



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

**Board of Directors Regular Meeting  
Tuesday, January 10, 2017  
6:00 pm Executive Session; 7:00 pm Regular Meeting  
HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room  
15707 SW Walker Road, Beaverton**

**AGENDA**

1. Executive Session\*
  - A. Land
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. Presentation: Parks Bond Citizen Oversight Committee Annual Report
5. Audience Time\*\*
6. Board Time
  - A. Advisory Committee Liaison Update
7. Consent Agenda\*\*\*
  - A. Approve: Minutes of December 13, 2016 Regular Board Meeting
  - B. Approve: Monthly Bills
  - C. Approve: Monthly Financial Statement
  - D. Ratify: Employment Agreement for the District General Manager
  - E. Approve: Resolution Appointing Advisory Committee Members
8. Unfinished Business
  - A. Approve: Somerset West Park Master Plan
  - B. Information: General Manager's Report
9. New Business
  - A. Update: THPRD Grant Strategy
10. Adjourn

**\*Executive Session:** Executive Sessions are permitted under the authority of ORS 192.660. Copies of the statute are available at the offices of Tualatin Hills Park & Recreation District. **\*\*Public Comment/Audience Time:** If you wish to be heard on an item not on the agenda, or a Consent Agenda item, you may be heard under Audience Time with a 3-minute time limit. If you wish to speak on an agenda item, also with a 3-minute time limit, please wait until it is before the Board. Note: Agenda items may not be considered in the order listed. **\*\*\*Consent Agenda:** If you wish to speak on an agenda item on the Consent Agenda, you may be heard under Audience Time. Consent Agenda items will be approved without discussion unless there is a request to discuss a particular Consent Agenda item. The issue separately discussed will be voted on separately. In compliance with the Americans with Disabilities Act (ADA), this material, in an alternate format, or special accommodations for the meeting, will be made available by calling 503-645-6433 at least 48 hours prior to the meeting.



## MEMO

**DATE:** January 4, 2017  
**TO:** Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** Information Regarding the January 10, 2017 Board of Directors Meeting

### **Agenda Item #4 – Parks Bond Citizen Oversight Committee Annual Report**

Attached please find a memo reporting that Parks Bond Citizen Oversight Committee chair, Rob Drake, will be at your meeting to present the committee's seventh annual report.

### **Agenda Item #7 – Consent Agenda**

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

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

- A. Approve: Minutes of December 13, 2016 Regular Meeting**
- B. Approve: Monthly Bills**
- C. Approve: Monthly Financial Statement**
- D. Ratify: Employment Agreement for the District General Manager**
- E. Approve: Resolution Appointing Advisory Committee Members**

### **Agenda Item #8 – Unfinished Business**

#### **A. Somerset West Park Master Plan**

Attached please find a memo requesting board of directors' approval of the preferred Somerset West Park master plan. Park planners Tim Bonnin and René Brucker will be at your meeting to provide an overview of the master plan and to answer any questions the board may have.

**Action Requested: Board of directors' approval of the preferred Somerset West Park master plan.**

#### **B. General Manager's Report**

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

### **Agenda Item #9 – New Business**

#### **A. THPRD Grant Strategy**

Attached please find a memo seeking input from the board of directors on a draft grant strategy, also attached. Jeannine Rustad, superintendent of Planning, will be at your meeting to provide an overview of the proposed grant strategy and to answer any questions the board may have.

#### **Other Packet Enclosures**

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



## MEMO

**DATE:** December 27, 2016  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** **Parks Bond Citizen Oversight Committee Annual Report**

The Parks Bond Citizen Oversight Committee has compiled their seventh annual report (attached). Oversight committee chair Rob Drake will be at the January 10, 2017 Regular Board meeting to present the report to the board of directors and answer any questions they may have.

**Action Requested**

No board of directors action requested. Informational report only.

[insert map prepared by THPRD staff on inside front cover of report]

## **Tualatin Hills Park & Recreation District**

### **Citizen Bond Oversight Committee**

Tualatin Hills Park & Recreation District (THPRD) is the largest special park district in Oregon. It spans approximately 50 square miles and serves more than 240,000 residents in northeastern Washington County. In 2008 THPRD developed a \$100,000,000 bond measure (Measure 34-56 "Bonds to Preserve Natural Areas, Water, Improve Parks, Create Trails") to fund an extensive program of land acquisitions for parks, trails and natural areas, natural area restoration and preservation, park development, construction and rehabilitation of various facilities and other projects. District voters approved this in 2008. The Bond Measure included provisions for a citizen oversight committee and also required yearly financial audits by an independent auditor. The Citizens' Oversight Committee was directed to report annually to the board and the public regarding conformance with stated Bond Measure objectives and to make recommendations, if any, for improving the Bond Program efficiency, administration or performance.

The initial decisions and guidelines for this process, with details of planning, financings, land acquisition and project completions through June 30, 2015, were described in the Committee's first five reports, delivered to the board in November 2010, December 2011, and November 2012, 2013, 2014, and 2015. These earlier reports are available on the THPRD website at [www.thprd.org](http://www.thprd.org) under the 2008 Bond Measure/Citizen Oversight Committee tab. This year's report does not attempt to repeat the information contained in those reports, and district residents are encouraged to consult them for a more complete discussion of the previous activities and progress of the Bond Program.

### **FISCAL YEAR 2016 OVERVIEW**

The bond program has now reached an advanced phase. Many projects have been substantially completed and a majority of the bond proceeds have been spent or committed. This report deals primarily with activities in the 2015-2016 fiscal year and other recent and proposed activities. During 2015-2016, THPRD spent \$2.6 million of its bond funds for a cumulative expenditure of \$76.2 million to June 30, 2016. Many acquisitions and projects have been completed, and many more are approaching completion or are scheduled for near-term completion. THPRD has made substantive and appropriate progress in all areas of the Bond Program.

This 2016 report focuses primarily on the areas where major work is yet to be done, including Natural Area Acquisition and Restoration, as well as three major construction projects: Somerset West Park, Cedar Hills Community Park, and Southwest Quadrant Community Park. These construction projects could cause the Bond funds to be exceeded and thus require phasing or alternative funding. Estimated amounts of other funds needed are shown below, as well as in the "Park and Youth Athletic Fields" table under the column heading "Other Funding



Sources," and are further discussed in the "Other Funding Source" heading of the following table.

Some dollar values are slightly different from last year's report due to minor adjustments after that report was published.

FY2009-2016 BOND PROGRAM FINANCIAL & PROJECT SUMMARY (\$ IN THOUSANDS)

Purpose & Promises Made	Initial Bond Program Allocation	Adjusted Bond Program Allocation	Expended Thru 6.30.2016	Estimated Cost to Complete	Projected Balance 6.30.2016	Other Funding Sources	Balance All Funds 6.30.2016	Planned Projects	Projects Completed	Contracts Awarded	Projects Remaining
<b>LAND ACQUISITION</b>											
New Neighborhood Parks	\$9,000.0	\$11,525.0	\$12,655.0	\$20.0	(\$1,150.0)	\$1,150.0	\$0.0	6	11	0	0
New Community Park	\$10,000.0	\$8,477.0	\$8,477.0	\$0.0	\$0.0	\$0.0	\$0.0	1	2	0	0
New Linear Park & Trail	\$1,200.0	\$1,223.0	\$1,222.0	\$1.0	\$0.0	\$0.0	\$0.0	N/A	N/A	N/A	N/A
New Community Center SW	\$5,000.0	\$4,391.0	\$4,391.0	\$0.0	\$0.0	\$0.0	\$0.0	1	2	0	0
<b>Total</b>	<b>\$25,200.0</b>	<b>\$25,616.0</b>	<b>\$26,745.0</b>	<b>\$21.0</b>	<b>(\$1,150.0)</b>	<b>\$1,150.0</b>	<b>\$0.0</b>				
<b>PARKS AND YOUTH ATHLETIC FIELDS</b>											
New Neighborhood Park Development	\$3,750.0	\$5,238.0	\$5,310.0	\$0.0	(\$72.0)	\$72.0	\$0.0	5	5	0	0
Renovate/Redevelop Neighborhood Parks	\$3,000.0	\$3,865.0	\$3,169.0	\$796.0	(\$100.0)	\$124.0	\$24.0	5	4	0	1
Develop New Community Park	\$5,000.0	\$10,674.0	\$1,318.0	\$13,177.0	(\$3,821.0)	\$3,834.0	\$13.0	1	0	1	0
Renovate/Redevelop Community Parks	\$7,000.0	\$10,072.0	\$2,950.0	\$7,829.0	(\$707.0)	\$40.0	(\$667.0)	2	1	0	1
Youth Athletic Field Development	\$5,000.0	\$3,188.0	\$2,385.0	\$1,366.0	(\$563.0)	\$282.0	(\$281.0)	10	6	2	2
Synthetic Field Development	\$4,000.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	2	0	1	1
Outdoor Splash Pad	\$525.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	1	0	0	1
<b>Total</b>	<b>\$28,275.0</b>	<b>\$33,037.0</b>	<b>\$15,132.0</b>	<b>\$23,168.0</b>	<b>(\$5,263.0)</b>	<b>\$4,352.0</b>	<b>(\$911.0)</b>	<b>26</b>	<b>16</b>	<b>42</b>	<b>6</b>
<b>NATURAL AREA PRESERVATION</b>											
Acquisition	\$8,400.0	\$8,625.0	\$4,795.0	\$4,174.0	(\$344.0)	\$345.0	(\$1.0)	N/A	N/A	N/A	N/A
Restoration	\$3,600.0	\$3,870.0	\$1,347.0	\$2,523.0	\$0.0	\$0.0	\$0.0	36	15	16	15
<b>Total</b>	<b>\$12,000.0</b>	<b>\$12,495.0</b>	<b>\$6,142.0</b>	<b>\$6,697.0</b>	<b>(\$344.0)</b>	<b>\$345.0</b>	<b>(\$1.0)</b>				
<b>NEW LINEAR PARK &amp; TRAIL DEVELOPMENT</b>											
<b>DEFERRED PARK MAINT. REPLACEMENTS</b>	<b>\$1,500.0</b>	<b>\$1,832.0</b>	<b>\$1,847.0</b>	<b>\$0.0</b>	<b>(\$15.0)</b>	<b>\$15.0</b>	<b>\$0.0</b>	<b>18</b>	<b>18</b>	<b>0</b>	<b>0</b>
<b>FACILITIES REHAB, EXPANSION &amp; IMPROVE.</b>											
Facility Rehabilitation	\$6,500.0	\$5,051.0	\$3,943.0	\$965.0	\$143.0	\$0.0	\$142.0	16	13	2	2
Facility Expansion & Improvements	\$7,550.0	\$8,156.0	\$8,156.0	\$0.0	\$0.0	\$0.0	\$0.0	5	5	0	0
<b>Total</b>	<b>\$14,050.0</b>	<b>\$13,207.0</b>	<b>\$12,099.0</b>	<b>\$965.0</b>	<b>\$143.0</b>	<b>\$0.0</b>	<b>\$142.0</b>				
<b>ADA/ACCESS IMPROVEMENTS</b>											
<b>BOND ISSUANCE COST &amp; PROJECT MGMT.</b>	<b>\$3,230.0</b>	<b>\$763.0</b>	<b>\$504.0</b>	<b>\$37.0</b>	<b>\$222.0</b>	<b>\$0.0</b>	<b>\$222.0</b>	<b>13</b>	<b>13</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>\$100,000.0</b>	<b>\$103,665.0</b>	<b>\$78,087.0</b>	<b>\$32,199.0</b>	<b>(\$6,622.0)</b>	<b>\$5,862.0</b>	<b>(\$761.0)</b>				

**OTHER FUNDING SOURCES:**

Oregon Parks and Recreation -Barsotti Park	\$72,000	Authorized SDC Funds -Winkelman	\$282,000
Local Government Grant -Camille & Vista Brook	\$95,000	Authorized SDC Funds - SW Comm Pk	\$2,250,000
SDC Fund Grant Match - Vista Brook	\$28,500	Tualatin River Keepers -Sunset Swim Ctr	\$14,615
City of Beaverton - Cobb Property	\$300,000	Wash Cty - SW Community Ctr Park	\$176,000
Metro Natural Areas Bond Measure-McGettigan	\$850,000	Metro - SW Community Ctr/Pk	\$208,251
Land & Water Conservation Fund - Schiffler	\$40,000	Foundation Funding - SW Community Pk	\$1,200,000
Metro Grant- Acquisitions West of LKJ Woods	\$344,681	<b>Total</b>	<b>\$5,861,047</b>

## **Financial and Project Summary Comments**

---

For Fiscal Years 2009-2016, the primary reasons for the changes in the Adjusted Bond Program Allocation column are (1) Interest earned on unspent bond funds; (2) Additional Bond Proceeds; (3) Project Grouping Adjustments to the Parks and Youth Athletic Fields expenditure categories to move related projects forward in tandem; (4) combining some funds from the Facility Rehabilitation category into the Facility Expansion and Improvement category for related work in the Elsie Stuhr Center project; (5) Project Management Adjustments; and (6) Funding Category Transfers.

Through June 30, 2016, additional Bond Proceeds of \$1,508,000 and \$2,157,000 of interest earned on invested Bond Funds has increased the Original Bond Program amount from \$100,000,000 to its Adjusted Bond Program amount of \$103,665,000. The other adjustments indicated above are net-zero adjustments.

\$5,862,000 in other funding sources have been secured to leverage the Bond Program's own funds on various projects. Unlike prior reports, these funds are now included in the Bond Program and Financial Summary to provide a more complete financial picture.

THPRD's management of bond proceeds needs to be mentioned. The total cost of the \$100 million bond measure over the 20-year payback period was originally scheduled to be \$173 million including interest. Through favorable bond sales and refinancing, the district has now reduced that liability to \$142 million – a \$31 million savings for taxpayers, or 18%.

When the bond measure was approved in November 2008, the cost to district property owners was estimated at 37 cents per \$1,000 of assessed valuation, to be paid over the course of 20 years. The rate is now projected at 31 cents per \$1,000 and the term has been reduced to 18 years.

## **Funding Category Transfers**

---

Transferring funds between categories has been required to ensure that all objectives of the bond measure would be met. This policy was discussed in the Committee's 2013 report. In general, funds are only transferred from a category when it has been determined that all objectives and projects have been or are going to be met. Such transfers must be approved by THPRD's Board.

Thru June 30, 2016, the following category transfers have been approved:

- \$222,950 to New Neighborhood Park Development from Bond Issuance & Project Mgmt.
- \$1,655,521 to New Neighborhood Park Land Acquisition from New Community Park Land Acquisition.
- \$715,099 to New Neighborhood Park Land Acquisition from Community Park Land Acquisition.

- \$384,251 to New Community Park Development from Community Center Land Acquisition.
- \$179,613 to Deferred Park Maintenance Replacements from Facility Expansion and Improvements.
- \$190,872 to Deferred Park Maintenance Replacements from Bond Issuance and Project Management.
- \$190,015 to ADA/Access Improvements from Bond Issuance and Project Management.
- \$1,300,000 to SW Community Park from Facility Rehabilitation.
- \$1,400,000 to SW Community Park from Bond Administration Costs.

### **Additional Non-Bond Program Funding**

As the district progresses toward completion of the Bond-funded projects, several projects have been expanded in scope or enhanced, and significant additional funds other than the Bond funds, have been and will in the future be required to complete some of these projects. To a large extent, these additional funds represent partnerships between THPRD and other agencies which make the Bond dollars go farther. In some cases, opportunities led to increased scope of projects for the benefit of citizens. Prior to this report, the total was slightly over \$2 million in outside funds and such funds were noted but excluded from the schedules in the annual reports. Because the district now sees a need for up to \$6.5 million in outside funds, a schedule has been prepared to show the additional costs and sources of revenue beyond the Bond funds which have or may contribute to completion of certain projects, and to reconcile the overall costs to the Bond proceeds. Progress of the Bond Program to date is shown in the following table:

Description	Initial Project Budget	Adjustments	Current Total Project Budget FY 15/16	Total Expended to Date	Estimated Cost to Complete	Project Cumulative Cost	Est. Cost (Over) Under Budget
<b>Bond Funds</b>	<b>100,000,000</b>	<b>3,664,546</b>	<b>103,664,546</b>	<b>76,020,898</b>	<b>28,405,088</b>	<b>104,425,986</b>	<b>(761,439)</b>
<b>Other Funding Sources</b>							
Oregon Parks & Recreation - Barsotti Park		72,000	72,000	72,000			-
Local Government Grant - Camille & Vista Brook		95,000	95,000	95,000			-
SDC Fund grant match - Vista Brook		28,500	28,500	28,500			-
City of Beaverton - Cobb property (SE quadrant)		300,000	300,000	300,000			-
Metro Natural Areas Bond Measure - McGettigan property		850,000	850,000	850,000			-
Land/Water Conservation Fund - Schiffler		40,000	40,000	40,000			-
Metro grant - acquisitions west of LKJ Woods		344,681	344,681		344,681		-
Authorized use of SDC funds - Winkelman & SW Comm		282,000	282,000	282,000			-
Authorized use of SDC funds - SW Community Park		2,250,000	2,250,000		2,250,000		-
Tualatin River Keepers - Sunset SC parking lot		14,615	14,615	14,615			-
Washington County - SW Comm Ctr/Park		176,000	176,000	176,000			-
Metro funding - SW Comm Ctr/Park		208,251	208,251	208,251			-
Access for All funding - Foundation - SW Comm		1,200,000	1,200,000		1,200,000		-
<b>Total - Other Funding Sources</b>	<b>-</b>	<b>5,861,047</b>	<b>5,861,047</b>	<b>2,066,366</b>	<b>3,794,681</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>	<b>100,000,000</b>	<b>9,525,593</b>	<b>109,525,593</b>	<b>78,087,264</b>	<b>32,199,769</b>	<b>104,425,986</b>	<b>(761,439)</b>

## **LAND ACQUISITION**

Since voters approved the \$100 million bond in November 2008, THPRD staff and hired outside contractors have been actively pursuing the goals outlined in the ballot information given to district residents. Land acquisitions have slowed down significantly in the past year since the district is close to expending most of the monies provided for land acquisition and to completing commitments made to residents from the bond election eight years ago. Acquisition of land for natural area preservation and restoration is treated separately from acquisition for parks or other facilities, and a significant portion of the funds allocated for that have not been spent or committed to specific properties, as shown in the Fiscal Years 2009-2016 Bond Program Financial & Project Summary Table above.

Between July 1, 2015 and June 30, 2016, three properties, the Gorman/Bellairs (11.15 acres), JOS (0.4 acres) and Radcliff (0.58 acres) properties shown on the accompanying map, and totaling 12.13 acres, were purchased at a combined cost of \$2,933,000. Only \$285,550 of this was from bond proceeds; the remaining \$2,647,450 was from System Development Charges (SDC), which are funds acquired through the development process and held by THPRD.

These newly purchased properties are included in the composite map, on the inside front cover of this report, which shows all properties purchased since the bond was approved in 2008.

## **WORK IN PROGRESS**

### **Community and Neighborhood Parks and Youth Athletic Fields**

The THPRD standard for a neighborhood park is about three acres. The target for community parks is between 10 and 25 acres. Park amenities depend on the size of the site, but community parks usually offer larger facilities such as sports fields, sheltered group picnic areas, on-site parking and restrooms.

Funds allocated for four Youth Athletic Fields, two Synthetic Turf fields and an Outdoor Splash Pad have been combined for efficiency with funds allocated to Community and Neighborhood Parks. The original commitment of 10 athletic fields and two synthetic turf fields and splash pad will be monitored and confirmed in future reports.

As of June 30, 2016, the current budget for the 26 Parks, Athletic Fields and Splash Pad is \$33,037,100 of bond funds plus an additional \$4,351,800 funds provided by THPRD's SDC Fund, other governmental entities and THPRD's Foundation Program. Actual and estimated future expenditures total \$38,299,500 resulting in a projected deficit of \$910,800. Nineteen of the 26 parks, fields and splash pad(s) have been completed.

**Parks & Youth Athletic Fields Fiscal Years 2009-2015 Financial & Project Summary**

(\$ IN THOUSANDS)

	Adjusted Bond Program Allocation	Other Funds	Expended Thru 6.30.2016	Estimated Cost To Complete	Project Final and/or Estimated Cost	Projected Balance	Project Status
<b>NEW NEIGHBORHOOD PARK DEVELOPMENT</b>							
AM Kennedy Park & Athletic Field	\$1,336.0	\$0.0	\$1,686.5	\$0.0	\$1,686.5	(\$350.5)	Completed
Barsotti Park & Athletic Field	\$1,312.8	\$72.0	\$1,330.1	\$0.0	\$1,330.1	\$54.7	Completed
Hansen Ridge Park	\$787.5	\$0.0	\$753.7	\$0.0	\$753.7	\$33.7	Completed
Roy Dancer Park	\$787.8	\$0.0	\$651.3	\$0.0	\$651.3	\$136.5	Completed
Roger Tilbury Park	\$790.9	\$0.0	\$888.2	\$0.0	\$888.2	(\$97.4)	Completed
Funding Category Transfer	\$223.0	\$0.0	\$0.0	\$0.0	\$0.0	\$223.0	
<b>Total</b>	<b>\$5,238.0</b>	<b>\$72.0</b>	<b>\$5,309.8</b>	<b>\$0.0</b>	<b>\$5,309.8</b>	<b>\$0.0</b>	
<b>RENOVATE AND REDEVELOP NEIGHBORHOOD PARKS</b>							
Cedar Mill Park, Trail & Athletic Fields (2)	\$1,155.6	\$0.0	\$993.8	\$0.0	\$993.8	\$161.8	Completed
Camille Park	\$542.7	\$70.0	\$655.5	\$0.0	\$655.5	(\$42.8)	Completed
Somerset West Park	\$1,066.0	\$0.0	\$199.4	\$796.1	\$995.5	\$70.5	2020
Pioneer Park and Bridge Replacement	\$566.2	\$0.0	\$533.3	\$0.0	\$533.3	\$32.9	Completed
Vista Brook Park	\$534.6	\$53.5	\$787.0	\$0.0	\$787.0	(\$198.9)	Completed
<b>Total</b>	<b>\$3,865.1</b>	<b>\$123.5</b>	<b>\$3,169.0</b>	<b>\$796.1</b>	<b>\$3,965.1</b>	<b>\$23.5</b>	
<b>NEW COMMUNITY PARK DEVELOPMENT</b>							
SW Community Park and Athletic Fields (2)	\$7,974.3	\$3,834.3	\$1,317.6	\$13,177.1	\$14,494.7	(\$2,686.1)	2018
Funding Category Transfer	\$2,700.0	\$0.0	\$0.0	\$0.0	\$0.0	\$2,700.0	
<b>Total</b>	<b>\$10,674.3</b>	<b>\$3,834.3</b>	<b>\$1,317.6</b>	<b>\$13,177.1</b>	<b>\$14,494.7</b>	<b>\$13.9</b>	
<b>RENOVATE AND REDEVELOP COMMUNITY PARKS</b>							
Cedar Hills Park and Synthetic Athletic Field	\$6,398.9	\$0.0	\$276.5	\$7,829.3	\$8,105.8	(\$1,706.9)	2020
Schiffler Park	\$3,673.1	\$40.0	\$2,673.1	\$0.0	\$2,673.1	\$1,040.0	Completed
<b>Total</b>	<b>\$10,072.0</b>	<b>\$40.0</b>	<b>\$2,949.6</b>	<b>\$7,829.3</b>	<b>\$10,778.9</b>	<b>(\$666.9)</b>	
<b>YOUTH ATHLETIC FIELD DEVELOPMENT</b>							
Winkelman Park	\$548.7	\$282.0	\$1,223.8	\$0.0	\$1,223.8	(\$675.1)	Completed
Meadow Waye Park	\$518.9	\$0.0	\$407.3	\$0.0	\$407.3	\$111.6	Completed
New Fields in NW Quadrant	\$530.6	\$0.0	\$0.1	\$530.6	\$530.7	(\$0.1)	2020
New Fields in NE Quadrant (Cedar Mill Park)	\$528.3	\$0.0	\$528.0		\$528.0	\$0.3	Completed
New Fields in SW Quadrant	\$530.6	\$0.0	\$0.7	\$529.9	\$530.6	\$0.0	2019
New Fields in SE Quadrant	\$530.6	\$0.0	\$225.2	\$305.4	\$530.6	\$0.0	2017
<b>Total</b>	<b>\$3,187.7</b>	<b>\$282.0</b>	<b>\$2,385.1</b>	<b>\$1,365.9</b>	<b>\$3,751.0</b>	<b>(\$281.3)</b>	
<b>GRAND TOTAL</b>	<b>\$33,037.1</b>	<b>\$4,351.8</b>	<b>\$15,131.1</b>	<b>\$23,168.4</b>	<b>\$38,299.5</b>	<b>(\$910.8)</b>	



### **Natural Area Restoration Projects**

The Natural Area restoration portion of the Bond project spent \$229,000 during FY 2016 and has spent a total of \$1,347,000 (35%) of a total budget of \$3,870,000 through June, 2016. An additional \$1,097,000 or 28% is reserved for restoration work on properties which have not yet been obtained. Major funding for FY 2016 was spent on Crystal Creek, Fanno Creek, and Hyland Woods Parks.

Much of the natural area restoration takes place in conjunction with other park projects. Currently, THPRD expects this area to be \$865,000 under budget due primarily to partnering with other agencies. Current plan budgets show the surplus dedicated to other projects within the category, including water quality upgrades at selected parks.

Most of the natural area restoration funds are to be used for removal of various invasive non-native weeds (preparation phase) and replanting with native plants (establishment phase). Results of this work generally take multiple applications and may be extended over as many as five years. For the original projects where land has been obtained, most of the projects are currently in the lower cost establishment phase.

For remaining projects which have not yet been started, the most expensive portion of the work is the preparation phase when invasive plant material is removed, or the stream is rerouted and shored up.

The following table summarizes the progress of natural area restoration to date and estimated costs to complete each project:

Natural Area Preservation - Restoration as of June 30, 2016

Quadrant	Description	Current Total Project Budget FY 15/16	Total Expended to Date	Estimated Cost to Complete	Basis of Estimate (Completed Phase as of 6/16)	Project Cumulative Cost	Est. Cost (Over) Under Budget	Objective	Specific Target
NE	Roger Tilbury Memorial Park	31,825	8,222	23,452	Preparation	31,674	151	U	
NE	Cedar Mill Park	31,830	1,201	8,799	Establishment	10,000	21,830	U	
NE	Jordan/Jackie Husen Park	317,044	36,236	21,164	Establishment	57,400	259,644	U	
NW	NE/Bethany Meadows Trail Habitat Connection	254,709	-	254,709	On Hold	254,709	-	L	
NW	Hansen Ridge Park (formerly Kaiser Ridge)	10,551	12,929	71	Establishment	13,000	(2,449)	W	
NW	Allenbach Acres Park	42,407	9,419	32,171	Establishment	41,590	817	U	pollinators
NW	Crystal Creek Park	211,754	59,401	40,599	Establishment	100,000	111,754	S, W	
NE	Foothills Park	62,864	46,178	-	Complete	46,178	16,686	U	
NE	Commonwealth Lake Park	41,906	30,809	-	Complete	30,809	11,097	W	
NW	Tualatin Hills Nature Park	93,123	27,696	-	Complete	27,696	65,427	W	frogs
NE	Pioneer Park	10,531	9,421	1,026	Complete	10,447	84	U	
NW	Whispering Woods Park	52,324	48,871	-	Complete	48,871	3,453	U	
NW	Willow Creek Nature Park	20,953	21,877	-	Complete	21,877	(924)	U	
SE	AM Kennedy Park	31,557	26,866	5,834	Complete	32,700	(1,143)	U	
SE	Camille Park	78,843	61,399	10,954	Complete	72,353	6,490	W	Enhance Oregon white oak
SE	Vista Brook Park	21,199	4,424	16,076	Establishment	20,500	699	W	
SE	Greenway Park/Koll Center	63,418	40,468	22,532	Establishment	63,000	418	U	turtles
SE	Bauman Park	84,280	30,153	-	Complete	30,153	54,127	S, W	
SE	Fanno Creek Park	167,617	31,147	38,853	Establishment	70,000	97,617	W	
SE	Hideaway Park	42,161	38,459	3,498	Establishment	41,957	204	U	
SW	Murrayhill Park	62,723	65,712	-	Complete	65,712	(2,989)	U	
SE	Hyland Forest Park	73,316	62,121	-	Complete	62,121	11,195	U	
SW	Cooper Mountain	212,256	14	212,242	On Hold	212,256	-	U	
SW	Winkelman Park	10,523	5,894	-	Complete	5,894	4,629	U	

THPRD Bond Oversight Committee Draft 1/5/2017 9:57:45 AM Page 12

SW	Lowami Hart Woods	296,253	108,247	56,753	Establishment	165,000	131,253	U, W
SW	Rosa/Hazeldale Parks	29,512	12,754	-	Complete	12,754	16,758	W
SW	Mt Williams Park	106,126	16,649	89,477	Preparation	106,126	-	U
SW	Jenkins Estate	157,595	136,481	-	Complete	136,481	21,114	U
SW	Summercrest Park	10,475	7,987	-	Complete	7,987	2,488	W
SW	Morrison Woods	63,675	0	63,675	On Hold	63,675	-	U
UND	Interpretive Sign Network	348,177	314,187	25,113	Sign Fabrication	339,300	8,877	N/A
NW	Beaverton Creek Trail	63,676	-	63,676	On Hold	63,676	-	L
NW	Bethany Wetlands/Bronson Creek	42,451	-	42,451	On Hold	42,451	-	L
NW	Bluegrass Downs Park	15,919	-	15,919	On Hold	15,919	-	L
NW	Crystal Creek	42,451	-	42,451	On Hold	42,451	-	L
UND	Reallocation of project savings to new project budgets	(865,000)	-	-	Reallocation	0	(865,000)	N/A
SE	Hyland Woods Phase 2	75,000	22,745	52,255	Preparation	75,000	-	U
SW	Jenkins Estate Phase 2	125,000	18,350	106,650	Preparation	125,000	-	U
NW	Somerset	150,000	-	150,000	Budget	150,000	-	S
NW	Rock Creek Greenway	155,000	-	155,000	Budget	155,000	-	W
NW	Whispering Woods Phase 2	95,000	-	95,000	Budget	95,000	-	W
SE	Raleigh Park	110,000	8,500	101,500	Budget	110,000	-	S
NE	Bannister Creek Greenway/NE Park	75,000	-	75,000	Budget	75,000	-	U
NW	Beaverton Creek Greenway Duncan	20,000	-	20,000	Budget	20,000	-	U
SE	Church of Nazarene	30,000	-	30,000	Budget	30,000	-	U
SW	Lilly K. Johnson Woods	30,000	15,097	14,903	Establishment	30,000	-	U
UND	Restoration of new properties to be acquired	663,710	7,172	630,845	On Hold	638,017	25,693	L
<b>Total Natural Area Restoration</b>		<b>3,869,734</b>	<b>1,347,086</b>	<b>2,522,648</b>		<b>3,869,734</b>	<b>-</b>	

**Objectives:**

- U Upland Restoration:** Look at resources (water, native plants, etc.); remove invasive species; plant native trees and bushes. Goals include recreational (birding, walking, etc.), providing habitat for wildlife, enhance beautiful scenery
- W Wetland/riparian Restoration:** Look at resources (water, native plants, etc.); remove invasive species; plant native trees and bushes. Goals include recreational (birding, walking, etc.), providing habitat for wildlife, including connection to forest for species who live part year in each.
- S Stream Enhancement:** Daylight channel if needed, make channel more shallow and water slower. Goals include preventing erosion and allowing for more native plants, seeds, trees.
- L Land:** Awaiting Land purchases for final determination

**New Linear Park and Trail Development**

As of June 30, 2016, the new linear park and trail development project category is substantially complete.

Progress in this category is shown in the following table:

**Linear Park and Trail Status:**

<b>Trail/Park Name</b>	<b>Construction Status</b>	<b>Comment</b>
Westside Trail Segments 1, 4, & 7	Completed Fall 2013	None
Jordan/Husen Park Trail	Completed Winter 2013	None
Waterhouse Trail Segments 1, 5 and West Spur	Completed Fall 2014	None
Rock Creek Trail Segments 2 & 5, North Bethany Segment 2	Rock Creek Trail Segments 2 & 5 Completed Winter 2013	Work on North Bethany Segment 2 remains on hold. Construction is dependent on remaining bond funding.
Miscellaneous Natural Trails	Whispering Woods, Hyland Woods Park, Bauman Woods, Jenkins Estate Trails and Mt. Williams Trail Completed.	No other projects are contemplated.
Nature Park – Old Wagon Trail	Completed Fall 2010	None
NE Quadrant Trail – Bluffs Park (Phase 2)	Completed Winter 2013	None
Lowami Hart Woods	Completed Winter 2014	None
Westside/Waterhouse Trail Connection	Completed Fall 2016	None

The current budget for the Linear Parks and Trails Bond Program improvement category is \$15,471,572. Funds expended in this category as of June 30, 2016, total \$14,375,117 with an estimated \$1,310,598 needed to complete the project that is currently suspended, leaving a projected deficit of \$214,143 in this bond category, significantly greater than last year’s deficit. Factors contributing to this increase include continued escalation of costs, for construction, materials and labor, along with a busy and competitive contractor workforce. Jurisdictional and other agency permit requests and project enhancement requests have increased project costs as well. Possible savings in bond project contingencies could help reduce or eliminate the deficit in this category.

**Deferred Maintenance and Replacements**

The 18 projects in this category included replacements of play structures, irrigation systems, pedestrian paths, and bridges and boardwalks. Work on permeable parking lots was also completed at Sunset and Aloha Swim Centers. All of the \$1,832,000 budgeted for this work was spent, and all scheduled projects were completed in 2015 and funds left over of \$370,000 transferred to other areas.

### **Facility Rehabilitation, Expansions and Replacements**

Sixteen projects addressing safety and seismic protection, problems with air circulation tunnels at swim centers and general rehabilitation needs were selected using an engineering analysis. Cedar Hills and Garden Home Recreation Centers were the focus of this year's work. Future work will primarily be at Garden Home Recreation Center and the HMT Aquatic Center Roof Replacement.

All facility expansion and improvements projects were completed by June, 2015. The adjusted budget of \$8,157,000 was under-spent by \$180,000.

### **ADA Access Improvements**

Access and opportunity for disabled people has been facilitated throughout the THPRD. Family-accessible dressing rooms, accessible parking and drop-off zones were constructed and/or modified in 13 projects. This work was completed prior to June 2015.

### **Project Management, Bond Issuance Costs, Accounting**

THPRD's goal for this category is three percent of the original \$100,000,000 principal amount Bond Measure. As of June 30, 2016, actual expenditures were \$2,509,964, or 2.24 per cent. \$2,005,592 were Project Management costs and \$504,372 were related to Bond Issuance and Accounting costs.

Project Management costs are composed of Planning and Natural Resources staff time spent on each project (other than Land Purchases), as well as temporary personnel hired for the duration of bond funding.

These costs have been allocated by the district to each individual project budget based on each proportion of each project's cost to the overall budget.

Since voters approved the \$100 million general obligation bond in November 2008, many of the goals and projects planned from bond proceeds have been achieved by THPRD. Most of the work promised has been completed, because of this, the Parks Bond Citizen Oversight Committee (PBCOC) work has been winding down this past year.

## **LOOKING AHEAD**

The THPRD Board of Directors has set a sunset date for the Public Citizens Oversight Committee to expire in 2018. The Committee believes that formal committee work can finish in 2017. It would be our recommendation to the THPRD Board of Directors for the Bond Oversight Committee to prepare an addendum to this year's report at the end of 2017. Any remaining Bond funds should be allocated to a separate line item to fully account for the remaining bond funds and commitments. The largest percentage of remaining unspent category funds is expected to be Natural Area Acquisition and Restoration Funds. Because fully implementing the natural area restoration process can take up to five years after the last property is acquired, the Committee believes that it is important that these funds be placed in a separate fund. They

can then be tracked through the annual budget process for full transparency and the keeping of THPRD's commitment to voters.

In addition, three significant major construction projects remain. These include Somerset West Park, Cedar Hills Community Park, and Southwest Quadrant Community Park. As mentioned earlier in this report, these projects could cause the Bond funds to be exceeded and thus require phasing or alternative supplemental funding.

Finally, the Parks Bond Citizen Oversight Committee was formed to serve as an independent third party to observe how the funds and projects were implemented. We believe that THPRD has been steadfast in its commitment to voters and followed the requirements designated in the Bond approval vote. Because Washington County has been attracting thousands of new residents and businesses in recent years, there could be a need to return to THPRD voters for future project funding. This is the seventh Citizen Oversight Committee report and we believe that voters can continue to have faith in how THPRD is managed and operates in a transparent and honest manner.



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

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, December 13, 2016, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 5:30 pm; Regular Meeting 7:00 pm.

Present:

Jerry Jones Jr.	President/Director
Ali Kavianian ( <i>via telephone</i> )	Secretary/Director
Bob Scott	Secretary Pro-Tempore/Director
John Griffiths	Director
Larry Pelatt	Director
Doug Menke	General Manager

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

President Jerry Jones Jr. called executive session to order for the following purposes:

- To consider the employment of a public officer, employee, staff member or individual agent, and
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Executive session is held pursuant to ORS 192.660(2) (a)&(e), which allows the board to meet in executive session to discuss the aforementioned issues.

President Jones noted that representatives of the news media and designated staff may attend executive session. Representatives of the news media were specifically 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 returned to open session and welcomed the audience into the room.

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

The Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Jerry Jones Jr. on Tuesday, December 13, 2016, at 7:05 pm.

### Agenda Item #3 – Action Resulting from Executive Session

**Bob Scott moved that the board of directors authorize staff to grant a slope easement and dedicate right-of-way in the southwest quadrant, subject to the standard due diligence review and approval by the general manager. Ali Kavianian seconded the motion. Roll call proceeded as follows:**

John Griffiths	Yes
Larry Pelatt	Yes
Bob Scott	Yes
Ali Kavianian	Yes
Jerry Jones Jr.	Yes

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #4 – Audit Report on District Financial Statements for Fiscal Year 2015/16**

Keith Hobson, director of Business & Facilities, introduced Ann Mackiernan, chief financial officer, and Kathy Leader, audit committee member, to make a presentation on the Audit Report on the district's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2016.

Kathy noted that the district Audit Committee met on November 29, 2016, to review and approve the Draft Comprehensive Annual Financial Report as presented by district staff and Talbot, Korvola and Warwick, LLP, the district's auditors. The audit resulted in an unmodified, clean opinion on the district's financial statements, and there were no findings, recommendations or adjustments. At the end of the meeting, the committee unanimously approved to accept the draft report as presented. In addition, Kathy announced that the district has again been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. It is the 11<sup>th</sup> consecutive year the district has been honored with the award. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and reflects the high level of competency and commitment to the spirit of full disclosure by district staff.

- ✓ The board congratulated district staff on receiving the award.

Bob Scott, who serves on the Audit Committee as the board liaison, complimented and thanked the other audit committee members for their efforts, noting that significant discussion and questions occur during these meetings and that staff and the auditors are always well-prepared.

**Bob Scott 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, 2016. Larry Pelatt seconded the motion. Roll call proceeded as follows:**

**John Griffiths            Yes**  
**Ali Kavianian            Yes**  
**Larry Pelatt              Yes**  
**Bob Scott                 Yes**  
**Jerry Jones Jr.          Yes**

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #5 – Audience Time**

Barbara Wilson, 12820 SW 20<sup>th</sup> Court, Beaverton, is before the board of directors this evening regarding the 2008 Bond Measure. She noted that the purpose of her attendance this evening is to follow up on her testimony at the October Regular Meeting regarding the pace at which natural area land acquisition has been taking place under the district's bond program. She explained that General Manager Doug Menke had recently commented to her that the district was negotiating the purchase of a desirable natural area but that the property owner was not willing to sell or the asking price was too high. Due to the limited availability of property that fulfills the district's criteria for desirable natural areas, she encouraged the board to consider paying above market value, noting that although it is important for the district to be fiscally responsible with taxpayer dollars, it is also important that the district fulfill its promises from the 2008 Bond Measure. She recalled that the district paid more than market value for the property that became the Tualatin Hills Nature Park, noting that at times this is necessary if the district desires the property.

- ✓ John Griffiths commented that the district is currently having discussions regarding a natural area land purchase that could utilize a majority of the remaining natural area land acquisition bond funds, but that no additional information could be shared publicly at this time due to the confidential nature of property purchase negotiations.
- ✓ President Jones expressed agreement with John's comments, noting that the district is very much committed to fulfilling the 2008 Bond Measure as promised.



Adam Seymour and Bruce Irvine, 10950 SW 5<sup>th</sup> Street, Beaverton, are before the board of directors this evening representing the Evergreen Curling Club, a non-profit sports organization that operates Oregon's first and only dedicated curling facility. They referenced the recent publicity surrounding THPRD's negotiations with the Portland Winterhawks to construct an ice arena at the HMT Recreation Complex. They respectfully requested to be involved in the planning process for such a facility, noting that curling is growing quickly in popularity. They described their organization's current participation levels and tournaments held, noting that the sport of curling accommodates a diverse range of players, including youth and those with disabilities. They offered to be a resource to the district regarding the sport of curling, and that they have expertise in the areas of space planning, equipment needs, competition requirements and programming.

Kathryn Lee, 6230 SW Chestnut, Beaverton, is before the board of directors this evening as the vice president for the Skating Club of Oregon, a non-profit organization in support of figure skating. She referenced the recent publicity surrounding THPRD's negotiations with the Portland Winterhawks to construct an ice arena at the HMT Recreation Complex. She also respectfully requested to be involved in the planning process of such a facility, noting that there is extremely limited ice availability in the Portland-Metro area. She described figure skating's popularity in the region, including significant tournaments that have been held here and prominent coaches that have relocated to the area. She offered the club's support for the district's negotiations, noting that they would love a chance to expand their current programs.

Michelle Wallace, 2325 SW 194<sup>th</sup>, Beaverton, is before the board of directors this evening regarding the recent publicity surrounding THPRD's negotiations with the Portland Winterhawks to construct an ice arena at the HMT Recreation Complex. Michelle stated that her child participates in hockey and that she had recently spoken with a board member for the Portland Junior Winterhawks who explained to her that between the hours of 4 am and 1 am, every sheet of ice in the Portland-Metro area is being used. Unfortunately, they just learned that Mountain View Ice Arena in Vancouver, Washington, will be closing soon. She described the program expansions that could occur for junior hockey if additional ice time became available, noting that up to 500 more children could participate in the sport, which would also help the current participants' ability to compete on a national level. She offered her support for the district's negotiations.

Larry Pelatt commented that the testimony this evening reminds him of the eagerness of the soccer community years ago when the district was first considering installation of synthetic turf fields. As everyone knows, the sport has since taken off and is extremely popular.

Anders Nystroem, 6435 SW 152<sup>nd</sup> Avenue, Beaverton, is before the board of directors this evening regarding the recent publicity surrounding THPRD's negotiations with the Portland Winterhawks to construct an ice arena at the HMT Recreation Complex. He stated that he has been involved with the Portland Junior Winterhawks for 10 years and that for the past few years they have had to be very cautious in recruitment as there is not enough ice available to accommodate the number of children interested in participating in the sport of hockey. He described the detrimental effect the Mountain View Ice Arena closure is going to have, especially for the all-girls team. He offered support for the district's negotiations, noting he believes that the three sports of hockey, figure skating, and curling would come together in order to support this proposal.

✓ John Griffiths inquired about the reason why Mountain View Ice Arena is closing.

Anders replied that although he does not know for certain, he believes that a church owns the property and has other plans for the site.

### **Agenda Item #6 – Board Time**

President Jones noted that he recently attended the district's public meeting to discuss future plans for the district's outdoor skate parks, especially in relation to the impact that an agreement with the

Portland Winterhawks may have on the existing skate parks at the HMT Recreation Complex. He commented that the meeting was well-attended and organized. Although there was concern expressed regarding the impact to the existing skate parks, there was also productive discussion regarding various ways that the skateboarding community could be accommodated. One attendee commented that the skateboarding community welcomes the ice community and that they want to work together toward a beneficial outcome for both.

**Agenda Item #7 – Consent Agenda**

**Larry Pelatt moved that the board of directors approve consent agenda items (A) Minutes of November 7, 2016 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Amending District Compiled Policies Chapter 2 – District Governance, (E) Resolution Amending District Compiled Policies Chapter 3 – Board Policies, (F) Resolution Appointing Budget Committee Member, (G) Resolution Adopting an Investment Policy Statement of the Tualatin Hills Park & Recreation District Retirement Plan, and (H) Consultant for New Neighborhood Park at Crowell Woods Design. Bob Scott seconded the motion. Roll call proceeded as follows:**

<b>John Griffiths</b>	<b>Yes</b>
<b>Ali Kavarianian</b>	<b>Yes</b>
<b>Bob Scott</b>	<b>Yes</b>
<b>Larry Pelatt</b>	<b>Yes</b>
<b>Jerry Jones Jr.</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #8 – Unfinished Business**

**A. Americans with Disabilities Act (ADA) Transition Plan**

Keith Hobson, director of Business & Facilities, introduced Gery Keck, superintendent of Design & Development, to provide an overview of the district's Americans with Disabilities Act (ADA) Access Audit and Transition Plan that has been developed over the course of the last year and a half, with the most recent presentation to the board occurring at the October Regular Board meeting.

Gery provided a brief overview of the memo included within the board of directors' information packet, noting that the ADA Transition Plan is intended to provide guidance to improve access to district programs and facilities for people with disabilities. The development of the ADA Transition Plan was guided by information compiled in an Access Audit, which is a comprehensive evaluation of existing conditions in 105 district sites including parks, facilities and regional trails. The Transition Plan provides background on ADA access requirements as well as a framework on how to obtain ADA accessibility throughout district sites, facilities and programs, and will assist the district by identifying policy, program and physical barriers to accessibility. Gery noted that following the adoption of the ADA Transition Plan, the district will be in compliance with Title II of the ADA, and offered to answer any questions the board may have.

**Bob Scott moved that the board of directors adopt the ADA Transition Plan and acknowledge the ADA Access Audit. Larry Pelatt seconded the motion. Roll call proceeded as follows:**

<b>Ali Kavarianian</b>	<b>Yes</b>
<b>John Griffiths</b>	<b>Yes</b>
<b>Bob Scott</b>	<b>Yes</b>
<b>Larry Pelatt</b>	<b>Yes</b>
<b>Jerry Jones Jr.</b>	<b>Yes</b>

**The motion was UNANIMOUSLY APPROVED.**

## **B. Diversity Program**

Keith Hobson, director of Business & Facilities, introduced Kylie Bayer-Fertterer, equity coordinator; Anabel Lopez-Salinas, community outreach coordinator; and Sabrina Taylor Schmitt, Conestoga Recreation & Aquatic Center supervisor, to provide an update on the district's diversity program efforts.

Kylie, Anabel and Sabrina provided a detailed overview of the district's diversity program efforts via a PowerPoint presentation, a copy of which was entered into the record, and which included information regarding the district's Internal Diversity Development Plan, external outreach efforts, and programming at Conestoga Recreation & Aquatic Center that celebrates diversity.

Bob Scott inquired what the goal is for the district's internal cultural competency training, whether it is an increase in overall cultural competency or focused on specific cultural groups or ethnicities.

- ✓ Kylie replied that the district's cultural competency goal right now is focused on providing staff with the vocabulary to discuss some of these sensitive issues. While there is a communications training aspect with a vocabulary component, there will also be a portion related to communication with people that have a language barrier. The equity seminar series is also offered quarterly and is focused on specific cultural groups or ethnicities.

John Griffiths inquired about the district's partnership with the Mexican Consulate.

- ✓ Anabel explained the outreach district staff plan to do while people are waiting at the consulate for various services.

Larry Pelatt asked whether the district already partners or plans to partner with the Westside Hispanic Chamber, noting that they work with small, Hispanic-owned businesses.

- ✓ Kylie replied that this will be further explored through the review of the MWESB (Minority-owned, Women-owned and Emerging Small Businesses) policy.

President Jones commented that he heard positive feedback from the community regarding the Go Baby Go program held at Conestoga Recreation & Aquatic Center and asked whether there are any plans to do this again.

- ✓ Sabrina replied that district staff have continued the relationships with all of the parties that it took to pull off the event in the hopes that it can be offered again.

President Jones asked to be included in district staff equity training opportunities.

## **C. General Manager's Report**

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

- Cyber Seniors Technology Program
  - Karin Madsen, program coordinator, described a free, eight-week technology tutorial class facilitated by Elsie Stuhr Center staff, and led by local youth volunteers from the Beaverton Police Activities League and Beaverton High School, that paired teens with seniors to help the seniors learn how to use various tech devices, such as smart phones, tablets and laptops.
- Nature in Neighborhood Grant Award for Fanno Creek Floodplain Restoration
  - Bruce Barbarasch, superintendent of Natural Resources & Trails Management, announced that the district has been awarded a Metro Nature in Neighborhoods grant for the Fanno Creek Greenway. The \$245,000 grant will pay for design and construction of a bridge that will take patrons on the Fanno Creek Trail over the creek, replacing culverts.

- Substantial Completion Achieved on Three Important Projects
  - Gery Keck, superintendent of Design & Development, provided a PowerPoint presentation, a copy of which was entered into the record, highlighting three large projects that have achieved substantial completion: the new synthetic turf athletic field at Conestoga Middle School, the Westside to Waterhouse trail connection, and the Tualatin Hills Aquatic Center roof replacement and HVAC upgrade project.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Larry Pelatt asked whether the drainage issues experienced at the Conestoga Middle School field have been addressed through the synthetic turf installation project.

- ✓ Gery confirmed this, noting that there is a Clean Water Services water containment facility near the field that water drains to more efficiently now than when the field was natural turf.

Bob Scott asked for confirmation that the district has decided to keep the side door that was installed at the Aquatic Center in order to help facilitate the roof replacement project.

- ✓ Gery confirmed this.

President Jerry Jones Jr. commended staff on their work in getting the three large projects done on schedule and under budget.

**Agenda Item #9 – Adjourn**

There being no further business, the meeting was adjourned at 8:15 pm.

---

Jerry Jones Jr., President

---

Ali Kavianian, Secretary

Recording Secretary,  
Jessica Collins

[7B]

Check #	Check Date	Vendor Name	Check Amount
295464	11/22/2016	2KG Contractors, Inc.	311,167.93
295548	11/28/2016	SB Commissioning	1,200.00
		<b>Capital Outlay - Aquatic Center Renovation</b>	<b>\$ 312,367.93</b>
295025	11/04/2016	Mid Pac Construction, Inc.	19,800.00
295543	11/28/2016	Pacific Fence & Wire Co.	4,946.00
		<b>Capital Outlay - Athletic Facility Replacement</b>	<b>\$ 24,746.00</b>
295536	11/28/2016	Native Ecosystems NW, LLC	4,626.00
		<b>Capital Outlay - Bond - ADA Projects</b>	<b>\$ 4,626.00</b>
295282	11/15/2016	BBL Architects	4,536.99
295288	11/15/2016	Cedar Mill Construction Company, LLC	112,201.87
		<b>Capital Outlay - Bond - Facility Rehabilitation</b>	<b>\$ 116,738.86</b>
295312	11/16/2016	Scholls Valley Native Nursery	750.00
295536	11/28/2016	Native Ecosystems NW, LLC	3,325.00
295561	11/28/2016	Ash Creek Forest Management, LLC	1,634.30
		<b>Capital Outlay - Bond - Natural Resources Projects</b>	<b>\$ 5,709.30</b>
295103	11/04/2016	Benchmark Contracting, Inc.	85,396.45
295292	11/15/2016	ESA Vigil-Agrimis, Inc.	9,051.36
		<b>Capital Outlay - Bond - New Linear Park &amp; Trail Development</b>	<b>\$ 94,447.81</b>
295012	11/02/2016	Beaverton School District #48	129,000.00
295112	11/04/2016	Cornerstone Management Group, Inc.	8,600.00
295114	11/04/2016	David Evans & Associates, Inc.	31,701.48
ACH	11/04/2016	Fieldturf USA, Inc.	308,374.88
ACH	11/16/2016	MacKay Sposito, Inc.	4,296.25
295466	11/22/2016	Brock USA, LLC	109,419.98
295504	11/23/2016	P & C Construction	587,401.00
295563	11/28/2016	Carlson Testing, Inc.	2,558.75
295566	11/28/2016	Cornerstone Management Group, Inc.	6,900.00
ACH	11/28/2016	MacKay Sposito, Inc.	1,890.00
		<b>Capital Outlay - Bond - New/Redevelop Community Parks</b>	<b>\$ 1,190,142.34</b>
295103	11/04/2016	Benchmark Contracting, Inc.	90,591.05
ACH	11/04/2016	Fieldturf USA, Inc.	191,728.96
295560	11/28/2016	AKS Engineering & Forestry, LLC	3,975.90
		<b>Capital Outlay - Bond - Youth Athletic Field Development</b>	<b>\$ 286,295.91</b>
34189	11/16/2016	Lincoln Equipment	9,129.25
		<b>Capital Outlay - Building &amp; Pool Equipment Replacement</b>	<b>\$ 9,129.25</b>
33920	11/16/2016	Coastwide Laboratories	3,369.50
		<b>Capital Outlay - Building Improvements</b>	<b>\$ 3,369.50</b>
295104	11/04/2016	Boiler & Combustion Service	2,396.15
33873	11/16/2016	Grainger	2,295.85
34092	11/16/2016	RMS Pump, Inc.	2,774.00
		<b>Capital Outlay - Building Replacements</b>	<b>\$ 7,466.00</b>
295314	11/16/2016	Superior Glass Works	3,500.00
		<b>Capital Outlay - Entry Garbage Cans</b>	<b>\$ 3,500.00</b>

Check #	Check Date	Vendor Name	Check Amount
33847	11/16/2016	GISI Marketing Group	1,976.60
33927	11/16/2016	GISI Marketing Group	793.30
34103	11/16/2016	GISI Marketing Group	2,379.90
		<b>Capital Outlay - Fleet Capital Improvement</b>	<b>\$ 5,149.80</b>
295035	11/04/2016	Rickreall Farm Supply, Inc.	7,100.00
		<b>Capital Outlay - Fleet Capital Replacement</b>	<b>\$ 7,100.00</b>
ACH	11/04/2016	Northwest Techrep, Inc.	11,940.16
		<b>Capital Outlay - Information Technology Replacement</b>	<b>\$ 11,940.16</b>
295117	11/04/2016	Eastside Paving, Inc.	5,830.00
295538	11/28/2016	Oregon Corrections Enterprises	1,024.00
		<b>Capital Outlay - Park &amp; Trail Replacements</b>	<b>\$ 6,854.00</b>
295098	11/04/2016	AKS Engineering & Forestry, LLC	130.00
		<b>Capital Outlay - Parking Lot</b>	<b>\$ 130.00</b>
295098	11/04/2016	AKS Engineering & Forestry, LLC	914.00
295116	11/04/2016	Earthworks Excavation and Construction, Inc.	17,246.80
295117	11/04/2016	Eastside Paving, Inc.	14,864.00
295465	11/22/2016	AKS Engineering & Forestry, LLC	1,831.00
		<b>Capital Outlay - Ped Path &amp; Playgrd Equip</b>	<b>\$ 34,855.80</b>
295017	11/02/2016	Lawyers Title Insurance Corporation	3,850.00
295109	11/04/2016	Certified Environmental Consulting, LLC	1,166.67
295127	11/04/2016	Lawyers Title Insurance Corporation	1,200.00
295223	11/10/2016	Lawyers Title Insurance Corporation	10,000.00
295290	11/15/2016	EC Company	19,256.28
33584	11/16/2016	Tualatin Valley Water District	1,225.70
295567	11/28/2016	EC Company	12,657.10
		<b>Capital Outlay - SDC - Park Development/Improvement</b>	<b>\$ 49,355.75</b>
ACH	11/04/2016	Ali Kavianian	2,061.09
33676	11/16/2016	Embassy Suites - Centennial Olympic Park	1,726.50
33701	11/16/2016	Marriott	1,080.24
33768	11/16/2016	Embassy Suites - Centennial Olympic Park	1,400.39
34242	11/16/2016	LERN	1,095.00
		<b>Conferences</b>	<b>\$ 7,363.22</b>
ACH	11/28/2016	BridgePay Network Solutions, LLC	1,039.95
		<b>Credit Card Processing Fees</b>	<b>\$ 1,039.95</b>
34130	11/16/2016	DAS State Procurement Office	2,000.00
		<b>Dues &amp; Memberships</b>	<b>\$ 2,000.00</b>
295023	11/04/2016	PGE	18,068.85
295301	11/16/2016	PGE	22,332.58
295531	11/28/2016	PGE	1,867.08
295532	11/28/2016	PGE	35,790.88
		<b>Electricity</b>	<b>\$ 78,059.39</b>
295275	11/15/2016	Standard Insurance Company	210,135.75
295607	11/30/2016	Kaiser Foundation Health Plan	262,844.33
295608	11/30/2016	Moda Health Plan, Inc.	28,210.52
295611	11/30/2016	Standard Insurance Co.	13,077.16
295617	11/30/2016	UNUM Life Insurance-LTC	1,316.10
		<b>Employee Benefits</b>	<b>\$ 515,583.86</b>

Check #	Check Date	Vendor Name	Check Amount
295274	11/15/2016	PacificSource Administrators, Inc.	3,778.19
295276	11/15/2016	Standard Insurance Company	31,783.05
295277	11/15/2016	Standard Insurance Company	4,042.67
295280	11/15/2016	Voya Retirement Insurance & Annuity Co.	9,560.00
295544	11/28/2016	PacificSource Administrators, Inc.	5,813.48
295610	11/30/2016	PacificSource Administrators, Inc.	4,855.44
295612	11/30/2016	Standard Insurance Company	34,716.92
295613	11/30/2016	Standard Insurance Company	4,193.35
295616	11/30/2016	THPRD - Employee Assn.	13,719.89
295619	11/30/2016	Voya Retirement Insurance & Annuity Co.	9,560.00
		<b>Employee Deductions</b>	<b>\$ 122,022.99</b>
295022	11/04/2016	NW Natural	19,254.63
295530	11/28/2016	NW Natural	11,206.08
34345	11/30/2016	NW Natural	7,368.00
		<b>Heat</b>	<b>\$ 37,828.71</b>
295306	11/16/2016	Oregon ASA Softball	1,898.00
		<b>Instructional Services</b>	<b>\$ 1,898.00</b>
295015	11/02/2016	Keizer Outdoor Power Equipment	8,670.00
295118	11/04/2016	Engineered Control Products, Inc.	1,511.00
295119	11/04/2016	Ertell's Electric, LLC	1,000.00
295284	11/15/2016	Boiler & Combustion Service	1,139.35
33520	11/16/2016	Guaranteed Pest Control Service Co, Inc.	1,711.00
34304	11/16/2016	Apollo Drain & Rooter Service, Inc.	2,024.00
295309	11/16/2016	Power Distributors LLC	1,190.75
295554	11/28/2016	United Site Services	5,347.50
295570	11/28/2016	Hal's Construction, Inc.	3,659.00
		<b>Maintenance Services</b>	<b>\$ 26,252.60</b>
33274	11/16/2016	Coastwide Laboratories	2,055.43
33275	11/16/2016	Wilbur-Ellis Company	10,276.00
33314	11/16/2016	Airgas Nor Pac, Inc.	7,122.16
33374	11/16/2016	Helena Chemical Company	1,004.50
33574	11/16/2016	PlasticPrinters.com	1,400.00
33920	11/16/2016	Coastwide Laboratories	5,315.17
33973	11/16/2016	Step Forward Activities, Inc.	1,750.00
34003	11/16/2016	Wilbur-Ellis Company	1,095.00
34007	11/16/2016	Airgas Nor Pac, Inc.	3,280.00
34019	11/16/2016	Step Forward Activities, Inc.	3,500.00
34104	11/16/2016	Coastwide Laboratories	5,826.43
34117	11/16/2016	Airgas Nor Pac, Inc.	4,197.84
34135	11/16/2016	BSN Sports	2,384.52
34230	11/16/2016	Wilbur-Ellis Company	1,051.60
34232	11/16/2016	Wilbur-Ellis Company	3,517.40
34283	11/16/2016	Target Specialty Products	3,580.00
295312	11/16/2016	Scholls Valley Native Nursery	2,750.00
295570	11/28/2016	Hal's Construction, Inc.	3,657.00
		<b>Maintenance Supplies</b>	<b>\$ 63,763.05</b>
295036	11/04/2016	Special Districts Association of Oregon	4,000.00
		<b>Miscellaneous Other Services</b>	<b>\$ 4,000.00</b>
295295	11/15/2016	Halo Branded Solutions, Inc.	2,357.62
33610	11/16/2016	Huser Integrated Technologies	1,799.00
295547	11/28/2016	Ricoh USA Inc.	5,121.79
		<b>Office Supplies</b>	<b>\$ 9,278.41</b>

Check #	Check Date	Vendor Name	Check Amount
295040	11/04/2016	US Postal Service CMRS-PB	3,000.00
295421	11/18/2016	US Postmaster	18,942.56
		<b>Postage</b>	<b>\$ 21,942.56</b>
295014	11/02/2016	Health Trends, Inc.	1,050.00
295041	11/04/2016	Washington County - Property Tax Payment Center	749.17
295123	11/04/2016	ICM Resolutions, Inc.	1,200.00
295124	11/04/2016	Kittelson & Associates, Inc.	2,942.50
295125	11/04/2016	Linda G. Laviolette	2,775.00
295315	11/16/2016	Talbot, Korvola & Warwick, LLP	20,000.00
295332	11/16/2016	Financial Advocates Advisory Services	2,890.28
295535	11/28/2016	Mark Sherman Consultants	1,399.00
295551	11/28/2016	Structured Communication Systems Inc.	1,270.50
ACH	11/28/2016	Beery, Elsnor & Hammond, LLP	6,257.45
		<b>Professional Services</b>	<b>\$ 40,533.90</b>
295032	11/04/2016	Oregon School Activities Association	1,470.00
295108	11/04/2016	Capital One Commercial	1,638.28
295308	11/16/2016	Oregon Dept of Admin Service	2,677.30
		<b>Program Supplies</b>	<b>\$ 5,785.58</b>
295041	11/04/2016	Washington County - Property Tax Payment Center	29,313.69
295041	11/04/2016	Washington County - Property Tax Payment Center	42,916.19
		<b>Property Tax</b>	<b>\$ 72,229.88</b>
34350	11/30/2016	Waste Management of Oregon	6,498.97
		<b>Refuse Services</b>	<b>\$ 6,498.97</b>
295013	11/02/2016	Ditch Witch Northwest	1,568.00
33416	11/16/2016	Herc Rentals, Inc.	1,450.00
		<b>Rental Equipment</b>	<b>\$ 3,018.00</b>
295028	11/04/2016	Native Ecosystems NW, LLC	3,600.00
ACH	11/04/2016	Northwest Techrep, Inc.	10,109.00
33744	11/16/2016	Northwest Tree Specialists	1,960.00
34042	11/16/2016	Northwest Tree Specialists	1,400.00
34075	11/16/2016	Northwest Tree Specialists	1,733.00
34080	11/16/2016	Northwest Tree Specialists	2,250.00
295541	11/28/2016	Chester L Orloff	1,050.00
295557	11/28/2016	Washington County Health & Human Services	4,452.00
295565	11/28/2016	Cook Security Group	2,155.55
295568	11/28/2016	Edwards Enterprises	2,045.60
ACH	11/28/2016	Smith Dawson & Andrews	3,000.00
		<b>Technical Services</b>	<b>\$ 33,755.15</b>
295016	11/02/2016	Karlean Lawson	1,227.47
295120	11/04/2016	Executive Forum	1,050.00
33927	11/16/2016	GISI Marketing Group	262.00
ACH	11/28/2016	Northwest Techrep, Inc.	1,054.74
295651	11/30/2016	Karlean Lawson	1,278.87
		<b>Technical Training</b>	<b>\$ 4,873.08</b>
295527	11/28/2016	Electric Lightwave	4,842.82
295529	11/28/2016	M2M Communication	1,832.42
34355	11/30/2016	AT&T Mobility	8,202.03
		<b>Telecommunications</b>	<b>\$ 14,877.27</b>
295553	11/28/2016	THP Foundation	2,162.82
		<b>THPF Reimbursed Sales</b>	<b>\$ 2,162.82</b>



<u>Check #</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
295029	11/04/2016	Northwest Hydraulics, Inc.	1,234.00
		<b>Vehicle &amp; Equipment Services</b>	<b>\$ 1,234.00</b>
ACH	11/04/2016	Marc Nelson Oil Products, Inc.	1,841.70
ACH	11/28/2016	Marc Nelson Oil Products, Inc.	2,034.17
		<b>Vehicle Gas &amp; Oil</b>	<b>\$ 3,875.87</b>
34351	11/30/2016	City of Beaverton	18,378.41
34353	11/30/2016	Tualatin Valley Water District	35,972.53
		<b>Water &amp; Sewer</b>	<b>\$ 54,350.94</b>
		<b>Grand Total</b>	<b><u>\$ 3,308,152.61</u></b>



## Tualatin Hills Park & Recreation District

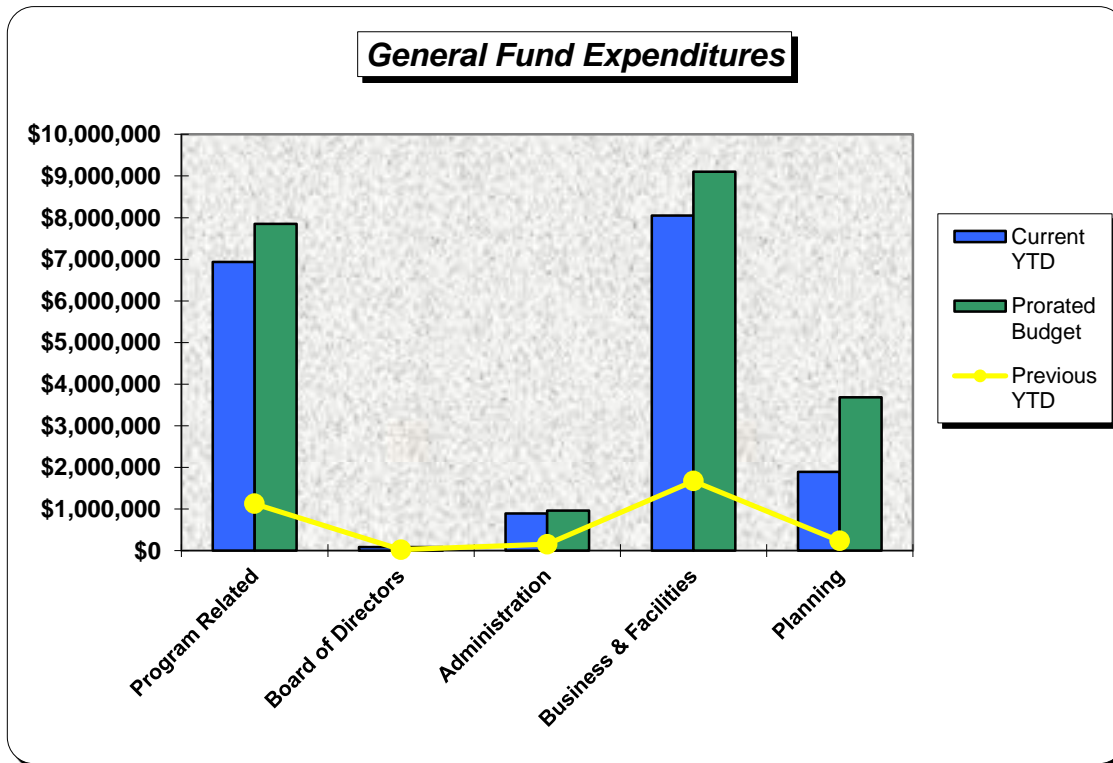
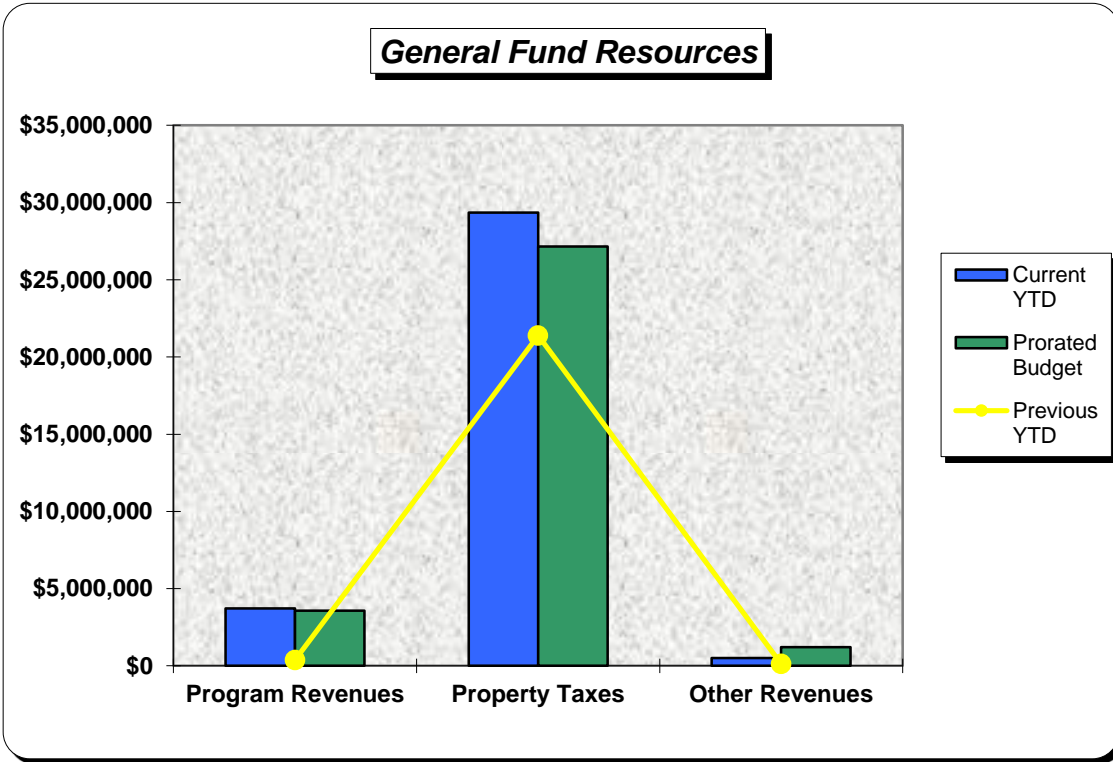
### General Fund Financial Summary November, 2016

	<i>Current Month</i>	<i>Year to Date</i>	<i>Prorated Budget</i>	<i>% YTD to Prorated Budget</i>	<i>Full Fiscal Year Budget</i>
<b>Program Resources:</b>					
Aquatic Centers	\$ 59,481	\$ 871,227	\$ 1,067,040	81.6%	\$ 3,038,333
Tennis Center	41,969	316,934	337,007	94.0%	1,090,883
Recreation Centers & Programs	185,352	1,846,020	1,540,689	119.8%	4,975,712
Sports Programs & Field Rentals	108,214	552,448	525,674	105.1%	1,583,634
Natural Resources	19,002	127,605	101,326	125.9%	392,278
<b>Total Program Resources</b>	<b>414,018</b>	<b>3,714,235</b>	<b>3,571,737</b>	<b>104.0%</b>	<b>11,080,840</b>
<b>Other Resources:</b>					
Property Taxes	26,799,670	29,345,925	27,144,427	108.1%	29,251,852
Interest Income	5,620	25,173	23,247	108.3%	145,000
Facility Rentals/Sponsorships	62,474	232,486	185,829	125.1%	579,650
Grants	95,124	99,724	844,980	11.8%	1,615,844
Miscellaneous Income	27,622	158,949	165,319	96.1%	494,833
<b>Total Other Resources</b>	<b>26,990,510</b>	<b>29,862,257</b>	<b>28,363,803</b>	<b>105.3%</b>	<b>32,087,179</b>
<b>Total Resources</b>	<b>\$27,404,528</b>	<b>\$33,576,492</b>	<b>\$ 31,935,539</b>	<b>105.1%</b>	<b>\$43,168,019</b>
<b>Program Related Expenditures:</b>					
Parks & Recreation Administration	48,125	205,180	378,557	54.2%	858,709
Aquatic Centers	280,966	1,652,268	1,858,895	88.9%	4,083,168
Tennis Center	86,901	445,526	435,407	102.3%	1,052,732
Recreation Centers	371,362	2,378,558	2,577,174	92.3%	5,413,845
Programs & Special Activities	77,650	487,370	588,852	82.8%	1,291,440
Athletic Center & Sports Programs	133,626	934,460	1,108,360	84.3%	2,433,452
Natural Resources & Trails	137,473	835,183	900,890	92.7%	1,979,201
<b>Total Program Related Expenditures</b>	<b>1,136,103</b>	<b>6,938,545</b>	<b>7,848,135</b>	<b>88.4%</b>	<b>17,112,547</b>
<b>General Government Expenditures:</b>					
Board of Directors	30,085	90,866	88,512	102.7%	288,100
Administration	161,256	898,271	967,126	92.9%	2,379,289
Business & Facilities	1,657,674	8,051,523	9,106,021	88.4%	20,357,451
Capital Outlay	394,263	1,893,021	3,687,312	51.3%	7,458,717
Contingency/Capital Replacement Reserve	-	-	-	0.0%	4,100,000
<b>Total Other Expenditures:</b>	<b>2,243,278</b>	<b>10,933,682</b>	<b>13,848,970</b>	<b>78.9%</b>	<b>34,583,557</b>
<b>Total Expenditures</b>	<b>\$ 3,379,381</b>	<b>\$17,872,226</b>	<b>\$ 21,697,105</b>	<b>82.4%</b>	<b>\$51,696,104</b>
<b>Revenues over (under) Expenditures</b>	<b>\$24,025,147</b>	<b>\$15,704,265</b>	<b>\$ 10,238,434</b>	<b>153.4%</b>	<b>\$ (8,528,085)</b>
<b>Beginning Cash on Hand</b>		<b>9,271,337</b>	<b>8,528,085</b>	<b>108.7%</b>	<b>8,528,085</b>
<b>Ending Cash on Hand</b>		<b>\$24,975,602</b>	<b>\$ 18,766,519</b>	<b>133.1%</b>	<b>\$ -</b>

# Tualatin Hills Park and Recreation District

## General Fund Financial Summary

November, 2016





## MEMO

**DATE:** December 28, 2016  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** **Employment Agreement for the District General Manager**

On your consent agenda for consideration at the January 10, 2017 meeting is a request to ratify the amended employment agreement for myself. This employment agreement took effect on January 1, 2017, consistent with the end term for prior agreement.

### **Action Requested**

Board of directors' ratification of the employment agreement for General Manager Doug Menke.

## EMPLOYMENT AGREEMENT

This Employment Agreement (the "Agreement") is effective as of January 1, 2017 by and between the **TUALATIN HILLS PARK & RECREATION DISTRICT**, a park and recreation district organized under ORS chapter 266 (the "District"), and **DOUG MENKE** (the "General Manager"), collectively the "parties".

### RECITALS:

- A. The District desires to continue to employ Doug Menke as the General Manager and to establish by this Agreement the terms and conditions of continued employment of Doug Menke as the District's General Manager.
- B. Doug Menke desires to continue to be employed as the General Manager of the District according to the terms and conditions set forth in this Agreement.

**Now, therefore, in consideration of Doug Menke's employment with the District pursuant to the terms, conditions, and covenants as set forth below, the parties agree as follows:**

1. Duties. The District shall continue to employ Doug Menke as the General Manager, responsible for the management and operations of the District. Doug Menke agrees to perform the functions and duties of the General Manager as specified in the Job Description for the General Manager, attached hereto as Exhibit A and fully incorporated into this Agreement. The General Manager further agrees to perform his duties consistent with District policies and procedures, rules and regulations, and as prescribed or assigned by the Board of Directors of the District periodically. The Board of Directors vests in the General Manager the day-to-day management of District operations, and reserves to itself sole policy-making authority including but not limited to, personnel, budget, and financial policies.

2. Term of Agreement. The current General Manager's Employment Agreement will expire on December 31, 2016. This Agreement will be in effect, unless specifically extended or terminated as provided herein, for a period of three (3) years from January 1, 2017 through December 31, 2019.

3. Renewal. Subject to the provisions in Section 10, this Agreement automatically renews for one additional three year term on the same terms and conditions found in this Agreement unless terminated in writing by either party at least thirty (30) days in advance of the expiration date (i.e., not later than December 1, 2019). The District and General Manager also have the right to terminate the Agreement consistent with and subject to Section 10 below.

4. No Term of Employment. Notwithstanding the term of this Agreement, the employment relationship between the parties is at-will. The District may terminate the General

Manager's employment at any time for any lawful reason or for no reason at all, subject to the provisions of this Agreement. Similarly, the General Manager may resign his employment at any time, subject to the provisions of this Agreement.

5. Outside Employment. Subject to prior approval of the District Board, and consistent with the limitations of state law governing use of public office for personal financial gain, the General Manager may engage in outside employment, provided that the outside employment:

- a) In no way detracts from the efficiency of the General Manager while performing his District work.
- b) Does not occur during the normal business hours of the District and in no way interferes with the General Manager's ability to effectively discharge his assigned duties and responsibilities.
- c) In no way discredits the District.
- d) In no way constitutes a conflicting interest with the General Manager's employment at the District.

6. Hours of Work. The General Manager shall determine his hours of work so as to be available to the public on a predictable and regular basis and so as to accomplish the goals and tasks directed by the Board of Directors. The General Manager is salaried and exempt from overtime compensation.

7. Annual Performance Evaluation. The Board of Directors shall meet with the General Manager annually in conjunction with the District's annual goal setting and budget process to evaluate and assess the performance of the General Manager. In the event that the District determines that the performance of the General Manager is unsatisfactory in any respect or needs improvement in any area, the Board of Directors shall describe those concerns in reasonable detail and as objectively as practicable. Failure to improve performance or otherwise cure such deficiencies can be grounds for Termination for Cause as set forth below in Section 10(b).

8. Compensation. Commencing on the effective date of this Agreement, the District shall pay the General Manager for services rendered an annual base salary to be determined by the Board in its discretion and reflected in adopted Board action in the General Manager's personnel file. In addition, the District, at its discretion, may award the General Manager some, none, or all of an annual bonus based on the Board's assessment of the General Manager's performance in the preceding fiscal year. The Board will review the base salary, potential bonus, merit increases and other benefits available to the General Manager at the time of the General Manager's annual performance review.



9. Benefits. The General Manager shall be eligible to participate in all employee pension and welfare benefit plans and programs made available and as hereafter may be provided to regular District employees generally per the Employee Handbook, including but not limited to the following fringe benefits: health insurance programs covering medical insurance, dental insurance, life insurance, and long term disability; retirement benefits pursuant to the group annuity contract and deferred compensation plan; vacation; and sick leave. In addition, District shall, for each year of the three (3) year term of this agreement, contribute a sum equal to the annual allowable maximum to the District's 401(a) defined contribution plan on behalf of General Manager.

10. Termination and Severance. The General Manager's employment is at-will meaning that the General Manager can be terminated at any time, including before expiration of the initial or any subsequent term of this Agreement as covered by Section 3 above in which event the General Manager's duties, obligations, compensation and benefits terminate except as specified below:

a. Termination Without Cause. The General Manager's employment may be terminated by either District or the General Manager for any reason whatsoever upon the giving of thirty (30) calendar days' written notice to the other party. During the notice period, the General Manager must continue to fulfill all of his duties and responsibilities and use his best efforts to aid in the transition to any replacement. However, nothing herein shall require the District to maintain General Manager in active employment during the notification period. Regardless of whether the General Manager remains in active employment, he shall be entitled to receive his salary and benefits during the thirty (30) day notice period unless he engages in conduct that would give rise to Termination for Cause as defined below.

b. Termination for Cause. The General Manager's employment may be terminated immediately in the sole discretion of the District acting by and through the District Board upon the occurrence of any one of the following events:

i. The General Manager willfully and/or continuously fails or is negligent in the performance of his duties, or refuses to comply with the policies, standards and regulations of the District or Board directives as are established periodically. The Board of Directors has the discretion, but not the requirement, to allow the General Manager to remedy such misconduct or negligence to the Board's reasonable satisfaction within thirty (30) calendar days after written notice, including a description of the misconduct or negligence, has been delivered to the General Manager by the Board.

ii. The General Manager has committed acts of fraud, dishonesty, misappropriation of funds or other District assets, intentional deception of the

Board or other authority, embezzlement, or other crimes, or otherwise engaged in misconduct or fraternization reflecting poorly, in the sole determination of the Board, on the General Manager or the District; or

iii. The General Manager has violated any material term of this Agreement.

c. Severance Upon Termination Without Cause. In the event the General Manager is involuntarily terminated by the District without cause per Section 10(a) before expiration of any three year term of this Agreement and then upon the execution of a mutual release and waiver of any and all potential claims by the parties against each other, District agrees to and will pay the General Manager twelve (12) months of base salary computed based upon the General Manager's then current annual base salary. This amount shall be payable by the District to the General Manager either as a lump sum or in equal monthly allotments over twelve (12) months subject to mutual agreement by the District and the General Manager. In addition, solely during the twelve (12) month period immediately following termination without cause, the District shall enable the General Manager to continue to receive those District medical, dental, long-term disability insurance and life insurance benefits that the General Manager was eligible for and received immediately prior to termination, provided that during the twelve (12) month period the General Manager continues to pay to the District or the other relevant parties the appropriate deductibles, co-payments, and benefit plan participation fees required of District employees. If terminated for cause under Section 10(b) of this Agreement, or if the General Manager voluntarily resigns under Section 10(d) of this Agreement, then the District shall have no obligation to provide for or pay any severance payment and the District shall have no obligation to provide the General Manager with any continuing benefits of any kind. If, within the twelve (12) month period following termination without cause, the General Manager accepts a new job or position with an organization that provides some or all of the aforementioned benefits then the General Manager's eligibility to continue to receive severance payments, medical, dental, long-term disability insurance, and life insurance benefits from the District for the remainder of the twelve (12) month period shall immediately cease.

d. Voluntary Resignation. If the General Manager voluntarily resigns his employment and thereby terminates this Agreement before the expiration of the three year term of the Agreement or any subsequent three year renewal period, then in order to resign in good standing the General Manager shall give the District at least thirty (30) calendar days' notice.

e. Termination by Death or Disability. The General Manager's employment and right to compensation and other benefits under this Agreement shall terminate if the General Manager is unable to perform the duties and responsibilities of his position due



to health or disability in excess of ninety (90) calendar days unless otherwise required by law. The General Manager's heirs, beneficiaries, successors, or assignees shall not be entitled to any of the compensation benefits to which the General Manager is entitled under this Agreement except: (i) to the extent required by law; and (ii) to the extent a benefit plan, by its terms, provides otherwise.

11. Reimbursement of District-related Expenses. The District shall reimburse the General Manager for reasonable expenses of a non-personal and District-related nature, which the General Manager incurs, upon receipt of expense vouchers, receipts, or other statements supporting the reimbursement request. The General Manager is authorized to expend District funds in the amount up to \$5,000 per year without pre-approval from the Board for the execution of District business and in representing the District at conferences and otherwise, and to incur travel and lodging expenses in the conduct of District business.

12. Reimbursement of Training, Development, Dues and Subscription Expenses. The District will reimburse the General Manager up to \$5,000 per year, upon receipt of expense vouchers, receipts or other statements supporting the reimbursement request, for the General Manager's professional dues, subscriptions, training, conferences, meetings and development provided by appropriate associations and organizations and that are necessary and desirable for the General Manager's professional growth and development, or to improve his performance as General Manager.

13. Entire Agreement. Except as set forth herein, this Agreement represents the entire agreement and understanding between the parties regarding its subject matter, and supersedes and replaces any and all prior agreements, whether written or oral, formal or informal, regarding its subject matter. This provision is not intended to limit the application of otherwise applicable District policies or requirements.

14. Amendments. This Agreement only may be amended by written agreement executed by and delivered to both parties.

15. Waiver. No waiver of any provision of this Agreement shall be valid unless in writing, signed by the party against whom the waiver is sought to be enforced. The waiver of any breach of this Agreement or failure to enforce any provision of this Agreement shall not constitute a waiver of any subsequent breach.

16. Governing Law. This Agreement shall be construed with and governed by the laws of the State of Oregon.

17. Mediation. Should any dispute arise between the parties regarding the terms of this Agreement or work or services covered thereby, it is agreed that such dispute is required to be submitted to a mediator prior to arbitration. The parties shall exercise good faith efforts to select a mediator. The mediator shall be compensated by the District. Mediation will be

conducted in Portland, Oregon, unless both parties agree otherwise. Both parties agree to exercise good faith efforts to resolve disputes covered by this section through this mediation process. If either party requests mediation under the terms of this agreement, and the other party fails to respond within ten calendar days, or if the parties fail to agree on a mediator within ten calendar days, a mediator shall be appointed by the presiding judge of the Washington County Circuit Court upon request of either party.

18. Arbitration. In the event the parties have a dispute concerning the terms of this Agreement or the terms and conditions of the employment relationship (and they have not otherwise resolved the matter through the mediation process set out in subsection (17) above) then the dispute shall be resolved by submitting it to binding arbitration.

1. Within thirty (30) calendar days of a notice by either party to the other requesting arbitration, District and General Manager shall select an arbitrator from a list of three (3) names obtained from Arbitration Services of Portland, Inc. (ASP). The arbitrator shall for purposes of the arbitration proceedings, apply the rules of mandatory arbitration as adopted by the ASP in effect at the time of the arbitration. The arbitrator shall not have the authority to change, modify or otherwise fail to adhere to the provisions of this Employment Agreement.
2. Within sixty (60) calendar days of the selection or appointment of the arbitrator, both the District and the General Manager shall concurrently submit to the arbitrator (each supplying a copy to the other) a written statement of their respective legal and factual positions on the dispute. The arbitrator shall determine, after a hearing on the merits and within forty-five (45) calendar days after receipt of the statements, the determination of the dispute which determination shall be final and binding unless the arbitrator has exceeded his/her authority and/or jurisdiction.
3. Each party shall bear equally the expense of the arbitrator and all other expenses of conducting the arbitration. Each party shall bear its own expenses for witnesses, depositions and attorneys in any arbitration or any other action arising out of or related to this Agreement or the terms and conditions of the employment relationship. The prevailing party may not seek reimbursement of its expenses from the other party.

19. Severability. If any provision of this Agreement is declared by a court of competent jurisdiction to be invalid, illegal, or unenforceable, such provision shall be severed from the Agreement and the other provisions shall remain in full force and effect.

20. Terms. The terms of this Agreement are contractual in nature, and are not to be construed as mere recitals.


21. Personal Nature. This Agreement is a contract for personal services and may not be assigned in whole or part by the General Manager.

22. Notices. All notices, requests, demands, and other communications required by this Agreement shall be in writing and shall be delivered by any method, which provides for proof of delivery, to the respective parties at the addresses provided below:

Doug Menke  
565 NW 167<sup>th</sup> Avenue  
Beaverton, OR 97006

Board of Directors  
Tualatin Hills Park & Recreation District  
15707 SW Walker Road  
Beaverton, OR 97006

Dated this 27<sup>th</sup> day of December, 2016.



Doug Menke

Dated this 27<sup>th</sup> day of DECEMBER, 2016.

TUALATIN HILLS PARK &  
RECREATION DISTRICT

By  \_\_\_\_\_

Jerry Jones Jr.  
President of the Board





## MEMO

**DATE:** December 28, 2016  
**TO:** Doug Menke, General Manager  
**FROM:** Aisha Panas, Director of Park & Recreation Services

**RE:** Resolution Appointing Advisory Committee Members

### Introduction

Staff requests board of directors' appointment of two advisory committee members to fill vacancies on the Parks & Facilities and the Programs & Events committees.

### Background

Advisory committee members are appointed once per year. Staff and existing committees review applications of in-district applicants, then rank and recommend them to the board of directors for final approval. Per the June 9, 2015 board of directors memo about advisory committee restructuring, the board will make the final decision on applicants. In the appointment process, the board will ensure that a variety of viewpoints are represented on the committees, but positions for specific interests (ex: aquatics, nature, sports, etc.) will not be fixed. Geographic diversity will also be taken into account.

### Proposal Request

There is one space available on the Parks & Facilities committee. Staff and committee members reviewed applications (attached) for relevant experience and a balance of interests, and recommend appointment of Jane Athanasakos to the committee for a term of two years.

There is one space available on the Programs & Events committee. Staff and committee members reviewed applications (attached) for relevant experience and a balance of interests, and recommend appointment of Holly Thompson to the committee for a term of two years.

### Action Requested

Board of directors' approval of Resolution 2017-01, appointing advisory committee members.

**RESOLUTION 2017-01**  
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION APPOINTING  
ADVISORY COMMITTEE MEMBERS**

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

**WHEREAS**, each committee member shall be appointed by the Board for a two year term expiring on December 31, 2018; and

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

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

The Board of Directors approves the appointment of advisory committee members Jane Athanasakos to the Parks & Facilities and Holly Thompson to the Programs & Events Committees.

Duly passed by the Board of Directors of the Tualatin Hills Park & Recreation District this 10<sup>th</sup> day of January 2017.

\_\_\_\_\_  
Jerry Jones Jr., Board President

\_\_\_\_\_  
Ali Kavarianian, Board Secretary

ATTEST:

\_\_\_\_\_  
Jessica Collins  
Recording Secretary



**Tualatin Hills Park & Recreation District**  
**PARKS & FACILITIES**  
**ADVISORY COMMITTEE ROSTER**

Last Updated: 6/28/16

<i>Committee Member</i>	<i>Member Since</i>	<i>Term Expires</i>
Kevin Apperson	December 2015	3 years
Virginia Bruce	December 2015	2 years
Sue Rimkeit	December 2015	3 years
Sharad Mishra	December 2015	2 years
Krista Mancuso	December 2015	2 years
Nanda Siddaiah	December 2015	3 years
Galit Pinker	December 2015	2 years
Layton Rosencrance Chair	December 2015	3 years
<i>Board Liaison</i>	<i>Representing</i>	<i>Term Expires</i>
Jerry Jones Jr	THPRD	n/a
Bob Scott (alternate)	THPRD	n/a
<i>Staff Liaison</i>	<i>Representing</i>	<i>Term Expires</i>
Jon Campbell	THPRD	n/a

# Volunteer Profile

Patrick Aitchison

## Advisory Committee



### Name

Last name: Aitchison

First name: Patrick

### Address

Street 1:

City:

State: OR Zip:

### Assignments

Assignment

Role

Parks & Facilities Advisory Committee [Committees and Friends Groups\Advisory Committee] Preference

### Notes

11.6.16

DSF

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

Having lived in Washington County for most of the last decade, I have come to cherish the resource, services, and respite that THPRD provides. I'd like to give back in some way through an advisory committee, either on the Nature and Trails committee or the Parks and Facilities committee. It is a chance to get more involved and help shape this great resource that our community has.

Question 2 How long have you lived in the community?

I have lived in Washington County for over 8 years.

Question 3 What park district facilities, classes, or activities have you used? Please note the time period, location, and frequency of use.

Skip this question if it does not pertain to you.

Tualatin Hills Nature Park (monthly)

Cooper Mountain (monthly hiking/running)

A.M. Kennedy Park (monthly)

Beaverton Pool (evening swimming for a few years, weekly)

Question 4 If you have served on other volunteer committees please explain where, when, and what your responsibilities were. Skip this question if it does not pertain to you.

N/A

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

Much of the experience that I have involves working collaboratively with other groups to achieve a common goal. I feel that these skills would translate into work on an advisory committee. I also have B.S. in Biology, a law degree and a Masters in Environmental and Natural Resources law, all of which could be helpful to any advisory committee.



# Volunteer Profile

Jane Athanasakos

## Parks & Facilities Advisory Committee

**Name**

Last name: Athanasakos

First name: Jane

Preferred name (nickname, other): Jane Athanasakos

**Address**

Street 1:

City:

State: OR Zip:

**Assignments**

Assignment

Role

Parks & Facilities Advisory Committee [Committees and Friends Groups\Advisory Committee] Preference

**Notes**

11.1.16

DSF

Parks & Facilities Advisory Committee

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

I have been an involved member of the Beaverton community, primarily in the interests of my children and my neighborhood. Now, with an empty nest and more flexible time, I am interested in being more involved in the greater community and giving back.

#2 How long have you lived in the community?

My husband and I moved to Beaverton 21 years ago with 2 small children. We have lived in the Sexton Mountain neighborhood the whole time.

#3 What park district facilities, classes, or activities have you used? Please note the time period, location, and frequency of use.

Skip this question if it does not pertain to you.

Raising a family in district, I have used almost every facility for a variety of classes and purposes, from swimming to ballet, birthday parties and summer programs. In high school, my children played lacrosse and practiced and played on district fields.

#4 If you have served on other volunteer committees please explain where, when, and what your responsibilities were. Skip this question if it does not pertain to you.

I volunteered in many capacities at Sexton Mountain Elementary: classroom assistant, ArtLit scheduler (whole school) and attendance monitor. I continued to volunteer for the ArtLit program at Highland Park and then in the career center at Beaverton High School. While my children were in elementary school I was also involved in the Rezone Committee issue surrounding the Haggan/Cobb Quarry property. Subsequently I was chair of the Sexton Mountain NAC for several years. I served as president of the Beaverton HS Boys Lacrosse Club 2008-2010 and then worked with THPRD for both the Girl's and Boy's Lacrosse clubs in the capacity of scheduling field times for all practices and games. After that I served briefly on a THPRD committee regarding Field Use protocol between the school district and THPRD.

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

While my children were in school, I attended PCC and obtained my certificate in Landscape Design. The plan was to freelance once the children were in college. I have worked as a freelance drafter for various design firms over the past few years but have recently realized that I missed my years of volunteering for the community and am eager to reengage in that capacity. I chose the Parks and Facilities Advisory Committee because it includes the historic properties and community gardens, two of my passions and hobbies, as well as that is where I feel my strengths would be most valuable. Thank you very much for your consideration.

# Volunteer Profile

Brian Bunn



## Name

Last name: Bunn

First name: Brian

Preferred name (nickname, other):

## Address

Street 1:

City:

State: OR Zip:

## Sites

HMT Athletic Center

## Assignments

Assignment	Role
Basketball Boys 9th-12th Grade- Winter [HMT Athletic Center\Youth Basketball Coach Program]	Former
Basketball Boys 5th-8th Grade-Winter [HMT Athletic Center\Youth Basketball Coach Program]	Former
Basketball Coach 5th-12th [HMT Athletic Center\HMT Athletic Center]	Former
Basketball Coach 5th-12th [HMT Athletic Center\HMT Athletic Center]	Former
Basketball Boys 5th-8th Grade-Winter [HMT Athletic Center\Youth Basketball Coach Program]	Former
Basketball Boys 9th-12th Grade- Summer [HMT Athletic Center\Youth Basketball Coach Program]	Former

## Notes

10.25.16

DSF

Applied to Parks and Facilities Advisory Committee

Q1: Please explain your interest in serving on the Advisory Committee:

I would like to help with facilitating the growth of parks and preservation of open and wild spaces.

Q2: How long have you lived in the community?

20 years

Q3: What park district facilities, classes, or activities have you used? Please note the time period, location, and frequency of use.

Concerts in the park  
Trails and parks for walking  
Rec Sports for my children  
Drop in sports for me and children  
Swim center for open swim as a family

Q5: Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:

As a surveyor I have ability to read and develop plans for expansion or revisions to existing facilities.  
As a member of the community and parent I can provide my perspective and represent others who may share their opinions with me.

Demographic Survey (optional)

Coached youth sports with children

# Volunteer Profile

Lori Manthey-Waldo

## Advisory Committee



### Name

Last name: Manthey-Waldo

First name: Lori

Preferred name (nickname, other):

### Address

Street 1:

City:

State: OR Zip:

### Assignments

Assignment	Role
Parks & Facilities Advisory Committee [Committees and Friends Groups\Advisory Committee]	Preference

### Notes

11.3.16

DSF

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

I am passionate about community and feel with my heart of hearts, that Parks and places to connect are about making memories of happy, lazy days and lifetime milestones like learning how to throw a ball, how to ride a bike, how to swim, and how many bars you can cross on the monkey bars without dropping to the ground. It's about connecting with your neighbors and sharing stories. Watching your children learn to play with others and how to lose together. Listening to little ones giggle with their parents and siblings on a sunny afternoon. Watching the stars from the grassy field on a warm summer night.

It's the THPRD parks and facilities that enable our community to enjoy all of this. It's priceless!!

It is for all these reasons and more - that I would like to serve to help maintain and create more venues at THPRD.

Question 2 How long have you lived in the community?

I have lived in the park district for over 17 years.

Question 3 What park district facilities, classes, or activities have you used? Please note the time period, location, and frequency of use.

Skip this question if it does not pertain to you.

Over the past 17 years, I've spent hundreds of hours cheering on my girls and their teams as they played soccer, lacrosse, T-ball, swimming and Water Polo. Shuttled them to swimming, dance, gymnastics, and even driver's ed classes. And loved all the crafts they brought home from each summer camp they attended.

Currently, I'm at one pool or the other as I watch my Senior play her last, bittersweet season of Water Polo.

Question 4 If you have served on other volunteer committees please explain where, when, and what your responsibilities were. Skip this question if it does not pertain to you.

2001 to 2002 - Created a 30 acre neighborhood park- open space committee Chair

Organized the HOA open space team to obtain an overwhelming 81% vote to deed HOA open space to the Tualatin Hills Park District in exchange for over \$500,000 worth of playground equipment, landscaping, trails, and benches (later increased to \$1.2 million) in addition to maintenance for years to come

Ensured neighborhood children designed the playground and park area was designed and implemented to meet the needs and desires of the community

2002 to 2004 member and Chair of the Portland area's Metro's Committee for Citizen Involvement

Representing CPO 7 and Washington County's CCI as North Bethany was brought into the Urban Growth Boundary

2003 to 2005 held newly created position as CPO 7's Vice-Chair for the Bethany area

Appointed by the Chair of the Washington County Commissioners as community representative on the North Bethany Concept Planning steering committee

2003 to 2007 - Founded and led the Bethany Neighborhood Coalition - over 1000 members

Created relationships and collaboration with all stakeholders of the North Bethany Concept planning effort - to include elected leaders, citizens, developers, service district leaders and staff, and County planning staff

2007 to 2009 - Elected member of Jacob Wismer's Local School Committee

Collaborated with school leadership, park district staff and citizens to plan and develop a new running track, soccer field, and baseball diamond for the kids

2008 organized and led the citizen school boundary collaboration effort

Facilitated several open meetings with school volunteers, Parent Teacher Organization and Local School Committee leaders from schools in the affected area to create the first ever community defined school boundary definitions which led to new processes and criteria now used by the Beaverton School District

2009 to 2012 Founder and Chair of A City By Choice

Mission to educate and empower the citizens living north of Hwy 26 from Cedar Mill to Rock Creek, 'Cedar Creek', to choose their future form of government

2010 to 2011 member of the International School of Beaverton's Site Council

2010 to 2011 CPO 7 Bethany Vice-Chair

2014 - Chair of CPO 7

Facilitated public meetings with citizens, HOA leadership, elected leaders from the city of Beaverton, Metro and Washington County, local service district and planning staff, and housing developers to discuss and debate local issues

Key project was leading the effort to collaborate with the City of Beaverton to develop and deliver a year-long Governance Education Series on the costs and benefits of what the city of Beaverton may offer the Bethany area

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

Committee:

I'm a professional project manager, thus I'm skilled at systems thinking, budgets, planning, and listening to stakeholders perspectives and ensuring their opinions and information are taken into account as decisions are made.

Demographic Survey (optional)

I attended several community meetings throughout the years to help ensure neighbors' opinions were taken into account for planning decisions, and also advocated for parks, trails and community facilities with neighbors that may have opposed them.

# Volunteer Profile

Harvey Newman

Parks & Facilities Advisory Committee



## Name

Last name: Newman

First name: Harvey

Preferred name (nickname, other): Harvey

## Address

Street 1:

City:

State: OR Zip:

## Assignments

Assignment

Role

Parks & Facilities Advisory Committee [Committees and Friends Groups\Advisory Committee] Preference

## Notes

11.1.16

DSF

Parks & Facilities Advisory Committee

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

I have retired 5 years ago from 42 years in sales and marketing within the health care industry. I have previously was a volunteer with SCORE and Oregon Humane Society. I would like to use my experience to help my community.

Question 2 How long have you lived in the community?

In Beaverton since 2001. Moved to Portland in 1994.

Question 3 What park district facilities, classes, or activities have you used? Please note the time period, location, and frequency of use.

Skip this question if it does not pertain to you.



Swimming at Harmon Center on Scholls.

Question 4 If you have served on other volunteer committees please explain where, when, and what your responsibilities were. Skip this question if it does not pertain to you.

On Board with Brotherhood at Congregational Beth Israel in Portland.  
On many boards in my professional life

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

Marketing, Sales and business decisions.



Tualatin Hills Park & Recreation District  
**PROGRAMS & EVENTS**  
**ADVISORY COMMITTEE ROSTER**

Last Updated: 7/7/16

<i>Committee Member</i>	<i>Member Since</i>	<i>Term Expires</i>
Ralph Becker	December 2015	3 years
Rochelle Groth	December 2015	2 years
Bill Kanable Chair	December 2015	3 years
Susan Nystrom	December 2015	3 years
Linda Sneddon	December 2015	2 years
Miranda Summer	December 2015	3 years
Amy Werner	December 2015	3 years
Kimberly Wirtz	December 2015	2 years
<i>Board Liaison</i>	<i>Representing</i>	<i>Term Expires</i>
Ali Kavarianian	THPRD	n/a
<i>Staff Liaison</i>	<i>Representing</i>	<i>Term Expires</i>
Sharon Hoffmeister	THPRD	n/a

# Volunteer Profile

Brett Beall

Advisory Committee applicant



## Name

Last name: Beall

First name: Brett

Preferred name (nickname, other):

## Address

Street 1:

City:

State: OR Zip:

## Assignments

Assignment

Role

Programs & Events Advisory Committee [Committees and Friends Groups\Advisory Committee] Preference

## Notes

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

I am interested in maintaining community diversity. I have a 10 year old son who attends Garden Home Rec's after school and summer programs. He has used inclusion services in the past. I am also a social worker in the medical field and have interests in transportation accessibility.

Question 2 How long have you lived in the community?

I have lived in the Garden Home district for 3 years. I lived in neighboring Maplewood neighborhood for 5 years prior.

Question 3 What park district facilities, classes, or activities have you used? Please note the time period, location, and frequency of use.

Skip this question if it does not pertain to you.

After school and summer childcare.

Question 4 If you have served on other volunteer committees please explain where, when, and what your responsibilities were. Skip this question if it does not pertain to you.

I am currently participating in the development of a pilot project to provide free, reliable transportation for dialysis patients. I have assisted in the development and administration of program questionnaires and advised on program design.

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

# Volunteer Profile

Holly Thompson

## Advisory Committee



### Name

Last name: Thompson

First name: Holly

Preferred name (nickname, other):

### Address

Street 1:

City:

State: OR Zip:

### Assignments

Assignment

Role

Programs & Events Advisory Committee [Committees and Friends Groups\Advisory Committee] Preference

### Notes

11.6.16

DSF

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

I truly value THPRD. Our family moved from SW Portland to Beaverton a year and a half ago and we are constantly reminded how much we enjoy our park district. As a resident, THPRD is one of the things I most appreciate about living in Beaverton, and it would be a honor to have the opportunity to serve in some small way to help the organization. I particularly liked the programs/events committee because my professional background has provided me the opportunity to think about how to connect with diverse populations and how to engage people. I'd like to help be a part of continuing THPRD's work to serve our diverse community with evolving programming. I've worked for many years in public service but I haven't made the time to volunteer in my community as much as I would like. It's important to me to be involved in my city, and I feel my kids are at an age where I could make this commitment and give back to the community.

Question 2 How long have you lived in the community?

We've lived in Beaverton since May 2015. I've worked for the City of Beaverton for 18 years.

Question 3 What park district facilities, classes, or activities have you used? Please note the time period, location, and frequency of use.

Skip this question if it does not pertain to you.

Our daughter, Kate, is 11 and has attended summer camps at Greenway, Conestoga Rec Center, and the Nature Park. She has taken tennis and volleyball classes. Our son, Ethan, is 7 and currently attends Club Splash at Conestoga Rec Center. He has attended summer camp at the Rec Center, basketball classes, and recently attended the Halloween Bash. Our family has enjoyed many trail/park activities. This summer we made it a priority to up our family exercise/walking time. I lost 25 pounds and a big reason for it was the opportunity to utilize our amazing park/trail system. We visited Greenway Park, Powerline Park, the Nature Park, Cooper Mountain Nature Park, and many more. We live right by Steeplechase, Wildhorse, and Buckskin Parks, and also enjoy playing at the small neighborhood parks. Our kids have done the summer camps/classes for the past two years and we are in a park multiple times a week on average.

Question 4 If you have served on other volunteer committees please explain where, when, and what your responsibilities were. Skip this question if it does not pertain to you.

In the past I've volunteered for Meals on Wheels located at the Elsie Stuhr Center. I am part of the Chamber's 100 Strong planning group. I have also volunteered on several small local political campaigns. Most of my work with volunteering has been on the other side as staff to a volunteer committee. So, I very much appreciate both the time, wisdom and experience volunteers bring to the table - as well as the hard work of the professional staff working with volunteer committees.

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

I work for the City of Beaverton in the Mayor's Office. I oversee our Public Involvement and Communications Division. We have a staff of 17 people and a \$3.3M budget. I am responsible for the management and oversight of our teams working in arts, cultural inclusion, community events, public involvement, community visioning, the neighborhood program, public information, media relations, and city marketing. I think my familiarity with the City of Beaverton and the community at-large would be helpful to the responsibility of serving on this committee. I would like to bring my dedication to and deep appreciation for public involvement and inclusiveness to the responsibility of volunteering for THPRD.

# Volunteer Profile

Rudolph Villareal

## Programs and Events Advisory Committee



### Name

Last name: Villareal

First name: Rudolph

### Address

Street 1:

City:

State: OR Zip:

### Assignments

Assignment

Role

Programs & Events Advisory Committee [Committees and Friends Groups\Advisory Committee] Preference

### Notes

11.1.16

DSF

Programs & Events Advisory Committee

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

Retired- would like to give back to my community.

Question 2 How long have you lived in the community?

36 years.

Question 4 If you have served on other volunteer committees please explain where, when, and what your responsibilities were. Skip this question if it does not pertain to you.

Portland5-usher.

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

Accountant.





## MEMO

**DATE:** December 20, 2016  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities

**RE:** Somerset West Park Master Plan

### Introduction

Staff are requesting board of directors' approval of the preferred Somerset West Park master plan. THPRD hired 2ink Studios to provide design services for the Somerset West Park bond redevelopment project and has been working with 2ink Studios and the community since 2013 to develop a master plan for the park. 2ink Studios has completed a master plan level cost estimate that includes possible phase 1 and phase 2 components.

### Background

The approved 2008 bond measure objective for the site was to redevelop the neighborhood park. The potential improvements identified in the bond literature included typical neighborhood park amenities such as picnic areas and a shelter, pathway improvements, site furnishings, open grass areas for passive use, natural areas, and sport courts. A vicinity map (Exhibit A) and an aerial map (Exhibit B) have been included in the board packet for reference.

2ink Studios completed the site analysis and developed two conceptual master plans. These plans were presented to the internal design team, the THPRD Management Team as well as the Sports, Parks, Recreation, and Natural Resources advisory committees for their review and input.

During the master planning process, staff and 2ink Studios held a neighborhood meeting in February 2014 to solicit community input on the two conceptual master plans. Staff held a second neighborhood meeting on April 28, 2014, where a refined master plan was presented, and a third neighborhood meeting was held on September 24, 2015, to update the community on the status of the project, review the preferred master plan, discuss phasing options for construction and to administer an amenities prioritization survey. The amenities prioritization survey was also mailed to the neighbors within a 1,000-foot radius of the park.

At the November 7, 2016 board of directors' meeting, staff presented the preferred master plan (Exhibit C) along with a possible phasing option for board review and comment. Subsequent to this board presentation, a fourth neighborhood meeting was held on December 7, 2016, to review the preferred master plan and a potential phase 1 plan, along with the anticipated project schedule. In general, throughout the entire process, the neighbors have been supportive and engaged in the design and have a general consensus of support for the preferred master plan and a phased construction approach.

The total current project budget for Somerset West Park is \$1,070,525; however, there is an existing project budget overage within the neighborhood park redevelopment category of \$46,987 leaving a balance of \$1,023,538 as the current available project budget.

The estimated project cost for the entire master plan is \$2,793,221, which is \$1,769,683 above the current available project budget. The overage is due in part to increased construction costs and expected permitting fees, but also due to a project scope that would exceed a standard neighborhood park redevelopment project. Staff anticipate that this deficit number will decrease as the project moves ahead and a more detailed design is completed. The estimated project budget for the entire master plan also includes a 15% contingency of \$364,333. Permitting will determine if the project will receive mitigation credit, or if a wetland mitigation fee would be required. If a wetland mitigation fee is required, staff estimate the fee could be an additional cost to the project of \$105,000.

An additional \$150,778 of available funding is committed from the Natural Resource Preservation/Restoration bond fund category for the design and construction of the creek daylighting component of the park's redevelopment. This is an additional project element and is not included in the current project cost estimates.

Staff anticipate bringing forth funding or phasing options for addressing the budget shortfall to the board of directors at the February or March board meeting. Information attained from the board meeting will be used to prepare a design consultant request for proposals (RFP) for the remaining phases of the project.

#### **Proposal Request**

Staff are requesting board of directors' approval of the preferred Somerset West Park Master Plan. The current schedule anticipates project construction beginning in the spring of 2019 and being substantially complete by fall/winter 2019. This request does not determine whether the district will complete the entire master plan or a first phase as that decision will be made at a future board meeting.

#### **Benefits of Proposal**

Zink Studios has worked closely with staff and the community to develop a master plan for Somerset West Park that meets the needs of the community and the district. Approval of the master plan will enable this project to proceed forward.

#### **Potential Downside of Proposal**

There is currently a projected budget shortfall for the preferred master plan. If there are no outside funding sources or cost reductions identified, this shortfall will have to be covered through alternate resources or by phasing the construction of the master plan.

#### **Maintenance Impact**

The annual incremental increase to the maintenance cost as a result of the proposed improvements for the full master plan is estimated at \$7,115 annually.

#### **Action Requested**

Board of directors' approval of the preferred Somerset West Park master plan.

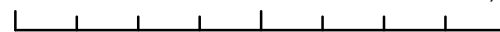
**Somerset West Swim Center / Park**

Taxlot 1N130BC00200  
6.15 Acres



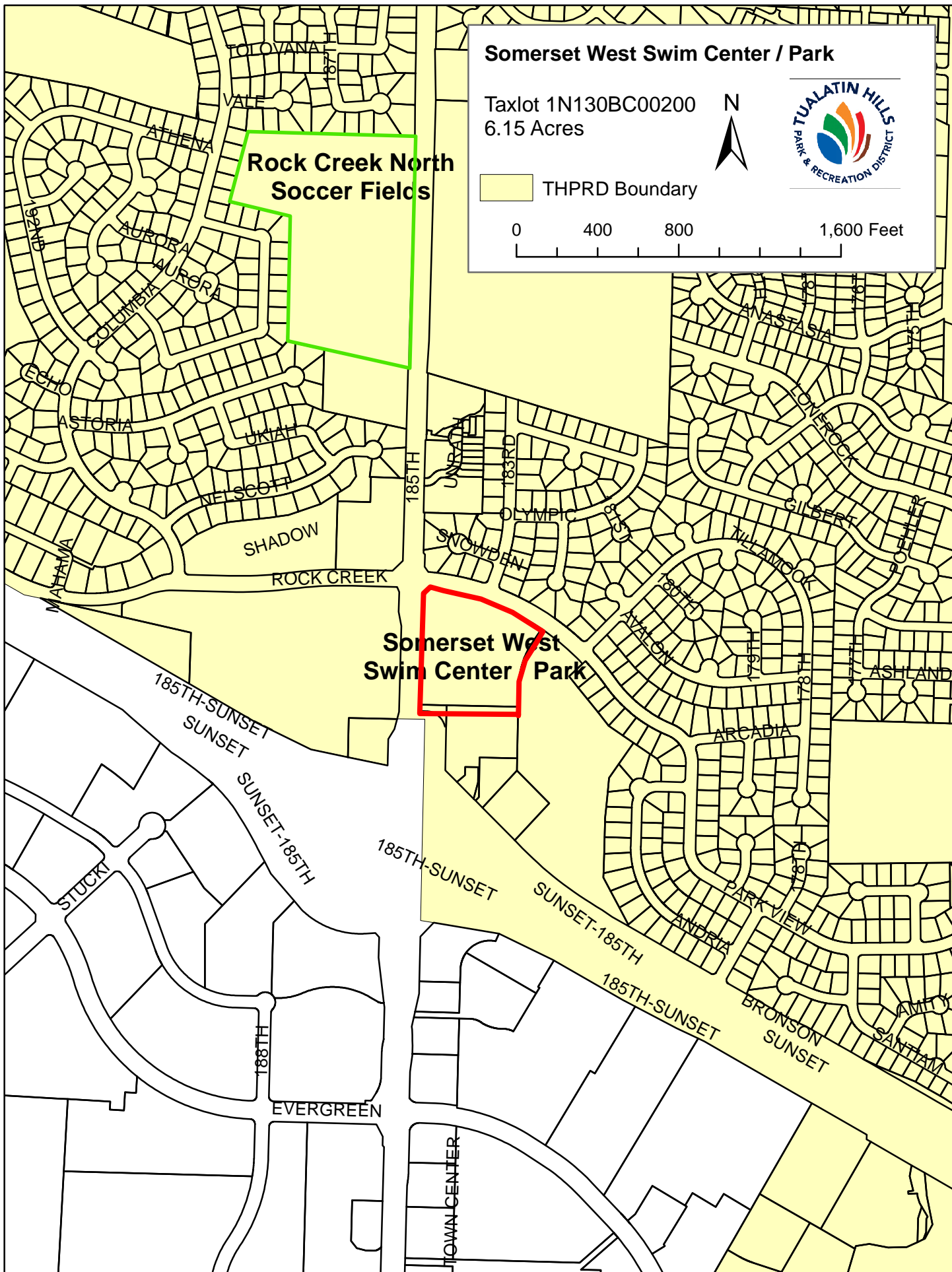
 THPRD Boundary

0 400 800 1,600 Feet



**Rock Creek North  
Soccer Fields**

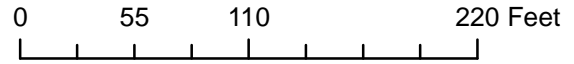
**Somerset West  
Swim Center Park**



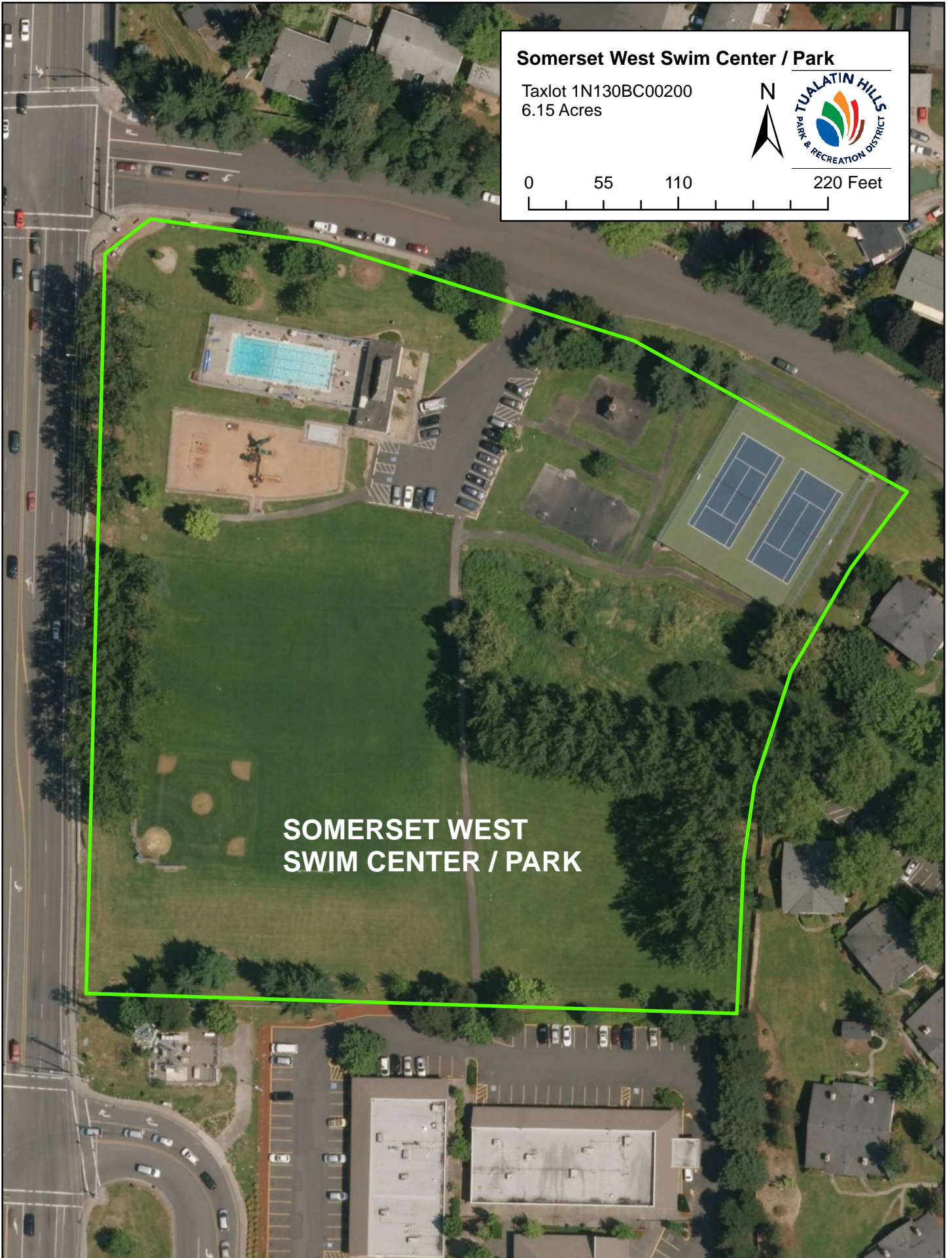


**Somerset West Swim Center / Park**

Taxlot 1N130BC00200  
6.15 Acres



**SOMERSET WEST  
SWIM CENTER / PARK**





# LEGEND

**MAIN PARKING LOT**  
 ADA Spaces 2  
 Full Time Standard Spaces 40  
**Total Parking Spaces 42**

**ON STREET PARKING**  
 Standard Spaces 15

**GRAND TOTAL**  
**57 Spaces**

- Existing Pool House A
- Existing Pool B
- Traditional Play (2-12yrs) C
- Existing Creek to be Restored D
- Portable Enclosure E
- New Parking Lot F
- New Entry & Drop Off G
- Existing Tennis Courts H
- Wetland Area I
- Multi-Use Field / Open Space J
- Backstop K
- On Street Parking L
- Creek Daylighting M
- Wetland Board Walk (Pedestrian) N
- Picnic Area O
- New Trees P
- 8' wide Paved Loop Path Q
- Nature Play (all ages) R
- Culvert S
- Terraced Seating T
- Wood Deck U
- Picnic Shelter V
- Bioswale at Parking Lot W
- 1/2 Court Basketball X
- Log Bench Y



NW 185th Avenue





## MEMO

**DATE:** January 3, 2017  
**TO:** The Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** **General Manager's Report for January 10, 2017**

### **Natural Resources Functional Plan Update**

The Natural Resources Functional Plan (NRFP) replaced the Natural Resources Management Plan when it was adopted in December 2014. It provides a vision and set of tools to help staff prioritize and measure the success of natural resource management and community engagement activities in the district.

The NRFP contains sections on the following topics:

1. Community Engagement: Covers environmental education, informal interpretation, and volunteer programs that build positive relationships between people and the natural world.
2. Habitat Management Priorities: Sets priorities for investment and care based on natural resource and social criteria. There is an emphasis on investing in the highest functioning properties when resources are limited.
3. Natural Area Management Plans: Describes key planning documents and timelines needed to provide stewardship in natural areas.
4. Decision Making Processes: Provides guidance for making values-based decisions including access to natural areas, ways to be proactive in planning, and resolving conflicts.
5. Measures of Success: States broad goals and milestones for staff to focus their efforts. Assumes current levels of funding, but encourages staff to be aspirational in working with partners, grants, or new ways of carrying out their jobs.

Staff have been actively implementing different portions of the plan and integrating its goals into annual staff work plans. During the 2015/16 fiscal year, staff made notable progress on the plan including:

- Ranking of natural areas
- Evaluation of environmental education programming
- Partnership development
- Planning for long-term projects

The attached infographic provides more details.

### **Hire to Train Lifeguard Recruitment Program**

A new lifeguard recruitment program is underway at Harman Swim Center called Hire to Train. This program selects qualified candidates and takes them through the hiring process and then completes the American Red Cross Lifeguard Training certification course as well as all new hire training required at the facility. It can be especially challenging for a facility like Harman to recruit

qualified candidates since the center is not located near a high school or college. This pilot program has proven to be successful, offering three recruitment classes since June 2016.

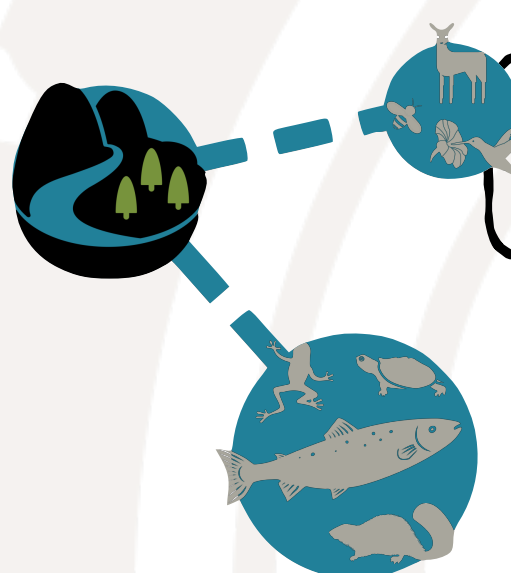
### **Board of Directors & Budget Committee Meeting Schedule**

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

- February 14, 2017
- February 21, 2017 (budget committee mid-year review)
- March 14, 2017
- April 11, 2017
- April 18, 2017 (budget committee work session)
- May 9, 2017
- May 16, 2017 (budget committee budget approval)

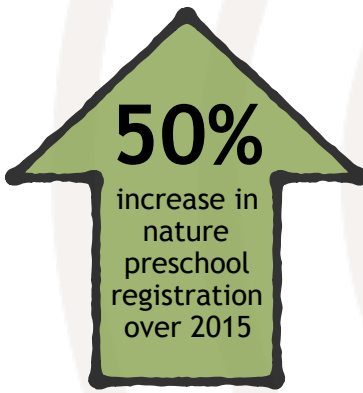
# Natural Resources Functional Plan

2015-16 Fiscal Year Highlights



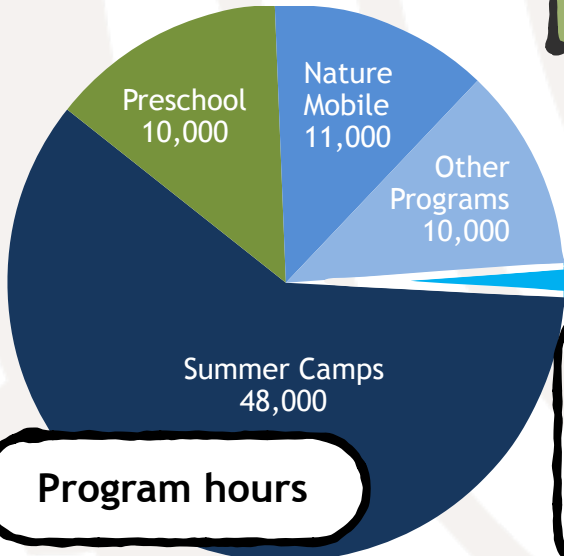
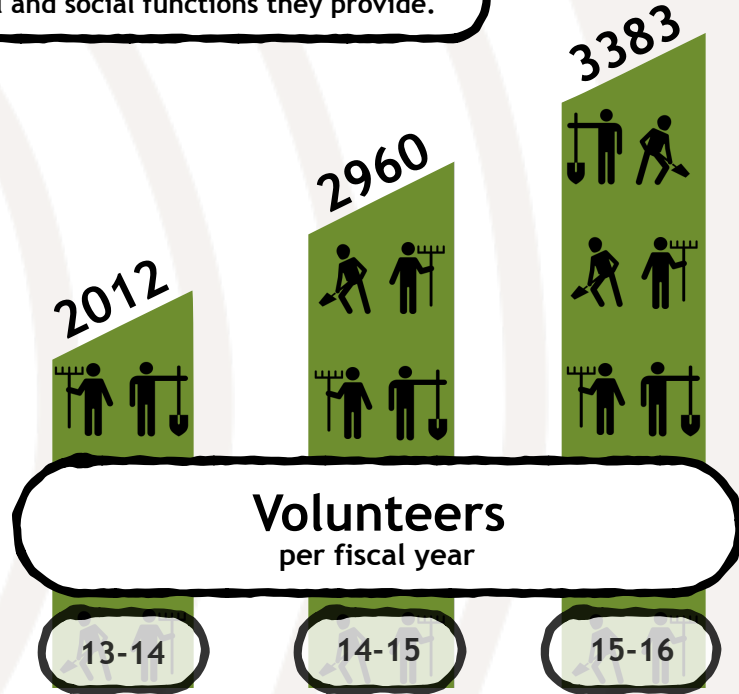
Staff began development of a model to **connect wildlife to habitat** on and off THPRD lands, and collaborated on an Intertwine corridors working group.

All **natural areas were ranked** based on the natural and social functions they provide.



The plan provides a **vision and tools to help staff prioritize work and measure success** in stewardship and community engagement in THPRD natural areas.

**TUALATIN HILLS**  
PARK & RECREATION DISTRICT



New Offerings

**Community engagement goals** resulted in:

- Program gap analysis was started.
- New adult-focused nature education programs.
- An increase in e-communications reached an average of 4,500 people per month via Facebook.
- Over 79,000 education program hours.

**Watershed partner projects** are in progress to naturescape neighboring properties and show the positive effects of beaver dams on water quality.







## MEMO

**DATE:** December 15, 2016  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities

**RE:** **THPRD Grant Strategy**

### Introduction

Staff are seeking input from the board on the draft grant strategy. Staff will incorporate input from the board in a final draft of the grant strategy, expected to be brought to the board for approval in spring 2017.

### Background

*Strategic Plan & Service and Financial Sustainability Plan, Strategy 19.a* provides that

*THPRD will identify several (3 to 5) ideas per budget cycle from the Alternative Parks and Recreation Operations and Capital Development Funding Sources section of the Service and Financial Sustainability Analysis to formulate a work team to explore the pros and cons, and potential outcomes for consideration to implement through managers.*

Consistent with this strategy, the board adopted an objective to develop a grant strategy for fiscal year 2016/17. Since then, staff has (1) prepared a job description for an urban planner - grant specialist ("grant specialist") and (2) prepared the attached draft grant strategy. The attached draft is intended to provide a description of the elements of the grant strategy and that the final grant strategy will be fully developed based on board input by the grant specialist with assistance from the grant steering committee.

### Proposal Request

Staff are requesting board of directors' input on the attached draft grant strategy. Staff will incorporate input from the board in a final draft of the grant strategy, expected to be brought to the board for approval in spring 2017.

The grant strategy, once completed, will outline how the grant specialist, grant steering committee, staff and management will work together to pursue grant and outside funding opportunities. The draft grant strategy outlines the roles and responsibilities of the grant specialist and grant steering committee; how grant projects will be prioritized and screened; processes for requesting approval to pursue grant opportunities, grant writing, quarterly reporting, developing partnerships and financial reporting; and how implementation of the grant strategy will be evaluated.

A key component of the grant strategy is the development of a grant matrix that outlines grant opportunities, including application deadlines, grant program requirements, guidelines and restrictions, potential partners and potential projects. Attached to the grant strategy as Exhibit A

is a *Funding Opportunities Summary*, intended to be a starting point for such a matrix. Exhibit B to the grant strategy is a project list by grant funding category.

The next steps and timing toward developing the grant strategy are:

<b>Task</b>	<b>Target Completion Date</b>
Hire grant specialist	Early January 2017
Form grant steering committee	End January 2017
Complete grant strategy, incorporating board input	Early March 2017
Present revised grant strategy to board for approval	April 2017
Conduct research on additional funding opportunities in areas such as programming and maintenance and expand <i>Funding Opportunities Summary</i> to include such opportunities	May 2017 for next update (research to be ongoing)
Present grant priority projects for FY 2017/18 to board for approval	June 2017

**Benefits of Proposal**

As set forth in the background section of the grant strategy, the benefits of the grant strategy include:

- Allowing the district to take a proactive and systematic approach to seeking grant funding.
- Researching funding ahead of time and prioritizing projects will allow the district to:
  - Develop partnerships to support the district’s applications in the form of letters of support, political support and/or in-kind or monetary matches;
  - Match projects and programs to grant programming requirements;
  - Ensure that grant funding supports the highest priority project and program needs; and
  - Spend limited response time to grant applications to develop compelling application packages, as opposed to spending some of the response time in determining whether and which projects the district has that are appropriate for the opportunity.
- Expand the use of grant funding from primarily planning, design and development to all areas of the district’s operations.
- The ability to plan ahead to ensure that staffing resources are available for grant projects in the event of an award of funding.
- The dedicated grant specialist will enable the district to develop relationships with grant agency staff, thus gaining insight into the types of grant projects that are likely to be successful.
- The grant steering committee will allow a coordinated effort between departments, bringing the expertise from the various aspects of the district’s operations.
- Better ability to leverage both district and partner funds.

Most significantly, the systematic and coordinated approach should result in increased success in obtaining grant awards, off-setting district costs and expenditures.

**Potential Downside of Proposal**

There is no apparent downside to this proposal.

**Action Requested**

Staff are seeking input from the board on the draft grant strategy. Staff will incorporate input from the board in a final draft of the grant strategy, expected to be brought to the board for approval in spring 2017.

## **Tualatin Hills Park & Recreation District Grant Strategy**

NOTE: The following is intended to provide a brief description of the elements of the grant strategy to be developed fully by the grant specialist and grant steering committee.

### **Background**

*Strategic Plan & Service and Financial Sustainability Plan, Strategy 19.a* provides that

*THPRD will identify several (3 to 5) ideas per budget cycle from the Alternative Parks and Recreation Operations and Capital Development Funding Sources section of the Service and Financial Sustainability Analysis to formulate a work team to explore the pros and cons, and potential outcomes for consideration to implement through managers.*

Consistent with this strategy, the board adopted an objective to develop a grant strategy for fiscal year 2016/17.

Adopting a grant strategy will allow a systematic approach to development and prioritization of project lists, identification of grant opportunities, developing partnerships and leveraging funding sources. The grant strategy will allow the district to take a proactive, as opposed to reactive, approach to grant funding opportunities. Organizing priorities and developing partnerships ahead of time will allow limited response times for grant applications to be used in putting together compelling projects and supporting documentation, as opposed to using limited time to select a project and find partners and support. Such an approach should lead to a higher success rate in securing grant funding. An additional benefit of the grant strategy will be the ability to ensure adequate staffing resources are available to implement grant projects.

Historically, the district has focused its grant applications in the areas of planning, design and development, with a more limited focus on maintenance and programming. The grant strategy, with leadership of the grant specialist and assistance of the grant steering committee, shall allow the district to expand its use of outside funding to all aspects of the district's operations. The strategy will allow better coordination between departments, advisory committees and the park foundation.

The grant strategy and methodical tracking of application awards will allow district staff to review what resulted in successful applications, as well as analyze and address why other grants were not successful. For example, the grant specialist will be able to follow up with grant administrators to inquire why a proposal was not

successful and gain insight on the types of projects that are more suited for a particular grant funding.

### **Urban Planner – Grant Specialist**

The Urban Planner - Grant Specialist (grant specialist) shall be the key staff in overseeing the day-to-day operations of the district's grant program. The grant specialist's duties shall include:

- Organization and oversight of a grant steering committee:
  - Coordinating with superintendents to identify representatives to the grant steering committee.
  - Convening meetings of the grant steering committee, setting agendas and following up with committee members on action items.
- Leading the development, implementation and ongoing evaluation of district grant strategy. This shall include:
  - Coordinating with the grant steering committee and management in the development and refinement of the grant strategy for review and approval by the board; developing grant review criteria; and developing grant strategy evaluation criteria.
  - Researching federal, state and private grant programs and disseminating information on these programs to grant steering committee, staff and management.
  - Identifying resources needed to meet grant strategy goals and objectives and establishing procedures and internal monitoring and reporting systems to assure effective grant program administration.
- Management of all aspects of preparing grant proposals and tracking grant projects, including:
  - Monitoring grant proposals following submittal to funding agencies and gathering and providing additional information as needed.
  - Working with THPRD's legal counsel, finance staff and funding agencies to collect grant funds.
  - Making presentations at public agencies in support of THPRD funding requests.
  - Coordinating with legal and finance department staff to ensure compliance with local, state and federal reporting requirements.
- Revising the grant operating procedure for the District Operational and Policy Procedures Manual.
- Maintaining an up-to-date intranet database of grant information (the *Funding Opportunities Summary*), including a calendar of grant deadlines; summary of grant program requirements, guidelines and restrictions; and research aides. An example of the *Funding Opportunities Summary* is attached as Exhibit A. The grant specialist shall also maintain a project list by grant funding category, as illustrated in Exhibit B.
- Work with the grant steering committee on funding proposals and make recommendations to management on whether to pursue an opportunity.

## Grant Steering Committee

The grant steering committee shall be headed by the grant specialist and have representatives from the following departments:

- Design & Development
- Natural Resources
- Aquatics
- Sports
- Maintenance
- Recreation
- Finance

The grant specialist shall work with the management team, center supervisors and superintendents on selecting the appropriate staff for the grant steering committee.

The purpose of the grant steering committee is to assist in:

- The development and refinement of the grant strategy grant review criteria and grant strategy evaluation criteria.
- Identifying and researching grant opportunities.
- Identifying and recommending project priorities for grants.
- Identifying matching funds.
- Identifying and fostering community partners (whether for letters of support or monetary or in-kind contributions). Once potential partners are identified, the steering committee shall make recommendations as to the appropriate level of contact for developing relationships.
- Grant writing. While the grant specialist will be responsible for compiling grant applications, including general information and background material, “subject area experts” from the grant steering committee will assist in writing those portions of a grant application specific to their department. The grant specialist shall compile grant material to make sure the application is written in a unified voice.
- Grant steering committee members shall serve as the main point of contact for their department or center for grant proposals. For grant opportunities not on the Project List, the grant steering committee shall review funding proposals and make recommendations as to whether to pursue. The steering committee will assess grant administrative requirements to determine whether the district can reasonably meet them.

The grant steering committee shall also assist in reviewing the grant strategy and making recommended changes to ensure goals and objectives of the strategy are met.

It is anticipated that the grant steering committee shall be more active in the beginning, as the strategy is developed, grant and funding opportunities identified and projects identified and prioritized. Once this initial work is completed, the grant

steering committee shall meet, as needed, to provide updates; review progress; update criteria, tracking and matrices; and assist in developing quarterly board reports.

### **Grant Priorities**

Grant priorities shall take into account individual grant criteria and be based on the following factors:

Planning, Design & Development: Functional plans and functional plan review criteria and flow charts and the five-year capital improvement plan.

Natural Resources: Functional plan and functional plan review criteria and flow charts.

Maintenance: Maintenance deferred capital lists.

Programming: Off-set costs of new programs and offerings.

A matrix of grant opportunities and potential priority projects shall be presented to the board annually for review and approval. The matrix shall identify matching funds.

[Note to grant steering committee: additional information]

### **Grant Funding Requests**

It is recognized that opportunities may arise that were not included on the Funding Opportunities Summary or the Project List. In such instances, a grant steering committee member shall work with the appropriate staff to submit a *Project Pre-Proposal Review and Approval Form* (Exhibit C) to the grant specialist. The grant specialist shall submit to the grant steering committee for review and, with advice of the grant steering committee, make recommendations to management.

### **Grant Writing**

The grant specialist shall be responsible for convening the appropriate team to put together a grant application and shall assign tasks, including creating appropriate graphics, writing responses, and securing letters of support. At the outset of a grant writing effort, the grant specialist will set forth a project schedule, allowing sufficient time for supervisor review of the final grant application.

The grant specialist shall be responsible for securing any necessary board approvals; editing and finalizing grant applications; and ensuring that grant applications are complete and submitted on time.

## Quarterly reporting

The grant specialist, with input and review of the grant steering committee, shall provide quarterly updates to the board. Quarterly updates shall include details on:

- Grants applied for during quarter
- Status of grant applications
- Progress of awarded grant projects

In addition to quarterly reports, the grant specialist and appropriate staff may present grant opportunities to the board as opportunities arise.

## Partnerships

Partnerships play an ever-increasing role in the success of the district in securing grants and implementing projects. The grant specialist shall work with the grant steering committee, management and staff to identify partners, as well appropriate staff and/or board members to foster relationships. Relationships can range from partners who can offer in-kind, political or letters of support, as well as financial support.

Relationships will be developed at all levels, from staff to elected officials. The following table outlines the general appropriate level of contact between a partner and district staff.

<b>Partner Type</b>	<b>Partner Representative</b>	<b>District Contact</b>
Federal, state or local elected official	Elected official	Lobbyist, board member, general manager and/or director
	Elected official staff	Lobbyist and/or director
	General staff	Superintendent and/or staff
Federal, state or local agency	Director or senior management	Lobbyist, general manager and/or director
	General staff	Director and/or superintendent
	Grant staff	Grant specialist
Non-profit or private corporation	CEO, CFO, President or other upper management	Board member, general manager and/or director
	Government liaison	General manager and/or director



## **Financial Reporting**

The grant specialist shall work with the chief financial officer to track grant funding to ensure compliance with federal and state laws and regulations and grant requirements.

## **Grant Strategy Evaluation**

The measure of success should not simply be the number of grants applied for or the number or dollar amount of funding awarded. While this information is important to track, the quality of grant applications and the match of grant proposals to grant criteria are more important. That is, efforts should be spent on writing strong proposals that are a good match for the funding opportunity.

Evaluation criteria should include:

- Ranking of projects in relation to grant criteria. For example, a numeric ranking can be given between 1 and 5, with 1 being weak and 5 being strong.
- Follow up with agency grant staff to determine why project was or was not awarded funding. If funding was not awarded, was there additional information the district could have provided?
- Success in leveraging both internal and partner resources.
- Annual tracking of district funding off-set.

### **EXHIBITS:**

- A Funding Opportunities Summary
- B Project list by grant funding category
- C Project Pre-Proposal Review and Approval Form

Funding Opportunities Summary - Private

Sponsoring Agency	Grant Name & Website	Purpose	Funding Range	Match Requirements	Application Deadline	Other Requirements	Potential Partners	Project Source	Potential Projects	Project Sponsor	Matching Funds
Advantis Credit Union	Grow Community Fund - <a href="http://www.advantiscu.org/grow-the-advantis-community-fund/learn-about-grow.html">www.advantiscu.org/grow-the-advantis-community-fund/learn-about-grow.html</a>	Community Livability; Education; Health & Wellness; Specialty - Community Gardens	Max. \$10,000	None	Summer		THPF; BSD; Non-profits; Community Groups; Master/Community Gardeners	Programs FP; Deferred Maintenance		Community Partnerships; Programs & Special Activities; Recreation; Maintenance	THPF; Friends Groups; GF
Art Place America	National Creative Placemaking Fund - <a href="http://www.artplaceamerica.org/our-work/national-creative-placemaking-fund/introduction">www.artplaceamerica.org/our-work/national-creative-placemaking-fund/introduction</a>	Community Livability - Placemaking; Education	\$50,000 - \$500,000	None	Winter		THPF; Community Groups; Local Artists	NRFP; PFP		Natural Resources; Planning; Design & Development	THPF; Friends Groups; SDG
Autzen Foundation	Autzen Foundation Grant - <a href="http://www.autzenfoundation.org/">www.autzenfoundation.org/</a>	Community Livability - Arts & Culture; Education; Welfare & Equity	Not specified	Not specified	Spring, Summer, Fall		THPF; BSD; Non-profits; Community Groups	Programs FP		Community Partnerships; Programs & Special Activities; Recreation	THPF; Friends Groups; GF
Beaverton Rotary Foundation	Community Service Grant - <a href="http://portal.clubrunner.ca/2431/SitePage/Beaverton-rotary-foundation">portal.clubrunner.ca/2431/SitePage/Beaverton-rotary-foundation</a>	Community Livability; Welfare & Equity	\$1,000 - \$3,000	None	Varies (twice/year)		THPF; Beaverton Rotary Club	Programs FP; Deferred Maintenance		Community Partnerships; Programs & Special Activities; Recreation; Maintenance	THPF; Friends Groups; SDG
Collins Foundation	Collins Foundation Grant - <a href="http://www.collinsfoundation.org/submission-guidelines">www.collinsfoundation.org/submission-guidelines</a>	Community Livability - Arts & Culture; Education; Health & Wellness; Welfare & Equity - Children & Youth	Not specified	Not specified	Ongoing		THPF; BSD; Non-profits; Community Groups	Programs FP		Community Partnerships; Programs & Special Activities; Recreation	THPF; Friends Groups; GF
Fiskars	Project Orange Thumb Grant - <a href="http://www2.fiskars.com/Community/Project-Orange-Thumb">www2.fiskars.com/Community/Project-Orange-Thumb</a>	Specialty - Community Gardens	Max. \$2,500	None	Annual		Master/Community Gardeners Groups	PFP; Deferred Maintenance; Programs FP		Community Partnerships; Planning; Design & Development; Maintenance; Programs & Special Activities	THPF; Friends Groups; GF; SDG
Hedco Foundation	Hedco Foundation Grant - P.O. Box 339; Danville, CA; 94526-0339; 925-743-0257	Health & Wellness; Welfare & Equity - Children & Youth, People w/ Disabilities	Not specified	Not specified	Annual		THPF	Programs FP		Community Partnerships; Programs & Special Activities; Recreation	THPF; Friends Groups; GF
Hoover Family Foundation	Hoover Family Foundation Grant - <a href="http://gosw.org/sites/hff/">gosw.org/sites/hff/</a>	Community Livability - Arts & Culture; Education; Welfare & Equity	Max. \$10,000	None	Spring, Summer, Fall		THPF; BSD; Non-profits; Community Groups	Programs FP		Community Partnerships; Programs & Special Activities; Recreation	THPF; Friends Groups; GF
Juan Young Trust	Juan Young Trust Grant - <a href="http://gosw.org/sites/juanyoungtrust/">gosw.org/sites/juanyoungtrust/</a>	Education; Health & Wellness; Welfare & Equity - Children & Youth	Not specified	Not specified	Spring, Summer, Fall, Winter		THPF; BSD; Non-profits; Community Groups	Programs FP		Community Partnerships; Programs & Special Activities; Recreation	THPF; Friends Groups; GF
Kresge Foundation	Local Systems Grant - <a href="http://kresge.org/opportunities">kresge.org/opportunities</a>	Community Livability; Welfare & Equity	Not specified	Not specified	Ongoing		THPF; Local Artists; Non-Profits; Community Groups; CoB; WaCo	NRFP; PFP		Community Partnerships; Natural Resources; Planning; Design & Development	THPF; Friends Groups; SDG

Sponsoring Agency	Grant Name & Website	Purpose	Funding Range	Match Requirements	Application Deadline	Other Requirements	Potential Partners	Project Source	Potential Projects	Project Sponsor	Matching Funds
Meyer Memorial Trust	Meyer Memorial Trust Grant - <a href="http://mmt.org/">mmt.org/</a>	Community Livability; Education; Health & Wellness; Welfare & Equity	\$40,000 - \$300,000	None	Ongoing		THPF; BSD; Non-profits; Community Groups	Programs FP		Community Partnerships; Programs & Special Activities; Recreation	THPF; Friends Groups; GF
National Recreation & Parks Association (NRPA)	Various - <a href="http://www.nrpa.org/Grant-Fundraising-Resources/">www.nrpa.org/Grant-Fundraising-Resources/</a>	Health & Wellness; Natural Resources - Outdoor Education; Specialty - Community Gardens; Welfare & Equity	Varies depending on grant program	Varies depending on grant program	Varies depending on grant program		Non-profits; Neighborhood Groups; Community Groups	Programs FP; PFP; NRFP		Programs & Special Activities; Recreation; Planning; Design & Development; Natural Resources	GF; SDC; Friends Groups
Oregon Community Foundation	Community Grant - <a href="http://www.oregoncf.org/grants-scholarships/grants">www.oregoncf.org/grants-scholarships/grants</a>	Community Livability - Arts & Culture; Education	\$10,000 - \$30,000	None	Summer, Winter		THPF; BSD; Non-profits; Neighborhood Groups; Community Groups; Environmental Groups	Programs FP; NRFP; PFP		Community Partnerships; Programs & Special Activities; Recreation; Natural Resources; Planning; Design & Development	THPF; Friends Groups; GF; SDC
Oregon Community Foundation	Nike Community Impact Fund - <a href="http://www.oregoncf.org/grants-scholarships/grants/ocf-funds/nike">www.oregoncf.org/grants-scholarships/grants/ocf-funds/nike</a>	Health & Wellness; Outdoor Recreation - Development; Specialty	\$5,000 - \$20,000	None	Summer, Winter		THPF; Sports Organizations/Clubs; Non-Profits; Friends Groups; Booster Clubs; BSD	AFFP; PFP; Deferred Maintenance; Programs FP		Community Partnerships; Sports; Programs; Planning; Design & Development; Maintenance	THPF; Friends Groups; GF; SDC
Oregon Wildlife Heritage Foundation	Bealah Drake Grant - <a href="http://www.oregon-wildlife.org/#/grants/c10i8">www.oregon-wildlife.org/#/grants/c10i8</a>	Natural Resources - Conservation & Preservation, Outdoor Education, Restoration & Enhancement	Max. \$10,000	None	Spring, Summer, Fall, Winter		CWS; Environmental Groups; Neighborhood Groups	NRFP		Natural Resources	GF; SDC; Friends Groups
Reser Family Foundation	Reser Family Foundation Grant - <a href="http://www.thereserfamilyfoundation.org/">www.thereserfamilyfoundation.org/</a>	Community Livability - Arts & Culture; Education; Health & Wellness; Natural Resources	Up to \$12,500; \$12,500 - \$50,000	None	Summer, Winter	Letter of Intent required w/ requests over \$12,500	THPF; BSD; Non-profits; Community Groups; Environmental Groups	Programs FP; NRFP		Community Partnerships; Programs & Special Activities; Recreation; Natural Resources	THPF; Friends Groups; GF; SDC
Special District Association of Oregon / Special District Insurance Services	Safety & Security Matching Grant - <a href="http://www.sdao.com/S4/Programs/grant_program.aspx">www.sdao.com/S4/Programs/grant_program.aspx</a>	Safety & Security	Max. \$10,000	50%	Summer		Friends Groups; Neighborhood Groups	Deferred Maintenance		Maintenance; Risk; Security Operations	GF
US Soccer Foundation (USSF)	Safe Places to Play Grant - <a href="http://ussoccerfoundation.org/grants/">ussoccerfoundation.org/grants/</a>	Specialty - Soccer & Futsal (development & enhancement - synthetic turf, lighting, irrigation, sport courts)	Not specified	Not specified	Spring, Fall, Winter	Letter of Intent	Soccer organizations/clubs; BSD	AFFP; PFP; CIP; Deferred Maintenance	THPRD Field #2; Cedar Hills Community Park; Winkelman Park; Center Street Park; New Synthetic Turf Fields	Sports; Design & Development; Planning; Maintenance	GF; SDC; Friends Groups
Washington County Visitors Association	Tourism Development Capital Grant - <a href="http://tualatinvalley.org/industry/about-wcva/tourism-grants/">tualatinvalley.org/industry/about-wcva/tourism-grants/</a>	Transportation - Wayfinding	Not specified	25%	Annual		Neighborhood Groups; Community Groups	TFP; NRFP; PFP		Natural Resources; Planning; Design & Development	GF; SDC; Friends Groups

### Funding Opportunities Summary - Public

Sponsoring Agency	Grant Name & Website	Purpose	Funding Range	Match Requirements	Application Deadline	Other Requirements	Potential Partners	Project Source	Potential Projects	Project Sponsor	Matching Funds
Institute of Museum & Library Studies	Various - <a href="http://www.imsils.gov/grants/apply-grant/available-grants">www.imsils.gov/grants/apply-grant/available-grants</a>	Arts & Culture; Education	\$5,000 - \$500,000 (range varies depending on grant program)	None or 1:1 (depending on grant program)	Annual (February, April, July or December depending on grant program)		BSD; Community Groups; Local Artists	NRFP; PFP; Programs FP		Natural Resources; Planning; Design & Development; Programs & Special Activities; Recreation	GF; SDC; Friends Groups
Metro	Nature in Neighborhoods Capital Grant - <a href="http://www.oregonmetro.gov/tools-partners/grants-and-resources/nature-grants">www.oregonmetro.gov/tools-partners/grants-and-resources/nature-grants</a>	Community Livability; Natural Resources - Acquisition, Restoration & Enhancement	\$25,000 - \$750,000	2:1	Fall		CWS; CoB; WaCo; Neighborhood Groups; Environmental Groups	NRFP; PFP; CIP		Natural Resources; Planning; Design & Development	GF; SDC; Friends Groups
Metro	Nature in Neighborhoods Restoration Grant - <a href="http://www.oregonmetro.gov/tools-partners/grants-and-resources/nature-grants">www.oregonmetro.gov/tools-partners/grants-and-resources/nature-grants</a>	Natural Resources - Conservation & Preservation, Restoration & Enhancement	\$25,000 - \$100,000	2:1	Spring		CWS; CoB; WaCo; Neighborhood Groups; Environmental Groups	NRFP		Natural Resources	GF; Friends Groups
Metro	Nature in Neighborhood Education Grant - <a href="http://www.oregonmetro.gov/tools-partners/grants-and-resources/nature-grants">www.oregonmetro.gov/tools-partners/grants-and-resources/nature-grants</a>	Natural Resources - Interpretive, Outdoor Education	\$25,000 - \$100,000	2:1	Summer		BSD; Neighborhood Groups; Environmental Groups	NRFP; PFP; CIP		Natural Resources	GF; Friends Groups
Metro	Nature in Neighborhood Trails Grant - <a href="http://www.oregonmetro.gov/tools-partners/grants-and-resources/nature-grants">www.oregonmetro.gov/tools-partners/grants-and-resources/nature-grants</a>	Natural Resources - Interpretive, Restoration & Enhancement; Transportation - Regional Trails	\$25,000 - \$100,000	1:1	Winter		CWS; CoB; WaCo; Neighborhood Groups; Environmental Groups	TFP; NRFP; Deferred Maintenance; CIP	Waterhouse Trail #6; Westside Trail #2-#4; Westside Trail #5; Westside Trail #6; Bethany Creek Trail-2 #3; Cedar Mill Creek Trail #4; South Johnson Creek Trail #6	Design & Development; Planning; Natural Resources; Maintenance	GF; SDC; Friends Groups
Metro	Regional Flexible Funds Allocation/Metropolitan Transportation Improvement Program - <a href="http://www.oregonmetro.gov/public-projects/regional-flexible-funding-transportation-projects">www.oregonmetro.gov/public-projects/regional-flexible-funding-transportation-projects</a>	Transportation - Bicycle & Pedestrian, Regional Trails	Min. \$250,000	10.27%	Odd Years		CoB; WaCo	TFP; CIP	Beaverton Creek Trail #1 - #4; Fanno Creek #5; Westside Trail #12 - #17; Westside Trail #19; Westside Trail US-26 Crossing	Design & Development; Planning; Natural Resources	SDC
Metro	Travel Options Grant - <a href="http://www.oregonmetro.gov/tools-partners/grants-and-resources/travel-options-grants">www.oregonmetro.gov/tools-partners/grants-and-resources/travel-options-grants</a>	Transportation - Wayfinding	Min. \$50,000	10.27%	Even Years			TFP; CIP		Natural Resources; Planning; Design & Development	GF; Friends Groups
National Endowment for the Arts	Our Town Grant - <a href="http://www.arts.gov/grants-organizations/our-town/introduction">www.arts.gov/grants-organizations/our-town/introduction</a>	Community Livability - Arts & Culture, Placemaking	\$25,000 - \$200,000	50%	Spring; Summer, Fall		BSD; Non-profits; Community groups; Artists	NRFP; PFP		Natural Resources; Planning; Design & Development	GF; SDC; Friends Groups
National Fish & Wildlife Foundation	Various - <a href="http://www.nfwf.org/whatwedo/programs/Pages/home.aspx">www.nfwf.org/whatwedo/programs/Pages/home.aspx</a>	Natural Resources - Conservation & Preservation, Restoration & Enhancement	\$25,000 - \$250,000 (range varies depending on grant program)	1:1	Annual (Spring, Summer, Fall or Winter depending on grant program)	Letter of Intent	CWS; Environmental Groups; Community Groups	NRFP		Natural Resources	GF; Friends Groups
Oregon Department of Fish & Wildlife (ODFW)	Restoration & Enhancement Program Grant - <a href="http://www.dfw.state.or.us/fish/re/">www.dfw.state.or.us/fish/re/</a>	Natural Resources - Restoration & Enhancement (shorelines); Access to Water	\$3,000 - \$500,000	None	Quarterly		CWS; Environmental Groups; Community Groups	NRFP; PFP; Deferred Maintenance		Natural Resources; Planning; Design & Development; Maintenance	GF; Friends Groups
Oregon Department of Transportation (ODOT)	ConnectOregon - <a href="http://www.oregon.gov/ODOT/TD/TP/pages/connector.aspx">www.oregon.gov/ODOT/TD/TP/pages/connector.aspx</a>	Transportation - Bicycle & Pedestrian, Regional Trails	Min. \$250,000	10.27%	Odd Years		CoB; WaCo	TFP; CIP	Beaverton Creek Trail #1 - #4; Fanno Creek #5; Westside Trail #12 - #17; Westside Trail #19; Westside Trail US-26 Crossing	Planning; Design & Development	SDC

Sponsoring Agency	Grant Name & Website	Purpose	Funding Range	Match Requirements	Application Deadline	Other Requirements	Potential Partners	Project Source	Potential Projects	Project Sponsor	Matching Funds
ODOT	Enhance It - <a href="http://www.oregon.gov/ODOT/TD/STIP/Pages/WhatsChanged.aspx">www.oregon.gov/ODOT/TD/STIP/Pages/WhatsChanged.aspx</a>	Transportation - Bicycle & Pedestrian, Regional Trails	Min. \$250,000	10.27%	Even Years		CoB; WaCo	TFP; CIP	Beaverton Creek Trail #1 - #4; Fanno Creek #5; Westside Trail #12 - #17; Westside Trail #19; Westside Trail US-26 Crossing	Planning; Design & Development	SDC
ODOT	Various (unique opportunities as funding is available)	Transportation - Bicycle & Pedestrian, Regional Trails	Varies depending on funding program	10.27%	Varies depending on funding program		CoB; WaCo	TFP; CIP	Beaverton Creek Trail #1 - #4; Fanno Creek #5; Westside Trail #12 - #17; Westside Trail #19; Westside Trail US-26 Crossing	Planning; Design & Development	SDC
Oregon Parks & Recreation Department (OPRD)	Land & Water Conservation Fund Grant - <a href="http://www.oregon.gov/oprd/GRANTS/pages/lwcf.aspx">www.oregon.gov/oprd/GRANTS/pages/lwcf.aspx</a>	Outdoor Recreation - Acquisition, Development, Rehabilitation	\$25,000 - \$300,000	50%	Winter		Non-profits; Neighborhood Groups; Community Groups; Local Agencies	PFP; TFP; CIP; Deferred Maintenance	New Park Development; Existing Park Enhancement; Roger Tilbury Phase II; Winkelman Phase II; New Trail Development; Existing Trail Enhancement; Natural Area Public Access; Youth Athletic/Baseball Fields; Synthetic Turf Fields	Planning; Design & Development; Natural Resources; Maintenance	SDC; GF
OPRD	Local Government Grant Program - <a href="http://www.oregon.gov/oprd/GRANTS/pages/local.aspx">www.oregon.gov/oprd/GRANTS/pages/local.aspx</a>	Outdoor Recreation - Acquisition, Development, Rehabilitation	Small Grant: \$10,000 - \$75,000; Large Grant: \$75,000 - \$750,000	50%	Spring		Non-profits; Neighborhood Groups; Community Groups; Local Agencies	PFP; TFP; CIP; Deferred Maintenance	New Park Development; Existing Park Enhancement; Roger Tilbury Phase II; Winkelman Phase II; New Trail Development; Existing Trail Enhancement; Natural Area Public Access; Youth Athletic/Baseball Fields; Synthetic Turf Fields	Planning; Design & Development; Natural Resources; Maintenance	SDC; GF
OPRD	Recreational Trails Program Grant - <a href="http://www.oregon.gov/oprd/GRANTS/pages/trails.aspx">www.oregon.gov/oprd/GRANTS/pages/trails.aspx</a>	Outdoor Recreation - Acquisition, Development, Rehabilitation	\$10,000 - \$300,000	20%	Winter	Letter of Intent	Non-profits; Neighborhood Groups; Community Groups; Local Agencies	TFP; CIP; Deferred Maintenance	Waterhouse Trail #6; Westside Trail #2-#4; Westside Trail #5; Westside Trail #6; Bethany Creek Trail-2 #3; Cedar Mill Creek Trail #4; South Johnson Creek Trail #6	Planning; Design & Development; Natural Resources; Maintenance	SDC; GF
OPRD	Veterans & War Memorials Grant <a href="http://www.oregon.gov/oprd/HCD/FINA/SST/pages/grants.aspx">www.oregon.gov/oprd/HCD/FINA/SST/pages/grants.aspx</a>	Specialty - Development, Rehabilitation, Restoration	\$5,000 - \$100,000	20%	Winter		Veterans' Groups; Community Groups	PFP; Deferred Maintenance		Planning; Design & Development; Maintenance	GF; Friends Groups
Oregon Watershed Enhancement Board (OWEB)	Various - <a href="http://www.oregon.gov/OWEB/GRANTS/pages/index.aspx">www.oregon.gov/OWEB/GRANTS/pages/index.aspx</a>	Natural Resources - Conservation & Preservation, Restoration & Enhancement					CWS; CoB; WaCo; Neighborhood Groups; Environmental Groups	NRFP		Natural Resources	GF; Friends Groups
Washington County	Major Streets Transportation Improvement Program - <a href="http://www.co.washington.or.us/LUT/TransportationFunding/what-is-mstip.cfm">www.co.washington.or.us/LUT/TransportationFunding/what-is-mstip.cfm</a>	Transportation - Bicycle & Pedestrian, Regional Trails	No limits	1:1	Odd Years	Used for leverage of other grant funds	WaCo	TFP; CIP		Planning; Design & Development	SDC

Project List w/Funding Purpose Categories

Project Name	Community Livability			Education	Health & Wellness	Natural Resources				Outdoor Recreation			Safety & Security	Specialty		Transportation			Welfare & Equity	
	Arts & Culture	Interpretive	Placemaking			Acquisition	Conservation & Preservation	Outdoor Education	Restoration & Enhancement	Acquisition	Development	Rehabilitation		Community Garden	Soccer & Futsal	Bicycle & Pedestrian	Regional Trail	Wayfinding	Children & Youth	People w/ Disabilities
<b>Parks</b>																				
New Neighborhood Park (SW-5, Altishin)											X									
New Neighborhood Park (NW-3, Living Hope)											X									
New Neighborhood Park (NW-4, Mitchell)											X									
New Neighborhood Park (SE-1, Cobb)											X									
New Neighborhood Park (NE-3, Wilson)											X									
New Community Park (NE-1, Teufel)											X									
Winkelman Park Phase 2											X		X	X						
Sterling Savings Property											X									
Roger Tilbury Park Phase 2							X	X	X		X									
Center Street Park											X	X			X					
Garden Home Park											X	X								
Harman Park & Swim Center											X	X		X						
John Marty Park											X	X		X						
Raleigh Park & Swim Center											X	X								
West Sylvan Park											X	X								
Willow Park											X	X								







Purpose of Funding Categories:

---

Community Livability

Arts & Culture

Interpretive

Placemaking

Education

Health & Wellness

Natural Resources

Acquisition

Conservation & Preservation

Outdoor Education

Restoration & Enhancement

Outdoor Recreation

Acquisition

Development

Rehabilitation

Safety & Security

Specialty

Community Gardens

Soccer & Futsal

Transportation

Bicycle & Pedestrian

Regional Trails

Wayfinding

Welfare & Equity

Children & Youth

People w/ Disabilities

**Grant Applications & Funding Requests**

**PROJECT PRE-PROPOSAL & APPROVAL FORM**

*This worksheet assists in the determination of the financial feasibility of funding requests from non-district sources and provides acknowledgment of approvals prior to making such requests. All grant applications and funding requests must be approved by the Planning Department.*

Project Sponsor: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
 Name of Grant: \_\_\_\_\_  
 Amount Requested: \$ \_\_\_\_\_ Application Due Date: \_\_\_\_\_  
 Project Name: \_\_\_\_\_

1. What district goal(s) or objective(s) does this request help to accomplish or what benefit will the district receive from this request?

2. Does the application require board of directors' action? YES  NO

3. Will this request require the park foundation to act as a pass through agent? YES  NO

4. What are the funding sources? Federal \$ \_\_\_\_\_  
 State \$ \_\_\_\_\_  
 Private \$ \_\_\_\_\_  
 Other: \$ \_\_\_\_\_

5. Is a match or contribution required? YES  NO

a. If no, is one being offered? YES  NO

b. Amount of the match or contribution: \$ \_\_\_\_\_

c. Source of the match or contribution: \_\_\_\_\_

d. Is the source already budgeted for? YES  NO

e. If no, when will it be budgeted? \_\_\_\_\_

---

## Grant Applications & Funding Requests

---

6. Is this request for operational purposes?

YES  NO

a. Will it be reimbursed on already funded operating expenses?

YES  NO

b. If no, explain how it will be funded:

7. Is this request for combined operational and capital purposes?

YES  NO

a. Are other district departments or divisions involved with the project?

YES  NO

b. If yes, provide details and the contact person(s):

8. Will this request affect staffing levels if awarded?

YES  NO

a. If yes, provide details:

9. Will this request delay or cancel other projects if awarded?

YES  NO

a. If yes, which projects and how will they be affected:

---

## Grant Applications & Funding Requests

---

### Approvals for grant application or funding request development:

*Include appropriate departmental supervisory signatures acknowledging permission to move forward with development of a project proposal. For proposals involving multiple departments, signatures from those departments are also required.*

Center Supervisor

Superintendent

Director

---

print name

print name

print name

---

Signature

signature

signature

### Planning Department:

*This form will be returned to the project sponsor upon approval or denial by the Planning Department unless management team approval is needed. If such approval is needed, this form will be returned to the appropriate departmental director for submission to the management team.*

Approved  Denied  Date: \_\_\_\_\_

Reason for denial:

### Management Team Approval:

*If more than \$25,000 is being requested, management team approval is required. Submission of this form to the management team is the responsibility of the appropriate department director.*

Approved  Denied  Date: \_\_\_\_\_



## Management Report to the Board January 10, 2017

### **Communications & Outreach**

*Bob Wayt, Director of Communications & Outreach*

1. THPRD's annual holiday giving drive was a big success. Nearly 300 gifts were collected and distributed to families and unaccompanied youth in the Beaverton area. The recipients were identified by Beaverton School District staff through a partnership with THPRD. In addition, the park district collected and delivered an estimated 200 pounds of hygiene products to the Union Gospel Mission/LifeChange Center for Women & Their Children in Beaverton. Finally, more than 2,600 pounds of food were collected for the Oregon Food Bank-Washington County Division.
2. On Sunday afternoon, December 11, the park district celebrated the renaming of the Tennis Center in honor of Babette Horenstein. Activities included a free clinic featuring former world No. 1 doubles player Jonathan Stark and free round-robin mixer. Among the guest speakers during the dedication ceremony were Marcus Horenstein, Babette's widower, and Laurie Horenstein, one of her three daughters. Following a ribbon-cutting, cake was served.
3. THPRD staff again hosted a table at the City of Beaverton's annual holiday open house and tree lighting ceremony. This year's event was on December 2. Hundreds of guests visited the table to pick up THPRD printed information and promotional items and to ask questions. Staff set up a large photo display showcasing current programs and the start of winter registration on December 10.

### **Community Partnerships**

*Geoff Roach, Director of Community Partnerships*

1. Fundraising: At the end of December 2016:
  - The campaign has less than \$150,000 remaining to achieve the capital goal.
  - All outstanding pledges due to the campaign in 2016 are secured.
  - The campaign had been notified of new gifts made before December was over.
  - Full accounting of the remaining gap to fulfill the capital campaign goal will be provided in the new year.
  - Two foundation applications were submitted in December as scheduled and the results for each will be known this spring and early summer.

### **Aquatics**

*Sharon Hoffmeister, Superintendent of Aquatics*

1. Make a Splash swim lessons to expand this summer. During the summer of 2015, Aquatics staff piloted a free swim lesson program, Make a Splash, providing one week of free swim lessons. In that first year, 103 children participated in the program offered at Beaverton Swim Center and the Aquatic Center. In 2016, the program was expanded to four pools, and 163 children participated. In the summer of 2017, two more facilities will be added with the goal of serving 220 children in the program that might not otherwise have the opportunity to take swim lessons.

2. With the early bout of winter weather in December, every effort is being made to reschedule some activities that were canceled including high school swim meets and the grand reopening celebration at the Aquatic Center.

### **Community Programs**

*Deb Schoen, Superintendent of Community Programs*

1. CAPRA Update: Several months ago, staff began compiling material to determine our readiness to start the Commission for Accreditation of Park and Recreation Agencies (CAPRA) accreditation process. After gathering information from all departments, staff are confident we have a solid 85% of the documents needed to serve as evidence of compliance for the CAPRA self-assessment and have sent our application to NRPA.

CAPRA accreditation is a multi-year cycle that includes three phases: development of the self-assessment report, an onsite visitation, and a review and decision. We began this process a year ago and to date have held a CAPRA training for 25 staff members, visited a CAPRA mentor organization (Bend), and communicated with our assigned CAPRA mentor.

The next phase is developing our self-assessment report, and we will do this utilizing a mentor and mentee partnership model. These teams will focus on the designated individual sections and provide the narrative and documented evidence of compliance.

### **Maintenance**

*Jon Campbell, Superintendent of Maintenance Operations*

2. Portland General Electric granted THPRD a license use agreement to replace the Burntwood Park playground. On December 10, district staff informed 26 neighbors at a public meeting that the 30-year-old playground will be replaced at the same location. The overall tone of the meeting was positive; several patrons were appreciative of the meeting and that the playground will be replaced. The project is anticipated to be completed by fall 2017.
3. Recent storms have kept Maintenance staff busy responding to downed trees and branches throughout the district. Staff has done a good job responding to several different tree incidents, providing a substantial amount of cleanup throughout the district. There has been minimal damage to report, and closures along some pathways have only been temporary due to the timely response by staff.
4. Phase 2 of the HMT skate ramp replacement is complete. Staff identified two wood ramps for replacement during phase 2 of the skate park renovation project. The layout and design of the new ramps were developed by gathering feedback from representatives within the skate community. The proposed design was posted at the skate park as well as on the THPRD website for three weeks prior to construction. Improvements being made to the existing park have been well received by the users.

### **Natural Resources & Trails Management**

*Bruce Barbarasch, Superintendent of Natural Resources & Trails Management*

1. Fanno Creek Floodplain Restoration. Natural Resources staff were awarded a Metro Nature in Neighborhoods grant for the Fanno Creek Greenway. The grant complements a current bond-funded habitat restoration project. Staff have been working with Clean Water Services on potential designs that would change the channel location of Fanno Creek in order to allow the creek to better access its floodplain and remove culverts that restrict fish

movement. The project will reduce erosion and improve wildlife habitat. The \$245,000 grant will pay for design and construction of a bridge that will take patrons on the Fanno Creek Trail over the creek, replacing the culverts. Construction on the project is expected to take place in summer 2018. Friends of Trees and Cascade Education Corps will work with the community to plant trees and shrubs after the construction phase is complete.

2. Volunteer Planting Projects. Winter is our busy season for planting, and we have plenty of opportunities for you to join us. THPRD's Natural Resources staff and volunteers plant nearly 20,000 plants each year, and we'd love to have your help! To find upcoming projects, go to [www.thprd.org/activities/nature/volunteer/park-improvement](http://www.thprd.org/activities/nature/volunteer/park-improvement).

### **Planning, Design & Development**

*Gery Keck, Superintendent of Design & Development*

*Jeannine Rustad, Superintendent of Planning*

1. North Bethany Parks and Trails Naming Project: The first step of a two-step public outreach process to solicit public input for the naming of four trails and three park sites in the newly developed North Bethany community was initiated in late October 2016. Design & Development staff mailed approximately 1,800 public notices to the residents of the North Bethany area, along with CPO 7, to solicit public feedback. The deadline to submit feedback is January 9. In addition to letter and email responses, a comment page on the district's website was used to gather responses. To date, staff has received 12 public responses with multiple naming suggestions and is currently reviewing the feedback. Once all public feedback is received, staff will compile the feedback for review by district management in mid-January 2017.

Step two of the public outreach process will commence in early February 2017. Based on the public findings and management team input, staff will mail additional notices of the naming recommendations for public feedback, with a deadline to receive public feedback scheduled for late February. Once all public feedback is received, staff anticipate making naming recommendations to the THPRD Board of Directors in April 2017.

### **Recreation**

*Eric Owens, Superintendent of Recreation*

1. Conestoga Recreation & Aquatic Center has started a program in partnership with Southridge High School's special education department. Students work with Conestoga's maintenance staff and a coach from the school to learn basic cleaning skills and apply these skills to practical use in the facility. Each week, 2-3 students work at Conestoga which helps augment basic cleaning within the facility.
2. The Elsie Stuhr Center held their annual "Deck the Halls" program on Wednesday, December 7. Fourteen students from Highland Park Middle School volunteered at the center to decorate trees for the facility, learn about the history of the center and to interact with senior participants. The program has been an annual event for 30 years, involving students from the leadership group at the school. The teacher, who chaperoned the event, participated in the program as a student!
3. The Cedar Hills Recreation Center offered their annual "Giving Tree" to provide families in the community with gifts. The center works with a local school to determine families in need. Over 120 presents were collected from our patrons and staff to make the holidays special for the deserving families.

4. Garden Home Recreation Center expanded the Winter Break Camp to 10 days of camp compared to six days in 2015. This expansion increased revenue by over \$4,000 and enrollment by 77 participants.

### **Security Operations**

*Mike Janin, Superintendent of Security Operations*

1. Beaverton Police commended Park Patrol for finding and staying with a young woman who had threatened to commit suicide in her vehicle. On November 11, BPD asked Park Patrol for assistance in locating a woman in a silver Jeep. Park Patrol employees subsequently observed a Jeep matching the description in the parking lot of Cooper Mountain Nature Park. Approaching the vehicle, they found a young woman wrapped in a blanket. While one Park Patrol employee kept her in conversation, the other called BPD. When police arrived, they confirmed she was the person they were looking for. This is just one more example of Park Patrol working with local law enforcement for the benefit of the community.

### **Sports**

*Keith Watson, Superintendent of Sports*

1. Programming:
  - A. Coed adult volleyball league is scheduled to start January 3. There are 37 teams this season, compared to 36 teams last season.
  - B. The FC Portland Winter Showcase soccer tournament is scheduled for January 13-16. The tournament will be played at HMT Field #1, PCC Rock Creek Fields #1 & #2 and Conestoga Middle School. Expected attendance is 2,460 participants and spectators.
  - C. Youth and adult basketball leagues are underway. The 6-8 grade jamboree, scheduled for December 17, was cancelled due to inclement weather.
2. HMT Recreation Center Soccer Field #2: The synthetic turf replacement is scheduled for January 1 to March 1. All programmed activities will be moved to the new synthetic turf field at Conestoga Middle School during construction.
3. Inclusion Services: Inclusion Services is providing support in all-day winter break camps and half-day winter break mini-camps. In 2016, staff provided support to seven school-age children for a total of 276.5 hours, compared to 2015 when we provided support to four school-age children for a total of 148.5 hours.

### **Business Services**

*Ann Mackiernan, Chief Financial Officer*

*Nancy Hartman Noye, Human Resources Manager*

*Mark Hokkanen, Risk & Contract Manager*

*Seth Reeser, Operations Analysis Manager*

*Phil Young, Information Services Manager*

1. Winter class registration began on Saturday, December 10, with both the phone-in registration and web registration beginning at 8 am. Staff responded to 543 phone calls on Saturday, with 21% of the day's invoices, 17% of the revenue and 18% of the classes being processed by phone-in operators. Our public website performed very well, processing over 2,657 invoices on Saturday. During the first 15 minutes of registration, 101 classes reached maximum enrollment; in total, 352 classes out of 2,807 reached maximum enrollment on opening day.



2. Risk Management has completed its review and update of THPRD's insurance schedule for the upcoming 2017 renewal period, with the help of our agent of record, Brown & Brown Northwest. After receiving 10% in Best Practices discounts on premiums, THPRD will receive \$26,566 in longevity credit due to the district's outstanding five-year loss ratio. THPRD's current five-year trailing loss ratio is 50%. Overall, premiums rose 2.4% (\$6,532) due to an increase in property exposure of more than \$2.1 million.
3. Drop-in fees for all programs changed on January 1. Prices reflect changes in inflation, cost drivers, and board-approved changes to discounts. Discounts for seniors, youth, and military as of January 1 will be 10%. Implementation of cost recovery principles for THPRD services is currently underway for summer 2017 term. Aquatics classes, field fees, and rentals now reflect the direct cost of providing services based on the tier of service. As part of the transition, a cap of 15% and a floor of 0% will be applied to THPRD fees.
4. THPRD has been selected to participate in a program that will help the district assess gaps in our service as they relate to equitable outcomes for staff and patrons. This equity assessment cohort, hosted by The Intertwine Alliance, includes six other Intertwine partners: Friends of Trees, The Conservation Fund, Port of Portland, City of Portland's Bureau of Environmental Services, EcoDistricts, and the U.S. Fish & Wildlife Service. The cohort will work closely with consultants Dr. Ann Curry-Stevens and Julia Meier, both of whom have extensive experience in equity work. Dr. Curry-Stevens presented at the NRPA Innovation Lab in 2016; she and Ms. Meier, executive director of the Coalition of Communities of Color, previously collaborated together on the series: An Unsettling Profile in Multnomah County. The cost of the program (TBD) will be shared by all cohort organizations with a significant portion coming from the U.S. Fish & Wildlife Service.
5. Staff recently participated in a multi-cohort event sponsored by the Energy Trust of Oregon; this is part of our participation in the Strategic Energy Management Cohort. Keith Hobson, director of Business & Facilities, and Katherine Stokke, Operations Analyst, participated in a panel discussion on "Setting the Organizational Foundation for Advancing Energy Management."

# January

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> Dive-in Movie 5:30 pm @ Aloha Swim Ctr
<b>8</b>	<b>9</b>	<b>10</b> Board Meeting 7 pm @ Dryland/HMT	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b> HOLIDAY	<b>17</b> Joint Advisory Committee Meeting (all committees) 6:30 pm @ Fanno Creek Service Ctr	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b>				

2017

# February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b> Daddy-Daughter Dinner Dance 6-8 pm @ Cedar Hills Rec Ctr	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b> Board Meeting 7 pm @ HMT/Dryland	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b> HOLIDAY	<b>21</b> Budget Committee Meeting 7 pm @ HMT/Dryland	<b>22</b> Steppin' Out Open House 2-3:30pm @ Elsie Stuhr Ctr	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>				

2017

# March

*Sun*

*Mon*

*Tue*

*Wed*

*Thu*

*Fri*

*Sat*

**1**

**2**

**3**

**4**

**5**

**6**

**7**

**8**

**9**

**10**

**11**

**12**

**13**

**14**

**15**

**16**

**17**

**18**

Board Meeting 7 pm  
@ HMT/Dryland

**19**

**20**

**21**

**22**

**23**

**24**

**25**

**26**

**27**

**28**

**29**

**30**

**31**

**2017**

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

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)		
<b>GENERAL FUND</b>													
<b>CAPITAL OUTLAY DIVISION</b>													
<u>CARRY FORWARD PROJECTS</u>													
JQAY House Renovation	100,000	1,800	-	100,000	1,800	87,371	-	1,800	Budget	89,171	1,800	10,829	-
Challenge Grant Competitive Fund	50,000	50,000	-	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
Aquatic Center Renovation	1,833,844	1,821,584	796,000	2,629,844	2,617,584	282,296	1,415,306	901,134	Award	2,598,736	2,316,440	31,108	301,144
Entry Garbage Cans	5,000	4,780	5,000	10,000	9,780	-	5,000	4,780	Budget	9,780	9,780	220	-
Play Equipment Design-Cedar Hills	17,500	10,680	-	17,500	10,680	-	390	10,290	Budget	10,680	10,680	6,820	-
Parking Lot-Hazeldale	236,480	194,414	-	236,480	194,414	19,387	2,269	214,824	Budget	236,480	217,093	-	(22,679)
Pedestrian Pathway & Playground Equipment-McMillan	197,115	197,115	-	197,115	197,115	68,808	92,405	13,935	Award	175,148	106,340	21,967	90,775
ADA Improvements-Aquatic Ctr Lift	21,000	13,812	-	21,000	13,812	12,079	13,585	227	Complete	25,891	13,812	(4,891)	-
Push-button activated lights - PCC tennis courts	3,300	3,300	-	3,300	3,300	-	-	3,300	Budget	3,300	3,300	-	-
Jenkins Lead Abatement (Main House)	18,000	18,000	-	18,000	18,000	20,430	-	-	Complete	20,430	-	(2,430)	18,000
Ergonomic Office Equipment	6,000	3,600	-	6,000	3,600	2,325	300	3,300	Budget	5,925	3,600	75	-
Conestoga Middle School Synthetic Turf Field	650,000	650,000	-	650,000	650,000	-	-	650,000	Award	650,000	650,000	-	-
Tennis Court Resurfacing-HMT Tennis Center (6 indoor cts)	60,000	60,000	-	60,000	60,000	-	34,017	-	Complete	34,017	34,017	25,983	25,983
<b>TOTAL CARRYOVER PROJECTS</b>	<b>3,198,239</b>	<b>3,029,085</b>	<b>801,000</b>	<b>3,999,239</b>	<b>3,830,085</b>	<b>492,696</b>	<b>1,563,272</b>	<b>1,853,590</b>		<b>3,909,558</b>	<b>3,416,862</b>	<b>89,681</b>	<b>413,223</b>
<u>ATHLETIC FACILITY REPLACEMENT</u>													
HMT Field #2 Synthetic Turf			575,000	575,000	575,000	-	-	575,000	Budget	575,000	575,000	-	-
Skate Park Ramps			25,000	25,000	25,000	-	-	30,000	Award	30,000	30,000	(5,000)	(5,000)
Tennis Court - Resurfacing (5 sites)			165,000	165,000	165,000	-	149,718	-	Complete	149,718	149,718	15,282	15,282
Baseball/Softball Backstops			10,000	10,000	10,000	-	4,946	-	Complete	4,946	4,946	5,054	5,054
<b>TOTAL ATHLETIC FACILITY REPLACEMENT</b>			<b>775,000</b>	<b>775,000</b>	<b>775,000</b>	<b>-</b>	<b>154,664</b>	<b>605,000</b>		<b>759,664</b>	<b>759,664</b>	<b>15,336</b>	<b>15,336</b>
<u>ATHLETIC FACILITY IMPROVEMENT</u>													
<b>TOTAL ATHLETIC FACILITY IMPROVEMENT</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	Budget	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<u>PARK AND TRAIL REPLACEMENTS</u>													
Concrete Sidewalk Repair (3 sites)			43,373	43,373	43,373	-	35,740	-	Complete	35,740	35,740	7,633	7,633
Play Equipment (3 sites)			338,000	338,000	338,000	-	6,678	331,322	Budget	338,000	338,000	-	-
Picnic Tables and Park Benches (3 sites)			13,645	13,645	13,645	-	9,811	-	Complete	9,811	9,811	3,834	3,834
Parking Lot Resurfacing (Bonny Slope Park)			55,000	55,000	55,000	-	23,442	31,558	Budget	55,000	55,000	-	-
Bridge Replacement (Whispering Woods Park)			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Drinking Fountain (Stuhr)			7,500	7,500	7,500	-	4,085	-	Complete	4,085	4,085	3,415	3,415
Asphalt Pedestrian Pathways (5 sites)			23,136	23,136	23,136	-	31,817	-	Complete	31,817	31,817	(8,681)	(8,681)
Irrigation Systems Redesign & Reconfiguration (5 sites)			20,000	20,000	20,000	-	923	19,077	Budget	20,000	20,000	-	-
Storm Water Management Redesign (Raleigh Park)			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Fence Replacements (Fifth Street Park)			6,600	6,600	6,600	-	-	6,600	Budget	6,600	6,600	-	-
Signate Master Plan Phase 2			40,000	40,000	40,000	-	5,528	34,472	Budget	40,000	40,000	-	-
Raleigh Park Dog Fountain			-	-	-	-	1,270	-	Complete	1,270	1,270	(1,270)	(1,270)
<b>TOTAL PARK AND TRAIL REPLACEMENTS</b>			<b>602,254</b>	<b>602,254</b>	<b>602,254</b>	<b>-</b>	<b>119,294</b>	<b>478,029</b>		<b>597,323</b>	<b>597,323</b>	<b>4,931</b>	<b>4,931</b>
<u>PARK AND TRAIL IMPROVEMENTS</u>													
Memorial Benches			8,000	8,000	8,000	-	1,383	6,617	Budget	8,000	8,000	-	-
Outdoor Fitness Equipment			17,062	17,062	17,062	-	-	17,062	Budget	17,062	17,062	-	-
Connect Oregon - Waterhouse Trail Segment (#4)			400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
Rails to Trails - Westside to Waterhouse			48,000	48,000	48,000	-	-	48,000	Budget	48,000	48,000	-	-
OR Parks & Recreation - Vietnam War Memorial			35,000	35,000	35,000	-	-	35,000	Budget	35,000	35,000	-	-
LGGP - SW Quadrant Community Park			283,600	283,600	283,600	-	-	283,600	Budget	283,600	283,600	-	-
Metro - Nature in Neighborhoods - Fanno Ck Grnwy bridge			400,000	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
OR Watershed Enhncmnt Bd-Fanno Crk Grnwy Br/habitat			200,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
<b>TOTAL PARK AND TRAIL IMPROVEMENTS</b>			<b>1,391,662</b>	<b>1,391,662</b>	<b>1,391,662</b>	<b>-</b>	<b>1,383</b>	<b>1,390,279</b>		<b>1,391,662</b>	<b>1,391,662</b>	<b>-</b>	<b>-</b>
<u>CHALLENGE GRANTS</u>													
Program Facility Challenge Grants			90,000	90,000	90,000	-	1,404	88,596	Budget	90,000	90,000	-	-
<b>TOTAL CHALLENGE GRANTS</b>			<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>-</b>	<b>1,404</b>	<b>88,596</b>		<b>90,000</b>	<b>90,000</b>	<b>-</b>	<b>-</b>
<u>BUILDING REPLACEMENTS</u>													

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

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)		
Cardio and Weight Equipment			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Exterior Siding (north side GHRC)			60,000	60,000	60,000	-	-	60,000	Budget	60,000	60,000	-	-
Upper Balcony (Fanno Farmhouse)			8,500	8,500	8,500	-	-	8,500	Budget	8,500	8,500	-	-
Graffiti Protector & Interior Sealing Outdr Restr (Nature Pk)			11,055	11,055	11,055	-	-	11,055	Budget	11,055	11,055	-	-
Porch Rebuild (Schlottman & Bunk House)			13,700	13,700	13,700	-	-	13,700	Budget	13,700	13,700	-	-
Cedar Hills Exterior Repairs			83,500	83,500	83,500	-	-	83,500	Budget	83,500	83,500	-	-
Roof Repairs & Maintenance (4 sites)			8,000	8,000	8,000	-	-	8,000	Budget	8,000	8,000	-	-
Wash Basins (Aloha)			3,400	3,400	3,400	-	-	3,400	Budget	3,400	3,400	-	-
Gym Receiver & Speaker (Conestoga)			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
Tennis Court Wind Screens (HMT)			1,500	1,500	1,500	-	-	1,500	Budget	1,500	1,500	-	-
Table Replacements (Nature Center)			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
Ergonomic Office Equipment			2,400	2,400	2,400	-	-	2,400	Budget	2,400	2,400	-	-
Refinish Wood Floors (4 sites)			36,351	36,351	36,351	-	999	28,945	Award	29,944	29,944	6,407	6,407
Carpet Replacement (2 sites)			5,000	5,000	5,000	-	-	6,404	Award	6,404	6,404	(1,404)	(1,404)
HVAC Ductwork (2 sites)			8,950	8,950	8,950	-	-	8,950	Budget	8,950	8,950	-	-
Steam Condensation Pump (GHRC)			2,800	2,800	2,800	-	2,774	-	Complete	2,774	2,774	26	26
Air Handler Bearing (3 sites)			20,200	20,200	20,200	-	11,585	8,615	Budget	20,200	20,200	-	-
Boiler Retuning (Aquatic Ctr)			5,570	5,570	5,570	-	300	5,687	Award	5,987	5,987	(417)	(417)
HVAC Dampers & Actuators (Admin)			3,616	3,616	3,616	-	-	3,616	Budget	3,616	3,616	-	-
Unions, Valves, Lines & Actuators (Conestoga)			8,030	8,030	8,030	-	3,050	4,980	Budget	8,030	8,030	-	-
Floor Drains (CHRC)			26,500	26,500	26,500	-	-	26,500	Budget	26,500	26,500	-	-
Boiler Pipe (Aloha)			1,975	1,975	1,975	-	-	1,708	Award	1,708	1,708	267	267
Water Heater (Athletic Ctr)			3,500	3,500	3,500	-	2,116	-	Complete	2,116	2,116	1,384	1,384
Three-Meter Dive Stands (Aquatic Ctr)			42,860	42,860	42,860	-	-	42,860	Budget	42,860	42,860	-	-
Pool Slide Resurfacing (Conestoga)			5,150	5,150	5,150	-	4,660	-	Complete	4,660	4,660	490	490
Lane Lines (Conestoga)			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
Pool Receiver & Speaker (Conestoga)			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
Guard Chair (Harman)			5,500	5,500	5,500	-	3,714	-	Complete	3,714	3,714	1,786	1,786
Pool Valves (Conestoga)			2,200	2,200	2,200	-	-	2,200	Budget	2,200	2,200	-	-
Circulation Pump & Motor (Sunset)			5,792	5,792	5,792	-	4,188	-	Complete	4,188	4,188	1,604	1,604
Underwater Lights (Aquatic Ctr)			121,067	121,067	121,067	-	-	121,067	Budget	121,067	121,067	-	-
Fire Suppression at Selected Facilities			8,000	8,000	8,000	-	818	7,182	Budget	8,000	8,000	-	-
Office Door & Jamb (Tennis Ctr)			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
Frosting of Windows (Aquatic Ctr)			6,000	6,000	6,000	-	-	5,695	Award	5,695	5,695	305	305
GH Rm 10 Abatement			-	-	-	-	-	-	Budget	-	-	-	-
Admin Office-Conf Room relo			-	-	-	-	2,070	5,858	Award	7,928	7,928	(7,928)	(7,928)
CRA Boiler-Emergency repairs			-	-	-	-	2,096	-	Complete	2,096	2,096	(2,096)	(2,096)
<b>TOTAL BUILDING REPLACEMENTS</b>			<b>565,116</b>	<b>565,116</b>	<b>565,116</b>	<b>-</b>	<b>38,370</b>	<b>526,322</b>		<b>564,692</b>	<b>564,692</b>	<b>424</b>	<b>424</b>
<b>BUILDING IMPROVEMENTS</b>													
Ventilation System (FCSC)			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Roof Safety Protection (3 sites)			54,400	54,400	54,400	-	-	54,400	Budget	54,400	54,400	-	-
Changing Tables			2,500	2,500	2,500	-	3,370	-	Complete	3,370	3,370	(870)	(870)
Inflatable Paddle Boards			11,200	11,200	11,200	-	4,851	6,349	Budget	11,200	11,200	-	-
LED Lighting (Conestoga)			16,500	16,500	16,500	-	-	22,381	Award	22,381	22,381	(5,881)	(5,881)
Deduct Meters (HMT)			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
<b>TOTAL BUILDING IMPROVEMENTS</b>			<b>104,600</b>	<b>104,600</b>	<b>104,600</b>	<b>-</b>	<b>8,221</b>	<b>103,130</b>		<b>111,351</b>	<b>111,351</b>	<b>(6,751)</b>	<b>(6,751)</b>

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

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)		
<b>ADA PROJECTS</b>													
ADA Improvements - Aquatic Center			92,000	92,000	92,000	-	5,622	86,378	Budget	92,000	92,000	-	-
ADA Improvements - Athletic Center			8,000	8,000	8,000	-	791	7,209	Budget	8,000	8,000	-	-
TOTAL ADA PROJECTS			100,000	100,000	100,000	-	6,413	93,587		100,000	100,000	-	-
<b>TOTAL CAPITAL OUTLAY DIVISION</b>	<b>3,198,239</b>	<b>3,029,085</b>	<b>4,429,632</b>	<b>7,627,871</b>	<b>7,458,717</b>	<b>492,696</b>	<b>1,893,021</b>	<b>5,138,533</b>		<b>7,524,250</b>	<b>7,031,554</b>	<b>103,621</b>	<b>427,163</b>
<b>INFORMATION SERVICES DEPARTMENT</b>													
<b>INFORMATION TECHNOLOGY REPLACEMENTS</b>													
Laptops (Workstations/Notebooks)			8,000	8,000	8,000	-	7,479	521	Budget	8,000	8,000	-	-
Servers			37,000	37,000	37,000	-	11,150	25,850	Budget	37,000	37,000	-	-
Printers/Network 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	-	-
Switches			80,000	80,000	80,000	-	-	80,000	Budget	80,000	80,000	-	-
Color Plot Printer			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Vehicle Maintenance Software			6,500	6,500	6,500	-	-	6,500	Budget	6,500	6,500	-	-
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			144,000	144,000	144,000	-	18,629	125,371		144,000	144,000	-	-
<b>INFORMATION TECHNOLOGY IMPROVEMENTS</b>													
PCI Compliance			55,000	55,000	55,000	-	-	55,000	Budget	55,000	55,000	-	-
Backup Tapes (off-site)			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
Software			20,000	20,000	20,000	-	2,740	17,260	Budget	20,000	20,000	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			78,000	78,000	78,000	-	2,740	75,260		78,000	78,000	-	-
<b>TOTAL INFORMATION SYSTEMS DEPARTMENT</b>	<b>-</b>	<b>-</b>	<b>222,000</b>	<b>222,000</b>	<b>222,000</b>	<b>-</b>	<b>21,369</b>	<b>200,631</b>		<b>222,000</b>	<b>222,000</b>	<b>-</b>	<b>-</b>
<b>MAINTENANCE DEPARTMENT</b>													
<b>FLEET REPLACEMENTS</b>													
Mower - 52" (2)			32,000	32,000	32,000	-	31,375	-	Complete	31,375	31,375	625	625
Tandem axle trailer - 3.5 ton (3)			22,500	22,500	22,500	-	-	22,500	Budget	22,500	22,500	-	-
Full size pickup with liftgate			33,000	33,000	33,000	-	-	33,000	Budget	33,000	33,000	-	-
Electric utility vehicle			14,000	14,000	14,000	-	-	14,000	Budget	14,000	14,000	-	-
Mower blade grinder			18,000	18,000	18,000	-	16,145	-	Complete	16,145	16,145	1,855	1,855
Wire feed welder			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Hydraulic press			2,500	2,500	2,500	-	-	2,176	Award	2,176	2,176	324	324
Mower - 72"			15,000	15,000	15,000	-	13,710	-	Complete	13,710	13,710	1,290	1,290
Mini backhoe			35,000	35,000	35,000	-	-	35,000	Budget	35,000	35,000	-	-
Infield rake			15,000	15,000	15,000	-	15,590	-	Complete	15,590	15,590	(590)	(590)
Sod cutter (2)			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Front loader			9,800	9,800	9,800	-	7,100	-	Complete	7,100	7,100	2,700	2,700
Single axle trailer - 1 ton (4)			20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
Minibus			52,500	52,500	52,500	-	54,800	-	Complete	54,800	54,800	(2,300)	(2,300)
TOTAL FLEET REPLACEMENTS			283,300	283,300	283,300	-	138,720	140,676		279,396	279,396	3,904	3,904
<b>FLEET IMPROVEMENTS</b>													
Digital Playground Analyzer			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Vehicle Wraps			12,200	12,200	12,200	-	5,150	8,670	Award	13,820	13,820	(1,620)	(1,620)
			14,700	14,700	14,700	-	5,150	11,170		16,320	16,320	(1,620)	(1,620)
<b>BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS</b>													
Autoscrubber (CHRC)			3,000	3,000	3,000	-	-	2,882	Award	2,882	2,882	118	118
Pool Covers (2 sites) - Raleigh, Somerset			12,900	12,900	12,900	-	9,129	-	Complete	9,129	9,129	3,771	3,771
TOTAL BLDG MAINT EQUIPMENT REPLACEMENTS			15,900	15,900	15,900	-	9,129	2,882		12,011	12,011	3,889	3,889
<b>BUILDING MAINTENANCE IMPROVEMENTS</b>													
Pool Vacuum Robot (Conestoga)			3,499	3,499	3,499	-	2,788	-	Complete	2,788	2,788	711	711
TOTAL BUILDING MAINT IMPROVEMENTS			3,499	3,499	3,499	-	2,788	-		2,788	2,788	711	711

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

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)		
<b>TOTAL MAINTENANCE DEPARTMENT</b>	-	-	317,399	317,399	317,399	-	155,787	154,728		310,515	310,515	6,884	6,884
<b>GRAND TOTAL GENERAL FUND</b>	<b>3,198,239</b>	<b>3,029,085</b>	<b>4,969,031</b>	<b>8,167,270</b>	<b>7,998,116</b>	<b>492,696</b>	<b>2,070,177</b>	<b>5,493,892</b>		<b>8,056,765</b>	<b>7,564,069</b>	<b>110,505</b>	<b>434,047</b>

**SDC FUND**  
LAND ACQUISITION

Land Acq - N. Bethany Comm Pk Other							2,715						
Subtotal Land Acq-N Bethany Comm Pk			2,500,000	2,500,000	2,500,000	-	2,715	2,497,285	Budget	2,500,000	2,500,000	-	-
Land Acq - N. Bethany Nghbd Pk Abbey Meadows							1,563,359						
Other							13,949						
Subtotal Land Acq-N. Bethany Nghbd Pk	-	-	7,650,000	7,650,000	7,650,000	-	1,577,308	6,072,692	Budget	7,650,000	7,650,000	-	-
Land Acq - N Bethany Trails Grace Hollow							138,924						
Other							10,582						
Subtotal Land Acq-N Bethany Trails	-	-	1,300,000	1,300,000	1,300,000	-	149,506	1,150,494	Budget	1,300,000	1,300,000	-	-
Land Acquisition - Bonny Slope West Higgins							10,000						
Subtotal Land Acq-Bonny Slope West	-	-	-	-	-	-	10,000	(10,000)	Budget	-	-	-	-
Land Acquisition - Other Land Acquisition (FY16)	1,485,000	1,485,000	-	1,485,000	1,485,000	-	9,259	1,475,741	Budget	1,485,000	1,485,000	-	-
Land Acq - S Cooper Mtn Trail	-	-	300,000	300,000	300,000	-	351	299,649	Budget	300,000	300,000	-	-
Land Acq - S Cooper Mtn Nat Ar	-	-	150,000	150,000	150,000	-	-	150,000	Budget	150,000	150,000	-	-
Land Acq - Bonny Slope W Trail	-	-	400,000	400,000	400,000	-	3,783	396,217	Budget	400,000	400,000	-	-
Subtotal Land Acquisition-Other	1,485,000	1,485,000	850,000	2,335,000	2,335,000	-	13,393	2,321,607		2,335,000	2,335,000	-	-
<b>TOTAL LAND ACQUISITION</b>	<b>1,485,000</b>	<b>1,485,000</b>	<b>12,300,000</b>	<b>13,785,000</b>	<b>13,785,000</b>	<b>-</b>	<b>1,752,922</b>	<b>12,032,078</b>		<b>13,785,000</b>	<b>13,785,000</b>	<b>-</b>	<b>-</b>

DEVELOPMENT/IMPROVEMENT PROJECTS

Bonny Slope / BSD Trail Development	500,000	500,000	-	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-	-
MTIP Grant Match - Westside Trail #18	698,330		210,500	908,830	210,500	970,183	87,334	97,713	Award	1,155,230	185,047	(246,400)	25,453
Bethany Creek Falls Phases 1, 2 & 3 - Proj Management	145,000	80,000	30,000	175,000	110,000	67,946	8,645	98,409	Budget	175,000	107,054	-	2,946
NW Quadrant Neighborhood Park Master Plan	75,000	75,000	25,000	100,000	100,000	3,893	22,320	73,787	Budget	100,000	96,107	-	3,893
NW Quadrant Neighborhood Park Master Plan & Design	75,000	75,000	125,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
New Neighborhood Park Development	1,500,000	1,500,000	-	1,500,000	1,500,000	-	501	1,499,499	Budget	1,500,000	1,500,000	-	-
SW Quad Community Center - Site Feasibility Analysis	80,000	80,000	-	80,000	80,000	-	-	80,000	Budget	80,000	80,000	-	-
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Building Expansion (TBD)	1,000,000	1,000,000	-	1,000,000	1,000,000	-	4,570	995,430	Budget	1,000,000	1,000,000	-	-
Deck Expansion (Aquatic Center)	130,000	130,000	20,000	150,000	150,000	-	-	150,000	Budget	150,000	150,000	-	-
New Synthetic turf field- Conestoga Middle School	850,000	850,000	405,000	1,255,000	1,255,000	-	-	1,027,489	Award	1,027,489	1,027,489	227,511	227,511
MTIP Beaverton Creek Trail Master Plan Phase	135,000	115,000	-	135,000	115,000	12,688	86,813	35,499	Budget	135,000	122,312	-	(7,312)
MTIB Beaverton Creek Trail Land Acquisition ROW phase	250,000	250,000	-	250,000	250,000	-	2,844	247,156	Budget	250,000	250,000	-	-
WaCo match funds - Augusta Lane Pedestrian Trail Bridge	50,000	50,000	-	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
N Bethany Park & Trail - project management	65,000	45,000	105,000	170,000	150,000	12,924	6,702	150,374	Budget	170,000	157,076	-	(7,076)
SW Quadrant Community Park	2,600,000	2,600,000	-	2,600,000	2,600,000	-	-	2,250,000	Award	2,250,000	2,250,000	350,000	350,000
Connect OR Grant Match - Waterhouse Trail, Segment 4			300,000	300,000	300,000	-	-	300,000	Budget	300,000	300,000	-	-
SW Quadrant Neighborhood Park Master Plan & Design			200,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
Cedar Mill Creek Comm Trail Seg #4 Master Plan & Des			250,000	250,000	250,000	-	-	250,000	Budget	250,000	250,000	-	-



**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

Description	Project Budget					Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget		
	Prior Year Budget Amount (1)	Budget Carryover to Current Year (2)	New Funds Budgeted in Current Year (3)	Cumulative Project Budget (1+3)	Current Year Budget Amount (2+3)	Expended Prior Years (4)	Expended Year-to-Date (5)	Estimated Cost to Complete (6)	Basis of Estimate	Project Cumulative (4+5+6)	Current Year (5+6)	Project Cumulative	Current Year
Undesignated projects	-	-	2,952,523	2,952,523	2,952,523	-	-	2,952,523	Budget	2,952,523	2,952,523	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	8,253,330	7,450,000	4,623,023	12,876,353	12,073,023	1,067,634	219,729	11,257,879		12,545,242	11,477,608	331,111	595,415
<b>GRAND TOTAL SDC FUND</b>	<b>9,738,330</b>	<b>8,935,000</b>	<b>16,923,023</b>	<b>26,661,353</b>	<b>25,858,023</b>	<b>1,067,634</b>	<b>1,972,651</b>	<b>23,289,957</b>		<b>26,330,242</b>	<b>25,262,608</b>	<b>331,111</b>	<b>595,415</b>

**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.

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance		Percent of Variance	
			Initial Project Budget	Adjustments	Current Total Project Budget FY 16/17	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)				(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)
<b>BOND CAPITAL PROJECTS FUND</b>															
<b><u>New Neighborhood Parks Development</u></b>															
SE	91-901	AM Kennedy Park & Athletic Field	1,285,250	50,704	1,335,954	1,686,530	-	1,686,530	-	Complete	1,686,530	(350,576)	-26.2%	126.2%	100.0%
SW	91-902	Barsotti Park & Athletic Field	1,285,250	27,556	1,312,806	1,258,105	-	1,258,105	-	Complete	1,258,105	54,701	4.2%	95.8%	100.0%
NW	91-903	Hansen Ridge Park (formerly Kaiser Ridge)	771,150	16,338	787,488	753,743	-	753,743	-	Complete	753,743	33,745	4.3%	95.7%	100.0%
SW	91-904	Roy Dancer Park	771,150	16,657	787,807	651,272	-	651,272	-	Complete	651,272	136,535	17.3%	82.7%	100.0%
NE	91-905	Roger Tilbury Park	771,150	19,713	790,863	888,218	-	888,218	-	Complete	888,218	(97,355)	-12.3%	112.3%	100.0%
<b>Total New Neighborhood Parks Development</b>			<b>4,883,950</b>	<b>130,968</b>	<b>5,014,918</b>	<b>5,237,868</b>	<b>-</b>	<b>5,237,868</b>	<b>-</b>		<b>5,237,868</b>	<b>(222,950)</b>	<b>-4.4%</b>	<b>104.4%</b>	<b>100.0%</b>
UND	Authorized Use of Savings from Bond Issuance Administration Category		-	222,950	222,950	-	-	-	N/A	-	-	222,950	n/a	n/a	n/a
<b>Total New Neighborhood Parks Development</b>			<b>4,883,950</b>	<b>353,918</b>	<b>5,237,868</b>	<b>5,237,868</b>	<b>-</b>	<b>5,237,868</b>	<b>-</b>		<b>5,237,868</b>	<b>-</b>	<b>0.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b><u>Renovate &amp; Redevelop Neighborhood Parks</u></b>															
NE	91-906	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,756	1,155,635	993,843	-	993,843	-	Complete	993,843	161,792	14.0%	86.0%	100.0%
SE	91-907	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	-7.9%	107.9%	100.0%
NW	91-908	Somerset West Park	1,028,200	42,325	1,070,525	199,362	4,078	203,440	1,334,661	Master Planning	1,538,101	(467,576)	-43.7%	19.0%	13.2%
NW	91-909	Pioneer Park and Bridge Replacement	544,934	21,278	566,212	533,358	-	533,358	-	Complete	533,358	32,854	5.8%	94.2%	100.0%
SE	91-910	Vista Brook Park	514,100	20,504	534,604	733,500	-	733,500	-	Complete	733,500	(198,896)	-37.2%	137.2%	100.0%
<b>Total Renovate &amp; Redevelop Neighborhood Parks</b>			<b>3,727,213</b>	<b>142,497</b>	<b>3,869,710</b>	<b>3,045,534</b>	<b>4,078</b>	<b>3,049,612</b>	<b>1,334,661</b>		<b>4,384,273</b>	<b>(514,563)</b>	<b>-13.3%</b>	<b>78.8%</b>	<b>69.6%</b>
<b><u>New Neighborhood Parks Land Acquisition</u></b>															
NW	98-880-a	New Neighborhood Park - NW Quadrant (Biles)	1,500,000	28,554	1,528,554	1,041,404	-	1,041,404	-	Complete	1,041,404	487,150	31.9%	68.1%	100.0%
NW	98-880-b	New Neighborhood Park - NW Quadrant (Living Hope)	-	-	-	1,067,724	-	1,067,724	-	Complete	1,067,724	(1,067,724)	-100.0%	n/a	100.0%
NW	98-880-c	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	773,396	-	773,396	20,000	Complete	793,396	(793,396)	-100.0%	n/a	97.5%
NW	98-880-d	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%
NE	98-745-a	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,968	1,527,968	529,294	-	529,294	-	Complete	529,294	998,674	65.4%	34.6%	100.0%
NE	98-745-b	New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)	1,500,000	32,103	1,532,103	2,119,940	-	2,119,940	-	Complete	2,119,940	(587,837)	-38.4%	138.4%	100.0%
SW	98-746-a	New Neighborhood Park - SW Quadrant (Sterling Savings)	1,500,000	24,918	1,524,918	1,058,925	-	1,058,925	-	Complete	1,058,925	465,993	30.6%	69.4%	100.0%
SW	98-746-b	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%
SW	98-746-c	New Neighborhood Park - SW Quadrant (Hung easement for Roy Dancer Park)	-	-	-	60,006	-	60,006	-	Complete	60,006	(60,006)	-100.0%	n/a	100.0%
SE	98-747	New Neighborhood Park - SE Quadrant (Cobb)	1,500,000	15,547	1,515,547	2,609,880	-	2,609,880	-	Complete	2,609,880	(1,094,333)	-72.2%	172.2%	100.0%
NW	98-748	New Neighborhood Park (North Bethany) (McGettigan)	1,500,000	23,667	1,523,667	1,629,763	-	1,629,763	-	Complete	1,629,763	(106,096)	-7.0%	107.0%	100.0%
UND	98-749	New Neighborhood Park - Undesignated	-	1,363	1,363	-	-	-	-	Reallocated	-	1,363	-100.0%	n/a	0.0%
<b>Sub-total New Neighborhood Parks</b>			<b>9,000,000</b>	<b>154,120</b>	<b>9,154,120</b>	<b>11,504,740</b>	<b>-</b>	<b>11,504,740</b>	<b>20,000</b>		<b>11,524,740</b>	<b>(2,370,620)</b>	<b>-25.9%</b>	<b>125.7%</b>	<b>99.8%</b>
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
<b>Total New Neighborhood Parks</b>			<b>9,000,000</b>	<b>2,524,740</b>	<b>11,524,740</b>	<b>11,504,740</b>	<b>-</b>	<b>11,504,740</b>	<b>20,000</b>		<b>11,524,740</b>	<b>-</b>	<b>0.0%</b>	<b>99.8%</b>	<b>99.8%</b>
<b><u>New Community Park Development</u></b>															
SW	92-915	SW Quad Community Park & Athletic Field	7,711,500	314,131	8,025,631	1,791,166	7,147,852	8,939,018	2,362,661	Bid Award	11,301,679	(3,276,048)	-40.8%	111.4%	79.1%
<b>Sub-total New Community Park Development</b>			<b>7,711,500</b>	<b>314,131</b>	<b>8,025,631</b>	<b>1,791,166</b>	<b>7,147,852</b>	<b>8,939,018</b>	<b>2,362,661</b>		<b>11,301,679</b>	<b>(3,276,048)</b>	<b>-40.8%</b>	<b>111.4%</b>	<b>79.1%</b>
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		-	1,400,000	1,400,000	-	-	-	N/A	-	-	1,400,000	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
<b>Total New Community Park Development</b>			<b>7,711,500</b>	<b>3,398,382</b>	<b>11,109,882</b>	<b>1,791,166</b>	<b>7,147,852</b>	<b>8,939,018</b>	<b>2,362,661</b>		<b>11,301,679</b>	<b>(191,797)</b>	<b>-1.7%</b>	<b>80.5%</b>	<b>79.1%</b>

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance  Est. Cost (Over) Under Budget	Percent of Variance  Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost		
			Initial Project Budget	Adjustments	Current Total Project Budget FY 16/17	Expended Prior Years	Expended Year-to-Date	Total Expended to Date								(1)	(2)
<b><u>New Community Park Land Acquisition</u></b>																	
NE	98-881-a	New Community Park - NE Quadrant (Teufel)	10,000,000	132,657	10,132,657	8,103,899	-	8,103,899	-	Complete	8,103,899	2,028,758	20.0%	80.0%	100.0%		
NE	98-881-b	Community Park Expansion - NE Quad (BSD/William Walker)	-	-	-	373,237	-	373,237	-	Complete	373,237	(373,237)	100.0%	n/a	100.0%		
<b>Sub-total New Community Park</b>			<b>10,000,000</b>	<b>132,657</b>	<b>10,132,657</b>	<b>8,477,136</b>	<b>-</b>	<b>8,477,136</b>	<b>-</b>		<b>8,477,136</b>	<b>1,655,521</b>	<b>16.3%</b>	<b>83.7%</b>	<b>100.0%</b>		
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		
<b>Total New Community Park</b>			<b>10,000,000</b>	<b>(1,522,864)</b>	<b>8,477,136</b>	<b>8,477,136</b>	<b>-</b>	<b>8,477,136</b>	<b>-</b>		<b>8,477,136</b>	<b>-</b>	<b>0.0%</b>	<b>100.0%</b>	<b>100.0%</b>		
<b><u>Renovate and Redevelop Community Parks</u></b>																	
NE	92-916	Cedar Hills Park & Athletic Field	6,194,905	241,378	6,436,283	279,737	156,986	436,723	9,204,030	Master Planning	9,640,753	(3,204,470)	-49.8%	6.8%	4.5%		
SE	92-917	Schiffler Park	3,598,700	74,403	3,673,103	2,633,084	-	2,633,084	-	Complete	2,633,084	1,040,019	28.3%	71.7%	100.0%		
<b>Total Renovate and Redevelop Community Parks</b>			<b>9,793,605</b>	<b>315,781</b>	<b>10,109,386</b>	<b>2,912,821</b>	<b>156,986</b>	<b>3,069,807</b>	<b>9,204,030</b>		<b>12,273,837</b>	<b>(2,164,451)</b>	<b>-21.4%</b>	<b>30.4%</b>	<b>25.0%</b>		
<b><u>Natural Area Preservation - Restoration</u></b>																	
NE	97-963	Roger Tilbury Memorial Park	30,846	1,101	31,947	8,222	1,400	9,622	22,174	Preparation	31,796	151	0.5%	30.1%	30.3%		
NE	97-964	Cedar Mill Park	30,846	1,029	31,875	1,201	-	1,201	8,844	Establishment	10,045	21,830	68.5%	3.8%	12.0%		
NE	97-965	Jordan/Jackie Husen Park	308,460	8,697	317,157	36,236	-	36,236	21,277	Establishment	57,513	259,644	81.9%	11.4%	63.0%		
NW	97-966	NE/Bethany Meadows Trail Habitat Connection	246,768	9,263	256,031	-	-	-	256,031	On Hold	256,031	-	0.0%	0.0%	0.0%		
NW	97-967	Hansen Ridge Park (formerly Kaiser Ridge)	10,282	290	10,572	12,929	-	12,929	92	Establishment	13,021	(2,449)	-23.2%	122.3%	99.3%		
NW	97-968	Allenbach Acres Park	41,128	1,446	42,574	9,419	-	9,419	32,338	Establishment	41,757	817	1.9%	22.1%	22.6%		
NW	97-969	Crystal Creek Park	205,640	6,605	212,245	59,401	-	59,401	41,090	Establishment	100,491	111,754	52.7%	28.0%	59.1%		
NE	97-970	Foothills Park	61,692	1,172	62,864	46,178	-	46,178	-	Complete	46,178	16,686	26.5%	73.5%	100.0%		
NE	97-971	Commonwealth Lake Park	41,128	778	41,906	30,809	-	30,809	-	Complete	30,809	11,097	26.5%	73.5%	100.0%		
NW	97-972	Tualatin Hills Nature Park	90,800	2,323	93,123	27,696	-	27,696	-	Complete	27,696	65,427	70.3%	29.7%	100.0%		
NE	97-973	Pioneer Park	10,282	254	10,536	9,421	-	9,421	1,031	Complete	10,452	84	0.8%	89.4%	90.1%		
NW	97-974	Whispering Woods Park	51,410	914	52,324	48,871	-	48,871	-	Complete	48,871	3,453	6.6%	93.4%	100.0%		
NW	97-975	Willow Creek Nature Park	20,564	389	20,953	21,877	-	21,877	-	Complete	21,877	(924)	-4.4%	104.4%	100.0%		
SE	97-976	AM Kennedy Park	30,846	741	31,587	26,866	-	26,866	5,864	Complete	32,730	(1,143)	-3.6%	85.1%	82.1%		
SE	97-977	Camille Park	77,115	1,784	78,899	61,399	-	61,399	11,010	Complete	72,409	6,490	8.2%	77.8%	84.8%		
SE	97-978	Vista Brook Park	20,564	719	21,283	4,754	-	4,754	15,830	Establishment	20,584	699	3.3%	22.3%	23.1%		
SE	97-979	Greenway Park/Koll Center	61,692	1,843	63,535	40,468	2,130	42,598	20,519	Establishment	63,117	418	0.7%	67.0%	67.5%		
SE	97-980	Bauman Park	82,256	2,024	84,280	30,153	-	30,153	-	Complete	30,153	54,127	64.2%	35.8%	100.0%		
SE	97-981	Fanno Creek Park	162,456	5,498	167,954	31,147	-	31,147	39,190	Establishment	70,337	97,617	58.1%	18.5%	44.3%		
SE	97-982	Hideaway Park	41,128	1,055	42,183	38,459	-	38,459	3,520	Establishment	41,979	204	0.5%	91.2%	91.6%		
SW	97-983	Murrayhill Park	61,692	1,031	62,723	65,712	-	65,712	-	Complete	65,712	(2,989)	-4.8%	104.8%	100.0%		
SE	97-984	Hyland Forest Park	71,974	1,342	73,316	62,121	-	62,121	-	Complete	62,121	11,195	15.3%	84.7%	100.0%		
SW	97-985	Cooper Mountain	205,640	7,717	213,357	14	-	14	213,343	On Hold	213,357	-	0.0%	0.0%	0.0%		
SW	97-986	Winkelman Park	10,282	241	10,523	5,894	-	5,894	-	Complete	5,894	4,629	44.0%	56.0%	100.0%		
SW	97-987	Lowami Hart Woods	287,896	8,672	296,568	108,247	4,018	112,265	53,050	Establishment	165,315	131,253	44.3%	37.9%	67.9%		
SW	97-988	Rosa/Hazeldale Parks	28,790	722	29,512	12,754	-	12,754	-	Complete	12,754	16,758	56.8%	43.2%	100.0%		
SW	97-989	Mt Williams Park	102,820	3,778	106,598	16,649	-	16,649	89,949	Preparation	106,598	-	0.0%	15.6%	15.6%		
SW	97-990	Jenkins Estate	154,230	3,365	157,595	136,481	-	136,481	-	Complete	136,481	21,114	13.4%	86.6%	100.0%		
SW	97-991	Summercrest Park	10,282	193	10,475	7,987	-	7,987	-	Complete	7,987	2,488	23.8%	76.2%	100.0%		
SW	97-992	Morrison Woods	61,692	2,314	64,006	0	-	0	64,006	On Hold	64,006	-	0.0%	0.0%	0.0%		
UND	97-993	Interpretive Sign Network	339,306	9,048	348,354	314,187	2,420	316,607	22,870	Sign Fabrication	339,477	8,877	2.5%	90.9%	93.3%		
NW	97-994	Beaverton Creek Trail	61,692	2,315	64,007	-	-	-	64,007	On Hold	64,007	-	0.0%	0.0%	0.0%		
NW	97-995	Bethany Wetlands/Bronson Creek	41,128	1,544	42,672	-	-	-	42,672	On Hold	42,672	-	0.0%	0.0%	0.0%		
NW	97-996	Bluegrass Downs Park	15,423	578	16,001	-	-	-	16,001	On Hold	16,001	-	0.0%	0.0%	0.0%		
NW	97-997	Crystal Creek	41,128	1,544	42,672	-	-	-	42,672	On Hold	42,672	-	0.0%	0.0%	0.0%		
UND	N/A	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	0	(865,000)	0.0%	0.0%	0.0%		
SE	97-870	Hyland Woods Phase 2	-	75,356	75,356	22,745	10,386	33,131	42,225	Preparation	75,356	-	-	44.0%	44.0%		
SW	97-871	Jenkins Estate Phase 2	-	125,583	125,583	21,675	3,325	25,000	100,583	Preparation	125,583	-	-	19.9%	19.9%		
NW	97-872	Somerset	-	150,778	150,778	-	-	-	150,778	Budget	150,778	-	-	0.0%	0.0%		
NW	97-873	Rock Creek Greenway	-	155,804	155,804	-	-	-	155,804	Budget	155,804	-	-	0.0%	0.0%		
NW	97-874	Whispering Woods Phase 2	-	95,493	95,493	-	-	-	95,493	Budget	95,493	-	-	0.0%	0.0%		

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance  Est. Cost (Over) Under Budget	Percent of Variance  Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 16/17	Expended Prior Years	Expended Year-to-Date	Total Expended to Date							
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
SE	97-875	Raleigh Park	-	110,527	110,527	8,500	-	8,500	102,027	Budget	110,527	-	7.7%	7.7%	
NE	97-876	Bannister Creek Greenway/NE Park	-	75,389	75,389	-	-	-	75,389	Budget	75,389	-	0.0%	0.0%	
NW	97-877	Beaverton Creek Greenway Duncan	-	20,104	20,104	-	-	-	20,104	Budget	20,104	-	0.0%	0.0%	
SE	97-878	Church of Nazarene	-	30,156	30,156	-	-	-	30,156	Budget	30,156	-	0.0%	0.0%	
SW	97-879	Lilly K. Johnson Woods	-	30,123	30,123	15,097	1,634	16,731	13,392	Establishment	30,123	-	55.5%	55.5%	
UND	97-914	Restoration of new properties to be acquired	643,023	23,953	666,976	7,172	-	7,172	634,111	On Hold	641,283	25,693	3.9%	1.1%	1.1%
<b>Total Natural Area Restoration</b>			<b>3,762,901</b>	<b>120,595</b>	<b>3,883,496</b>	<b>1,350,741</b>	<b>25,313</b>	<b>1,376,054</b>	<b>2,507,442</b>		<b>3,883,496</b>	<b>-</b>	<b>0.0%</b>	<b>35.4%</b>	<b>35.4%</b>
<b>Natural Area Preservation - Land Acquisition</b>															
UND	98-882	Natural Area Acquisitions	8,400,000	246,379	8,646,379	4,806,432	10,024	4,816,456	3,829,923	Budget	8,646,379	-	0.0%	55.7%	55.7%
<b>Total Natural Area Preservation - Land Acquisition</b>			<b>8,400,000</b>	<b>246,379</b>	<b>8,646,379</b>	<b>4,806,432</b>	<b>10,024</b>	<b>4,816,456</b>	<b>3,829,923</b>		<b>8,646,379</b>	<b>-</b>	<b>0.0%</b>	<b>55.7%</b>	<b>55.7%</b>
<b>New Linear Park and Trail Development</b>															
SW	93-918	Westside Trail Segments 1, 4, & 7	4,267,030	85,084	4,352,114	4,395,221	-	4,395,221	-	Complete	4,395,221	(43,107)	-1.0%	101.0%	100.0%
NE	93-920	Jordan/Husen Park Trail	1,645,120	46,432	1,691,552	1,227,496	-	1,227,496	-	Complete	1,227,496	464,056	27.4%	72.6%	100.0%
NW	93-924	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	78,646	3,882,986	4,417,702	-	4,417,702	-	Complete	4,417,702	(534,716)	-13.8%	113.8%	100.0%
NW	93-922	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	84,669	2,346,709	1,738,151	3,325	1,741,476	783,020	On Hold	2,524,496	(177,787)	-7.6%	74.2%	69.0%
UND	93-923	Miscellaneous Natural Trails	100,000	3,223	103,223	30,394	-	30,394	72,829	Budget	103,223	-	0.0%	29.4%	29.4%
NW	91-912	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	Complete	238,702	124,262	34.2%	65.8%	100.0%
NE	91-913	NE Quadrant Trail - Bluffs Phase 2	257,050	14,797	271,847	414,817	-	414,817	-	Complete	414,817	(142,970)	-52.6%	152.6%	100.0%
SW	93-921	Lowami Hart Woods	822,560	55,645	878,205	1,258,746	-	1,258,746	-	Complete	1,258,746	(380,541)	-43.3%	143.3%	100.0%
NW	91-911	Westside - Waterhouse Trail Connection	1,542,300	47,215	1,589,515	655,985	315,672	971,657	164,778	Bid Award	1,136,435	453,080	28.5%	61.1%	85.5%
<b>Total New Linear Park and Trail Development</b>			<b>15,060,310</b>	<b>418,805</b>	<b>15,479,115</b>	<b>14,377,214</b>	<b>318,997</b>	<b>14,696,211</b>	<b>1,020,627</b>		<b>15,716,838</b>	<b>(237,723)</b>	<b>-1.5%</b>	<b>94.9%</b>	<b>93.5%</b>
<b>New Linear Park and Trail Land Acquisition</b>															
UND	98-883	New Linear Park and Trail Acquisitions	1,200,000	23,297	1,223,297	1,221,936	409	1,222,345	952	Budget	1,223,297	-	0.0%	99.9%	99.9%
<b>Total New Linear Park and Trail Land Acquisition</b>			<b>1,200,000</b>	<b>23,297</b>	<b>1,223,297</b>	<b>1,221,936</b>	<b>409</b>	<b>1,222,345</b>	<b>952</b>		<b>1,223,297</b>	<b>-</b>	<b>0.0%</b>	<b>99.9%</b>	<b>99.9%</b>
<b>Multi-field/Multi-purpose Athletic Field Development</b>															
SW	94-925	Winkelman Athletic Field	514,100	34,601	548,701	941,843	-	941,843	-	Complete	941,843	(393,142)	-71.6%	171.6%	100.0%
SE	94-926	Meadow Waye Park	514,100	4,791	518,891	407,340	-	407,340	-	Complete	407,340	111,551	21.5%	78.5%	100.0%
NW	94-927	New Fields in NW Quadrant	514,100	19,294	533,394	75	-	75	533,319	Budget	533,394	-	0.0%	0.0%	0.0%
NE	94-928	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	Complete	527,993	291	0.1%	99.9%	100.0%
SW	94-929	New Fields in SW Quadrant	514,100	19,279	533,379	724	-	724	532,655	Budget	533,379	-	0.0%	0.1%	0.1%
SE	94-930	New Fields in SE Quadrant (Conestoga Middle School)	514,100	18,792	532,892	228,524	1,765,238	1,993,762	(1,463,129)	Bid Award	530,633	2,259	0.4%	374.1%	375.7%
<b>Total Multi-field/Multi-purpose Athletic Field Dev.</b>			<b>3,084,600</b>	<b>110,941</b>	<b>3,195,541</b>	<b>2,106,499</b>	<b>1,765,238</b>	<b>3,871,737</b>	<b>(397,155)</b>		<b>3,474,582</b>	<b>(279,041)</b>	<b>-8.7%</b>	<b>121.2%</b>	<b>111.4%</b>
<b>Deferred Park Maintenance Replacements</b>															
UND	96-960	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	Complete	773,055	40,853	5.0%	95.0%	100.0%
NW	96-720	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	Complete	127,277	(29,340)	-30.0%	130.0%	100.0%
SW	96-721	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	Complete	38,381	897	2.3%	97.7%	100.0%
SW	96-722	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	Complete	28,430	(20,810)	-273.1%	373.1%	100.0%
SE	96-723	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	Cancelled	985	9,916	91.0%	9.0%	100.0%
NE	96-998	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	Complete	41,902	7,015	14.3%	85.7%	100.0%
UND	96-999	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	Complete	118,039	(1,202)	-1.0%	101.0%	100.0%
SW	96-946	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	Complete	191,970	(29,541)	-18.2%	118.2%	100.0%
NE	96-947	Permeable Parking Lot at Sunset Swim Center	160,914	3,248	164,162	512,435	-	512,435	-	Complete	512,435	(348,273)	-212.2%	312.2%	100.0%
<b>Sub-total Deferred Park Maintenance Replacements</b>			<b>1,451,515</b>	<b>10,474</b>	<b>1,461,989</b>	<b>1,832,474</b>	<b>-</b>	<b>1,832,474</b>	<b>-</b>		<b>1,832,474</b>	<b>(370,485)</b>	<b>-25.3%</b>	<b>1321.8%</b>	<b>900.0%</b>
UND		Authorized Use of Savings from Facility Expansion & Improvements Category	-	179,613	179,613	-	-	-	-	N/A	-	179,613	n/a	n/a	n/a
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	190,872	190,872	-	-	-	-	N/A	-	190,872	n/a	n/a	n/a
<b>Total Deferred Park Maintenance Replacements</b>			<b>1,451,515</b>	<b>380,959</b>	<b>1,832,474</b>	<b>1,832,474</b>	<b>-</b>	<b>1,832,474</b>	<b>-</b>		<b>1,832,474</b>	<b>-</b>	<b>0.0%</b>	<b>100.0%</b>	<b>100.0%</b>

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

Quadrant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance		Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 16/17	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget			
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)		
<b>Facility Rehabilitation</b>																
UND	95-931	Structural Upgrades at Several Facilities	317,950	(194,874)	123,076	112,126	-	112,126	-	112,126	10,950	8.9%	91.1%	100.0%		
SW	95-932	Structural Upgrades at Aloha Swim Center	406,279	8,497	414,776	518,302	-	518,302	-	518,302	(103,526)	-25.0%	125.0%	100.0%		
SE	95-933	Structural Upgrades at Beaverton Swim Center	1,447,363	36,369	1,483,732	820,440	-	820,440	49,392	869,832	613,900	41.4%	55.3%	94.3%		
NE	95-934	Structural Upgrades at Cedar Hills Recreation Center	628,087	18,177	646,264	539,331	13	539,344	-	539,344	106,920	16.5%	83.5%	100.0%		
SW	95-935	Structural Upgrades at Conestoga Rec/Aquatic Ctr	44,810	847	45,657	66,762	-	66,762	-	66,762	(21,105)	-46.2%	146.2%	100.0%		
SE	95-937	Structural Upgrades at Garden Home Recreation Center	486,935	19,546	506,481	111,412	343,445	454,857	142,721	597,578	(91,097)	-18.0%	89.8%	76.1%		
SE	95-938	Structural Upgrades at Harman Swim Center	179,987	2,779	182,766	73,115	-	73,115	-	73,115	109,651	60.0%	40.0%	100.0%		
NW	95-939-a	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr	312,176	4,692	316,868	233,369	-	233,369	-	233,369	83,499	26.4%	73.6%	100.0%		
NW	95-939-b	Structural Upgrades at HMT Aquatic Ctr - Roof Replacement	-	203,170	203,170	1,247	-	1,247	432,737	433,984	(230,814)	-113.6%	0.6%	0.3%		
NW	95-940	Structural Upgrades at HMT Administration Building	397,315	6,080	403,395	299,599	-	299,599	-	299,599	103,796	25.7%	74.3%	100.0%		
NW	95-941	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	66,000	(194)	-0.3%	100.3%	100.0%		
NW	95-942	Structural Upgrades at HMT Dryland Training Ctr	116,506	2,137	118,643	75,686	-	75,686	-	75,686	42,957	36.2%	63.8%	100.0%		
NW	95-943	Structural Upgrades at HMT Tennis Center	268,860	5,033	273,893	74,804	-	74,804	-	74,804	199,089	72.7%	27.3%	100.0%		
SE	95-944	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	5,703	(1,216)	-27.1%	127.1%	100.0%		
NW	95-945	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	9,333	(359)	-4.0%	104.0%	100.0%		
NE	95-950	Sunset Swim Center Structural Upgrades	1,028,200	16,245	1,044,445	626,419	-	626,419	-	626,419	418,026	40.0%	60.0%	100.0%		
NE	95-951	Sunset Swim Center Pool Tank	514,100	275	514,375	308,574	-	308,574	-	308,574	205,801	40.0%	60.0%	100.0%		
UND	95-962	Auto Gas Meter Shut Off Valves at All Facilities	-	122	122	9,000	984	9,984	25,199	35,183	(35,061)	100.0%	0.0%	28.4%		
<b>Sub-total Facility Rehabilitation</b>			<b>6,227,732</b>	<b>129,198</b>	<b>6,356,930</b>	<b>3,951,222</b>	<b>344,442</b>	<b>4,295,664</b>	<b>650,049</b>	<b>4,945,713</b>	<b>1,411,217</b>	<b>22.2%</b>	<b>67.6%</b>	<b>86.9%</b>		
UND		Authorized use of savings for SW Quad Community Park & Athletic Fields		(1,300,000)	(1,300,000)	-	-	-	N/A	-	(1,300,000)	n/a				
<b>Total Facility Rehabilitation</b>			<b>6,227,732</b>	<b>(1,170,802)</b>	<b>5,056,930</b>	<b>3,951,222</b>	<b>344,442</b>	<b>4,295,664</b>	<b>650,049</b>	<b>4,945,713</b>	<b>111,217</b>	<b>2.2%</b>	<b>n/a</b>	<b>n/a</b>		
<b>Facility Expansion and Improvements</b>																
SE	95-952	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	2,039,367	(11,188)	-0.6%	100.6%	100.0%		
SW	95-953	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	85,351	5,534,811	5,435,930	-	5,435,930	-	5,435,930	98,881	1.8%	98.2%	100.0%		
SW	95-954	Aloha ADA Dressing Rooms	123,384	158	123,542	178,764	-	178,764	-	178,764	(55,222)	-44.7%	144.7%	100.0%		
NW	95-955	Aquatics Center ADA Dressing Rooms	133,666	1,083	134,749	180,540	-	180,540	-	180,540	(45,791)	-34.0%	134.0%	100.0%		
NE	95-956	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	321,821	192,933	37.5%	62.5%	100.0%		
<b>Sub-total Facility Expansion and Improvements</b>			<b>8,218,478</b>	<b>117,557</b>	<b>8,336,035</b>	<b>8,156,422</b>	<b>-</b>	<b>8,156,422</b>	<b>-</b>	<b>8,156,422</b>	<b>179,613</b>	<b>2.2%</b>	<b>97.8%</b>	<b>100.0%</b>		
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(179,613)	(179,613)	-	-	-	N/A	-	(179,613)	n/a	n/a	n/a		
<b>Total Facility Expansion and Improvements</b>			<b>8,218,478</b>	<b>(62,056)</b>	<b>8,156,422</b>	<b>8,156,422</b>	<b>-</b>	<b>8,156,422</b>	<b>-</b>	<b>8,156,422</b>	<b>-</b>	<b>0.0%</b>	<b>100.0%</b>	<b>100.0%</b>		
<b>ADA/Access Improvements</b>																
NW	95-957	HMT ADA Parking & other site improvement	735,163	19,544	754,707	1,019,772	-	1,019,772	-	1,019,772	(265,065)	-35.1%	135.1%	100.0%		
UND	95-958	ADA Improvements - undesignated funds	116,184	2,712	118,896	72,245	-	72,245	-	72,245	46,651	39.2%	60.8%	100.0%		
SW	95-730	ADA Improvements - Barrows Park	8,227	104	8,331	6,825	-	6,825	-	6,825	1,506	18.1%	81.9%	100.0%		
NW	95-731	ADA Improvements - Bethany Lake Park	20,564	194	20,758	25,566	-	25,566	-	25,566	(4,808)	-23.2%	123.2%	100.0%		
NE	95-732	ADA Improvements - Cedar Hills Recreation Center	8,226	130	8,356	8,255	-	8,255	-	8,255	101	1.2%	98.8%	100.0%		
NE	95-733	ADA Improvements - Forest Hills Park	12,338	197	12,535	23,416	-	23,416	-	23,416	(10,881)	-86.8%	186.8%	100.0%		
SE	95-734	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	-	15,619	100.0%	0.0%	0.0%		
SW	95-735	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	11,550	5,162	30.9%	69.1%	100.0%		
SW	95-736	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	16,626	14,260	46.2%	53.8%	100.0%		
NE	95-737	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	15,000	668	4.3%	95.7%	100.0%		
NW	95-738	ADA Improvements - Rock Crk Pwrlne Prk (Soccer Fld)	20,564	327	20,891	17,799	-	17,799	-	17,799	3,092	14.8%	85.2%	100.0%		
NW	95-739	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	7,075	(1,853)	-35.5%	135.5%	100.0%		
NW	95-740	ADA Improvements - Waterhouse Powerline Park	8,226	183	8,409	8,402	-	8,402	-	8,402	7	0.1%	99.9%	100.0%		
NE	95-741	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	5,102	120	2.3%	97.7%	100.0%		
SE	95-742	ADA Improvements - Wonderland Park	10,282	163	10,445	4,915	-	4,915	-	4,915	5,530	52.9%	47.1%	100.0%		
<b>Total ADA/Access Improvements</b>			<b>1,028,196</b>	<b>24,461</b>	<b>1,052,657</b>	<b>1,242,548</b>	<b>-</b>	<b>1,242,548</b>	<b>-</b>	<b>1,242,548</b>	<b>(189,890)</b>	<b>-18.0%</b>	<b>118.0%</b>	<b>100.0%</b>		
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	189,890	189,890	-	-	-	N/A	-	189,890	100.0%	n/a	n/a		
<b>Total ADA/Access Improvements</b>			<b>1,028,196</b>	<b>214,351</b>	<b>1,242,547</b>	<b>1,242,548</b>	<b>-</b>	<b>1,242,548</b>	<b>-</b>	<b>1,242,548</b>	<b>-</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>		



**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 11/30/16**

Quad-rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 16/17	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
<b>Community Center Land Acquisition</b>															
UND	98-884-a	Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)	5,000,000	105,974	5,105,974	1,654,847	-	1,654,847	-	Complete	1,654,847	3,451,127	67.6%	32.4%	100.0%
UND	98-884-b	Community Center / Community Park (SW Quadrant) (Wenzel/Wall)	-	-	-	2,351,777	-	2,351,777	-	Complete	2,351,777	(2,351,777)	-100.0%	n/a	100.0%
<b>Sub-total Community Center Land Acquisition</b>			<b>5,000,000</b>	<b>105,974</b>	<b>5,105,974</b>	<b>4,006,624</b>	<b>-</b>	<b>4,006,624</b>	<b>-</b>		<b>4,006,624</b>	<b>1,099,350</b>	<b>21.5%</b>	<b>78.5%</b>	<b>100.0%</b>
UND		Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	N/A	-	(176,000)	n/a	n/a	n/a
UND		Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	N/A	-	(208,251)	n/a	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(715,099)	(715,099)	-	-	-	-	N/A	-	(715,099)	n/a	n/a	n/a
<b>Total Community Center Land Acquisition</b>			<b>5,000,000</b>	<b>(993,376)</b>	<b>4,006,624</b>	<b>4,006,624</b>	<b>-</b>	<b>4,006,624</b>	<b>-</b>		<b>4,006,624</b>	<b>-</b>	<b>0.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>Bond Administration Costs</b>															
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%
<b>Sub-total Bond Administration Costs</b>			<b>1,450,000</b>	<b>1,316,607</b>	<b>2,766,607</b>	<b>504,372</b>	<b>-</b>	<b>504,372</b>	<b>37,325</b>		<b>541,697</b>	<b>2,224,910</b>	<b>80.4%</b>	<b>18.2%</b>	<b>93.1%</b>
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(190,872)	(190,872)	-	-	-	-	N/A	-	(190,872)	n/a	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Development Category	-	(222,950)	(222,950)	-	-	-	-	N/A	-	(222,950)	n/a	n/a	n/a
UND		Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(1,400,000)	(1,400,000)	-	-	-	-	N/A	-	(1,400,000)	n/a	n/a	n/a
UND		Authorized Use of Savings for ADA/Access Improvements Category	-	(189,890)	(189,890)	-	-	-	-	N/A	-	(189,890)	n/a	n/a	n/a
<b>Total Bond Administration Costs</b>			<b>1,450,000</b>	<b>(687,105)</b>	<b>762,895</b>	<b>504,372</b>	<b>-</b>	<b>504,372</b>	<b>37,325</b>		<b>541,697</b>	<b>221,198</b>	<b>29.0%</b>	<b>66.1%</b>	<b>93.1%</b>
<b>Grand Total</b>			<b>100,000,000</b>	<b>3,814,442</b>	<b>103,814,442</b>	<b>76,525,748</b>	<b>9,773,339</b>	<b>86,299,087</b>	<b>20,570,515</b>		<b>106,869,602</b>	<b>(3,055,160)</b>	<b>-2.9%</b>	<b>83.1%</b>	<b>80.8%</b>

**THPRD Bond Capital Program**  
**Funds Reprogramming Analysis - Based on Category Transfer Eligibility**  
**As of 11/30/16**

		Category (Over)	Under Budget
Limited Reprogramming			
Land: New Neighborhood Park		-	
New Community Park		-	
New Linear Park		-	
New Community Center/Park		-	
		-	
		-	
Nat Res: Restoration		-	
Acquisition		-	
		-	
		-	
All Other			
New Neighborhood Park Dev		-	
Neighborhood Park Renov		(514,563)	
New Community Park Dev		(191,797)	
Community Park Renov		(2,164,451)	
New Linear Parks and Trails		(237,723)	
Athletic Field Development		(279,041)	
Deferred Park Maint Replace		-	
Facility Rehabilitation		111,217	
ADA		-	
Facility Expansion		-	
Bond Admin Costs		221,198	
		(3,055,160)	
		(3,055,160)	
<b>Grand Total</b>		<b>(3,055,160)</b>	



**MEMORANDUM**

Date: January 3, 2017

To: Board of Directors

From: Keith Hobson, Director of Business and Facilities

Re: **System Development Charge Report for October, 2016**

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 October 2016.

<b>Type of Dwelling Unit</b>	<b>Current SDC per Type of Dwelling Unit</b>
Single Family	\$10,800.00 with 1.6% discount = \$10,627.20
Multi-family	\$8,619.00 with 1.6% discount = \$8,481.10
Non-residential	\$360.00 with 1.6% discount = \$354.24

<b><u>City of Beaverton Collection of SDCs</u></b>		<b><u>Receipts</u></b>	<b><u>Collection Fee</u></b>	<b><u>Total Revenue</u></b>
2,943	Single Family Units	\$8,905,436.35	\$231,579.75	\$9,051,998.50
15	Single Family Units at \$489.09	\$7,336.35	\$221.45	\$7,557.80
1,963	Multi-family Units	\$5,002,274.43	\$120,544.34	\$5,122,818.77
0	Less Multi-family Credits	(\$7,957.55)	(\$229.36)	(\$8,186.91)
256	Non-residential	\$694,677.32	\$18,549.05	\$713,226.37
<b><u>5,177</u></b>		<b><u>\$14,601,766.90</u></b>	<b><u>\$370,665.23</u></b>	<b><u>\$14,887,414.53</u></b>

<b><u>Washington County Collection of SDCs</u></b>		<b><u>Receipts</u></b>	<b><u>Collection Fee</u></b>	<b><u>Total Revenue</u></b>
8,466	Single Family Units	\$30,193,008.09	\$692,815.15	\$30,885,823.24
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
2,922	Multi-family Units	\$8,130,837.47	\$193,602.06	\$8,324,439.53
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
152	Non-residential	\$1,233,912.42	\$25,396.25	\$1,259,308.67
<b><u>11,216</u></b>		<b><u>\$38,886,885.76</u></b>	<b><u>\$891,064.83</u></b>	<b><u>\$39,777,950.59</u></b>

<b><u>Recap by Agency</u></b>		<b><u>Percent</u></b>	<b><u>Receipts</u></b>	<b><u>Collection Fee</u></b>	<b><u>Total Revenue</u></b>
5,177	City of Beaverton	27.23%	\$14,601,766.90	\$370,665.23	\$14,887,414.53
11,216	Washington County	72.77%	\$38,886,885.76	\$891,064.83	\$39,777,950.59
<b><u>16,393</u></b>		<b><u>100.00%</u></b>	<b><u>\$53,488,652.66</u></b>	<b><u>\$1,261,730.06</u></b>	<b><u>\$54,665,365.12</u></b>



<u>Recap by Dwelling</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	2,958	1,963	256	5,177
Washington County	<u>8,166</u>	<u>2,898</u>	<u>152</u>	<u>11,216</u>
	<b><u>11,124</u></b>	<b><u>4,861</u></b>	<b><u>408</u></b>	<b><u>16,393</u></b>

**Total Receipts to Date** **\$53,488,652.66**

**Total Payments to Date**

Refunds	(\$2,066,073.93)	
Administrative Costs	(\$18.65)	
Project Costs -- Development	(\$23,816,533.18)	
<u>Project Costs -- Land Acquisition</u>	<u>(\$17,050,230.72)</u>	<b><u>(\$42,932,856.48)</u></b>
		<b><u>\$10,555,796.18</u></b>

<u>Recap by Month, FY 2016/17</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2016	\$50,894,668.85	(\$40,992,117.90)	\$2,194,063.22	\$12,096,614.17
July	\$903,888.92	(\$17,397.40)	\$7,892.31	\$894,383.83
August	\$475,338.51	(\$199,060.21)	\$9,028.10	\$285,306.40
September	\$499,243.61	(\$1,574,857.42)	\$8,531.81	(\$1,067,082.00)
October	\$715,512.77	(\$149,423.55)	\$9,441.98	\$575,531.20
November	\$0.00	\$0.00	\$0.00	\$0.00
December	\$0.00	\$0.00	\$0.00	\$0.00
January	\$0.00	\$0.00	\$0.00	\$0.00
February	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
	<b><u>\$53,488,652.66</u></b>	<b><u>(\$42,932,856.48)</u></b>	<b><u>\$2,228,957.42</u></b>	<b><u>\$12,784,753.60</u></b>

<u>Recap by Month, by Unit</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Residential</u>	<u>Total Units</u>
through June 2016	10,907	4,819	401	16,127
July	49	0	2	51
August	53	0	2	55
September	55	0	0	55
October	61	41	3	105
November	0	0	0	0
December	0	0	0	0
January	0	0	0	0
February	0	0	0	0
March	0	0	0	0
April	0	0	0	0
May	0	0	0	0
June	0	0	0	0
	<b><u>11,125</u></b>	<b><u>4,860</u></b>	<b><u>408</u></b>	<b><u>16,393</u></b>

Projected SDC balance as of June 30, 2016 per FY17 budget was \$11,279,964 Actual balance was **\$11,544,271**.  
 This fiscal year's projected total receipts per the budget are \$14,578,059.

## THPRD brings new playsets, upgrades to McMillan Park

Created on Thursday, 01 December 2016 | Written by [The Times](#) | 

### The most notable upgrade is new play equipment at the site



COURTESY THPRD - The new play structure at McMillan Park is one of the most obvious of the many recent upgrades that Tualatin Hills Park & Recreation District made at the Raleigh Hills site.

Residents of the Raleigh Hills area of Beaverton have some new reasons to visit McMillan Park.

Tualatin Hills Park & Recreation District has completed several improvements to the 3.67-acre site, located just south of Beaverton Hillsdale Highway at the intersection of Southwest Chestnut Place and Southwest Cypress Street.


The most notable upgrade is new play equipment, which replaces a set that had been there since 1994. The new multicolored apparatus includes sitting and standup "whirlers," climbing bars and walls, and two slides — all designed for exercise and imaginative play.

In addition, a swing set dating to 1975 was replaced. All of the play equipment was installed in a new location closer to the park entrance, away from a wetland area.

Other improvements THPRD made to the park include: resurfacing the tennis courts; installation of an ADA-compliant picnic table and bench with pad for universal, barrier-free access; upgrading the pathway with more than 200 linear feet of new asphalt; construction of an 80-foot split-rail fence to protect users of the playground from traffic along Chestnut Place; and creation of a long sitting wall along the back side of the playground for parents and children.

Valley Times Online, Dec. 2, 2016

## Talks underway for proposed Winterhawks ice rink in Washington County

Created on Friday, 02 December 2016 | Written by [Pamplin Media Group](#) | 

---

The Portland Winterhawks are in talks with the Tualatin Hills Parks and Recreation District to build a new ice rink facility in Beaverton.

The facility would be built at THPRD's Howard M. Terpenning Recreation Complex located at Southwest 158th Avenue and Walker Road.

The Portland Winterhawks are a professional minor league ice hockey team that plays in Portland's Memorial Coliseum and Moda Center. The team's 31,000-square-foot headquarters is based in Washington County, out of the Winterhawks Skating Center, 9250 S.W. Beaverton Hillsdale Highway. The skate rink is the former home of the Valley Ice Arena, which the Winterhawks leased in 2010.

The proposed partnership would be funded primarily by a significant private donation. The facility would help address current and future demand from the ice skating and hockey communities and other ice-related activities on Portland's west side.

Discussions between the Winterhawks and THPRD have been going on since last year.

The two groups are currently engaged in discussions, but no decisions have been made. There is no guarantee an agreement will be reached, according to THPRD in a statement posted online last week. Any final agreement would require board approval at a public meeting.

If plans for the ice skating rink move forward, the ice rink facility will likely be built at the HMT Complex, close to where two outdoor skateboard parks currently exist. Regardless of the outcome of the ongoing discussions, THPRD said in a statement that it is committed to providing outdoor skate parks to its local community. Should any portion of the existing outdoor skate parks be affected by the ice facility, the district would replace, and possibly improve, the skate park facility at the HMT Complex.

THPRD is the largest special park district in the state, spanning 50 square miles and serving about 240,000 residents in the greater Beaverton area. The district provides year-round recreational opportunities, classes, swim centers, parks, trails and about 1,500 acres of natural areas.

# For the love of tennis



COURTESY: THPRD

**A tennis player herself, the late Babette Horenstein was a powerful advocate for tennis facilities and programs throughout THPRD.**

## *Celebration planned in honor of player, advocate*

**By MANDY FEDER-SAWYER**  
*The Times*

**Babette Horenstein loved tennis and left a legacy for those who shared her passion.**

Now, staff at the Babette Horenstein Tennis Center are planning a public event on Sunday that will celebrate not only the center's namesake but also the game she loved.

Players are encouraged to bring their racquets to the free event, which will run from 1 to 4

p.m. at Tualatin Hills Park & Recreation District's Howard M. Terpenning Recreation Complex, 15707 S.W. Walker Road, Beaverton.

Oregon native Jonathan Stark, former No. 1 doubles player in the world, will lead off the event at 1 p.m., teaming up with Tennis Center staff to conduct a free clinic for all attendees.

A ceremony honoring Horenstein will start at 2 p.m., followed by a free round-robin mixer for all tennis players who want to participate. Prizes will be awarded to the top finishers.

The celebration, which is open to everyone, also will include free refreshments.

In August, the THPRD Board

of Directors voted to change the name of the Tualatin Hills Tennis Center in honor of Horenstein (pronounced "Hor-en-stine"), who died in 2013 at age 81. She served on the board from 1977 to 1993, helping guide the district through a period of high growth.

A tennis player, Horenstein was instrumental in the expansion of tennis facilities and programs throughout the park district. In addition, her advocacy helped the district pass a 1974 bond measure that funded the construction of the Tennis Center.

For more information, visit [www.thprd.org](http://www.thprd.org) or call 503-645-6433.



# *Winter Registration*

*Begins Saturday,  
Dec. 10, at 8 am*

Monday, Dec. 12, for those outside of THPRD boundaries

**TO REGISTER:**

**Visit [thprd.org/portal](http://thprd.org/portal) or call 503-439-9400**

**Mail or walk-in registrations accepted beginning Dec. 12.**



**thprd.org**





PHOTOS COURTESY OF TUALATIN HILLS PARKS & RECREATION DISTRICT

“Our mission is to continually strive for new ways to meet our community’s recreational needs,” said Doug Menke, general manager.

# Two major projects complete

*Recreational sites  
open for public use*

By MANDY FEDER-SAWYER  
*The Times*

The Tualatin Hills Park & Recreation District has completed two more major construction projects that will help meet recreational needs in the Beaverton area.

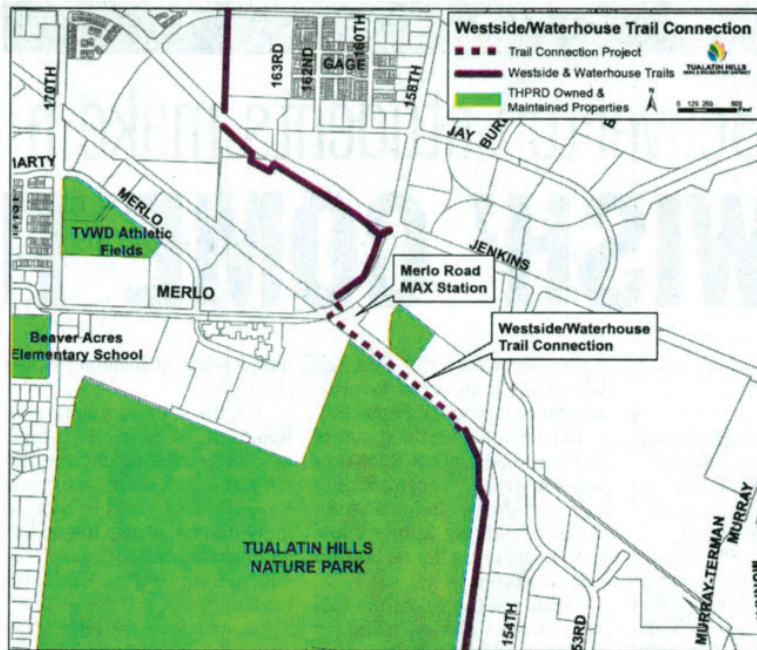
At Conestoga Middle School in Beaverton’s Greenway neighborhood, the district converted the northeast athletic field from natural grass to synthetic turf.

Lights have been installed for increased playing time and handicap-accessible features were added. The field now is open for use as programmed and permitted by THPRD’s sports department.

The project was made possible by an intergovernmental agreement with the Beaverton School District that emphasizes shared use of facilities and resources. THPRD will be able to use the field after school hours and on weekends.

Just north of the Tualatin Hills Nature Park near Southwest 158th Avenue, THPRD connected the Westside Trail to the Waterhouse Trail, one of the final links in a mostly continuous trail system that will extend 10 miles north-south from the PCC Rock Creek area to Barrows Road, south of Southwest Scholls Ferry Road.

The project also included trestle improvements, safety upgrades at the MAX crossing on southwest Merlo Road, and a relocated and improved mid-block



The Westside/Waterhouse Trail Connection could prove to be one of the region’s most popular attractions.

PHOTOS COURTESY OF TUALATIN HILLS PARKS & RECREATION DISTRICT

crossing on 158th Avenue.

The trail connection, which now is open for public use, was funded by THPRD’s 2008 voter-approved bond measure. The athletic field at Conestoga was funded in part by the bond measure as well as system development charges.

Trails are one of THPRD’s most popular amenities. The Westside Trail draws 120,000 users per year and the Waterhouse Trail attracts more than 80,000.

“Our mission is to continually strive for new ways to meet our community’s recreational needs,” said Doug Menke, THPRD general manager. “These amenities are further proof of that commitment, and we are confident the public will

enjoy them for a long time.”

Meanwhile, work continues on two other major projects: a 21.5-acre community park in Aloha and a new one-mile segment of the Westside Trail in the Bethany area. Both are scheduled for completion in the fall of 2017.

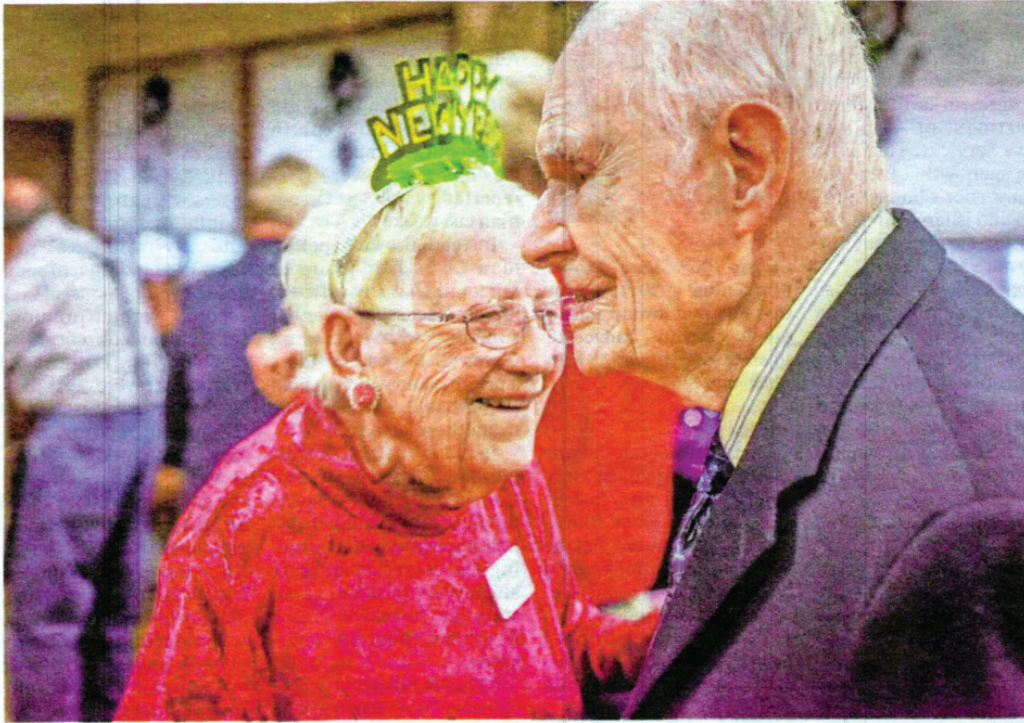
For more information, visit [thprd.org](http://thprd.org).

The park is being developed at and around Mountain View Middle School through a separate agreement with the Beaverton School District. Primary features will include side-by-side synthetic turf fields with lights, a “Champions Too” field for athletes of all abilities, and a natural grass baseball field with a multipurpose outfield. Other

amenities: a 6,500-square-foot inclusive play area, tennis courts, community garden, shelters, a restroom and concession stand, pathways, an open lawn area and parking.

The Westside Trail project will provide one mile of new trail and boardwalks within the powerline corridor, south of Northwest Springville Road and east of Northwest Kaiser Road; a link between the Rock Creek Regional Trail and Northwest Kaiser Road; and a connection from THPRD’s Hansen Ridge Park in the Bethany area to the Westside Trail.





The Elsie Stuhr Center in Beaverton — a recreation, arts, fitness and social opportunities center for people 55 and over — uses its weekly Thursday dance for a New Year's Eve party. The room was packed with over 70 people in tuxes, formal dresses and party accessories. Photos by Benjamin Brink

## Seniors ring in the new year in style — and at 2:30 p.m.

**Benjamin Brink** Contributing writer

At 2:30 p.m. Thursday in Beaverton, everyone at the Elsie Stuhr Center raised a glass of Champagne to celebrate an early start to the new year.

Fun for people 55 and over comes in all sorts of ways at the Tualatin Hills Park & Recreation District's Elsie Stuhr Center. Last week, the Center's Thursday dance was themed to a New Year's Eve Party.

The room was packed with more than 70 people in tuxes, formal dresses and party accessories. Easy Street, a three-piece band, played favorite songs like "Satan's Doll," "Sweet Georgia Brown," "Take the A Train," along with many Christmas and New Year's pieces. The dance floor was crowded with people doing the tango, waltz and rumba.

"It keeps you from sitting at home and complaining," said Donna Murray, 86. Murray started dancing at 3 years old when the term "barn dance" really meant you danced in a barn.

Norm Vaillancourt, 80, took the microphone during a break and started by saying, "The Elsie Stuhr Center is the best senior center this side of the Mississippi."

Vaillancourt then asked if there were any birthdays. Herbie Hochfeld shot up his hand.

"94 today," he said.

When Vaillancourt called for anniversaries, Ardith Fullmer with the Easy Street band called out, "This is the 15-year anniversary of my kidney transplant and it's still working fine."

Delphi Reiboldt, 90, who was wearing a "Happy New Years" piece on her head, said she loved coming to the center and relaxing, exercising and meeting nice people. She said her husband died two years ago and people told her to get out and do something she'd never done before. She took up dancing.

Reiboldt couldn't stay and talk longer. She was up and off to the dance floor.



Norm Vaillancourt, 80, said he's not much for dancing but he loves the people at the weekly dance event in the Elsie Stuhr Center in Beaverton.



There were lots of smiles as seniors rang in the new year early.