



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

**Board of Directors Regular Meeting
February 2, 2015
5:45 p.m. Executive Session; 7:00 p.m. Regular Meeting
HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room
15707 SW Walker Road, Beaverton**

AGENDA

1. Executive Session*
 - A. Legal
 - B. Land
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. [Presentation: Bonny Slope West \(Area 93\) Update](#)
5. Audience Time**
6. Board Time
7. Consent Agenda***
 - A. [Approve: Minutes of January 13, 2015 Regular Board Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statement](#)
 - D. [Approve: Resolution Appointing Audit Committee Members](#)
 - E. [Approve: Resolution Reappointing Stuhr Center Advisory Committee Members](#)
8. Unfinished Business
 - A. [Update: Bond Program](#)
 - B. [Approve: Resolution Amending District Compiled Policies Chapter 8 - Sponsorships/Naming of District Property/Memorials](#)
 - C. [Information: General Manager's Report](#)
9. 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 26, 2015
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Information Regarding the February 2, 2015 Board of Directors Meeting**

Agenda Item #4 – Bonny Slope West (Area 93) Update

Attached please find a memo reporting that Washington County principal planner Theresa Cherniak and senior planner Suzanne Savin will be in attendance at your meeting to present information on the concept planning process for Bonny Slope West, a 160-acre group of properties formerly known as Area 93.

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 January 13, 2015 Board Meeting](#)**
 - B. [Approve: Monthly Bills](#)**
 - C. [Approve: Monthly Financial Statement](#)**
 - D. [Approve: Resolution Appointing Audit Committee Members](#)**
 - E. [Approve: Resolution Reappointing Stuhr Center Advisory Committee Members](#)**

Agenda Item #8 – Unfinished Business

A. [Bond Update](#)

Attached please find a memo providing an update regarding recent activities centered around the Bond Program. Aisha Willits, director of Planning, will be at your meeting to provide an overview of the memo and to answer any questions the board may have.

B. [Resolution Amending District Compiled Policies Chapter 8 – Sponsorships/Naming of District Property/Memorials](#)

Attached please find a memo requesting amendment of District Compiled Policies Chapter 8, District Property, in order to amend sections 8.05, Naming of District Property; 8.06 Private Sponsorships; and addition of a new section, 8.07 Memorials and Tributes on District Property. Geoff Roach, director of Community Partnerships, will be at your meeting to provide an overview of the requested amendments and to answer any questions the board may have.

- Action Requested: Board of directors' approval of Resolution No. 2015-04, amending District Compiled Policies Chapter 8 - District Property.**

C. [General Manager's Report](#)

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

Other Packet Enclosures

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



MEMO

DATE: January 21, 2015
TO: Doug Menke, General Manager
FROM: Aisha Willits, Director of Planning

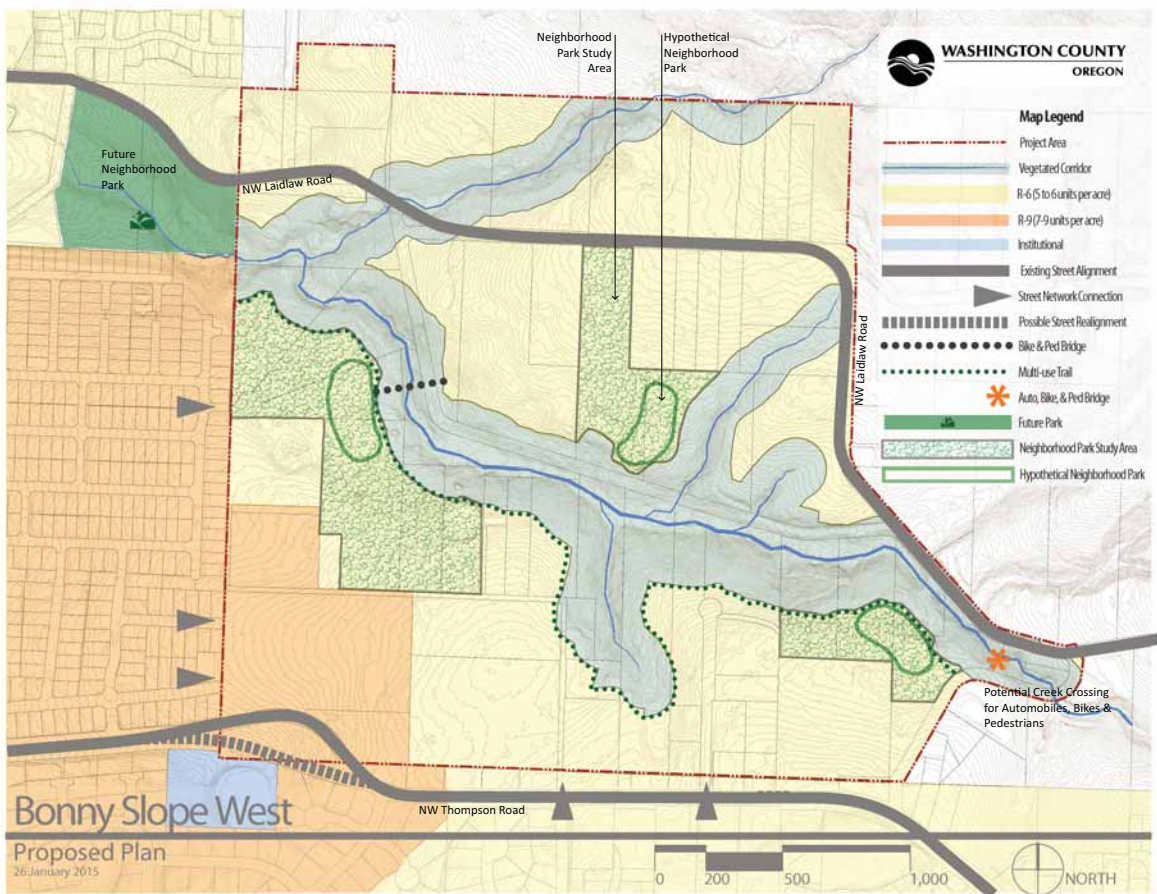
RE: Washington County's Bonny Slope West Planning Process

Washington County principal planner Theresa Cherniak and senior planner Suzanne Savin will be in attendance at the February 2, 2015 board of director's meeting to present information on the concept planning process for Bonny Slope West, a 160-acre group of properties formerly known as Area 93. Bonny Slope West became part of Washington County on January 1, 2014. This unincorporated community was previously under the jurisdiction of Multnomah County, which had crafted an earlier concept plan that was not implemented. Washington County began planning efforts soon after the transfer with the intent to leverage the earlier Multnomah County process. The district intends to pursue a blanket annexation of the entire area in 2015 and would like the area to be officially annexed to the district by March 31, 2016 so that the November 2016 tax statement includes taxes to THPRD.

The area is characterized by natural resources and will likely support low-density development. Working with THPRD, other service providers, property owners, residents, and the development community, the project team has developed a preferred concept plan that will be taken to the county's Planning Commission and Board of County Commissioners for public hearings later this year. County staff have worked to create a concept plan that balances the needs of stakeholders and meets state, regional, and county development standards.

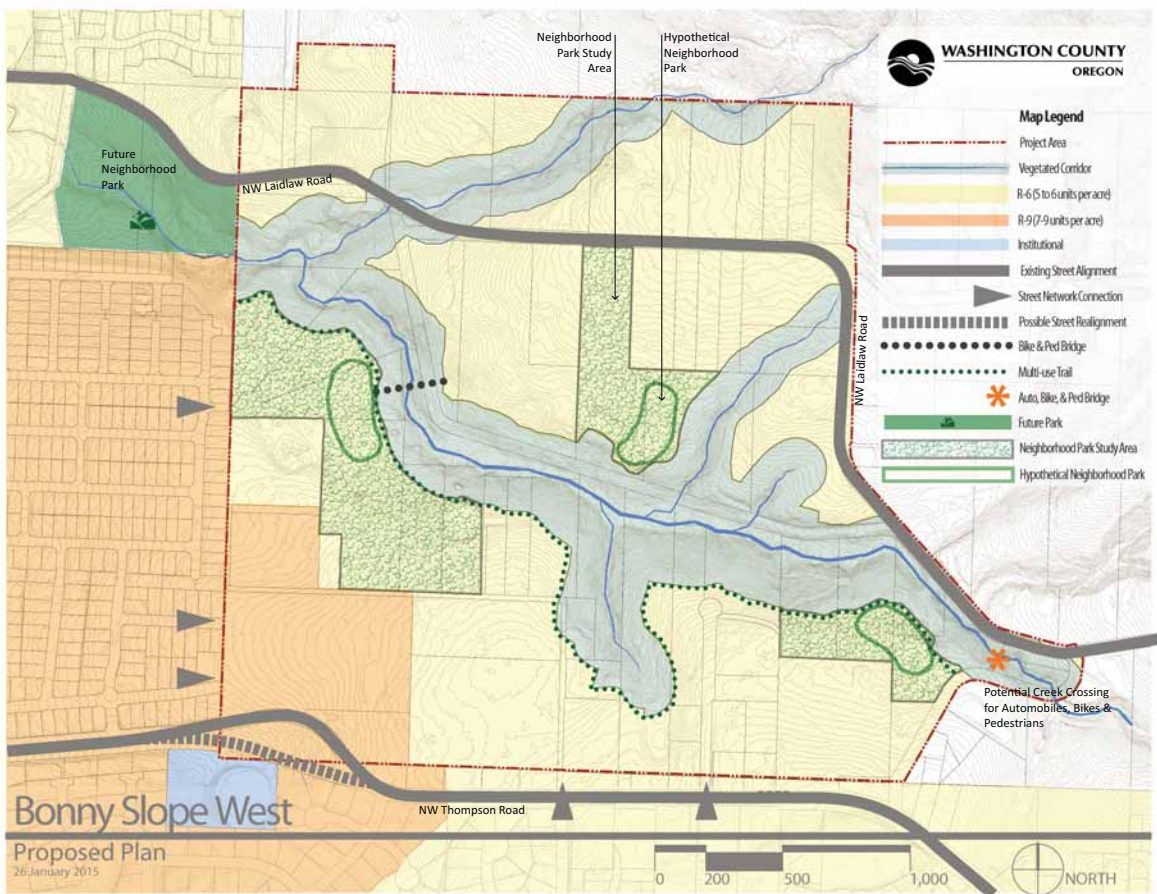
The concept planning work covers the area generally located north of Thompson Road, south of Laidlaw Road, east of the district's future park location at the southeast corner of Laidlaw and Saltzman Roads.

Questions now being asked by the county's project team relate to park priorities and infrastructure costs. County staff will provide a brief description of the work done to date, answer any questions from the board and solicit feedback on the preferred concept plan scenario.



PROPOSED PLAN ELEMENTS

- **R-6 (Residential 6 Units per Acre) Land Use Designation** over the majority of the plan area; this designation allows single family attached or detached homes at no more than 6 units per acre and no less than 5 units per acre
- **R-9 (Residential 9 Units per Acre) Land Use Designation** on approximately 12 acres in the southwest portion of the plan area; this designation allows single family attached or detached homes at no more than 9 units per acre and no less than 7 units per acre
- **One or two Neighborhood Parks**, approximately 1.5 to 2 acres in size to be located within Neighborhood Park Study Areas.
- **Potential Neighborhood Park amenities** include a play structure, loop trail and/or picnic shelter
- **Optimal Neighborhood Park sites** would:
 - include a level area for a play structure,
 - be located near the creek and/or adjacent to a trail corridor and provide trail access.
- The **Hypothetical Neighborhood Parks** shown above are examples of locations that have these features.
- A **potential Bike & Pedestrian Bridge over Ward Creek**, connecting the north and south halves of Bonny Slope West
- A **multi-use Community Trail on the south side of Ward Creek**, connecting to the potential Bike & Pedestrian Bridge over Ward Creek
- A **potential Automobile, Bike & Pedestrian Creek Crossing** at the east end of Bonny Slope West, connecting Thompson Road to Laidlaw Road via Marcotte Road



POTENTIAL PARKS INFRASTRUCTURE

- **Neighborhood Parks** – one to two parks (1.5 to 2 acre size)
- **Community Trail(s)** – trails on one side or a loop trail, linear feet to be determined
- **Pedestrian / Bicycle Creek Crossing** – potential cost sharing?

NEXT STEPS

- Discussions ongoing with Tualatin Hills Park & Recreation District (THPRD)
- Presentation to THPRD Board of Directors on February 2



**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, January 13, 2015, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton. Executive Session 6:30 pm; Regular Meeting 7 pm

Present:

John Griffiths	President/Director
Jerry Jones Jr.	Secretary Pro-Tempore/Director
Larry Pelatt	Director
Doug Menke	General Manager

Absent:

Bob Scott	Secretary/Director
Joseph Blowers	Director

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

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

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

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

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

Agenda Item #2 – Call Regular Meeting to Order

President Griffiths called the regular meeting to order at 7:05 pm.

Agenda Item #3 – Action Resulting from Executive Session

Jerry Jones Jr. moved the board of directors authorize the general manager to continue with and finalize negotiations which ensure all key negotiation points as those that were presented during executive session will be included in a land sale agreement regarding property in the southeast quadrant of the district, subject to review by the district’s legal counsel. Larry Pelatt seconded the motion. Roll call proceeded as follows:

Larry Pelatt	Yes
Jerry Jones Jr.	Yes
John Griffiths	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #4 – Audience Time

There was no testimony during audience time.

Agenda Item #5 – Board Time

There were no comments during board time.

Agenda Item #6 – Consent Agenda

Jerry Jones Jr. moved that the board of directors approve consent agenda items (A) Minutes of December 8, 2014 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Auditor Recommendation. Larry Pelatt seconded the motion. Roll call proceeded as follows:

**Larry Pelatt Yes
Jerry Jones, Jr. Yes
John Griffiths Yes**

The motion was UNANIMOUSLY APPROVED.

Agenda Item #7 – Unfinished Business

A. General Manager’s Report

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

- Diversity & Inclusion Vision Statement
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

✓ Hearing none, President Griffiths requested the staff report for the next agenda item.

Agenda Item #8 – New Business

A. Resolution Appointing Budget Committee Members

General Manager Doug Menke noted that currently there are two positions available on the budget committee for appointment. Three applications were received. At the request of President Griffiths, a scoring matrix was distributed to the board members to complete individually in order to assist with the discussion regarding the applicants. The completed scoring matrix has been provided to the board, a copy of which was entered into the record.

Jerry Jones Jr. moved that the board of directors approve Resolution 2015-01 appointing Shannon Kennedy and Anthony Mills to the budget committee for a term of three years.

Larry Pelatt seconded the motion. Roll call proceeded as follows:

**Larry Pelatt Yes
Jerry Jones, Jr. Yes
John Griffiths Yes**

The motion was UNANIMOUSLY APPROVED.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 7:10 pm.

John Griffiths, President

Bob Scott, Secretary

Recording Secretary,
Jessica Collins

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
10526	12/10/2014	Community Newspapers, Inc. Advertising	<u>1,225.00</u> \$ 1,225.00
284900	12/05/2014	D & R Masonry Restoration Capital Outlay - Athletic Facility Replacement	<u>7,450.00</u> \$ 7,450.00
285037	12/15/2014	BBL Architects	12,872.33
285094	12/22/2014	Paul Brothers, Inc. Capital Outlay - Bond - Facility Expansion & Improvements	<u>127,449.67</u> \$ 140,322.00
284902	12/05/2014	Marx Associates	3,400.00
285085	12/22/2014	Arbor Pro, Inc. Capital Outlay - Bond - Land Acquisition	<u>24,300.00</u> \$ 27,700.00
285084	12/22/2014	Adam Kuby, LLC Capital Outlay - Bond - Natural Resources Projects	<u>6,016.00</u> \$ 6,016.00
285091	12/22/2014	MacKay & Sposito, Inc. Capital Outlay - Bond - New/Redeveloped Community Parks	<u>1,545.25</u> \$ 1,545.25
284874	12/01/2014	Milroy Golf Systems, Inc.	159,135.40
284904	12/05/2014	T Edge Construction, Inc.	99,155.50
284905	12/05/2014	Vigil-Agrimis, Inc.	11,853.00
285096	12/22/2014	T Edge Construction, Inc. Capital Outlay - Bond - New/Redeveloped Neighborhood Parks	<u>57,327.75</u> \$ 327,471.65
284873	12/01/2014	Colf Construction, LLC Capital Outlay - Bond - Retainage Payable	<u>117,678.43</u> \$ 117,678.43
284873	12/01/2014	Colf Construction, LLC Capital Outlay - Bond - Trails/Linear Parks	<u>3,651.36</u> \$ 3,651.36
284898	12/05/2014	Andy Medcalf Construction Company	1,173.00
285040	12/15/2014	Cedar Mill Construction Company	16,164.05
285043	12/15/2014	Pacific Furnishings NW Capital Outlay - Building Improvements	<u>11,315.41</u> \$ 28,652.46
284872	12/01/2014	Arizon Structures WorldWide, LLC	28,340.67
284901	12/05/2014	The Farley Group, Inc.	4,040.54
285042	12/15/2014	OPSIS Architecture, LLP	17,069.56
285044	12/15/2014	Speedy Septic Service	21,950.00
285087	12/22/2014	Cedartech, Inc.	6,488.00
285095	12/22/2014	Pro Blinds & Shades Capital Outlay - Building Replacements	<u>1,890.00</u> \$ 79,778.77
284906	12/05/2014	Western Equipment Distributors, Inc. Capital Outlay - Fleet Capital Replacement	<u>11,677.13</u> \$ 11,677.13
284920	12/05/2014	Kronos Incorporated Capital Outlay - Information Technology Improvement	<u>1,425.00</u> \$ 1,425.00
284903	12/05/2014	Ross Recreation Equipment Company, Inc.	3,001.00
285036	12/15/2014	3J Consulting, Inc.	6,095.65
285036	12/15/2014	3J Consulting, Inc. Capital Outlay - Park & Trail Replacements	<u>3,318.15</u> \$ 12,414.80
285036	12/15/2014	3J Consulting, Inc.	1,488.22
285041	12/15/2014	Green Thumb Landscape & Maintenance, Inc. Capital Outlay - SDC - Park Development/Improvement	<u>54,878.88</u> \$ 56,367.10

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
ACH	12/03/2014	Ann M. Satterfield	1,405.85
ACH	12/12/2014	Rene Brucker	1,169.60
		Conferences	\$ 2,575.45
284895	12/05/2014	PGE	49,216.29
285005	12/15/2014	PGE	5,031.26
285139	12/26/2014	PGE	27,756.56
		Electricity	\$ 82,004.11
284997	12/15/2014	Standard Insurance Company	202,935.05
284999	12/15/2014	Standard Insurance Company	18,897.00
285165	12/31/2014	Kaiser Foundation Health Plan	238,487.85
285166	12/31/2014	Moda Health Plan, Inc.	30,107.96
285170	12/31/2014	Standard Insurance Co.	13,304.10
285176	12/31/2014	UNUM Life Insurance-LTC	1,281.20
		Employee Benefits	\$ 505,013.16
284996	12/15/2014	PacificSource Administrators, Inc.	7,933.31
284998	12/15/2014	Standard Insurance Company	33,360.19
285000	12/15/2014	Standard Insurance Company	2,093.32
285003	12/15/2014	Voya Retirement Insurance & Annuity Co.	6,958.32
285168	12/31/2014	PacificSource Administrators, Inc.	9,004.31
285171	12/31/2014	Standard Insurance Company	35,667.10
285173	12/31/2014	Standard Insurance Company	2,093.32
285175	12/31/2014	THPRD - Employee Assn.	14,877.82
285178	12/31/2014	Voya Retirement Insurance & Annuity Co.	6,958.32
		Employee Deductions	\$ 118,946.01
284894	12/05/2014	NW Natural	33,769.63
285138	12/26/2014	NW Natural	26,938.87
		Heat	\$ 60,708.50
285051	12/15/2014	Beaverton Volleyball Officials Association	1,672.00
285119	12/22/2014	Universal Whistles, LLC	5,370.50
		Instructional Services	\$ 7,042.50
284910	12/05/2014	Brown & Brown Northwest	32,934.00
		Insurance	\$ 32,934.00
284918	12/05/2014	Hughes Electrical Contractors	3,070.12
9923	12/10/2014	Schulz-Clearwater Sanitation, Inc.	9,197.65
9924	12/10/2014	Schulz-Clearwater Sanitation, Inc.	8,309.56
9925	12/10/2014	Schulz-Clearwater Sanitation, Inc.	16,213.83
9950	12/10/2014	Guaranteed Pest Control Service Co, Inc.	1,512.00
10142	12/10/2014	Arizon Structures WorldWide, LLC	7,195.71
10268	12/10/2014	SimplexGrinnell LP	3,292.20
10623	12/10/2014	SHAV-TRONICS	1,623.10
285102	12/22/2014	Northwest Control Company, Inc.	1,505.00
285109	12/22/2014	RMS Pump, Inc.	1,176.50
		Maintenance Services	\$ 53,095.67
10199	12/10/2014	Platt Electric Supply, Inc.	1,832.93
10318	12/10/2014	Valley Athletics	1,590.00
10353	12/10/2014	Pioneer Manufacturing Co.	2,067.00
10409	12/10/2014	Airgas Nor Pac, Inc.	6,296.87
10417	12/10/2014	Coastwide Laboratories	1,767.36
10612	12/10/2014	Coastwide Laboratories	3,044.18
10614	12/10/2014	Coastwide Laboratories	1,410.67
285026	12/15/2014	ORCA Pacific, Inc.	2,002.83
285103	12/22/2014	ORCA Pacific, Inc.	1,172.27
285126	12/22/2014	Chown, Inc.	1,020.48
		Maintenance Supplies	\$ 22,204.59

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
284922	12/05/2014	Aloha Youth Football/Cheerleading Miscellaneous Other Services	1,574.50 \$ 1,574.50
9922	12/10/2014	Ricoh Americas Corporation	2,272.25
9926	12/10/2014	OfficeMax Incorporated	5,563.48
9927	12/10/2014	OfficeMax Incorporated Office Supplies	2,090.40 \$ 9,926.13
285033	12/15/2014	US Postal Service CMRS-PB Postage	3,000.00 \$ 3,000.00
285032	12/15/2014	Signature Graphics Printing & Publication	17,848.00 \$ 17,848.00
284891	12/03/2014	Washington County DLUT	3,000.00
284916	12/05/2014	Frank's Garage LLC	1,625.00
10124	12/10/2014	MSDS Online	1,999.00
10317	12/10/2014	Providence Health & Services	1,650.00
ACH	12/15/2014	Beery, Elsnor & Hammond, LLP	1,783.75
285110	12/22/2014	Smith Dawson & Andrews	3,000.00
285113	12/22/2014	Talbot, Korvola & Warwick, LLP	28,475.00
285130	12/22/2014	Jonathan House	1,430.00
285131	12/22/2014	Jaime Valdez Photography	1,430.00
285132	12/22/2014	Lilien Systems Professional Services	8,400.00 \$ 52,792.75
9963	12/10/2014	Kore Group	2,808.45
10098	12/10/2014	OfficeMax Incorporated	1,167.23
10372	12/10/2014	U.G. Cash & Carry	1,861.14
10735	12/10/2014	Wilsons Lodge	1,472.30
285027	12/15/2014	Play-well TEKologies	5,850.00
285046	12/15/2014	A & E Imaging	1,337.62
285124	12/22/2014	Bubble Bump Soccer, LLC Program Supplies	2,397.50 \$ 16,894.24
9919	12/04/2014	Waste Management of Oregon Refuse Services	5,130.87 \$ 5,130.87
9922	12/10/2014	Ricoh Americas Corporation Rental Equipment	3,132.02 \$ 3,132.02
284932	12/05/2014	PixelSpoke	6,000.00
284934	12/05/2014	Public Affairs Counsel, Inc.	4,975.00
10290	12/10/2014	Northwest Tree Specialists	1,791.50
285035	12/15/2014	Washington County Health & Human Services	4,048.00
285054	12/15/2014	Cook Security Group	2,056.99
285056	12/15/2014	Milton L. Fearn	1,400.00
285127	12/22/2014	Edwards Enterprises	1,739.12
285129	12/22/2014	GreenPlay, LLC	3,500.00
285147	12/30/2014	Beaverton Auto Parts Technical Services	1,025.00 \$ 26,535.61
284915	12/05/2014	Executive Forum Technical Training	3,350.00 \$ 3,350.00
284893	12/05/2014	Integra Telecom	4,400.83
285137	12/26/2014	Integra Telecom Telecommunications	4,360.57 \$ 8,761.40
10705	12/10/2014	Terex Services Vehicle & Equipment Services	5,975.00 \$ 5,975.00

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
284926	12/05/2014	Marc Nelson Oil Products, Inc.	2,327.12
284941	12/05/2014	Tualatin Valley Water District	8,201.54
285021	12/15/2014	Marc Nelson Oil Products, Inc.	1,900.60
285117	12/22/2014	Tualatin Valley Water District	5,281.05
285123	12/22/2014	Brethauer Oil Co.	2,389.63
		Vehicle Gas & Oil	\$ 20,099.94
9917	12/04/2014	Tualatin Valley Water District	10,082.35
9921	12/04/2014	City of Beaverton	8,405.93
284896	12/05/2014	Tualatin Valley Water District	9,956.07
285141	12/26/2014	Tualatin Valley Water District	1,449.44
		Water & Sewer	\$ 29,893.79
Report Total:			<u><u>\$ 1,912,813.19</u></u>

Tualatin Hills Park & Recreation District



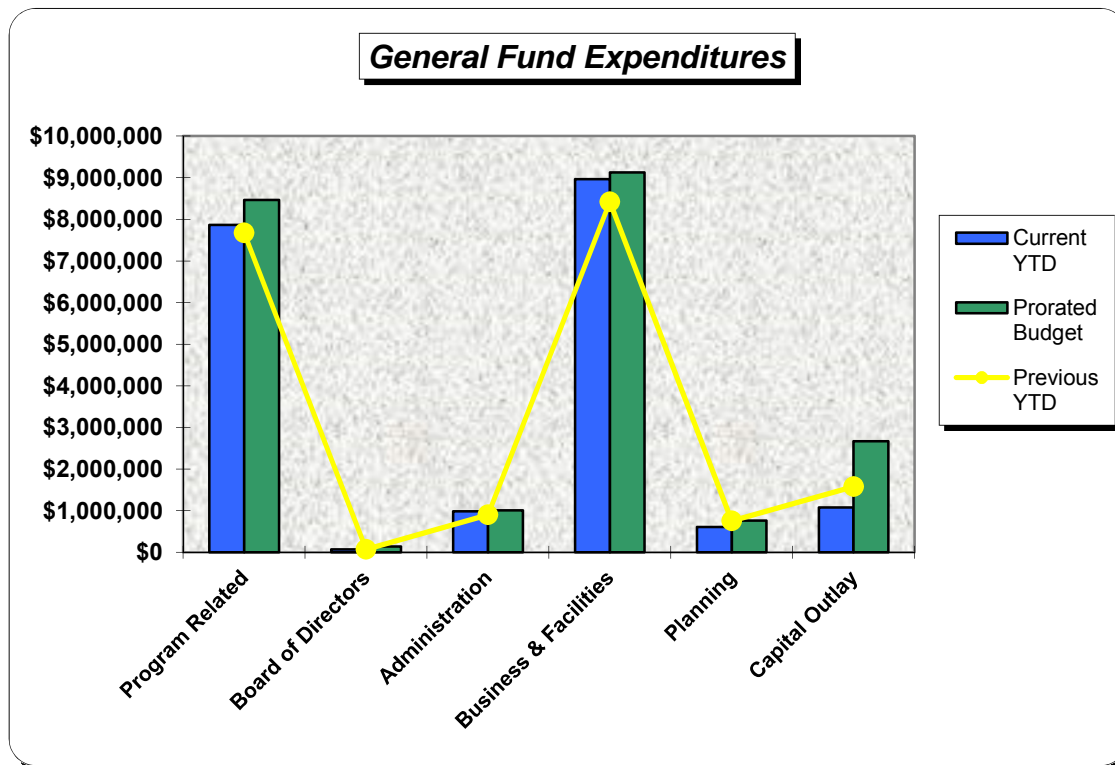
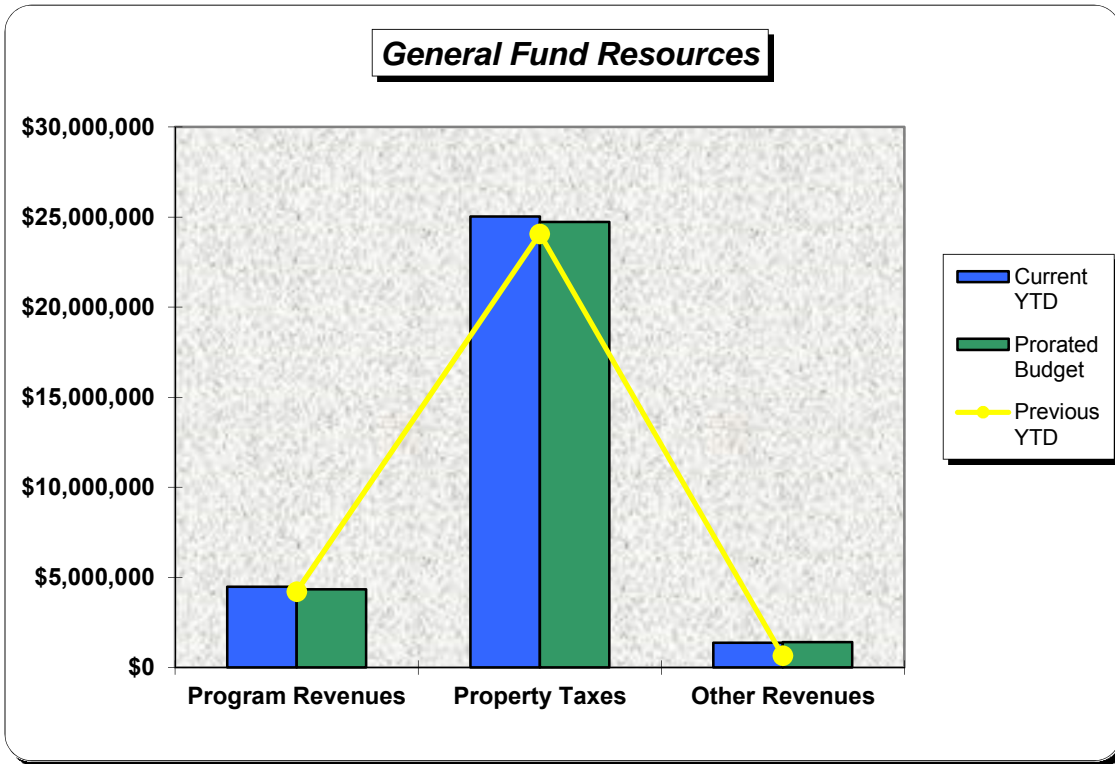
General Fund Financial Summary December 2014

	<i>Current Month</i>	<i>Year to Date</i>	<i>Prorated Budget</i>	<i>% YTD to Prorated Budget</i>	<i>Full Fiscal Year Budget</i>
Program Resources:					
Aquatic Centers	\$ 330,494	\$ 1,278,692	\$ 1,177,212	108.6%	\$ 2,755,784
Tennis Center	159,976	449,201	469,772	95.6%	1,034,170
Recreation Centers & Programs	423,296	2,012,759	2,132,621	94.4%	4,988,370
Sports Programs & Field Rentals	172,511	631,375	455,449	138.6%	1,219,146
Natural Resources	20,076	119,273	98,868	120.6%	318,668
Total Program Resources	1,106,353	4,491,300	4,333,923	103.6%	10,316,138
Other Resources:					
Property Taxes	182,531	25,040,247	24,729,702	101.3%	26,535,005
Interest Income	11,364	28,803	32,088	89.8%	135,000
Facility Rentals/Sponsorships	54,078	291,628	169,207	172.4%	462,000
Grants	17,102	784,260	784,260	100.0%	701,957
Miscellaneous Income	39,322	275,844	419,274	65.8%	960,783
Total Other Resources	304,397	26,420,782	26,134,531	101.1%	28,794,745
Total Resources	\$ 1,410,750	\$30,912,082	\$30,468,454	101.5%	\$39,110,883
Program Related Expenditures:					
Parks & Recreation Administration	44,192	286,964	350,699	81.8%	759,647
Aquatic Centers	291,066	1,989,639	2,143,974	92.8%	4,099,609
Tennis Center	82,091	527,585	507,173	104.0%	1,043,082
Recreation Centers	331,816	2,549,226	2,710,065	94.1%	4,925,270
Programs & Special Activities	100,545	874,073	968,025	90.3%	1,698,668
Athletic Center & Sports Programs	115,951	798,281	829,618	96.2%	1,789,516
Natural Resources & Trails	115,972	841,312	954,136	88.2%	1,794,939
Total Program Related Expenditures	1,081,633	7,867,080	8,463,689	93.0%	16,110,731
General Government Expenditures:					
Board of Directors	35,139	71,534	139,532	51.3%	261,119
Administration	159,731	985,301	1,009,143	97.6%	2,161,629
Business & Facilities	1,143,837	8,966,031	9,126,039	98.2%	17,571,260
Planning	99,087	613,273	765,946	80.1%	1,523,286
Capital Outlay	125,051	1,077,279	2,670,145	40.3%	4,660,718
Contingency	-	-	-	0.0%	2,100,000
Total Other Expenditures:	1,562,845	11,713,418	13,710,804	85.4%	28,278,012
Total Expenditures	\$ 2,644,478	\$19,580,498	\$22,174,493	88.3%	\$44,388,743
Revenues over (under) Expenditures	\$ (1,233,728)	\$11,331,584	\$ 8,293,961	136.6%	\$ (5,277,860)
Beginning Cash on Hand		\$ 6,445,779	5,277,860	122.1%	5,277,860
Ending Cash on Hand		\$17,777,363	\$13,571,821	131.0%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

December, 2014





MEMO

DATE: January 20, 2015
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Resolution Appointing Audit Committee Members**

Introduction

Staff requests board of directors' appointment of three audit committee members and approval of the attached resolution making the appointments.

Background

The district audit committee was authorized by Resolution No. 2008-04 at the April 7, 2008 board of directors meeting and consists of three members of the public. The primary responsibilities of the audit committee include periodically forming a recommendation regarding the selection of the park district's independent auditors, review of the annual audit plan, monitoring progress and compliance, participating in an audit exit conference, presentation of the audit report to the board of directors, and post audit follow-up. Membership for the committee is drawn from the board of directors (1), the district's budget committee (1), and the general public (1).

Bob Scott, board secretary, currently fulfills the board position, but his term expired December 31, 2014. He has agreed to continue fulfilling the board's position on this committee and requests reappointment for a period of two years.

Shannon Kennedy, current budget committee member, has agreed to continue to fulfill the budget committee's position on this committee, but her term expired on December 31, 2014. She requests reappointment for a period of two years.

Kathleen Leader currently fulfills the public position on the committee, but her term also expired December 31, 2014. She has agreed to continue fulfilling the public position on this committee and requests reappointment for a period of one year. Please find her application attached.

Proposal Request

Staff requests board of directors' appointment of the three above named individuals to the district's audit committee, per the attached resolution. The designated term length for an audit committee member is two years; however, in order to stagger the terms, it is proposed that two of the audit committee members' terms run through December 31, 2016 and one member's term runs through December 31, 2015 (assuming that the board and budget committee representatives remain on those committees as well through that time). District legal counsel has reviewed and approved of the attached resolution.

Action Requested

Board of directors' approval of Resolution No. 2015-02, Appointing Audit Committee Members.

RESOLUTION No. 2015-02
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION APPOINTING
AUDIT COMMITTEE MEMBERS**

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

WHEREAS, one committee member shall be appointed for a term expiring on December 31, 2015 and two committee members shall be appointed by the board for terms expiring on December 31, 2016 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:

Section 1. The board of directors approves the appointment of Kathleen Leader for a one-year term expiring December 31, 2015, and Bob Scott and Shannon Kennedy for two-year terms expiring December 31, 2016, to the audit committee.

Section 2. This resolution is effective upon its passage on the adoption date listed below.

Duly passed by the Tualatin Hills Park & Recreation District Board of Directors this 2nd day of February, 2015.

John Griffiths, President

Bob Scott, Secretary

ATTEST:

Jessica Collins, Recording Secretary



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Kathleen Leader		Date: 1/14/2015	
Address:		City:	Zip:
Home Phone:	Cell:	Work Phone:	
Email:			

Please note you must reside within the Park District's boundaries and complete a background check in order to serve on the Audit Committee.

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

I believe that my career in financial management provides me with skills, knowledge and experience that would benefit the District.

I value the mission, services and recreation facilities provided by Tualatin Hills Park & Recreation District, and believe that my knowledge and experience will foster the continuation and growth of District services in the community.

2. How long have you lived in the community?

I have lived in Cedar Hills over 12 years.

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

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

I currently serve as a Board Member for Oregon Municipal Finance Officers Association (OMFOA), guiding the mission and planning conferences and events for the organization.

I am currently the Treasurer for Forest Hills Village Homeowners Association. I have held this position for over 11 years. I am responsible for billing and collection of annual assessments, payment of bills monthly, preparation of the annual budget and monthly/annual financial statements, preparation of annual tax statements, banking and investment functions. I participate as a member of the Board developing and enforcing bylaws, covenants and restrictions, and guidelines, responding to homeowner concerns, and addressing the needs of the Association.

I was a Board Member for Neighbor Health Clinics, a non-profit organization providing medical and dental services to indigent and uninsured individuals in North and South East Portland, from 1999 through 2002. I provided governance and direction for the operations and policies of the non-profit organization and assisted in fund raising opportunities

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

What: Pilates Class

When: Eight years ago

Where: Cedar Hills Recreation Center

I also jog at least twice a week through the Commonwealth Park and enjoy the lake, scenery and people. In early 1990 I volunteered as a swimming coach for the Special Olympics, and practices and events were held at the District's pool facility on Walker Road.

5. If employed, what is your occupation?

Finance Manager with Clean Water Services

TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

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

I have over 17 years in financial management and reporting experience, including 12 years in the local government sector.

My work experience as the Finance Manager with Clean Water Services and Finance Director for the City of Troutdale, City of Wood Village and Holgate Center includes:

- Develop and administer policies and procedures for accounting, financial management, financial information system administration, banking and investment services, purchasing, auditing, budget, utility billing, debt administration, financial reporting, internal controls and property/liability risk management.
- Ensure compliance with generally accepted accounting standards and federal, state and local laws and regulations affecting fiscal activities and related operations.
- Prepare and oversee preparation of the Comprehensive Annual Financial Report.
- Serve as primary liaison with the independent auditors in developing the audit scope and responding to auditor's findings and recommendations.
- Direct the development of strategic plans for financial activities and prepare financial forecasts and models for resource and expenditure issues to ensure that long term financial management objectives are met.
- Acting Budget Officer, direct development of the annual budget, establish and monitor budgetary controls, and ensure compliance with Local Budget Law.



MEMO

DATE: January 20, 2015
TO: Doug Menke, General Manager
FROM: Jim McElhinny, Director of Park & Recreation Services

RE: Resolution Reappointing Stuhr Center Advisory Committee Members

Introduction

The Stuhr Center Advisory Committee requests board of directors' approval to reappoint five committee members.

Background

At their January 12, 2015 meeting, the Stuhr Center Advisory Committee recommended that the board of directors reappoint Robert Cannon, Harold Eves, Edith Frahm, David Magee and Norman Vaillancourt to the committee for two-year terms.

Please note that the respective applicants' applications and the Stuhr Center Advisory Committee's current roster are attached.

Action Requested

Board of directors' approval of Resolution 2015-03, reappointing Robert Cannon, Harold Eves, Edith Frahm, David Magee and Norman Vaillancourt to the Stuhr Center Advisory Committee.

RESOLUTION 2015-03
TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION REAPPOINTING
STUHR CENTER ADVISORY COMMITTEE MEMBERS**

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

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

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

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

The board of directors approves the reappointment of Robert Cannon, Harold Eves, Edith Frahm, David Magee and Norman Vaillancourt to the Stuhr Center Advisory Committee.

Duly passed by the board of directors of the Tualatin Hills Park & Recreation District this 2nd day of February, 2015.

John Griffiths, Board President

Bob Scott, Board Secretary

ATTEST:

Jessica Collins, Recording Secretary



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Robert Cannon		Date: 1/12/2015	
Address:		City:	Zip:
Home Phone:	Cell:	Work Phone:	
Email:			

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

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

- Please explain your interest in serving on the Advisory Committee:
I have served on the Advisory Committee for the past sixteen (16) years. In that time we have aquired a bus for tours, new exercise equipment, pool tables, pation furniture, an addition to social room, exercise room/remodeling.
- How long have you lived in the community?
Since 1965
- Have you or your family participated in any Center or other Recreation District activities? Yes No
If yes, please explain in what you or your family participated in and where, when:
Walking, exercising, tours, on-going, at Commonwealth Lake Park; Nature Park; Stuhr Center.
- Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:
Over the years, I have served on many volunteer committees beginning with the Past Office Recreatoin Committee in the 1980's for about 10 years. About five years as the treasurer. Also as vice president in the local union. Several years in camping club- arranging campouts. Working in local food pantry.
- Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
I have worked with people having different ideas and views, where they had to be resoved for the betterment of all. I feel I'm able to see the long term effects of plans.
- Term of Office preferred (please check one):
 2-year term or 3-year term



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Harold Eves		Date: 1/12/2015	
Address:		City:	Zip:
Home Phone:	Cell:	Work Phone:	
Email:			

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

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

1. Please explain your interest in serving on the Advisory Committee:
Desire to promote health and wellness of senior citizens.
2. How long have you lived in the community?
45 years
3. Have you or your family participated in any Center or other Recreation District activities? Yes No
If yes, please explain in what you or your family participated in and where, when:
Harvest Festival/Bazaar; picnics, host Thursday social dance; present member of Advisory Committee; Humana, etc. Work at Stuhr Center 8 years (evenings) for Roxie and Linda Jo.
4. Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:
Harvest Bazaar, Health Fair
5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
Lisa Novak and Stuhr Center Staff, doing excellent job.
6. Term of Office preferred (please check one):
 2-year term or 3-year term



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Edith Frahm		Date: 1/12/2015	
Address:		City:	Zip:
Home Phone:	Cell:	Work Phone:	
Email:			

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

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

- Please explain your interest in serving on the Advisory Committee:
Having been on the committee awhile, I have come to appreciate the benefits and wonders of Elsie Stuhr Center and want to continue to contribute all I can to keep the center the strong institution that it is. The center is the strongest asset that we seniors have and as the baby boomers are reaching 55 and over, we need to be very strong to keep it going.
- How long have you lived in the community?
11 1/2 years
- Have you or your family participated in any Center or other Recreation District activities? Yes No
If yes, please explain in what you or your family participated in and where, when:
work out room, dance class, dances, Harvest Bazaar, exercise , photography class – 2004 – current at the Elsie Stuhr Center.
- Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:
Harvest Bazaar-bag lady 2011 & 2012; Fashion Show model; very active in two hospital auxiliaries (held all offices 1940's-1960's); Chairman of Dance Club-1950's & 1960's; Street Light Chairman (collect street light money)
- Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
I was involved in retail for years and learned a lot about human nature and how to win friends and influence people. All my life, I have continued to educate myself by reading and learning.
- Term of Office preferred (please check one):
 2-year term or 3-year term



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: David Magee		Date: 1/12/2015	
Address:		City:	Zip:
Home Phone:	Cell:	Work Phone:	
Email:			

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

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

- Please explain your interest in serving on the Advisory Committee:
I wish to continue my commitment to the health and well-being of older members of our community.
- How long have you lived in the community?
29 years
- Have you or your family participated in any Center or other Recreation District activities? Yes No
If yes, please explain in what you or your family participated in and where, when:
1988-youth classes for daughter; 1995-youth classes for both daughters; 1995-2012-classes, gym use and rec sports for all family members; 1998-2013-family; David-2002-2013; Elsie Stuhr Center: classes, clubs and advisory committee at Cedar Hills RC, Garden Home RC, Tualatin Hills Center, and Elsie Stuhr Center.
- Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:
MS Society of Portland, Fall Festival at Stuhr Center, Advisory Committee meetings at Stuhr Center (4 years)
- Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
Previous experience serving on the Advisory Committee at the Elsie Stuhr Center; and past 13 years involvement with variety of activities and classes at the Elsie Stuhr Center.
- Term of Office preferred (please check one):
 2-year term or 3-year term



TUALATIN HILLS PARK & RECREATION DISTRICT ADVISORY COMMITTEE APPLICATION

Name: Norman Vaillancourt		Date: 1/12/2015
Address:		City: Zip:
Home Phone:	Cell:	Work Phone:
Email:		

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

- | | | | |
|-------------------------------------|--|--|---------------------------------|
| <input type="checkbox"/> Aquatics | <input type="checkbox"/> Historic Facilities | <input type="checkbox"/> Natural Resources | <input type="checkbox"/> Parks |
| <input type="checkbox"/> Recreation | <input type="checkbox"/> Sports | <input checked="" type="checkbox"/> Stuhr Center | <input type="checkbox"/> Trails |

1. Please explain your interest in serving on the Advisory Committee:
As a current member of the Advisory Committee, informing about our bond issues and our expansion and other great things. Our future here and the many things ahead. To move on for the better of our future and of our center. Can't wait.

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

3. Have you or your family participated in any Center or other Recreation District activities? Yes No
If yes, please explain in what you or your family participated in and where, when:
Day care, tee-ball, soccer, playtime, truck show. Maureen, my wife, attends fitness room daily at the Stuhr Center. Grandkids about 6 years ago; Maureen present at Conestoga Recreation and Aquatic Center and Elsie Stuhr Center.

4. Have you served on other volunteer committees? Yes No
If yes, please explain where, when, and what your responsibilities were:
Advisory Board member of Elsie Stuhr Center (present); Public Advisory Committee (THPRD); Advisory Committee for 20 year plan; Special Task Force & Advisory Committee for Change; Task Force on the SR Idol Show; Health Fair and coffee host; Farmers Market and Harvest Bazaar (baked goods); Thursday Social Dance; Hike and Bike (THPRD); T-Hills at the Park- Car Show (THPF)

5. Please describe any work experience or areas of expertise that you feel would benefit the Advisory Committee:
I come with 40 years of experience in park and recreation community services from Southern California, City of Whitter; part time work in many areas and continue the work, working with our people and best for our center to support our staff.

6. Term of Office preferred (please check one):
 2-year term or 3-year term



Tualatin Hills Park & Recreation District
STUHR CENTER
ADVISORY COMMITTEE ROSTER

Last Updated: 1/20/15

<i>Committee Member</i>	<i>Member Since</i>	<i>Term Expires</i>
David Magee Chair	February 2008	February 2015
Robert Cannon	February 2004	February 2015
Harold Eves	February 2006	February 2015
Edith Frahm	February 2008	February 2015
Helen Popa	October 2012	October 2014
Norman Vaillancourt	February 2004	February 2015
Laurel Reilly	April 2014	April 2016
<i>Ex-Officio Member</i>	<i>Representing</i>	<i>Term Expires</i>
Lisa Novak	Staff THPRD	N/A
Terri Cannon	Staff THPRD	N/A



MEMO

DATE: January 21, 2015
TO: Doug Menke, General Manager
FROM: Aisha Willits, Director of Planning

RE: **Bond Program Update**

Introduction

The information and discussion in this memo adds to that which has been provided to the board at previous meetings relating to implementation of the bond program.

Capital Projects Construction Update

At the February board meeting, you will receive a PowerPoint presentation on the continuing and upcoming projects as part of the bond program update agenda item. A brief summary of the projects and their status is provided below.

Project Name	Status
Roger Tilbury Park	Roger Tilbury Park reached substantial completion and opened to the public in mid-December. The public has had full use of accessible paved paths and crushed gravel trails that connect the east and west neighborhoods. Both the traditional and natural play areas appear well used. T Edge Construction will be completing restoration pocket planting in February, while the Natural Resources department continues on with full-site restoration over the next year.
Cedar Mill Park	Cedar Mill Park was deemed substantially complete and opened to the public in mid-November. The district's contractor, Milroy Golf Systems, has continued work to bring the project to final completion. Patrons have full access to parking, picnicking and play areas, which also include a paved pathway access to NW 107 th Avenue. Both the soccer and baseball fields remain closed to the public until the natural grass is established. The fields will be reassessed in March to evaluate readiness for use. The tennis court will be temporarily striped, as weather permits, followed by the application of a permanent acrylic surface in June.

<p>HMT ADA Parking improvements</p>	<p>The HMT ADA parking improvements reached substantial completion in mid-December. Remaining work to reach final completion includes installation of additional landscaping, inspection of the restored wetland and the replacement of a portion of the north entry stairs. This work will be completed in spring and summer 2015 as weather permits.</p> <p>The artwork installation along the north stairs will likely be complete by the end of January. The background wall painting is done and installation is being coordinated with district Maintenance staff.</p>
<p>Southwest Quadrant Community Park Development</p>	<p>Since the approval of the master plan, the district closed on an additional property along SW 170th Avenue. The addition of this property will provide more street frontage and an improved access point to the park. Staff has been coordinating efforts with local agencies in preparation for filing a land use application in April. In a meeting with ODOT and Washington County, the park district was informed we will be required to install a sidewalk on Farmington Road to meet the state’s minimum improvement standards. Additional design meetings have focused on the development of the athletic fields and inclusive play elements. Geoff Roach, director of Community Partnerships, is leading an effort to better understand the needs of inclusive play through a series of meetings with Providence Health & Services.</p>
<p>Cedar Hills Community Park Redevelopment</p>	<p>The project is currently on hold in the master planning phase. Following the initial neighborhood meeting, staff received substantial input from the public on transportation concerns, among others. The transportation concerns required a broader discussion with the Beaverton School District (BSD), Washington County and the City of Beaverton. A meeting was held between all four parties and THPRD and BSD agreed to consider both Cedar Hills Park and the replacement of William Walker Elementary School as part of a master planning effort. The scope to identify the cumulative effect of the redevelopment of both sites was developed and that updated transportation analysis is underway.</p>
<p>Somerset West Neighborhood Park</p>	<p>The master planning process for Somerset West Park is currently on hold. Initial cost estimates for the project came in substantially higher than the established project budget. Together with our consultants, staff is working to evaluate the remaining park design to reduce the overall project costs.</p>



MEMO

DATE: January 21, 2015
TO: Doug Menke, General Manager
FROM: Geoff Roach, Director of Community Partnerships

RE: **Resolution Amending District Compiled Policies Chapter 8 - Sponsorships/Naming of District Property/Memorials**

Introduction

THPRD's 2013 Strategic Plan and Service and Financial Sustainability Plan were adopted by the board of directors in December 2013. The Strategic Plan sets forth overarching goals, objectives and action steps to guide the district's operations for the next 10 years. The Service and Financial Sustainability Plan establishes targets and strategies that advance the district by providing a resource allocation strategy and by establishing a new cost recovery philosophy.

A recommendation in the Service and Financial Sustainability Plan (SFSP) encourages the creation of a stronger partnership platform, a platform that allows the district to be even more attractive to nonprofit, other government, and private for-profit entities. A review of the district's sponsorship policy was highlighted as an important step. A review of the existing sponsorship policy also resulted in a review of the existing naming policy. This review also encouraged the development of a proposed new memorials and tributes policy. The three policies, when viewed together, define how brands and names of other entities (people, organizations and businesses) associate and appear alongside THPRD's name and brand at our owned and managed assets.

Background

The sponsorship policy review was recommended to identify a "menu" of options that THPRD could offer as sponsorship opportunities to other entities. The general concept presented was that a sponsor could consider "adopting" a facility or a program, etc.

In the spirit of diversifying revenues and attracting key partnerships to help THPRD more efficiently implement our mission, the SFSP recommends these steps specifically:

- **Theme 1: Policy Strategies; Goal 5** – Revise Current Sponsorship Policy
- **Theme 5: Revenue Enhancement; Goal 21** – Explore the opportunities for and use of Sponsorships through naming rights.

As outlined at the September 22, 2014 regular board meeting, staff was charged with investigating and developing an approach to sponsorship that is relevant to THPRD operations. The following actions were taken in 2014:

- Staff reviewed the district's current policies and affairs related to naming, sponsorship and memorials & tributes because the combined activity taken in these areas of our

operation result in nearly all the names and brands appearing at THPRD owned and operated facilities.

- Staff sampled existing policies from “like” jurisdictions, to include nonprofit organizations, other special district formats for parks, and city models for providing park and recreation services.
- Ideas and concepts concerning emerging policy changes were discussed at a joint advisory committee meeting on July 17, 2014. The meeting included members from the following:
 - Stuhr Advisory Committee
 - Natural Resources Advisory Committee
 - Recreation Advisory Committee
 - Trails Advisory Committee
 - Aquatics Advisory Committee
 - Parks Advisory Committee
- In addition, as real world needs have arisen in 2014, staff has been working to apply the proposed new policies informally. The new policies have been applied in the context of a new event sponsor for summer concerts and in numerous emerging requests for memorials or tributes.

Recommendations Overview

Staff is recommending the following changes to currently existing policies:

1. Retain the existing naming policy with the following outcomes:
 - a. Retain a high level of decision making around the naming/renaming of THPRD assets. The act of naming/renaming should continue to be used sparingly and to recognize:
 - i. Historic events, people, and places
 - ii. Outstanding individuals
 - iii. Donors
 - b. In addition to an entire THPRD site being eligible for naming/renaming, allow the same for significant portions of an otherwise named park, such as a fountain, playfield, skate area, or playground.
 - c. Deepen the criteria for naming eligibility.
 - d. Afford the opportunity for naming/renaming of district assets after businesses and companies.
2. Replace the existing sponsorship policy with the proposed new policy language to enact the following outcomes:
 - a. Define sponsorship as a business arrangement between THPRD and an outside party and clearly separate sponsorship from permanent naming of district assets.
 - b. Clarify the categories available for sponsorship as: events, programs, projects, and sites.
 - c. Deepen the understanding of procedural aspects related to sponsorships.

Staff is recommending adding a new policy addressing memorials and tributes with the following outcomes:

1. Establish a policy for addressing memorials & tributes at district assets.
2. Set criteria for use in evaluating memorial & tribute requests.
3. Establish basic guidelines to aid in determining suitable and unsuitable location and design of memorials & tributes at district assets.

Proposal Request

Staff is requesting that the board of directors approve a resolution amending District Compiled Policies (DCP) Chapter 8 to reflect the proposed changes. Attached is a marked-up version of DCP Chapter 8, labeled as Exhibit A, which identify the proposed amendments. The resolution and proposed changes to DCP Chapter 8 have been reviewed by THPRD's legal counsel.

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

- Exhibit B – Naming of District Properties draft procedures (redline showing proposed edits to original procedures)
- Exhibit C – Private Sponsorships draft procedures (this document is not shown in redline due to the extent of the proposed changes)
- Exhibit D – Private Sponsorships procedures (proposed to be replaced by Exhibit C)
- Exhibit E – Memorials & Tributes draft procedures

Action Requested

Board of directors' approval of Resolution No. 2015-04, amending District Compiled Policies Chapter 8 - District Property.

RESOLUTION NO. 2015-04

TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

A RESOLUTION APPROVING DISTRICT COMPILED POLICIES CHAPTER EIGHT,
AS AMENDED

- a. The Tualatin Hills Park & Recreation District (District) board adopted District Compiled Policies (DCP) on June 8, 2009 and amended DCP Chapter 8 on March 7, 2011; and;
- b. The District board desires to add new sections to DCP Chapter Eight concerning District Property; and
- c. The amendments to Chapter 8 contain provisions regarding the naming or renaming of District property, private sponsorships as well as memorials and tributes.

THE TUALATIN HILLS PARK & RECREATION DISTRICT RESOLVES:

Section 1. The DCP Chapter 8, as amended and attached as Exhibit A to this resolution is adopted. This new Chapter 8 replaces the Chapter previously adopted by the Board on June 8, 2009 and amended by the Board on March 7, 2011.

Section 2. This resolution takes effect on February 2, 2015.

BOARD OF DIRECTORS APPROVAL: February 2, 2015

John Griffiths, President

Bob Scott, Secretary

ATTEST:

Jessica Collins, Recording Secretary

DISTRICT COMPILED POLICIES

CHAPTER 8 – DISTRICT PROPERTY

8.01 Easements on District Property

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

8.02 Encroachments on District Property

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

DISTRICT COMPILED POLICIES

(C) Implementation Strategy.

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

8.03 Telecommunications Facilities on District Property

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

8.04 Wetland and Buffer Mitigation on District Property

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

DISTRICT COMPILED POLICIES

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

(C) Implementation Strategy.

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

8.05 Naming of District Property

(A) Purpose. To provide direction for the naming of new District properties, ~~as well as~~ the renaming of existing District properties, and the naming of features in otherwise named District properties.

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

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

DISTRICT COMPILED POLICIES

occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such a gift by naming District property for the donor, the donor's surname, a family member or friend of the donor, a donating business, or a person associated with a donating business, ~~or a business that has donated.~~ ~~In no case shall a District property be permanently named for a business or corporation.~~

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

8.06 Private Sponsorships

- (A) Purpose. To provide direction for requesting and securing sponsorships for District events, facilities and services to staff, citizens, and the business community.

- (B) Policy.

(1) It is District policy to actively seek sponsorships for its events, ~~services, parks, and facilities programs, projects and sites~~ from ~~individuals, foundations, businesses,~~ corporations, ~~nonprofit organizations, service clubs,~~ and other entities. The purpose of such sponsorships is to raise additional revenue in a proprietary manner in order to increase the District's ability to deliver services to the community and/or provide enhanced levels of service beyond the core levels funded from the District's general fund and the fees charged to users. Sponsorships are intended to be used as a method to strengthen community partnerships and are not intended to be a public forum or any other tool for businesses, corporations or other entities to engage in free speech activities.

(2) In appreciation of such financial and/or in kind support, it is District policy to provide sponsors with suitable and appropriate recognition such as acknowledgement of their contributions ~~space on a temporary basis for their brands, logos, and names to appear at THPRD owned and managed assets and in our materials.~~ However, such recognition shall adhere to the aesthetic values and purpose of the District's parks, facilities, and services. In addition, such recognition shall not detract from the visitor's experience

DISTRICT COMPILED POLICIES

or expectation, nor shall it impair the visual qualities of the site or be perceived as creating a proprietary interest.

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

8.07 Memorials and Tributes on District Property

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

(B) Policy.

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

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

(2) The policy formalizes key procedures, including:

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

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

Naming of District Property
5.01.01

Date: _____, 2015

Supersedes Policy: ~~Not applicable~~ 5.01.01
March 7, 2011Adopted by: Doug Menke
General ManagerImplemented by: Geoff Roach
Director of Community Partnerships

Signature: _____

Signature: _____

Date: _____

Date: _____

PURPOSE

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

POLICY

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

PROCEDURE**General Guidelines for Naming or Renaming District Properties**

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

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

- A. In considering the naming/renaming of a District Property and features in otherwise named District properties after a person, priority should be given to those who made a sustained and lasting contribution to:
 - The District;
 - The City of Beaverton;

- Washington County;
 - The State of Oregon; or
 - The Nation
- B. The naming/renaming of a District property and features in otherwise named District properties after people who may have lost their lives due to war or a tragic event may not be considered until after the impact of the event has lessened within the community.
- C. When a District property is associated with or located near events, people, and places of historic, cultural or social significance, consideration should be given to naming/renaming that District property after such events, people, and places. In considering such proposals, the relationship of the event, person or place to the District property should be demonstrated through research and documentation.
- D. Naming or renaming a District property and features in otherwise named District properties for an outstanding individual is encouraged where that person's significance and good reputation have been accepted in the District's history-- and when such individual has been deceased for at least three years. The deceased clause can be waived at the Board's directive. The District reserves the right to rename any District property if the person for whom it is named turns out to be disreputable or subsequently acts in a disreputable way.
- E. Priority for Naming/Renaming should be given to those who have provided ten or more years of volunteer service to the community.

Guidelines for Naming or Renaming District Properties for Donors

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

Other Considerations

- A. To minimize confusion, parks should not be subdivided for the purpose of naming unless there

are readily identifiable physical divisions such as roads or waterways. However, naming of specific major facilities within District sites can be permitted; under these circumstances such names should be different from the site name to avoid user confusion. The District may name significant portions of an otherwise named park, such as a fountain, playfield, skate area or playground.

- B. All signs that indicate the name of a District property should comply with the District's Signage Master Plan. Specialized naming signage should not be permitted.

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

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

PRIVATE SPONSORSHIPS**4.01.02**

Date:	Supersedes Policy: 4.01.02 March 7, 2011
Adopted by: Doug Menke General Manager	Implemented by: Geoff Roach Director of Community Partnerships
Signature: _____	Signature: _____
Date: _____	Date: _____

PURPOSE

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

POLICY

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

INTENT

THPRD and its citizens pride themselves on their extensive park and recreation system. This pride is evidenced in many ways, including the decades of generous support shown by the business community in this region. Today, financial and in-kind support is critical as the demands to sustain and expand park and recreation offerings increase while the district strives to maintain appropriate tax and fee structures. Therefore, THPRD pursues partnerships with the for-profit sector through sponsorship of district events, programs, projects and site-related amenities. The purpose of such sponsorships is to raise additional revenue in a proprietary manner in order to increase the District's ability to deliver services to the community and/or provide enhanced levels of service beyond the core levels funded from the District's general fund and the fees charged to users.

The benefits inherent in these sponsorships are intended to be balanced and to accrue to all participants entering a sponsorship agreement. Sponsorships are intended to afford the district the opportunity to build and sustain programs and park amenities while sponsors receive access to important marketing venues and the opportunity to align their branding with the district's public mission. Sponsorships are intended to be used as a method to strengthen community partnerships and are not intended to be a public forum or any other tool for businesses, corporations or other entities to engage in free speech activities. This policy and its guidelines and procedures are intended to guide district management, decision-makers, and staff, or any allied organization pursuing sponsorship agreements. It is also intended to help potential sponsors understand the opportunities and the constraints of park and recreation sponsorship.

The district welcomes a relationship with sponsors as an opportunity to enhance its services provided sponsorships are consistent with district policies, respect the physical beauty of public spaces and district properties, promote the district's mission and core services, and are compatible with district image and brand. A sponsor's products, services and marketing objectives are expected to be compatible with the district's mission, values, and policies. For-profit entities seeking sponsorship opportunities with the district are generally ineligible if their primary products or services are substantially dependent upon the sale of:

- alcohol, other than beer and wine,
- prescription drugs,
- tobacco,
- gambling,

- firearms,
- sexually explicit material, or
- junk food.

DEFINITIONS

All sponsorships must adhere to the definitions of classifications of district properties established in the Comprehensive Plan. The following definitions apply specifically to this sponsorship policy and related procedures.

Sponsorship is financial or in-kind support from an outside entity, the sponsor, for specific events, programs, projects or sites in exchange for the sponsor receiving tangible and intangible marketing and tax benefits from the district. Sponsorship is a negotiated agreement between the sponsor and the district. The sponsor can expect this agreement to include but not be limited to:

- A) recognition opportunities (product promotion and temporary recognition) on district property and in district materials,
- B) authorization by the district for the sponsor to promote its investment with the district and with district programs, and
- C) name association, particularly with respect to events, programs, and projects; and name association to a limited extent with respect to sites.

Recognition benefits are opportunities, conveyed from the district to the sponsor, that allow a sponsor's branding, products, name, and logo to be temporarily visible on district property and materials. Details relating to the opportunity are described in a sponsorship agreement and must comply with district policies.

Recognition is the signage paid for and often created by the sponsor that is usually placed in designated, purchased spaces for a temporary period of time to promote a product/service. Recognition is allowed in the district's printed materials and publications. Temporary recognition is the display of corporate logos, branding, or copy at a district event or on collateral materials associated with an event, program, project or site. Permanent recognition generally is not allowed at outdoor sites such as designated parks, facilities, trail ways, natural areas, and outside other district buildings.

Sponsorship agreement is the legal instrument that sets forth the terms and conditions the parties agree upon.

Events are one-time activities for the public organized by the district, held on district property and generally last less than a week, e.g. a sports clinic at a recreation center, a dance competition, or a volunteer activity. These events may re-occur routinely, e.g., an annually held concert or series of concerts.

Programs are ongoing district approved and organized activities led by district staff and/or by district paid instructors for the public, e.g., district run youth sports leagues, after school classes, yoga instruction, summer internship or volunteer program, etc. Programs generally involve the district providing staff supervision.

Projects are one-time district efforts, often with a product as an end-result. The product is generally intended for the public, e.g., a facility map, trails map or a park master plan.

Sites are specific places, varying in scale from individual features or areas, e.g., an off-leash pet

area or interactive water feature, or a ball field to an entire park or facility; or to an entire system of places, e.g., district-wide flower beds.

CATEGORIES OF SPONSORSHIP

Sponsorship is encouraged in four general categories of District activity:

- Events
- Programs
- Projects
- Sites: This category of district activity is available, but is intended to be used sparingly.

Pricing offered by the district, as expressed in levels of sponsorship, is to incorporate the district's Service and Financial Sustainability Plan.

This policy may impact a number of district-related associations and partnerships with other organizations:

- A) Community sports groups are teams and leagues that often solicit their own sponsorships and enter private agreements independent of the district. District sponsorship policies will not apply to these groups, however, written approval from the district must be obtained by the community sports group prior to a display benefiting one of their sponsors appearing within district parks, trail ways, facilities, natural areas and related district properties. A general exception is made for team uniforms.
- B) Nonprofit organizations and other public institutions are those educational, cultural, environmental, and services organizations and agencies that may be located in or adjacent to designated parks, e.g., co-location with Tualatin Valley Water District or with Clean Water Services in or adjacent to THPRD parks or natural areas. Many organizations and agencies will have sponsorship programs independent of the district. Any organization or agency providing marketing benefits for sponsors outside their physical boundary but within a district property boundary must obtain district approval prior to display.
- C) Concessionaires from time to time operate district properties. As private entities, concessionaires are permitted to obtain sponsors as they relate to their operations. However, any marketing benefit displayed beyond the physical boundary of the Concession site, but within a district property boundary, must be approved by the district.
- D) Associated conservancies, foundations, and friends' groups include those park organizations that have formed in order to enhance and advocate for specific district parks, programs, and services. Individual agreements determine the level of management the group and the district are committing resources toward. Most of these groups will implement their own sponsorship, gift, and naming policies. When these groups operate on district properties and offer material benefit to sponsors displayed on district property then this district policy applies.

RECOGNITION BENEFITS FOR SPONSORS

The district's willingness to provide recognition benefits for sponsors shall not be construed in any way to be an endorsement of the sponsor's goods or services by the district, or any proprietary interest of the sponsor in the district.

Recognition benefits for the sponsor are negotiated and detailed in a specific sponsorship agreement.

TERMINATING SPONSORSHIPS

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

ETHICAL CONSIDERATIONS

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

- The potential sponsor seeks to impose conditions that are inconsistent with the district's mission, values, policies, and/or planning documents.
- Acceptance of the sponsorship creates a conflict of interest or policy, e.g., a sponsorship from a tobacco company.
- The sponsor and the district are in litigation.

The decision to reject a sponsorship, or to recommend rejection to the Board of Directors, shall be at the sole discretion of the General Manager or his or her designee.

PROCEDURAL ASPECTS OF SPONSORSHIP**CATEGORIES OF SPONSORSHIP**

Sponsorship is encouraged in four general categories of district activity:

- A) Event sponsorship affords marketing benefits to sponsors vis-à-vis anything relating to the lead-up and the occurrence of an event. Specific sponsorship agreements may allow for the sponsor's name to be directly associated with the event, e.g., the marquee sponsor. The sponsor may have a variety of temporary recognition and marketing opportunities related to the event. District staff will maintain and periodically update a listing of sponsorship levels tied to events.
- B) Program sponsorship affords recognition benefits throughout a program's duration, and may provide benefit beyond the specific program depending upon the details of the sponsorship agreement. Based on the agreement a sponsor's name may be associated with the program, e.g., TFO's Introduction to Fly Fishing at THPRD, and other benefit opportunities may be available. District staff will maintain and periodically update a listing of sponsorship levels tied to programs.
- C) Project sponsorship affords recognition benefits attached directly to the product(s) that result from the collaboration between the district and the sponsor. District staff will develop project sponsorship levels on a case-by-case basis.
- D) Site sponsorship recognition benefits are negotiated and established through the sponsorship agreement and are addressed on a case-by-case basis. This category of district activity is available, but is intended to be used sparingly. An example of site sponsorship may be: a sign for twelve months at the park highlighting Toro for providing a year's worth of park maintenance at Vista Brook Park.

Pricing offered by the district, as expressed in levels of sponsorship, is to incorporate the district's Service and Financial Sustainability Plan.

SPONSORSHIP PROPOSAL

- A) The sponsor's proposal shall enhance current priorities, programs, and core services of the district.
- B) The sponsor's proposal, particularly with respect to recognition benefits and temporary recognition, must align with the district's design standards, visual integrity, and commitment to user experiences at district facilities.
- C) The sponsor's proposal acknowledges and complies with the district's cost recovery and financial sustainability model.
- D) The sponsor's proposal will not commit the district to additional operating and maintenance responsibilities and costs.
- E) The tangible and intangible marketing benefits of the sponsor's proposal are appropriately balanced between sponsor and the district.
- F) The sponsor has established or seeks to establish a strong track record of community involvement with the district or related public service providers.

Sponsorships generally originate through one of two procedures:

- A) Self-initiated by an interested prospective sponsor, or
- B) Initiated by the district through a formal or informal Request for Sponsors process.

Self-initiated procedure: Interested prospective sponsors may contact the district at any time to discuss prospective sponsorship interests and will submit a one page written Corporate Sponsorship Inquiry. The district procedure is:

- A) A meeting or phone call is held between prospective sponsor and assigned district staff to review the Corporate Sponsorship Inquiry. The district determines during this step whether or not to invest further time in the sponsorship concept.
- B) If further time is warranted, the district will draft a sponsorship agreement to include:
 - a. name of sponsor,
 - b. purpose of sponsorship,
 - c. sponsorship levels available and the specific level selected by the sponsor identified,
 - d. benefit to the district stated,
 - e. recognition benefit to the sponsor stated (display, type, location, size, design, content, and duration),
 - f. articulation of how the sponsorship is intended to operate (what the parties will do, how long the agreement is in effect, conditions that shall terminate the agreement, statement on exclusivity if applicable).
- C) The sponsorship agreement is approved by the General Manger, or designee. The approval tier inside THPRD will be: less than \$10k – programmers; less than \$50k – management team; less than \$150k – General Manager; \$150k and over – Board of Directors.
- D) The sponsorship agreement is executed in writing by the district and the sponsor. The district's signing authority is consistent with the district's approval authority.

District-initiated procedure: The district will from time to time announce sponsorship needs and opportunities. This may be done informally through relationships district staff and programmers maintain with the broader community. It may also take the form of a more formal request solicited through district communication channels, including website, social media, publications, direct mail, and targeted inquiry. At the district's election, a meeting between the prospective sponsor that has responded to district inquiry and district assigned staff will be held and:

- A) If further time is warranted, the district will draft a sponsorship agreement to include:
 - a. name of sponsor,
 - b. purpose of sponsorship,
 - c. sponsorship levels available and the specific level selected by the sponsor identified,
 - d. benefit to the district stated,
 - e. recognition benefit to the sponsor stated (display, type, location, size, design, content, and duration),
 - f. articulation of how the sponsorship is intended to operate (what the parties will do, how long the agreement is in effect, conditions that shall terminate the agreement, statement on exclusivity if applicable).
- B) The sponsorship agreement is approved by the General Manager, or designee. The approval tier inside THPRD will be: less than \$10k – programmers; less than \$50k – management team; less than \$150k – General Manager; \$150k and over – Board of Directors.
- C) The sponsorship agreement is executed in writing by the district and the sponsor. The district's signing authority is consistent with the district's approval authority.

RECOGNITION BENEFITS FOR SPONSORS

The district's willingness to provide recognition benefits for sponsors shall not be construed in any way to be an endorsement of the sponsor's goods or services by the district, or any proprietary interest of the sponsor in the district.

Recognition benefits for the sponsor are negotiated and detailed in a specific sponsorship agreement. The district generally will offer a choice of sponsorship levels, with appropriate recognition benefits tied to each level. General guidelines include:

- A) All sponsor recognition materials, including but not limited to banners, signs, brochures, cards, posters, newsletters and labels on products such as t-shirts must be approved by the district.
- B) The district will provide established areas for temporary recognition at outdoor park facilities when relevant, e.g., fenced ball field area, skate park, play area; and at indoor recreation centers.
- C) An unlimited number of corporate recognition and logos printed on "walk-away" products, e.g., t-shirts, water bottles, note pads, is acceptable. Visual impact will need to be approved by the district when THPRD logo is also present.

The district's marketing department must approve the use of the district's logo by the sponsor if the district logo is proposed by a sponsor for use in the sponsor's business publications and/or marketing materials. All district logo use must be associated only with the specific area of district operations the sponsor is supporting.

SPONSORSHIP AGREEMENTS

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

PRIVATE SPONSORSHIPS

4.01.02

Date: March 7, 2011

Supersedes Policy: Not applicable

Adopted by: Doug Menke
General Manager

Implemented by: Bob Wayt
Director of Communications & Outreach

Signature: _____

Signature: _____

Date: _____

Date: _____

PURPOSE

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

POLICY

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

DEFINITIONS

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

The following definitions apply specifically to this sponsorship procedure:

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

SPONSORSHIP PROPOSALS

- A. A proposed sponsorship should generally relate (where possible) to the intent of the facility or subject park and its master plan.
- B. Sponsorships cannot be made conditional on Tualatin Hills Park & Recreation District's performance.

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

RECOGNITION OF SPONSORS

- A. Tualatin Hills Park & Recreation District appreciates all sponsorships that enable it to further its mission.
- B. In recognition of a sponsor's contribution, preference will be given to providing a form of recognition that is not displayed within parks.
- C. Recognition of a sponsorship shall not suggest in any way the endorsement of the sponsor's goods or services by Tualatin Hills Park & Recreation District, or any proprietary interest of the sponsor in THPRD.
- D. Any physical form of on-site recognition shall not interfere with visitor use or routine facility/park operations.
- E. The form of any on-site recognition shall be of an appropriate size and color and shall not detract from the facility/park surroundings or any interpretive message.
- F. All sponsorship agreements will be for a defined period of time having regard to the value of the sponsorship and the life of the asset being sponsored.
- G. Naming of events and/or facilities within a park or center in recognition of a sponsor is permitted providing such names are subordinate to the name of the park or the center.
 - In no case shall a District property or building be permanently named for a business or corporation.
 - Facility naming requests will require a Level II public notice consistent with the District's Community Outreach Procedure.

SPONSORSHIP CATEGORIES

- A. Events: Financial or in-kind support for an event organized by Tualatin Hills Park & Recreation District on THPRD property.

- B. Park/Facility Development: Financial or in-kind support associated with the design and construction of a particular park and recreational facility. Projects within this category will typically be of a one-time nature.
- C. Program Delivery: Financial or in-kind support that facilitates the ongoing delivery of a particular District-wide or site-specific program.

TYPES OF RECOGNITION

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

SPONSORSHIP AGREEMENTS

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

TERMINATING SPONSORSHIPS

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

ETHICAL CONSIDERATIONS

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

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

Memorials and Tributes on District Property
X.XX.XX

Date:

Supersedes Policy:

 Adopted by: Doug Menke
 General Manager

 Implemented by: Geoff Roach
 Director of Community Partnerships

Signature: _____

Signature: _____

Date: _____

Date: _____

PURPOSE

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

POLICY

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

INTENT

The Greater Beaverton area is enriched by the beauty and function of THPRD's properties. While memorials and tributes may augment the experience offered, THPRD's properties remain a very precious commodity. It is THPRD's primary responsibility to preserve the quality of experience for all users when attending to applicant requests for appropriate memorials and tributes. Therefore, memorials and tributes will be approved only when to THPRD's satisfaction it has been determined that the addition of the memorial or tribute does not overly burden the user experience or the district's ability to serve the park and recreation system.

DEFINITIONS

All memorials and tributes must adhere to the definitions of classifications of district properties established in the Comprehensive Plan. The following definitions apply specifically to this memorial and tributes policy and related procedures.

Memorials: Constitute items or objects placed within district properties with the intent to preserve the memory of a deceased person(s). Since memorial related to military service takes place exclusively at Memorial Park, people interested in memorializing a loved one's military contribution should contact the Beaverton American Legion Post #124.

Tributes: Constitute items or objects placed within district properties with the intent to acknowledge the contributions to THPRD made by living people who have had a demonstrated ten year or longer history of positive impact for THPRD.

Applicant: The originator of a memorial or tribute request who has filed an application for review and approval with the THPRD General Manager's Office.

CRITERIA

This policy is provided to encourage appropriate memorials and tributes that:

- Recover costs in a manner consistent with THPRD's Comprehensive Plan and Service and Financial Sustainability Analysis.
- Are sensitive to all park users.
- Are sensitive to design standards and master plans that guide THPRD's parks improvements.
- Are sensitive to the long-term cost of maintenance and the allocation of maintenance

- resources; e.g. funds, people, and expertise.
- Are sensitive to district-identified improvement needs of district properties.
- Are sensitive to timeframe. THPRD commitments to memorial or tribute will survive until such time that replacement is necessary. Replacement will only be considered if applicant reapplies by submitting a new application to the General Manager's Office, and then it is not guaranteed.

Memorials and Tributes deemed most acceptable under this policy will be those that are readily considered traditional park amenities contributing to THPRD's system of parks and recreation. A catalogue of such amenities is provided.

The district reserves the right to remove, at the district's expense, a memorial or tribute if the person(s) for whom the memorial or tribute was erected turns out to be disreputable or subsequently acts in a disreputable way. Furthermore, at any time should THPRD determine that a memorial or tribute is no longer suitable or suitably located, THPRD at its discretion may elect to relocate a memorial or tribute or permanently remove it from district property. No refund will be made to the applicant.

GUIDELINES

Memorial and tribute opportunities derive from THPRD priorities:

- THPRD will maintain a list of district properties that are available and most suitable for memorials and tributes.
- THPRD will maintain a list of district properties that are closed to further memorials and tributes.
- THPRD will maintain a catalogue of traditional park amenities most suitable to the intent of this policy on memorials and tributes. A request that THPRD considers a park improvement may be treated as "a significant portion of an otherwise named park". The request may support naming rights and will therefore be addressed in the policy regarding Naming of District Property.
- THPRD will maintain a memorials and tributes application form. The form will be made available on line or by requesting a physical form at THPRD Administrative Offices, 15707 SW Walker Road, Beaverton, Oregon 97006. 503-645-6433.

PROCEDURAL ASPECTS OF MEMORIALS AND TRIBUTES

- Applicants will complete an application and submit the application to the General Manager's Office.
- The General Manager's office will review.
- The General Manager will either:
 - call to engage applicant and clarify matters on the application request, or
 - will designate an appropriate THPRD employee to engage an initial review with applicant.
- The General Manager, or designee, will meet with the applicant and review the proposed location and design elements for the memorial or tribute.
- The General Manager, or designee, will convene THPRD's Memorial and Tribute Internal Review Team. The team convenes twice annually to review applications that meet the criteria. Therefore, applicants may wait up to six months for the review to initiate.
 - THPRD's Memorial and Tribute Internal Review Team includes, but is not limited to, key staff representing:
 - Maintenance

- Parks programming
- Planning and design
- Finance
- THPRD's Memorial and Tribute Internal Review Team will recommend approval, denial, or modification of the application to the General Manager.
- The General Manager will make the final decision (and can halt the review and decision making process at any time by denying the application).
- The General Manager's office will notify the applicant in writing regarding his/her decision. Approving or denying any memorial or tribute is wholly within the discretion of THPRD and no individual or organization has any right to make any improvement or place any item(s) on district properties without written approval.

Once a memorial or tribute is approved.

- In the event a design professional is engaged by either applicant or THPRD, the cost is born by the applicant. THPRD is to be involved in creating the scope of work and in approving all design phases of the memorial or tribute.
- Memorials or tributes requiring permits and approvals from additional jurisdictions are discouraged and will generally result in early General Manager denial.
- All installation of tributes and memorials on district properties will be performed by THPRD employees or THPRD designated contractors. The cost of installation, and all that attends installation, is born by the applicant.
- All improvements made to a public space on district properties become the property of THPRD and are subject to the laws, policies, and procedures that govern the THPRD system of parks and recreation.

Memorial & Tribute Application

Please contact the Tualatin Hills Park and Recreation District Administrative Offices at 503-645-6433 and 15707 SW Walker Road, Beaverton, Oregon 97006 if you are interested in establishing a memorial or tribute. THPRD maintains a policy on memorials and tributes, a list of sites within the district where memorials and tributes are available, and a list where they are not, and a catalogue of preferred park amenities that are most welcome by the district when considering memorials and tributes. Occasionally families may not be sure who to contact or may forget to provide notice when establishing these gifts. This can cause confusion for your donors and our staff. If you have an interest in establishing a memorial or tribute please provide the information requested below. We are happy to accommodate requests to meet your needs but such requests require prior approval by THPRD.

Date: _____

Honoree's Name: _____

Family Contact or Memorial Organizer's Name: _____

Address: _____

City, State, Zip Code: _____

Phone: _____

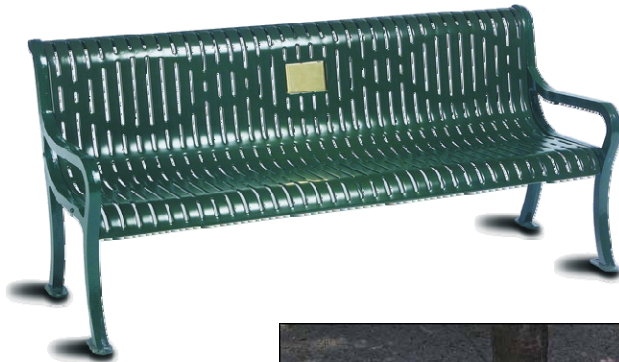
Email: _____

Type of Tribute or Memorial To Be Established:

Special Notes or Instructions:

Catalogue of THPRD preferred park amenities for memorials and tributes with pricing.

Park Amenities



6 foot Memorial Bench \$1,000
(this needs to be tied to THPRD cost recovery)



Memorial Tree Plantings \$1,500
(this needs to be tied to THPRD cost recovery)



Memorial Plaques \$250 - \$1,000
(this needs to be tied to THPRD cost recovery)



MEMO

DATE: January 26, 2015
TO: The Board of Directors
FROM: Doug Menke, General Manager

RE: General Manager's Report for February 2, 2015

State Legislative Minimum Wage Increase Proposal

There are currently two bills in the legislature to increase minimum wage. One bill proposes an increase to \$12.20 by 2017 and the other proposes an increase to \$15.00 by 2018. District staff has calculated the financial impact of the proposed minimum wage increases for both bills under two different methods. The first method is simply raising all of the positions that are below the proposed minimum wage levels to the new minimum. The impact based on this calculation is over \$500,000 for a \$12.20 wage and \$1.6 million for a \$15.00 wage. The second method attempts to preserve some wage equity by increasing wages across the part-time rate ranges. The top part-time wage is kept constant, but the bottom is brought up to the new minimum and the whole chart is compressed (smaller step increases and differences between grades). The impact based on this calculation is approximately \$1.5 million for a \$12.20 wage and \$2.7 million for a \$15.00 wage. We have provided the potential impacts by each department to the superintendents and they have compiled lists of service level impacts or fee increases that would be necessary to absorb the cost increases. We will continue to monitor these bills to determine their potential impact in their final form (whatever that may be) and will keep the board apprised of their status.

Board of Directors Meeting Schedule

The following dates are proposed for the board of directors and budget committee's meeting schedule over the next few months:

- Mid-Year Budget Review Meeting – Monday, February 23
- March Regular Board Meeting – Monday, March 2
- April Regular Board Meeting – Monday, April 13
- Budget Committee Work Session – Monday, April 20
- May Regular Board Meeting – Monday, May 4
- Budget Committee Meeting – Monday, May 18
- June Regular Board Meeting – Monday, June 8
- June Budget Adoption Meeting – Monday, June 22



Management Report to the Board February 2, 2015

Communications & Outreach

Bob Wayt, Director of Communications & Outreach

1. A cross-functional team of THPRD employees developed a marketing plan to promote sales of the district's new Deluxe Pass, which was rolled out to the public on January 1. The plan offered the pass for a three-month trial period at the discounted rate of \$99 (more than 30% off the regular \$145 fee). THPRD staff used email blasts, social media advertising and other means to interest patrons in the offer. As of mid-January, more than 500 passes had been sold at the discounted rate.
2. Registration for spring programs starts March 7. As usual, the district will use a variety of communications tools to market THPRD programs to the public, including direct mail, website, social media, e-newsletter and ads. Meanwhile, staff are working to produce the summer activities guide, which is due out in late March.

Community Partnerships

Geoff Roach, Director of Community Partnerships

1. Campaign developments:
 - a. Foundations
 - i. In January, staff updated Oregon Community Foundation and a California-based family foundation on campaign progress. Decisions from each are anticipated in the coming few weeks.
 - ii. Application submittal schedule for emerging foundations is understood.
 1. Working with a targeted list of emerging foundations now.
 - b. Individual donor prospects
 - i. Calls and meetings with donor prospects continue.
 - ii. Donors with gift pledges due in 2014 were invoiced in early December. Nearly all pledges were received on time. The remaining few outstanding pledges are being addressed now.
 - c. A design charrette was held in early January and targeted input from front-line health providers serving people with disabilities and injuries. Information from the meeting was provided to the planning and design team for SW Quadrant Community Park.

Aquatics

Sharon Hoffmeister, Superintendent of Aquatic Program Services

1. New Year's resolutioners are continuing with their fitness goals as fitness class attendance remains strong. Response to the new Deluxe Pass has been favorable. Deluxe Pass sales in January 2015 exceeded the former Aquatics Fitness pass sales from January 2014. We will continue to check in with our customers to get their feedback on the new pass and the flexibility they now have with the variety of services available to them in one pass.

Maintenance

Jon Campbell, Superintendent of Maintenance Operations

1. Playground equipment upgrades are complete at Valley Park East. Maintenance staff recently replaced two 50-year-old metal climber pieces and the playground chips with repurposed play equipment and new chips. During previous playground upgrades over the years, staff salvaged and upgraded a tire-swing from Carolwood Park and a slide from Wonderland Park to replace the climbers. Hardware and some parts were replaced on both pieces to ensure several years of safe play and value life for each of the new pieces.
2. Planned maintenance projects at several facilities are complete. The Cedar Hills Recreation Center, Conestoga Recreation & Aquatic Center, Garden Home Recreation Center, Nature Center, Beaverton Swim Center and Harman Swim Center were all recently impacted with either a temporary partial or full closure so that planned capital replacement projects and preventative maintenance services could be performed.
3. The Parks Maintenance department realigned several parks in the southeast and southwest work zones. In an effort to provide more efficient service delivery, primary goals of reducing fuel use and miles traveled continue to be a priority. Department supervisors will review fuel and mileage reports each quarter with their staff.

Natural Resources & Trails Management

Bruce Barbarasch, Superintendent of Natural Resources & Trails Management

1. Natural Resources Functional Plan. With the recent board adoption of the plan, staff has been incorporating its goals into 2015/16 fiscal year planning. Staff will also be giving a presentation about the plan at the annual Portland Urban Ecology Symposium in February.
2. Nature Center Maintenance. The facility was spruced up in mid-January. Floors in the lobby and Beaver Den were refinished, the concrete floors in both interior restrooms were resealed, and portions of the interior were painted.
3. Roger Tilbury Memorial Park. The nature play area opened and has been popular with Nature Center programs as well as local children busy exploring and building stick forts.

Planning & Development

Steve Gulgren, Superintendent of Planning & Development

1. Trails Functional Plan: Staff continues to be fully engaged with the Trails Advisory Committee on the Trails Functional Plan (TFP). The committee has held two extra work sessions in addition to their monthly regular meetings to work on the TFP. Staff has also met with the Maintenance department, internal staff team, and contacted local agencies to discuss concepts and coordinate planning efforts. Staff is anticipating a neighborhood meeting in the spring to gather community input which will be incorporated into the plan.
2. SDC Methodology & Administrative Procedures Guide Update: Staff had previously worked on updating sections of the SDC Administrative Procedures Guide. There is also a need to update the SDC Methodology, which was last updated in 2007. With the need for both to be updated, staff has begun contacting consultants to find a firm that can update both SDC elements at the same time. Since the consultant's work will be related to SDCs, staff will include a line item in the FY 2015/16 budget. The funding source for this line item will be taken from the SDC undesignated projects fund in the SDC budget.

Programs & Special Activities

Lisa Novak, Superintendent of Programs & Special Activities

1. The Request for Proposal for an ADA Access Audit of Facilities and Property and Accompanying Transition Plan was advertised with the *Daily Journal of Commerce* on January 12, 2015.
2. Volunteer Services and Special Events staff is contacting artists to book for the Summer Concert Series.

Recreation

Eric Owens, Superintendent of Recreation

1. As of January 20, the new Deluxe Pass sales at all three recreation centers have exceeded fitness revenue from pass sales compared to fall 2014 fitness class revenue. Conestoga Recreation & Aquatic Center's group fitness classes (including aquatic fitness) have seen an increase of 15 to 50% due to the new Deluxe Pass. Fitness staff is reporting favorable comments from most participants who enjoy the flexibility and are trying new classes.
2. The Garden Home Recreation Center gymnastics program has over 250 kids registered for winter term classes, a 50% increase in registrations from fall 2014.

Security Operations

Mike Janin, Superintendent of Security Operations

1. Our partnership with local law enforcement agencies continues to be very successful. Below is an example of our involvement in the last three months of 2014.
 - Beaverton Police: Superintendent of Security Operations spoke at new officer recruit academy on Park Patrol as resource for calls in parks.
 - Washington County Dispatch: spoke at annual dispatcher training - four sessions - using Park Patrol for service calls on district property.
 - Hillsboro Police: gave permission to use abandoned houses on district property for K-9 training.

Sports

Scott Brucker, Superintendent of Sports

1. Fields: 2015 tournaments have been scheduled and assigned field use, communicated with the requestors, and any adjustments are in progress. There is a slight increase in requests for events this year. Allocation meetings for Spring 2015 field use are in process.
2. Tennis: The single-payer rate plan has been in place since January 1. Both tennis air structures are fully operational, some minor repairs remain to be completed in the summer.
3. Program development: A programming summit will be held February 4 at Providence Park. Staff will engage with a wide range of area service and program providers to develop a comprehensive program for people with disabilities.

Business Services

Cathy Brucker, Finance Manager

Nancy Hartman Noye, Human Resources Manager

Mark Hokkanen, Risk & Contract Manager

Seth Reeser, Operations Analysis Manager

Phil Young, Information Services Manager

1. The Risk & Contract department is working with the other departments in providing an online training system to our employees. SafePersonnel is a leading online training and compliance management system that delivers and documents training of every staff member. With over 50 compliance training courses written by the nation's leading experts available, this system allows for unlimited customized trainings specific to THPRD to be added. We are confident this will provide an increased safety environment for both employees and patrons.
2. The Leadership Academy remains popular. Participants in Tier III, session III, completed their case study work in support of THPRD goals and presented their final projects and implementation plans to the management team on January 14. Tier IV, a consultant-led attribute development program, is also underway. Participants met with their executive coach, reviewed the results of their 360-degree assessments, and created individual development plans during the month of January. Enrollment for Tier II, session IV, began in January and is expected to reach the class maximum; course work will begin in April. The next Tier I enrollment will take place in August.
3. The Information Services department has completed initial setup of the virtual desktop infrastructure project budgeted for in the IS capital improvement budget. The department has started to build out the private cloud environment; the full implementation of this project is scheduled to take three years.
4. The first round of Business Plan submissions has been completed. Twenty-three business plans impacting the FY 2015/16 goal outcomes have been submitted through our Business Plan Teams (Programs, Maintenance, Natural Resources and Trails, Sustainability and Communications). Business Plans will be finalized and approved by the end of February for inclusion in the FY 2015/16 proposed budget.
5. THPRD's Wellness Committee is kicking off the New Year with a great incentive to "get lean in 15." The committee is hosting THPRD's third "Biggest Loser" contest for employees, which began January 20 and will continue for three months. Entry is free and completely voluntary. Prizes will be awarded to the six participants who lose the largest percentage of their body weight during the duration of the contest. Thirty-two full-time and regular part-time employees are participating.

**Quarterly Grant Report
FY 2013/14 & FY 2014/15**

Potential Funding Source	Coordinator	Amount Requested	Purpose	Date Submitted	Due Date	Decision Date	Outcome	Comments
OPRD Recreation Trails Program	Brad Hauschild	\$109,200	Waterhouse Trail Improvements at John Marty Park	7/25/2014	6/4/2014	January, 2015	Denied	
Oregon Parks & Rec Dept Local Government Grant	Brad Hauschild	\$40,000	Terra Linda Park picnic pavilion	4/4/2014	4/4/2014	September, 2014	Denied	
Oregon Parks & Rec Dept Local Government Grant	Brad Hauschild	\$212,500	Roger Tilbury Memorial Park Phase 2	4/4/2014	4/4/2014	September, 2014	Denied	
Oregon Parks & Rec Dept Land & Water Conservation Fund	Brad Hauschild	\$50,000	Raleigh Park picnic pavilion	3/28/2014	3/28/2014	September, 2014	Denied	
Metro Nature in Neighborhoods Capital Grant	Nancy Chase/Aisha Willits	\$136,435	Assistance in property acquisition to expand Lilly K. Johnson Woods Natural Area	1/24/2014	1/24/2014	June, 2014	Awarded	Would add to a previous grant awarded for the same purpose
ArtPlace America	Bruce Barbarasch	\$198,000	Art & artist workshops for Nature Revealed Project	12/13/2013	12/13/2013	2/14/2014	Denied	
ODOT ConnectOregon V	Brad Hauschild	\$600,000	Waterhouse Trail #4 - construction	11/22/2013	11/25/2013	August, 2014	Denied	
WCVA Tourism Grant	Bruce Barbarasch	\$45,000	Discovering Nature through Art	8/26/2013		Spring, 2014		Asked to revise, will wait to resubmit

* New information is highlighted.

February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2 Board Meeting 7pm @ Dryland/HMT	3	4	5	6 Daddy, Daughter Dinner Dance @ Cedar Hills	7 Dive-in Movie @ Aloha Swim Center
8	9 Stuhr Center Advisory Committee 10am	10 Historic Facilities Advisory Committee 1pm Parks Advisory Committee 6:30 pm	11	12 Valentine Prom & Elsie Stuhr Center's 40th Birthday Celebration @ the Stuhr Center	13 Metro League High School District Swim Meet @ HMT Aquatic Center	14 Metro League High School District Swim Meet @ HMT Aquatic Center
15	16 HOLIDAY WipeOut! @ Aloha Swim Center	17 Trails Advisory Committee 7pm	18	19 Sports Advisory Committee 1pm Parks Bond Citizen Oversight Committee 6pm @ Dryland/HMT	20	21
22	23 Budget Committee Meeting 7pm @ Dryland/HMT	24 Natural Resources Advisory Committee 6:30pm	25	26	27 Dive-in Movie @ Sunset Swim Center	28

2015

March

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

2015

April

Sun

Mon

Tue

Wed

Thu

Fri

Sat

1

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4

5

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10

11

12

13

**Board Meeting 7pm
@ Dryland/HMT**

Stuhr Center
Advisory Committee
10am

14

Historic Facilities
Advisory Committee
1pm

Parks Advisory
Committee 6pm

15

16

Sports Advisory
Committee 1pm

17

18

19

20

**Budget Committee
Work Session 6pm
@ Manzanita Room/
Elsie Stuhr Center**

21

Trails Advisory
Committee 7pm

22

23

24

25

26

27

28

Natural Resources
Advisory Committee
6:30pm

29

30

2015

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 12/31/2014

Description	Project Budget				Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget			
	Prior Year Budget Amount	Budget Carryover to Current Year	New Funds Budgeted in Current Year	Cumulative Project Budget	Current Year Budget Amount	Expended Prior Years	Expended Year-to-Date	Estimated Cost to Complete	Basis of Estimate	Project Cumulative	Current Year	Project Cumulative	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
GENERAL FUND													
CAPITAL OUTLAY DIVISION													
<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	45,000	45,000	-	45,000	45,000	-	-	45,000	Budget	45,000	45,000	-	-
Signage Master Plan	75,000	53,000	-	75,000	53,000	70,108	30,913	18,322	Award	119,343	49,235	(44,343)	3,765
Fanno Creek Trail Management	62,000	20,400	-	62,000	20,400	39,409	2,638	17,762	Budget	59,809	20,400	2,191	-
Pedestrian Pathways (7 sites)	88,414	88,414	-	88,414	88,414	67,063	-	-	Complete	67,063	-	21,351	88,414
Concrete Sidewalks (6 sites)	50,200	50,200	-	50,200	50,200	27,875	8,000	-	Complete	35,875	8,000	14,325	42,200
Stuhr Parking Lot Crack Repair	26,666	16,166	-	26,666	16,166	10,500	16,166	-	Complete	26,666	16,166	-	-
ADA Wonderland Park Playstructure cmp	13,200	13,200	-	13,200	13,200	13,200	-	-	Complete	13,200	-	-	13,200
Playstructure - Wonderland Park	113,000	113,000	-	113,000	113,000	98,806	5,584	-	Complete	104,390	5,584	8,610	107,416
FC Greenway Erosion Solution	75,000	60,000	60,000	135,000	120,000	41,972	53,944	-	Complete	95,916	53,944	39,084	66,056
Aqua Climb	9,180	9,180	-	9,180	9,180	-	-	9,180	Budget	9,180	9,180	-	-
Aquatic Center Dive Tower Louvers	9,500	9,500	-	9,500	9,500	-	-	9,500	Budget	9,500	9,500	-	-
Jenkins Lead Abatement (Main House)	9,000	9,000	-	9,000	9,000	-	-	9,000	Budget	9,000	9,000	-	-
G-Max Testing Unit	14,000	14,000	-	14,000	14,000	-	-	-	Canceled	-	-	14,000	14,000
HMT Tennis Center Roof	868,000	868,000	-	868,000	868,000	1,723	2,055	864,222	Budget	868,000	866,277	-	1,723
Info System Workstations & Notebooks	67,000	35,000	-	67,000	35,000	32,213	-	35,000	Budget	67,213	35,000	(213)	-
Jenkins Estate Irrigation	-	-	-	-	-	1,778	2,275	-	Complete	4,053	2,275	(4,053)	(2,275)
FCSC Remodel	132,000	-	-	132,000	-	94,235	20,143	2,670	Award	117,048	22,813	14,952	(22,813)
Energy Savings Performance Contract Phase 2	674,736	-	-	674,736	-	416,486	-	40,300	Award	456,786	40,300	217,950	(40,300)
TOTAL CARRYOVER PROJECTS	2,431,896	1,405,860	60,000	2,491,896	1,465,860	1,002,738	141,718	1,052,756		2,197,212	1,194,474	294,684	271,386
<u>ATHLETIC FACILITY REPLACEMENT</u>													
Synthetic Turf - Aloha High			160,000	160,000	160,000	-	156,310	-	Complete	156,310	156,310	3,690	3,690
Tennis Court Resurfacing & Crack Repair			91,000	91,000	91,000	-	86,926	4,240	Award	91,166	91,166	(166)	(166)
Carolwood Park-Basketball Court Resurface			16,000	16,000	16,000	-	-	19,106	Award	19,106	19,106	(3,106)	(3,106)
Somerset Park Hitting Wall			10,000	10,000	10,000	-	7,450	-	Complete	7,450	7,450	2,550	2,550
TOTAL ATHLETIC FACILITY REPLACEMENT			277,000	277,000	277,000	-	250,686	23,346		274,032	274,032	2,968	2,968
<u>ATHLETIC FACILITY IMPROVEMENT</u>													
Summercrest Park Tennis Bank			6,500	6,500	6,500	-	-	6,500	Budget	6,500	6,500	-	-
ASC Power Door Operator			2,183	2,183	2,183	-	-	2,183	Budget	2,183	2,183	-	-
GH ADA Sidewalk Addition			9,000	9,000	9,000	-	9,000	-	Complete	9,000	9,000	-	-
McMillan Park ADA Components			20,300	20,300	20,300	-	-	20,300	Budget	20,300	20,300	-	-
TOTAL ATHLETIC FACILITY IMPROVEMENT			37,983	37,983	37,983	-	9,000	28,983	Budget	37,983	37,983	-	-
<u>PARK AND TRAIL REPLACEMENTS</u>													
Play Equipment (2 sites)			87,468	87,468	87,468	-	22,579	64,889	Budget	87,468	87,468	-	-
Irrigation & Drainage System Repairs			25,000	25,000	25,000	-	14,832	10,168	Budget	25,000	25,000	-	-
Trash Cans in Parks			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Dog Bag Dispensers			10,000	10,000	10,000	-	10,128	-	Complete	10,128	10,128	(128)	(128)
Canopies			2,860	2,860	2,860	-	2,600	-	Complete	2,600	2,600	260	260
Burnsridge Park Picnic Table			2,500	2,500	2,500	-	2,500	-	Complete	2,500	2,500	-	-
Fences (2 sites)			4,500	4,500	4,500	-	2,815	-	Complete	2,815	2,815	1,685	1,685
Portable Toilet Enclosures (5)			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Asphalt Path Replacement & Repairs (6 sites)			172,707	172,707	172,707	-	175,107	24,662	Award	199,769	199,769	(27,062)	(27,062)
Concrete Sidewalks (4 sites) & Curbing (2 sites)			38,117	38,117	38,117	-	36,499	-	Complete	36,499	36,499	1,618	1,618
Greenway Park Boardwalk Design Phase 1			40,000	40,000	40,000	-	22,589	15,887	Award	38,476	38,476	1,524	1,524
Signage (various sites)			26,400	26,400	26,400	-	984	25,416	Budget	26,400	26,400	-	-
TOTAL PARK AND TRAIL REPLACEMENTS			419,552	419,552	419,552	-	290,633	151,022		441,655	441,655	(22,103)	(22,103)
<u>PARK AND TRAIL IMPROVEMENTS</u>													
Memorial Benches			8,000	8,000	8,000	-	2,374	5,626	Budget	8,000	8,000	-	-
ODOT Grant-Westside Trail#18 easement			150,000	150,000	150,000	-	2,246	147,754	Budget	150,000	150,000	-	-
Opinionator - Patron Feedback			2,500	2,500	2,500	-	1,360	1,140	Budget	2,500	2,500	-	-
Raleigh Park Shelter- LWCF Grant			50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
Terra Linda Park Shelter-LGGP Grant			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Roger Tilbury Phase 2-LGGP Grant			212,500	212,500	212,500	-	-	212,500	Budget	212,500	212,500	-	-
TOTAL PARK AND TRAIL IMPROVEMENTS			463,000	463,000	463,000	-	5,980	457,020		463,000	463,000	-	-

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
CHALLENGE GRANTS													
Program Facility Challenge Grants			97,500	97,500	97,500	-	14,726	82,774	Budget	97,500	97,500	-	-
TOTAL CHALLENGE GRANTS			97,500	97,500	97,500	-	14,726	82,774		97,500	97,500	-	-
BUILDING REPLACEMENTS													
Cardio/Weight Room Equipment Replacement			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Aquatic Center Roof			800,000	800,000	800,000	-	18,774	781,226	Budget	800,000	800,000	-	-
Aquatic Center Pool Deck			267,250	267,250	267,250	-	-	267,250	Budget	267,250	267,250	-	-
Aquatic Center Resurface Pool & Tile Repair			241,803	241,803	241,803	-	1,920	239,883	Budget	241,803	241,803	-	-
Aquatic Center Electronic HVAC Controls			115,485	115,485	115,485	-	6,658	108,827	Budget	115,485	115,485	-	-
Aloha Main Circulation Pump Platform			7,450	7,450	7,450	-	-	7,450	Budget	7,450	7,450	-	-
Replacement Pump/Motor (2)			24,600	24,600	24,600	-	2,400	22,200	Budget	24,600	24,600	-	-
Diatomaceous Earth Fltr Cvr-2			5,775	5,775	5,775	-	7,059	-	Complete	7,059	7,059	(1,284)	(1,284)
Beaverton Pool Gutter-line			5,600	5,600	5,600	-	6,090	-	Complete	6,090	6,090	(490)	(490)
Aquatic Center Gutters, Chm Cntrlr, Drain Covers			18,236	18,236	18,236	-	7,513	10,723	Budget	18,236	18,236	-	-
Aquatic Center 16' Dive Board			8,613	8,613	8,613	-	8,241	-	Complete	8,241	8,241	372	372
Aloha Splash Water Slide			5,471	5,471	5,471	-	-	3,935	Award	3,935	3,935	1,536	1,536
Harman Lane Anchors			6,290	6,290	6,290	-	6,290	-	Complete	6,290	6,290	-	-
Lookout Platform Chair			7,132	7,132	7,132	-	5,615	-	Complete	5,615	5,615	1,517	1,517
Aloha Portable Slide			5,470	5,470	5,470	-	-	5,470	Budget	5,470	5,470	-	-
AC Track Drinking Fountain			1,000	1,000	1,000	-	645	-	Complete	645	645	355	355
Schlottmann Hot Water Heater			1,100	1,100	1,100	-	514	-	Complete	514	514	586	586
Cedar Hills Boiler Room Drains			2,760	2,760	2,760	-	2,760	-	Complete	2,760	2,760	-	-
CRAC Weld Boiler Heat Exchanger Pipes			2,000	2,000	2,000	-	87	1,913	Budget	2,000	2,000	-	-
AC Shower Mixers & Parts			1,600	1,600	1,600	-	1,575	-	Complete	1,575	1,575	25	25
NPIC Interior Restroom Sinks & Parts			1,100	1,100	1,100	-	-	1,100	Budget	1,100	1,100	-	-
SSC Asbestos Abatement & Recover Piping			9,200	9,200	9,200	-	-	9,200	Budget	9,200	9,200	-	-
Carpet (2 sites)			5,210	5,210	5,210	-	960	4,250	Budget	5,210	5,210	-	-
Interior Paint (2 sites)			2,000	2,000	2,000	-	171	1,829	Budget	2,000	2,000	-	-
NPIC Reseal Ceramic Tile Flooring			6,000	6,000	6,000	-	-	5,320	Award	5,320	5,320	680	680
Wood Floors / Court Refinishing			17,400	17,400	17,400	-	6,537	11,182	Award	17,719	17,719	(319)	(319)
GH Tile Floor Replacement			1,000	1,000	1,000	-	-	1,000	Budget	1,000	1,000	-	-
AC Gym Wood Floors Screening/Resurfacing			10,500	10,500	10,500	-	10,160	-	Complete	10,160	10,160	340	340
NPIC Interior Restrooms Flooring			4,500	4,500	4,500	-	-	4,319	Award	4,319	4,319	182	182
Stuhr Ctr Ice Machine			2,050	2,050	2,050	-	899	-	Complete	899	899	1,151	1,151
AC Socket Plates, Relamp & Blinds			10,674	10,674	10,674	-	8,356	-	Complete	8,356	8,356	2,318	2,318
TC Relamp / Washer & Dryer			7,500	7,500	7,500	-	5,213	2,287	Budget	7,500	7,500	-	-
Harman Window Shades			1,611	1,611	1,611	-	1,890	-	Complete	1,890	1,890	(279)	(279)
Furnace (2 sites)			7,500	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
Adm Office Rooftop Unit & Duct Heater			13,648	13,648	13,648	-	-	13,648	Budget	13,648	13,648	-	-
AC HVAC Electrical Repairs			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
NPIC Exterior Restrooms HVAC Fans			2,500	2,500	2,500	-	1,934	-	Complete	1,934	1,934	566	566
Camp Riv Upper Pavilion Exterior Painting			1,000	1,000	1,000	-	-	1,000	Budget	1,000	1,000	-	-
CH Downspouts Replacement			2,510	2,510	2,510	-	2,510	-	Complete	2,510	2,510	-	-
Fanno Farmhouse Picket Fence			2,500	2,500	2,500	-	482	2,018	Budget	2,500	2,500	-	-
Gutters (2 sites)			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Greenway Park - Paint Structure & Replace Gutters			3,100	3,100	3,100	-	3,479	-	Complete	3,479	3,479	(379)	(379)
JEN Roof & Veranda Repairs			5,200	5,200	5,200	-	6,488	1,000	Budget	7,488	7,488	(2,288)	(2,288)
Tallac Terrace Park Play Pad Roof Repair			2,000	2,000	2,000	-	1,710	-	Complete	1,710	1,710	290	290
ASC Exterior Painting			14,889	14,889	14,889	-	-	14,889	Budget	14,889	14,889	-	-
NPIC Entrance Light Replacement & Interior Relamp			1,500	1,500	1,500	-	-	1,500	Budget	1,500	1,500	-	-
Fanno Farmhouse ADA Ramp			19,000	19,000	19,000	-	-	19,000	Budget	19,000	19,000	-	-
FCSC Roof Repairs & Consultation			18,096	18,096	18,096	-	-	18,096	Budget	18,096	18,096	-	-
AC Alcove Roof			11,500	11,500	11,500	-	12,412	-	Complete	12,412	12,412	(912)	(912)
JEN Stable Septic Tank			19,000	19,000	19,000	-	21,950	-	Complete	21,950	21,950	(2,950)	(2,950)
AC Compressor Replacement @ Stuhr Ctr			-	-	-	-	5,449	-	Complete	5,449	5,449	(5,449)	(5,449)

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
Fanno Farmhouse Sewer Line	-	-	-	-	-	-	3,873	-	Complete	3,873	3,873	(3,873)	(3,873)
50 Mtr Pool Circulation Pump	-	-	-	-	-	-	7,453	-	Complete	7,453	7,453	(7,453)	(7,453)
Tennis Air Structures Reconst.	-	-	-	-	-	-	34,684	(33,684)	Award	1,000	1,000	(1,000)	(1,000)
CRA Boiler Valve Replacement	-	-	-	-	-	-	3,845	-	Complete	3,845	3,845	(3,845)	(3,845)
TOTAL BUILDING REPLACEMENTS			1,778,323	1,778,323	1,778,323	-	216,596	1,582,330		1,795,082	1,795,082	(16,759)	(16,759)
BUILDING IMPROVEMENTS													
FCSC Safety Shower for HAZMAT Locker	-	-	6,500	6,500	6,500	-	-	6,325	Award	6,325	6,325	175	175
HMT Comm & Dev - Front Office Improvement	-	-	5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Administration Office Reconfiguration	-	-	110,000	110,000	110,000	-	147,940	16,660	Award	164,600	164,600	(54,600)	(54,600)
TOTAL BUILDING IMPROVEMENTS			121,500	121,500	121,500	-	147,940	27,985		175,925	175,925	(54,425)	(54,425)
TOTAL CAPITAL OUTLAY DIVISION	2,431,896	1,405,860	3,254,858	5,686,754	4,660,718	1,002,738	1,077,279	3,406,217		5,482,389	4,479,651	204,365	181,067
INFORMATION SERVICES DEPARTMENT													
INFORMATION TECHNOLOGY REPLACEMENTS													
Workstations/Notebooks	-	-	8,500	8,500	8,500	-	987	7,513	Budget	8,500	8,500	-	-
Server Replacements	-	-	35,000	35,000	35,000	-	30,836	10,488	Award	41,325	41,325	(6,325)	(6,325)
LAN/WAN Replacement	-	-	5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Printers/Network Printers	-	-	5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			53,500	53,500	53,500	-	31,823	28,001		59,825	59,825	(6,325)	(6,325)
INFORMATION TECHNOLOGY IMPROVEMENTS													
Misc. Application Software	-	-	20,000	20,000	20,000	-	14,494	5,506	Budget	20,000	20,000	-	-
Workstation and Phone	-	-	14,500	14,500	14,500	-	6,038	8,462	Budget	14,500	14,500	-	-
Kronos Upgrade	-	-	22,000	22,000	22,000	-	3,525	18,475	Award	22,000	22,000	-	-
Virtual Desktop Infrastructure	-	-	79,500	79,500	79,500	-	69,264	10,236	Budget	79,500	79,500	-	-
FCSC Server Rack/UPS	-	-	7,500	7,500	7,500	-	7,313	-	Complete	7,313	7,313	187	187
FCSC Server Room Security	-	-	4,800	4,800	4,800	-	4,845	-	Complete	4,845	4,845	(45)	(45)
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			148,300	148,300	148,300	-	105,479	42,679		148,158	148,158	142	142
TOTAL INFORMATION SYSTEMS DEPARTMENT	-	-	201,800	201,800	201,800	-	137,302	70,680		207,982	207,982	(6,182)	(6,182)
MAINTENANCE DEPARTMENT													
FLEET REPLACEMENTS													
72" Mowers (3)	-	-	42,000	42,000	42,000	-	41,920	-	Complete	41,920	41,920	80	80
Tire Balancer	-	-	8,500	8,500	8,500	-	-	9,056	Award	9,056	9,056	(556)	(556)
Electric Utility Vehicle	-	-	12,500	12,500	12,500	-	11,677	-	Complete	11,677	11,677	823	823
52" Mowers (2)	-	-	14,400	14,400	14,400	-	14,196	-	Complete	14,196	14,196	204	204
52" Mower & 2 Trailers	-	-	15,500	15,500	15,500	-	7,098	8,402	Budget	15,500	15,500	-	-
Large Rotary Mower	-	-	62,000	62,000	62,000	-	-	59,661	Award	59,661	59,661	2,339	2,339
4x4 SUV Hybrid	-	-	43,000	43,000	43,000	-	28,079	14,921	Budget	43,000	43,000	-	-
Chipper	-	-	45,000	45,000	45,000	-	44,344	-	Complete	44,344	44,344	656	656
TOTAL FLEET REPLACEMENTS			242,900	242,900	242,900	-	147,314	92,040		239,354	239,354	3,546	3,546
BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS													
CHRC Vacuums & Battery Packs	-	-	2,600	2,600	2,600	-	2,598	-	Complete	2,598	2,598	2	2
Conestoga Floor Scrubber	-	-	1,900	1,900	1,900	-	1,840	-	Complete	1,840	1,840	60	60
Stuhr Center Wet Dry Vacuum	-	-	1,000	1,000	1,000	-	715	-	Complete	715	715	285	285
AC Vacuum & Batteries	-	-	1,200	1,200	1,200	-	1,088	-	Complete	1,088	1,088	112	112
TC Sweeper Batteries & Parts	-	-	1,100	1,100	1,100	-	755	-	Complete	755	755	345	345
NPIC Pressure Washer & Wand	-	-	1,000	1,000	1,000	-	999	-	Complete	999	999	1	1
TOTAL BLDG MAINT EQUIPMENT REPLACEMENTS			8,800	8,800	8,800	-	7,995	-		7,995	7,995	805	805
BUILDING MAINTENANCE IMPROVEMENTS													
Preventive Drain Emergency Response	-	-	11,340	11,340	11,340	-	-	11,340	Budget	11,340	11,340	-	-
Data Collection Tablets	-	-	1,200	1,200	1,200	-	985	-	Complete	985	985	215	215
TOTAL BUILDING MAINT IMPROVEMENTS			12,540	12,540	12,540	-	985	11,340		12,325	12,325	215	215
TOTAL MAINTENANCE DEPARTMENT	-	-	264,240	264,240	264,240	-	156,294	103,380		259,674	259,674	4,566	4,566
GRAND TOTAL GENERAL FUND	2,431,896	1,405,860	3,720,898	6,152,794	5,126,758	1,002,738	1,370,876	3,580,277		5,950,046	4,947,307	202,748	179,451

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
SDC FUND													
<u>LAND ACQUISITION</u>													
Land Acquisition (FY 14)	790,000	790,000	-	790,000	790,000	-	3,361	786,639	Budget	790,000	790,000	-	-
Land Acquisition - North Bethany	-	-	1,670,168	1,670,168	1,670,168	-	-	1,670,168	Budget	1,670,168	1,670,168	-	-
Summer Falls Property Acquisition	-	-	329,832	329,832	329,832	-	329,832	-	Complete	329,832	329,832	-	-
TOTAL LAND ACQUISITION	790,000	790,000	2,000,000	2,790,000	2,790,000	-	333,193	2,456,807		2,790,000	2,790,000	-	-
<u>DEVELOPMENT/IMPROVEMENT PROJECTS</u>													
Fanno Creek Trail / Scholls Greenwood Inn	2,011,950	60,000	-	2,011,950	60,000	1,946,487	7,965	52,035	Budget	2,006,487	60,000	5,463	-
Bonny Slope / BSD Trail Development	175,000	175,000	325,000	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-	-
MTIP Grant Match - Westside Trail #18	82,205	19,275	201,125	283,330	220,400	73,266	12,177	208,223	Budget	293,666	220,400	(10,336)	-
Graf Meadows Park - Trail Connection	600,000	447,500	-	600,000	447,500	143,244	323,610	123,890	Budget	590,744	447,500	9,256	-
Future Dog Park Construction - Site to be determined	50,000	50,000	-	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
Fanno Creek Trail - Hall Blvd Crossing	384,250	35,500	50,000	434,250	85,500	176,753	292	85,208	Budget	262,253	85,500	171,997	-
Timberland Park - Project Management	34,000	17,750	-	34,000	17,750	-	15,034	2,716	Budget	17,750	17,750	16,250	-
Jackie Husen Park Expansion - Planning	-	-	83,500	83,500	83,500	-	31,456	52,044	Budget	83,500	83,500	-	-
Connect OR Grant / Waterhouse Trail Segment 4	-	-	200,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
LWCF Grant / Raleigh Park Shelter	-	-	50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
LGGP Grant / Terra Linda Park Shelter	-	-	40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
LGGP Grant / Roger Tilbury Park Phase 2	-	-	212,500	212,500	212,500	-	-	212,500	Budget	212,500	212,500	-	-
Bethany Creek Falls 1 & 2 - Project Management	-	-	120,500	120,500	120,500	-	7,451	113,049	Budget	120,500	120,500	-	-
Bethany Terrace Trail #11 - Project Management	-	-	10,500	10,500	10,500	-	-	10,500	Budget	10,500	10,500	-	-
New Neighborhood Park Master Plans (2)	-	-	150,000	150,000	150,000	-	-	150,000	Budget	150,000	150,000	-	-
New Neighborhood Park Development	-	-	1,500,000	1,500,000	1,500,000	-	-	1,500,000	Budget	1,500,000	1,500,000	-	-
SW Quadrant Community Center - Site Feasibility	-	-	60,000	60,000	60,000	-	-	60,000	Budget	60,000	60,000	-	-
Natural Area Master Plan	-	-	100,000	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Undesignated Projects	-	-	2,742,793	2,742,793	2,742,793	-	-	2,742,793	Budget	2,742,793	2,742,793	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	3,337,405	805,025	5,845,918	9,183,323	6,650,943	2,339,750	397,985	6,252,958		8,990,693	6,650,943	192,630	-
GRAND TOTAL SDC FUND	4,127,405	1,595,025	7,845,918	11,973,323	9,440,943	2,339,750	731,178	8,709,765		11,780,693	9,440,943	192,630	-

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 12/31/2014

Quad-rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance		
			Initial Project Budget	Adjustments	Current Total Project Budget FY 14/15	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under 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)	(6) / (3)	(6)/(9)	
BOND CAPITAL PROJECTS FUND														
<u>New Neighborhood Parks Development</u>														
SE	91-901	AM Kennedy Park & Athletic Field	1,285,250	50,470	1,335,720	1,686,530	-	1,686,530	-	Complete	1,686,530	(350,810)	126.3%	100.0%
SW	91-902	Barsotti Park & Athletic Field	1,285,250	27,134	1,312,384	1,258,105	-	1,258,105	-	Complete	1,258,105	54,279	95.9%	100.0%
NW	91-903	Hansen Ridge Park (formerly Kaiser Ridge)	771,150	16,035	787,185	753,743	-	753,743	-	Complete	753,743	33,442	95.8%	100.0%
SW	91-904	Roy Dancer Park	771,150	16,308	787,458	651,272	-	651,272	-	Complete	651,272	136,186	82.7%	100.0%
NE	91-905	Roger Tilbury Park	771,150	19,335	790,485	291,348	527,990	819,338	100,042	Bid Award	919,380	(128,895)	103.7%	89.1%
		Total New Neighborhood Parks Development	4,883,950	129,282	5,013,232	4,640,998	527,990	5,168,988	100,042		5,269,030	(255,798)	103.1%	98.1%
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	255,798	255,798	-	-	-	-	N/A	-	255,798	n/a	n/a
		Total New Neighborhood Parks Development	4,883,950	385,080	5,269,030	4,640,998	527,990	5,168,988	100,042		5,269,030	-	98.1%	98.1%
<u>Renovate & Redevelop Neighborhood Parks</u>														
NE	91-906	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,166	1,155,045	304,437	599,154	903,591	138,255	Bid Award	1,041,846	113,199	78.2%	86.7%
SE	91-907	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	107.9%	100.0%
NW	91-908	Somerset West Park	1,028,200	27,247	1,055,447	154,298	5,393	159,691	2,290,304	A&E	2,449,995	(1,394,548)	15.1%	6.5%
NW	91-909	Pioneer Park and Bridge Replacement	544,934	21,059	565,993	533,358	-	533,358	-	Complete	533,358	32,635	94.2%	100.0%
SE	91-910	Vista Brook Park	514,100	20,452	534,552	733,500	-	733,500	-	Complete	733,500	(198,948)	137.2%	100.0%
		Total Renovate & Redevelop Neighborhood Parks	3,727,213	126,558	3,853,771	2,311,064	604,547	2,915,611	2,428,559		5,344,170	(1,490,399)	75.7%	54.6%
<u>New Neighborhood Parks Land Acquisition</u>														
NW	98-880-a	New Neighborhood Park - NW Quadrant (Biles)	1,500,000	28,467	1,528,467	1,041,404	-	1,041,404	-	Complete	1,041,404	487,063	68.1%	100.0%
NW	98-880-b	New Neighborhood Park - NW Quadrant (Living Hope)	-	-	-	1,060,935	6,789	1,067,724	-	Complete	1,067,724	(1,067,724)	n/a	100.0%
NW	98-880-c	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	36,849	686,989	723,838	-	Complete	723,838	(723,838)	n/a	100.0%
NW	98-880-d	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	n/a	100.0%
NE	98-745-a	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,735	1,527,735	525,108	2,965	528,073	-	Complete	528,073	999,662	34.6%	100.0%
NE	98-745-b	New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)	1,500,000	31,870	1,531,870	2,094,725	-	2,094,725	-	Complete	2,094,725	(562,855)	136.7%	100.0%
SW	98-746-a	New Neighborhood Park - SW Quadrant (Sterling Savings)	1,500,000	24,453	1,524,453	1,058,925	-	1,058,925	-	Complete	1,058,925	465,528	69.5%	100.0%
SW	98-746-b	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	546,751	-	546,751	-	Complete	546,751	(546,751)	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)	n/a	100.0%
SE	98-747	New Neighborhood Park - SE Quadrant (Cobb)	1,500,000	15,547	1,515,547	2,559,230	148	2,559,378	-	Complete	2,559,378	(1,043,831)	168.9%	100.0%
NW	98-748	New Neighborhood Park (North Bethany) (McGettigan)	1,500,000	23,667	1,523,667	1,629,690	-	1,629,690	-	Complete	1,629,690	(106,023)	107.0%	100.0%
UND	98-749	New Neighborhood Park - Undesignated	-	-	-	-	-	-	-	Reallocated	-	-	n/a	0.0%
		Sub-total New Neighborhood Parks	9,000,000	151,739	9,151,739	10,676,335	696,891	11,373,226	-		11,373,226	(2,221,487)	124.3%	100.0%
UND		Authorized Use of Savings from New Community Park Land Acquisition Category	-	1,655,677	1,655,677	-	-	-	-	N/A	-	1,655,677	n/a	n/a
UND		Authorized Use of Savings from Community Center / Community Park Land Acquisition Category	-	565,810	565,810	-	-	-	-	N/A	-	565,810	n/a	n/a
		Total New Neighborhood Parks	9,000,000	2,373,226	11,373,226	10,676,335	696,891	11,373,226	-		11,373,226	-	100.0%	100.0%
<u>New Community Park Development</u>														
SW	92-915	SW Community Park & Athletic Field	7,711,500	209,033	7,920,533	167,374	144,358	311,732	11,343,537	Master Plan	11,655,269	(3,734,736)	3.9%	2.7%
		Sub-total New Community Park Development	7,711,500	209,033	7,920,533	167,374	144,358	311,732	11,343,537		11,655,269	(3,734,736)	3.9%	2.7%
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
		Total New Community Park Development	7,711,500	593,284	8,304,784	167,374	144,358	311,732	11,343,537		11,655,269	(3,350,485)	3.8%	2.7%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 12/31/2014

Quad-rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	
			Initial Project Budget	Adjustments	Current Total Project Budget FY 14/15	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Cost Expended to Budget
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(6) / (3)	(6)/(9)
SE	95-944	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	5,703	(1,216)	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)	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	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	60.0%	100.0%
UND	95-962	Auto Gas Meter Shut Off Valves at All Facilities	-	-	-	-	118	118	14,882	15,000	(15,000)	0.0%	0.8%
		Total Facility Rehabilitation	6,227,732	116,508	6,344,240	3,300,630	45,741	3,346,371	1,168,696	4,515,067	1,829,173	52.7%	74.1%
		Facility Expansion and Improvements											
SE	95-952	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	2,039,367	(11,188)	100.6%	100.0%
SW	95-953	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	83,658	5,533,118	5,435,930	-	5,435,930	-	5,435,930	97,188	98.2%	100.0%
SW	95-954	Aloha ADA Dressing Rooms	123,384	158	123,542	178,764	-	178,764	-	178,764	(55,222)	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)	134.0%	100.0%
NE	95-956	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	321,821	192,933	62.5%	100.0%
		Sub-total Facility Expansion and Improvements	8,218,478	115,864	8,334,342	8,156,422	-	8,156,422	-	8,156,422	177,920	97.9%	100.0%
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(177,920)	(177,920)	-	-	-	-	-	(177,920)	n/a	n/a
		Total Facility Expansion and Improvements	8,218,478	(62,056)	8,156,422	8,156,422	-	8,156,422	-	8,156,422	-	100.0%	100.0%
		ADA/Access Improvements											
NW	95-957	HMT ADA Parking & other site improvement	735,163	19,029	754,192	165,254	687,633	852,887	158,565	1,011,452	(257,260)	113.1%	84.3%
UND	95-958	ADA Improvements - undesignated funds	116,184	2,663	118,847	72,245	-	72,245	-	72,245	46,602	60.8%	100.0%
SW	95-730	ADA Improvements - Barrows Park	8,227	104	8,331	6,825	-	6,825	-	6,825	1,506	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)	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	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)	186.8%	100.0%
SE	95-734	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	-	15,619	0.0%	0.0%
SW	95-735	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	11,550	5,162	69.1%	100.0%
SW	95-736	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	16,626	14,260	53.8%	100.0%
NE	95-737	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	15,000	668	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	85.2%	100.0%
NW	95-739	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	7,075	(1,853)	135.5%	100.0%
NW	95-740	ADA Improvements - Waterhouse Powerline Park	8,226	176	8,402	8,402	-	8,402	-	8,402	-	100.0%	100.0%
NE	95-741	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	5,102	120	97.7%	100.0%
SE	95-742	ADA Improvements - Wonderland Park	10,282	163	10,445	4,915	-	4,915	-	4,915	5,530	47.1%	100.0%
		Total ADA/Access Improvements	1,028,196	23,890	1,052,086	388,030	687,633	1,075,663	158,565	1,234,228	(182,141)	102.2%	87.2%
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	182,141	182,141	-	-	-	-	-	182,141	n/a	n/a
		Total ADA/Access Improvements	1,028,196	206,031	1,234,227	388,030	687,633	1,075,663	158,565	1,234,228	-	87.2%	87.2%
		Community Center Land Acquisition											
UND	98-884-a	Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)	5,000,000	103,517	5,103,517	853,224	523,726	1,376,950	-	1,376,950	3,726,567	27.0%	100.0%
UND	98-884-b	Community Center / Community Park (SW Quadrant) (Wenzel/Wall)	-	-	-	2,322,745	29,032	2,351,776	-	2,351,776	(2,351,776)	n/a	100.0%
		Sub-total Community Center Land Acquisition	5,000,000	103,517	5,103,517	3,175,969	552,758	3,728,726	-	3,728,726	1,374,791	73.1%	100.0%
UND		Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	-	(176,000)	n/a	n/a
UND		Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	-	(208,251)	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(565,810)	(565,810)	-	-	-	-	-	(565,810)	n/a	n/a
		Total Community Center Land Acquisition	5,000,000	(846,544)	4,153,456	3,175,969	552,758	3,728,726	-	3,728,726	424,730	89.8%	100.0%

Tualatin Hills Park and Recreation District
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Estimated Cost vs. Budget
Through 12/31/2014

Quadrant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance		
			Initial Project Budget	Adjustments	Current Total Project Budget FY 14/15	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under 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)	(6) / (3)	(6)/(9)	
Bond Administration Costs														
ADM		Debt Issuance Costs	1,393,000	(539,654)	853,346	24,772	-	24,772	-	Complete	24,772	828,574	2.9%	100.0%
ADM		Bond Accountant Personnel Costs	-	241,090	241,090	197,330	41,665	238,995	81,897	Budget	320,892	(79,802)	99.1%	74.5%
ADM		Deputy Director of Planning Personnel Costs	-	57,454	57,454	57,454	-	57,454	-	Complete	57,454	-	n/a	100.0%
ADM		Communications Support	-	50,000	50,000	12,675	-	12,675	37,325	Budget	50,000	-	25.4%	25.4%
ADM		Technology Needs	18,330	-	18,330	23,952	-	23,952	-	Complete	23,952	(5,622)	130.7%	100.0%
ADM		Office Furniture	7,150	-	7,150	5,378	-	5,378	-	Complete	5,378	1,772	75.2%	100.0%
ADM		Admin/Consultant Costs	31,520	-	31,520	48,093	-	48,093	-	Complete	48,093	(16,573)	152.6%	100.0%
Sub-total Bond Administration Costs			1,450,000	(191,110)	1,258,890	369,654	41,665	411,319	119,222		530,541	728,349	32.7%	77.5%
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(192,557)	(192,557)	-	-	-	-	N/A	-	(192,557)	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Development Category	-	(255,798)	(255,798)	-	-	-	-	N/A	-	(255,798)	n/a	n/a
UND		Authorized Use of Savings for ADA/Access Improvements Category	-	(182,141)	(182,141)	-	-	-	-	N/A	-	(182,141)	n/a	n/a
Total Bond Administration Costs			1,450,000	(821,606)	628,394	369,654	41,665	411,319	119,222		530,541	97,853	65.5%	77.5%
Grand Total			100,000,000	1,982,564	101,982,564	67,527,561	4,479,024	72,006,585	32,991,580		104,998,166	(3,015,601)	70.6%	68.6%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 12/31/2014

	Category (Over) Under Budget
Limited Reprogramming	
Land: New Neighborhood Park	-
New Community Park	-
New Linear Park	-
New Community Center	424,730
	424,730
Nat Res: Restoration	601,799
Acquisition	-
	601,799
All Other	
New Neighborhood Park Dev	-
Neighborhood Park Renov	(1,490,399)
New Community Park Dev	(3,350,485)
Community Park Renov	(662,859)
New Linear Parks and Trails	(183,655)
Athletic Field Development	(281,758)
Deferred Park Maint Replace	-
Facility Rehabilitation	1,829,173
ADA	-
Facility Expansion	-
Bond Admin Costs	97,853
	(4,042,130)
Grand Total	(3,015,601)



MEMORANDUM

Date: January 14, 2015
 To: Board of Directors
 From: Keith Hobson, Director of Business and Facilities
 Re: **System Development Charge Report for November 2014**

The Board of Directors approved a resolution implementing the System Development Charge program on November 17, 1998. Below please find the various categories for SDC's, i.e., Single Family, Multiple Family and Non-residential Development. Also listed are the collection amounts for both the City of Beaverton and Washington County, and the 1.6% handling fee for collections through November 2014.

Type of Dwelling Unit	Current SDC per Type of Dwelling Unit
Single Family	\$5,524.00 with 1.6% discount = \$5,435.62
Multi-Family	\$4,131.00 with 1.6% discount = \$4,064.90
Non-residential	\$143.00 with 1.6% discount = \$140.71

<u>City of Beaverton Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
2,783	Single Family Units	\$7,970,513.83	\$217,760.53	\$8,188,274.36
15	Single Family Units at \$489.09	\$7,336.35	\$221.45	\$7,557.80
1,582	Multi-family Units	\$3,359,442.57	\$93,831.20	\$3,453,273.77
0	Less Multi-family credits	(\$7,957.55)	(\$229.36)	(\$8,186.91)
239	Non-residential	\$556,120.37	\$16,296.11	\$572,416.48
4,619		\$11,885,455.57	\$327,879.93	\$12,213,335.50

<u>Washington County Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
7,418	Single Family Units	\$23,175,617.82	\$587,225.25	\$23,762,843.07
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
2,667	Multi-family Units	\$7,071,102.57	\$176,369.84	\$7,247,472.41
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
130	Non-residential	\$607,235.28	\$15,206.38	\$622,441.66
9,891		\$30,183,083.45	\$758,052.84	\$30,941,136.29

<u>Recap by Agency</u>	<u>Percent</u>	<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
4,619	City of Beaverton	\$11,885,455.57	\$327,879.93	\$12,213,335.50
9,891	Washington County	\$30,183,083.45	\$758,052.84	\$30,941,136.29
14,510		\$42,068,539.02	\$1,085,932.77	\$43,154,471.79

<u>Recap by Dwelling</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	2,798	1,582	239	4,619
Washington County	<u>7,118</u>	<u>2,643</u>	<u>130</u>	<u>9,891</u>
	<u>9,916</u>	<u>4,225</u>	<u>369</u>	<u>14,510</u>

Total Receipts to Date **\$42,068,539.02**

Total Payments to Date

Refunds	(\$2,066,073.93)
Administrative Costs	(\$18.65)
Project Costs -- Development	(\$22,152,090.98)
<u>Project Costs -- Land Acquisition</u>	<u>(\$9,938,187.93)</u>
	<u>\$7,912,167.53</u>

<u>Recap by Month, FY 2014/15</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2014	\$39,401,807.67	(\$33,486,508.43)	\$2,080,328.32	\$7,995,627.56
July	\$362,365.38	(\$20,803.83)	\$3,301.39	\$344,862.94
August	\$987,171.47	(\$393,225.74)	\$3,456.91	\$597,402.64
September	\$249,346.55	(\$17,712.96)	\$3,674.53	\$235,308.12
October	\$873,400.03	(\$68,315.30)	\$4,075.89	\$809,160.62
November	\$194,447.92	(\$169,805.23)	\$3,793.85	\$28,436.54
December	\$0.00	\$0.00	\$0.00	\$0.00
January	\$0.00	\$0.00	\$0.00	\$0.00
February	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$42,068,539.02</u>	<u>(\$34,156,371.49)</u>	<u>\$2,098,630.89</u>	<u>\$10,010,798.42</u>

<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 2014	9,738	3,809	359	13,906
July	47	24	5	76
August	18	217	2	237
September	27	27	2	56
October	52	146	0	198
November	35	1	1	37
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
	<u>9,917</u>	<u>4,224</u>	<u>369</u>	<u>14,510</u>

Projected SDC balance as of June 30, 2014 per the budget was \$6,458,262. Actual balance was \$7,635,896. This fiscal year's projected total receipts per the budget are \$2,982,681.

Events... Just for Seniors!

@Elsie Sturh Center

EVENT

Call and register today!
503.629.6342.

Photography Gallery Exhibit

Over 65 stunning photos all taken by students from our photography class. Display is exhibited down the main corridors the month of January of the Elsie



Sample of art dry-brushed method by instructor Kumi Pickford

Stuhr Center.

Ever wanted to learn photography or expand your skills? Consider taking this great class. New term begins 1/14/15 9-10:30a.

Try something this new this New Year!

Art Class-Oil Portraits

Have fun learning this dry-brushing method of painting. The technique was developed by Russian artist in the Soviet Union era. Class begins 1/15/15.

Active Aging Week

Monday-Saturday, 1/5-1/10
FREE!

Discover new places and people. This year's theme - Let the Adventure Begin - encourages par-

ticipants to explore life's many possibilities. Whether it's tai chi, dancing, brain games, or picking up a new hobby. This week you will be able to try a new fitness class for free. Check our front desk for a complete listing of activities, dates and times. Make sure to pick-up your free pass at front desk.



Active Aging class offered the Elsie Sturh Center

Tualatin Hills Park & Recreation District: connecting people, parks and nature

Jan. 1 changes will benefit fitness buffs, other THPRD users

By Melissa Zimke

Effective Jan. 1, 2015, THPRD is implementing changes that will benefit many fitness enthusiasts, military families, and participants who live outside district boundaries.

The district is taking a new approach to its group fitness programming, dropping the preregistration requirement for more than 200 weekly group classes, including yoga, Pilates, Zumba, BodyPump and aqua fitness classes. (Elsie Sturh Center and Tualatin Hills Nature Center patrons may still preregister for some group fitness programs.) The district's new Deluxe Pass allows patrons to participate in group fitness classes at any

facility whenever space permits. It provides up to two hours of free childcare at participating facilities, and also includes access to pools, weight rooms, cardio equipment and other drop-in benefits included with the General Pass (formerly Frequent User Pass).

"We wanted to introduce a more user-friendly model to give guests better access to all of our facilities," said Sharon Hoffmeister, superintendent of Aquatics. "The more you use it, the lower your cost per visit, and there's nothing lost when you don't go."

The Deluxe Pass for an adult (ages 18-57) can be purchased monthly for \$51.50 or at a discounted rate for periods of three, six or 12 months. Daily admission to a fitness class, without the childcare benefit, is \$10 for in-district adults.

To encourage more participation by out-of-district residents, THPRD is introducing an option



THPRD's new Deluxe Pass enables patrons to participate in group fitness classes without preregistration.

that lets them choose to pay a 25% premium for each class taken, instead of the required assessment (\$80 quarterly or \$320 annually). This option will apply to all classes as well as General Passes, Deluxe Passes, and drop-in activities.

THPRD also now allows out-of-district residents to begin registering two days after in-district residents. Previously, the waiting period was six days. THPRD is also introducing a 10% discount for military personnel (including veterans) and

dependent family members. "The idea of a discount for military personnel is one that has been discussed here at THPRD for a long time," said Director of Planning Aisha Willits. "We are pleased to finally make it happen and honor them and their families for their service to our nation." In addition, the district will begin implementing a five-year schedule to standardize, at 10%, larger discounts currently provided to seniors, youth, and patrons with special needs. Reduction of current discounts will be carried out over a multiyear period.



Get in Touch with Nature

Beaverton boasts two premier nature parks, perfect for a rainy day or brisk, cool-weather walk. The Tualatin Hills Nature Center (15655 SW Millikan Way, Beaverton) has 1.5 miles of paved paths and 3.5 miles of soft-surface trails, and is easy to access via the MAX light rail.

In southern Beaverton, Cooper



Mountain Nature Park (18892 SW Kemmer Road, Beaverton) has majestic views of the valley and 3.5 miles of trails that traverse through different habitats, from woodlands and forests to prairies.

Park, school districts agree on synthetic field

Newest artificial turf coming to Conestoga Middle School

By ERIC APALATEGUI
The Times

The Tualatin Hills Park and Recreation and Beaverton School districts reached a third agreement that will continue to increase the number of synthetic grass athletic fields, which can hold up to wet season games when cleats turn natural fields to muck.

Just before winter break, the agencies signed off on construction of the artificial grass field at Conestoga Middle School, 12250 S.W. Conestoga Drive, in the southern end of the school district.

Construction will occur during summer 2016 at an estimated cost of \$2 million. The park district will pay for the project with bond funds voters approved in 2008.

The middle school will use the field during regular hours, and the park district will have access after school and on weekends.

The first 12 years of the 25-year agreement are guaranteed, but school officials can move the field at their own expense after that time if they need space for school expansion. School officials consider that option unlikely, said park district spokesman Bob Wayt.

Intergovernmental agreements between the districts

THPRD purchases land for parks

The Tualatin Hills Park and Recreation District in December bought two parcels to use for future parks.

The first site is 0.89 acres that will increase the size of an already planned 20-acre community park next to Mountain View Middle School. That parcel, at a cost of \$509,000, will provide more frontage and better access from Southwest 170th Avenue when construction begins in 2016, according to Aisha Willits, the district's planning director.

The district also bought three parcels totaling 2.56 acres northwest of the intersection of Southwest Tualatin Valley Highway and 185th Avenue. That acreage, bought for \$700,000, will be developed into a community park that will include Oregon's first "Champions Too" sports field designed specifically for people with special needs.

That project is not yet scheduled, Willits said.

Both purchases were funded with the district's 2008 bond measure, which is roughly two-thirds spent.

stretch back 50 years to 1964. Joint projects also will bring synthetic turf fields to Mountain View Middle School in Aloha and William Walker Elementary School in Cedar Hills during the next couple years.

"Our community benefits greatly when we work together to create enhanced spaces for athletic activities," Beaverton School District Superintendent Jeff Rose said in a news release.

Combined, the park district's patrons already have at least part-time use of 10 artificial grass athletic fields, including two each at the Howard M. Terpenning Recreation Complex and Portland Community College's Rock Creek Campus and one at the Fanno Creek Service Center. During non-school hours, similar facilities are available at the school district's five largest high schools.

NEWS

THPRD puts down \$1.2 million on land for Aloha park development

By **Nuran Altair**
naltair@oregonian.com

Tualatin Hills Park & Recreation District has closed two separate deals on Aloha properties that collectively cost more than \$1 million.

One site, purchased for \$509,000, is located next to Mountain View Middle School. The .89-acre lot will become part of a 20-acre community park that will offer sports fields, play equipment, a perimeter rail, picnic facilities and, if pri-

vate funding can be secured, Oregon's first "Champions Too" sports field for special needs athletes, according to a press release.

THPRD is scheduled to begin work on the park, currently known as Southwest Quadrant Community Park, in 2016. The THPRD board unanimously approved the preferred master plan for this park at its Nov. 3 meeting. The \$7.5-million budgeted project is expected to be completed Fall 2017.

The district also purchased three parcels of land totaling 2.56 acres northwest of 185th and the Tualatin Valley Highway for \$700,000.

"This is a flat, partially wooded site that will one day be developed as a neighborhood park," THPRD director of planning Aisha Willits said in a press release.

Funding for these parcels of land was provided by THPRD's 2008 voter-approved \$100-million bond.

Community park plan

This is the preferred design for Southwest Quadrant Community Park, a 20-acre park that will offer basketball courts, a new playground and a community garden in addition to three athletic fields.



Source: Tualatin Hills Parks and Recreation Department

Dan Aguayo/Hillsboro Argus

The ABCs of nature

By ERIC APALATEGUI
The Times

Sometimes the discoveries at Nature Kids Preschool come in small packages. "We found a bug!" 5-year-old Wyatt Wilen screamed as teacher Shelby Collins broke apart a hunk of rotting cedar wood to find a critter writhing inside. "We found a bug!"

At preschools scattered across Beaverton and around the country, youngsters often get a chance to run around outside at a playground and blow off a little steam before getting back to learning letter sounds, exploring early math concepts and singing that song about cleaning up.

But at Tualatin Hills Park & Recreation District's only nature-based preschool, when kids venture outside, they end up hiking into the dense woods just beyond the Nature Park Interpretive Center. The adjoining nature park's 222 acres are filled with the peeps of birds and frogs, deer and garter snakes cross paths, and ducks and herons land in ponds along Beaverton Creek.

"We want them to see, we want them to touch, we want them to question," said Karen Munday, a former preschool teacher who serves as program coordinator at the nature center, at the entrance to Tualatin Hills Nature Park, 15655 S.W. Millikan Way. "Going outside every

day is the cornerstone of our program."

"There's a lot of nature," said 5-year-old Sophia Melo, who is partial to bugs and newts, at least on this day. "There's interesting things."

Children are divided into three sessions at Nature Kids. The younger group of 3- and 4-year-olds are in a class of "Chipmunks" on Tuesday and Thursday mornings. The morning "Ladybugs" and afternoon "Owls" are for 4- and 5-year-olds on the other three days of the week during the school year.

Each school day, the students learn to explore nature through their five senses, and the curriculum follows nature's cycle as late summer fades into fall, winter and spring.

While every class session involves about an hour in the woods, teachers simply incorporate the natural setting into a more traditional preschool framework that builds basic classroom readiness, skills that help children transition to kindergarten or elsewhere. Counting, sight words, art projects, socialization skills and more are part of everyday lesson-planning, preschool director Alexandra Nahill said.

Of course, these are preschoolers



■ Nature Kids Preschool has a 222-acre classroom

Teacher Shelby Collins talks with Jallow Bah Ousman, 4, at Tualatin Hills Nature Park.

venturing out into nature, and nature in these parts is well-stocked with sticks and stumps and logs and puddles and trails, so talk often veers off the wonders of nature into lessons of basic kid survival.

"We have lots of conversations about what sticks are," Collins said of her young pupils, who seem to love sticks the way some kids are attached to iPods. That said, they must learn to handle them safely instead of "light saberly." "We're a little pro-stick."

On the way back to class, teacher Leah Duncan called out to 5-year-old Jack Rhea racing down a path with his stick: "Do we go off

by ourselves?"

"No," said Jack, hitting the brakes. "We could get lost."

When his mother, Beaverton resident Jenny Rhea, goes on a nature walk with that same preschooler, Jack often talks about the things he's learned at Nature Kids, such as how birds build nests, what animals eat or the "stinky" reason skunk cabbage got its name.

"How cool is that?" Jenny Rhea said Monday after dropping Jack off at the school's afternoon "Owls" session for 4- and 5-year-olds. "We love that aspect of it. Just knowing how nature works, how life works."

Nature Kids Preschool sets open house January 31 at Tualatin Hills Nature Center

Parents can learn about Nature Kids Preschool at an open house from 10 a.m. to noon on Saturday, Jan. 31, at Tualatin Hills Nature Center, 15655 S.W. Millikan Way.

Preschool programs run from September to May. Class sizes are capped at 14 students.

The "Chipmunks" class for 3- to 4-year-olds meets 9 to 11:30 a.m. Tuesdays and Thursdays.

The "Ladybugs" class for 4- and 5-year-olds meets 9 a.m. to noon Mondays, Wednesdays and Fridays. The "Owls" class for 4- and 5-year-olds meets 1 to 4 p.m. Mondays, Wednesdays and Fridays.

Prices will be set this month for the 2015-16 academic year and will be available by the open house, coordinator Karen Munday said. For more information, call 503-629-6350.

City wants to speak language of its residents

By Nuran Altair
Beaverton Leader

A Beaverton city staff that reflects the people it represents has been six years in the making.

It's not something that happens overnight, said Guadalupe Guajardo, senior consultant at the Nonprofit Association of Oregon, which helped the city with one of its first reports on setting priorities for cultural inclusion.

That report was completed in 2012, and was followed by a similar report by the Center for Public Service the following year. Among a list of recommendations, both highlighted one key issue: language access.

"People have a right to access resources because they are a member of our community, despite barriers such as language," said Alexis Ball, the city's equity outreach coordinator.

Beaverton's demographics have been changing for years.

Since 1990, it's estimated the percentage of white residents living in Beaverton has decreased 24 percent, according to U.S. Census Bureau data for 2013, while every minority group has grown.

The face of Beaverton city staff, however, has changed slightly. As of Jan. 5, Beaverton's human resources department reported 10.47 percent of city staff were a person of color, a 2.17 percent gain from 2007.

"There's been interest and will; I don't think there's been a lot of capacity to put in place a plan. We can't just wish that we get more diverse staff," Ball said. "We have to plan for it."

A concrete plan for cultural inclusion has been talked about since 2009, when the Diversity Task Force was created to advise the mayor's office on diversity and equity.

"The history has been really important in getting us

See Language, A3

Language

Continued from A1

to where we are today; I don't think we're starting over," Ball said, referring to the Diversity, Equity, and Inclusion Plan, which the City Council unanimously passed on Jan. 13.

The plan will serve as a road map for strategies such as "adopting and implanting a language access policy" or "creating a centralized city budget live for contracting professional translation and interpretation services."

These objectives, outlined in the first section of the Diversity, Equity, and Inclusion Plan, are important for breaking down barriers for people who speak limited English, Ball said.

Almost 1 in 4 Beaverton residents were born outside of the U.S., according to a report called Examining Racial Disparities in Beaverton, which Ball wrote while doing her Master's at Portland State University; 1 in 3 people living in the city identify as a person of color.

Looking at language, 28 percent of Beaverton residents speak a language other than English. "12.5 percent were reported to speak English less than 'very well,'" according to the report. More than 80 percent of those people speak Spanish or an Asian Pacific Islander language, making up a little more than 10 percent of the overall population.

"Compare how communities of color are doing versus the dominant white community in Beaverton ... and there's a huge difference. That's heart-breaking, and it's unjust," Ball said.

The report, published June

2014, lists some of those disparities, such as families of color having 3.5 times the rate of poverty as white families or students of color being 2.5 times more likely to drop out of high school.

"We need to actively break down institutional barriers to people being successful. ... We can't ignore it, and there's no way to explain it away," Ball said.

Currently, most language access programs have focused on the Latino population, which made up about 16.3 percent of Beaverton residents in 2010, according to the 2000 and 2010 Census Profile. Pay incentives at the city, for example, are only offered to people who use Spanish on the job.

Ball said that's because of usage: Data shows that "of limited-English speakers, 46 percent speak Spanish. ... It's a much greater number than any of the other languages; it doesn't mean there isn't a need for other languages."

Currently, 18 city employees at the library, police department and city hall receive translator pay, according to city spokesman Bill LaMarche. City staff also volunteer on occasion to help out with translating Arabic, Chinese and Portuguese, among 10 languages other than Spanish.

Regional organizations like Tualatin Hills Park and Recreation District also have been working on policy changes to make every demographic feel more included. That means diversifying staff and giving them the tools needed to help people with limited English proficiency.

A Diversity & Inclusion Vision Statement is expected to go before THPRD board of directors in March.

Welcome to Beaver Town

THPRD learns to live with flooding and tree damage as beavers make a comeback

By **ERIC APALATEGUI**
The Times

Big rodents are doing their best to transform Beaverton into Beaver Town.

As the famously industrious animals continue their comeback in the city, their dam-building enterprises have forced the Tualatin Hills Park & Recreation District to change the way it does business.

While many homeowners occasionally lose precious trees to the toothy mammals, THPRD is besieged with beaver activity because it manages many of the parks and greenspaces bordering creeks that the beavers call home.

Last month, for example, THPRD closed off access to a loop trail in Greenway Park a few hundred yards south of Southwest Hall Boulevard after beavers built a new dam site on Fanno Creek, which in turn caused flooding in the low-lying park, which is located entirely in the creek's floodplain.

"We have some neighbors who are really

See **BEAVERS** / Page 7



Dam-building by beavers at Greenway Park has turned this path into a small lake.

TRIBUNE PHOTO:
MILES VANCE

Beavers: THPRD learns to coexist with rodents

■ From page 1

excited to see beavers in the park and others who say, "Why don't you get rid of those critters?" said Bruce Barbarasch, the district's superintendent of natural resources and trail management.

When Barbarasch first started working for the district about 15 years ago, he only saw occasional signs of beaver activity. Low beaver populations at the time were the result of fur trappers and farmers killing them off for many decades, Barbarasch said. As those practices faded along with the rural landscape, beavers have found plenty of habitat to their liking in the heart of suburbia.

Years ago, the district tried to minimize the damage by trapping out problem beavers, but public outcry and lack of effectiveness caused THPRD to change its approach to one of peaceful, though not perfect, coexistence, Barbarasch said.

"Like some things in life ... you just have to adapt to what you've got," he said. "There are so many beavers, if you were to take one out and move it somewhere else, you would find another one would replace it."

To be sure, beaver activity has many positive effects. Their ponds provide prime habitat for a variety of birds, fish, turtles and amphibians, and the slower stream flows they engineer help filter out sediments, replenish aquifers and reduce erosion.

Plus, the busy beavers offer district patrons a glimpse of nature at work in their neighborhoods. "It hasn't been bad from an educational perspective at all," Barbarasch said.

But those benefits come with a price tag, from the relatively moderate cost of replacing or protecting trees, to the potentially six-figure expense of building bridges and boardwalks over flood-prone areas.

In Greenway Park, for example, park officials haven't yet decided whether to take the costly step of lifting the loop trail above the flooding or simply abandon that part of the path. The larger path on the park's west side is unaffected by beaver activity.

THPRD administrators have faced similar decisions in the past.

Up in the Rock Creek Greenway, for example, the district built an elevated trail to get above a beaver-flooded area. It was costly up front, Barbarasch said, but maintenance costs have gone down since its construction and wildlife habitat has improved.

In the wetlands along Messenger Creek off Southwest Center Street, rather than using a costly fix, the district abandoned a stretch of low-lying path flooded by beaver activity in that area. People still have access to a bridge they can use as a vantage point for watching wildlife, Barbarasch said.

In the Bannister Creek Greenway, beaver activity has been a mixed blessing. On one hand,

flooding has posed access problems along the creek. But on the other hand, beaver dams have slowed the streamflow to provide a natural cure to erosion problems that would have been costly to fix with human solutions.

So far, beavers have defeated most human efforts to out-engineer them at dam sites. The nocturnal beavers make short work of replacing dams that people remove. And efforts such as inserting pipes into dams to keep ponds from flooding adjacent ground, or building barriers to discourage dam construction in the first place, are usually undone by determined beavers, Barbarasch said.