



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

**Board of Directors Regular Meeting
Tuesday, February 11, 2020**

**6:30 pm Executive Session
7:00 pm Regular Meeting**

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

AGENDA

1. Executive Session*
 - A. Legal
 - B. Land
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. [Proclamation: Black History Month](#)
5. Audience Time**
6. Board Time
 - A. Committee Liaisons Updates
7. Consent Agenda***
 - A. [Approve: Minutes of January 14, 2020 Regular Board Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statement](#)
 - D. [Award: HMT Aquatic Center Light Replacement Construction Contract](#)
8. Unfinished Business
 - A. [Information: General Manager's Report](#)
9. New Business
 - A. [Review: Amendments to District Compiled Policies Chapter 8 – Naming of District Property](#)
10. Adjourn

Executive Session:** Executive Sessions are permitted under the authority of ORS 192.660. Copies of the statute are available at the offices of Tualatin Hills Park & Recreation District. *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. Note: Agenda items may not be considered in the order listed. *****Consent Agenda:** If you wish to speak on an agenda item on the Consent Agenda, you may be heard under Audience Time. Consent Agenda items will be approved without discussion unless there is a request to discuss a particular Consent Agenda item. The issue separately discussed will be voted on separately.

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 31, 2020
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Information Regarding the February 11, 2020 Board of Directors Meeting**

Agenda Item #4 – Presentation

A. Proclamation: Black History Month

Attached please find a proclamation declaring the month of February as Black History Month.

Agenda Item #7 – Consent Agenda

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

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

- A. Approve: Minutes of January 14, 2020 Board Meeting**
- B. Approve: Monthly Bills**
- C. Approve: Monthly Financial Statements**
- D. Award: HMT Aquatic Center Light Replacement Construction Contract**

Agenda Item #8 – Unfinished Business

A. General Manager's Report

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

Agenda Item #9 – New Business

A. Amendments to District Compiled Policies Chapter 8 – Naming of District Property

Attached please find a memo presenting proposed amendments to the Naming of District Property section of Chapter 8 of the District Compiled Policies (DCP 8). Liana Harden, Engagement & Partnership Specialist, will be at your meeting to provide an overview of the memo and to answer any questions the board may have.

Other Packet Enclosures

- Management Report to the Board
- Monthly Bond Capital Report
- Monthly Capital Report
- System Development Charge Report



TUALATIN HILLS PARK & RECREATION DISTRICT

PROCLAMATION

By the Board of Directors

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

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

WHEREAS, Black communities have made valuable contributions in the history of our nation's economic, cultural, spiritual and political development; and

WHEREAS, the Black community has been the target of discrimination, exclusion, and violence based on identity, which conflicts with our core values; and

WHEREAS, Black History Month call our attention to the continued need to recognize and eliminate racism, and to build a community in which all experience a full sense of belonging and respect for human dignity; and

WHEREAS, Black History Month is a time where we are encouraged to reflect on past successes and challenges of Black communities and to look to the future to ensure freedom, equity, and inclusiveness;

NOW, THEREFORE, I, Felicita Monteblanco, Board of Directors President, Tualatin Hills Park & Recreation District, do hereby declare the month of February 2020 as

Black History Month

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

Signed this 11th day of February, 2020.

Felicita Monteblanco, President

Tya Ping, Secretary



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

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, January 14, 2020, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Work Session 5:30 pm; Executive Session 6:15 pm; Regular Meeting 7 pm.

Present:

Felicita Monteblanco	President/Director
Tya Ping	Secretary/Director
Heidi Edwards	Director
Ashley Hartmeier-Prigg	Director
Doug Menke	General Manager

Absent:

Wendy Kroger	Secretary Pro-Tempore/Director
--------------	--------------------------------

Agenda Item #1 – Work Session: 2020 Legislative Policy

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Felicita Monteblanco on Tuesday, January 14, 2020, at 5:30 pm.

Keith Hobson, Director of Business & Facilities, introduced Kylie Grunow, state legislative consultant for the district, to provide an overview of the district's legislative topic areas for the 2020 short session, noting that the district also participates in legislative issues through its involvement with Special Districts Association of Oregon (SDAO) and Oregon Recreation & Park Association (ORPA). Kylie provided a PowerPoint presentation, a copy of which was entered into the record, regarding the following position statements proposed to guide the district's advocacy efforts:

- Local Agency Control & Authority
 - Maintain local agency control and authority to implement statewide policies within the context of agency and community needs.
 - Request careful consideration of the full impact of mandates on park and recreation agencies and services, especially unfunded mandates.
- Systems Development Charges (SDCs)
 - THPRD proactively seeks to address our region's needs for affordable housing through locally designed efforts that apply to all cost impacts.
 - Building upon tools and policies developed by THPRD, maintain local agency autonomy on policy decisions regarding local SDC resources.
 - Preserve the ability to utilize SDCs to ensure that new growth is financially self-sustaining.
- Carbon Reduction
 - Support role of parks and recreation districts in carbon reduction activities like those in urban forestry and wetland mitigation.

- Recognize infrastructure needs beyond transportation, including landscaping machinery and equipment (i.e. leaf blowers).
- Clear & Orderly Provision of Urban Services
 - Preserve the reasonable planning framework outlined in SB 122 (1993) to address complex issues associated with annexation and withdrawal.
 - Promote consistency of process for annexation and withdrawal amongst cities and special districts.
- State Funding for Parks & Recreation and Trails
 - Preserve funding levels for Local Government Grant Program from lottery and other funds.
 - Preserve and expand state funding for active transportation through the State Parks & Recreation Department, Connect Oregon, and other programs.

Kylie concluded the presentation with a brief overview of the upcoming short session process and rumored bills in the works, and inquired whether the board has any additional feedback or suggestions to the proposed position statements as outlined this evening.

The board concurred with the proposed position statements as outlined. Comments and discussion included the following:

- SDCs: It will be critical to maintain local control over SDCs, especially as the board continues to have necessary conversations on the topic of affordable housing. This area dovetails well with the position statements for Local Agency Control & Authority.
- Carbon Reduction: Climate change is a concern of the board and is of importance to our community as well, based on the initial feedback received through the district's visioning process. In the future, it will be interesting to see if there are opportunities to lend the district's voice on this subject matter to areas within its scope. While the board values carbon reduction, it also values taxpayer dollars. The board requested the current summary for this bill.
- A bill report will be provided to the board at least weekly during the short session.

Agenda Item #2 – Executive Session (A) Legal (B) Land

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

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

The Executive Session is held under authority of ORS 192.660(2) (e) & (h).

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

Agenda Item #3 – Call Regular Meeting to Order

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Felicita Montebalanco on Tuesday, January 14, 2020, at 7 pm.

Agenda Item #4 – Action Resulting from Executive Session

Ashley Hartmeier-Prigg moved that the board of directors authorize staff to dedicate right-of-way and easements in the northwest quadrant of the district per the terms discussed in executive session, subject to the standard due diligence review and approval by the general manager. Heidi Edwards seconded the motion. Roll call proceeded as follows:

Tya Ping Yes
Heidi Edwards Yes
Ashley Hartmeier-Prigg Yes
Felicita Monteblanco Yes

The motion was **UNANIMOUSLY APPROVED**.

Tya Ping moved that the board of directors authorize staff to accept the donation of property in the northwest quadrant of the district per the terms discussed in executive session, subject to the standard due diligence review and approval by the general manager. Heidi Edwards seconded the motion. Roll call proceeded as follows:

Ashley Hartmeier-Prigg Yes
Heidi Edwards Yes
Tya Ping Yes
Felicita Monteblanco Yes

The motion was **UNANIMOUSLY APPROVED**.

Agenda Item #5 – Presentation: Audit Report on Park District Financial Statements for Fiscal Year 2018/19

Keith Hobson, Director of Business & Facilities, introduced Julie Fahey, Audit Partner with Talbot, Korvola & Warwick, LLP, the district’s auditor, to make a presentation on the Audit Report on the district’s Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019. Keith noted that this report was presented to the district’s Audit Committee for their review and approval in December, and that at the conclusion of this evening’s presentation, district staff is requesting board acceptance of the Audit Report on the district’s Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019.

Julie provided a brief overview of the audit process and the district’s Comprehensive Annual Financial Report for the year ended June 30, 2019, as included within the board of directors’ information packet, noting information on the following pages:

- Page 8: Independent Auditor’s Report, which includes an unmodified opinion, meaning that the district’s financial statements have been fairly presented.
- Page 11: Management’s Discussion and Analysis, which provides a synopsis of the financial activities of THPRD.
- Pages 21 & 22: Statement of Net Position and Statement of Activities.
- Page 94: Independent Auditor’s Report, reflecting that there was no non-compliance discovered, nor was there any material weaknesses or sufficient deficiencies to report.

Julie concluded her presentation by noting that this will be the 14th consecutive year that the district will apply for, and likely receive, the Government Finance Officers Association Certificate of Excellence in Financial Reporting Award. Julie thanked the district’s financial staff, noting that they are professional and competent to work with, and offered to answer any questions the board may have.

President Monteblanco thanked the district’s Audit Committee volunteers for their work, as well as Julie and the team at Talbot, Korvola & Warwick, LLP.

Heidi Edwards 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, 2019. Tya Ping seconded the motion. Roll call proceeded as follows:

Ashley Hartmeier-Prigg Yes
Tya Ping Yes
Heidi Edwards Yes
Felicita Monteblanco Yes

The motion was **UNANIMOUSLY APPROVED**.

Agenda Item #6 – Resolution Amending District Compiled Policies Chapter 5 to Change Public Contract Rules

A. Open Hearing

Acting as the Local Contract Review Board, President Monteblanco opened the public hearing.

B. Staff Report

Keith Hobson, Director of Business & Facilities, provided an overview of the memo included within the board of directors’ information packet regarding proposed changes to the district’s Public Contracting Rules contained in Chapter 5 of the District Compiled Policies (DCP). An initial review of the proposed changes was presented to the board at their December 10, 2019 Regular Board meeting. The proposed changes reflect changes to statute made by the Oregon Legislature, but also include other recommended changes proposed by staff related to sustainable and socially equitable purchasing, and can be summarized as follows:

- Increases dollar thresholds for small procurements.
- Updates sustainable purchasing requirements to recognize that the human health, environmental, social and economic impacts of products and services occur throughout their life cycle and throughout the associated supply chains.
- Updates Minority, Women and Emerging Small Businesses (MWESB) purchasing requirements to align with dollar thresholds in the remainder of DCP 5, and to encourage support of self-defined MWESB companies.

Keith noted that the action requested this evening is that the board of directors, acting as the Local Contract Review Board, conduct a public hearing regarding the proposed changes and, pending the outcome of the public hearing, approve the resolution adopting the proposed changes as presented with an immediate implementation.

C. Public Comment

There was no public comment.

D. Board Discussion

President Monteblanco noted that the proposed changes nicely align with several of the district’s values and results in more consistency.

E. Close Hearing

President Monteblanco closed the public hearing.

F. Board Action

Heidi Edwards moved that the board of directors, acting as the Local Contract Review Board, approve Resolution 2020-01 amending the Public Contracting Rules contained within Chapter 5 of the District Compiled Polices. Ashley Hartmeier-Prigg seconded the motion. Roll call proceeded as follows:

Tya Ping	Yes
Ashley Hartmeier-Prigg	Yes
Heidi Edwards	Yes
Felicita Monteblanco	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #7 – Audience Time

Lily Gardner, 5553 NW 133rd Avenue, and Elizabeth Cook, 1939 NW Jasmine Lane, Portland, are before the THPRD Board of Directors this evening regarding the temperature of the water in the 50-meter pool at the Tualatin Hills Aquatic Center. Lily described her participation on the Valley Catholic High School Senior 1 swim team, noting her goal of qualifying for the Olympic trials this year. She described the difficulties of training at the Tualatin Hills Aquatic Center due to the high temperature of the water, noting that it is even warm outside of the pool on the deck.

She commented that lowering the temperature even a little would help her and her fellow teammates' abilities to perform. Elizabeth expressed agreement, noting that the FINA (Fédération Internationale de Natation) recommended water temperature for aquatic sports is between 77 and 82.4 degrees and that the Tualatin Hills Aquatic Center operates at 84 degrees. She noted that this temperature affects other pool users as well, such as synchronized swimmers, water polo players, and lap swimmers, all of whom would benefit from a lower temperature. She asked that the district consider lowering the temperature to 81 degrees as a compromise, which would also fall within the safe temperature recommendation for other users.

Lee O'Connor, 17247 NW Oakley Court, Portland, is before the THPRD Board of Directors this evening representing the Tualatin Hills Barracudas swim club. He referenced his previous testimony to the board at the December 10, 2019 Regular board meeting regarding the temperature of the water in the 50-meter pool at the Tualatin Hills Aquatic Center. He noted that district staff followed up with him after the meeting and that he learned that the family dressing rooms have cool water showers available, and that the air and water temperature within the aquatic center needs to be kept within one degree to prevent corrosion. He explained why FINA and USA Swimming does not allow competition in pools at or above 87.8 degrees due to the fatality of a champion swimmer from heat stroke, which is only four degrees warmer than the standard operating temperature at the Tualatin Hills Aquatic Center. He stated that between 77 and 82.4 degrees is the recommended temperature for lap swimming as defined by multiple national organizations that oversee aquatic exercise, including the American Red Cross. Lee distributed information regarding the temperatures of other competition pools, a copy of which was entered into the record, identifying three pools in the region that operate at lower temperatures than the Tualatin Hills Aquatic Center. He concluded by stating that lap swimmers and swim team members make up a large portion of the daily users at the Tualatin Hills Aquatic Center and that the current water temperature is not appropriate for those users. With six to eight pools available within the district, he hopes that the district can find a way to make all users comfortable.

- ✓ President Montebianco thanked Lee, Lily and Elizabeth for their testimony this evening and involvement in the district, and described the challenge in balancing and maximizing the district's public amenities. She noted that the Tualatin Hills Aquatic Center serves over 4,000 learn-to-swim participants annually, some of whom represent future swim team members. She would like to see continued dialogue regarding other possibilities in cooling swimmers down and hopes that they will continue to hold the board accountable; however, she anticipates that the water temperature will remain as-is in order to maximize public benefit. She pledged to continue to learn more about this issue and welcomed future public comment.
- ✓ Heidi Edwards commented that while THPRD is indeed fortunate to have six to eight pools, those pools are fully programmed at maximum capacity and there is no availability to shift programming to other pools.
- ✓ Tya Ping added that even at 84 degrees, some participants complain that the water is too cold. The district's goal is to satisfy the majority of patrons.
- ✓ Ashley Hartmeier-Prigg noted that, as a fellow athlete, she sympathizes with their challenges, but as a government agency, it is necessary to serve the greatest public need. The district will continue to look for creative options to see if there are other ways to help.
- ✓ President Montebianco encouraged Lee, Lily and Elizabeth to help identify those creative opportunities and ideas.

Agenda Item #6 – Board Time

Heidi Edwards provided the following updates and comments during board time:

- The Tualatin Hills Park Foundation (THPF) will hold its next quarterly meeting in February with three new trustees. She asked for consideration of a THPF presentation at a future THPRD Board of Directors meeting, possibly in February or March.
 - ✓ President Monteblanco replied that this would be considered based on the length of the agendas.
- The Nature & Trails Advisory Committee recognized a few outgoing, longstanding committee members; reflected on the engagement of underrepresented community members; and has also provided input on the upcoming Clean Water Services project at the Tualatin Hills Nature Park. She noted that the committee is interested in presenting at a future THPRD Board of Directors meeting.
 - ✓ President Monteblanco suggested that the end of the fiscal year may be a good time to invite interested district advisory committees to present to the board.
 - ✓ General Manager Doug Menke noted that previous discussion about these presentations was as an annual occurrence.

Tya Ping provided the following updates and comments during board time:

- Participated in various educational meetings on the topic of affordable housing with more scheduled.
- The next Programs & Events Advisory Committee meeting is scheduled to take place tomorrow evening.
- Participated in the final Play for Everyone Action Team meeting in relation to the district's visioning process, noting that it is an exciting prospect to envision the future of play 20 years from now.

Ashley Hartmeier-Prigg provided the following updates and comments during board time:

- Attended the most recent Audit Committee meeting, noting that she is grateful for the district staff and volunteers that she worked with through the auditing process.
- Participated in the final Accessible & Safe Action Team meeting in relation to the district's visioning process, noting that the facilitator was skilled and helped keep the participants at a 20-year level.

President Monteblanco provided the following updates and comments during board time:

- Asked that her fellow board members submit any parking lot items for future consideration by the board by January 31.
- Described the developing themes in the board's continuing discussion of affordable housing and system development charges (SDCs), including:
 - Priority in serving housing needs for those at 30% or below Area Median Income, while also serving those between 30-60%.
 - Determination of a capped amount that will not negatively affect the district's level of service.
 - More discussion is needed around certain parameters, such as nonprofit and for-profit affordable housing providers, any limitations to serving only Metro bond measure projects, and the scaling of SDC fees.
 - She is learning through meetings with affordable housing advocates that there is a strong desire to build more family-sized affordable housing units which should be considered when discussing scaling SDCs.
- Requested that district staff bring forward a proposal for board consideration of a change in board stipend guidelines, to include a cap of \$200 per month per board member (at \$50 per day for district service as per state statute) and a cap of \$3,500 annually per board member for travel in order to be able to accommodate the increase in stipend without an overall increase to the board's budget.

Agenda Item #9 – Consent Agenda

Tya Ping moved that the board of directors approve consent agenda items (A) Minutes of December 10, 2019 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Authorizing the Transfer of Appropriated Funds Within the 2019-20 General Fund Budget, and (E) Resolution Amending District Compiled Policies Chapter 6 Section 6.07 to Suspend Operation of the Capital Replacement Reserve Fund Until June 30, 2025. Ashley Hartmeier-Prigg seconded the motion. Roll call proceeded as follows:

Heidi Edwards	Yes
Ashley Hartmeier-Prigg	Yes
Tya Ping	Yes
Felicita Monteblanco	Yes

The motion was **UNANIMOUSLY APPROVED**.

Agenda Item #10 – Unfinished Business

A. General Manager’s Report

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

- Fanno Creek Trail Segment #5 – Scholls Ferry Road to 92nd Avenue
 - Gery Keck, Design & Development Manager, provided a detailed overview of three options currently under consideration by the City of Beaverton for the Fanno Creek Trail to connect between Scholls Ferry Road and 92nd Avenue, via a PowerPoint presentation, a copy of which was entered into the record. The city has asked the district to partner on the costs of the trail, for which district staff will be returning to the board at a future meeting.

Doug offered to answer any questions the board may have.

After asking clarifying questions about each design option, the board expressed support for Option #2 consisting of the roundabout at SW 92nd Avenue and Allen Boulevard. Comments also included conveying the preference to the city of not installing stop signs to the entrance of the roundabout.

Agenda Item #11 – Adjourn

There being no further business, the meeting was adjourned at 7:50 pm.

Felicita Monteblanco, President

Tya Ping, Secretary

Recording Secretary,
Jessica Collins

Check #	Check Date	Vendor Name	Check Amount
ACH	12/4/2019	MILLER NASH GRAHAM & DUNN LLP	836.00
309044	12/11/2019	CASWELL/HERTELL SURVEYORS, INC.	4,395.00
ACH	12/26/2019	MILLER NASH GRAHAM & DUNN LLP	2,014.00
		Capital Outlay - Bond - Land Acquisition	\$ 7,245.00
ACH	12/11/2019	TREECOLOGY, INC.	18,217.50
		Capital Outlay - Bond - Natural Resources Projects	\$ 18,217.50
ACH	12/18/2019	MACKAY & SPOSITO, INC.	25,173.11
		Capital Outlay - Bond - New/Redevelop Community Parks	\$ 25,173.11
309121	12/18/2019	2.INK STUDIO	66,634.90
		Capital Outlay - Bond - New/Redevelop Neighborhood Parks	\$ 66,634.90
308996	12/4/2019	ENVIROTEST LLC	1,258.00
ACH	12/26/2019	MILLER NASH GRAHAM & DUNN LLP	1,140.00
		Capital Outlay - Bond - Youth Athletic Field Development	\$ 2,398.00
ACH	12/18/2019	3J CONSULTING, INC	1,092.00
		Capital Outlay - Bridges/Bdwks-3 sites	\$ 1,092.00
76641	12/9/2019	DIAMOND LOCK & SECURITY	1,297.20
		Capital Outlay - Building Improvements	\$ 1,297.20
308999	12/4/2019	STARPLEX CORPORATION	1,973.13
ACH	12/4/2019	CEDAR MILL CONSTRUCTION CO., LLC	6,130.00
309041	12/11/2019	2KG CONTRACTORS, INC.	66,215.00
ACH	12/11/2019	OPIS ARCHITECTURE, LLP	6,301.25
309127	12/18/2019	CLEAN WATER SERVICES	1,200.00
309131	12/18/2019	FIRST RESPONSE SECURITY	1,530.00
309167	12/26/2019	NORTHWEST GEOTECHNICAL CONSULTANTS, INC.	2,443.95
ACH	12/26/2019	PETERSON STRUCTURAL ENGINEERS, INC.	4,240.00
		Capital Outlay - Building Replacements	\$ 90,033.33
ACH	12/4/2019	CDW GOVERNMENT INC	5,661.80
309116	12/18/2019	TYLER TECHNOLOGIES INC	4,000.00
309171	12/26/2019	TYLER TECHNOLOGIES INC	7,300.00
		Capital Outlay - ERP Software	\$ 16,961.80
75952	12/9/2019	EWING IRRIGATION PRODUCTS INC	1,036.66
		Capital Outlay - Park & Trail Improvements	\$ 1,036.66
308988	12/4/2019	2.INK STUDIO	11,974.21
308995	12/4/2019	DANEAL CONSTRUCTION INC	57,845.50
309009	12/4/2019	WFG NATIONAL TITLE INSURANCE COMPANY	5,000.00
ACH	12/4/2019	MACKAY & SPOSITO, INC.	7,256.95
ACH	12/4/2019	MILLER NASH GRAHAM & DUNN LLP	12,312.00
ACH	12/4/2019	NORTHWEST TREE SPECIALISTS	2,621.25
ACH	12/11/2019	3 KINGS ENVIRONMENTAL	347,475.05
ACH	12/11/2019	GOODFELLOW BROS., INC.	190,101.04
309106	12/18/2019	PORTLAND GENERAL ELECTRIC	21.01
309118	12/18/2019	WEST MEYER FENCE	5,826.00

Check #	Check Date	Vendor Name	Check Amount
309119	12/18/2019	WH PACIFIC, INC.	19,092.82
309122	12/18/2019	2.INK STUDIO	41,713.56
309130	12/18/2019	ENVIRONMENTAL SCIENCE ASSOCIATES	67,409.02
ACH	12/18/2019	FIELDTURF USA, INC.	11,510.00
ACH	12/18/2019	LYDA EXCAVATING, INC.	12,698.38
ACH	12/18/2019	MACKAY & SPOSITO, INC.	2,385.42
ACH	12/26/2019	MILLER NASH GRAHAM & DUNN LLP	11,866.00
		Capital Outlay - SDC - Park Development/Improvement	\$ 807,108.21
76253	12/9/2019	BEAVERTON ARTS FOUNDATION	2,500.00
76346	12/9/2019	FC CENTROCULTURAL DEC	1,500.00
76379	12/9/2019	PORTLAND BUSINESS ALLIANCE	2,000.00
		Conferences	\$ 6,000.00
76275	12/9/2019	BEAVERTON AREA CHAMBER OF COMMERCE	1,200.00
		Dues & Memberships	\$ 1,200.00
308998	12/4/2019	PORTLAND GENERAL ELECTRIC	24,368.86
309032	12/11/2019	PORTLAND GENERAL ELECTRIC	5,818.78
309106	12/18/2019	PORTLAND GENERAL ELECTRIC	1,467.99
309168	12/26/2019	PORTLAND GENERAL ELECTRIC	30,251.38
ACH	12/26/2019	PGE (CLEAN WIND)	1,867.08
		Electricity	\$ 63,774.09
308979	12/3/2019	KAISER FOUNDATION HEALTH PLAN	289,864.16
308980	12/3/2019	MODA HEALTH PLAN INC	29,122.91
308987	12/3/2019	UNUM LIFE INSURANCE - LTC	2,403.30
309010	12/5/2019	Standard Insurance Co.	14,203.28
309081	12/17/2019	STANDARD INSURANCE COMPANY	337,268.58
		Employee Benefits	\$ 672,862.23
308982	12/3/2019	PACIFICSOURCE ADMINISTRATORS, INC.	3,962.06
308983	12/3/2019	PACIFICSOURCE ADMINISTRATORS, INC.	7,372.62
308984	12/3/2019	STANDARD INSURANCE COMPANY	38,465.40
ACH	12/3/2019	MASSACHUSETTS MUTUAL LIFE INSURANCE COMPANY	14,968.64
ACH	12/3/2019	OREGON DEPARTMENT OF JUSTICE	1,685.65
ACH	12/5/2019	THPRD - EMPLOYEE ASSOCIATION	9,278.76
309079	12/17/2019	PACIFICSOURCE ADMINISTRATORS, INC.	3,872.06
309080	12/17/2019	PACIFICSOURCE ADMINISTRATORS, INC.	6,000.15
309082	12/17/2019	STANDARD INSURANCE COMPANY	34,344.07
ACH	12/17/2019	MASSACHUSETTS MUTUAL LIFE INSURANCE COMPANY	14,798.91
ACH	12/17/2019	OREGON DEPARTMENT OF JUSTICE	1,590.24
		Employee Deductions	\$ 136,338.56
75635	12/4/2019	NW NATURAL	1,163.55
ACH	12/4/2019	NW NATURAL	3,536.24
ACH	12/18/2019	NW NATURAL	3,507.25
ACH	12/26/2019	NW NATURAL	20,674.70
		Heat	\$ 28,881.74
ACH	12/11/2019	PORTLAND ENERGY BASKETBALL LLC	7,182.50
		Instructional Services	\$ 7,182.50

Check #	Check Date	Vendor Name	Check Amount
75716	12/4/2019	WASTE MANAGEMENT OF OREGON	1,471.15
75735	12/4/2019	GUARANTEED PEST CONTROL SERVICE CO INC	1,907.00
ACH	12/4/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	1,194.20
75900	12/9/2019	REXIUS FOREST BY-PRODUCTS INC	3,375.00
75998	12/9/2019	UNITED SITE SERVICES	9,842.50
ACH	12/11/2019	NORTHWEST TREE SPECIALISTS	3,225.00
ACH	12/18/2019	NORTHWEST TREE SPECIALISTS	1,000.00
		Maintenance Services	\$ 22,014.85
ACH	12/4/2019	WALTER E NELSON COMPANY	1,866.60
75772	12/9/2019	EWING IRRIGATION PRODUCTS INC	2,927.82
75797	12/9/2019	REXIUS FOREST BY-PRODUCTS INC	7,269.00
75809	12/9/2019	AIR GAS NORPAC INC	1,132.06
75845	12/9/2019	EWING IRRIGATION PRODUCTS INC	2,258.91
75848	12/9/2019	EWING IRRIGATION PRODUCTS INC	1,424.71
75850	12/9/2019	POOL & SPA HOUSE INC	1,629.45
76010	12/9/2019	WILBUR-ELLIS COMPANY	1,780.00
76013	12/9/2019	WILBUR-ELLIS COMPANY	3,173.00
76311	12/9/2019	AIR GAS NORPAC INC	1,257.48
76378	12/9/2019	STEP FORWARD ACTIVITIES, INC.	5,127.00
76390	12/9/2019	AIR GAS NORPAC INC	2,076.34
76611	12/9/2019	VALLEY ATHLETICS	1,662.40
76646	12/9/2019	TARGET SPECIALTY PRODUCTS	2,376.80
76720	12/9/2019	AIR GAS NORPAC INC	2,740.12
76787	12/9/2019	AIR GAS NORPAC INC	1,299.30
ACH	12/11/2019	WALTER E NELSON COMPANY	2,280.63
309134	12/18/2019	GREEN ART LANDSCAPING CO LLC	9,817.33
ACH	12/18/2019	WALTER E NELSON COMPANY	4,295.52
309172	12/26/2019	UNIVAR SOLUTIONS USA INC	1,356.71
		Maintenance Supplies	\$ 57,751.18
75616	12/4/2019	AT&T MOBILITY	172.92
75623	12/4/2019	RICOH USA, INC.	2,441.65
75793	12/9/2019	MASTERS, INC.	299.47
78239	12/27/2019	RICOH USA, INC.	2,571.63
		Office Supplies	\$ 5,485.67
309001	12/4/2019	US POSTAL SERVICE CMRS-PB	3,000.00
ACH	12/4/2019	LITHTEX, INC	(126.20)
		Postage	\$ 2,873.80
ACH	12/4/2019	LITHTEX, INC	6,595.00
ACH	12/18/2019	SIGNATURE GRAPHICS	13,560.39
		Printing & Publication	\$ 20,155.39
308982	12/3/2019	PACIFCSOURCE ADMINISTRATORS, INC.	934.75
309008	12/4/2019	UNITE OREGON	5,000.00
ACH	12/4/2019	MILLER NASH GRAHAM & DUNN LLP	4,916.00
ACH	12/4/2019	TALBOT, KORVOLA & WARWICK, LLP	5,000.00
309033	12/11/2019	PROVIDENCE HEALTH & SERVICES	1,724.25
ACH	12/11/2019	JLA PUBLIC INVOLVEMENT	9,648.52

Check #	Check Date	Vendor Name	Check Amount
ACH	12/18/2019	ANGELO PLANNING GROUP, INC.	7,986.95
ACH	12/18/2019	KOFF & ASSOCIATES, INC.	1,807.00
309166	12/26/2019	MARK SHERMAN CONSULTING LLC	2,416.00
ACH	12/26/2019	ANGELO PLANNING GROUP, INC.	3,351.25
ACH	12/26/2019	MILLER NASH GRAHAM & DUNN LLP	2,494.00
		Professional Services	\$ 45,278.72
75623	12/4/2019	RICOH USA, INC.	248.88
75793	12/9/2019	MASTERS, INC.	1,236.13
75794	12/9/2019	KORE GROUP	2,221.81
ACH	12/11/2019	TRUVIEW BSI, LLC	2,274.76
309124	12/18/2019	AMERICAN CHESS INSTITUTE, INC.	6,060.00
309178	12/26/2019	WASHINGTON COUNTY DEPT OF HEALTH & HUMAN SERVICES	768.00
78239	12/27/2019	RICOH USA, INC.	203.14
		Program Supplies	\$ 13,012.72
75719	12/4/2019	WASTE MANAGEMENT OF OREGON	1,078.38
75723	12/4/2019	WASTE MANAGEMENT OF OREGON	2,105.81
75726	12/4/2019	WASTE MANAGEMENT OF OREGON	1,600.14
		Refuse Services	\$ 4,784.33
75623	12/4/2019	RICOH USA, INC.	3,176.84
75798	12/9/2019	DITCH WITCH NORTHWEST	2,500.00
78239	12/27/2019	RICOH USA, INC.	3,176.84
		Rental Equipment	\$ 8,853.68
308997	12/4/2019	GRUNOW, KYLIE	1,500.00
ACH	12/4/2019	SMITH DAWSON & ANDREWS	3,000.00
76133	12/9/2019	AVERTIUM, LLC	2,000.00
76165	12/9/2019	AVERTIUM, LLC	2,000.00
76318	12/9/2019	SHI INTERNATIONAL CORPORATION	3,609.70
309038	12/11/2019	TUALATIN SOIL AND WATER CONSERVATION DISTRICT	2,833.01
ACH	12/11/2019	TRUVIEW BSI, LLC	2,534.25
309128	12/18/2019	EDWARDS ENTERPRISES	1,260.00
309129	12/18/2019	ELEVATE TECHNOLOGY GROUP	2,925.00
ACH	12/18/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	14,159.60
ACH	12/18/2019	TRUVIEW BSI, LLC	1,360.00
309178	12/26/2019	WASHINGTON COUNTY DEPT OF HEALTH & HUMAN SERVICES	4,987.00
ACH	12/26/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	3,267.50
		Technical Services	\$ 45,436.06
ACH	12/11/2019	EXECUTIVE FORUM	2,186.00
ACH	12/18/2019	JOHNSON, COREY	1,330.75
		Technical Training	\$ 3,516.75
75616	12/4/2019	AT&T MOBILITY	9,006.87
ACH	12/26/2019	ALLSTREAM BUSINESS US	5,625.00
		Telecommunications	\$ 14,631.87
309006	12/4/2019	THP FOUNDATION	1,145.06
		THPF - Nature Store Sales & Donations	\$ 1,145.06

Check #	Check Date	Vendor Name	Check Amount
308991	12/4/2019	CARSON OIL, INC.	3,021.33
309042	12/11/2019	CARSON OIL, INC.	1,977.11
309115	12/18/2019	TUALATIN VALLEY WATER DISTRICT	5,617.56
309125	12/18/2019	BRETTHAUER OIL CO.	2,173.73
309170	12/26/2019	TUALATIN VALLEY WATER DISTRICT	3,515.55
		Vehicle Gas & Oil	\$ 16,305.28
75562	12/4/2019	BEAVERTON, CITY OF	3,650.85
75564	12/4/2019	BEAVERTON, CITY OF	1,116.16
75566	12/4/2019	BEAVERTON, CITY OF	1,170.95
75567	12/4/2019	BEAVERTON, CITY OF	1,594.07
75586	12/4/2019	BEAVERTON, CITY OF	2,784.68
75602	12/4/2019	BEAVERTON, CITY OF	1,151.39
75603	12/4/2019	BEAVERTON, CITY OF	2,068.99
75604	12/4/2019	BEAVERTON, CITY OF	1,114.07
75605	12/4/2019	BEAVERTON, CITY OF	2,088.21
75606	12/4/2019	BEAVERTON, CITY OF	1,124.42
75611	12/4/2019	BEAVERTON, CITY OF	4,709.36
75612	12/4/2019	BEAVERTON, CITY OF	2,054.16
75700	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,048.96
75701	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,073.65
75702	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,092.77
75703	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,095.88
75704	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,143.81
75705	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,429.46
75706	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,554.32
75707	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,604.71
75708	12/4/2019	TUALATIN VALLEY WATER DISTRICT	1,819.63
75709	12/4/2019	TUALATIN VALLEY WATER DISTRICT	2,171.93
75710	12/4/2019	TUALATIN VALLEY WATER DISTRICT	2,898.58
75711	12/4/2019	TUALATIN VALLEY WATER DISTRICT	3,520.00
75712	12/4/2019	TUALATIN VALLEY WATER DISTRICT	3,611.61
75713	12/4/2019	TUALATIN VALLEY WATER DISTRICT	7,646.72
75714	12/4/2019	TUALATIN VALLEY WATER DISTRICT	9,925.23
309000	12/4/2019	TUALATIN VALLEY FIRE AND RESCUE	1,114.50
		Water & Sewer	\$ 67,379.07
		Grand Total	\$ 2,282,061.26



Tualatin Hills Park & Recreation District

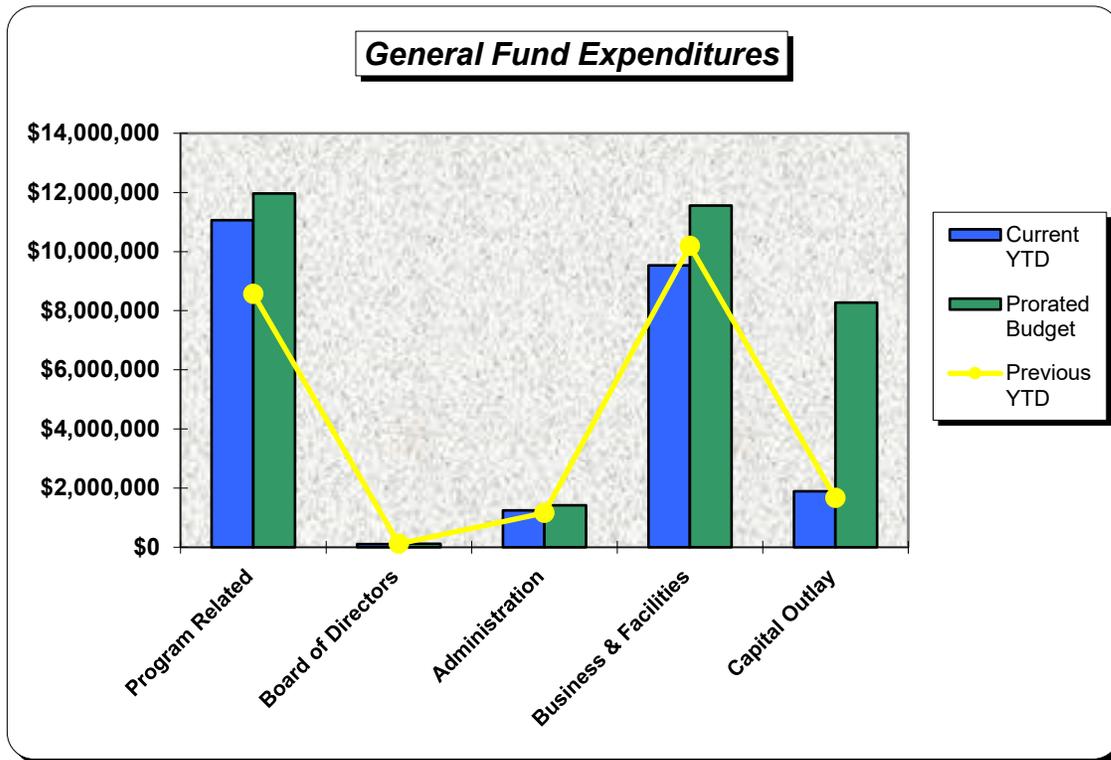
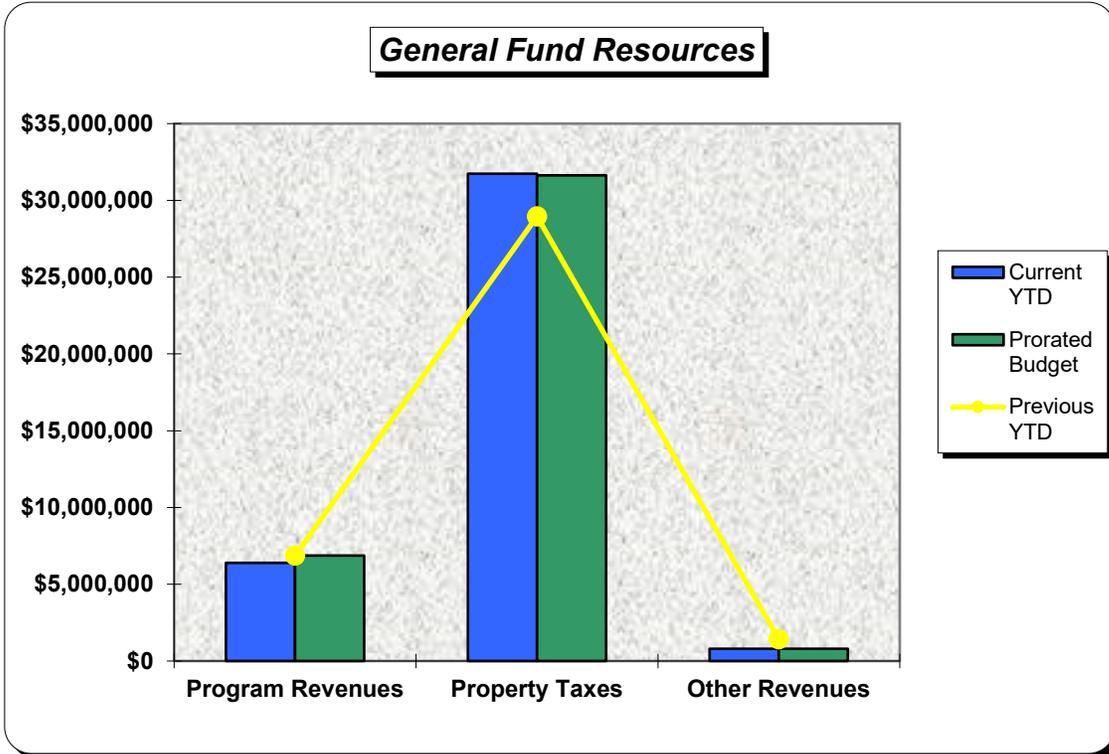
General Fund Financial Summary December, 2019

	ACTUAL		BUDGET		
	Current Month	Year to Date	Year to Date	% YTD Actual to Budget	Full Fiscal Year
Program Resources:					
Aquatic Centers	\$ 91,907	\$ 1,387,289	1,833,657	75.7%	\$ 3,819,780
Tennis Center	90,686	572,620	599,758	95.5%	1,208,172
Recreation Centers & Programs	157,715	3,098,384	3,274,073	94.6%	6,127,000
Sports Programs & Field Rentals	181,838	1,004,898	888,848	113.1%	1,911,530
Natural Resources	7,516	332,859	280,113	118.8%	524,924
Total Program Resources	529,662	6,396,051	6,876,448	93.0%	13,591,406
Other Resources:					
Property Taxes	6,909,127	31,739,017	31,633,906	100.3%	33,447,201
Interest Income	64,384	210,321	208,468	100.9%	590,000
Facility Rentals/Sponsorships	253,635	410,519	358,134	114.6%	928,110
Grants	3,000	20,833	20,833	100.0%	3,114,284
Miscellaneous Income	24,985	159,088	211,554	75.2%	400,000
Debt Proceeds	-	-	0	0.0%	8,000,000
Total Other Resources	7,255,131	32,539,778	32,432,896	100.3%	46,479,595
Total Resources	\$ 7,784,793	\$ 38,935,829	\$ 39,309,344	99.0%	\$ 60,071,001
Program Related Expenditures:					
Parks & Recreation Administration	71,448	355,497	371,518	95.7%	814,125
Aquatic Centers	331,417	2,321,853	2,512,586	92.4%	4,879,346
Tennis Center	129,024	694,657	743,701	93.4%	1,481,953
Recreation Centers	646,231	4,470,543	4,814,923	92.8%	9,009,218
Community Programs	50,868	334,236	427,573	78.2%	763,673
Athletic Center & Sports Programs	136,197	1,485,438	1,539,896	96.5%	2,997,369
Natural Resources & Trails	189,609	1,395,109	1,557,587	89.6%	3,055,937
Total Program Related Expenditures	1,554,794	11,057,333	11,967,784	92.4%	23,001,621
General Government Expenditures:					
Board of Directors	7,851	109,247	115,792	94.3%	267,956
Administration	227,192	1,246,332	1,416,770	88.0%	2,891,689
Business & Facilities	1,468,615	9,528,122	11,558,333	82.4%	22,853,208
Capital Outlay	953,246	1,891,588	8,277,343	22.9%	20,017,227
Contingency/Capital Replacement Reserve	-	-	-	0.0%	7,368,000
Total Other Expenditures:	2,656,904	12,775,289	21,368,237	59.8%	53,398,080
Total Expenditures	\$ 4,211,698	\$ 23,832,622	\$ 33,336,022	71.5%	\$ 76,399,701
Revenues over (under) Expenditures	\$ 3,573,095	\$ 15,103,206	\$ 5,973,322	252.8%	\$ (16,328,700)
Beginning Cash on Hand		14,840,219	16,328,700	90.9%	16,328,700
Ending Cash on Hand		\$ 29,943,426	\$ 22,302,022	134.3%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

December, 2019





[7D]

MEMO

DATE: January 24, 2020
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **HMT Aquatic Center Light Replacement Construction Contract**

Introduction

Staff is seeking board of directors' approval of the lowest responsible bid for the HMT Aquatic Center Light Replacement construction contract, and authorization to execute a contract with EC Electric for the amount of \$187,700.

Background

The fiscal year 2019/20 adopted budget includes a capital project appropriation of \$310,000 for the design and installation of a light system replacement for the HMT Aquatic Center. This LED light system replacement will improve the light quality for aquatic activities. Construction documents were completed in November 2019 with an estimated construction cost of \$259,700. The light replacement project was publicly bid on December 4, 2019. Six contractors requested bid information and three attended the mandatory pre-bid meeting. The bid opening was on January 9, 2020, and the district received three responsive bids. The lowest bid came from EC Electric in the amount of \$187,700.

The total hard cost for the project is \$189,700, with the addition of the project soft cost expenses of \$33,492 and the project contingency of \$16,739, result in a total project cost of \$239,931. Based on the Capital Projects budget of \$310,00, the project cost is within the project budget with a savings of \$70,069. The project contingency was lowered to 7.5% for the construction phase which is our standard practice at bid award.

A breakdown of project costs is provided below:

HMT Aquatic Center Light Replacement Funding Summary

Funding Sources	Amount
Capital Projects Funding	<u>\$310,000</u>
Total Project Funding	\$310,000

HMT Aquatic Center Light Replacement Cost Summary

Budget Item	Current Project Cost
Construction	\$189,700 Includes: <ul style="list-style-type: none">\$187,700 (<i>lowest responsible bid amount</i>)
Contingency	\$16,739
Soft costs	\$33,492
Total project cost	\$239,931
Project budget variance (over) under	\$70,069

Permits for the light replacement project are minimal and the responsibility of the general contractor. The construction schedule will be determined once the light fixtures are ordered with an anticipated start between the months of March and April 2020. The replacement will take approximately three weeks with minimal interruption to aquatic activities.

Proposal Request

Staff is seeking board of directors' approval of the lowest responsible base bid of \$187,700 from EC Electric for the construction of the HMT Aquatic Center Light Replacement, and authorization for the general manager or designee to execute the contract.

Benefits of Proposal

The LED light replacement project will improve the light quality and safety of aquatic activities. The lighting system features daylight harvesting to offset energy use based on natural light, and has a separate circuit dedicated to swim events.

Potential Downside of Proposal

There is no apparent downside to this proposal.

Maintenance Impact

There is no impact to maintenance cost.

Action Requested

Board of directors' approval of the following items:

1. Approval to award the contract to the lowest responsible bid from EC Electric for the amount of \$187,000; and
2. Authorization for the general manager or designee to execute the contract.

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

Project:	HMT Aquatic Center Light Replacement	
Contractor:	EC Electric	
Contractor worked for THPRD previously: Yes		
Contractor references checked: Yes		
Contractor registered with appropriate boards: Yes		
SCOPE OF WORK		
Location:	HMT Recreation Complex, Aquatic Center	
Description:	Replacement of existing lighting system.	
FUNDING		
Funds Budgeted and Estimated Costs	Amount:	Page:
Current Total Project Budget:		
Capital Projects	\$310,000	
Total Project Funding	\$310,000	
Estimated Project Cost: (expenditures, lowest contractor bid and district project purchases)	\$239,931	
Project Budget Variance: (over) under	\$70,069	

BID PROPOSALS RECEIVED

Low to High Bid	Contractor	Base Bid Amt.	Completed Bid forms
1	EC Electric	\$187,700	Yes
2	Bull Run Electric	\$212,000	Yes
3	Portland Electric Construction, Inc.	\$248,450	Yes

PROJECTED PROJECT SCHEDULE	
Invitation to Bidders - DJC	December 4, 2019
Mandatory Pre-Bid Conference	December 17, 2019 at 10:00 am
Sealed Bids Due and Bid Closing Time	January 9, 2020 at 2:00 pm
Bid Opening	2:05 pm
Final Bid Review / Memo to Board	January 24, 2020
THPRD Board Meeting	February 11, 2020
Notice of Intent to Award	February 12, 2020
Notice to Proceed (approx.)	February 20, 2020

Preconstruction Site Meeting (approx.)	March to April, 2020
Site Mobilization (approx.)	March to April, 2020
Desired Project Duration- Notice to Proceed to Substantial Completion.	14 days



MEMO

DATE: January 31, 2020
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: General Manager's Report for February 11, 2020

Upcoming Grand Opening & Dedication Events

Holly Thompson, Communications Director, and Keith Watson, Community Programs Manager, will provide the board an update on the revamped grand openings and dedications process. They will discuss the cross-organizational team that has been put together to plan these events and recent successes. They will also preview upcoming dedications planned through the first quarter of FY21 as well as provide a list of dedications on the horizon.

Fitness Programming Update

The district's fitness specialist, Jennifer Smirl, will attend the February board meeting as a follow up to her January 2019 presentation to the board regarding the district's fitness programming. 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.



MEMO

DATE: January 24, 2020
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: Amendments to District Compiled Policies Chapter 8 – Naming of District Property

Introduction

The district is approaching the naming of several new parks and trails over the course of 2020, including Crowell Woods Area Park, Highlands Area Park, Bonnie Meadow Area Park, the NW Quadrant Youth Athletic Field, and North Bethany area trail sections. Staff proposes making amendments to DCP Chapter 8.05, Naming of District Property, and seeks board input on these changes. No formal action is being requested. Based on board review and direction, staff will return at the March Regular Board meeting to request approval of the proposed amendments.

Background

In March 2011, the board of directors approved a policy for the Naming of District Property. The district also established procedures to implement that policy. In February 2015, these documents were amended to reflect recommendations contained within THPRD's 2013 Strategic Plan and Service and Financial Sustainability Plan. Staff has updated these policies and procedures with the intent to improve upon the naming process. This effort is in response to the district's interest in equity, inclusion, access, maximizing patron satisfaction, minimizing costs, and providing staff with clear procedural guidance in the naming process.

The proposed DCP amendments are redlined on Attachment A. These amendments and their justification include the following:

- 8.05 (B)(1): The addition of a new naming category termed Culturally Symbolic Terms to accompany the already existing categories of Historic Events, People, and Places. This new category provides opportunities to name district sites after culturally and contextually significant words or phrases that may not necessarily be tied to a specific event, person, or geographical place.
- 8.05 (C): The removal of the word "naming" as show in order to prevent a person whose naming suggestion was denied during the initial naming process from nullifying the community's input and restarting the entire community engagement process. Possible public objections regarding the initial naming process have been addressed through the addition of a public waiting period after the board announces a new name.

Also attached are the draft procedures for implementing the changes proposed for DCP 8. These procedures are still in development and may need additional refinement prior to implementation. They are provided for board information only and do not require board approval.

Proposal Request

Board discussion and review is being requested of the proposed amendments. Based on board discussion, district staff will return at the March Regular Board meeting with a resolution amending DCP Chapter 8.05 to reflect the final proposed edits.

Benefits of Proposal

The proposed changes allow for more inclusive and culturally significant names (especially in regard to under-represented groups) and ensures a public waiting period after naming decisions are announced.

Potential Downside of Proposal

There is no apparent downside to this proposal.

Action Requested

No formal action is being requested at this time. Staff is seeking input from the board on the proposed amendments to DCP Chapter 8.05 (Naming of District Property). Staff will incorporate any input from the board into a resolution for the board's consideration of approval at the March Regular Board meeting.

CHAPTER 8 – DISTRICT PROPERTY**8.01 Easements on District Property**

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

8.02 Encroachments on District Property

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

DISTRICT COMPILED POLICIES

(C) Implementation Strategy.

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

8.03 Telecommunications Facilities on District Property

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

8.04 Wetland and Buffer Mitigation on District Property

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

DISTRICT COMPILED POLICIES

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

(C) Implementation Strategy.

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

8.05 Naming of District Property

- (A) Purpose. To provide direction for the naming of new District properties, the renaming of existing District properties, and the naming of features in otherwise named District properties.
- (B) Policy. It is District policy to name or rename District properties and features in otherwise named District properties so as to best serve the interests of the District and its residents and ensure a worthy and enduring legacy for the District's park and recreation system. To this end, the District supports consideration of naming and renaming requests within the following broad categories.
 - (1) Historic Events, People, and Places and Symbolic Terms of local cultural significance: The history of a major event, place or person may play an important role in the naming or renaming of a District property as communities often wish to preserve and honor the history of the District and the communities it serves, historical figures, its Native American heritage, local landmarks and prominent geographical locations, and natural and geological features.
 - (2) Outstanding Individuals: The District has benefited, through its evolution, from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the District and the development and management of the District's park and recreation system.
 - (3) Donors: Over the years, the District has benefited from the financial contributions made by residents, businesses, and foundations. On

DISTRICT COMPILED POLICIES

occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such a gift by naming District property for the donor, the donor's surname, a family member or friend of the donor, a donating business, or a person associated with a donating business.

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

8.06 Private Sponsorships

- (A) Purpose. To provide direction for requesting and securing sponsorships for District events, facilities and services to staff, citizens, and the business community.
- (B) Policy.
- (1) It is District policy to actively seek sponsorships for its events, programs, projects and sites from businesses, corporations and other entities. The purpose of such sponsorships is to raise additional revenue in a proprietary manner in order to increase the District's ability to deliver services to the community and/or provide enhanced levels of service beyond the core levels funded from the District's general fund and the fees charged to users. Sponsorships are intended to be used as a method to strengthen community partnerships and are not intended to be a public forum or any other tool for businesses, corporations or other entities to engage in free speech activities.
 - (2) In appreciation of such financial and/or in kind support, it is District policy to provide sponsors with suitable and appropriate recognition such as space on a temporary basis for their brands, logos, and names to appear at THPRD owned and managed assets and in our materials. However, such recognition shall adhere to the aesthetic values and purpose of the District's parks, facilities, and services. In addition, such recognition shall not detract from the visitor's experience or expectation, nor shall it impair the visual qualities of the site or be perceived as creating a proprietary interest.

DISTRICT COMPILED POLICIES

- (C) Implementation Strategy. Staff will evaluate each sponsorship request case-by-case based on the District Operational Procedures adopted by the Manager. All sponsorships which enable the District to further its mission will be encouraged. The Manager may approve sponsorships of up to \$150,000. Sponsorships over \$150,000 will be presented to the Board of Directors for their consideration.

8.07 Memorials and Tributes on District Property

- (A) Purpose. To provide direction for requesting and securing memorial and tribute placement at District owned and managed properties.

- (B) Policy.

- (1) It is District practice to accommodate memorial and tribute requests on a case by case basis for placement at District owned and managed properties. This policy establishes a framework for use in decision making for memorial and tribute requests. Requests will have the best success when they are sensitive to:

- The park user experience;
- The design standards and master plans that guide District improvements;
- The long-term cost of maintenance and the allocation of maintenance resources;
- The District identified improvement needs within parks;
- The average life span of the memorial or tribute (THPRD commitments to memorial or tribute shall survive only until such time that replacement is necessary); and
- The District's commitment to cost recovery.

- (2) The policy formalizes key procedures, including:

- Application procedure;
- Review and approval procedure; and
- Catalogue of memorial and tribute amenities – District preferred options.

- (C) Implementation Strategy. Staff will evaluate each memorial and tribute request case-by-case based on the District Operational Procedures adopted by the Manager.

Naming of District Property

5.01.01

Date: February 11, 2020

Supersedes Policy: 5.01.01 – 3/7/15

Adopted by: Doug Menke
General Manager

Implemented by: Doug Menke
General Manager

Signature: _____

Signature: _____

Date: _____

Date: _____

PURPOSE

To create procedures in order to carryout District Compiled Policies Chapter 8 as adopted by the board of directors.

POLICY

Operating procedures will be enacted to ensure compliance with board of directors' policies.

All naming and renaming of district properties and features in otherwise named district properties should adhere to the definitions of classifications of district properties established in the Comprehensive Plan.

PROCEDURE

Guidelines for Establishing Interim Names

- A. As land is acquired, the district will assign each new parcel a name on a temporary basis for the sake of internal and external communications.
- B. In general:
 - Parcels acquired adjoining to another that are intended to expand the site will be named for the original site.
 - New, free standing parcels acquired with the intention of future development as a park will be temporarily named based on the street infrastructure (e.g. NW 52nd Ave & Brentwood Dr.).
 - Natural Area acquisition will be temporarily named for prominent or significant geographic features, if present, and approved by management.

General Guidelines for Naming or Renaming District Properties

- A. ~~All naming and renaming of district properties and features in otherwise named district properties should adhere to the definitions of classifications of district properties established in the Comprehensive Plan.~~
- B. ~~In considering proposals for the naming or renaming of a district property and features in otherwise named district properties, the following general principles should be taken into account either collectively or individually:~~
 - ~~Engender a strong positive image.~~
 - ~~Be appropriate having regard to the district property's location and/or history.~~
 - ~~Have historical, cultural or social significance for future generations.~~
 - ~~Commemorate places, people or events that are of continued importance to the district, region, state, and/or nation.~~
 - ~~Have symbolic value that transcends its ordinary meaning or use and enhances the character and identity of the district property.~~

- ~~Have broad public support.~~
- C. ~~If a renaming is proposed, existing names that have become widely accepted by the community should not be abandoned unless there are compelling reasons for doing so. Historical or commonly used place names should be preserved wherever possible.~~

Guidelines for Naming or Renaming District Properties for Historic Events, People, and Places**Required Considerations for Naming/Renaming District Properties****A. Considerations:**

- Cultural or social significance for future generations.
- Broad public support.
- **Culturally Symbolic Terms must be of cultural and contextual significance**
- **Local Names:** When a property is associated with or located near history, events, people, and/or places with cultural or social, then consideration should be given to naming/renaming to that associated history, events, people, and/or places.
- **Geographic Names:** Considerable weight should be given to the names that reflect the geographic location that gives identity to the community.
- **People Names:**
 - ~~In considering the naming/renaming of a district property and features in otherwise named district properties after a person,~~ Priority should be given to those who made a sustained and lasting contribution to:
 - Tualatin Hills Park & Recreation District
 - City of Beaverton
 - Washington County
 - The State of Oregon; or
 - The Nation
 - Priority naming/renaming should be given to those who have provided 10 or more years of volunteer service to the community.
 - Naming/renaming properties or features after an outstanding individual is encouraged if that person's significance and good reputation have been accepted in the district's history and when such individual has been deceased for at least three years. The deceased clause can be waived at the board's directive.
 - Naming/renaming properties after people who may have lost their lives due to war or a tragic event may not be considered until after the impact of the event has lessened within the community.
 - The district reserves the right to rename any district property if the person for whom it is named turns out to be disreputable or subsequently acts in a disreputable way.
- **Donor Names:**
 - From time to time, a significant donation may be made to the district that will add considerable value to the district's park and recreation system. On such occasions, recognition of this donation by naming a district property or features in otherwise named district properties in honor of or at the request of the donor can be considered.
 - As a guideline, the threshold for considering the naming or renaming of a

district property or features in otherwise named district properties should include one or more of the following:

- Land for the majority of the park was deeded to the district.
- Contribution of a minimum of 60% of the capital construction costs associated with developing the district property.
- Provision of a minimum 20-year endowment for the continued maintenance and/or programming of the district property.
- Donors seeking naming rights for major donations with respect to an individual should be encouraged to follow the guidelines that apply to naming a district property for historic events, people, and places, as noted above. Exceptions to this will be considered on their own merits. The district reserves the right to rename any district property if the person or entity for whom it is named turns out to be disreputable or subsequently acts in a disreputable way.
- When naming properties, the district may identify and name properties as linear parks/trails, greenways, natural areas, plazas, special use parks, or other terms outlined in the *Standards and Expectations of the 2019 Parks Functional Plan* section 2.1.3.
- All signs that indicate the name of a district property should comply with the district's Signage Master Plan. Specialized signage should not be permitted.

B. Restrictions:

- To avoid duplication, confusing similarity, or inappropriateness, in considering name suggestions the staff will review existing park and facility names in the park system.
- Names that are currently in use will not be considered.
- Names that are discriminatory or derogatory will not be considered.
- To minimize confusion, parks should not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major facilities within district sites can be permitted. Under these circumstances, such names should be different from the site name to avoid user confusion. The district may name significant portions of an otherwise named park, such as a fountain, playfield, skate area, or playground.
- Naming may not conflict with public grant funding policies established by state and/or federal grant funding programs.

Process Guidelines for Naming New Parks:

- A. Use contemporary research methods and expertise to develop prospective names of historically, culturally, and geographically relevant names significant to the areas within the district's boundaries. Each name on the list should include contextual background information and justification for each name.
- B. Present prospective names to the appropriate Advisory Committees for initial review and approval.
- C. Staff and management initiates individual park/trail naming process by reviewing the prospective names and selecting a name or names relevant to the property location to propose.
- D. Provide public notice of the proposed name or names and solicit public input on the proposed name or names. "Public" may include, but is not limited to neighbors within 500-1,000 feet of the park, project partners, local non-profits and agencies, and/or local

- HOAs, NACs, CPOs. The extent of outreach should generally reflect the magnitude and scope of the park/trail project.
- E. Staff reviews public's preferences and input. If a newly proposed name or names emerge in this process, staff and management may choose to evaluate the name or names to validate their rationale and ensure they adhere to Naming Policy and guidelines, particularly when an individual's name is proposed.
 - F. Staff organizes the public input and name preferences for each park or trail site into a summary report.
 - G. The appropriate Advisory Committee convenes within 1-2 months of receiving the report, reviews the report, selects a name, and develops a written recommendation for the management team and board of directors. During this process, the Advisory Committee may suggest modifying the preferred name to better align with the public input.⁴
 - H. The selected name and any additional recommendations will be presented by staff to the management team.
 - I. Upon management approval, the public will be notified of the selected name and provided an approximate 30-day waiting period.
 - J. Staff will present the proposed name to the board of directors for approval, pending the public waiting period.
 - K. If the name is not approved, then the Advisory Committee may propose a new name based on their discussions and the public input. The new name proposal will be presented to the management team and board of directors for approval. As stated in the District Compiled Policies Chapter 8.05, all decisions of the board are final, pending any public waiting period.
 - L. The board of directors will make the final decision regarding the naming/renaming request via resolution.

Process Guidelines for Renaming Existing Parks:

- A. Renaming Request Applications require the following:
 - The proposed name.
 - Written justification for the proposed name addressing the board of directors' policy and guidelines for property naming.
 - Written justification of changing the established name.
 - Identify the interested/impacted stakeholders.
 - A depiction/map showing the location and boundaries of the district property. If proposing to name a facility within a district property, include a depiction/map showing the location of the facility.
- B. Acknowledgement of receipt of applications is conveyed to applicant either electronically or by letter or phone within one week of receipt of application.
- C. Staff reviews the application for completeness, and evaluates the application to ensure that supporting information is valid, rationale is compelling, and the proposed name adheres to Naming Policy and guidelines, particularly when an individual's name is proposed.
- D. Existing names that have become widely accepted by the community should not be abandoned unless there are compelling reasons for doing so. Historical or commonly used place names should be preserved wherever possible.
- E. The appropriate Advisory Committee reviews the proposal and develops a written recommendation for the management team and board of directors. If the proposal is not

acceptable to the management team and/or board of directors, the applicant will be notified of final decision via email and/or mailed letter.

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

- ~~E. The board of directors must approve the naming/renaming of district properties and features in otherwise named district properties.~~
- ~~F. All requests for the naming or renaming of a district property or features in otherwise named district properties shall be made in writing to the general manager of the district. The general manager, or designee, may also initiate a request to the board of directors for the naming or renaming of a district property and features in otherwise named district properties.~~
- ~~G. Requests should contain the following minimum information:
 - The proposed name.
 - A written justification for the proposed name addressing the board of directors' policy and District Operational Procedures for the naming of district property.
 - A depiction/map showing the location and boundaries of the district property. If proposing to name a facility within a district property, include a depiction/map showing the location of the facility.
 - If proposing to rename a district property, include justification for changing an established name.~~
- ~~H. Upon receipt of a naming/renaming request by the district, the general manager will render an initial decision regarding whether the request is consistent with board policy. Any person whose request to name/rename a district property is denied by the general manager may appeal to the board of directors.~~
- ~~I. Naming/renaming requests will adhere to a Level II public notice, consistent with the district's Community Outreach Procedure, which shall be provided in advance of consideration of the proposed naming/renaming by the board of directors.~~

Guidelines for Temporary Park & Trail Name Signage

- A. During periods when a park is opened, but a name has not yet been selected and announced, a temporary sign should be established at the park or trail entrance after the property is open to the public.
- B. Temporary signage should notify the public to the new park or trail, and may convey that the naming is in progress with information on how the public can provide input. Signage may be reusable for other new park or trail sites.

Guidelines for Publishing Park & Trail Names

- A. When properties are named with full first and last names of individuals, the district may choose to only publish part of the name on websites, signs, or other media.
- B. **Interpretive Signage:** The district may choose to develop and establish interpretive signage that reflects the intent, history, or significance of the name.

Guidelines for Naming Small Park Amenities

The dedication of small park amenities with an identifiable lifespan and not intended to be permanent such as fixed park benches shall be addressed under a separate parks policy- (see District Compiled Policies Chapter 8.09 & 8.07).



THPRD Management Report

February 2020

Dashboard Highlights

January Deluxe Fitness Pass Sale **1,122** Increase in passes sold over last year: **12.4%** (Recreation)



227

Event Volunteers (Community Programs)

1,022 Event Volunteer Hours (Community Programs)



thprd.org

@THPRD



Spring Registration begins March 7



• **Spring Registration:** Designed spring registration marketing materials. Prepared district-wide postcard mailer. Prepped, printed, and distributed marketing materials to all THPRD facilities. Prepared digital media advertising. Booked advertising and prepared materials for multiple media outlets. Coordinated Beaverton School District flier approval process and distributed posters to schools. (Communications)



VALENTINE'S DAY Events

- ♥ Valentine Dinner Dance • February 7 at 6-8 pm • Cedar Hills Recreation Center
- ♥ Sweetheart Swim • February 8 at 1-2:30 pm • Harman Swim Center
- ♥ Valentine's Day Dance • February 13 at 1:30-3:30 pm • Elsie Stuhr Center
- ♥ Parents Night Out • February 14 at 6-9 pm • Beaverton Swim Center

Maintenance Projects

- **Jackie Husen Dog Run Volunteer Project:** In January, 16 volunteers spread 20 yards of recycled chips inside the dog run. The project turned out to be very successful, their efforts turned a muddy area into a usable area that the dogs can enjoy during the winter season. *(Maintenance & Community Programs)*

- **Fir Grove Cleanup on Martin Luther King Jr. Day:** THPRD hosted a cleanup to remove invasive ivy. Sixty-five volunteers worked on the 3-hour project, totaling 195 volunteer hours. *(Community Programs)*

- **Community Garden Volunteer Cleanups:** There are five volunteer community garden clean-up projects scheduled during the month of February. Services include mulching pathways, pulling weeds and vegetation, winterizing empty plots and general site cleanup. *(Maintenance & Community Programs)*

- **Commonwealth Lake Erosion Control Project:** The Park North Maintenance staff will begin phase 4 of the project in February. Large boulders will be placed along the southern bank of the lake, in areas where the lake continues to encroach closer to an asphalt pathway. The goal is to eliminate future erosion, keep the pathway open and safe for our users. *(Maintenance)*



Jackie Husen Dog Run Volunteers



Fir Grove Clean-Up on Martin Luther King Jr. Day

Park, Trail & Facility Improvements

- **Crowell Woods:** On December 30th, the new 7.5-acre neighborhood park at Crowell Woods was opened to the public. The naming process is moving forward and a public grand opening for the park is being planned for Saturday, June 6. *(Design & Development)*

- **Fanno Creek Trail Segment #5:** Staff provided updates to the THPRD Board of Directors and Nature & Trails Advisory Committee in January on the trail segment (Scholls Ferry Rd to 92nd Ave). THPRD input was submitted to Beaverton who is leading the design process. The city will hold a public Open House in April to gather more feedback. *(Design & Development)*

- **Conestoga Flooring:** Conestoga's wood floors received a face-lift over the winter break. The gym floor was refinished as well as new painted lines for basketball, volleyball and 6 pickleball courts as well as an updated THPRD logo. The dance studio and main fitness studio floors were also refinished. *(Recreation)*

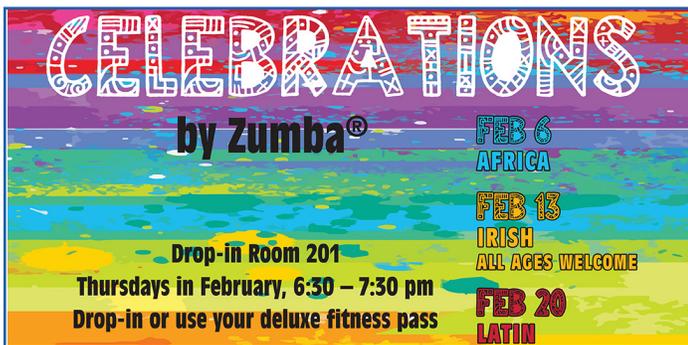


Programs

- **Cultural Celebrations by Zumba:** Get ready to get moving, get in shape and celebrate rhythms from around the world! For the entire month of February, each of Conestoga's Thursday 6:30-7:30 pm Zumba classes will feature a different guest instructor showcasing Latin, Irish, Arabic and African moves along with traditional music. *(Recreation)*
- **Learn to Swim Program Changes:** The launch of the revised program has been very successful. Participants are adjusting to the new levels. We are hopeful that this will aid the participants through the progressions without getting stuck at a level. *(Aquatics)*
- **Introduction to Pickleball:** The Babette Horenstein Tennis Center is now offering an Adult Introduction to Pickleball class. The program began in January. This is a complement

to the Tuesday/Thursday drop-in program. *(Recreation)*

- **THRIVE Students in Enrichment:** There are 33 students taking additional enrichment classes at Garden Home during winter term. Students are taking everything from cooking, tae kwon do, art, gymnastics and dance. *(Recreation)*
- **Aquatics Assemble Movies:** Join us at Conestoga on Friday, February 14, for a showing of Marvel's Black Panther. Drop-in open swim rates apply. *(Recreation)*
- **Upcoming Aquatic Center Events:** The Tualatin Hills Aquatic Center is hosting the Metro League High School Swimming District meet on February 14 & 15 and the State High School Swimming Championships on February 21 & 22. *(Aquatics)*



Cultural Celebrations Zumba



Introduction to Pickleball

Community Partnerships

- **Family Promise:** Over winter break, Cedar Hills Recreation Center hosted families experiencing homelessness in partnership with Family Promise for seven days. *(Recreation)*
- **Census 101 Trainings:** THPRD is partnering with APANO and Forward Together to host three Census 101 Informational Training Sessions in February. Two of the sessions will be in Spanish and one in English. In addition, THPRD has posted census information in all THPRD facilities to assist in county-wide public information distribution. *(Communications)*
- **Portland Trail Blazers:** THPRD's partnership with the Portland Trail Blazers Rip City Academy

allows our middle and high school basketball participants to attend a Blazer game. Our high school players attended a game with the Indiana Pacers, while our middle schoolers will see the Sacramento Kings on Saturday, March 7. The Rip City Academy will also be hosting a coaching clinic for our volunteer coaches at the Athletic Center on February 15. *(Sports)*

- **Volunteer Dog Park Stewards Recruited:** They will assist with monitoring, tracking data, and act as ambassadors for the pilot project at Jackie Husen Park. Information gathered will assist in assessing the success of the dog run throughout the one-year pilot project. *(Community Programs)*



Blazers Coaching Clinic



2020 Census

(continued)

Community Partnerships

- **Grant Funding & Tourism:** Staff met with leadership of the Washington County Visitors Association to discuss grant funding opportunities and tourism promotion. *(Planning and Community Partnerships)*
- **Public Safety Partnerships:** Community Partnership meetings included Tualatin Valley Water District (how THPRD handles campers), BSD (partnership breakfast/meeting), Washington County Emergency Managers on Spring 2020 disaster exercise. *(Park Patrol)*
- **American Red Cross Donation:** THPRD received 60 infant manikins that have enabled us to create additional classroom sets for CPR/AED classes. This also helped save funds from the Friends of Aquatics. This is the second time the American Red Cross has provided manikins to THPRD. *(Aquatics)*
- **Life Jacket Grants:** THPRD received the Association for Aquatic Professionals Life Jacket and Swim Lesson Grant, providing 30 life jackets for our community water safety programs through Harman Swim Center. Additionally, the Oregon State Marine Board will be providing 70 life jackets for the program. *(Aquatics)*
- **Partners for Sustainable Washington County (PSWCC):** Staff participated in a review session of a new tool, the Organizational Assessment Tool for Sustainability (OATS). The tool is designed for county organizations to set sustainability goals and to track progress. The review focused on providing feedback on the Social Sustainability section of OATS using a DEIA lens. *(Communications)*
- **Financial Aid Meeting with BSD Staff:** Staff meet with Beaverton Nutrition Services staff to discuss methods for strengthening our working partnership. *(Communications)*

Tualatin Hills Park Foundation

- **Access for All Fundraising Campaign:** Preparations are underway for the February THPF board meeting. The Board of Trustees will review a new fundraising campaign. Prospective funders are being identified and cultivation is underway. *(Tualatin Hills Park Foundation)*



Camp Rivendale Playground

Public Engagement

- **District-wide Inclusive Calendar:** In January, we launched a new tool for all staff to use when scheduling public meetings, events and activities. The inclusive calendar is a shared Outlook calendar that displays local, regional, national and international holidays, observances, celebrations, and important dates from different religions, countries, cultures, and ideologies. The goal is to make sure staff are informed about these observances before scheduling events. *(Communications)*
- **Visioning Project Update:** Hosted two update sessions for THPRD staff who participated in the Action Team phase. Visioning Task Force members met on January 16 for their seventh monthly meeting. Next step in the project is to refine information and language for the community survey phase. *(Communications)*
- **Welcoming Beaverton Partners Gathering:** Staff attended the quarterly gathering hosted by the City of Beaverton. *(Communications)*
- **Community Based Organizations Meetings:** Staff met with the Oregon Chinese Coalition to initiate conversations for future ventures and collaboration. Staff also met with the Immigrant and Refugee Community Organization to offer financial aid to students from the Arabic School held in Beaverton Village Church, as well as to connect patrons with Women-Only Swim classes and open swim for Spring and receive feedback for Summer opportunities. *(Communications)*



Fiesta en el Parque 2018

Staff Development & Support

- **Garden Home Staff Retreat:** On December 11, staff held a full day retreat. The day included: personality testing, team building, DEIA presentation, Trauma Informed Care presentation and district updates. *(Recreation)*
- **Class Management Training:** Eight staff members from Conestoga's preschool and afterschool programs participated in a two-hour training from Northwest Regional Education Service District on classroom management. *(Recreation)*
- **Staff Wellness Check-Ins:** HR facilitated on-site wellness checks for all district staff with a Kaiser medical assistant at two locations in January. Both events received positive feedback from staff on the personalized health screening recommendations. *(Human Resources)*
- **Staff Trainings:** HR facilitated two financial wellness Lunch & Learn opportunities for staff; a workshop on Communicating Across Generations, which was one of the top training requests from staff in the 2019 DEIA survey; and a New Employee Orientation session presented by the district's management team. *(Human Resources)*



Staff Wellness Check-Ins at HMT

Upcoming Community Events

Completed Community Events

• Nature Kids Preschool Open House

House: More than 60 people attended the Preschool Open House. The half-day program engages 4-6 year olds two to three days a week for the entire school year. *(Nature & Trails)*

• Winter Warm-Up Soup Tasting

Tasting: The event was held on Friday, January 31. Conestoga and local partners, Whole Foods and Pacific Foods, sampled soup flavors from around the world. *(Recreation)*



February

- 2/1: Southminster Presbyterian Church Community Garden Spruce Up · 9 to 11:30 am
- 2/6: Cultural Celebrations by Zumba · Conestoga · 6:30 to 7:30 pm
- 2/6: Harman Swim Center Community Garden Spruce Up · 9 to 11:30 am
- 2/7: Family Trivia Night · Conestoga · 6:30 to 8:30 pm
- 2/7: Valentine Dinner Dance · Cedar Hills Rec Center · 6 to 8 pm
- 2/8: Willow Creek Greenway Natural Area Restoration · 9 am to 12 pm
- 2/8: Aquatic Assemble Dive-In Movie · Aloha Swim Center · 5:15 pm
- 2/8: Sweetheart Swim · Harman Swim Center · 1 to 2:30 pm
- 2/11: Board of Directors Meeting · HMT · 7 pm
- 2/12: Parks & Facilities Advisory Committee Meeting · HMT Dryland · 6 pm
- 2/13: Valentine's Day Dance · Stuhr Center · 1:30 to 3:30 pm
- 2/13: Cultural Celebrations by Zumba · Conestoga · 6:30 to 7:30 pm
- 2/14: Parents Night Out · Beaverton Swim Center · 6 to 9 pm
- 2/15: Fir Grove Park Natural Areas Restoration · 9 am to 12 pm
- 2/15: Schiffler Park Community Garden Spruce Up · 9 to 11:30 am
- 2/18: Programs & Events Advisory Committee Meeting · Stuhr Center · 6:30 pm
- 2/19: Census 101 Training in Spanish · Fanno Creek Service Center · 6:30 to 8 pm
- 2/19: Nature & Trails Advisory Committee Meeting · Fanno Creek Service Center · 6:30 pm
- 2/20: Cultural Celebrations by Zumba · Conestoga · 6:30 to 7:30 pm
- 2/22: AM Kennedy Park Community Garden Spruce Up · 9 to 11:30 am
- 2/22: Ridgewood Park Community Garden Spruce Up · 9 to 11:30 am
- 2/22: Census 101 Training in Spanish · Conestoga · 11 am to 1 pm
- 2/25: Budget Committee Meeting · HMT · 7 pm
- 2/25: Census 101 Training in English · Cedar Hills · 6:30 to 8 pm
- 2/27: Cultural Celebrations by Zumba · Conestoga · 6:30 to 7:30 pm

March

- 3/1: Spring Cultural Art Exhibit · all month · Conestoga
- 3/1: The Crayon Initiative – all month – All Facilities
- 3/2 – 3/6: Conestoga Patron Appreciation Week
- 3/7: Spring Registration Begins · In-District · 8 am
- 3/7: Centro de Bienvenida · HMT Admin · 7:30 am to 12 pm
- 3/7: Community Garden Work Party · Bethany Lake Park · 9 to 11:30 am
- 3/7: Aquatic Assemble Dive-in Movie · Aloha Swim Center · 5:15 pm
- 3/10: Spring Registration · Out-of-District · 8 am
- 3/10: Board of Directors Meeting · HMT · 7 pm
- 3/12: Community Garden Work Party · Cedar Hills Park · 9 to 11:30 am
- 3/12: St. Patrick's Celebration · Stuhr Center · 1:30 to 3:30 pm
- 3/14: Willow Creek Greenway Restoration · 9 am to 12 pm
- 3/14: Family Fun Day: Swimmin' in the Green · Beaverton Swim Center · 2 to 5 pm
- 3/18: Nature & Trails Advisory Committee Meeting · Fanno Creek Service Center · 6:30 pm
- 3/21: Community Garden Work Party · John Marty Park · 9 to 11:30 am
- 3/21: Native Plant Demonstration & Garden Work Party · Tualatin Hills Nature Center · 9 am to 12 pm
- 3/21: Natural Area Restoration · Fir Grove Park · 9 am to 12 pm
- 3/28: Community Garden Work Party · Jackie Husen Park · 9 to 11:30 am
- 3/28: Community Garden Work Party · Mountain View Champions Park · 9 to 11:30 am

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 12/31/19

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

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													
ERP Software	436,800	803,958	-	803,958	803,958	-	16,962	1,008,983	Award	1,025,945	1,025,945	(221,987)	(221,987)
Cedar Hills Park - Additional Funding for Bond Project	3,900,000	3,388,335	-	3,900,000	3,388,335	3,811,900	88,100	0	Award	3,900,000	88,100	-	3,300,235
Boiler	100,000	100,000	88,000	188,000	188,000	1,518	-	186,482	Budget	188,000	186,482	-	1,518
Bridges & Boardwalks (3 sites)	760,207	760,207	372,793	1,133,000	1,133,000	85,157	433,842	614,001	Budget	1,133,000	1,047,843	-	85,157
Drone	8,645	8,645	-	8,645	8,645	-	-	8,645	Budget	8,645	8,645	-	-
Pool Tank (CRAC)	554,380	268,083	-	554,380	268,083	119,541	6,301	261,782	Budget	387,624	268,083	166,756	-
Pool Tank and Deck (Raleigh Park)	795,000	756,754	185,000	980,000	941,754	56,301	249,163	750,426	Award	1,055,890	999,589	(75,890)	(57,835)
Asphalt Pedestrian Pathways (2 sites)	293,000	139,500	-	293,000	139,500	149,421	48,005	95,574	Budget	293,000	143,579	-	(4,079)
Landscaping	60,000	60,000	10,000	70,000	70,000	-	-	70,000	Budget	70,000	70,000	-	-
HVAC Improvement	125,279	97,718	13,600	138,879	111,318	49,100	469	89,310	Budget	138,879	89,779	-	21,539
Shower Facility Repair	7,500	7,500	1,500	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-	-
Vehicle Wraps	14,000	13,000	-	14,000	13,000	2,443	-	11,557	Budget	14,000	11,557	-	1,443
ADA Improvements	45,000	25,000	-	45,000	25,000	18,591	25,000	-	Complete	43,591	25,000	1,409	-
TOTAL CARRYOVER PROJECTS	7,099,811	6,428,700	670,893	8,137,862	7,099,593	4,293,972	867,842	3,105,760		8,267,574	3,973,602	(129,712)	3,125,991
ATHLETIC FACILITY REPLACEMENT													
Drainage Culverts (2 sites)			23,000	23,000	23,000	-	-	23,000	Budget	23,000	23,000	-	-
TOTAL ATHLETIC FACILITY REPLACEMENT			23,000	23,000	23,000	-	-	23,000		23,000	23,000	-	-
ATHLETIC FACILITY IMPROVEMENT													
Solar Panel			38,812	38,812	38,812	-	38,812	-	Complete	38,812	38,812	-	-
Field and Court Reservation Software			26,000	26,000	26,000	-	-	-	Deferred	-	-	26,000	26,000
TOTAL ATHLETIC FACILITY IMPROVEMENT			64,812	64,812	64,812	-	38,812	-		38,812	38,812	26,000	26,000
PARK AND TRAIL REPLACEMENTS													
Bridges and Boardwalks			75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
Erosion Control			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Autumn Ridge Park Slide			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Skate Park Mesh, Rails, and Restroom Enclosure			20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Asphalt Pedestrian Pathways (6 sites)			560,000	560,000	560,000	-	4,424	555,576	Budget	560,000	560,000	-	-
Signage			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
TOTAL PARK AND TRAIL REPLACEMENTS			690,000	690,000	690,000	-	4,424	685,576		690,000	690,000	-	-
PARK AND TRAIL IMPROVEMENTS													
Greenway Park Concept Plan Pathways			75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
Greenway Park Recreational Trails Program Grant Match			100,000	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Retaining Wall			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Foege Park Double Gates			-	-	-	-	-	-	Budget	-	-	-	-
Subtotal Park and Trail Improvements			215,000	215,000	215,000	-	-	215,000		215,000	215,000	-	-
Memorial Benches			8,000	8,000	8,000	-	2,435	5,565	Budget	8,000	8,000	-	-
Connect Oregon - Waterhouse Trail			400,000	400,000	400,000	-	400,000	-	Award	400,000	400,000	-	-
Local Government Grant Program - Cedar Hills Park			340,156	340,156	340,156	231,850	108,306	-	Award	340,156	108,306	-	231,850
Land Water Conservation Fund - Commonwealth Lake Park Bridge Replacement			60,554	60,554	60,554	-	-	60,554	Budget	60,554	60,554	-	-
Land Water Conservation Fund - Crowell Woods			390,000	390,000	390,000	-	-	390,000	Budget	390,000	390,000	-	-
Recreational Trails Program - Greenway Park Loop Trail			400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
Metro Nature in Neighborhoods - Fanno Creek Greenway			220,700	220,700	220,700	10,202	-	210,498	Budget	220,700	210,498	-	10,202
Land Water Conservation Fund - Bonnie Meadow Area Park			661,092	661,092	661,092	-	-	661,092	Budget	661,092	661,092	-	-
Washington County Major Streets Transportation Improvement Program - Waterhouse Trail			300,000	300,000	300,000	-	300,000	-	Award	300,000	300,000	-	-
Energy Trust of Oregon - Sunset HVAC			74,282	74,282	74,282	-	-	74,282	Budget	74,282	74,282	-	-
Westside Trail, Hwy 26 Bicycle and Ped Bridge			-	-	-	-	-	400,000	Award	400,000	400,000	(400,000)	(400,000)
Subtotal Park and Trail Improvements (Grant Funded)			2,854,784	2,854,784	2,854,784	242,052	810,741	2,201,991		3,254,784	3,012,732	(400,000)	(157,948)
TOTAL PARK AND TRAIL IMPROVEMENTS			3,069,784	3,069,784	3,069,784	242,052	810,741	2,416,991		3,469,784	3,227,732	(400,000)	(157,948)
CHALLENGE GRANTS													
Program Facility Challenge Grants			75,000	75,000	75,000	-	6,893	68,107	Budget	75,000	75,000	-	-
TOTAL CHALLENGE GRANTS			75,000	75,000	75,000	-	6,893	68,107		75,000	75,000	-	-

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 12/31/19

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

Description	Project Budget					Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget		
	Prior Year Budget Amount	Budget Carryover to Current Year	New Funds Budgeted in Current Year	Cumulative Project Budget	Current Year Budget Amount	Expended Prior Years	Expended Year-to-Date	Estimated Cost to Complete	Basis of Estimate	Project Cumulative	Current Year	Project Cumulative	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
BUILDING REPLACEMENTS													
Aloha Pool Tank Acid Wash and Polish			50,000	50,000	50,000	-	15,659	-	Complete	15,659	15,659	34,341	34,341
Stuhr Ctr Boiler Chemical Feeder Pot			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Gable Painting and Caulking (2 sites)			15,000	15,000	15,000	-	9,842	-	Complete	9,842	9,842	5,158	5,158
Ergonomic Equipment/Fixtures			6,000	6,000	6,000	-	2,057	3,943	Budget	6,000	6,000	-	-
Natorium Lighting			310,000	310,000	310,000	-	192	309,808	Budget	310,000	310,000	-	-
Air Structure Curtains			23,000	23,000	23,000	-	4,500	18,500	Budget	23,000	23,000	-	-
Sump Pump Pit Covers			4,200	4,200	4,200	-	-	5,631	Award	5,631	5,631	(1,431)	(1,431)
Tables, Chairs, Canopies			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Wood Floor Refinish (3 sites)			137,500	137,500	137,500	-	29,665	107,835	Budget	137,500	137,500	-	-
Emergency Repairs			123,700	123,700	123,700	-	33,406	90,294	Budget	123,700	123,700	-	-
Parking Lot Resurface			75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
Water Heater			6,000	6,000	6,000	-	-	6,000	Budget	6,000	6,000	-	-
Pool Filter Sand and Laterals (3 sites)			46,000	46,000	46,000	-	13,824	24,002	Award	37,826	37,826	8,174	8,174
Pump and Motor (4 sites)			73,000	73,000	73,000	-	-	73,000	Budget	73,000	73,000	-	-
Pool Filter Grids			7,000	7,000	7,000	-	5,556	448	Award	6,004	6,004	996	996
Lane Line Reels			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Panic Hardware (2 sites)			17,738	17,738	17,738	-	-	17,738	Budget	17,738	17,738	-	-
Fanno Farmhouse Windows			55,000	55,000	55,000	-	-	55,000	Budget	55,000	55,000	-	-
Exit Door			7,500	7,500	7,500	-	6,130	-	Complete	6,130	6,130	1,370	1,370
Cedar Hills Rec Ctr Window Retint			7,000	7,000	7,000	-	7,000	-	Complete	7,000	7,000	-	-
BSC Fire Alarm System			-	-	-	-	4,035	-	Complete	4,035	4,035	(4,035)	(4,035)
TOTAL BUILDING REPLACEMENTS			975,638	975,638	975,638	-	131,866	799,198		931,064	931,064	44,574	44,574
BUILDING IMPROVEMENTS													
New Office Facility			7,750,000	7,750,000	7,750,000	-	-	-	Deferred	-	-	7,750,000	7,750,000
LED Light Fixtures at Cedar Hills Recreation Center			33,000	33,000	33,000	-	-	33,000	Budget	33,000	33,000	-	-
Storage Shed			15,000	15,000	15,000	-	4,732	-	Complete	4,732	4,732	10,269	10,269
Fencing			1,500	1,500	1,500	-	-	1,500	Budget	1,500	1,500	-	-
Office Thermostat Zone System			9,900	9,900	9,900	-	-	8,520	Award	8,520	8,520	1,380	1,380
Asphalt Pedestrian Pathway			10,000	10,000	10,000	-	-	12,475	Award	12,475	12,475	(2,475)	(2,475)
Restroom Automatic Locks			10,000	10,000	10,000	-	3,955	-	Complete	3,955	3,955	6,045	6,045
PMO Furniture and Equipment			-	-	-	-	4,873	34,733	Unbudgeted	39,606	39,606	(39,606)	(39,606)
TOTAL BUILDING IMPROVEMENTS			7,829,400	7,829,400	7,829,400	-	13,559	90,228		103,788	103,788	7,725,612	7,725,612
ADA PROJECTS													
ADA Improvement - Bronson Creek South			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
ADA Improvement - Veterans Memorial Park			60,000	60,000	60,000	-	3,150	56,850	Budget	60,000	60,000	-	-
ADA Improvement - Other FY20			90,000	90,000	90,000	-	14,302	75,698	Budget	90,000	90,000	-	-
TOTAL ADA PROJECTS			190,000	190,000	190,000	-	17,452	172,548		190,000	190,000	-	-
TOTAL CAPITAL OUTLAY DIVISION	7,099,811	6,428,700	13,588,527	21,055,496	20,017,227	4,536,024	1,891,588	7,361,409		13,789,021	9,252,997	7,266,475	10,764,230
INFORMATION SERVICES DEPARTMENT													
INFORMATION TECHNOLOGY REPLACEMENTS													
Workstations/Notebooks			67,000	67,000	67,000	-	51,072	15,928	Budget	67,000	67,000	-	-
Servers			37,000	37,000	37,000	-	16,476	20,524	Budget	37,000	37,000	-	-
Desktop Printers			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
LAN/WAN			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
AED Defibrillators			9,000	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-	-
Security Cameras			58,800	58,800	58,800	-	-	58,800	Budget	58,800	58,800	-	-
Key Card Readers			31,538	31,538	31,538	-	-	31,538	Budget	31,538	31,538	-	-
Banner Printer			35,000	35,000	35,000	-	25,500	-	Complete	25,500	25,500	9,500	9,500
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			248,338	248,338	248,338	-	93,048	145,790		238,838	238,838	9,500	9,500
INFORMATION TECHNOLOGY IMPROVEMENTS													
Tablet			2,000	2,000	2,000	-	1,511	-	Complete	1,511	1,511	489	489
Computer			5,500	5,500	5,500	-	67	5,433	Budget	5,500	5,500	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			7,500	7,500	7,500	-	1,577	5,433		7,011	7,011	489	489
TOTAL INFORMATION SYSTEMS DEPARTMENT			255,838	255,838	255,838	-	94,626	151,223		245,849	245,849	9,989	9,989

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 12/31/19

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

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)		
MAINTENANCE DEPARTMENT				(11,246)									
<u>FLEET REPLACEMENTS</u>													
Crew-Cab 2-3 Yard			-	-	-	-	54,045	-	Complete	54,045	54,045	(54,045)	(54,045)
Backhoe			110,000	110,000	110,000	-	49,000	-	Complete	49,000	49,000	61,000	61,000
Toro z-mowers (2)			30,000	30,000	30,000	-	-	-	Reallocated	-	-	30,000	30,000
52" Mowers (3)			24,750	24,750	24,750	-	16,404	8,346	Budget	24,750	24,750	-	-
TOTAL FLEET REPLACEMENTS			164,750	164,750	164,750	-	119,449	8,346		127,795	127,795	36,955	36,955
<u>FLEET IMPROVEMENTS</u>													
15-Passenger Vans (2)			70,000	70,000	70,000	-	45,974	-	Complete	45,974	45,974	24,026	24,026
			70,000	70,000	70,000	-	45,974	-		45,974	45,974	24,026	24,026
TOTAL MAINTENANCE DEPARTMENT	-	-	234,750	234,750	234,750	-	165,423	8,346		173,769	173,769	60,981	60,981
GRAND TOTAL GENERAL FUND	7,099,811	6,428,700	14,079,115	21,546,084	20,507,815	4,536,024	2,151,638	7,520,978		14,208,639	9,672,615	7,337,445	10,835,200
CAPITAL REPLACEMENT RESERVE													
<u>BUILDING REPLACEMENTS</u>													
Cardio and Weight Equipment			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Roofs and Gutters (3 sites)			370,000	370,000	370,000	-	-	370,000	Budget	370,000	370,000	-	-
Capital Replacement Reserve			4,250,000	4,250,000	4,250,000	-	-	4,250,000	Budget	4,250,000	4,250,000	-	-
TOTAL BUILDING REPLACEMENTS	-	-	4,660,000	4,660,000	4,660,000	-	-	4,660,000		4,660,000	4,660,000	-	-
GRAND TOTAL CAPITAL REPLACEMENT RESERVE	-	-	4,660,000	4,660,000	4,660,000	-	-	4,660,000		4,660,000	4,660,000	-	-

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 12/31/19

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

Description	Project Budget					Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget		
	Prior Year Budget Amount	Budget Carryover to Current Year	New Funds Budgeted in Current Year	Cumulative Project Budget	Current Year Budget Amount	Expended Prior Years	Expended Year-to-Date	Estimated Cost to Complete	Basis of Estimate	Project Cumulative	Current Year	Project Cumulative	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
SDC FUND													
LAND ACQUISITION													
Land Acq - N. Bethany Comm Pk	1,965,800	1,965,800	-	1,965,800	1,965,800	137	-	1,965,800	Budget	1,965,937	1,965,800	(137)	-
Subtotal Land Acq-N Bethany Comm Pk	1,965,800	1,965,800	-	1,965,800	1,965,800	137	-	1,965,800		1,965,937	1,965,800	(137)	-
Land Acq - N. Bethany Nghbd Pk	-	-	-	-	-	-	-	-	Complete	-	-	-	-
Subtotal Land Acq-N. Bethany Nghbd Pk	-	-	-	-	-	-	-	-		-	-	-	-
Land Acq - N Bethany Trails	946,000	-	1,000,000	1,946,000	1,000,000	558,331	540,681	846,988	Budget	1,946,000	1,387,669	-	(387,669)
Subtotal Land Acq-N Bethany Trails	946,000	-	1,000,000	1,946,000	1,000,000	558,331	540,681	846,988		1,946,000	1,387,669	-	(387,669)
Land Acq - Bonny Slope West Neighborhood Park	1,951,000	1,500,000	-	1,951,000	1,500,000	220	-	1,500,000	Budget	1,500,220	1,500,000	450,780	-
Subtotal Land Acq-Bonny Slope West Neighborhood Park	1,951,000	1,500,000	-	1,951,000	1,500,000	220	-	1,500,000		1,500,220	1,500,000	450,780	-
Land Acq - S Cooper Mtn Trail	535,000	535,000	-	535,000	535,000	-	-	535,000	Budget	535,000	535,000	-	-
Subtotal S Cooper Mtn Trail	535,000	535,000	-	535,000	535,000	-	-	535,000		535,000	535,000	-	-
Land Acq - S Cooper Mtn Nat Ar	500,000	500,000	-	500,000	500,000	16,886	-	483,114	Budget	500,000	483,114	-	16,886
Subtotal S Cooper Mtn Nat Ar	500,000	500,000	-	500,000	500,000	16,886	-	483,114		500,000	483,114	-	16,886
Land Acq - Neighborhood Parks - S Cooper Mtn	5,505,000	5,505,000	-	5,505,000	5,505,000	13,909	7,306	5,483,785	Budget	5,505,000	5,491,091	-	13,909
Subtotal Neighbohood Parks - S Cooper Mtn	5,505,000	5,505,000	-	5,505,000	5,505,000	13,909	7,306	5,483,785		5,505,000	5,491,091	-	13,909
Land Acq - Neighborhood Parks - Cooper Mtn	-	-	1,000,000	1,000,000	1,000,000	-	-	1,000,000	Budget	1,000,000	1,000,000	-	-
Subtotal Neighbohood Parks - Cooper Mtn	-	-	1,000,000	1,000,000	1,000,000	-	-	1,000,000		1,000,000	1,000,000	-	-
Land Acq - Neighborhood Parks - Infill Areas	850,000	390,000	500,000	1,350,000	890,000	473,046	20,875	856,079	Budget	1,350,000	876,954	-	13,046
Sub total Neighborhood Parks Infill Areas	850,000	390,000	500,000	1,350,000	890,000	473,046	20,875	856,079		1,350,000	876,954	-	13,046
TOTAL LAND ACQUISITION	12,252,800	10,395,800	2,500,000	14,752,800	12,895,800	1,062,527	568,862	12,670,767		14,302,156	13,239,629	450,644	(343,829)
DEVELOPMENT/IMPROVEMENT PROJECTS													
Bonny Slope/BSD Trail Devlpmnt	500,000	367,800	77,000	577,000	444,800	243,136	168,724	138,140	Complete	550,000	306,864	27,000	137,936
MTIP Grnt Mtch-Wstsd Trl #18	3,117,000	83,500	342,820	3,459,820	426,320	3,923,655	-	342,820	Award	4,266,475	342,820	(806,655)	83,500
Bethany Creek Falls Phases 1, 2 & 3 - Proj Management	-	-	-	-	-	-	1,140	-	Complete	1,140	1,140	(1,140)	(1,140)
NW Nghbd Pk MP&Des-Bonnie Mdw	265,000	115,500	-	265,000	115,500	256,161	101,489	80,508	Award	438,157	181,997	(173,157)	(66,497)
NW Quad Nghbd Pk DD-Marty Ln	2,100,000	1,851,000	-	2,100,000	1,851,000	372,778	1,471,297	251,920	Award	2,095,995	1,723,217	4,005	127,783
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	-	-
MTIP/Bvtn Crk Trl Land Acq/ROW	247,000	237,750	-	247,000	237,750	9,377	2,045	235,578	Budget	247,000	237,623	-	127
N.Bethany Pk & Trl/Prj Mgmt	141,000	100,000	-	141,000	100,000	118,145	48,901	-	Complete	167,046	48,901	(26,046)	51,099
Conn OR Grnt Mtch-Watrhse 4	715,000	602,900	-	715,000	602,900	303,018	315,029	96,953	Award	715,000	411,982	-	190,918
SW Quad Nghbd Pk MP&Des	275,000	267,500	-	275,000	267,500	3,386	-	277,249	Award	280,635	277,249	(5,635)	(9,749)
Cedar Mill Crk Comm Trl Sgmt 4	300,000	299,500	-	300,000	299,500	1,789	-	298,211	Budget	300,000	298,211	-	1,289
S Cooper Mtn Pk & Tr Dev-PM	50,000	49,500	-	50,000	49,500	3,893	-	46,107	Budget	50,000	46,107	-	3,393
NW Quad New Nghbd Pk Dev	1,925,000	1,810,000	490,000	2,415,000	2,300,000	25,303	12,003	2,377,694	Budget	2,415,000	2,389,697	-	(89,697)
Bethany Crk Trail 2-Seg 3 DD	1,100,000	970,500	745,000	1,845,000	1,715,500	280,360	74,251	1,490,390	Budget	1,845,000	1,564,640	-	150,860
Cedar Hills Pk-addtl bond fdg	1,038,000	1,038,000	-	1,038,000	1,038,000	-	755,946	282,054	Budget	1,038,000	1,038,000	-	-
NB Park & Trail Improvements	315,000	229,300	23,000	338,000	252,300	134,090	28,809	175,100	Budget	338,000	203,910	-	48,390
RFFA Actv TPRM-Wsd Trl Hy26	200,000	200,000	15,000	215,000	215,000	-	16,936	204,682	Award	221,618	221,618	(6,618)	(6,618)
Dog Parks-expand and new sites	70,000	70,000	-	70,000	70,000	-	5,826	64,174	Budget	70,000	70,000	-	-
Fanno Crk Trl-Denny Rd Cr Impr	20,000	20,000	-	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Waterhouse Trail Improvements	350,000	350,000	-	350,000	350,000	-	-	350,000	Budget	350,000	350,000	-	-
Abbey Creek Park - Phase 1 Development	-	-	345,000	345,000	345,000	-	231,330	82,797	Award	314,127	314,127	30,873	30,873
Highland Park - Phase 1 Development	-	-	420,000	420,000	420,000	-	41,847	378,153	Budget	420,000	420,000	-	-
Undesignated projects	-	-	6,212,400	6,212,400	6,212,400	-	-	6,212,400	Budget	6,212,400	6,212,400	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	13,823,000	9,757,750	8,670,220	22,493,220	18,427,970	5,675,092	3,275,572	14,499,930		23,450,594	17,775,503	(957,374)	652,467
GRAND TOTAL SDC FUND	26,075,800	20,153,550	11,170,220	37,246,020	31,323,770	6,737,619	3,844,435	27,170,697		37,752,751	31,015,132	(506,731)	308,638

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 12/31/2019

Quadrant	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 19/20	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)

BOND CAPITAL PROJECTS FUND

New Neighborhood Parks Development

SE	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	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	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	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	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%
UND	Authorized Use of Savings from Bond Issuance 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%

Renovate & Redevelop Neighborhood Parks

NE	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	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	-7.9%	107.9%	100.0%
NW	Somerset West Park	1,028,200	103,970	1,132,170	306,027	74,405	380,432	751,738	Design	1,132,170	-	0.0%	33.6%	33.6%
NW	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	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	204,142	3,931,355	3,144,541	74,405	3,218,946	751,738		3,970,684	(39,329)	-1.0%	81.9%	81.1%

New Neighborhood Parks Land Acquisition

NW	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	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	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	793,396	-	793,396	-	Complete	793,396	(793,396)	-100.0%	n/a	100.0%
NW	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%
NE	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,968	1,527,968	529,294	-	529,294	-	Complete	529,294	998,674	65.4%	34.6%	100.0%
NE	New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)	1,500,000	33,466	1,533,466	2,119,940	-	2,119,940	-	Complete	2,119,940	(586,474)	-38.2%	138.2%	100.0%
SW	New Neighborhood Park - SW Quadrant (Sterling Savings)	1,500,000	24,918	1,524,918	1,058,925	-	1,058,925	-	Complete	1,058,925	465,993	30.6%	69.4%	100.0%
SW	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%
SW	New Neighborhood Park - SW Quadrant (Hung easement for Roy Dancer Park)	-	-	-	60,006	-	60,006	-	Complete	60,006	(60,006)	-100.0%	n/a	100.0%
SE	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	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	New Neighborhood Park - Undesignated	-	-	-	-	-	-	-	Reallocated	-	-	-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%
UND	Authorized Use of Savings from New Community Park Land Acquisition Category	-	1,655,521	1,655,521	-	-	-	-	N/A	-	1,655,521	n/a	n/a	n/a
UND	Authorized Use of Savings from Community Center / Community 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%

New Community Park Development

SW	SW Quad Community Park & Athletic Field	7,711,500	343,963	8,055,463	10,672,369	-	10,672,369	-	Complete	10,672,369	(2,616,906)	-32.5%	132.5%	100.0%
	Sub-total New Community Park Development	7,711,500	343,963	8,055,463	10,672,369	-	10,672,369	-		10,672,369	(2,616,906)	-32.5%	132.5%	100.0%
UND	Authorized use of savings from Bond Facility Rehabilitation category	-	1,300,000	1,300,000	-	-	-	-	N/A	-	1,300,000	n/a	n/a	n/a
UND	Authorized use of savings from Bond Administration (issuance) category	-	932,655	932,655	-	-	-	-	N/A	-	932,655	n/a	n/a	n/a
UND	Outside Funding from Washington County / Metro 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	2,960,869	10,672,369	10,672,369	-	10,672,369	-		10,672,369	-	0.0%	100.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 12/31/2019

Quadrant	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 19/20	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	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	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%
UND	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
	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	Cedar Hills Park & Athletic Field	6,194,905	449,392	6,644,297	7,671,293	9,343	7,680,636	3,680	Award	7,684,316	(1,040,019)	-15.7%	115.6%	100.0%
SE	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	523,795	10,317,400	10,304,377	9,343	10,313,720	3,680		10,317,400	-	0.0%	100.0%	100.0%
<u>Natural Area Preservation - Restoration</u>														
NE	Roger Tilbury Memorial Park	30,846	1,800	32,646	24,670	3,330	28,000	8,450	Establishment	36,450	(3,804)	-11.7%	85.8%	76.8%
NE	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	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	NE/Bethany Meadows Trail Habitat Connection	246,768	16,178	262,946	-	-	-	-	On Hold	-	262,946	100.0%	0.0%	0.0%
NW	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	Allenbach Acres Park	41,128	2,318	43,446	10,217	-	10,217	-	Complete	10,217	33,229	76.5%	23.5%	100.0%
NW	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	Foothills Park	61,692	1,172	62,864	46,178	-	46,178	-	Complete	46,178	16,686	26.5%	73.5%	100.0%
NE	Commonwealth Lake Park	41,128	778	41,906	30,809	-	30,809	-	Complete	30,809	11,097	26.5%	73.5%	100.0%
NW	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	Pioneer Park	10,282	254	10,536	9,421	-	9,421	-	Complete	9,421	1,115	10.6%	89.4%	100.0%
NW	Whispering Woods Park	51,410	914	52,324	48,871	-	48,871	-	Complete	48,871	3,453	6.6%	93.4%	100.0%
NW	Willow Creek Nature Park	20,564	389	20,953	21,877	-	21,877	-	Complete	21,877	(924)	-4.4%	104.4%	100.0%
SE	AM Kennedy Park	30,846	741	31,587	26,866	-	26,866	-	Complete	26,866	4,721	14.9%	85.1%	100.0%
SE	Camille Park	77,115	1,784	78,899	61,399	-	61,399	-	Complete	61,399	17,500	22.2%	77.8%	100.0%
SE	Vista Brook Park	20,564	897	21,461	5,414	-	5,414	-	Complete	5,414	16,047	74.8%	25.2%	100.0%
SE	Greenway Park/Koll Center	61,692	2,316	64,008	56,727	-	56,727	-	Complete	56,727	7,281	11.4%	88.6%	100.0%
SE	Bauman Park	82,256	2,024	84,280	30,153	-	30,153	-	Complete	30,153	54,127	64.2%	35.8%	100.0%
SE	Fanno Creek Park	162,456	6,601	169,057	65,147	-	65,147	5,508	Establishment	70,655	98,402	58.2%	38.5%	92.2%
SE	Hideaway Park	41,128	1,105	42,233	38,459	-	38,459	-	Complete	38,459	3,774	8.9%	91.1%	100.0%
SW	Murrayhill Park	61,692	1,031	62,723	65,712	-	65,712	-	Complete	65,712	(2,989)	-4.8%	104.8%	100.0%
SE	Hyland Forest Park	71,974	1,342	73,316	65,521	-	65,521	-	Complete	65,521	7,795	10.6%	89.4%	100.0%
SW	Cooper Mountain	205,640	13,479	219,119	14	-	14	-	On Hold	14	219,105	100.0%	0.0%	100.0%
SW	Winkelman Park	10,282	241	10,523	5,894	-	5,894	-	Complete	5,894	4,629	44.0%	56.0%	100.0%
SW	Lowami Hart Woods	287,896	9,345	297,241	130,125	-	130,125	-	Complete	130,125	167,116	56.2%	43.8%	100.0%
SW	Rosa/Hazeldale Parks	28,790	722	29,512	12,754	-	12,754	-	Complete	12,754	16,758	56.8%	43.2%	100.0%
SW	Mt Williams Park	102,820	8,048	110,868	38,017	9,720	47,737	63,131	Establishment	110,868	-	0.0%	43.1%	43.1%
SW	Jenkins Estate	154,230	3,365	157,595	139,041	-	139,041	-	Complete	139,041	18,554	11.8%	88.2%	100.0%
SW	Summercrest Park	10,282	193	10,475	7,987	-	7,987	-	Complete	7,987	2,488	23.8%	76.2%	100.0%
SW	Morrison Woods	61,692	4,042	65,734	0	-	0	-	Cancelled	0	65,734	100.0%	0.0%	100.0%
UND	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	Beaverton Creek Trail	61,692	4,043	65,735	-	-	-	-	On Hold	-	65,735	100.0%	0.0%	0.0%
NW	Bethany Wetlands/Bronson Creek	41,128	2,695	43,823	-	-	-	-	On Hold	-	43,823	100.0%	0.0%	0.0%
NW	Bluegrass Downs Park	15,423	1,010	16,433	-	-	-	-	On Hold	-	16,433	100.0%	0.0%	0.0%
NW	Crystal Creek	41,128	2,696	43,824	-	-	-	-	On Hold	-	43,824	100.0%	0.0%	0.0%
UND	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	-	(865,000)	100.0%	0.0%	0.0%
SE	Hyland Woods Phase 2	-	76,871	76,871	57,807	7,646	65,453	11,418	Establishment	76,871	-	0.0%	85.1%	85.1%
SW	Jenkins Estate Phase 2	-	130,098	130,098	55,985	11,769	67,754	62,344	Establishment	130,098	-	0.0%	52.1%	52.1%
NW	Somerset	-	158,972	158,972	-	49,000	49,000	109,972	Budget	158,972	-	0.0%	30.8%	30.8%
NW	Rock Creek Greenway	-	164,270	164,270	-	-	-	164,270	Budget	164,270	-	0.0%	0.0%	0.0%
NW	Whispering Woods Phase 2	-	100,681	100,681	-	-	-	100,681	Budget	100,681	-	0.0%	0.0%	0.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 12/31/2019

Quadrant	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 19/20	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	Raleigh Park	-	116,071	116,071	8,500	-	8,500	107,571	Budget	116,071	-	0.0%	7.3%	7.3%
NE	Bannister Creek Greenway/NE Park	-	79,485	79,485	-	11,492	11,492	67,993	Budget	79,485	-	0.0%	14.5%	14.5%
NW	Beaverton Creek Greenway Duncan	-	20,607	20,607	-	-	-	-	Cancelled	-	20,607	100.0%	0.0%	0.0%
SE	Church of Nazarene	-	30,718	30,718	14,121	-	14,121	-	Complete	14,121	16,597	54.0%	46.0%	100.0%
SW	Lilly K. Johnson Woods	-	30,722	30,722	28,640	1,183	29,823	7,449	Establishment	37,272	(6,550)	-21.3%	97.1%	80.0%
UND	Restoration of new properties to be acquired	643,023	41,096	684,119	976	-	976	6,196	On Hold	7,172	676,947	99.0%	0.1%	13.6%
UND	Reallocation of project savings to new project budgets	-	(1,570,245)	(1,570,245)	-	-	-	-	Reallocation	-	(1,570,245)	100.0%	0.0%	0.0%
NE	NE Quadrant Property(Findley)	-	462,880	462,880	-	-	-	462,880	Budget	462,880	-	0.0%	0.0%	0.0%
NE	N. Johnson Greenway (Peterkort)	-	257,156	257,156	-	-	-	257,156	Budget	257,156	-	0.0%	0.0%	0.0%
NE	Commonwealth Lake Park	-	61,718	61,718	-	-	-	61,718	Budget	61,718	-	0.0%	0.0%	0.0%
SW	155th Wetlands	-	25,716	25,716	-	7,403	7,403	18,313	Budget	25,716	-	0.0%	28.8%	28.8%
SW	Bronson Creek New Properties	-	102,863	102,863	-	-	-	102,863	Budget	102,863	-	0.0%	0.0%	0.0%
SE	Fanno Creek Greenway	-	82,291	82,291	-	-	-	82,291	Budget	82,291	-	0.0%	0.0%	0.0%
NW	HMT north woods and stream	-	51,431	51,431	-	12,233	12,233	37,223	Award	49,956	1,475	2.9%	23.8%	24.5%
NE	Cedar Mill Creek Greenway	-	30,859	30,859	-	5,700	5,700	24,210	Award	29,910	949	3.1%	18.5%	19.1%
SW	Fir Grove Park	-	25,716	25,716	-	14,369	14,369	11,347	Budget	25,716	-	0.0%	55.9%	55.9%
SW	HL Cain Wetlands	-	25,716	25,716	-	10,649	10,649	15,067	Award	25,716	-	0.0%	41.4%	41.4%
NW	Bronson Creek Park	-	25,716	25,716	-	1,374	1,374	19,656	Award	21,030	4,686	18.2%	5.3%	6.5%
SE	Center Street Wetlands Area	-	20,572	20,572	-	1,705	1,705	16,691	Award	18,396	2,176	10.6%	8.3%	9.3%
SW	Tallac Terrace Park	-	10,287	10,287	-	-	-	10,287	Budget	10,287	-	0.0%	0.0%	0.0%
NE	Forest Hills Park	-	10,287	10,287	-	1,258	1,258	5,407	Award	6,665	3,622	35.2%	12.2%	18.9%
UND	Arborist/Tree Management	-	293,410	293,410	8,900	49,275	58,175	235,235	Budget	293,410	-	0.0%	19.8%	19.8%
NW	North Bethany Greenway	-	25,716	25,716	-	4,163	4,163	18,180	Award	22,343	3,373	13.1%	16.2%	18.6%
NW	Willow Creek Greenway II	-	25,716	25,716	-	4,710	4,710	19,980	Award	24,690	1,026	4.0%	18.3%	19.1%
NW	Westside Trail Segment 18	-	25,716	25,716	-	-	-	25,716	Budget	25,716	-	0.0%	0.0%	0.0%
SW	Westside Trail- Burntwood area	-	25,716	25,716	-	18,751	18,751	6,965	Budget	25,716	-	0.0%	72.9%	72.9%
NW	Waterhouse Trail	-	25,716	25,716	-	654	654	25,062	Budget	25,716	-	0.0%	2.5%	2.5%
	Total Natural Area Restoration	3,762,901	250,295	4,013,196	1,616,441	226,385	1,842,827	2,171,729		4,014,556	(1,360)	0.0%	45.9%	45.9%
	Natural Area Preservation - Land Acquisition													
UND	Natural Area Acquisitions	8,400,000	453,818	8,853,818	5,537,162	3,232,280	8,769,442	84,376	Budget	8,853,818	-	0.0%	99.0%	99.0%
	Total Natural Area Preservation - Land Acquisition	8,400,000	453,818	8,853,818	5,537,162	3,232,280	8,769,442	84,376		8,853,818	-	0.0%	99.0%	99.0%
	New Linear Park and Trail Development													
SW	Westside Trail Segments 1, 4, & 7	4,267,030	85,084	4,352,114	4,381,083	-	4,381,083	-	Complete	4,381,083	(28,969)	-0.7%	100.7%	100.0%
NE	Jordan/Husen Park Trail	1,645,120	46,432	1,691,552	1,227,496	-	1,227,496	-	Complete	1,227,496	464,056	27.4%	72.6%	100.0%
NW	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	78,646	3,882,986	4,392,047	-	4,392,047	-	Complete	4,392,047	(509,061)	-13.1%	113.1%	100.0%
NW	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	103,949	2,365,989	1,743,667	-	1,743,667	-	Complete	1,743,667	622,322	26.3%	73.7%	100.0%
UND	Miscellaneous Natural Trails	100,000	7,324	107,324	30,394	-	30,394	76,930	Budget	107,324	-	0.0%	28.3%	28.3%
NW	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	Complete	238,702	124,262	34.2%	65.8%	100.0%
NE	NE Quadrant Trail - Bluffs Phase 2	257,050	14,797	271,847	412,424	-	412,424	-	Complete	412,424	(140,577)	-51.7%	151.7%	100.0%
SW	Lowami Hart Woods	822,560	55,645	878,205	1,255,274	-	1,255,274	-	Complete	1,255,274	(377,069)	-42.9%	142.9%	100.0%
NW	Westside - Waterhouse Trail Connection	1,542,300	48,560	1,590,860	1,055,589	-	1,055,589	-	Complete	1,055,589	535,271	33.6%	66.4%	100.0%
	Total New Linear Park and Trail Development	15,060,310	443,531	15,503,841	14,736,676	-	14,736,676	76,930		14,813,606	690,235	4.5%	95.1%	99.5%
	New Linear Park and Trail Land Acquisition													
UND	New Linear Park and Trail Acquisitions	1,200,000	23,378	1,223,378	1,222,206	-	1,222,206	1,172	Budget	1,223,378	-	0.0%	99.9%	99.9%
	Total New Linear Park and Trail Land Acquisition	1,200,000	23,378	1,223,378	1,222,206	-	1,222,206	1,172		1,223,378	-	0.0%	99.9%	99.9%
	Multi-field/Multi-purpose Athletic Field Development													
SW	Winkelman Athletic Field	514,100	34,601	548,701	941,843	-	941,843	-	Complete	941,843	(393,142)	-71.6%	171.6%	100.0%
SE	Meadow Waye Park	514,100	4,791	518,891	407,340	-	407,340	-	Complete	407,340	111,551	21.5%	78.5%	100.0%
NW	New Fields in NW Quadrant	514,100	71,592	585,692	71,158	1,157	72,316	1,320,192	Design	1,392,508	(806,816)	-137.8%	12.3%	5.2%
NE	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	Complete	527,993	291	0.1%	99.9%	100.0%
SW	New Fields in SW Quadrant	514,100	49,313	563,413	997	5,321	6,318	557,095	Budget	563,413	-	0.0%	1.1%	1.1%
SE	New Fields in SE Quadrant (Conestoga Middle School)	514,100	19,833	533,933	548,917	-	548,917	-	Complete	548,917	(14,984)	-2.8%	102.8%	100.0%
	Total Multi-field/Multi-purpose Athletic Field Dev.	3,084,600	194,314	3,278,914	2,498,248	6,479	2,504,727	1,877,287		4,382,014	(1,103,100)	-33.6%	76.4%	57.2%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 12/31/2019

Quadrant	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 19/20	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)
Deferred Park Maintenance Replacements														
UND	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	Complete	773,055	40,853	5.0%	95.0%	100.0%
NW	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	Complete	127,277	(29,340)	-30.0%	130.0%	100.0%
SW	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	Complete	38,381	897	2.3%	97.7%	100.0%
SW	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	Complete	28,430	(20,810)	-273.1%	373.1%	100.0%
SE	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	Cancelled	985	9,916	91.0%	9.0%	100.0%
NE	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	Complete	41,902	7,015	14.3%	85.7%	100.0%
UND	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	Complete	118,039	(1,202)	-1.0%	101.0%	100.0%
SW	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	Complete	191,970	(29,541)	-18.2%	118.2%	100.0%
NE	Permeable Parking Lot at Sunset Swim Center	160,914	3,248	164,162	512,435	-	512,435	-	Complete	512,435	(348,273)	-212.2%	312.2%	100.0%
Sub-total Deferred Park Maintenance Replacements		1,451,515	10,474	1,461,989	1,832,474	-	1,832,474	-		1,832,474	(370,485)	-25.3%	125.3%	100.0%
Authorized Use of Savings from Facility Expansion & Improvements Category														
UND		-	200,634	200,634	-	-	-	-	N/A	-	200,634	n/a	n/a	n/a
Authorized Use of Savings from Bond Issuance Administration Category														
UND		-	169,851	169,851	-	-	-	-	N/A	-	169,851	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%
Facility Rehabilitation														
UND	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	Auto Gas Meter Shut Off Valves at All Facilities	-	275	275	17,368	-	17,368	-	Complete	17,368	(17,093)	100.0%	0.0%	100.0%
Sub-total Facility Rehabilitation		6,227,732	132,222	6,359,954	4,815,345	-	4,815,345	-		4,815,345	1,544,609	24.3%	75.7%	100.0%
Authorized use of savings for SW Quad Community Park & Athletic Fields														
UND		-	(1,300,000)	(1,300,000)	-	-	-	-	N/A	-	(1,300,000)	n/a	n/a	n/a
Total Facility Rehabilitation		6,227,732	(1,167,778)	5,059,954	4,815,345	-	4,815,345	-		4,815,345	244,609	4.8%	n/a	n/a
Facility Expansion and Improvements														
SE	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	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	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	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	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%
Authorized Use of Savings for Deferred Park Maintenance Replacements Category														
UND		-	(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	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	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%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 12/31/2019

Quadrant	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 19/20	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)
SW	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	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	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	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	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	Cancelled	-	15,619	100.0%	0.0%	0.0%
SW	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	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	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	Complete	15,000	668	4.3%	95.7%	100.0%
NW	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	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	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	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	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%
	Authorized Use of Savings from Bond Issuance													
UND	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%
	Community Center Land Acquisition													
UND	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	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%
	Outside Funding from Washington County													
UND	Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	N/A	-	(176,000)	n/a	n/a	n/a
	Outside Funding from Metro													
UND	Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	N/A	-	(208,251)	n/a	n/a	n/a
	Authorized Use of Savings for													
UND	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%
	Authorized Use of Savings for Deferred Park Maintenance													
UND	Replacements Category	-	(169,851)	(169,851)	-	-	-	-	N/A	-	(169,851)	n/a	n/a	n/a
	Authorized Use of Savings for New Neighborhood Parks													
UND	Development Category	-	(173,175)	(173,175)	-	-	-	-	N/A	-	(173,175)	n/a	n/a	n/a
	Authorized use of savings for SW Quad Community Park &													
UND	Athletic Fields	-	(932,655)	(932,655)	-	-	-	-	N/A	-	(932,655)	n/a	n/a	n/a
	Authorized Use of Savings for ADA/Access													
UND	Improvements Category	-	(189,890)	(189,890)	-	-	-	-	N/A	-	(189,890)	n/a	n/a	n/a
	Total Bond Administration Costs	1,450,000	(148,964)	1,301,036	504,372	-	504,372	37,325		541,697	759,339	58.4%	38.8%	93.1%
	Grand Total	100,000,000	4,562,276	104,562,276	95,458,753	3,548,892	99,007,645	5,004,237		104,011,882	550,394	0.5%	94.7%	95.2%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 12/31/2019

	Category (Over) Under Budget
Limited Reprogramming	
Land: New Neighborhood Park	-
New Community Park	-
New Linear Park	-
New Community Center/Park	-
	-
	-
Nat Res: Restoration	(1,360)
Acquisition	-
	(1,360)
	(1,360)
All Other	
New Neighborhood Park Dev	-
Neighborhood Park Renov	(39,329)
New Community Park Dev	-
Community Park Renov	-
New Linear Parks and Trails	690,235
Athletic Field Development	(1,103,100)
Deferred Park Maint Replace	-
Facility Rehabilitation	244,609
ADA	-
Facility Expansion	-
Bond Admin Costs	759,339
	551,754
	551,754
Grand Total	550,394



MEMORANDUM

Date: January 14, 2020
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Report for December 2019**

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

Current Rate per Unit		With 1.6% Discount	Current Rate per Unit		With 1.6% Discount
Single Family			Multi-Family		
North Bethany	\$ 13,513.00	\$ 13,296.79	North Bethany	\$ 10,785.00	\$ 10,612.44
Bonny Slope West	14,087.00	13,861.61	Bonny Slope West	11,241.00	11,061.14
South Cooper			South Cooper		
Mountain	13,905.00	13,682.52	Mountain	11,097.00	10,919.45
Other	11,895.00	11,704.68	Other	9,494.00	9,342.10
Accessory Dwelling			Non-residential		
Other	6,776.00	6,667.58	Other	397.00	390.65

City of Beaverton Collection of SDCs

	<u>Gross Receipts</u>	<u>Collection Fee</u>	<u>Net Revenue</u>
86 Single Family Units	\$ 1,092,069.44	\$ 16,975.04	\$ 1,075,094.40
- Single Family Units at \$489.09	-	-	-
172 Multi-family Units	1,559,451.76	25,356.94	1,534,094.82
- Less Multi-family Credits	(71,491.00)	-	(71,491.00)
2 Accessory Dwelling Units	5,678.64	183.22	5,495.42
- Non-residential	10,202.96	163.25	10,039.71
260	\$ 2,595,911.79	\$ 42,678.44	\$ 2,553,233.35

Washington County Collection of SDCs

	<u>Gross Receipts</u>	<u>Collection Fee</u>	<u>Net Revenue</u>
211 Single Family Units	\$ 2,683,910.45	\$ 42,886.30	\$ 2,641,024.15
- Less Credits	-	-	-
21 Multi-family Units	216,290.09	3,516.91	212,773.18
- Less Credits	-	-	-
2 Accessory Dwelling Units	13,551.99	216.83	13,335.16
- Non-residential	2,127.00	34.03	2,092.97
234	\$ 2,915,879.53	\$ 46,654.07	\$ 2,869,225.46

Recap by Agency

	<u>Percent</u>	<u>Gross Receipts</u>	<u>Collection Fee</u>	<u>Net Revenue</u>
260 City of Beaverton	47.09%	\$ 2,595,911.79	\$ 42,678.44	\$ 2,553,233.35
234 Washington County	52.91%	2,915,879.53	46,654.07	2,869,225.46
494	100.00%	\$ 5,511,791.33	\$ 89,332.52	\$ 5,422,458.81

System Development Charge Report, December 2019

Recap by Dwelling

	Single Family	Multi-Family	ADU	Non-Resident	Total
City of Beaverton	86	172	2	-	260
Washington County	211	21	2	-	234
	297	193	4	-	494

Total Receipts Fiscal Year to Date

Gross Receipts	\$ 5,511,791.33	
Collection Fees	(89,332.52)	
	<u>\$ 5,422,458.81</u>	
Interest	\$ 262,358.88	\$ 5,684,817.69

Total Payments Fiscal Year to Date

Refunds	\$ -	
Administrative Costs	-	
Project Costs -- Development	(3,275,572.35)	
Project Costs -- Land Acquisition	(568,862.36)	(3,844,434.71)
		<u>\$ 1,840,382.98</u>

Beginning Balance 7/1/19	20,392,800.22
Current Balance	<u>\$ 22,233,183.20</u>

Recap by Month, FY 2018/19

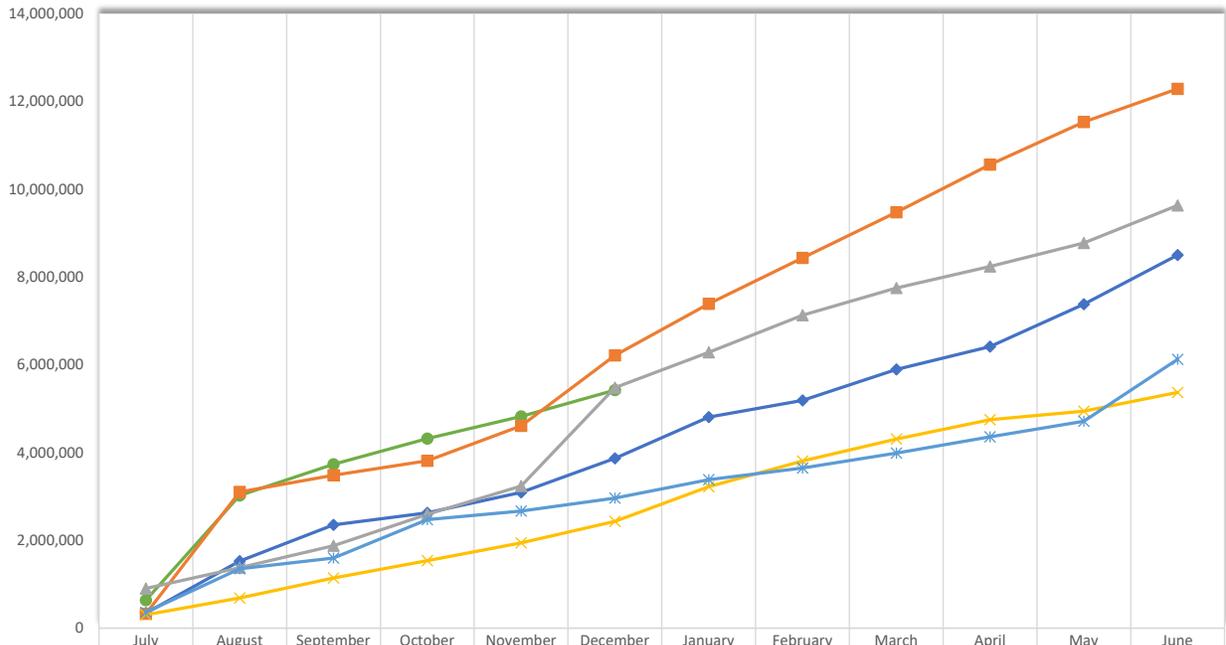
	Net Receipts	Expenditures	Interest	SDC Fund Total
July	\$ 638,061.53	\$ (90,849.58)	\$ 48,616.29	\$ 595,828.24
August	2,384,332.61	(1,027,088.02)	48,652.96	1,405,897.55
September	711,285.38	(915,097.56)	46,712.24	(157,099.94)
October	582,439.05	(566,476.00)	50,421.62	66,384.67
November	506,780.67	(967,182.95)	46,840.97	(413,561.31)
December	599,559.57	(277,740.60)	21,114.80	342,933.77
January	-	-	-	-
February	-	-	-	-
March	-	-	-	-
April	-	-	-	-
May	-	-	-	-
June	-	-	-	-
	<u>\$ 5,422,458.81</u>	<u>\$ (3,844,434.71)</u>	<u>\$ 262,358.88</u>	<u>\$ 1,840,382.98</u>

Beginning Balance 7/1/19	20,392,800.22
Current Balance	<u>\$ 22,233,183.20</u>

Recap by Month, by Unit

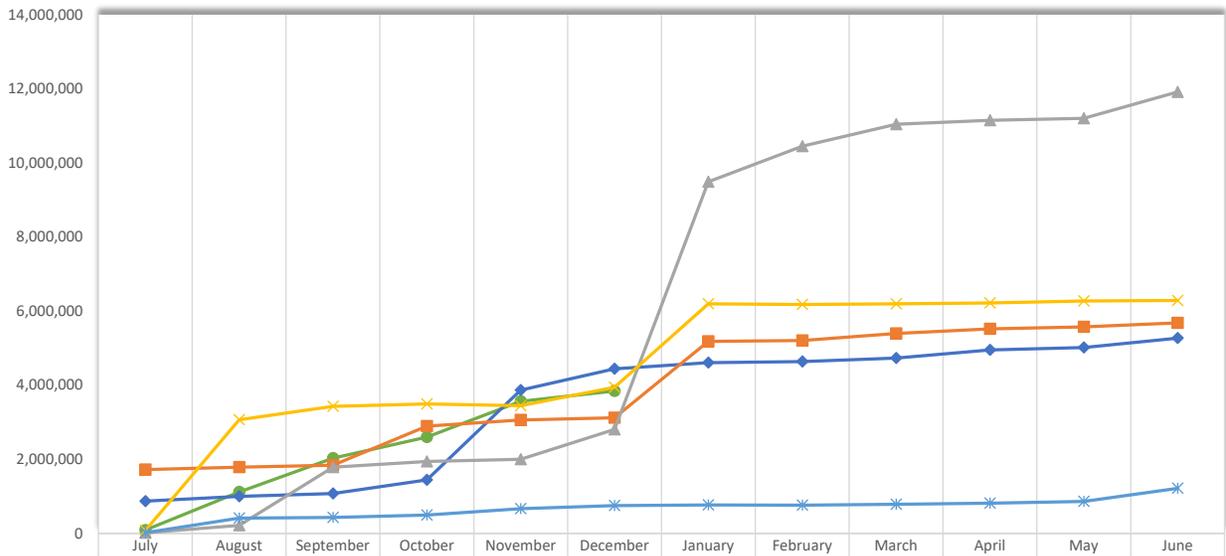
	Single Family	Multi-Family	Non-Residential	ADU	Total Units
July	52	-	-	-	52
August	73	172	-	-	245
September	57	-	-	1	58
October	45	-	-	1	46
November	23	21	-	1	45
December	47	-	-	1	48
January	-	-	-	-	-
February	-	-	-	-	-
March	-	-	-	-	-
April	-	-	-	-	-
May	-	-	-	-	-
June	-	-	-	-	-
	<u>297</u>	<u>193</u>	<u>-</u>	<u>4</u>	<u>494</u>

SDC NET RECEIPTS



	July	August	September	October	November	December	January	February	March	April	May	June
2019/20	638,062	3,022,394	3,733,680	4,316,119	4,822,899	5,422,459						
2018/19	342,858	1,526,692	2,350,386	2,629,308	3,092,119	3,868,051	4,809,035	5,188,855	5,895,483	6,416,413	7,378,531	8,500,335
2017/18	326,031	3,101,921	3,483,829	3,811,088	4,606,202	6,214,455	7,389,329	8,435,744	9,474,756	10,559,729	11,531,646	12,287,676
2016/17	903,889	1,379,228	1,878,472	2,593,985	3,237,143	5,477,462	6,284,722	7,127,328	7,748,639	8,238,832	8,775,911	9,631,363
2015/16	304,350	686,041	1,141,070	1,534,431	1,943,912	2,433,039	3,224,189	3,808,032	4,310,173	4,749,317	4,943,403	5,370,185
2014/15	362,365	1,349,536	1,598,883	2,472,283	2,666,731	2,962,403	3,381,171	3,646,866	3,989,912	4,358,505	4,711,419	6,125,495

SDC EXPENDITURES



	July	August	September	October	November	December	January	February	March	April	May	June
2019-20	90,850	1,117,938	2,033,035	2,599,511	3,566,694	3,844,435						
2018/19	872,928	999,047	1,078,920	1,442,729	3,867,881	4,445,802	4,609,342	4,637,284	4,731,854	4,950,818	5,014,841	5,270,778
2017/18	1,724,189	1,789,956	1,841,475	2,898,204	3,062,924	3,123,925	5,183,213	5,210,292	5,399,850	5,524,037	5,573,045	5,683,260
2016/17	17,397	216,457	1,791,314	1,940,738	2,004,685	2,809,485	9,492,291	10,448,244	11,040,465	11,150,105	11,201,202	11,915,292
2015/16	80,138	3,070,662	3,432,293	3,494,999	3,445,262	3,947,129	6,195,515	6,180,111	6,197,206	6,219,324	6,273,167	6,287,671
2014/15	20,804	414,030	431,743	500,058	669,863	751,119	768,766	765,064	790,070	816,214	862,864	1,217,939