000	192,500	75,000	275,000	267,500	3,227	59	271,714	Budget	275,000	271,773	-	(4,273)
Cedar Mill Creek Comm Trail Seg #4 Master Plan & Des	250,000	250,000	50,000	300,000	300,000	1,558	231	298,211	Budget	300,000	298,442	-	1,558
North Bethany Park and Trail Improvements	-	-	315,000	315,000	315,000	-	80,265	234,735	Budget	315,000	315,000	-	-
Bethany Creek Trail #2, Segment #3 - Design & Devel	1,100,000	1,075,000	-	1,100,000	1,075,000	58,592	29,694	1,011,714	Budget	1,100,000	1,041,408	-	33,592
Fanno Creek Trail-Denny Road Crossing Improvements	-	-	20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Waterhouse Trail Improvements	-	-	350,000	350,000	350,000	-	-	350,000	Budget	350,000	350,000	-	-
Undesignated projects	-	-	4,714,976	4,714,976	4,714,976	-	10,582	4,704,394	Budget	4,714,976	4,714,976	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	11,007,000	8,135,400	8,794,976	19,801,976	16,930,376	3,396,371	2,449,653	14,812,993		20,659,017	17,262,646	(857,041)	(332,270)
GRAND TOTAL SDC FUND	17,220,800	14,349,200	15,574,976	32,795,776	29,924,176	3,396,371	3,009,613	27,246,833		33,652,817	30,256,446	(857,041)	(332,270)

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Through 11/30/18

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost		
			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date								(1)	(2)
BOND CAPITAL PROJECTS FUND																	
<u>New Neighborhood Parks Development</u>																	
SE	91-901	AM Kennedy Park & Athletic Field	1,285,250	50,704	1,335,954	1,674,551	-	1,674,551	-	Complete	1,674,551	(338,597)	-25.3%	125.3%	100.0%		
SW	91-902	Barsotti Park & Athletic Field	1,285,250	27,556	1,312,806	1,250,248	-	1,250,248	-	Complete	1,250,248	62,558	4.8%	95.2%	100.0%		
NW	91-903	Hansen Ridge Park (formerly Kaiser Ridge)	771,150	16,338	787,488	731,629	-	731,629	-	Complete	731,629	55,859	7.1%	92.9%	100.0%		
SW	91-904	Roy Dancer Park	771,150	16,657	787,807	643,447	-	643,447	-	Complete	643,447	144,360	18.3%	81.7%	100.0%		
NE	91-905	Roger Tilbury Park	771,150	19,713	790,863	888,218	-	888,218	-	Complete	888,218	(97,355)	-12.3%	112.3%	100.0%		
Total New Neighborhood Parks Development			4,883,950	130,968	5,014,918	5,188,093	-	5,188,093	-		5,188,093	(173,175)	-3.5%	103.5%	100.0%		
Authorized Use of Savings from Bond Issuance																	
UND	Administration Category		-	173,175	173,175	-	-	-	-	N/A	-	173,175	n/a	n/a	n/a		
Total New Neighborhood Parks Development			4,883,950	304,143	5,188,093	5,188,093	-	5,188,093	-		5,188,093	-	0.0%	100.0%	100.0%		
<u>Renovate & Redevelop Neighborhood Parks</u>																	
NE	91-906	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,756	1,155,635	990,095	-	990,095	-	Complete	990,095	165,540	14.3%	85.7%	100.0%		
SE	91-907	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	-7.9%	107.9%	100.0%		
NW	91-908	Somerset West Park	1,028,200	69,834	1,098,034	288,464	8,054	296,518	1,594,810	Design	1,891,328	(793,294)	-72.2%	27.0%	15.7%		
NW	91-909	Pioneer Park and Bridge Replacement	544,934	21,278	566,212	533,358	-	533,358	-	Complete	533,358	32,854	5.8%	94.2%	100.0%		
SE	91-910	Vista Brook Park	514,100	20,504	534,604	729,590	-	729,590	-	Complete	729,590	(194,986)	-36.5%	136.5%	100.0%		
Total Renovate & Redevelop Neighborhood Parks			3,727,213	170,006	3,897,219	3,126,978	8,054	3,135,032	1,594,810		4,729,842	(832,623)	-21.4%	80.4%	66.3%		
<u>New Neighborhood Parks Land Acquisition</u>																	
NW	98-880-a	New Neighborhood Park - NW Quadrant (Biles)	1,500,000	28,554	1,528,554	1,041,404	-	1,041,404	-	Complete	1,041,404	487,150	31.9%	68.1%	100.0%		
NW	98-880-b	New Neighborhood Park - NW Quadrant (Living Hope)	-	-	-	1,067,724	-	1,067,724	-	Complete	1,067,724	(1,067,724)	-100.0%	n/a	100.0%		
NW	98-880-c	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	793,396	-	793,396	-	Complete	793,396	(793,396)	-100.0%	n/a	100.0%		
NW	98-880-d	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%		
NE	98-745-a	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,968	1,527,968	529,294	-	529,294	-	Complete	529,294	998,674	65.4%	34.6%	100.0%		
New Neighborhood Park - NE Quadrant																	
NE	98-745-b	(Lehman - formerly undesignated)	1,500,000	32,103	1,532,103	2,119,940	-	2,119,940	-	Complete	2,119,940	(587,837)	-38.4%	138.4%	100.0%		
New Neighborhood Park - SW Quadrant																	
SW	98-746-a	(Sterling Savings)	1,500,000	24,918	1,524,918	1,058,925	-	1,058,925	-	Complete	1,058,925	465,993	30.6%	69.4%	100.0%		
SW	98-746-b	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%		
New Neighborhood Park - SW Quadrant																	
SW	98-746-c	(Hung easement for Roy Dancer Park)	-	-	-	60,006	-	60,006	-	Complete	60,006	(60,006)	-100.0%	n/a	100.0%		
SE	98-747	New Neighborhood Park - SE Quadrant (Cobb)	1,500,000	15,547	1,515,547	2,609,880	-	2,609,880	-	Complete	2,609,880	(1,094,333)	-72.2%	172.2%	100.0%		
NW	98-748	New Neighborhood Park (North Bethany) (McGettigan)	1,500,000	23,667	1,523,667	1,629,763	-	1,629,763	-	Complete	1,629,763	(106,096)	-7.0%	107.0%	100.0%		
UND	98-749	New Neighborhood Park - Undesignated	-	1,363	1,363	-	-	-	-	Reallocated	-	1,363	-100.0%	n/a	0.0%		
Sub-total New Neighborhood Parks			9,000,000	154,120	9,154,120	11,524,740	-	11,524,740	-		11,524,740	(2,370,620)	-25.9%	125.9%	100.0%		
Authorized Use of Savings from New Community Park																	
UND	Land Acquisition Category		-	1,655,521	1,655,521	-	-	-	-	N/A	-	1,655,521	n/a	n/a	n/a		
Authorized Use of Savings from Community Center / Community																	
UND	Park Land Acquisition Category		-	715,099	715,099	-	-	-	-	N/A	-	715,099	n/a	n/a	n/a		
Total New Neighborhood Parks			9,000,000	2,524,740	11,524,740	11,524,740	-	11,524,740	-		11,524,740	-	0.0%	100.0%	100.0%		
<u>New Community Park Development</u>																	
SW	92-915	SW Quad Community Park & Athletic Field	7,711,500	343,963	8,055,463	10,520,819	-	10,520,819	-	Complete	10,520,819	(2,465,356)	-30.6%	130.6%	100.0%		
Sub-total New Community Park Development			7,711,500	343,963	8,055,463	10,520,819	-	10,520,819	-		10,520,819	(2,465,356)	-30.6%	130.6%	100.0%		
Authorized use of savings from Bond Facility Rehabilitation category																	
UND	Authorized use of savings from Bond Administration (Issuance) category		-	1,300,000	1,300,000	-	-	-	-	N/A	-	1,300,000	n/a	n/a	n/a		
Outside Funding from Washington County / Metro																	
UND	Transferred from Community Center Land Acquisition		-	781,105	781,105	-	-	-	-	N/A	-	781,105	n/a	n/a	n/a		
UND	Transferred from Community Center Land Acquisition		-	384,251	384,251	-	-	-	-	N/A	-	384,251	n/a	n/a	n/a		
Total New Community Park Development			7,711,500	2,809,319	10,520,819	10,520,819	-	10,520,819	-		10,520,819	-	0.0%	100.0%	100.0%		

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Quad-rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
<u>New Community Park Land Acquisition</u>															
NE	98-881-a	New Community Park - NE Quadrant (Teufel)	10,000,000	132,657	10,132,657	8,103,899	-	8,103,899	-	Complete	8,103,899	2,028,758	20.0%	80.0%	100.0%
NE	98-881-b	Community Park Expansion - NE Quad (BSD/William Walker)	-	-	-	373,237	-	373,237	-	Complete	373,237	(373,237)	100.0%	n/a	100.0%
Sub-total New Community Park			10,000,000	132,657	10,132,657	8,477,136	-	8,477,136	-		8,477,136	1,655,521	16.3%	83.7%	100.0%
Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category			-	(1,655,521)	(1,655,521)	-	-	-	-	N/A	-	(1,655,521)	n/a	n/a	n/a
UND		Total New Community Park	10,000,000	(1,522,864)	8,477,136	8,477,136	-	8,477,136	-		8,477,136	-	0.0%	100.0%	100.0%
<u>Renovate and Redevelop Community Parks</u>															
NE	92-916	Cedar Hills Park & Athletic Field	6,194,905	436,369	6,631,274	2,644,391	3,108,554	5,752,945	1,617,704	Award	7,370,648	(739,374)	-11.1%	86.8%	78.1%
SE	92-917	Schiffler Park	3,598,700	74,403	3,673,103	2,633,084	-	2,633,084	-	Complete	2,633,084	1,040,019	28.3%	71.7%	100.0%
Total Renovate and Redevelop Community Parks			9,793,605	510,772	10,304,377	5,277,475	3,108,554	8,386,029	1,617,704		10,003,732	300,645	2.9%	81.4%	83.8%
<u>Natural Area Preservation - Restoration</u>															
NE	97-963	Roger Tilbury Memorial Park	30,846	1,595	32,441	22,875	-	22,875	8,981	Establishment	31,856	585	1.8%	70.5%	71.8%
NE	97-964	Cedar Mill Park	30,846	1,172	32,018	1,201	-	1,201	-	Complete	1,201	30,817	96.2%	3.8%	100.0%
NE	97-965	Jordan/Jackie Husen Park	308,460	8,961	317,421	36,236	-	36,236	-	Complete	36,236	281,185	88.6%	11.4%	100.0%
NW	97-966	NE/Bethany Meadows Trail Habitat Connection	246,768	16,178	262,946	-	-	-	262,946	On Hold	262,946	-	0.0%	0.0%	0.0%
NW	97-967	Hansen Ridge Park (formerly Kaiser Ridge)	10,282	300	10,582	12,929	-	12,929	-	Complete	12,929	(2,347)	-22.2%	122.2%	100.0%
NW	97-968	Allenbach Acres Park	41,128	2,318	43,446	10,217	-	10,217	31,613	Establishment	41,830	1,616	3.7%	23.5%	24.4%
NW	97-969	Crystal Creek Park	205,640	7,208	212,848	95,401	-	95,401	-	Complete	95,401	117,447	55.2%	44.8%	100.0%
NE	97-970	Foothills Park	61,692	1,172	62,864	46,178	-	46,178	-	Complete	46,178	16,686	26.5%	73.5%	100.0%
NE	97-971	Commonwealth Lake Park	41,128	778	41,906	30,809	-	30,809	-	Complete	30,809	11,097	26.5%	73.5%	100.0%
NW	97-972	Tualatin Hills Nature Park	90,800	2,323	93,123	27,696	-	27,696	-	Complete	27,696	65,427	70.3%	29.7%	100.0%
NE	97-973	Pioneer Park	10,282	254	10,536	9,421	-	9,421	-	Complete	9,421	1,115	10.6%	89.4%	100.0%
NW	97-974	Whispering Woods Park	51,410	914	52,324	48,871	-	48,871	-	Complete	48,871	3,453	6.6%	93.4%	100.0%
NW	97-975	Willow Creek Nature Park	20,564	389	20,953	21,877	-	21,877	-	Complete	21,877	(924)	-4.4%	104.4%	100.0%
SE	97-976	AM Kennedy Park	30,846	741	31,587	26,866	-	26,866	-	Complete	26,866	4,721	14.9%	85.1%	100.0%
SE	97-977	Camille Park	77,115	1,784	78,899	61,399	-	61,399	-	Complete	61,399	17,500	22.2%	77.8%	100.0%
SE	97-978	Vista Brook Park	20,564	897	21,461	5,414	-	5,414	-	Complete	5,414	16,047	74.8%	25.2%	100.0%
SE	97-979	Greenway Park/Koll Center	61,692	2,316	64,008	49,854	-	49,854	13,317	Establishment	63,171	837	1.3%	77.9%	78.9%
SE	97-980	Bauman Park	82,256	2,024	84,280	30,153	-	30,153	-	Complete	30,153	54,127	64.2%	35.8%	100.0%
SE	97-981	Fanno Creek Park	162,456	6,444	168,900	65,147	-	65,147	5,508	Establishment	70,655	98,245	58.2%	38.6%	92.2%
SE	97-982	Hideaway Park	41,128	1,105	42,233	38,459	-	38,459	-	Complete	38,459	3,774	8.9%	91.1%	100.0%
SW	97-983	Murrayhill Park	61,692	1,031	62,723	65,712	-	65,712	-	Complete	65,712	(2,989)	-4.8%	104.8%	100.0%
SE	97-984	Hyland Forest Park	71,974	1,342	73,316	62,121	-	62,121	-	Complete	62,121	11,195	15.3%	84.7%	100.0%
SW	97-985	Cooper Mountain	205,640	13,479	219,119	14	-	14	219,105	On Hold	219,119	-	0.0%	0.0%	0.0%
SW	97-986	Winkelman Park	10,282	241	10,523	5,894	-	5,894	-	Complete	5,894	4,629	44.0%	56.0%	100.0%
SW	97-987	Lowami Hart Woods	287,896	9,345	297,241	127,906	-	127,906	-	Complete	127,906	169,335	57.0%	43.0%	100.0%
SW	97-988	Rosa/Hazeldale Parks	28,790	722	29,512	12,754	-	12,754	-	Complete	12,754	16,758	56.8%	43.2%	100.0%
SW	97-989	Mt Williams Park	102,820	6,021	108,841	36,167	-	36,167	72,674	Establishment	108,841	-	0.0%	33.2%	33.2%
SW	97-990	Jenkins Estate	154,230	3,365	157,595	136,481	-	136,481	-	Complete	136,481	21,114	13.4%	86.6%	100.0%
SW	97-991	Summercrest Park	10,282	193	10,475	7,987	-	7,987	-	Complete	7,987	2,488	23.8%	76.2%	100.0%
SW	97-992	Morrison Woods	61,692	4,042	65,734	0	-	0	65,734	On Hold	65,734	-	0.0%	0.0%	0.0%
UND	97-993	Interpretive Sign Network	339,306	9,264	348,570	326,776	-	326,776	-	Complete	326,776	21,794	6.3%	93.7%	100.0%
NW	97-994	Beaverton Creek Trail	61,692	4,043	65,735	-	-	-	65,735	On Hold	65,735	-	0.0%	0.0%	0.0%
NW	97-995	Bethany Wetlands/Bronson Creek	41,128	2,695	43,823	-	-	-	43,823	On Hold	43,823	-	0.0%	0.0%	0.0%
NW	97-996	Bluegrass Downs Park	15,423	1,010	16,433	-	-	-	16,433	On Hold	16,433	-	0.0%	0.0%	0.0%
NW	97-997	Crystal Creek	41,128	2,696	43,824	-	-	-	43,824	On Hold	43,824	-	0.0%	0.0%	0.0%
UND	N/A	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	-	(865,000)	100.0%	0.0%	0.0%
SE	97-870	Hyland Woods Phase 2	-	76,248	76,248	51,353	3,100	54,453	21,795	Establishment	76,248	-	0.0%	71.4%	71.4%
SW	97-871	Jenkins Estate Phase 2	-	127,999	127,999	54,685	-	54,685	73,314	Establishment	127,999	-	0.0%	42.7%	42.7%
NW	97-872	Somerset	-	154,548	154,548	-	-	-	154,548	Budget	154,548	-	0.0%	0.0%	0.0%
NW	97-873	Rock Creek Greenway	-	159,699	159,699	-	-	-	159,699	Budget	159,699	-	0.0%	0.0%	0.0%
NW	97-874	Whispering Woods Phase 2	-	97,879	97,879	-	-	-	97,879	Budget	97,879	-	0.0%	0.0%	0.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 11/30/18

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)	
SE	97-875	Raleigh Park	-	113,077	113,077	8,500	-	8,500	104,577	113,077	-	0.0%	7.5%	7.5%	
NE	97-876	Bannister Creek Greenway/NE Park	-	77,273	77,273	-	-	-	77,273	77,273	-	0.0%	0.0%	0.0%	
NW	97-877	Beaverton Creek Greenway Duncan	-	20,607	20,607	-	-	-	20,607	20,607	-	0.0%	0.0%	0.0%	
SE	97-878	Church of Nazarene	-	30,718	30,718	14,121	-	14,121	16,597	30,718	-	0.0%	46.0%	46.0%	
SW	97-879	Lilly K. Johnson Woods	-	30,459	30,459	21,256	-	21,256	9,203	30,459	-	0.0%	69.8%	69.8%	
UND	97-914	Restoration of new properties to be acquired	643,023	41,096	684,119	7,172	-	7,172	651,254	658,426	25,693	3.8%	1.0%	1.1%	
Total Natural Area Restoration			3,762,901	182,965	3,945,866	1,579,902	3,100	1,583,002	2,236,439	3,819,441	126,425	3.2%	40.1%	41.4%	
Natural Area Preservation - Land Acquisition															
UND	98-882	Natural Area Acquisitions	8,400,000	348,691	8,748,691	5,063,697	6,880	5,070,577	3,678,114	8,748,691	-	0.0%	58.0%	58.0%	
Total Natural Area Preservation - Land Acquisition			8,400,000	348,691	8,748,691	5,063,697	6,880	5,070,577	3,678,114	8,748,691	-	0.0%	58.0%	58.0%	
New Linear Park and Trail Development															
SW	93-918	Westside Trail Segments 1, 4, & 7	4,267,030	85,084	4,352,114	4,381,083	-	4,381,083	-	4,381,083	(28,969)	-0.7%	100.7%	100.0%	
NE	93-920	Jordan/Husen Park Trail	1,645,120	46,432	1,691,552	1,227,496	-	1,227,496	-	1,227,496	464,056	27.4%	72.6%	100.0%	
NW	93-924	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	78,646	3,882,986	4,392,047	-	4,392,047	-	4,392,047	(509,061)	-13.1%	113.1%	100.0%	
NW	93-922	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	103,949	2,365,989	1,743,667	-	1,743,667	-	1,743,667	622,322	26.3%	73.7%	100.0%	
UND	93-923	Miscellaneous Natural Trails	100,000	5,184	105,184	30,394	-	30,394	74,790	105,184	-	0.0%	28.9%	28.9%	
NW	91-912	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	238,702	124,262	34.2%	65.8%	100.0%	
NE	91-913	NE Quadrant Trail - Bluffs Phase 2	257,050	14,797	271,847	412,424	-	412,424	-	412,424	(140,577)	-51.7%	151.7%	100.0%	
SW	93-921	Lowami Hart Woods	822,560	55,645	878,205	1,255,274	-	1,255,274	-	1,255,274	(377,069)	-42.9%	142.9%	100.0%	
NW	91-911	Westside - Waterhouse Trail Connection	1,542,300	48,560	1,590,860	1,055,589	-	1,055,589	-	1,055,589	535,271	33.6%	66.4%	100.0%	
Total New Linear Park and Trail Development			15,060,310	441,391	15,501,701	14,736,676	-	14,736,676	74,790	14,811,466	690,235	4.5%	95.1%	99.5%	
New Linear Park and Trail Land Acquisition															
UND	98-883	New Linear Park and Trail Acquisitions	1,200,000	23,345	1,223,345	1,222,206	-	1,222,206	1,139	1,223,345	-	0.0%	99.9%	99.9%	
Total New Linear Park and Trail Land Acquisition			1,200,000	23,345	1,223,345	1,222,206	-	1,222,206	1,139	1,223,345	-	0.0%	99.9%	99.9%	
Multi-field/Multi-purpose Athletic Field Development															
SW	94-925	Winkelman Athletic Field	514,100	34,601	548,701	941,843	-	941,843	-	941,843	(393,142)	-71.6%	171.6%	100.0%	
SE	94-926	Meadow Waye Park	514,100	4,791	518,891	407,340	-	407,340	-	407,340	111,551	21.5%	78.5%	100.0%	
NW	94-927	New Fields in NW Quadrant	514,100	33,439	547,539	38,246	11,079	49,325	1,278,688	1,328,013	(780,474)	-142.5%	9.0%	3.7%	
NE	94-928	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	527,993	291	0.1%	99.9%	100.0%	
SW	94-929	New Fields in SW Quadrant	514,100	33,663	547,763	997	-	997	546,766	547,763	-	0.0%	0.2%	0.2%	
SE	94-930	New Fields in SE Quadrant (Conestoga Middle School)	514,100	19,833	533,933	545,894	-	545,894	-	545,894	(11,961)	-2.2%	102.2%	100.0%	
Total Multi-field/Multi-purpose Athletic Field Dev.			3,084,600	140,511	3,225,111	2,462,313	11,079	2,473,392	1,825,454	4,298,846	(1,073,735)	-33.3%	76.7%	57.5%	
Deferred Park Maintenance Replacements															
UND	96-960	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	773,055	40,853	5.0%	95.0%	100.0%	
NW	96-720	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	127,277	(29,340)	-30.0%	130.0%	100.0%	
SW	96-721	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	38,381	897	2.3%	97.7%	100.0%	
SW	96-722	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	28,430	(20,810)	-273.1%	373.1%	100.0%	
SE	96-723	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	985	9,916	91.0%	9.0%	100.0%	
NE	96-998	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	41,902	7,015	14.3%	85.7%	100.0%	
UND	96-999	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	118,039	(1,202)	-1.0%	101.0%	100.0%	
SW	96-946	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	191,970	(29,541)	-18.2%	118.2%	100.0%	
NE	96-947	Permeable Parking Lot at Sunset Swim Center	160,914	3,248	164,162	512,435	-	512,435	-	512,435	(348,273)	-212.2%	312.2%	100.0%	
Sub-total Deferred Park Maintenance Replacements			1,451,515	10,474	1,461,989	1,832,474	-	1,832,474	-	1,832,474	(370,485)	-25.3%	1321.8%	900.0%	
UND		Authorized Use of Savings from Facility Expansion & Improvements Category	-	200,000	200,000	-	-	-	-	-	200,000	n/a	n/a	n/a	
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	170,485	170,485	-	-	-	-	-	170,485	n/a	n/a	n/a	
Total Deferred Park Maintenance Replacements			1,451,515	380,959	1,832,474	1,832,474	-	1,832,474	-	1,832,474	-	0.0%	100.0%	100.0%	

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 11/30/18

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
Facility Rehabilitation															
UND	95-931	Structural Upgrades at Several Facilities	317,950	(194,874)	123,076	115,484	-	115,484	-	Complete	115,484	7,592	6.2%	93.8%	100.0%
SW	95-932	Structural Upgrades at Aloha Swim Center	406,279	8,497	414,776	518,302	-	518,302	-	Complete	518,302	(103,526)	-25.0%	125.0%	100.0%
SE	95-933	Structural Upgrades at Beaverton Swim Center	1,447,363	37,353	1,484,716	820,440	-	820,440	-	Complete	820,440	664,276	44.7%	55.3%	100.0%
NE	95-934	Structural Upgrades at Cedar Hills Recreation Center	628,087	18,177	646,264	544,403	-	544,403	-	Complete	544,403	101,861	15.8%	84.2%	100.0%
SW	95-935	Structural Upgrades at Conestoga Rec/Aquatic Ctr	44,810	847	45,657	66,762	-	66,762	-	Complete	66,762	(21,105)	-46.2%	146.2%	100.0%
SE	95-937	Structural Upgrades at Garden Home Recreation Center	486,935	21,433	508,368	513,762	-	513,762	-	Complete	513,762	(5,394)	-1.1%	101.1%	100.0%
SE	95-938	Structural Upgrades at Harman Swim Center	179,987	2,779	182,766	73,115	-	73,115	-	Complete	73,115	109,651	60.0%	40.0%	100.0%
NW	95-939-a	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr	312,176	4,692	316,868	233,429	-	233,429	-	Complete	233,429	83,439	26.3%	73.7%	100.0%
NW	95-939-b	Structural Upgrades at HMT Aquatic Ctr - Roof Replacement	-	203,170	203,170	446,162	-	446,162	-	Complete	446,162	(242,992)	-119.6%	219.6%	100.0%
NW	95-940	Structural Upgrades at HMT Administration Building	397,315	6,080	403,395	299,599	-	299,599	-	Complete	299,599	103,796	25.7%	74.3%	100.0%
NW	95-941	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	Complete	66,000	(194)	-0.3%	100.3%	100.0%
NW	95-942	Structural Upgrades at HMT Dryland Training Ctr	116,506	2,137	118,643	75,686	-	75,686	-	Complete	75,686	42,957	36.2%	63.8%	100.0%
NW	95-943	Structural Upgrades at HMT Tennis Center	268,860	5,033	273,893	74,804	-	74,804	-	Complete	74,804	199,089	72.7%	27.3%	100.0%
SE	95-944	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	-27.1%	127.1%	100.0%
NW	95-945	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	Complete	9,333	(359)	-4.0%	104.0%	100.0%
NE	95-950	Sunset Swim Center Structural Upgrades	1,028,200	16,245	1,044,445	626,419	-	626,419	-	Complete	626,419	418,026	40.0%	60.0%	100.0%
NE	95-951	Sunset Swim Center Pool Tank	514,100	275	514,375	308,574	-	308,574	-	Complete	308,574	205,801	40.0%	60.0%	100.0%
UND	95-962	Auto Gas Meter Shut Off Valves at All Facilities	-	122	122	9,984	-	9,984	7,384	Construction	17,368	(17,246)	100.0%	0.0%	57.5%
Sub-total Facility Rehabilitation			6,227,732	132,069	6,359,801	4,807,961	-	4,807,961	7,384		4,815,345	1,544,456	24.3%	75.6%	99.8%
UND	Authorized use of savings for SW Quad Community Park & Athletic Fields		-	(1,300,000)	(1,300,000)	-	-	-	-	N/A	-	(1,300,000)	n/a	n/a	n/a
Total Facility Rehabilitation			6,227,732	(1,167,931)	5,059,801	4,807,961	-	4,807,961	7,384		4,815,345	244,456	4.8%	n/a	n/a
Facility Expansion and Improvements															
SE	95-952	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	Complete	2,039,367	(11,188)	-0.6%	100.6%	100.0%
SW	95-953	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	85,351	5,534,811	5,414,909	-	5,414,909	-	Complete	5,414,909	119,902	2.2%	97.8%	100.0%
SW	95-954	Aloha ADA Dressing Rooms	123,384	158	123,542	178,764	-	178,764	-	Complete	178,764	(55,222)	-44.7%	144.7%	100.0%
NW	95-955	Aquatics Center ADA Dressing Rooms	133,666	1,083	134,749	180,540	-	180,540	-	Complete	180,540	(45,791)	-34.0%	134.0%	100.0%
NE	95-956	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	Complete	321,821	192,933	37.5%	62.5%	100.0%
Sub-total Facility Expansion and Improvements			8,218,478	117,557	8,336,035	8,135,401	-	8,135,401	-		8,135,401	200,634	2.4%	97.6%	100.0%
UND	Authorized Use of Savings for Deferred Park Maintenance Replacements Category		-	(200,634)	(200,634)	-	-	-	-	N/A	-	(200,634)	n/a	n/a	n/a
Total Facility Expansion and Improvements			8,218,478	(83,077)	8,135,401	8,135,401	-	8,135,401	-		8,135,401	-	0.0%	100.0%	100.0%
ADA/Access Improvements															
NW	95-957	HMT ADA Parking & other site improvement	735,163	19,544	754,707	1,019,771	-	1,019,771	-	Complete	1,019,771	(265,064)	-35.1%	135.1%	100.0%
UND	95-958	ADA Improvements - undesignated funds	116,184	2,712	118,896	72,245	-	72,245	-	Complete	72,245	46,651	39.2%	60.8%	100.0%
SW	95-730	ADA Improvements - Barrows Park	8,227	104	8,331	6,825	-	6,825	-	Complete	6,825	1,506	18.1%	81.9%	100.0%
NW	95-731	ADA Improvements - Bethany Lake Park	20,564	194	20,758	25,566	-	25,566	-	Complete	25,566	(4,808)	-23.2%	123.2%	100.0%
NE	95-732	ADA Improvements - Cedar Hills Recreation Center	8,226	130	8,356	8,255	-	8,255	-	Complete	8,255	101	1.2%	98.8%	100.0%
NE	95-733	ADA Improvements - Forest Hills Park	12,338	197	12,535	23,416	-	23,416	-	Complete	23,416	(10,881)	-86.8%	186.8%	100.0%
SE	95-734	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	Cancelled	-	15,619	100.0%	0.0%	0.0%
SW	95-735	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	Complete	11,550	5,162	30.9%	69.1%	100.0%
SW	95-736	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	46.2%	53.8%	100.0%
NE	95-737	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	Complete	15,000	668	4.3%	95.7%	100.0%
NW	95-738	ADA Improvements - Rock Crk Pwrlne Prk (Soccer Fld)	20,564	327	20,891	17,799	-	17,799	-	Complete	17,799	3,092	14.8%	85.2%	100.0%
NW	95-739	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	Complete	7,075	(1,853)	-35.5%	135.5%	100.0%
NW	95-740	ADA Improvements - Waterhouse Powerline Park	8,226	183	8,409	8,402	-	8,402	-	Complete	8,402	7	0.1%	99.9%	100.0%
NE	95-741	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	Complete	5,102	120	2.3%	97.7%	100.0%
SE	95-742	ADA Improvements - Wonderland Park	10,282	163	10,445	4,915	-	4,915	-	Complete	4,915	5,530	52.9%	47.1%	100.0%
Total ADA/Access Improvements			1,028,196	24,461	1,052,657	1,242,547	-	1,242,547	-		1,242,547	(189,890)	-18.0%	118.0%	100.0%
UND	Authorized Use of Savings from Bond Issuance Administration Category		-	189,890	189,890	-	-	-	-	N/A	-	189,890	100.0%	n/a	n/a
Total ADA/Access Improvements			1,028,196	214,351	1,242,547	1,242,547	-	1,242,547	-		1,242,547	-	100.0%	100.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 11/30/18

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			Initial Project Budget	Adjustments	Current Total Project Budget FY 18/19	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
Community Center Land Acquisition															
UND	98-884-a	Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)	5,000,000	105,974	5,105,974	1,654,847	-	1,654,847	-	Complete	1,654,847	3,451,127	67.6%	32.4%	100.0%
UND	98-884-b	Community Center / Community Park (SW Quadrant) (Wenzel/Wall)	-	-	-	2,351,777	-	2,351,777	-	Complete	2,351,777	(2,351,777)	-100.0%	n/a	100.0%
Sub-total Community Center Land Acquisition			5,000,000	105,974	5,105,974	4,006,624	-	4,006,624	-		4,006,624	1,099,350	21.5%	78.5%	100.0%
UND		Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	N/A	-	(176,000)	n/a	n/a	n/a
UND		Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	N/A	-	(208,251)	n/a	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(715,099)	(715,099)	-	-	-	-	N/A	-	(715,099)	n/a	n/a	n/a
Total Community Center Land Acquisition			5,000,000	(993,376)	4,006,624	4,006,624	-	4,006,624	-		4,006,624	-	0.0%	100.0%	100.0%
Bond Administration Costs															
ADM		Debt Issuance Costs	1,393,000	(539,654)	853,346	68,142	-	68,142	-	Complete	68,142	785,204	92.0%	8.0%	100.0%
ADM		Bond Accountant Personnel Costs	-	241,090	241,090	288,678	-	288,678	-	Complete	288,678	(47,588)	-19.7%	119.7%	100.0%
ADM		Deputy Director of Planning Personnel Costs	-	57,454	57,454	57,454	-	57,454	-	Complete	57,454	-	-100.0%	n/a	100.0%
ADM		Communications Support	-	50,000	50,000	12,675	-	12,675	37,325	Budget	50,000	-	0.0%	25.4%	25.4%
ADM		Technology Needs	18,330	-	18,330	23,952	-	23,952	-	Complete	23,952	(5,622)	-30.7%	130.7%	100.0%
ADM		Office Furniture	7,150	-	7,150	5,378	-	5,378	-	Complete	5,378	1,772	24.8%	75.2%	100.0%
ADM		Admin/Consultant Costs	31,520	-	31,520	48,093	-	48,093	-	Complete	48,093	(16,573)	-52.6%	152.6%	100.0%
ADM		Additional Bond Proceeds	-	1,507,717	1,507,717	-	-	-	-	Budget	-	1,507,717	0.0%	0.0%	0.0%
Sub-total Bond Administration Costs			1,450,000	1,316,607	2,766,607	504,372	-	504,372	37,325		541,697	2,224,910	80.4%	18.2%	93.1%
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(170,485)	(170,485)	-	-	-	-	N/A	-	(170,485)	n/a	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Development Category	-	(173,175)	(173,175)	-	-	-	-	N/A	-	(173,175)	n/a	n/a	n/a
UND		Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(781,105)	(781,105)	-	-	-	-	N/A	-	(781,105)	n/a	n/a	n/a
UND		Authorized Use of Savings for ADA/Access Improvements Category	-	(189,890)	(189,890)	-	-	-	-	N/A	-	(189,890)	n/a	n/a	n/a
Total Bond Administration Costs			1,450,000	1,952	1,451,952	504,372	-	504,372	37,325		541,697	910,255	62.7%	34.7%	93.1%
Grand Total			100,000,000	4,285,897	104,285,897	89,709,414	3,137,666	92,847,080	11,073,159		103,920,239	365,658	0.4%	89.0%	89.3%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 11/30/18

		Category (Over)	Under Budget
Limited Reprogramming			
Land: New Neighborhood Park		-	
New Community Park		-	
New Linear Park		-	
New Community Center/Park		-	
		-	
		-	
Nat Res: Restoration		126,425	
Acquisition		-	
		126,425	
		126,425	
All Other			
New Neighborhood Park Dev		-	
Neighborhood Park Renov		(832,623)	
New Community Park Dev		-	
Community Park Renov		300,645	
New Linear Parks and Trails		690,235	
Athletic Field Development		(1,073,735)	
Deferred Park Maint Replace		-	
Facility Rehabilitation		244,456	
ADA		-	
Facility Expansion		-	
Bond Admin Costs		910,255	
		239,233	
		239,233	
Grand Total		365,658	
		365,658	



MEMORANDUM

Date: December 20, 2018
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Charge Report for November, 2018**

The Board of Directors approved a resolution implementing the System Development Charge program on November 17, 1998. Below please find the various categories for SDC's, i.e., Single Family, Multiple Family and Non-residential Development. Also listed are the collection amounts for both the City of Beaverton and Washington County, and the 1.6% handling fee for collections through November 2018.

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

City of Beaverton Collection of SDCs	Gross Receipts	Collection Fee	Net Revenue
3,055 Single Family Units	\$10,366,898.38	\$243,963.75	\$10,122,934.63
15 Single Family Units at \$489.09	\$7,557.80	\$221.45	\$7,336.35
2,502 Multi-family Units	\$8,581,838.76	\$162,144.36	\$8,419,694.40
0 Less Multi-family Credits	(\$52,424.23)	(\$229.36)	(\$52,194.87)
285 Non-residential	\$978,301.64	\$22,790.25	\$955,511.39
5,857	\$19,882,172.35	\$428,890.45	\$19,453,281.90

Washington County Collection of SDCs	Gross Receipts	Collection Fee	Net Revenue
9,685 Single Family Units	\$44,846,189.52	\$818,505.67	\$44,027,683.85
-300 Less Credits	(\$642,834.00)	(\$19,285.02)	(\$623,548.98)
3,273 Multi-family Units	\$11,617,506.99	\$220,647.92	\$11,396,859.07
-24 Less Credits	(\$48,786.85)	(\$1,463.61)	(\$47,323.24)
5 Accessory Dwelling Units	\$30,454.13	\$260.66	\$30,193.47
163 Non-residential	\$1,701,147.34	\$32,465.67	\$1,668,681.67
12,802	\$57,503,677.13	\$1,051,131.29	\$56,452,545.84

Recap by Agency	Percent	Gross Receipts	Collection Fee	Net Revenue
5,857 City of Beaverton	25.63%	\$19,882,172.35	\$428,890.45	\$19,453,281.90
12,802 Washington County	74.37%	\$57,503,677.13	\$1,051,131.29	\$56,452,545.84
18,659	100.00%	\$77,385,849.48	\$1,480,021.74	\$75,905,827.74

System Development Charge Report, November 2018

	Recap by Dwelling				
	Single Family	Multi-Family	ADU	Non-Resident	Total
City of Beaverton	3,070	2,502	0	285	5,857
Washington County	<u>9,385</u>	<u>3,249</u>	<u>5</u>	<u>163</u>	<u>12,802</u>
	<u>12,455</u>	<u>5,751</u>	<u>5</u>	<u>448</u>	<u>18,659</u>

Total Receipts to Date

Gross Receipts	\$77,385,849.48
Collection Fees	<u>(\$1,480,021.74)</u>
	\$75,905,827.74
Interest	<u>\$2,717,183.21</u>
	<u>\$78,623,010.95</u>

Total Payments to Date

Refunds	(\$2,066,073.93)
Administrative Costs	(\$18.67)
Project Costs -- Development	(\$33,058,503.15)
<u>Project Costs -- Land Acquisition</u>	<u>(\$27,333,655.38)</u>
	<u>(\$62,458,251.13)</u>
	<u>\$16,164,759.82</u>

Recap by Month, FY 2018/19

	Net Receipts	Expenditures	Interest	SDC Fund Total
through June 2018	\$72,813,708.42	(\$58,590,370.44)	\$2,538,170.38	\$16,761,508.36
July	\$342,857.66	(\$872,928.08)	\$32,080.61	(\$497,989.81)
August	\$1,183,834.73	(\$126,118.56)	\$34,128.16	\$1,091,844.33
September	\$823,693.55	(\$79,873.68)	\$34,735.78	\$778,555.65
October	\$278,922.28	(\$363,809.14)	\$39,526.05	(\$45,360.81)
November	\$462,811.10	(\$2,425,151.23)	\$38,542.23	(\$1,923,797.90)
December	\$0.00	\$0.00	\$0.00	\$0.00
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>\$75,905,827.74</u>	<u>(\$62,458,251.13)</u>	<u>\$2,717,183.21</u>	<u>\$16,164,759.82</u>

Recap by Month, by Unit

	Single Family	Multi-Family	Non-Residential	ADU	Total Units
through June 2018	12,202	5,747	442	4	18,395
July	28	4	0	0	32
August	94	0	3	1	98
September	69	0	0	0	69
October	24	0	0	0	24
November	38	0	3	0	41
December	0	0	0	0	0
January	0	0	0	0	0
February	0	0	0	0	0
March	0	0	0	0	0
April	0	0	0	0	0
May	0	0	0	0	0
June	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>12,455</u>	<u>5,751</u>	<u>448</u>	<u>5</u>	<u>18,659</u>

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

Outdoor Life: THPRD

Get Ready to GetFit19

THPRD's Fitness Challenge

OUTDOOR LIFE

Looking for a fun, motivational nudge to put exercise back into your routine? Register for GetFit19, Tualatin Hills Park & Recreation District's fitness challenge. Running from Jan. 12 to April 13, this 13-week program is designed to inspire, educate and create community for a stronger, healthier you.

More than just an exercise challenge, THPRD has partnered with Natural Grocers to help participants focus on nutrition, wellness and lasting benefits.

GetFit19 participants are also invited to connect, share stories and stay motivated by joining a private Facebook group.

To make it more fun we're giving out great fitness swag like THPRD water bottles, gift certificates, iPods and earbud, all challenge long. At the end we will award the Grand Prize: a One-Year Deluxe Fitness Pass, valued at \$537.

Fill the card with 10 stamps, turn it in and it becomes your entry in the Grand Prize drawing. Then start a fresh one. The more cards you turn in the greater your chance of winning the Grand Prize.

Participating is easy. Register on line or at any of the district's centers to receive your stamp card. Earn a stamp every time you exercise, attend a nutrition class, or work out with a personal trainer at any THPRD center.

Make this the year you push your limits, reach your goals and start your fitness journey.

Find out more information and check out the calendar of activities on our GetFit19 webpage.



All Abilities Tri4Youth Allows Everyone to Compete

Beaverton, OR | December 2018 | By Julie Rocha

Tags: [Adaptive and Inclusive Recreation](#), [Physical Activity](#)



No one sits on the sidelines at the All Abilities Tri4Youth. For the second year, Tualatin Hills Park & Recreation District (THPRD) and [FACT Oregon](#) proudly hosted the safe, fun, fully-accessible race that emphasizes inclusion.

The only event of its kind in the region, Tri4Youth gives participants ages 8-26 the chance to compete in a triathlon. Athletes swim 50 yards, bike two miles and run a half mile on a fully-accessible course. They can compete on their own or as part of a team made up of friends and family. Use of adaptive bicycles, rafts, and other equipment is allowed.

The innovative program is a result of a public/private partnership between THPRD and FACT Oregon, an advocacy and leadership organization, empowering Oregon families experiencing disability in their pursuit of a whole life by expanding awareness, growing community, and equipping families. Executive director Roberta Dunn approached THPRD in 2016 after learning about a similar event, the Tri For Inclusion, held in Lehigh Valley, PA.

“FACT Oregon created the All Ability Tri4Youth because too often, youth experiencing disability face exclusion from community sports and its associated social activities, either intentionally or by default,” she says. “Families and community members need opportunities to see these young people in a new context, setting

their own goals and working to achieve them. All people deserve the opportunity to test their capabilities, feel the pride of physical achievement, and develop lifelong healthy habits.”

The partnership was a natural fit for THPRD. Removing barriers to participation for our diverse population remains integral to our mission. We have adaptive and inclusive programs and outreach like translation services, gender-neutral restrooms, multicultural events and multilingual signage. We also opened Mountain View Champions Park in 2017. The 21.5-acre, completely accessible park features Champions Too, Oregon’s first athletic field designed for people of all abilities and a 6,500-square-foot inclusive playground.

This event, however, took place at our Howard M. Terpenning Recreation Complex. The 92-acre complex has been holding family triathlons for over a decade. The ready availability of a fully-accessible course, however, was only part of FACT Oregon’s decision to partner with us.

“We chose THPRD because of their focus on safety, fun, meeting each family’s needs and working toward increased accessibility,” recalls Dunn.

THPRD took a leading role in coordinating the 2017 Tri4Youth. The district recruited volunteers, provided adaptive equipment and staffed the successful event where some 98 athletes participated. This year FACT Oregon took a more significant role. They recruited volunteers, took the lead on fundraising and organized sponsorships. They also recruited agencies who serve individuals experiencing disability to participate by hosting a table at the event.

2018’s Tri4Youth grew to 153 participants. Many, like Carol Buntent’s two children, were repeat athletes. Why did the family come back? “It’s hard to find events where the kids feel empowered,” says the mother of the 8.5 and 11-year-old who both experience disability. Last year Buntent’s husband competed with the kids while she volunteered on the course. “I cheered and cried and cheered some more,” she recalls.

This year they swapped roles. “It’s my turn to race,” she says with a smile.

There were plenty of first-timers too, like 15-year-old Michael Hasler. Michael, who was accompanied by his parents Sid and Sue, mastered riding a bike just two months before the event. “As soon as he got it he wanted to be in a race,” says his father.

“I just want to compete and have fun,” Michael reports.

Dunn predicts more athletes competing and having fun in years to come. “We envision families across the state traveling to the Beaverton area for this one of a kind triathlon,” she says. “We are excited to work with community partners to grow a sports model that welcomes all children and demonstrates that physical activity, play, and sports can be inclusive AND a highly valued part of everyday life.”

Julie Rocha is the sports department manager for Tualatin Hills Park and Recreation District.

Winter Registration

**Begins Saturday,
Dec. 8 at 8 am**

Monday, Dec. 10, for those outside of THPRD boundaries

**TO REGISTER:
Visit thprd.org/portal
or call 503-439-9400**



thprd.org

¿Habla español y necesita ayuda buscando clases? Por primera vez THPRD tendrá ayuda en persona para el primer día de registraciones.

Cuando: 8 de diciembre de 8 am – 12 pm

Dirección: 15707 SW Walker Rd,
Beaverton OR 97006

(Busque las señas ubicadas en la oficina de administración)