



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

**Board of Directors Regular Meeting
October 5, 2015**

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

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

AGENDA

1. Board Work Session: Public Sector Ethics for Government Officials
2. Executive Session*
 - A. Land
3. Call Regular Meeting to Order
4. Action Resulting from Executive Session
5. [Public Hearing: Resolution Amending District Compiled Policies Chapter 5 \(Public Contracting Rules\)](#)
 - A. Open Hearing
 - B. Staff Report
 - C. Public Comment**
 - D. Board Discussion
 - E. Close Hearing
 - F. Board Action
6. Audience Time**
7. Board Time
8. Consent Agenda***
 - A. [Approve: Minutes of August 10, 2015 Regular Board Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statement](#)
 - D. [Approve: Southwest Quadrant Community Park Construction Manager](#)
 - E. [Approve: Solicitation for Brand Name Exemption for Roofing Material](#)
9. Unfinished Business
 - A. [Update: Strategic Plan and Service and Financial Sustainability Plan](#)
 - B. [Information: General Manager's Report](#)
10. Adjourn

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



MEMO

DATE: September 30, 2015
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: **Information Regarding the October 5, 2015 Board of Directors Meeting**

Agenda Item #1 – Public Sector Ethics for Government Officials

Paul Elsner, Partner at Beery, Elsner & Hammond, LLP and THPRD's legal counsel, will be at your work session to conduct a training on public sector ethics for government officials.

Agenda Item #5 – Resolution Amending District Compiled Policies Chapter 5 (Public Contracting Rules)

Enclosed please find a memo from Keith Hobson, director of Business & Facilities, requesting the board of directors, acting as the Local Contract Review Board, conduct a public hearing regarding amending THPRD's Public Contract Rules contained in Chapter 5 of the District Compiled Policies in order to adopt a policy which authorizes prequalification of bidders for public contracts, in addition to some general housekeeping.

Action Requested: Upon completion of the Public Hearing, the board of directors, acting as the Local Contract Review Board, approve Resolution 2015-16 amending the Public Contracting Rules contained with Chapter 5 of the District Compiled Polices.

Agenda Item #8 – Consent Agenda

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

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

- A. **Approve: Minutes of August 10, 2015 Regular Board Meeting**
- B. **Approve: Monthly Bills**
- C. **Approve: Monthly Financial Statement**
- D. **Approve: Southwest Quadrant Community Park Construction Manager**
- E. **Approve: Solicitation for Brand Name Exemption for Roofing Material**

Agenda Item #9 – Unfinished Business

A. Strategic Plan and Service and Financial Sustainability Plan

Attached please find a memo from Keith Hobson, director of Business & Facilities, providing a status update on the Strategic Plan and the Service and Financial Sustainability Plan which were adopted by the board of directors in December 2013. Seth Reeser, operations analysis manager, will be at your meeting to provide an overview of the memo and to answer any questions the board may have.

B. General Manager's Report

Attached please find the General Manager's Report for the October 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: September 8, 2015
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Resolution Amending District Compiled Policies Chapter 5 (Public Contracting Rules)**

Introduction

Staff is requesting the board of directors, acting as the Local Contract Review Board, to conduct a public hearing regarding amending THPRD's Public Contract Rules contained in Chapter 5 of the District Compiled Policies (DCP 5). Pending outcome of the public hearing, staff requests that the board approve the resolution adopting the proposed changes that reflect ORS 279C.430 which authorizes prequalification of bidders for public contracts, in addition to some general housekeeping.

Background

The Oregon Public Contracting Code requires the Attorney General to adopt model rules of procedure appropriate for use by state agencies and local governments. Local agencies may either accept and follow the model rules or adopt their own purchasing rules in accordance with state purchasing statutes. While THPRD largely follows the Attorney General's model rules, THPRD did adopt its own rules to specify certain exceptions from the model rules.

In 2003, the board of directors approved a resolution adopting mandatory prequalification of all bidders for certain public improvement projects. In June 2005, the board of directors adopted the Public Contract Rules and Procedures, and subsequently amended them in February 2007. In April 2009, the board of directors adopted Chapter 5 of the DCP, Public Contracts and Agreements.

In March 2011, the board rescinded the mandatory prequalification authorization, but provided the 2008 Bond trail projects valued at \$1 million or more the option to use the prequalification process.

Proposal Request

The proposed amendment to DCP 5 expands the opportunity to conduct the prequalification process to any project over \$1 million, where the size, complexity or other project specific considerations warrants its use. This will ensure that bidders on larger and more complex projects have the experience and capacity to successfully complete them.

Staff is requesting that the board of directors, acting as THPRD's Local Contract Review Board, amend DCP 5 to reflect the proposed changes. Attached is a marked-up version of DCP 5, labeled as Exhibit A, which identifies the proposed amendments. The Oregon Public

Contracting Code requires that THPRD hold a public hearing prior to amending the Contracting Rules and Procedures. Notice of the public hearing has been properly published and posted.

The resolution and the proposed changes to DCP 5 have been reviewed by THPRD's legal counsel.

Benefits of Proposal

The proposed change to DCP 5 provides the opportunity to prescreen potential bidders on specified projects to ensure they have certain standards of experience and integrity. A prequalified list of bidders also enhances the efficiency of the contract award process, by reducing the due diligence that the district must conduct after the bid to ensure that the apparent low bidder has met the standards of responsibility to bid on the project. This also prevents having to disqualify an apparent low bidder as not responsible, a situation that adds time and potential conflict to the process.

Potential Downside of Proposal

Use of prequalification could potentially limit the available bidders for a given project, and thereby inhibit competition. For this reason, the amendment limits it to certain projects, and provides an opportunity for prospective bidders, who may be insufficiently qualified on their own to form a joint venture with other firms in order to meet all of the qualifications necessary to be eligible.

Action Requested

Upon completion of the Public Hearing, the board of directors, acting as the Local Contract Review Board, approve Resolution 2015-16 amending the Public Contracting Rules contained with Chapter 5 of the District Compiled Polices.

RESOLUTION NO. 2015-16

TUALATIN HILLS PARK & RECREATION DISTRICT, OREGON

**A RESOLUTION AMENDING DISTRICT COMPILED POLICIES CHAPTER FIVE,
TO REFLECT CHANGES IN THE PREQUALIFICATION OF
CERTAIN PUBLIC CONTRACTS**

WHEREAS, in 2009 the Tualatin Hills Park & Recreation District Board of Directors adopted new district policies chapters as District Compiled Policies (DCP) to make them more useful and readable. DCP Chapter 5 includes the provisions related to Public Contracts and Agreements;

WHEREAS, the Tualatin Hills Park & Recreation District desires to update DCP Chapter 5, to reflect changes to the prequalification of bidders for certain public contracts as well as internal consistency within District contracting procedures;

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

Section 1. The board adopts an amended DCP Chapter 5, attached as Exhibit A and incorporated into the resolution by reference.

Section 2. This amendment takes effect on the adoption date below.

Adopted by the Board of Directors this 5th day of October 2015.

Larry Pelatt
Board President

Jerry Jones Jr.
Board Secretary

ATTEST:

Jessica Collins
Recording Secretary

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CHAPTER 5 – PUBLIC CONTRACTS & AGREEMENTS

5.01 Public Contracts Generally

The Board serves as the Local Contract Review Board for the District and has adopted as its public contracting rules ORS chapter 279A, B and C and the Attorney General’s Model Public Contract Rules, OAR Chapter 137, Division 46 (General Provisions Related to Cooperative Procurement), Division 47 (Public Procurements for Goods or Services), Division 48 (Consultant Selection: Architectural, Engineering and Land Surveying Services and Related Services Contracts) and Division 49 (General Provisions Related to Public Contracts for Construction Services), subject to the exceptions provided in this document.

5.02 Definitions

AWARD, the selection of a person to provide goods, services or public improvements under a public contract. The award of the contract is not binding on the District until the contract is executed and delivered by the General Manager.

BID, a binding, written offer to provide goods, services or public improvements for a specified price or prices.

BIDDER, a person that submits a bid in response to an invitation to bid.

CONCESSION AGREEMENT, a contract that authorizes and requires a person to promote or sell, for its own business purposes, specified types of goods or services from a site within a building or upon land owned by the District, under which the concessionaire makes payments to the District based, in whole or in part, on the concessionaire’s sales revenues. “Concession agreement” does not include an agreement, which is merely a flat-fee or per-foot rental, lease, license, permit, or other arrangement for the use of public property.

CONTRACTING AGENCY, a public body authorized by law to conduct procurement.

EMERGENCY, circumstances that (a) could not have reasonably been foreseen; (b) create a substantial risk of loss, damage, or interruption of services or a substantial threat to property, public health, welfare or safety; and (c) require prompt execution of a contract to remedy the condition.

EXEMPTIONS, exemptions from the formal competitive selection procedures for public improvement contracts, personal service contracts of architects, engineers, land surveyors, and related services, as well as contracts and classes of contracts designated as “special procurements” under ORS 279B.085.

LOCAL CONTRACT REVIEW BOARD (LCRB), the Board.

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PERSONAL SERVICES,

- (A) Includes those services that require specialized technical, creative, professional or communication skills or talents, unique and specialized knowledge, or the exercise of discretionary judgment, and for which the quality of the service depends on attributes that are unique to the service provider. Such services include architects, engineers, surveyors, attorneys, accountants, auditors, agents of record, computer programmers, land acquisition specialists, property managers, artists, designers, performers and consultants. The General Manager has authority to determine whether a particular service is a “personal service” under this definition.
- (B) Personal Services do not include contracts primarily for equipment, supplies or materials. For example, a contract to supply all hardware and standard software is not Personal Services, but a contract with a technology consultant to design or develop a new computer system is Personal Services.

PROPOSAL, a binding offer to provide goods, services or public improvements with the understanding that acceptance will depend on evaluation of factors other than, or in addition to, price. A proposal may be made in response to a request for proposals or under an informal solicitation.

PUBLIC CONTRACT, any agreement for the purchase, lease, or sale by the District of personal property, public improvements, or services other than agreements that are for personal and professional services.

PUBLIC IMPROVEMENT, projects for construction, reconstruction, or major renovation on real property by or for the District. “Public improvement” does not include emergency work, minor alteration, ordinary repair, or maintenance necessary in order to preserve a public improvement.

QUOTE, a price offer made in response to an informal solicitation to provide goods, services or public improvements.

REQUEST FOR PROPOSALS (RFP), means the solicitation of written competitive proposals, or offers, to be used as a basis for making an acquisition, or entering into a contract when specifications and price will not necessarily be the predominant award criteria.

SURPLUS PROPERTY, any personal property of the District that has been determined by the General Manager to be of no use or value to the District.

5.03 Personal Services

- (A) Exempt Personal Service Contracts. Exempt Personal Service contracts are defined by the LCRB, and are exempt from the public procurement procedures and may be executed by direct appointment. The following contracts are considered exempt by the District:

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- (1) Contracts existing on July 11, 2005; and
 - (2) Contracts for accounting, legal, underwriting, and investment, financial and insurance advising services, and instructional services.
- (B) **Contracts for Certain Construction-related Personal Services.** This section applies only to personal services meeting the following criteria:
- (1) A contract with an Estimated Fee that exceeds \$100,000; and
 - (2) The contract is for personal service that is *legally required* to be provided or performed by an architect, engineer, photogrammetrist, transportation planner or land surveyor. For example: hiring an architect to design a building or structure, or an engineer to design a bridge. Because the law requires licensed professionals to design and engineer structures, District would rely on this subsection to hire someone to perform those services. However, if District were hiring an architect or engineer to perform project management services (for example), it may solicit and award such services under the Personal Services in this policy, as defined by ORS 279C.100, as “Related Services.”
 - (3) If either (A) or (B) above is not satisfied then District may rely on the Personal Services in this policy to solicit and award the contract. If the requirements of (1) and (2) are satisfied, then the provisions of OAR 137-048-0210 through OAR 137-048-0220 will be adhered to.
- (C) **Direct Appointment (Under \$100,000).** Personal service contracts may be entered into directly with a Consultant if the estimated fee to be paid under the contract does not exceed \$100,000.
- (D) **Informal Selection Process (\$100,000 - \$250,000).**
- (1) The use of the informal selection procedures described in OAR 137-047-0270 will be used to obtain a contract if the estimated fee is expected to be \$100,000 or more and not to exceed \$250,000.
 - (2) The selection may be based on criteria including, but not limited to, each proposer’s:
 - (a) Particular capability to perform the services required;
 - (b) Experienced staff available to perform the services required, including each proposer's recent, current and projected workloads;
 - (c) Performance history;
 - (d) Approach and philosophy used in providing services;
 - (e) Fees or costs; and

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- (f) Geographic proximity to the project or the area where the services are to be performed.
- (3) Price may be considered, but need not be the determining factor. Proposals may also be solicited by using a written RFP, at the District's discretion.
- (E) Formal Selection Process (Over \$250,000). The use of the formal selection procedures described in OAR 137-047-0255 and ORS 279B.060 will be used to obtain a contract if the estimated fee is expected to exceed \$250,000.

5.04 Delegation

- (A) Except as otherwise provided in the Local Rules, the powers and duties of the LCRB under public contract law must be exercised and performed by the Board.
- (B) Unless expressly limited by the LCRB, the Model Rules or Local Rules, all powers and duties given or assigned to contract agencies by public contract law may be exercised or performed by the General Manager, including the authority to enter into emergency contracts under ORS 279B.080.
- (C) All public contracts estimated to cost \$150,000 or more in a fiscal year must be approved by the Board.
- (D) All public contracts estimated to cost less than \$150,000 in a fiscal year may be entered into by the General Manager without Board approval. However, either the Board or the General Manager may enter into emergency contracts under DCP 5.11, regardless of dollar limits, subject to ORS 294.455.

5.05 Special Procurements and Exemptions

- (A) The LCRB may exempt from competitive bidding certain contracts or classes of contracts for procurement of goods and services according to the procedures described in ORS 279B.085.
- (B) The LCRB may exempt certain contracts or classes of contracts for public improvements from competitive bidding according to the procedures described in ORS 279C.335. When exempting a contract for public improvement from competitive bidding, the LCRB may authorize the contract to be awarded using an RFP process for public improvements, according to the processes described in OAR 137-049-0640 through 137-049-0690.

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5.06 Small Procurements (Under \$5,000)

- (A) Public contracts under \$5,000 are not subject to competitive bidding requirements. The General Manager will make a reasonable effort to obtain competitive quotes in order to ensure the best value for the District.
- (B) The District may amend a public contract awarded as a small procurement beyond the \$5,000 limit in accordance with OAR 137-047-0800, provided the cumulative amendments do not increase the total contract price to a sum greater than \$6,000.

5.07 Intermediate Procurements

- (A) A contract for procurement of goods and services estimated to cost between \$5,000 and \$150,000 in a fiscal year, or a contract for a public improvement that is estimated to cost between \$5,000 and \$150,000 in a fiscal year may be awarded according to the processes for intermediate procurements described in ORS 279B.070.
- (B) The District may amend a public contract awarded as an intermediate procurement beyond the stated limitations in accordance with OAR 137-047-0800, provided the cumulative amendments do not increase the total contract price by a sum greater than twenty-five percent 25% of the original contract price.

5.08 Electronic Advertising

Under ORS 279C.360 and ORS 279B.055, electronic advertisement of public contracts in lieu of newspaper publication is authorized when it is cost-effective to do so. The General Manager has the authority to determine when electronic publication is appropriate, and consistent with the District's public contracting policies.

5.09 Notice of intent to award certain contracts

- (A) At least seven days before the award of a public contract solicited under a traditional invitation to bid or RFP, the District will post or provide to each bidder or proposer notice of the District's intent to award a contract.
- (B) If stated in the solicitation document, the District may post this notice electronically or through non-electronic means and require the bidder or proposer to determine the status of the District's intent.
- (C) As an alternate, the District may provide written notice to each bidder or proposer of the District's intent to award a contract. This written notice may be provided electronically or through non-electronic means.

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- (D) The District may give less than seven days notice of its intent to award a contract if the District determines in writing that seven days is impractical as allowed by ORS 279B.135.
- (E) This section does not apply to goods or services contracts awarded under the small procurements under the Local Rules, or other goods and services contracts awarded in accordance with ORS 279B.070, 279B.075, 279B.080 or 279B.085.
- (F) This section does not apply to any public improvement contract or class of public improvement contracts exempted from competitive bidding requirements.
- (G) A protest of the District's intent to award a contract may only be filed in accordance with OAR 137-047-0740 or OAR 137-049-0450, as applicable.

5.10 Methods for Awarding Contracts Using RFP Process

- (A) In making an award using the RFP process in ORS 279B.060, the District may use any evaluation method determined to be most appropriate for the selection process, including the processes described in ORS 279B.060(6)(b), as well as direct appointment of personal services contracts if direct appointment is determined to be most advantageous to the District. The evaluation process used must be stated in the RFP. OAR 137-047-0261 through 137-047-0263 apply to evaluation of proposals.
- (B) The District may require prequalification of bidders or proposers as stated in ORS 279B.125 for public improvement contracts in excess of \$300,000.

5.11 Emergency Contracts

- (A) The President of the Board or the General Manager has the authority to determine when emergency conditions exist sufficient to warrant an emergency contract. If the President is not available, approval by a board member may be sought in the following successive order: Secretary, Secretary Pro-temp, Board member. The nature of the emergency and the method used for the selection of the contractor must be documented.
- (B) Emergency contracts may be awarded as follows:
 - (1) Goods and Services. Emergency contracts for procurement of goods and services may be awarded under ORS 279B.080 and DCP 5.04.
 - (2) Public Improvements. The District adopts OAR 137-049-0150 as its contracting rules for awarding a public improvement contract under emergency conditions.

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5.12 Disposal of Surplus Property

- (A) The General Manager may dispose of surplus property as follows:
- (1) For surplus property deemed to have an estimated salvage value of \$50,000 or less, the General Manager may authorize the property to be sold, donated or destroyed.
 - (2) For surplus property deemed to have an estimated salvage value of more than \$50,000, the Board may authorize the General Manager to dispose of the property in any appropriate manner.
- (B) Surplus property may be disposed of in the manner that is most advantageous to the District or the community at large including the following:
- (1) Public Auction. Auctions must be sufficiently advertised in the manner that is most likely to obtain a competitive bidding pool for the property. Employees of the District may purchase surplus property from the District only at an advertised auction, and only if the employee submits the highest bid for such property.
 - (2) Donation. Surplus property may be donated or sold to any non-profit organization, any other local government, or any state or federal program created to dispose of surplus property.
 - (3) Disposal. Surplus property determined to be of insufficient value to merit auction or donation may be disposed of in any appropriate manner.

5.13 Prequalification

- (A) The District will allow prequalification for ~~specifically the 2008 Bond trail~~ projects valued at \$1 million or more, where the size, complexity or other project factors justify the use of prequalification, as authorized by ORS 279C.430 using forms approved by the General Manager.
- (B) The General Manager will determine qualifications based on the factors listed in ORS 279C.375(3)(b):
- (1) The financial resources of the applicant, including insurance and bonding capacity, solvency and past payment history with employees, subcontractors and suppliers.
 - (2) The equipment and technology of the applicant available to perform the contract, including licensing and contract rights to use equipment and technology.

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- (3) The key personnel of applicant available to perform the contract, including their experience and capabilities as demonstrated by performance on comparable contracts.
- (4) Holds current licenses that business or service professional operating in this state must hold in order to undertake or perform work specified in the contract.
- (5) Completed previous contracts of a similar nature with a satisfactory records of performance, including planning, phasing, and scheduling; safety programs and records; compliance with local, state and federal laws relating to employment; dispute resolution; and references from owners, engineers and other contract agencies.

(6) Has a satisfactory record of integrity, and may consider, previous criminal convictions for offenses related to obtaining or subcontracting or in the connection with the bidders performance of a contract or subcontract.

~~(6)~~(7) Individual firms who may individually lack all of the specified prequalification requirements may combine to form teams for projects provided such firms would meet all of the requirements were the project fully in their area of expertise. Such teams must be structured so that they do not place undue burden upon District in terms of tracking progress and providing accountability.

- (C) The General Manager will notify applicants of qualification or disqualification within 30 days of applications. Applicants may appeal disqualifications by filing a written notice of appeal with the General Manager within three days of receipt of notice of disqualification. The District presumes receipt at the earliest of date of personal delivery, facsimile, actual oral or written notice, or three days after mailing of a notice of disqualification.
- (D) The General Manager may debar a prospective bidder or proposer for the reasons listed in ORS 279C.375(3)(b). The General Manager must provide written notice of such determination to the person or applicant and comply with the decision requirements of ORS 279C.375(4).

5.14 Appeals of Prequalification Decisions and Debarment Decisions

Review of the District's prequalification and debarment decisions are as stated in ORS 279B.425. The following additional procedures apply to hearings on such decisions by the LCRB:

- (A) Notices must be submitted in writing to the General Manager. Appeals filed after the filing period stated in ORS 279B.425 will not be considered.

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- (B) Upon opening of the hearing, District staff will explain the decision being appealed and the justification thereof. The appellant will then be heard. Time for the appellant's testimony will be established by the President. The appellant may submit any testimony or evidence relevant to the decision or the appeal. Any party requesting time to testify in support of the appeal will then be heard, subject to time limits established by the President.
- (C) Once all testimony and evidence in support of the appeal is heard, any party requesting time to testify in support of the District decision will be heard, with time limits set by the President. Any party testifying in opposition to the appeal may submit any testimony or evidence relevant to the decision or the appeal. Once all testimony in opposition to the appeal has been heard, the appellant may request time to provide rebuttal testimony. At the conclusion of the rebuttal testimony, if any, the President will close the hearing.
- (D) When issued in writing according to the requirements of ORS 279B.425, the LCRB decision is final.

5.15 Concession Agreements

Concession agreements are not required to be competitively bid. However, when it is in the District's best interests to do so, the District may obtain competitive proposals for concession agreements using the procedures described in ORS 279B.060.

5.16 Purchases from Federal Catalogs

Subject to Board approval requirements stated in the Local Rules, the District may purchase goods from federal catalogs without competitive bidding when the procurement is under to 10 USC 381, the Electronic Government Act of 2002 (Public Law 107-347). Purchases under other federal laws will be permitted upon a finding by the LCRB that the law is similar to such Act in effectuating or promoting transfers of property to contracting agencies.

5.17 Intergovernmental Agreements

- (A) Applicability. This policy provides guidance for approval and execution of, Intergovernmental Agreements (IGAs) as defined by ORS chapter 190 and for non-IGA agreements between the District and other government agencies.
- (B) Policy. The Board will exercise authority to approve and authorize the General Manager to execute IGAs. The General Manager is delegated authority to approve and authorize non-IGA agreements for general business with other government agencies that meet any of the following conditions:
 - (1) Agreements where the funding does not exceed \$100,000, exclusive of staff time for business in the following categories:
 - (a) acquisition of services;

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- (b) membership; and
 - (c) facility use / property leases;
- (2) Agreements for compensation to the District that do not exceed \$100,000 and do not adversely affect District physical assets; or
 - (3) Grant applications that do not require Board approval.

5.18 Sustainable Purchasing

- (A) Purpose. To ensure that staff know what authority they have to make sustainable purchases that are not specified in normal purchasing guidelines by defining how and when to use the sustainable cost model while defining exceptions to the lowest cost criteria frequently applied to other purchases. All purchases will be made in accordance with existing policies (such as THPRD Operational Policies & Procedures 2.02.01 through 2.02.06).
- (B) Policy. It shall be the policy of the Tualatin Hills Park & Recreation District (THPRD) to ensure that goods are purchased in a sustainable manner that provides environmental, social, and economic benefits. Sustainable purchasing shall be based on appropriate standards/criteria and will include a consideration of life cycle costs of products.
- (C) General Criteria
 - (1) THPRD will purchase items with the highest level of sustainable attributes possible, in compliance with applicable purchasing laws and regulations.
 - (a) Staff will seek to utilize to the fullest extent possible “environmentally friendly” or “green” products ~~which, to whatever extent possible, have sustainable attributes.~~
 - (b) THPRD will use appropriate standards/criteria to document sustainable purchasing. The General Manager will establish these standards and may amend them from time to time in accordance with this policy.
 - (c) For purchases where there are no appropriate standards/criteria, THPRD will develop and maintain a list of acceptable “green product” resources.
 - (2) THPRD staff will use Life Cycle Cost (a method of economic analysis that takes into account expected costs over the useful life of an asset), based on THPRD’s sustainability cost model, as the basis of selection on all purchases when a single-item is over \$50,000 or weighs more than 1,000 pounds. The model, although required for the purchases described above, may also be used for any level of expenditure where staff deems the use of the model appropriate. If the initial cost from a selection based on the

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sustainability cost model exceeds the initial cost of the least-cost selection by more than 10%, the life cycle costing requirement may be waived.

- (3) Nothing contained in this policy shall be construed as requiring a buyer or contractor to procure products that do not perform adequately for their intended use, or exclude adequate competition, procure products that are not available at a reasonable price, or available within a reasonable time frame.

(D) Solicitation for Services

- (1) Service contracts shall include sustainability criteria to highlight the importance of sustainability issues to THPRD and to ensure that priority issues are addressed with vendors. Sustainability criteria can be incorporated into service contracts to set both minimum performance standards that all vendors must meet and further optional criteria that they are encouraged to achieve.
- (2) Requests for Proposals (RFP) will include the Corporate Responsibility Evaluation criterion (as described in DCP 5.20) to evaluate sustainable practices and other factors such as Social Equity.

- (E) Responsibility. Prospective vendors will be responsible for providing evidence of meeting the standards used in the procurement, or for providing information necessary to complete a life cycle cost or other sustainability assessment. A prospective vendor who fails to provide this information may be considered non-responsive and removed from consideration for the procurement.

5.19 Minority, Women and Small Emerging Businesses

- (A) Purpose. To increase access and remove barriers in our procurement process so that the utilization of Minority, Women and Emerging Small Businesses (MWESB) reflect the diversity of our community. All purchases will be made in accordance with existing policies (such as THPRD Operational Policies & Procedures 2.02.01 through 2.02.11).
- (B) Policy. Tualatin Hills Park & Recreation District is committed to a procurement strategy that achieves district-wide race and gender contract equity, while providing small businesses opportunity and regional economic growth.
- (C) General Criteria
 - (1) THPRD endeavors to build upon and diversify the current MWESB contractor base without sacrificing quality, completion or fairness, in compliance with applicable purchasing laws and regulations.

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- (a) THPRD is encouraged to participate in a variety of professional groups in an effort to diversify bidders, such as the Oregon Association of Minority Entrepreneurs.
- (b) THPRD will not certify contractors, but rely on the State of Oregon MWESB certification program to define MWESB.
- (c) THPRD will award the contract to the lowest responsive and responsible contractor.
- ~~(d)~~ THPRD will use appropriate standards to document MWESB purchasing. The General Manager will establish these standards and may amend them from time to time in accordance with this policy.
- ~~(d)~~(e) THPRD may use State of Oregon MWESB certification as an evaluative criterion in determining the sustainability of a firm in awarding a contract.

(D) Solicitation Guidelines

- (1) Where solicitation to MWESB is required, send to state-certified MWESB firms only. Record the contractors contacted and quotes received. Document attempt if no certified MWESB is available in that area of work or does not respond.
- (2) Goods and Services
 - (a) Informally Solicited Quotes (>\$1,000 - <\$5,000) - if obtaining quotes, shall solicit to a minimum of three certified MWESB, unless no certified MWESB is available in that area of work.
 - (b) Formally Solicited Quotes (>\$5,000 - <\$150,000) - must obtain at least one of three quotes from a certified MWESB, unless no certified MWESB is available in that area of work or does not respond.
- (3) Personal Services, A&E Services, and Related A&E Services
 - (a) Direct Appointment or Quotes (<\$100,000) - if obtaining quotes, must obtain at least one of three quotes from a certified MWESB, unless no certified MWESB is available in that area of work or does not respond.
 - (b) Informal Selection (>\$100,000 - <\$250,000) - include the Corporate Responsibility Evaluation Criterion as described in 5.20 (below) into the RFP process.
 - (c) Formal Selection (>\$250,000) - include the Corporate Responsibility Evaluation Criterion as described in 5.20 into the RFP process.
- (4) Public Improvement

DISTRICT COMPILED POLICIES

- (a) Informally Solicited Quotes (>\$1,000 - <\$5,000) - if obtaining quotes, shall solicit to a minimum of three certified MWESB, unless no certified MWESB is available in that area of work.
 - (b) Formally Solicited Quotes (>\$5,000 - <\$100,000) - must obtain at least one of three quotes from a certified MWESB, unless no certified MWESB is available in that area of work or does not respond.
 - (c) Competitive Bidding (>\$100,00) - when an Alternative Contracting Method is used, must include the Corporate Responsibility Evaluation Criterion as described in 5.20 into the RFP process.
- (E) Responsibility. Prospective contractors will be responsible for providing evidence of meeting the MWESB certification standard. A prospective vendor who fails to provide this information may be considered non-responsive and removed from consideration for the procurement.

5.20 Corporate Responsibility Evaluation Criterion

- (A) Purpose. The purpose of this criterion is to highlight the district's commitment to contracting with socially and environmentally responsible businesses and to advance equity in public contracting by increasing opportunities for State of Oregon certified MWESB. All Requests for Proposals (RFP) will include a Corporate Responsibility Evaluation Criterion to ensure that priority issues are addressed with vendors to evaluate MWESB and sustainability practices.
- (B) General Criteria. These criteria will include scoring award points (15-20% of the overall evaluation) based on strategies considered successful, good faith and responsible. The following are examples:
- (1) Sustainable Business Practices
 - (a) Show demonstrated practices that have been implemented to reduce environmental impact
 - (b) Provide any performance metrics or third-party awards/recognitions
 - (c) Demonstrated participation in third-party sustainability related organizations
 - (2) Social Equity Practices
 - (a) Certification in the State of Oregon as an MBE, WBE, or an ESB
 - (b) Effective MWESB mentoring, training, or capacity-building program
 - (c) Show utilization or inclusion of MWESB through phases of consultation process
 - (d) Demonstrated past performance of including MWESB firms on previous work



**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 Monday, August 10, 2015, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton. Executive Session 5:30 pm; Regular Meeting 7 pm.

Present:

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

Absent:

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

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

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

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

President Pelatt 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 Pelatt called the regular meeting to order at 7:10 pm.

Agenda Item #3 – Action Resulting from Executive Session

John Griffiths moved that the board of directors, pursuant to a commitment of the 2008 Bond Measure, authorize staff to acquire a property in the southwest quadrant of the district for \$2,725,000, using both system development charge funds for the developable area and bond measure funds designated for natural area acquisition, subject to standard due diligence review and approval by the general manager. Jerry Jones Jr. seconded the motion. Roll call proceeded as follows:

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

The motion was **UNANIMOUSLY APPROVED**.

Bob Scott moved that the board of directors, pursuant to a commitment of the 2008 Bond Measure, authorize staff to acquire an easement in the northwest quadrant of the district for \$5,000, using bond measure funds designated for trail acquisition, subject to standard due diligence review and approval by the general manager. Jerry Jones Jr. seconded the motion. Roll call proceeded as follows:

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

The motion was **UNANIMOUSLY APPROVED**.

Jerry Jones Jr. moved that the board of directors accept the donation of two tracts in the northeast quadrant of the district for a trail, subject to appropriate due diligence review and approval by the general manager. Bob Scott seconded the motion. Roll call proceeded as follows:

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

The motion was **UNANIMOUSLY APPROVED**.

Bob Scott moved that the board of directors authorize staff to allow new permanent easements in the northwest quadrant of the district, subject to appropriate due diligence review and approval by the general manager. Jerry Jones Jr. seconded the motion. Roll call proceeded as follows:

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

The motion was **UNANIMOUSLY APPROVED**.

Agenda Item #4 – SOLVE Citizenship Award: Melissa Marcum

Aisha Panas, director of Park & Recreation Services, introduced Maureen Fisher, CEO for SOLVE, and Quintin Bauer, SOLVE Project Coordinator, to recognize Melissa Marcum, THPRD Natural Resources Volunteer Coordinator, with SOLVE's Citizenship Award.

Maureen noted that the Citizenship Award recognizes outstanding businesses, community groups, educators, and individuals from across the state for their efforts to restore the state's natural spaces and build a legacy of stewardship. Melissa has partnered with SOLVE to lead 109 different projects, placing her among the most active SOLVE volunteer leaders ever.

- ✓ Melissa thanked SOLVE and the district for the recognition this evening, noting that this award would not be possible without the support of district staff and volunteers, for which she is extremely grateful.

Agenda Item #5 – Audience Time

There was no public testimony during audience time.

Agenda Item #6 – Board Time

Jerry Jones Jr. thanked district staff for their efforts in putting on the Big Truck Day event, noting that it is a wildly popular event for families. In addition, he thanked district staff for their efforts in negotiating the Veterans Memorial Park agreements on this evening's consent agenda.

Agenda Item #7 – Consent Agenda

Bob Scott moved that the board of directors approve consent agenda items (A) Minutes of June 22, 2015 Regular Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, (D) Resolution Acknowledging Recent Property Acquisitions and Describing Funding Sources and Purpose, (E) Veterans Memorial Park Agreements, (F) Cedar Hills Recreation Center Seismic Upgrade Project, and (G) Resolution Appointing Parks Bond Citizen Oversight Committee Member. Jerry Jones Jr. seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. Bond Update

Steve Gulgren, superintendent of Design & Development, provided an overview of the memo included within the board of directors' information packet regarding implementation of the bond program via a PowerPoint presentation, a copy of which was entered into the record. Steve provided a detailed overview of the budget status of the three remaining large bond projects (Southwest Quadrant Community Park, Somerset West Park, and Cedar Hills Park) and offered to answer any questions the board may have.

President Pelatt referenced the three redevelopment options presented for the Somerset West Park project and asked how much the project budget deficit would increase if day-lighting the creek were added to Option C.

- ✓ Steve replied that after taking into consideration the additional funding from the natural resources restoration bond category, the budget deficit would be approximately \$80,000.

Larry commented that this amount is much more palatable than the estimated \$800,000 deficit for the entirety of Option B.

- ✓ General Manager Doug Menke noted that the planning efforts for this project have taken a progressive approach; as additional information becomes available on the other two bond projects, the budget for Somerset West will become clearer. For example, the bid for the Southwest Quadrant Community Park project is anticipated for this winter, which will inform the remaining project budgets significantly. Another significant factor will be the transportation impacts for the Cedar Hills Park project. Once these are known, the overall budget for the parks renovation category will become more focused.

Bob Scott asked how long the master planning process for Somerset West Park could be held.

- ✓ Doug replied that the greatest unknown at this time is the transportation impacts of the Cedar Hills Park project. Once that is known, the budget available for Somerset West Park will become more transparent.

Jerry Jones Jr. inquired if the district could master plan the Somerset West Park project now by noting the different options provided as future phases or alternates.

- ✓ Doug confirmed this, commenting that the sooner the project can begin to move through the land use process, the better.

John Griffiths commented that Option C for Somerset West Park seems underwhelming and suggested master planning the project by listing the other options as phases, thereby committing the district to fulfilling them as funding becomes available.

- ✓ Steve expressed agreement with John's suggestion, noting that this was the method used for the recently-opened Roger Tilbury Memorial Park. Phase One was funded via the 2008 Bond Measure, while Phase Two was master planned at the same time, but will be constructed at a later date as funding becomes available.

John asked if the current unadopted master plan for Somerset West Park includes the amenities as noted in Option A.

- ✓ Steve confirmed this, noting that a parking lot expansion is also included, which was not defined as part of the 2008 Bond Measure.

President Pelatt stated that although he understands the desire to stay within budget, some of the Somerset West Park project could also qualify for system development charge (SDC) funds. He is not suggesting that the district automatically fund bond project overages with SDC funds, but would like staff to keep it in mind as an option. He expressed agreement with John's comment that Option C is underwhelming, noting that this is the district's last bond project and that it would be nice to wrap up the bond program with an impressive project.

- ✓ John referenced the bond program development project at Barsotti Park, noting that the innovative design for that site helped make the project more impressive.

Jerry asked for clarification regarding how far along the current master planning effort is for Somerset West Park.

- ✓ Steve replied that the current master plan includes the amenities noted in Option A, and that although it was never brought to the board for approval, a couple of neighborhood meetings were held. Due to the amount of time that has passed, staff would need to hold another neighborhood meeting in order to reengage the public process.

General Manager Doug Menke outlined the next steps in this process, noting that the intent would be to pause on the planning efforts for Somerset West Park at this time until more information is known this winter regarding the Southwest Quadrant Community Park and Cedar Hills Park projects, and then make a choice regarding what option should be brought back to the neighborhood for review and then to the board for the master planning process.

- ✓ The board expressed agreement with the next steps as noted.

B. Trails Functional Plan

Steve Gulgren, superintendent of Design & Development, provided an overview of the memo included within the board of directors' information packet regarding the draft Trails Functional Plan (TFP) being presented to the board for review this evening. This functional plan was recommended for development within the 2013 Comprehensive Plan Update and provides a vision and set of tools to help staff prioritize and measure the success of trail planning, development and maintenance in the district. An initial outline for the TFP was presented to the board at their March 2, 2015 regular meeting. Steve noted that after the board's review and comments this evening, staff will return to request consideration of adoption of the TFP at a future board meeting.

Steve provided a detailed overview of the draft TFP via a PowerPoint presentation, a copy of which was entered into the record, and which included information regarding the district's existing and desired trail network, trail descriptions and classifications. Steve offered to answer any questions the board may have.

President Pelatt asked what local agencies provided comments on the draft TFP.

- ✓ Steve replied that input was received from Washington County and Metro; however, the City of Beaverton did not provide any feedback.

President Pelatt inquired about the process of granting a design exemption.

- ✓ Steve described the process, noting that exemptions would occur under staff purview.

Larry expressed agreement, noting that it would not be efficient for each exemption request to come before the board for review and approval.

President Pelatt inquired whether the City of Beaverton has offered any feedback regarding how well the midblock crossing at Hall Boulevard has been working.

- ✓ Steve replied that he has not heard any direct feedback from the city expressing concerns and therefore believes it has been working well.

Bob Scott asked if it would be appropriate to include within the TFP ways the district could improve its outreach efforts to residents in providing notification of the expanding trail system.

- ✓ Steve agreed that this would be a worthy addition in that the TFP also serves as a communications piece and it is important to promote how well the district is performing in this area. He noted that the Trails Advisory Committee previously had a dedicated page in the district's activities guide, but perhaps something similar could be on the website.

Bob requested that the board be periodically provided the trail count numbers that are collected.

- ✓ Steve confirmed that this information could easily be included in the Management Report provided within the board of directors' information packet.

President Pelatt inquired whether the district has ever considered instituting an "adopt a trail" program. He commented that it would be a great, low-cost outreach method.

- ✓ Steve replied that he is familiar with such programs and that it is something the district could consider, as well. He described a program that another agency uses in which volunteers patrol the trails for safety issues and serve as trail ambassadors.

Larry commented that he believes that this type of outreach would be better than what the district could purchase in that it is personal communication.

Jerry Jones Jr. commented that he appreciates that staff was collaborative with other local agencies to ensure that what is noted within the TFP meshes well with what other agencies have planned as regional trails leave our purview. He asked if the Trails Advisory Committee recommends approval of the draft TFP as presented.

- ✓ Steve replied that although the Trails Advisory Committee is no longer meeting due to the advisory committee restructure efforts, the committee was heavily involved in the creation of this plan and much of the work the board sees before them this evening is a result of the committee's efforts.

C. General Manager's Report

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

- Synthetic Turf Sole Source & Infill Report Updates
 - Keith Hobson, director of Business & Facilities, provided an update regarding the synthetic turf sole source Request for Proposals process, noting that the selection of a synthetic turf supplier should be completed by the end of August. He also provided an update regarding staff's research on the topic of synthetic turf infill, noting that a presentation is currently scheduled for the October regular board meeting, at which time staff will seek board input on future infill options.

- Willow Creek Greenway Nature in Neighborhoods Grant Application
 - Aisha Panas, director of Park & Recreation Services, provided a PowerPoint presentation, a copy of which was entered into the record, regarding a grant being sought through Metro's Nature in Neighborhoods program for improvements to the Willow Creek Greenway.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

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

Agenda Item #9 – New Business

A. Resolution Renaming Hideaway Park to Babette Horenstein Memorial Park

Bob Wayt, director of Communications & Outreach, provided an overview of the memo included within the board of directors' information packet regarding a proposal that Hideaway Park be renamed Babette Horenstein Memorial Park in honor of the longtime THPRD board member and community volunteer who passed away in late 2013 at the age of 81. Bob provided a detailed overview of the proposal, including the public outreach conducted and received, via a PowerPoint presentation, a copy of which was entered into the record. Bob noted that Mrs. Horenstein's family requested Hideaway Park due to their fond memories of using the site with their mother when they were children. Bob noted that the renaming request meets the board's specifications as outlined in District Compiled Policies 8.05 and that the action requested this evening is board approval of Resolution 2015-15, Renaming Hideaway Park to Babette Horenstein Memorial Park.

John Griffiths requested staff's interpretation of the feedback received from those opposed.

- ✓ Bob Wayt replied that more than 300 residents did not respond to the outreach; however, many of those who did respond essentially prefer that the park name stay as-is. The opposition was not related to Mrs. Horenstein personally or her contributions.

John noted that the policy's intent is to recognize those who have made significant contributions to the district and those who knew Mrs. Horenstein speak highly of her and the impact she had.

Bob Scott commented that he served on the budget committee along with Mrs. Horenstein and that she was a powerful individual. He learned a lot about her efforts with the district through others' comments, including how important the district was to her. She was an incredibly active volunteer and contributed a lot of her time to the district.

Jerry Jones Jr. commented that although he did not know Mrs. Horenstein, he trusts the accolades he has heard about her from other individuals. He noted that just over 30 comments received in opposition is a small percentage of those who were notified. In fact, some comments received were favorable or requested that a larger, more prominent park be named in her honor. Based on the information that he has collected on this topic, he is in favor of the proposal.

President Pelatt stated that he knew Mrs. Horenstein from her efforts on both the THPRD Board of Directors and Tualatin Hills Park Foundation Board of Trustees. He recalled that she was a force to be reckoned with, noting that he never once doubted that she had the district's best interest at heart, even when they both held differing opinions.

John referenced the comments received in opposition and wondered whether those opposed are familiar with Mrs. Horenstein's contributions to the district.

- ✓ Bob Wayt replied that a common theme in the comments of opposition was that while they did not have anything against Mrs. Horenstein in particular, they were opposed to renaming the park after anyone since it has been that name for such a long time.

John asked whether staff considered naming a new park for Mrs. Horenstein rather than an existing park.

- ✓ General Manager Doug Menke replied that a variety of sites were explored and through conversation with the family, Hideaway Park became a focal point based on the memories the children had of spending time with their mother at this particular park. Although it is not a request that comes without some challenge, when one keeps perspective of history, it is not unusual to honor someone who has contributed at the level as Mrs. Horenstein in this manner. The district conducted solid public outreach and has provided the evidence for what it believes to have been a very commendable life and one worthy of this recognition. It is well within the board's purview for consideration and the district does not entertain such requests often.
- ✓ Larry agreed that Mrs. Horenstein had a particular connection to Hideaway Park and recounted a conversation he had with her about the site many years ago. He noted that she lived in the area for many years, that the park was important to her, and he feels that the proposal is fitting given her impact to the district and her own connection to the park.

John asked if a commemorative plaque would be placed in the park informing users of the contributions Mrs. Horenstein had made to the community.

- ✓ Bob Wayt confirmed this.

Bob Scott moved that the board of directors approve Resolution 2015-15, Renaming Hideaway Park to Babette Horenstein Memorial Park. John Griffiths seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

B. Recommended Goal Outcomes for Fiscal Year 2016/17 Planning and Budgeting

General Manager Doug Menke introduced Seth Reeser, Operations Analysis Manager, to provide an overview of the memo included within the board of directors' information packet regarding the recommended goal outcomes for fiscal year 2016/17.

Seth provided an overview of the recommended goal outcomes for fiscal year 2016/17, as well as some preliminary results from the previous year's goals and a tutorial on the district's cost recovery philosophy, via a PowerPoint presentation, a copy of which was entered into the record, and offered to answer any questions the board may have.

President Pelatt asked how one should respond to a patron asking why they are expected to pay for program offerings in addition to their property tax dollars already contributed.

- ✓ Keith Hobson, director of Business & Facilities, replied that based on the public sorting exercise conducted during the development of the cost recovery pyramid, tax dollars fund all Tier 1 activities, such as parks and trails, which benefit the entire community. Tax dollars also fund a portion of Tier 2 activities since the cost recovery for Tier 2 activities is set at 75%. Tax dollars do not fund any activities that are of mostly personal benefit or exclusively personal benefit. Tax dollars are funding things that program fees do not cover, such as parks, trails, natural areas, and a portion of Tier 2 activities.

Larry asked how one could also clearly respond to a patron claiming that private health clubs are less expensive than the district's programs for comparative services.

- ✓ Keith replied that the district continually evaluates its fees and costs as compared to the private sector. If the district cannot charge the fees needed in order to cover the

necessary costs per cost recovery, then the district may need to look at whether it should be providing those services, or how to reduce costs to a degree in order to remain competitive. He noted that a lot of the private facilities do not have comparable swimming pools or programs, although some of the private fitness programs are more competitive with the district. Staff is currently evaluating whether the district can continue to maintain all of its fitness facilities while remaining cost effective and competitive. If the district can't compete effectively with the private sector in terms of price, but wants to continue providing all of the services as currently provided, then the district would be subsidizing those programs with tax dollars. There are two issues with this thought process in that this is not what the Service & Financial Sustainability Plan recommended, and it is also an unfair advantage against private sector businesses to use tax dollars to subsidize an activity in order to remain competitive. The primary target is to reduce costs while increasing revenue to the point where cost recovery targets are being met, all while staying competitive.

- ✓ General Manager Doug Menke noted that the fitness program side is unique in that many of the private clubs have initiation fees and a different participatory environment.

Jerry Jones Jr. observed that current cost recovery statistics vary greatly between departments. He commented that Tier 4 activities seem to have the largest gap in reaching cost recovery, yet those should be the easiest programs to address.

- ✓ Seth replied that a fee increase cap of 15% per year is still in effect, which means that it will take some time for the Tier 4 activities to reach their target. Seth explained that since a large portion of the district's direct costs are related to its full time staff, the focus needs to be on increasing participation, which is a goal of an upcoming business plan.

Larry warned against relying on the same users that the district has always had, noting that as the population ages, it will be necessary to draw new users to the district. He would like to understand in what ways the district is creating new programs that appeal to those not currently using the district's offerings, or how the district is marketing existing programs to new users.

- ✓ Keith noted that cost recovery is not an end in and of itself; it is a means to an end. There are many ways to address cost recovery, such as by discontinuing all Tier 3 and 4 activities, which would bring the cost recovery target down, but the overall cost recovery would not be near as good. That is not the objective; the objective is to make sure we are using our limited tax resources as efficiently and effectively as possible so that the activities that should not be subsidized by taxes are being appropriately covered.

Larry agreed, but stressed that part of that success will be either driving increased participation or new activities.

Bob Scott commented that although he appreciates this annual process, he would like to see more specific outcome measurements for certain goals than the stated "increase, maintain, and decrease." He believes that having these measurements more defined would put a little more pressure on the district in terms of how much performance is expected.

Jerry Jones Jr. moved that the board of directors approve the goal outcomes for priority performance metrics for use in the fiscal year 2016/17 planning and budgeting process.

Bob Scott seconded the motion. Roll call proceeded as follows:

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

The motion was UNANIMOUSLY APPROVED.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 8:50 pm.

Larry Pelatt, President

Jerry Jones Jr., Secretary

Recording Secretary,
Jessica Collins

Check #	Check Date	Vendor Name	Check Amount
287322	07/06/2015	Prodotto LLC	8,881.38
287498	07/15/2015	FCS Group	1,886.55
15938	07/20/2015	Oregonian Publishing Company	1,389.44
16757	07/20/2015	Willamette Week Classifieds	1,000.00
17079	07/20/2015	Community Newspapers, Inc.	3,250.00
		Advertising	\$ 16,407.37
287286	07/02/2015	US Bank	5,400.00
287287	07/02/2015	US Bank	1,620.00
		Capital Outlay - Bond - Administrative & Overhead	\$ 7,020.00
287272	07/02/2015	AKS Engineering & Forestry, LLC	1,683.68
287277	07/02/2015	Cedar Mill Construction Company, LLC	18,686.50
287314	07/06/2015	Lacey Construction	11,500.00
287452	07/15/2015	AKS Engineering & Forestry, LLC	1,057.50
		Capital Outlay - Bond - Facility Rehabilitation	\$ 32,927.68
287278	07/02/2015	Clean Water Services	1,913.00
		Capital Outlay - Bond - Land Acquisition	\$ 1,913.00
287658	07/29/2015	Scholls Valley Native Nursery	2,185.00
		Capital Outlay - Bond - Natural Resources Projects	\$ 2,185.00
ACH	07/01/2015	MacKay Sposito, Inc.	1,496.25
287279	07/02/2015	David Evans & Associates, Inc.	14,515.05
287455	07/15/2015	David Evans & Associates, Inc.	45,192.03
ACH	07/15/2015	MacKay Sposito, Inc.	2,021.25
		Capital Outlay - Bond - New Community Park Development	\$ 63,224.58
287282	07/02/2015	Native Ecosystems NW, LLC	2,629.00
		Capital Outlay - Bond - New Linear Park & Trail Development	\$ 2,629.00
287280	07/02/2015	ESA Vigil-Agrimis, Inc.	2,598.65
287281	07/02/2015	Milroy Golf Systems, Inc.	55,405.35
287458	07/15/2015	Treecology, Inc.	1,440.00
287610	07/24/2015	Treecology, Inc.	4,750.00
		Capital Outlay - Bond - Renovate & Redevelop Neighborhood Parks	\$ 64,194.00
287452	07/15/2015	AKS Engineering & Forestry, LLC	5,706.75
		Capital Outlay - Bond - Youth Athletic Field Development	\$ 5,706.75
287276	07/02/2015	Cedar Mill Construction Company, LLC	15,795.00
287285	07/02/2015	Town & Country Fence Co. of Oregon	25,056.00
287451	07/15/2015	ABC Roofing Co. Inc.	7,178.00
287456	07/15/2015	Hunter-Davisson, Inc.	2,700.00
287572	07/24/2015	Essex-Silverline-West	10,206.45
287588	07/24/2015	Mid Pac Construction, Inc.	32,800.00
287595	07/24/2015	OPSIS Architecture, LLP	12,215.80
		Capital Outlay - Building Replacements	\$ 105,951.25
287275	07/02/2015	Bureau of Labor & Industries	1,114.28
		Capital Outlay - Carryover Projects	\$ 1,114.28
287285	07/02/2015	Town & Country Fence Co. of Oregon	2,299.00
287489	07/15/2015	Cedar Landscape, Inc.	4,123.00
287491	07/15/2015	Commercial Recreation Specialists	8,112.95
16665	07/20/2015	Polywood Furniture	7,956.00
16998	07/20/2015	REI	1,436.80
17049	07/20/2015	AV Now, Inc.	4,889.78
17091	07/20/2015	Environments	3,424.34
		Capital Outlay - Facility Challenge Grants	\$ 32,241.87

Check #	Check Date	Vendor Name	Check Amount
287270	07/02/2015	99 West Trailers	4,850.00
287604	07/24/2015	Stark Street Lawn & Garden West	14,333.98
		Capital Outlay - Fleet Capital Replacement	\$ 19,183.98
287450	07/15/2015	3J Consulting, Inc.	4,089.00
287450	07/15/2015	3J Consulting, Inc.	1,942.45
287457	07/15/2015	Mather & Sons Pump Service, Inc.	1,916.94
287508	07/15/2015	Oregon Corrections Enterprises	7,439.55
287515	07/15/2015	Superior Glass Works	3,000.00
		Capital Outlay - Park & Trail Replacements	\$ 18,387.94
287428	07/13/2015	Lawyers Title Insurance Corporation	25,000.00
		Capital Outlay - SDC - Land Acquisition	\$ 25,000.00
287397	07/08/2015	Zell & Associates	7,500.00
		Capital Outlay - SDC - Park Development/Improvement	\$ 7,500.00
16202	07/20/2015	Marriott	1,339.80
16221	07/20/2015	Marriott	1,113.81
ACH	07/24/2015	Aisha Panas	1,018.84
		Conferences	\$ 3,472.45
287331	07/06/2015	Westside Transportation Alliance	1,000.00
287501	07/15/2015	The Intertwine Alliance Foundation	10,000.00
287614	07/24/2015	Westside Economic Alliance	1,500.00
		Dues & Memberships	\$ 12,500.00
287523	07/15/2015	Washington County	35,000.39
		Elections	\$ 35,000.39
287347	07/08/2015	PGE	32,084.30
287482	07/15/2015	PGE	1,524.27
287623	07/27/2015	PGE	26,861.76
287633	07/28/2015	PGE	1,867.08
		Electricity	\$ 62,337.41
287249	07/01/2015	Kaiser Foundation Health Plan	257,273.37
287250	07/01/2015	Moda Health Plan, Inc.	30,203.64
287251	07/01/2015	Standard Insurance Co.	13,551.90
287252	07/01/2015	UNUM Life Insurance-LTC	1,347.60
287444	07/15/2015	Standard Insurance Company	194,402.42
287661	07/31/2015	Kaiser Foundation Health Plan	258,676.26
287662	07/31/2015	Moda Health Plan, Inc.	31,181.72
287665	07/31/2015	Standard Insurance Co.	13,920.28
		Employee Benefits	\$ 800,557.19
287432	07/13/2015	PacificSource Administrators, Inc.	6,000.00
287443	07/15/2015	PacificSource Administrators, Inc.	3,958.81
287445	07/15/2015	Standard Insurance Company	37,441.83
287446	07/15/2015	Standard Insurance Company	2,679.25
287449	07/15/2015	Voya Retirement Insurance & Annuity Co.	7,400.00
287664	07/31/2015	PacificSource Administrators, Inc.	5,647.81
287666	07/31/2015	Standard Insurance Company	34,469.60
287667	07/31/2015	Standard Insurance Company	2,679.25
287670	07/31/2015	THPRD - Employee Assn.	15,566.19
287671	07/31/2015	UNUM Life Insurance-LTC	1,544.20
287673	07/31/2015	Voya Retirement Insurance & Annuity Co.	7,400.00
		Employee Deductions	\$ 124,786.94
287318	07/06/2015	NW Natural	5,031.62
287622	07/27/2015	NW Natural	7,944.97
		Heat	\$ 12,976.59

Check #	Check Date	Vendor Name	Check Amount
287317	07/06/2015	National Softball Assoc of Oregon Umpire Assoc	4,268.00
287329	07/06/2015	Universal Whistles, LLC	3,889.00
		Instructional Services	\$ 8,157.00
287603	07/24/2015	Special Districts Association of Oregon	125,772.00
		Insurance	\$ 125,772.00
287319	07/06/2015	Pacific Sports Turf, Inc.	15,950.00
287335	07/06/2015	Boiler & Combustion Service	2,041.70
ACH	07/06/2015	RCO Steam Cleaning, Inc.	1,200.00
287492	07/15/2015	Cook Security Group	1,287.85
287496	07/15/2015	Engineered Control Products, Inc.	7,527.61
287511	07/15/2015	Pacific Sports Turf, Inc.	2,890.00
16042	07/20/2015	Arizon Structures WorldWide, LLC	3,597.85
16342	07/20/2015	Guaranteed Pest Control Service Co, Inc.	1,569.00
16514	07/20/2015	Western Equipment Distributors, Inc.	1,761.86
17086	07/20/2015	Guaranteed Pest Control Service Co, Inc.	1,626.00
		Maintenance Services	\$ 39,451.87
ACH	07/06/2015	ORCA Pacific, Inc.	3,114.58
287457	07/15/2015	Mather & Sons Pump Service, Inc.	1,500.00
ACH	07/15/2015	ORCA Pacific, Inc.	1,831.20
15915	07/20/2015	Valley Athletics	1,719.02
15944	07/20/2015	Rexius Forest By-Products, Inc.	1,143.75
15990	07/20/2015	Coastwide Laboratories	2,025.94
16059	07/20/2015	Target Specialty Products	1,133.08
16328	07/20/2015	Valley Athletics	1,590.00
16348	07/20/2015	Pioneer Manufacturing Co.	2,100.95
16516	07/20/2015	Coastwide Laboratories	5,416.68
16590	07/20/2015	Forestry Suppliers, Inc.	3,420.07
16609	07/20/2015	Ewing Irrigation Products, Inc.	1,078.34
16686	07/20/2015	Airgas Nor Pac, Inc.	3,481.12
16701	07/20/2015	Rexius Forest By-Products, Inc.	3,202.50
16773	07/20/2015	Coastwide Laboratories	1,202.86
16922	07/20/2015	Target Specialty Products	6,527.00
16959	07/20/2015	Target Specialty Products	2,525.00
16973	07/20/2015	Coastwide Laboratories	3,738.45
17009	07/20/2015	Airgas Nor Pac, Inc.	5,285.05
17063	07/20/2015	Ewing Irrigation Products, Inc.	2,646.57
287574	07/24/2015	Fazio Brothers Sand & Gravel	6,298.07
		Maintenance Supplies	\$ 60,980.23
15909	07/20/2015	Ricoh Americas Corporation	1,859.05
15910	07/20/2015	OfficeMax Incorporated	1,334.47
15912	07/20/2015	OfficeMax Incorporated	2,189.13
16547	07/20/2015	Mybinding.com	1,325.00
17134	07/31/2015	AT&T Mobility	8,694.92
		Office Supplies	\$ 15,402.57
287390	07/08/2015	ePrint	18,200.00
287521	07/15/2015	US Postal Service CMRS-PB	3,000.00
		Postage	\$ 21,200.00
287486	07/15/2015	A & E Imaging	1,076.18
16726	07/20/2015	GISI Marketing Group	1,393.84
		Printing & Publication	\$ 2,470.02
287503	07/15/2015	Eric B. Lindauer, Arbitrator	3,187.50
287507	07/15/2015	Mark Sherman Consultants	2,503.00
287517	07/15/2015	Tech Heads, Inc.	1,050.00
287518	07/15/2015	Thede Culpepper Moore Munro & Silliman, LLP	2,025.00

Check #	Check Date	Vendor Name	Check Amount
ACH	07/15/2015	Beery, Elsnor & Hammond, LLP	3,709.00
15919	07/20/2015	Ogletree, Deakins Attorney	7,038.00
16300	07/20/2015	Providence Health & Services	1,650.00
16754	07/20/2015	Portland State University - CPS	8,900.00
287606	07/24/2015	Talbot, Korvola & Warwick, LLP	12,000.00
ACH	07/24/2015	Smith Dawson & Andrews	3,000.00
		Professional Services	\$ 45,062.50
287337	07/06/2015	Capital One Commercial	5,755.07
287342	07/06/2015	Flying M Ranch	2,560.00
287344	07/06/2015	Funtime Enterprises	1,311.00
287499	07/15/2015	Flying M Ranch	2,560.00
287509	07/15/2015	Oregon Department of Administrative Service OPS	1,437.27
287510	07/15/2015	Oregon Fencing Alliance	2,040.00
287513	07/15/2015	River Drifters Whitewater, Inc.	2,200.00
15942	07/20/2015	Righteous Clothing, LLC	2,766.33
15959	07/20/2015	OfficeMax Incorporated	1,216.04
15960	07/20/2015	Righteous Clothing, LLC	4,994.64
16325	07/20/2015	CDW Government, Inc.	1,067.50
16404	07/20/2015	Kore Group	1,814.82
16540	07/20/2015	Screen Magic	3,114.40
16544	07/20/2015	American Red Cross Health & Safety Services	2,013.00
16742	07/20/2015	Kore Group	1,209.45
17101	07/20/2015	FlagHouse, Inc.	1,173.09
287563	07/24/2015	Beaverton School District #48	2,120.80
287575	07/24/2015	Flying M Ranch	2,560.00
287596	07/24/2015	Pepsi-Cola Company	3,056.19
287599	07/24/2015	River Drifters Whitewater, Inc.	2,480.00
		Program Supplies	\$ 47,449.60
17142	07/31/2015	Waste Management of Oregon	7,234.49
		Refuse Service	\$ 7,234.49
16835	07/20/2015	Peter Corvallis Productions, Inc.	3,985.50
16858	07/20/2015	United Rentals, Inc.	1,000.21
		Rental Equipment	\$ 4,985.71
16881	07/20/2015	Harris Work Systems	1,110.00
17015	07/20/2015	Cascade Truck Body	2,245.00
		Small Furniture & Equipment	\$ 3,355.00
287253	07/01/2015	Accela, Inc. #774375	25,103.70
287259	07/01/2015	Kronos Incorporated	31,625.64
287320	07/06/2015	Pacific Talent, Inc.	5,700.00
ACH	07/06/2015	The Agency Group, LTD	15,000.00
16888	07/20/2015	Northwest Tree Specialists	1,150.00
287560	07/24/2015	Alta Planning & Design, Inc.	2,259.30
287571	07/24/2015	ESRI, Inc.	14,100.00
287587	07/24/2015	Metro Mountain Climbing	3,330.00
287597	07/24/2015	Portland PartyWorks, Inc.	5,750.00
287601	07/24/2015	SimplexGrinnell LP	12,562.58
287602	07/24/2015	Sound Native Plants, Inc.	3,300.00
287605	07/24/2015	Stew Dodge	2,000.00
		Technical Services	\$ 121,881.22
ACH	07/06/2015	Craig Crawford	1,050.99
287497	07/15/2015	Executive Forum	2,165.00
287573	07/24/2015	Executive Forum	2,814.00
		Technical Training	\$ 6,029.99

<u>Check #</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
287620	07/27/2015	Integra Telecom Telecommunications	<u>4,571.02</u> \$ 4,571.02
287608	07/24/2015	THP Foundation THPF Reimbursed Concessions/Sales	<u>2,156.59</u> \$ 2,156.59
ACH	07/06/2015	Marc Nelson Oil Products, Inc.	3,346.89
ACH	07/15/2015	Marc Nelson Oil Products, Inc.	4,005.36
287611	07/24/2015	Tualatin Valley Water District Vehicle Gas & Oil	<u>8,345.78</u> \$ 15,698.03
287348	07/08/2015	Tualatin Valley Water District	28,744.12
287485	07/15/2015	Tualatin Valley Water District	1,715.10
287564	07/24/2015	Beaverton School District #48	39,307.74
287624	07/27/2015	Tualatin Valley Water District	1,378.42
17132	07/31/2015	Tualatin Valley Water District	26,670.48
17137	07/31/2015	City of Beaverton	31,718.23
17140	07/31/2015	Tualatin Valley Water District	51,092.36
17143	07/31/2015	West Slope Water District Water & Sewer	<u>1,415.59</u> \$ 182,042.04
Report Total:			<u><u>\$ 2,171,117.55</u></u>

Check #	Check Date	Vendor Name	Check Amount
287867	08/14/2015	Community Newspapers, Inc.	3,795.00
17317	08/27/2015	Oregonian Publishing Company	3,453.59
		Advertising	\$ 7,248.59
287795	08/07/2015	Cardno ATC	1,600.00
		Capital Outlay - Bond - Facility Rehabilitation	\$ 1,600.00
287754	08/05/2015	Earthworks Excavation and Construction, Inc.	40,886.95
287968	08/25/2015	Earthworks Excavation and Construction, Inc.	6,934.05
		Capital Outlay - Bond - Land Acquisition	\$ 47,821.00
287758	08/05/2015	John Oscar Grade III	3,066.14
287944	08/25/2015	Native Ecosystems NW, LLC	11,195.60
		Capital Outlay - Bond - Natural Resources Projects	\$ 14,261.74
287827	08/12/2015	Native Ecosystems NW, LLC	1,925.00
287944	08/25/2015	Native Ecosystems NW, LLC	1,369.00
		Capital Outlay - Bond - New Linear Park & Trail Development	\$ 3,294.00
ACH	08/25/2015	MacKay Sposito, Inc.	1,062.25
		Capital Outlay - Bond - Renovate & Redevelop Community Parks	\$ 1,062.25
287736	08/05/2015	Washington County	1,752.86
287798	08/07/2015	ESA Vigil-Agrimis, Inc.	1,939.57
287952	08/25/2015	Treecology, Inc.	8,567.50
287971	08/25/2015	ESA Vigil-Agrimis, Inc.	7,064.00
		Capital Outlay - Bond - Renovate & Redevelop Neighborhood Parks	\$ 19,323.93
287961	08/25/2015	AKS Engineering & Forestry, LLC	5,528.75
		Capital Outlay - Bond - Youth Athletic Field Development	\$ 5,528.75
287720	08/05/2015	OPSIS Architecture, LLP	3,493.60
287761	08/05/2015	Hunter-Davisson, Inc.	2,893.00
		Capital Outlay - Building Replacements	\$ 6,386.60
287744	08/05/2015	City of Beaverton	5,783.74
287762	08/05/2015	Impact Sign Co.	6,625.00
287768	08/05/2015	Lyda Excavating, Inc.	35,000.00
287958	08/25/2015	3J Consulting, Inc.	5,025.02
287982	08/25/2015	Lyda Excavating, Inc.	15,380.00
288006	08/27/2015	City of Beaverton	6,151.00
		Capital Outlay - Carryover Projects	\$ 73,964.76
287766	08/05/2015	Lacey Construction	8,000.00
287979	08/25/2015	Lacey Construction	8,900.00
17159	08/27/2015	Foraker Enterprises, Inc.	2,850.00
		Capital Outlay - Facility Challenge Grants	\$ 19,750.00
287871	08/14/2015	Eastside Paving, Inc.	25,600.00
		Capital Outlay - Park & Trail Replacements	\$ 25,600.00
287919	08/21/2015	Lawyers Title Insurance Corporation	1,000.00
		Capital Outlay - SDC - Land Acquisition	\$ 1,000.00
ACH	08/05/2015	Douglas R. Menke	1,854.16
		Conferences	\$ 1,854.16
288007	08/27/2015	Washington Federal	12,948.31
		Debt Service	\$ 12,948.31

Check #	Check Date	Vendor Name	Check Amount
287975	08/25/2015	Grant Thornton LLP	2,500.00
		Debt Service - Financing Fees	\$ 2,500.00
288007	08/27/2015	Washington Federal	6,096.38
		Debt Service Interest	\$ 6,096.38
18011	08/28/2015	Hydro-Fit, Inc.	2,785.00
		Due from THPF	\$ 2,785.00
287709	08/05/2015	PGE	39,265.58
287937	08/25/2015	PGE	1,867.08
287938	08/25/2015	PGE	30,290.30
		Electricity	\$ 71,422.96
287880	08/14/2015	Standard Insurance Company	194,402.44
288025	08/31/2015	Kaiser Foundation Health Plan	257,283.54
288026	08/31/2015	Moda Health Plan, Inc.	30,650.72
288030	08/31/2015	Standard Insurance Co.	13,128.33
288036	08/31/2015	UNUM Life Insurance-LTC	1,281.47
		Employee Benefits	\$ 496,746.50
287879	08/14/2015	PacificSource Administrators, Inc.	3,978.81
287882	08/14/2015	Standard Insurance Company	2,679.25
287884	08/14/2015	Voya Retirement Insurance & Annuity Co.	7,400.00
287885	08/17/2015	Standard Insurance Company	33,093.96
288028	08/31/2015	PacificSource Administrators, Inc.	5,257.81
288031	08/31/2015	Standard Insurance Company	33,917.92
288032	08/31/2015	Standard Insurance Company	2,029.25
288035	08/31/2015	THPRD - Employee Assn.	15,297.79
288038	08/31/2015	Voya Retirement Insurance & Annuity Co.	7,000.00
		Employee Deductions	\$ 110,654.79
287947	08/25/2015	PacificSource Administrators, Inc.	3,052.79
		Health Expense 125	\$ 3,052.79
287708	08/05/2015	NW Natural	8,470.48
287936	08/25/2015	NW Natural	9,936.78
		Heat	\$ 18,407.26
287735	08/05/2015	Universal Whistles, LLC	3,508.00
287746	08/05/2015	Beaverton Volleyball Officials Association	1,320.00
ACH	08/05/2015	National Softball Assoc of Oregon Umpire Assoc	3,395.00
ACH	08/14/2015	National Softball Assoc of Oregon Umpire Assoc	4,010.75
ACH	08/25/2015	National Softball Assoc of Oregon Umpire Assoc	2,085.50
288021	08/28/2015	Universal Whistles, LLC	2,084.00
		Instructional Services	\$ 16,403.25
287748	08/05/2015	Cantel Sweeping	1,785.00
		Maintenance Services	\$ 1,785.00
ACH	08/05/2015	ORCA Pacific, Inc.	1,975.80
ACH	08/14/2015	ORCA Pacific, Inc.	2,273.21
287944	08/25/2015	Native Ecosystems NW, LLC	1,474.00
17168	08/27/2015	Ewing Irrigation Products, Inc.	4,472.13
17211	08/27/2015	Rexius Forest By-Products, Inc.	2,440.00
17315	08/27/2015	Ewing Irrigation Products, Inc.	8,453.57
17323	08/27/2015	BSN Sports	3,187.48
17338	08/27/2015	Target Specialty Products	7,767.22
17339	08/27/2015	Target Specialty Products	2,276.00
17341	08/27/2015	Target Specialty Products	1,262.50
17342	08/27/2015	Airgas Nor Pac, Inc.	2,676.06

Check #	Check Date	Vendor Name	Check Amount
17343	08/27/2015	Target Specialty Products	9,089.00
17344	08/27/2015	Coastwide Laboratories	4,776.51
		Maintenance Supplies	\$ 52,123.48
287737	08/05/2015	Westside Warriors Soccer Club	1,505.00
287743	08/05/2015	American Society of Composers Authors & Publishers	2,161.42
		Miscellaneous Other Services	\$ 3,666.42
ACH	08/14/2015	Northwest Techrep, Inc.	1,356.19
17144	08/26/2015	OfficeMax Incorporated	4,166.19
17146	08/28/2015	Ricoh Americas Corporation	2,643.51
17148	08/28/2015	Ricoh Americas Corporation	2,069.63
		Office Supplies	\$ 10,235.52
287953	08/25/2015	US Postal Service CMRS-PB	3,000.00
17224	08/27/2015	Pitney Bowes	1,167.00
		Postage	\$ 4,167.00
ACH	08/14/2015	Signature Graphics	12,876.00
		Printing & Publication	\$ 12,876.00
287740	08/05/2015	Acme Picture Company	1,600.00
287767	08/05/2015	Language Line Services	1,346.00
287864	08/14/2015	Brockton Creative Group	9,175.00
287972	08/25/2015	FCS Group	4,710.00
ACH	08/25/2015	Beery, Elsnor & Hammond, LLP	7,867.22
ACH	08/25/2015	Smith Dawson & Andrews	3,000.00
		Professional Services	\$ 27,698.22
287721	08/05/2015	Penhollow Promotions, LLC	2,390.80
287739	08/05/2015	Youth Tech, Inc.	4,098.50
287745	08/05/2015	Beaverton School District #48	2,701.60
287749	08/05/2015	Capital One Commercial	3,500.32
287751	08/05/2015	Class Act Uniforms	1,915.00
287755	08/05/2015	Evergreen Aviation Museum	3,334.00
287855	08/14/2015	U.G. Cash & Carry	2,523.67
287856	08/14/2015	Youth Tech, Inc.	3,283.00
287863	08/14/2015	Beaverton School District #48	8,363.20
287959	08/25/2015	A & E Imaging	1,326.50
287970	08/25/2015	Enchanted Forest, Inc.	2,361.70
287973	08/25/2015	Flying M Ranch	1,575.00
287977	08/25/2015	City of Hillsboro	1,332.00
17189	08/27/2015	Kore Group	1,456.00
17238	08/27/2015	Gibson, Inc.	2,368.50
17333	08/27/2015	Screen Magic	12,530.91
17336	08/27/2015	Exercise Equipment NW, Inc.	5,104.90
17901	08/28/2015	OfficeMax Incorporated	2,028.32
		Program Supplies	\$ 62,193.92
287945	08/25/2015	Oregon Department of Administrative Service OPS	2,019.51
287964	08/25/2015	Beaverton School District #48	1,738.40
17145	08/28/2015	Ricoh Americas Corporation	3,200.54
17147	08/28/2015	Ricoh Americas Corporation	2,903.00
		Rental Equipment	\$ 9,861.45
287752	08/05/2015	D.R. Horton, Inc.	269,983.33
		Revenue - SDC - System Development Charges/Credit Project Reimbursemen	\$ 269,983.33
287727	08/05/2015	Special Districts Association of Oregon	155,215.98
		SDAO/WBF	\$ 155,215.98

Check #	Check Date	Vendor Name	Check Amount
287731	08/05/2015	Stew Dodge	3,850.00
287764	08/05/2015	KNC Trophies	2,413.40
287846	08/14/2015	Peter Corvallis Productions, Inc.	1,801.00
287850	08/14/2015	SimplexGrinnell LP	5,633.54
287851	08/14/2015	Stew Dodge	1,000.00
287852	08/14/2015	Technology Integration Group (TIG)	31,212.00
287854	08/14/2015	Tower of Power	16,500.00
287866	08/14/2015	Carahsoft Technologies	1,620.18
287873	08/14/2015	Event Power & Lighting, Inc.	2,589.42
ACH	08/14/2015	Northwest Techrep, Inc.	3,944.00
287949	08/25/2015	Starplex Corporation	2,366.63
287950	08/25/2015	Technology Integration Group (TIG)	10,000.00
287969	08/25/2015	Edwards Enterprises	2,187.90
17307	08/27/2015	Criminal Information Services, Inc.	1,383.25
17332	08/27/2015	ePrint	3,158.44
17694	08/28/2015	ePrint	1,226.48
17932	08/28/2015	Sound Security, Inc.	11,430.00
		Technical Services	\$ 102,316.24
287844	08/14/2015	Northwest Public Employees Diverstiy Conference	1,000.00
		Technical Training	\$ 1,000.00
287935	08/25/2015	Integra Telecom	4,713.31
		Telecommunications	\$ 4,713.31
287951	08/25/2015	THP Foundation	30,536.89
		THPF Reimbursed Concessions/Sales	\$ 30,536.89
ACH	08/05/2015	Marc Nelson Oil Products, Inc.	3,190.12
ACH	08/14/2015	Marc Nelson Oil Products, Inc.	3,072.30
		Vehicle Gas & Oil	\$ 6,262.42
287710	08/05/2015	Tualatin Valley Water District	56,973.45
287837	08/14/2015	Tualatin Valley Water District	1,566.69
287886	08/17/2015	Tualatin Valley Water District	32,431.98
287939	08/25/2015	Tualatin Valley Water District	20,682.28
		Water & Sewer	\$ 111,654.40
		Report Total:	\$ 1,836,002.60



Tualatin Hills Park & Recreation District

General Fund Financial Summary August, 2015

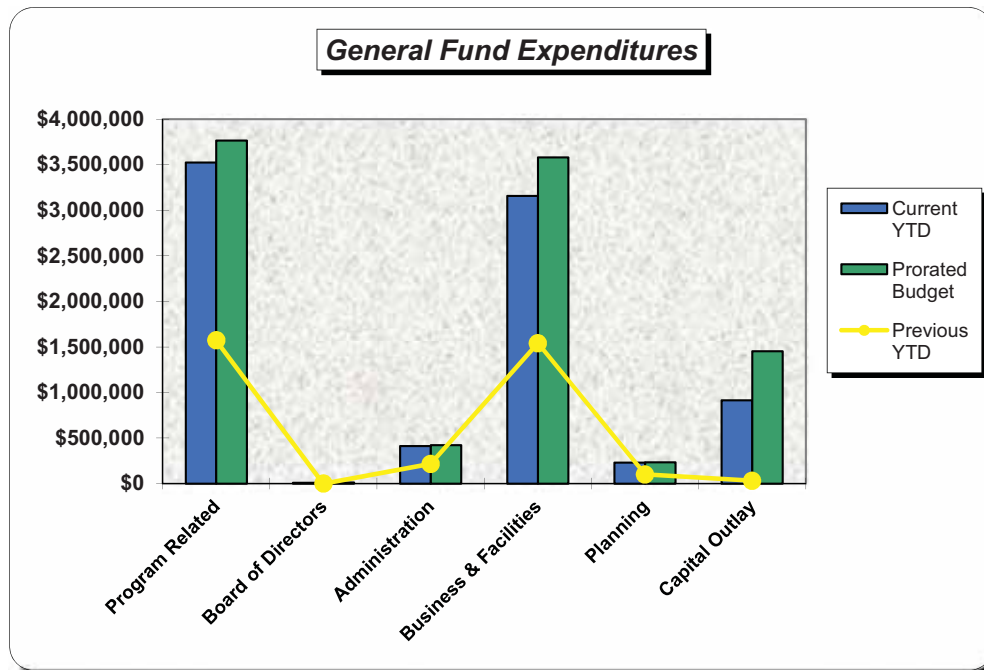
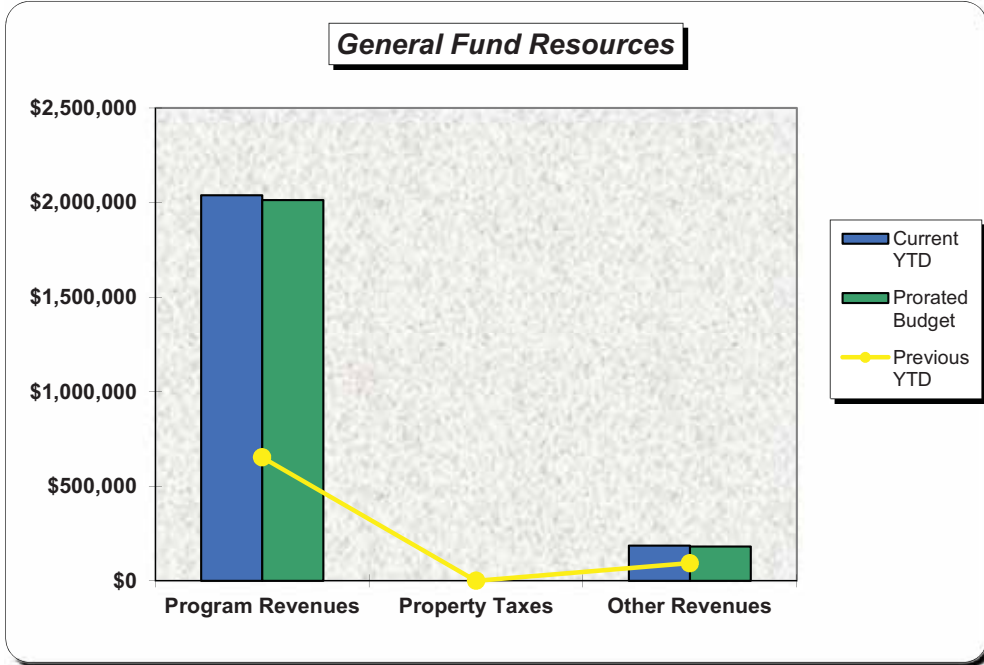
	<i>Current Month</i>	<i>Year to Date</i>	<i>Prorated Budget</i>	<i>% YTD to Prorated Budget</i>	<i>Full Fiscal Year Budget</i>
Program Resources:					
Aquatic Centers	\$ 436,814	\$ 628,541	\$ 630,852	99.6%	\$ 2,899,023
Tennis Center	132,767	153,428	168,761	90.9%	1,055,081
Recreation Centers & Programs	574,194	973,713	1,012,858	96.1%	5,104,267
Sports Programs & Field Rentals	166,304	223,110	149,702	149.0%	1,279,734
Natural Resources	31,366	60,412	51,767	116.7%	362,215
Total Program Resources	1,341,445	2,039,204	2,013,940	101.3%	10,700,320
Other Resources:					
Property Taxes	-	-	-	0.0%	27,745,905
Interest Income	5,120	9,532	9,338	102.1%	135,000
Facility Rentals/Sponsorships	54,896	88,816	76,793	115.7%	560,000
Grants	600	6,600	6,600	100.0%	626,458
Miscellaneous Income	30,138	82,079	88,816	92.4%	581,407
Total Other Resources	90,754	187,027	181,547	103.0%	29,648,770
Total Resources	\$ 1,432,199	\$ 2,226,231	\$ 2,195,487	101.4%	\$ 40,349,090
Program Related Expenditures:					
Parks & Recreation Administration	84,207	171,587	152,675	112.4%	835,083
Aquatic Centers	392,893	797,602	864,661	92.2%	4,094,063
Tennis Center	89,468	187,080	192,689	97.1%	1,075,276
Recreation Centers	600,928	1,161,386	1,313,333	88.4%	5,089,363
Programs & Special Activities	269,684	516,889	476,079	108.6%	1,607,944
Athletic Center & Sports Programs	152,255	314,582	365,977	86.0%	1,848,972
Natural Resources & Trails	186,221	375,438	399,434	94.0%	1,887,563
Total Program Related Expenditures	1,775,656	3,524,564	3,764,847	93.6%	16,438,264
General Government Expenditures:					
Board of Directors	9,725	10,050	12,059	83.3%	236,900
Administration	171,842	411,368	421,117	97.7%	2,242,238
Business & Facilities	1,488,260	3,158,479	3,580,441	88.2%	18,236,151
Planning	110,208	229,860	233,778	98.3%	1,337,057
Capital Outlay	843,880	914,339	1,452,982	62.9%	6,444,551
Contingency/Capital Replacement Reserve	-	-	-	0.0%	3,150,000
Total Other Expenditures:	2,623,915	4,724,096	5,700,377	82.9%	31,646,897
Total Expenditures	\$ 4,399,571	\$ 8,248,660	\$ 9,465,224	87.1%	\$ 48,085,161
Revenues over (under) Expenditures	\$ (2,967,372)	\$ (6,022,429)	\$ (7,269,737)	82.8%	\$ (7,736,071)
Beginning Cash on Hand		8,686,683	7,736,071	112.3%	7,736,071
Ending Cash on Hand		\$ 2,664,254	\$ 466,334	571.3%	\$ -

Note: Beginning Cash will be revised when closing of FY 14/15 has been completed

Tualatin Hills Park and Recreation District

General Fund Financial Summary

August, 2015





MEMO

DATE: September 9, 2015
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: Southwest Quadrant Community Park Construction Manager

Introduction

SW Quadrant Community Park is the largest project of the 2008 bond measure and will require outside assistance to manage the project during construction. The role of the construction manager would be to act as the district's representative to oversee the construction schedule and cost, manage weekly meetings, observe site progress, and coordinate work with the general contractor and design team. Specific to this project, the construction manager would be introduced to the project during the construction document phase to assist in quality control and to verify construction cost assumptions. Staff is seeking board of directors' approval of the recommended consulting firm and authorization for staff to complete final contract negotiations.

Background

On July 27, 2015, staff publicly advertised a Request for Proposal (RFP) and contacted consulting firms with construction manager experience. Ten firms responded to the RFP and four submitted proposals. In early September 2015, staff reviewed proposals from the four firms based on the following criteria: basic qualifications, ability to perform, performance history, compensation information and fees and corporate responsibility. A panel of three district staff from the Design & Development Department reviewed and scored each proposal based on the following criteria and associated point system:

Criterion	Weight or Points
Cover Letter	Pass / Fail
Basic Qualifications	10 points
Ability to Perform	30 points
Performance History	25 points
Compensation Information and Fees	15 points
Corporate Responsibility	20 points
TOTAL	100 points

On September 8, 2015, the district's review panel met to discuss and analyze all four proposals. The results of the proposal scoring are shown in Appendix A.

Proposal Request

Based on the information received and the overall consensus of the district's review panel, staff is recommending Cornerstone Management Group, Inc. (CMG) as the construction manager for SW Quadrant Community Park. CMG's proposed fee of \$233,585 is below the projected budget allowance. However, staff anticipates final negotiations with CMG will result in an even lower overall cost.

The reasons for selecting CMG are based on their significant history in public works, experience with similar sports field improvements, expertise in Oregon development code and a sound core-team to manage the project. Staff believes that CMG is the best overall selection for the district's vision of SW Quadrant Community Park.

Benefits of Proposal

Engaging CMG in a personal service consulting contract at this time would offer an added level of expertise in reviewing the construction documents for quality control to reduce potential construction change orders; and would provide CMG with the initial exposure to the project for a seamless transition into the construction phase. CMG's professional assistance would assist the district with the management skills necessary to oversee the complex scope of SW Quadrant Community Park.

Potential Downside of Proposal

There is no apparent downside to the proposal.

Action Requested

Board of directors' approval of Cornerstone Management Group, Inc. as the construction manager for SW Quadrant Community Park at a fee not to exceed \$233,585; and authorization for staff to negotiate the terms of and execute a personal service contract agreement.

Appendix A

Proposal Average Score Totals

Consulting Firm	Total Points Awarded
Cornerstone Management Group, Inc.	90 Points
Brian C. Jackson, Architect LLC	83 Points
Inici Group, Inc.	78 Points
Day CPM Services	68 Points



MEMO

DATE: September 9, 2015
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: Solicitation for Brand Name Exemption for Roofing Material

Introduction

Staff requests board of directors' approval to complete a competitive procurement process to determine a brand name exemption for the HMT Aquatic Center project's roofing material, in accordance with the State of Oregon exemption process pursuant to ORS 279.C.345.

Background

In May of 2015, the district awarded the HMT Tennis Center roofing construction contract. During the bidding process, staff was approached by a local roofing material supplier who was concerned with our roofing material selection process. As allowed under Oregon law the roofing material/design was named in the bidding documents with the ability for the bidding general contractor to submit a substitution request with an approved equal product. At the bid opening, no contractor chose to submit any substitution request. And, with the guidance from district counsel, it was determined that the project process had met all state and local procedures. In the discussions with the concerned supplier, staff agreed to consider a competitive procurement process for the upcoming HMT Aquatic Center project's roofing material. This would allow for an open and competitive procurement process for interested roofing material suppliers to submit their qualifications for consideration. Once a product is selected, it will provide the design team with guidance on how to proceed early in the process. The concerned supplier agreed with this proposed approach and was very appreciative to staff for putting this into consideration.

Proposal Request

Staff is requesting that the board of directors authorize a competitive procurement process for the HMT Aquatic Center project's roof material. This competitive process will provide information for staff to prepare findings in support of a request for a brand name exemption in accordance to ORS 279.C.345. If the board approves this procurement process, staff will prepare a Request for Qualifications (RFQ) to advertise for competitive solicitation for the roofing material to be specified. The RFQ would request submittals that allow staff to evaluate companies on the basis of selected criteria: quality, durability of materials, documented customer services, similar projects completed, warranty, company financial status, lifecycle analysis, unit cost and any other criteria deemed important. The criteria within the RFQ would permit the district to consider and review proposals based on qualitative criteria and not just the price.

For public improvement projects in Oregon, an exemption from traditional competitive bidding must be secured if a public agency wants to evaluate bids and award a contract based on a basis other than cost to the agency. As such, based on the recommendation of district legal

counsel, staff will request that the board hold a public hearing to approve the recommended name brand exemption at a future board meeting.

Benefits of Proposal

A brand name exemption will allow the district to select a roofing material based on a competitive and qualitative solicitation. It will also provide a clear direction for the design team when putting the construction documents and specification together.

Potential Downside of Proposal

There appears to be no downside to this proposal.

Action Requested

Board of directors' approval to complete a competitive procurement process for a brand name exemption for the HMT Aquatic Center project's roof material.



MEMO

DATE: September 23, 2015
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: Strategic Plan and Service and Financial Sustainability Plan

Introduction

Staff is providing a status update on the Strategic Plan and the Service and Financial Sustainability Plan which were adopted by the board of directors in December 2013.

Background

On September 9, 2013, the board was presented the following documents prepared in consultation with GreenPlay, LLC:

1. Comprehensive Plan Update
2. Service and Financial Sustainability Analysis

The updated Strategic Plan and the Service and Financial Sustainability Plan were adopted by the district board of directors at their December 9, 2013 regular meeting.

Proposal Request

Staff has been working with the board of directors on updating district policies based on the recommendations within these plans, and is also actively working on the development of related functional plans.

Functional Plan status to date:

1. Natural Resources Functional Plan approved by the board in December 2014;
2. Parks Functional Plan approved by the board in May 2015;
3. Programs Functional Plan approved by the board in June 2015;
4. Trails Functional Plan pending board approval in November 2015;
5. Athletic Fields Functional Plan scheduled for presentation in November 2015.

Significant work completed since the last update in September 2014 includes:

- Out of District Fee policy update;
- Fee Discounts policy update;
- Advisory committees policy update;
- Marketing Plan development;
- District Compiled Policies Chapter 6 – Finance update, includes incorporation of cost recovery principles into district fees;
- Sponsorship Policy update;
- Family Assistance policy update as Scholarship Program;
- Cancellation and Refund Policy update;
- Deluxe Pass program implementation.

Staff is beginning the planning and budgeting process for the 2016/17 fiscal year, and the Strategic Plan and the Service and Financial Sustainability Plan will again be the foundation for this process. As such, staff has prepared a status update on the two plans reflecting which of the 236 actionable items have been completed, which are underway and ongoing, which are in progress, and which have not been started yet (attached as Exhibits A, B, C). This update also provides rough timelines based on fiscal year quarters.

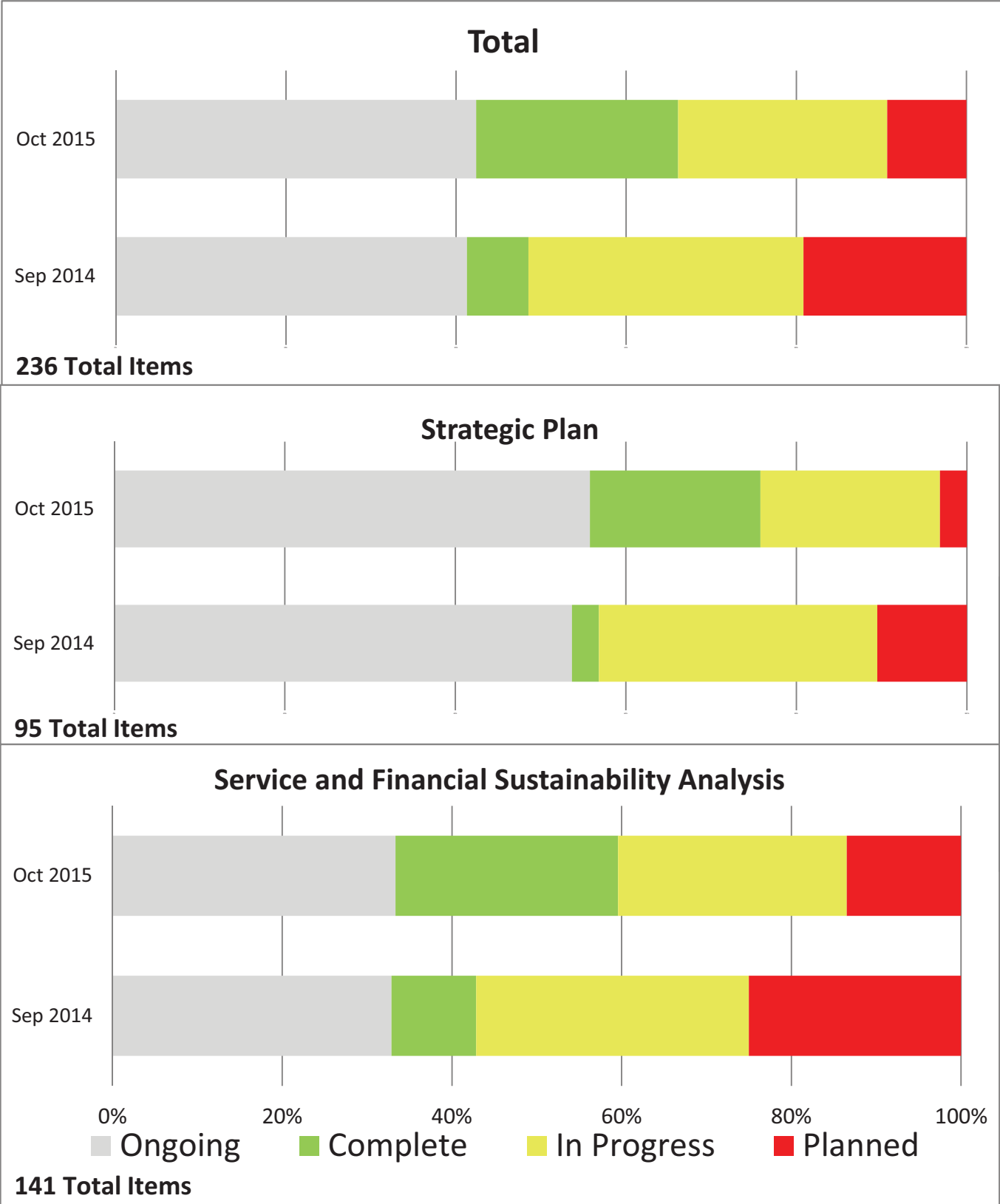
Action Requested

No board of directors' action requested. Informational report only.

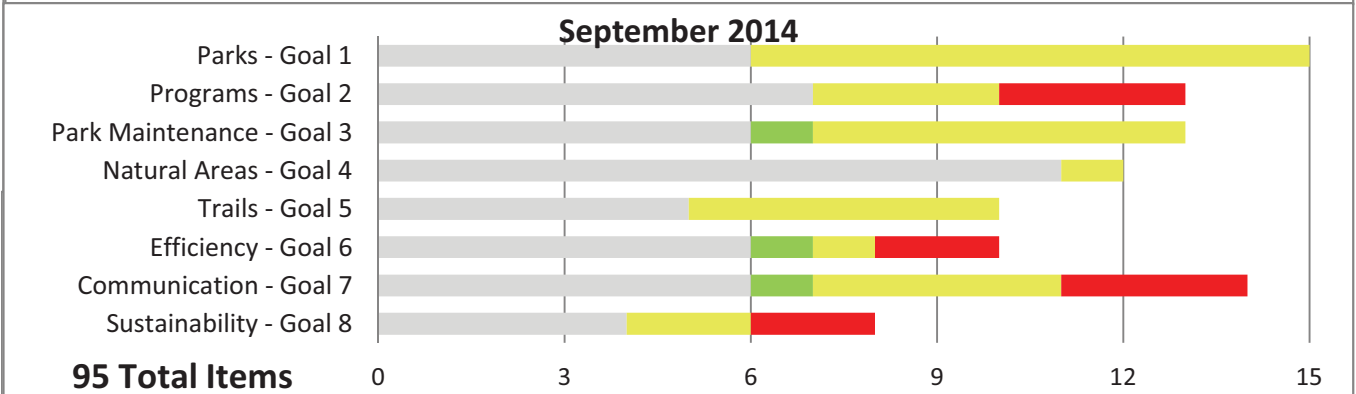
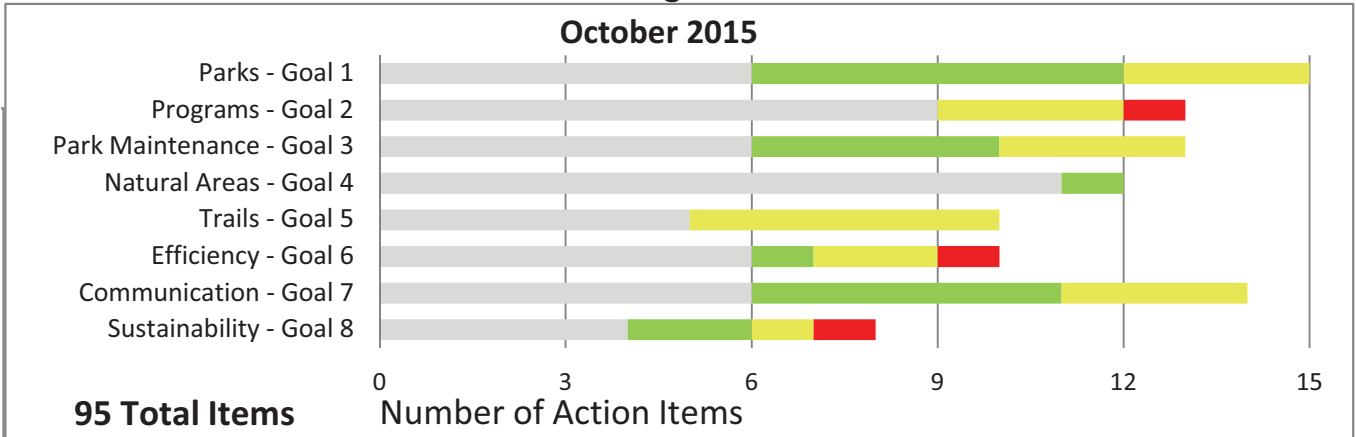
Strategic Plan and Service & Financial Sustainability Analysis

Action Item Progress Update

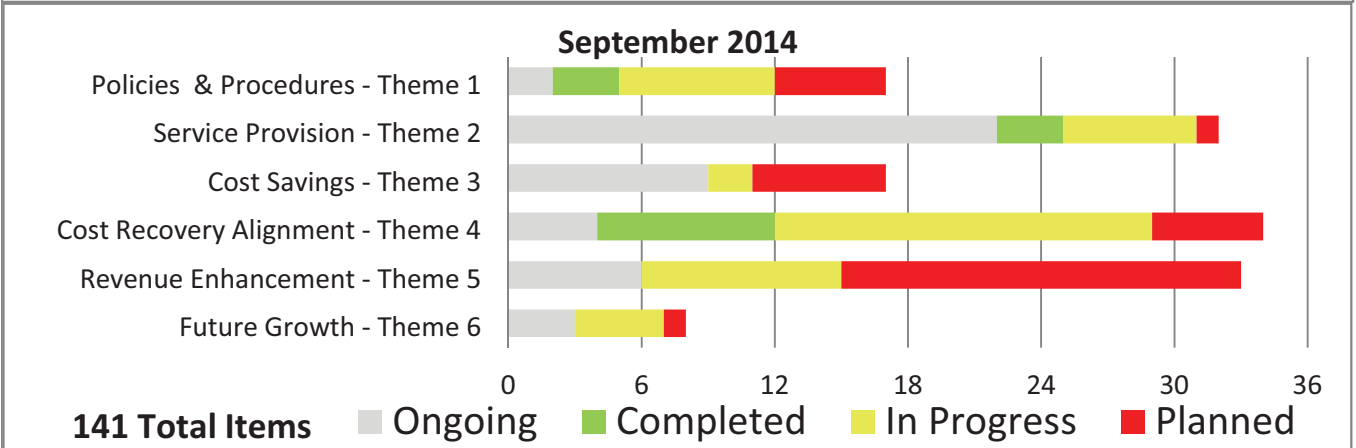
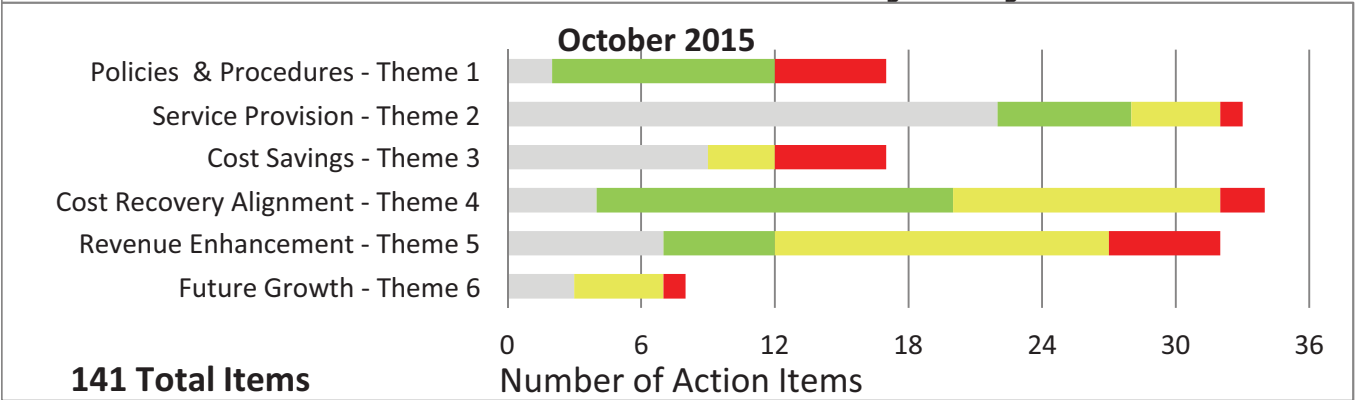
October 2015



Strategic Plan



Service & Financial Sustainability Analysis



Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Goal 1 - Provide quality neighborhood and community parks that are readily accessible to residents throughout the district's service area.	
Objective 1A: In developing master or other plans for new and existing park facilities, engage and involve citizens, park district staff from all departments, and partnering agencies.	Underway and ongoing
Objective 1B: Work closely with the Beaverton School District and other partnering agencies to jointly acquire land and co-locate park and school facilities, where possible, particularly in newly developing areas.	
Action 1B.1: Coordinate with the Beaverton School District on a regular basis to identify future neighborhood park and recreation sites and school sites in newly developed areas.	Underway and ongoing
Action 1B.2: Communicate with the Beaverton School District to determine if school facilities in service gap areas have the capacity for greater community use.	Underway and ongoing
Action 1B.3: Identify potential park district recreational or community programs that could be accomplished within other agency facilities.	In Progress, partially complete with Programs Function Plan.
Action 1B.4: Develop or enhance joint use and maintenance agreements to facilitate a greater level of shared use.	Underway and ongoing
Objective 1C: Use strategies for addressing low-scoring/functioning GRASP® components in parks.	
Action 1C.1: Review apparent themes or trends in facilities to determine how to improve GRASP® scores.	Completed, Parks Functional Plan approved by Board in May 2015
Action 1C.2: Develop the Parks Functional Plan.	Completed, Parks Functional Plan approved by Board in May 2015
Objective 1D: Use current baseline GRASP® analysis to guide future park development and land acquisition.	
Action 1D.1: Develop approach to meet potential future needs for dog parks or other special use facilities including partnerships and sponsorships.	Completed, Parks Functional Plan approved by Board in May 2015
Objective 1E: Address walkable level of service in areas where service is currently below the threshold and areas that are not	
Action 1E.1: Develop the Parks Functional Plan to address percent of district adequately served by facilities within walkable distance.	Completed, Parks Functional Plan approved by Board in May 2015
Action 1E.2: Develop the Trails Functional Plan to address the number of different trailsheds versus a single interconnected system.	In Progress, Trails Functional Plan pending board approval in October 2015
Action 1E.3: Consider impact of arterial roads and state highways as potential barriers to park development.	Completed, Parks Functional Plan approved by Board in May 2015
Objective 1F: Consider design and development criteria by putting appropriate amenities in the right sized park.	
Action 1F.1: Develop the Parks Functional Plan	Completed, Parks Functional Plan approved by Board in May 2015
Objective 1G: Address general improvement and acquisition recommendations.	
Action 1G.1: Continue to improve ADA access.	Underway and ongoing

Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Action 1G.2: Continue to improve access to neighborhood parks and other facilities according to the district's ADA Transition Plan.	Underway and ongoing - ADA facilities audit currently underway
Objective 1H: Consider design/development criteria in the development or redevelopment of parks.	
Action 1H.1: New construction and/or renovation should follow green building practices or other applicable standards, Universal Design (ADA), and Crime Prevention through Environmental Design (CPTED).	ADA audit currently underway, projected completion fourth quarter FY2015/16
Goal 2 - Provide quality sports and recreation facilities and programs for park district residents and workers of all ages, cultural backgrounds, abilities and income levels.	
Objective 2A: Provide a variety of programs at recreation centers to address the needs of all user groups, including children, teens, adults, seniors, ethnic and minority residents, and persons with disabilities: provide programs and services that meet the needs of people of all incomes.	
Action 2A.1: Continue to provide facility users with easy opportunities to comment on satisfaction with individual classes and instructors to ensure continued high-quality programs and services.	Underway and ongoing
Objective 2B: Ensure that access to park district facilities for people with disabilities is consistent with the Americans with Disabilities Act (ADA).	
Action 2B.1: Develop program and services ADA Transition Plan.	Planned.
Objective 2C: In developing new recreation centers, plan for multipurpose recreation and aquatic centers that serve all generations and types of users and make more efficient use of resources. Use guidelines for development of such facilities identified in this plan.	
Action 2C.1: Redevelop or replace aquatic centers with new multipurpose aquatic/recreation centers over the long term, as needed.	Completed, Programs Function Plan approved in June 2015
Action 2C.2: Repurpose areas/create flexible space.	Underway and ongoing
Objective 2D: Conduct a field capacity analysis for peak times.	In Progress. Athletic Fields Functional Plan currently underway. Targeted for 3rd quarter 2015/16
Action 2D.1: Develop a Sport Fields Functional Plan to determine the type, location and number of fields needed to meet peak capacity, including prioritization and allocation.	In Progress. Athletic Fields Functional Plan currently underway. Targeted for 3rd quarter 2015/16
Action 2D.2: Continue to partner with community groups, advisory committees, sports user groups and others to schedule use of recreational playing fields, aquatic and recreation centers and other park district facilities.	Underway and ongoing
Action 2D.3: Explore options to increase efficiency of scheduling and field use, including by providing technical assistance for scheduling activities.	Underway and ongoing

Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Action 2D.4: Continue to develop new synthetic turf fields and/or replace existing natural green fields with synthetic fields when it is found to be a cost-effective method of prolonging life and meeting overall long-term field needs and/or addressing other park district goals and objectives. Work closely with the Beaverton School District in these efforts.	Underway and ongoing
Objective 2E: Explore opportunities for enterprise facilities or additional amenities.	
Action 2E.1: Actively pursue enterprise fund facilities and perform appropriate due diligence studies to determine feasibility.	Underway and ongoing. Completed for Adventure Rec Spring 2014
Objective 2F: Address general improvement and acquisition recommendations.	
Action 2F.1: Update/freshen up well-loved, aging infrastructure of existing facilities.	Underway and ongoing
Action 2F.2: Continue to conduct an aging facility study on each indoor space to include useful life remaining in the physical building and also improve functionality for its intended purpose.	Underway and ongoing
Action 2F.3: Continue to improve ADA access.	Underway and ongoing
Goal 3 - Operate and maintain parks in an efficient, safe and cost-effective manner, while maintaining high standards.	
Objective 3A: Continue to improve the efficiency and cost effectiveness of maintenance operations, including reducing costs associated with the transportation of personnel and equipment.	
Action 3A.1: Pursue the possible joint development of maintenance yards with the school district, city and other governmental organizations to maximize resources while ensuring that such partnering does not compromise the geographic location requirements of such facilities for the district.	Underway and ongoing
Action 3A.2: Develop distinct levels of service for different types of park and recreation amenities to improve cost effectiveness and more accurately reflect the proper level of service needed for each facility.	Completed. Programs Function Plan approved in June 2015
Action 3A.3: Institute a 5 to 10-year plan to automate appropriate irrigation and lighting systems.	Underway and ongoing
Objective 3B: Use the most cost-effective combination of park district staff, volunteers, user groups, community groups, other jurisdictions and contractors to provide maintenance services.	
Action 3B.1: Maximize volunteer hours worked for the park	Underway and ongoing
Objective 3C: Base maintenance standards and practices for specific facilities on each site's design, intended level of use, and extent of active use amenities.	
Action 3C.1: Develop specific stand-alone maintenance plans for each facility (aquatic center, recreation center, or special use facility). Plans should address daily and long-term custodial and maintenance functions as well as mechanical system and other operating system maintenance.	Completed

Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Action 3C.2: Continue to use and enhance the park district's system of tracking maintenance expenditures for specific facilities.	Underway and ongoing
Objective 3D: Conduct ongoing review of GIS data, specifically review and update GIS boundaries for individual sites, facilities and easements.	
Action 3D.1: Add all easement properties into the GIS data.	Underway and ongoing
Action 3D.2: Ensure that asset descriptions and GIS shape files accurately reflect the property owned/managed by the park district.	Underway and ongoing
Objective 3E: Complete inventory and updated level of service analysis.	
Action 3E.1: Complete GRASP® analysis on properties with assumed scores to complete the full inventory of all assets and update all mapping.	In Progress at all facilities and parks. Not trails and NA, don't intend to.
Objective 3F: Consider design/development criteria.	
Action 3F.1: New construction and/or renovation should follow green building practices or other applicable standards, Universal Design (ADA), and Crime Prevention through Environmental Design (CPTED).	Completed. Parks Functional Plan approved by Board in May 2015
Action 3F.2: Develop a set of restroom design criteria.	Completed. Parks Functional Plan approved by Board in May 2015
Objective 3G: Address general improvements and acquisition recommendations	Completed. Parks Functional Plan approved by Board in May 2015
Action 3G.1: Consider enclosing port-o-lets in areas without enclosures.	Completed. Parks Functional Plan approved by Board in May 2015
Goal 4 - Acquire, conserve and enhance natural areas and open spaces within the district.	
Objective 4A: Conserve and enhance park district natural areas by working cooperatively with other groups.	
Action 4A.1: Use policies and procedures outlined in the park district Natural Resources Functional Plan to guide development and maintenance of structures or amenities in natural areas.	Underway and ongoing
Action 4A.2: Remove and control nonnative plants, including noxious weeds in natural areas, where feasible and appropriate.	Underway and ongoing
Action 4A.3: Regularly review and coordinate maintenance protocols and activities among Natural Resources and Maintenance personnel.	Underway and ongoing
Objective 4B: Develop an interconnected system of greenways and wildlife habitat.	
Action 4B.1: Work with public agencies, nonprofit groups and others to identify and acquire or secure easements for natural areas.	Underway and ongoing
Objective 4C: Use park district facilities and programs as well as partnerships with schools and other agencies to increase the public's understanding of natural processes, wildlife, and habitats.	Underway and ongoing
Objective 4D: Manage natural areas to lessen human impacts and allow natural processes to continue, while providing safe access.	Underway and ongoing

Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Action 4D.1: Coordinate trails development and maintenance activities with natural resource management objectives and activities.	Underway and ongoing
Action 4D.2: Continue to work with utility/other agencies to manage rights of way for utilities within natural areas, including vegetation management, replanting and other activities to create healthy habitat.	Underway and ongoing
Objective 4E: Maintain man-made amenities or features in natural areas to meet educational and recreational needs while managing or limiting access and providing stewardship of the natural resource.	
Action 4E.1: Use policies and procedures outlined in the park district Natural Resources Functional Plan to guide development and maintenance of structures or amenities in natural areas.	Underway and ongoing
Objective 4F: Allow for most natural processes to occur in natural areas or natural area elements of other park district facilities, consistent with direction provided in the park district's Natural Resources Functional Plan.	Underway and ongoing
Objective 4G: Address general improvement and acquisition recommendations	
Action 4G.1: Continue to look for opportunities to acquire natural resources and open spaces.	Underway and ongoing
Action 4G.2: Prepare Natural Resources Functional Plan	Natural Resource Functional Plan was approved by the Board on December 2014
Goal 5 - Develop and maintain a core system of regional trails, complemented by an interconnected system of community and neighborhood trails, to provide a variety of recreational opportunities, such as walking, bicycling and jogging.	
Objective 5A: Provide access to the trail system for people of all abilities, recognizing that not every individual trail will meet this threshold; link trails to a complementary system of on-road bicycle and pedestrian routes to improve access and connectivity.	Trails Functional Plan pending board approval in October 2015
Objective 5B: Continue to link trails to parks, neighborhoods, community facilities such as libraries, civic and community centers, parks, schools, other athletic facilities and shopping areas.	
Action 5B.1: Work with property owners to resolve trail encroachment issues in an expeditious manner.	Underway and ongoing
Action 5B.2: Work with neighbors, community groups and trail users and advocacy groups to schedule and conduct community events or projects along trails.	Underway and ongoing
Objective 5C: Pursue a variety of funding sources to design, develop and maintain trails, including volunteer services, state and federal grants, private foundations, land trusts, service clubs, and individual donors.	
Action 5C.1: Regularly update, monitor and pursue regional, state and federal grant opportunities to fund acquisition and construction of trails.	Underway and ongoing
Action 5C.2: Use staff and volunteers to keep trails free of litter and obstructions.	Underway and ongoing

Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Objective 5D: Update the Trails Plan to become a Trails Functional Plan that addresses connectivity of trailsheds to each other and to recreational opportunities. Trail connectivity also should address connecting people to trails through wayfinding, well-placed trailheads, and digital and hard copy mapping. With a broad user base and multiple ownership and management entities, trails standards and development guidelines should be implemented.	Trails Functional Plan pending board approval in October 2015
Action 5D.1: Ensure consistency with Metro's Regional Active Transportation Plan.	Trails Functional Plan pending board approval in October 2015
Action 5D.2: Update trails inventory to identify system gaps and substandard trails.	Trails Functional Plan pending board approval in October 2015
Action 5D.3: Investigate the feasibility of improving connectivity of isolated trail segments by various methods (e.g., temporary soft trails, directional signage, on-street trail routine markings).	Trails Functional Plan pending board approval in October 2015
Action 5D.4: Regularly monitor the condition and security of existing trails through routine inspections.	Underway and ongoing
Goal 6 - Provide value and efficient service delivery for taxpayers, patrons and others who help fund park district activities.	
Objective 6A: Provide and maintain facilities in a flexible manner to continue to respond to changing needs and conditions within the district.	
Action 6A.1: Establish criteria and protocols for replacing major park and recreational facilities as an alternative to making major capital improvements, considering factors such as the cost of capital improvements, ongoing maintenance costs, age and condition of facility, ability of facility to meet current user demands, and other issues.	Parks Functional Plan approved by Board in May 2015. Major Replacement Sinking Fund started in FY2015/16 budget process.
Action 6A.2: Develop specific guidelines to determine which maintenance functions or activities should be considered for contract services.	Planned, targeted for fourth quarter FY 2015/16
Objective 6B: Continue to pursue partnerships in land acquisition, facility development, programming, marketing, maintenance and other activities with partnering service providers, including the cities of Beaverton, Hillsboro, Tigard and Portland; Beaverton School District; Portland Public Schools; Washington County; Metro; Tualatin Valley Fire & Rescue; Tualatin Valley, West Slope and Raleigh Water districts, Clean Water Services; Portland Community College; Washington County Cooperative Library Services; TriMet; Oregon Parks and Recreation Department; Oregon Department of Transportation and others.	Underway and ongoing
Action 6B.1: Identify and pursue opportunities to partner with private vendors in developing and managing park district facilities.	Underway and ongoing
Objective 6C: Continue to ensure that revenues from the district's system development charges cover the cost of new facilities and land necessitated by new population growth and development.	

Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Action 6C.1: Update the park district's system development charge (SDC) rates and fees to reflect current levels of service, land acquisition and development costs, and updated capital improvement plans (CIPs). Regularly monitor and update SDC fees to reflect updated CPIs and other conditions.	In progress, anticipate completion 2nd quarter FY 2015/16
Action 6C.2: Work with developers to make sure land received in exchange for SDC credits is adequate to meet park district needs, goals and objectives.	Underway and ongoing
Objective 6D: Ensure that funds will be available to adequately maintain and operate proposed new facilities before approving their construction.	Completed
Objective 6E: Continue to attract, retain and train high-quality employees.	
Action 6E.1: Continue to provide professional development and training opportunities for staff, including participation in professional organizations and conferences, in-house training and other similar activities.	Underway and ongoing
Action 6E.2: Continue to monitor and adjust compensation and other personnel policies in relation to industry standards as needed to maintain competitive standards.	Underway and ongoing
Objective 6F: Continue to encourage and recognize the important role of program volunteers and other community groups in meeting district needs.	
Action 6F.1: Continue to work with sports associations, other user groups and volunteers to cooperatively manage, maintain and improve park district activities (e.g., field scheduling, identification of natural and historic resources).	Underway and ongoing
Goal 7 - Effectively communicate information about park district goals, policies, programs and facilities among district residents, customers, staff, district advisory committees the district board, partnering agencies and other groups.	
Objective 7A: Use standing park district advisory committees, CPOs, NACs and other community groups to review and solicit guidance on district policies, plans and projects.	
Action 7A.1: Complete work of Advisory Committee Task Force to separate fundraising (i.e., friends groups) from board-appointed advisory committees.	Advisory committee restructure presented to Board in June 2015, Complete January 2016
Action 7A.2: Establish project or plan-specific advisory groups, task forces and ad hoc committees to provide additional guidance on specific planning or development efforts.	Advisory committee restructure presented to Board in June 2015, Complete January 2016
Objective 7B: Regularly communicate with and provide opportunities for the general public to learn about and comment on district activities.	Underway and ongoing
Objective 7C: Work closely with partnering agencies and groups on plans and projects of mutual interest.	
Action 7C.1: Work with partnering agencies to publicize information about park district programs and opportunities to market them via those organizations' websites, newsletters or other informational materials or tools.	Underway and ongoing

Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Objective 7D: Provide timely and accurate information to the board of directors in a manner that allows them to make consistent, effective decisions on policy issues and plans.	
Action 7D.1: Continue to provide annual goal outcome reports to the board of directors summarizing progress in meeting the Comprehensive Plan goals and objectives and implementing related strategies.	Goal outcomes approved by the Board in August 2015
Objective 7E: Provide opportunities for all affected park district departments and staff to participate in the planning and development processes.	
Action 7E.1: Regularly update the Comprehensive Plan (every 5 to 10 years) to ensure it continues to address the changing needs of the park district. Update sections of the document more frequently with an amendment or other process to reflect the results of major policy or planning initiatives.	Completed
Action 7E.2: Require a review of the Comprehensive Plan as part of each park district department's annual budgeting and work planning program.	Goal outcomes approved by the Board in August 2015
Objective 7F: Work with ethnic and/or cultural advocacy or community groups to enhance communications about district programs, facilities and other opportunities to their constituencies.	
Action 7F.1: Continue to work with ethnic group residents, cultural organizations and advocacy groups to identify, expand and use targeted methods for providing information about park and recreational opportunities that are desired by ethnic or minority residents (e.g., Spanish or other language newspapers, meetings or information provided through faith-based organization).	Underway and ongoing. Community Outreach Plan developed. Implementation of plan in FY2015/16
Objective 7G: Continue to regularly communicate with the general public through working with the media, including local and regional newspapers, radio and television stations.	Underway and ongoing
Objective 7H: Coordinate park district marketing efforts.	
Action 7H.1: Develop a districtwide marketing plan.	Completed. Approved marketing plan in June 2015
Action 7H.2: Consider policy options regarding tracking of demographics for specific and strategic programs and initiatives.	Completed
Action 7H.3: Continue to effectively market programs, facilities and volunteer opportunities to park district residents, distinct user groups and populations. Regularly conduct surveys and other efforts to assess demand and desires for programs to enhance marketing efforts.	Underway and ongoing, marketing plan completed in June 2015.
Action 7H.4: Establish consistent design and materials themes (i.e., brand) to ensure a relatively consistent look and feel to park district facilities.	Completed
Action 7H.5: Continue to produce high-quality maps, brochures, programs and other informational materials; increase use of electronic media to inform and register patrons.	Underway and ongoing

Strategic Plan Update - October 2015

Goal/Objective/Action	Status - October 2015
Goal 8 - Incorporate principles of environmental and financial sustainability into the design, operation, improvement, maintenance and funding of park district programs and facilities.	
Objective 8A: Consider the environmental impacts of maintenance and operational activities and standards.	
Action 8A.1: Continue and expand the use of hybrid, electric, biodiesel, or other low-emission vehicles by the park district.	Underway and ongoing
Action 8A.2: Promote reduced water consumption design guidelines or standards for park district facilities that encourage reduced water use; promote such practices through informational materials and interpretive displays associated with park district facilities.	Reduced water irrigation on fields identified as lower demand fields in Summer 2015. Design guidelines and standards development will start in FY2015/16.
Action 8A.3: Promote on-site filtration, reuse of grey water for irrigation and other Best Management Practices or innovative stormwater drainage practices, where feasible to reduce impacts of runoff on municipal storm drainage systems and the environment.	Planned, targeted for FY 2015/16
Action 8A.4: Continue to develop specific park district facility maintenance management plans that incorporate sustainable practices.	Underway and ongoing
Action 8A.5: Continue to implement the park district's recycling program and provide opportunities to recycle waste created at park district facilities, where feasible.	Underway and ongoing
Objective 8B: Provide and enhance opportunities for employees to reduce impacts on the natural environment (e.g., through use of alternative forms of transportation or energy use).	Underway and ongoing
Objective 8C: Consider design and development criteria in the development and redevelopment of sustainable facilities.	
Action 8C.1: Where feasible, conserve energy and other natural resources by utilizing green building technologies and practices for all new park district facilities and major renovations to existing facilities, using green building practices or other applicable standards, Universal Design (ADA), and Crime Prevention through Environmental Design (CPTED).	Parks Functional Plan approved by Board in May 2015, Programs Functional Plan for consideration in October 2015
Action 8C.2: Continue to help protect water quality and reduce flood damage by working with partnering agencies to acquire and protect natural areas within 100-year floodplains and managing such areas to maximize impacts on and improve the function of those floodplains and floodways.	Natural Resource Functional Plan was approved by the Board on December 2014
Objective 8D: Provide all services in accordance with the Service and Financial Sustainability Plan.	

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Theme/Target/Strategy/Action	Status - October 2015
Theme 1 - Policies and Procedures	
Target 1: Explore the possibility of expanding the self-sustaining enterprise fund.	
Strategy 1.a.: THPRD will identify selective opportunities to implement enterprise funds.	
Action 1.a.1: Consider opportunities to convert self-sustaining programs and services (i.e., those that are revenue positive or expense neutral over direct costs) to an Enterprise Fund. For example, an adventure park or an indoor field house with batting cages, Parkour course, climbing wall, skate park, etc.	Underway and ongoing
Target 2: Establish a sinking fund for life cycle repair/replacement	
Strategy 2.a.: THPRD will fund the sinking fund utilizing the excess revenues from increasing overall district cost recovery.	
Action 2.a.1: Implement cost recovery as outlined in this document.	Completed, cost recovery incorporated into fees for 2015, targets developed based on 15/16 Adopted Budget
Target 3: Adopt the Target Tier Minimum Cost Recovery Percentage as the fiscal target for budget preparation, the basis for establishing fees, and public accountability.	
Strategy 3.a.: THPRD will recommend to the board of directors formal acceptance of this plan (Service and Financial Sustainability Plan) as the foundation for THPRD's decision	
Action 3.a.1: Board of directors to formally accept the study and the recommended targets, strategies and action steps at a later date.	Completed 3rd quarter FY 2013/14
Target 4: Adopt the pricing strategies as the methodology for fee setting by THPRD.	
Strategy 4.a.: THPRD will recommend to the board of directors to authorize the district to set fees using the Pricing Strategies outlined in the Service Portfolio as the foundation for THPRD's decision making, allowing staff to respond to market conditions, opportunities, and service demands in a timely manner, versus approval of every fee for the next year.	Completed, approved by the Board in May 2015.
Action 4.a.1: Board of directors to formally accept the study and the recommended targets, strategies, and action steps at a later date.	Completed, approved by the Board in May 2015.
Target 5: Revise Current Sponsorship Policy.	
Strategy 5.a.: THPRD will consider revising the current sponsorship policy for implementation. This comprehensive policy would provide a "menu" to potential donors or sponsors that could offer the sponsorship of the operations of a park/facility, trails, fields, special events and/or programs provided at one of THPRD's sites. This effort can include the "adopting" of a facility	Completed, approved by the Board in February 2015.
Action 5.a.1: Management team to review and customize sample sponsorship policy provided by GreenPlay LLC.	Completed, approved by the Board in February 2015.
Action 5.a.2: Recommend draft policy to the board of directors for approval process.	Completed, approved by the Board in February 2015.

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Action 5.a.3: Use final policy as basis for negotiated sponsorships of selected projects.	Underway and ongoing between FY 2014/15 to 2016/17
Action 5.a.4: Research using a consultant to identify sponsorship opportunities in the THPRD market.	Planned, targeted for FY 2016/17
Target 6: Implement a Partnership Policy.	
Strategy 6.a.: THPRD will formalize a partnership policy for implementation.	Planned
Action 6.a.1: Management team to review and customize sample partnership policy provided by GreenPlay LLC.	Planned
Action 6.a.2: Recommend draft policy to the board of directors for approval process.	Planned
Action 6.a.3: Use final policy as basis for negotiated partnerships for selected projects.	Planned
Target 7: Revise current Out-of-district Fee policy.	
Strategy 7.a.: THPRD will recommend to the board of directors the revised out-of-district fee policy predicated on the following premises:	Completed 1st quarter FY 2014/15
Action 7.a.1: Revise policy as required.	Completed 1st quarter FY 2014/15
Target 8: Revise current Family Assistance Program.	
Strategy 8.a.: THPRD will recommend to the board of directors the revised Family Assistance policy predicated on the following premises: See Document	
Action 8.a.1: Revise policy as required.	Completed, approved by the Board in May 2015.
Theme 2 - Service Provision and Management	
Target 9: Implement provision strategies identified through the Service Assessment.	
Strategy 9.a.: THPRD will evaluate alternative provision strategies through market research for identified services. (See the accompanying Staff Resource Document for Service Portfolios identifying all the services recommended for collaborations or complementary development.) <i>See Document</i>	
Action 9.a.1: Evaluate opportunities for complementary development for those services identified in the Service and Financial Sustainability Analysis.	Underway and ongoing
Action not recommended 9.a.2: Playground and fields usage at Garden Home Recreation Center suggested Complementary Development, because there are other opportunities in the same service area; if there weren't, this Open Park Usage would become a "core service;" would not recommend for complementary development at this time, unless the amenities and equipment are in disrepair or poor condition with readily available options in the target market's	

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Strategy 9.b.: Several of the services at selected locations suggest collaboration because the service can be enhanced or improved through the development of a collaborative effort as THPRD's current market position is weak. Collaborations (e.g., partnerships) with other service providers (internal or external) that minimize or eliminate duplication of services while most responsibly using THPRD's resources are recommended.	
Action 9.b.1: Evaluate opportunities for collaboration for those services identified in the Service and Financial Sustainability Analysis.	Underway and ongoing
Strategy 9.c.: THPRD will develop a systematic process for the divestment of identified services to mitigate resource loss. (See the accompanying Staff Resource Document for Service Portfolios identifying all the services to divest.) Divestment could mean cessation of a specific service at a specific location and trying something different, closing or repurposing a facility or facility space, or elimination of a service all together.	
Action 9.c.1: Divest teen-adult kickboxing at Conestoga Recreation & Aquatic Center.	Completed 3rd quarter FY 2013/14
Action 9.c.2: Divest NIA (fitness program) at the Elsie Stuhr Center.	Class time was changed and class is now meeting minimum
Strategy 9.d.: THPRD will develop a systematic process for either collaborating with others to continue these identified services or divesting to mitigate resource loss. (See the accompanying Staff Resource Document for Service Portfolios identifying all the services to collaborate or divest.)	Programs Function Plan approved in June 2015
Target 10: Explore a systematic approach to and strategies for advancing or affirming market position for identified services.	
Strategy 10.a.: THPRD will advance market position of identified services through increased marketing efforts. (See Appendix G for Service Portfolios identifying all the services to advance.)	
Action 10.a.1: Capitalize on THPRD's strong market position for these services by increasing offerings as demand dictates.	Underway and ongoing
Action 10.a.2: Advance market position of permitted services (e.g., alcohol, photo shoots, events by others), concession and vending, and merchandise in most (if not all) locations.	Underway and ongoing
Action 10.a.3: Advance field rentals and facility rentals at most locations.	Underway and ongoing
Action 10.a.4: Increase private and semi-private lessons at most locations, swim lessons, and professional services such as physical education swim classes with instruction at most (if not all) locations.	Completed, Programs Function Plan approved in June 2015
Action 10.a.5: Promote organized parties at most locations.	Underway and ongoing
Action 10.a.6: Promote adult sports at the Athletic Center.	Underway and ongoing
Action 10.a.7: Promote specialized activities and some community-wide events at most locations.	Underway and ongoing

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Action 10.a.8: Capitalize on summer camps and non-school day programs at several locations.	Underway and ongoing
Action 10.a.9: Offer more introductory/multilevel aquatic classes at Beaverton Swim Center such as diving 1-4, synchronized swimming 1-6, water polo, and back-arthritis.	Completed 1st quarter FY 2014/15
Action 10.a.10: Offer various introductory/multilevel and intermediate/advanced classes, workshops, and clinics at recreation centers throughout the district.	Underway and ongoing
Action 10.a.11: Capitalize on indoor playground (CH).	Underway and ongoing
Strategy 10.b.: THPRD will affirm market position of identified services through program outcome planning and market research. (See the accompanying Staff Resource Document for Service Portfolios identifying all the services to affirm.)	
Action 10.b.1: Ensure that services offered fill a strategic niche market.	Underway and ongoing
Action 10.b.2: Use niche positioning and messaging as a marketing strategy.	Underway and ongoing
Strategy 10.c.: THPRD will consider strategies to deal with waiting lists on services which are at or near capacity and are determined to advance the market position.	Underway and ongoing
Action 10.c.1: Consider summer package of multilevel Learn to Swim lessons to assist with aligning skill advancement with class scheduling.	In progress, evaluation projected to be complete 3rd quarter FY 2015/16.
Action 10.c.2: Consider determining advancement recommendations earlier in the session.	In progress, evaluation projected to be complete 3rd quarter FY 2015/16.
Action 10.c.3: Require patrons to pay the full class fee to register on waitlists or create a cancellation fee.	Completed, cancellation policy
Action 10.c.4: Ensure that staff are monitoring registration, scheduling instructors for typical capacity regardless of level of instruction, and that adequate support staff is available to help manage high-demand program registration needs at peak times.	Underway and ongoing
Target 11: Continue to explore targeted menus of services that are specific to the unique needs of individual communities throughout the district (i.e., avoid a "one-size-fits-all" approach).	
Strategy 11.a.: THPRD will conduct a service assessment and review portfolio of services annually to ensure responsiveness to each unique service area and their socioeconomic conditions.	Underway and ongoing
Action 11.a.1: Add as a function to management performance plans.	In progress, anticipate completion 3rd quarter FY 2015/16
Strategy 11.b. THPRD will adopt a systematic approach to new program implementation and management (for instance, run a program three times, making adjustments as necessary, and then discontinue offering it if it is not successful).	
Action 11.b.1: Monitor minimum registration.	Underway and ongoing

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Action 11.b.2: Make adjustments as necessary.	Underway and ongoing
Action 11.b.3: Cancel and/or replace underperforming	Underway and ongoing
Strategy 11.c.: THPRD will manage its programs' lifecycles through monitoring registration, attendance figures, exit survey ratings and cost recovery goals on an ongoing and regular basis.	
Action 11.c.1: Watch for the warning signs of program saturation point, such as declining participation, and pursue revitalization efforts, such as new instructor, new outcomes, title and description, and new day or time.	Underway and ongoing
Target 12: Improve intra-division cooperation and labor	
Strategy 12.a.: THPRD will explore centralizing recreation and aquatics programs and move away from complete site-based budget and management structure.	Planned, targeted for FY 2015/16
Action 12.a.1: Improve efficiencies and collaborations, decrease intra-divisional competition, improve consistency in service delivery, and eliminate "silo-ed" thinking by moving away from site-based management for some programs and	Underway and ongoing
Strategy 12.b.: THPRD will enhance and deepen its understanding of true labor costs for services; this is especially valuable for decision making regarding return on investments for certain programs, activities, and events (e.g., special events, fundraising events).	Underway and ongoing
Action 12.b.1: Conduct a time-in-motion/activity log.	In progress, anticipate completion 4th quarter FY 2015/16
Theme 3 - Cost Savings and Cost Avoidance Strategies	
Target 13: Continue to develop a consistent methodology and budget planning approach for service management.	
Strategy 13.a.: THPRD will ensure that all staff is using zero-based (cost-based or activity-based) budgeting principles to determine the direct and indirect cost to provide a service as the basis for the budget development process.	
Action 13.a.1: Expand use of existing budgeting, project, and time management tools to track actual costs over the next	In progress, anticipate completion 2nd quarter FY 2015/16
Action 13.a.2: Compare tracked actual costs against current direct costs assumptions and make adjustments as necessary.	Underway and ongoing
Action 13.a.3: Use cost-based budgeting tools as the details for the next fiscal year budget preparation.	Planned, targeted for FY 2016/17 budget process
Target 14: Continue to use cost savings practices that align with the district's vision and produce cost-effective results.	
Strategy 14.a.: THPRD will review internal management practices and evaluate cost savings measures.	
Action 14.a.1: Conduct internal process meetings to determine efficiencies, management styles, efficient uses of assets, and create recommendations to reduce costs and simplify processes, sharing approval/decision making throughout THPRD.	In progress, anticipate completion 2nd quarter FY 2015/16

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Theme/Target/Strategy/Action	Status - October 2015
Action 14.a.2: Managers to document recommended process changes and management strategies which reduce costs.	Underway and ongoing
Target 15: Continue to track and communicate cost of major	
Strategy 15.a.: THPRD will continue to maintain a current rolling 10-year capital lifecycle repair and replacement list of the physical assets of THPRD.	
Action 15.a.1: Managers will continue to update the lifecycle repair and replacement list annually.	Underway and ongoing
Action 15.a.2: Discuss a consensus approach to capital budget requests and communicate the impact of the escalation costs of not being able to address the repair and replacement plan with Leadership Team.	Underway and ongoing
Strategy 15.b.: THPRD will continue to identify parks that have active community support and continue to implement an Adopt-a-Park/Adopt-a-Trail program to assist in ongoing maintenance	
Action 15.b.1: Research best practices.	Planned, targeted for FY 2015/16
Action 15.b.2: Create a policy and procedures.	Planned, targeted for FY 2015/16
Action 15.b.3: Develop a list and schedule of tasks to be accomplished and whether or not the tasks are enhancements or are replacing current work being done as a labor cost savings measure.	Planned, targeted for FY 2015/16
Action 15.b.4: Account for the direct costs to manage this program.	Planned, targeted for FY 2015/16
Action 15.b.5: Market and promote the program.	Planned, targeted for FY 2015/16
Target 16: Identify and track the value of volunteers as an alternative revenue source and cost savings measure.	
Strategy 16.a.: THPRD will continue to track the use of volunteers that supplement critical service functions and include the value of this as an alternative funding source.	Underway and ongoing
Action 16.a.1: Actively engage volunteers where appropriate as an alternative funding resource.	Underway and ongoing
Action 16.a.2: Follow best management practices for volunteer programs. ○ Value the volunteer labor as outlined by the Independent Sector http://www.independentsector.org/volunteer_time .	Underway and ongoing
Action 16.a.3: Account for the value of the volunteers as alternative funding contributing to cost recovery if replacing the cost to provide the service, and account for the same value of the service on the expense side.	Underway and ongoing
Action 16.a.4: Classify the value of volunteers when supplementing operations or providing an enhancement.	Underway and ongoing
Theme 4 - Cost Recovery Alignment	
Target 17: Ensure long-term sustainability by focusing taxpayer funding on those services that produce the widest community benefit, using a cost recovery pyramid.	

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Theme/Target/Strategy/Action	Status - October 2015
Strategy 17.a.: THPRD will increase cost recovery to meet target goals through recommended pricing strategies and/or use of alternative funding sources as appropriate to specific service	
Action 17.a.1: Staff will evaluate appropriate pricing by conducting a market analysis using suggested comparative analysis of like facilities and services and submit it to supervisors.	In progress, anticipate completion 4th quarter FY 2015/16
Action 17.a.2: Supervisors will determine if they can make services meet the recommended cost recovery goals by looking at costs, fee adjustments, and alignment with available alternative funding strategies.	Underway and ongoing
Action 17.a.3: Supervisors will articulate a recommendation to divest some or all of the services in the event that cost recovery goals cannot be achieved, but only after confirming that there will be no detrimental effect on other connected/linked programs.	Completed
Action 17.a.4: Managers will consider recommendation and forward to senior management for approval.	In Progress, targets for departments by activity provided as part of the 2015/16 budget process.
Action 17.a.5: Strive to have all categories of services on tiers 3, 4, and 5 at least break even as the primary goal; then strive to reach target tier minimums in aggregate on each tier; then strive to have each category reach the target tier minimum on each tier; then each service in each category on each tier reach the target tier minimum.	Underway and ongoing
Strategy 17.b.: THPRD will monitor the amount of resource dedicated to social services; services that provide a social, wellness, or safety benefit that do not fit into other traditional park and recreation instructional, special event and/or athletic offerings (examples: tax preparation services, senior meal programs, flu shots, toenail and foot care, literacy, blood pressure clinic, AARP driving course, support groups, etc.).	
Action 17.b.1: Staff will closely monitor these expenditures as the current Federal Government sequester is predicted to impact funding for Meals on Wheels (and perhaps congregate meal sites).	Underway and ongoing
Strategy 17.c.: THPRD will review all independent contract agreements in relation to THPRD costs and adjust to match the category of service level on the pyramid annually.	
Action 17.c.1: Educate current contract agreement holders on the Financial and Service Sustainability Plan, the results of the cost recovery goals, the service assessment and provision analysis.	In progress, anticipate completion 3rd quarter FY 2015/16
Action 17.c.2: Discuss strategies to efficiently and effectively comply with the plan.	In progress, anticipate completion 3rd quarter FY 2015/16
Action 17.c.3: Develop specific and measureable action steps for each contract holder including alternative funding	In progress, anticipate completion 3rd quarter FY 2015/16

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Theme/Target/Strategy/Action	Status - October 2015
Strategy 17.d.: THPRD will consider implementing additional peak/off-peak or prime/non-prime time, and seasonal demand pricing strategies.	
Action 17.d.1: Develop fees based on cost/value of and demand for the experience.	Underway and ongoing.
Action 17.d.2: Develop marketing strategy and campaign.	Completed
Action 17.d.3: Additional discounts aimed at admission should not be applied.	Completed. Methodology changed for 2015 fees
Strategy 17.e.: THPRD will consider implementing additional bulk purchase discounted frequent user pricing strategies for admissions or drop-in services.	
Action 17.e.1: Develop an annual pass fee structure where a formula of use equals a discount (for instance: an annual pass equals 60 daily admissions).	Completed. Methodology changed for 2015 fees
Action 17.e.2: Consider different fees for different experiences (for instance: create an aquatics-only pass for swimming or a recreation center-only pass for fitness and gymnasium use, and an all-inclusive pass for the richer experience of having everything at one site, or admission to all sites).	Completed. Fitness passes offered in January 2015
Action 17.e.3: Consider automatic debiting for monthly passes.	In progress, anticipate completion 3rd quarter FY 2015/16
Strategy 17.f.: THPRD will consider scaling back the number of fitness classes that are included with the daily admissions or drop-in services to a basic level.	
Action 17.f.1: Staff will evaluate the number of fitness classes included with admission by monitoring attendance over a typical month.	Completed. Fitness passes offered in January 2015
Action 17.f.2: Staff will recommend including a range of basic fitness classes as part of the admission package with specialty classes requiring additional registration.	Completed. Fitness passes offered in January 2015
Strategy 17.g.: THPRD will consider phasing out discounted fees for select groups and/or raising the age for senior discounts.	
Action 17.g.1: Recommend if admission fees are discounted for various groups, that the discount is the same for youth, senior, disabled, and military and that the discount is the target cost recovery rate.	Completed 1st quarter FY 2014/15
Action 17.g.2: Recommend if admission fees discounts are continued for select age groups, that the youth are under 18 years and the senior age follow Social Security and Medicare guidelines.	Completed 1st quarter FY 2014/15
Action 17.g.3: Recommend that discounted fees only apply to drop-in admission, and that program, class, event, trip, or activity fees be based on cost of service provision and cost recovery goals.	Completed 3rd quarter FY 2014/15
Action 17.g.4: Recommend that barrier-free access includes those with an ability-to-pay concern and that the Family Assistance Program is the solution.	Planned, targeted for FY 2015/16

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Action 17.g.5: Recommend that the board of directors fund strategic initiatives to target groups for specific outcomes (for instance: at-risk youth after-school program; low-income art program; older adult active lifestyle/healthy aging program; unrestricted unified sports league buddy program).	In progress, Silver Sneakers and Silver and Fit pilots completed.
Strategy 17.h.: THPRD will encourage out-of-district resident participation to add to cost recovery.	
Action 17.h.1: Staff to reconsider the residency buy-in as equal to the amount of annual property tax payment a resident would pay.	Completed 1st quarter 2014
Action 17.h.2: Benefits of residency buy-in would be the ability to pay the resident rate for all classes, events, admission, passes, etc.	Completed 1st quarter 2014
Action 17.h.3: Residents would still get priority registration for services that fill and have waiting lists, like aquatics classes.	Completed 1st quarter 2014
Action 17.h.4: Consideration could be given to granting early registration for out-of-district residents to services that don't typically fill.	Completed 1st quarter 2014
Action 17.h.5: To encourage out-of-district resident participation in classes, programs, admission, passes, etc. (which are not typically at capacity), use a resident and out-of-district resident rate structure, typically 10 to 50% higher for out-of-district residents depending on the direct cost of service provision and not as a punitive measure. Several services and facilities have service areas and target markets which extend outside of the district's boundaries.	Completed 1st quarter 2014
Target 18: Review all intergovernmental agreements (IGAs), memorandums of understanding (MOUs), rentals, and tenant leases to reflect cost of service provision and value received.	
Strategy 18.a.: THPRD will annually review all intergovernmental agreements (IGAs), memorandums of understanding (MOUs), rentals, and long-term tenant lease agreements to ensure compliance with cost recovery goals in relation to the direct cost to provide the service (the value) and the category of service level on the cost recovery pyramid.	In progress, anticipate completion 2nd quarter FY 2015/16
Action 18.a.1: Educate current IGA, MOU, rental, and tenant lease holders regarding the Financial and Service Sustainability Plan, the cost recovery goals, the service assessment, and the provision analysis.	In progress, anticipate completion 2nd quarter FY 2015/16
Action 18.a.2: Develop specific and measureable action steps for each IGA, MOU, and rental and tenant lease holders including alternative funding strategies.	In progress, anticipate completion 2nd quarter FY 2015/16
Action 18.a.3: Review IGA with Beaverton School District. Field use fees are very commonly used by park and recreation agencies to help with cost recovery for these services. The district is not alone in charging them.	In progress, anticipate completion 2nd quarter FY 2015/16

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Action 18.a.4: Review and confirm who is an affiliate and formalize the criteria and process to become one.	Completed
Action 18.a.5: Review all affiliate rentals with THPRD aquatic clubs, THPRD sports clubs, foundations/advisory committees/friends groups, West Portland Boxing, Meals on Wheels, etc., to assure that cost recovery goals are	In progress, anticipate completion 2nd quarter FY 2015/16
Strategy 18.b.: THPRD will consider optional provision strategies and locations for Meals on Wheels.	
Action 18.b.1: Move Meals on Wheels from the Elsie Stuhr Center to a church. Meals on Wheels funding may be affected by the Federal Government sequester.	Planned. To date Meals on Wheels funding has not been affected. Staff will monitor.
Theme 5 - Revenue Enhancement	
Target 19: Explore alternative funding sources that strategically align with targeted services.	
Strategy 19.a.: THPRD will identify several (3 to 5) ideas per budget cycle from the Alternative Parks and Recreation Operations and Capital Development Funding Sources section of the Service and Financial Sustainability Analysis and formulate a work team to explore the pros and cons, and potential outcomes for consideration to implement through managers.	
Action 19.a.1: Assign a team of staff to select and pursue alternative funding ideas on an annual basis.	In progress, anticipate completion 3rd quarter FY 2015/16
Strategy 19.b.: THPRD will pursue alternative funding for efficiency measures to reduce the costs to the taxpayer of operations, maintenance, and safety over the next several years.	
Action 19.b.1: Research efficiency grants to analyze investing in and converting to green practices.	Planned
Action 19.b.2: Research return on investment (ROI) amortization schedules for investing in and converting to green	Planned, targeted for FY 2015/16
Strategy 19.c.: THPRD will expand alternative funding for strategic initiatives through grants for new and existing capital	
Action 19.c.1: Actively seek new grant opportunities for healthy and active living initiatives.	Planned, targeted for FY 2016/17 budget
Action 19.c.2: Pursue grants for trail development such as Safe Routes to School program.	Underway and ongoing
Action 19.c.3: Continue to pursue grants for cultural and natural resource projects.	Underway and ongoing
Strategy 19.d.: THPRD will continue seeking alternative funding sources for programs and operations.	
Action 19.d.1: Explore alternative funding sources for ongoing programs and operations.	Underway and ongoing
Target 20: Improve effectiveness of friends groups and advisory committees for appropriate fundraising efforts.	

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Strategy 20.a.: THPRD will continue to align friends groups with the district vision, mission, and values to ensure that fundraising efforts support district needs.	
Action 20.a.1: Review revenue sources for the friends groups and advisory committees. Many current efforts are dedicating revenue positive services that the district should be managing to improve its cost recovery (like merchandise for resale and vending revenues), and are using it for friends groups or advisory committees projects.	In progress, Advisory committee restructure completed. Advisory committees will help guide friends group structure.
Action 20.a.2: Review all bylaws for these groups and distinguish the difference between a fundraising body, an advisory committee, and a policy board.	In progress, Advisory committee restructure completed. Advisory committees will help guide friends group structure.
Action 20.a.3: Staff liaisons will work with friends groups to revitalize them or work with community members to create new groups to support THPRD programs and facilities.	In progress, Advisory committee restructure completed. Advisory committees will help guide friends group structure.
Action 20.a.4: Encourage community members to become members as fundraisers with necessary skills, such as grant writing, community or business connections, philanthropy.	In progress. Champions Council first group of this kind.
Action 20.a.5: Align fundraising activities to primarily meet the priority goals and critical needs of the district; secondarily member-driven initiatives.	Underway and ongoing - Access for All+Model Community Sports Park + Champions Too Field
Action 20.a.6: Develop fundraising goals based on program and facility objectives or specific initiatives and programs.	In progress. SW community park first project for this action.
Action 20.a.7: Assist these groups in other fundraising activities that the district cannot employ, like 501(c)(3) pass-through grants, fundraising events, capital campaigns, etc.	In progress, Advisory committee restructure completed. Advisory committees will help guide fundraising activities.
Strategy 20.b.: THPRD will engage advisory committees to advise staff on interest area specific services.	
Action 20.b.1: Review all bylaws for these groups and distinguish the difference between a fundraising body, an advisory committee, and a policy board.	Completed, advisory committee restructure approved by Board in June 2015
Action 20.b.2: Staff liaisons will work with advisory committees to revitalize them or work with community members to create new groups to support THPRD programs and facilities.	Underway and ongoing
Action 20.b.3: Encourage community members to become members of existing interest groups as advisors.	Underway and ongoing
Action 20.b.4: Create new groups in areas with interested community members.	Advisory committee restructure presented to Board in June 2015
Target 21: Explore the opportunities for and use of sponsorships through naming rights.	
Strategy 21.a.: THPRD will develop a list of potential park and facility sites and amenities to consider for naming rights and	
Action 21.a.1: Develop a policy regarding appropriate naming criteria and protocol.	Completed, approved by Board in February 2015
Action 21.a.2: Develop the list of opportunities including historic sites.	In Progress, procedures and implementation of this will be built off of sponsorship of events.

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Action 21.a.3: Develop fees and timeframes for naming rights (e.g., annual, in perpetuity).	Planned, targeted for FY 2016/17
Action 21.a.4: Develop sponsorship packages to bundle opportunities and market to major businesses such as hospitals, insurance companies, sports organizations, and related for-profit businesses.	Planned, targeted for FY 2016/17
Action 21.a.5: Market this option to corporations (larger facilities and parks) and individuals (benches, rooms, and equipment, etc.).	Planned, targeted for FY 2016/17
Target 22: Increase targeted marketing and outreach efforts.	
Strategy 22.a.: THPRD will increase marketing and promotional opportunities funding.	
Action 22.a.1: THPRD will create a districtwide marketing plan.	Completed
Action 22.a.2: THPRD will create a style guide and branding as part of marketing plan.	In progress, additional efforts targeted for FY 2015/16
Strategy 22.b.: THPRD will expand the use of email blasts to increase promotion of upcoming opportunities for program registration and special events.	
Action 22.b.1: Increase the number of email addresses receiving THPRD email distribution by collecting them on registration forms.	Underway and ongoing, more focused effort planned in FY 2015/16
Strategy 22.c.: THPRD will add an electronic code to all marketing and promotional materials.	
Action 22.c.1: Research the use of matrix bar codes or augmented reality technology to provide people with a new way to view/experience a park or facility (through their mobile devices).	In Progress, Business Plan approved for 2015/16 budget, targeted for 2016/17. Marketing plan implementation will address this as well.
Strategy 22.d.: THPRD will consider a reduction in printing of the voluminous activities guide, in favor of more strategic marketing efforts.	
Action 22.d.1: Make activities guide available as an online resource only (like a college curriculum catalog).	In Progress, pending marketing plan implementation
Action 22.d.2: Spend printing budget on more targeted marketing.	In Progress, pending marketing plan implementation
Action 22.d.3: Get information regarding THPRD in Welcome Wagon kits.	Completed
Action 22.d.4: Outreach to short-term (more transient) district residents.	In Progress, pending marketing plan implementation
Strategy 22.e.: THPRD will consider creating non-prime time program packages to reach those available during the hours of 9 am to 4 pm weekdays and selectively marketing to the target audience/market segment.	

Service and Financial Sustainability Plan Update - October 2015

Theme/Target/Strategy/Action	Status - October 2015
Action 22.e.1: Create an annual program like “Active Adults” which includes admission to selected facilities for working out with a variety of options (e.g., weight room, cardiovascular equipment, lap swimming, selective classes) plus sessions with a personal trainer when starting, and periodic check-in points during the year. Package could also include social activities and could be paid for by or applied to a	In progress. SilverSneakers and Silver and Fit currently underway. Looking at other programs like CareOregon.
Theme 6 - Future Growth	
Target 23: Explore new services using the Service Assessment.	
Strategy 23.a.: THPRD will use Service Assessment to determine THPRD’s position in the market relative to service fit, economic viability, or dependence on taxpayer investment, strength or weakness in the market, and other similar available providers before implementation of a particular service.	
Action 23.a.1: On an annual basis, staff will review the service portfolio and use the Service Assessment to evaluate market position and provision strategies.	Completed, Target recommendation in the 2nd quarter of each FY.
Target 24: Provide a variety of community outreach strategies.	
Strategy 24.a.: THPRD will continue to provide ongoing opportunities for community input through a variety of outreach	
Action 24.a.1: Continue to participate in stakeholder and planning group meetings, etc.	Underway and ongoing
Action 24.a.2: Conduct regional community forums, at least annually.	Planned, will reassess after Community Outreach Plan adoption.
Strategy 24.b.: THPRD will keep the community input process current and reflective of changing demographics, interests, and economic conditions.	
Action 24.b.1: Plan for conducting a districtwide or target planning area statistically valid community survey every five years.	Underway and ongoing (we typically do this every 2-3 years)
Target 25: Pursue collaborations.	
Strategy 25.a.: THPRD will continue collaborations and discussions with other jurisdictions.	
Action 25.a.1: Using the results of the Service Assessment for existing services as well as analyzing market position and public providers for new services, staff will recommend services for collaborative consideration on an annual basis.	Completed, Target recommendation in the 2nd quarter of each FY.
Strategy 25.b.: THPRD will continue collaborations and discussions with other agencies.	
Action 25.b.1: Using the results of the Service Assessment for existing services as well as analyzing market position and other nonprofit and private providers for new services, recommend services for collaborative consideration on an	Completed, Target recommendation in the 2nd quarter of each FY.

Service and Financial Sustainability Plan Update - October 2015

Theme/Target/Strategy/Action	Status - October 2015
Strategy 25.c.: THPRD will continue collaborations and discussions with the Beaverton School District.	
Action 25.c.1: Using the results of the Service Assessment for existing services as well as analyzing market position and schools as providers for new services, recommend services for collaborative consideration on an annual basis.	Completed, target recommendation in the 2nd quarter of each FY.
Action 25.c.2: Discuss additional use of schools sites for after-school and weekend programming.	Underway and ongoing



MEMO

DATE: September 25, 2015
 TO: The Board of Directors
 FROM: Doug Menke, General Manager

RE: **General Manager's Report for October 5, 2015**

THPRD Staff Representation at CPO & NAC Meetings

The district is increasing its emphasis on community outreach, and a big part of that is regular contact with Neighborhood Association Committees (NAC) (City of Beaverton) and Citizen Participation Organizations (CPO) (Washington County) that correlate to THPRD boundaries. Each NAC (eleven in total) and CPO (four within THPRD boundaries) has been assigned a management employee. Starting this fall, the representative will give a brief presentation at each meeting, answer questions, and serve as a key contact to that organization. The primary goal is to keep these groups better informed about THPRD activities and to learn about issues the park district may need to address.

SDC Methodology and Administrative Procedures Guide Update

Staff is working with a System Development Charge (SDC) consultant, the FCS Group, to update the district's SDC Methodology and Administrative Procedures Guide. The methodology was last updated in late 2007 and the procedures guide was last updated in 2006. As expected, the costs to develop capital improvement projects and the value of land prices have increased since the last methodology update. With the completion of numerous capital projects funded by the 2008 bond, increased costs, and the inclusion of three new urbanizing areas into the district's service area, the timing was right to update both the methodology and procedures guide. Staff and the consultant are exploring the concept of "overlay areas" with possible supplemental SDC fees in the updated methodology for the three new urbanizing areas (Bonny Slope West, North Bethany, and South Copper Mountain).

The current project timeline has a public hearing and potential board approval tentatively scheduled for December 7, 2015. The SDC methodology must be available for review at least 60 days prior to the hearing so this timeline is dependent on completing the methodology update by the first week of October; if it is not completed by that date the hearing will be rescheduled for January. Once the board approves the updated methodology and procedures guide, there will be a 60-day appeal period.

Board of Directors Meeting Schedule

The following dates are proposed for the board meeting schedule over the next few months:

- November Regular Board Meeting – Monday, November 2
- December Regular Board Meeting – Monday, December 7
- January Regular Board Meeting – **Tuesday**, January 12



Management Report to the Board October 5, 2015

Communications & Outreach

Bob Wayt, Director of Communications & Outreach

1. THPRD's 4th annual Sunday Trailways on September 20 drew a large crowd of children and adults to John Marty Park in the Bethany area. This year's event celebrated the Waterhouse Trail, which spans four miles from the MAX station at Merlo Road to an area east of PCC Rock Creek. The district again offered a wide variety of free activities to attendees, including entertainment, bicycle repair and helmet fitting, information tables, the THPRD Rec Mobile and Nature Mobile, and a dedication of three new trail segments totaling more than two miles. The weather was cooperative and smiles and laughter were everywhere, making for a successful conclusion to THPRD's 2015 summer events season.
2. On August 15, close to 4,000 people packed Field 4 behind the Athletic Center to hear legendary band Tower of Power perform their unique brand of funk and soul as part of THPRD's "Groovin' on the Grass" concert. Beer and wine sales were more than double last year's show, contributing to the festive atmosphere on a warm – but not too warm – summer evening. This marked the first year the district offered advance ticket sales for Groovin' on the Grass. Response was excellent with 3,000 sold, and 1,000 of those buyers paid an extra \$10 to get in an hour before the 5 pm gates opened.

Community Partnerships

Geoff Roach, Director of Community Partnerships

1. Overview: The project team has secured 69% of the Access for All capital revenues to be invested in park features and resources for people with disabilities (inclusive of revenues to support fundraising costs). An additional \$200,000 will be raised to support program and equipment costs. The project team aims to secure a minimum of 85% of Access for All capital fundraising by December 31, 2015. Developments for August and September 2015 include:
 - A. Foundations
 - i. Tualatin Hills Park Foundation board of trustees has voted to contribute a major gift to the campaign.
 - ii. New foundation requests have been either made or are being positioned now.
 - iii. Application submittal schedule for emerging foundations is understood.
 1. Working with a targeted list of emerging foundations now.
 2. Strategic cultivation of priority foundations is proceeding.
 - B. Individual donor prospects
 - i. Calls and meetings with donor prospects continue.
 - ii. New donor, THPF board of trustee and Champions Council prospects are identified and cultivation is underway.
 - C. Crowd Funding: NRPA selected the Model Community Sports Park project for the Fund Your Park crowd funding platform. Video was produced that has application above and beyond the term of the crowd funding project.
2. The Tualatin Hills Park Foundation: Prospecting for the board of trustees continues to progress. Last report noted two additional trustees voted on to the board in July. Two additional prospects have agreed to serve and are awaiting review and a vote by the trustees now. Cultivation of other prospects continues.

Aquatics

Sharon Hoffmeister, Superintendent of Aquatic Program Services

1. The Aquatics Advisory Committee has provided great support to the Aquatics Department for the past 20 years. As the committee transitions to their new role as a friends group, they will continue to focus on fundraising opportunities to provide continued support to the pools as well as expanding our drowning prevention education throughout the community.
2. Looking ahead to upcoming facility closures, plans are underway on how to best accommodate displaced programs during the extended closures at Harman Swim Center (eight weeks late fall/early winter) and the Aquatic Center (12-16 weeks in late summer/early fall 2016). Our goal is to accommodate comparable programs at the open facilities that will adequately meet the needs of patrons while their primary pool is closed.

Maintenance

Jon Campbell, Superintendent of Maintenance Operations

1. A Life Fitness exercise station and pad were installed at the Elsie Stuhr Center. The new 864 square foot outdoor exercise area has a rubber tile floor with new drainage below the surface, and an eight-station exercise structure designed for both resistance and circuit training. This new amenity gives our users another opportunity to exercise outdoors.
2. Solar-powered trash compactors have been installed at high-use park sites. Four compactors were installed at picnic reservation sites that routinely generate a large volume of trash on the weekends. The new compactors, which hold up to five times the volume of our standard trash can, have been installed at AM Kennedy Park, Jackie Husen Park and two at Schiffler Park.
3. The outdoor tennis courts at Melilah Park and Somerset West Park have been repaired. Court repairs include over 1,500 linear feet of crack repairs, five coats of surface paint, painted boundary lines, new net-posts, and nets for each court.

Natural Resources & Trails Management

Bruce Barbarasch, Superintendent of Natural Resources & Trails Management

1. Lowami Hart Woods Trails. Staff have been monitoring trail use and off-trail behavior at Lowami to protect natural resources and provide a positive experience for patrons. To direct patrons in a safe and scenic fashion, a new gravel trail connecting SW Barcelona Way to the site was constructed this summer.
2. Nature LITE Volunteers. The highest number of returning Leaders In Training Experience Volunteers, 21 in all, came back to serve their second summer with nature camps and Nature Mobile programs. Forty-six volunteers served over 4,500 hours this summer.
3. Advisory Committees. All existing committees have had their final meeting. Staff are preparing new training materials, guidelines, and recruitment materials to prepare for the launching of the new committee structure in January.
4. Metro awarded a Nature in Neighborhoods grant to THPRD for \$25,000 to conduct habitat restoration along 10 acres of the Willow Creek Greenway between NW 173rd and 158th Avenues (total project budget of \$52,000). The project will start late this fall and last for about five years.

Planning, Design & Development

Steve Gulgren, Superintendent of Design & Development
Jeannine Rustad, Superintendent of Planning

1. The Washington County Board of Commissioners adopted Ordinance No. 801, which reduces

the natural features buffer on the northern edge of North Bethany from the current width, ranging from 158 to 465 feet, to a uniform width of 50 feet. After touring the adjacent properties, staff determined that this change should not impact the ability to provide trails and viewpoints, as required by the North Bethany Community Plan.

2. On August 5, the Washington County Planning Commission recommended approval of Ordinance No. 802, which will adopt the Bonny Slope West subarea plan into the Cedar Hills-Cedar Mill Community Plan, with two significant changes: (1) removal of "Potential Park Areas" from the Bonny Slope West Subarea Design Elements Map; and (2) remove reference to the "Potential Park Areas" from the Bonny Slope West Subarea Design elements. The subarea plan, as originally proposed, identified a future trail corridor and potential park locations determined through a concept planning process in which district staff participated over the last two years. Staff presented written and oral testimony to the Board of Commissioners at their September 1, 2015 hearing recommending the retention of the map and references to potential park areas. The next hearing is September 22, 2015.
3. Starting October 1, 2015, medical marijuana dispensaries will be authorized to sell recreational marijuana. Under state law, medical marijuana dispensaries are prohibited within 1,000 feet of a school. Local governments may place additional "reasonable restrictions" on the time, place and manner of the sale of marijuana. Staff presented testimony at the September 15, 2015 Washington County Board of Commissioners hearing on Ordinance No. 804 (an ordinance amending the Community Development Code relating to standards for marijuana facilities) requesting that the 1,000' buffer be extended to include district athletic, recreation and swim centers. The Commission agreed to engross the ordinance with the added buffer. The next hearing will be in October. Staff is also coordinating with City of Beaverton staff for a similar buffer in Beaverton's code.
4. Staff met with Washington County land use and transportation staff to discuss the district's requirement to construct half-street improvements along linear parks and trail corridors in North Bethany. Staff will coordinate with Washington County in drafting a white paper describing this issue and potential solutions. Work on the white paper is expected to start in October 2015.
5. Work is continuing on Westside Trail Segment #18. In June 2015, the Bonneville Power Administration granted the district a Land Use Agreement for Westside Trail Segment #18, giving the green light to move forward with preparing 100% construction documents. In August, construction drawings and specifications were submitted to the Oregon Department of Transportation (ODOT) for final review and bid preparation. The project bid on September 3 and the bid opening occurred on September 24. ODOT is the contracting agency and anticipates having a contractor under contract by the end of November. Tree and brush clearing of the one-mile long project area is expected to begin in early 2016. Trail construction is expected to begin in spring 2016 (weather permitting) and the trail is anticipated to be open to the public by Thanksgiving 2016. The estimated construction cost is \$1.5 million. The project is being funded through Metro's Metropolitan Transportation Improvement Program (MTIP) and the district's System Development Charge (SDC) fund. The completed trail will connect NW Kaiser Road to the Rock Creek Regional Trail.

Programs & Special Activities

Lisa Novak, Superintendent of Programs & Special Activities

1. Elsie Stuhr Center's Harvest Bazaar was a big success once again this year. The Bazaar was held on September 11 and the estimated revenue is \$29,000. There will be an appreciation luncheon for all of the volunteers that worked tirelessly on the Bazaar on September 25.

Recreation

Eric Owens, Superintendent of Recreation

1. The Conestoga Recreation & Aquatic Center childcare program has had a successful summer. During June, July and August of 2014, we had 225 recorded hours of childcare participation. For the same period during 2015, we recorded 903 hours, a 75% increase. Documentation reveals 75% of these visits can be attributed to the Deluxe Pass.
2. Garden Home Recreation Center's facility rentals continue to grow. Fiscal year 2015 brought in over \$34,000 in revenue, an increase of 70% from the prior fiscal year. The pattern is continuing in the new fiscal year with July and August showing a revenue increase of over 200% from the same period during 2014.
3. The three recreation centers had impressive full-day camp participation this summer. Each center offered three full-day camp programs for children ages 5 through 14 years. The campers participated in a variety of activities and off-site trips to keep the summer exciting. Together, the centers had an average of over 450 registrations each week, over 5,000 participants for the summer and just under \$900,000 in revenue.
4. Cedar Hills Recreation Center staff, with the financial support of their Friends Committee, held five Hot Dog Wednesday events this summer. Average attendance was 250 patrons per night for a total of 1,250 patrons. Hot dog dinners were served; the Rec Mobile staff was on hand to provide face painting, crafts, bounce house and waterslide activities.

Security Operations

Mike Janin, Superintendent of Security Operations

1. Our ongoing cooperative efforts with local law enforcement, security, planning and briefing before the August 15 Groovin' on the Grass concert provided a safe and secure environment for the approximately 4,000 concert attendees. There were four Reserve Sheriff Deputies, five Beaverton Reserve Police Officers and four regular officers patrolling the perimeter on bicycles. There were two individuals escorted from the property due to alcohol consumption and one person was spoken to for smoking. All this security came at no cost to the district.
2. On September 14, staff assisted the Oregon Police Canine Association and eight agencies who used THPRD's north maintenance lot to recertify eight drug detection dogs. Using a variety of THPRD's equipment, state trainers planted drugs on these vehicles in the most obscure places. Trainers are always looking for unique places for training and it takes us no time setting up the various stations. The HMT maintenance yard is also where the Beaverton Police have a small neighborhood office. All planted drugs were removed by the trainers at the end of the training.

Sports

Scott Brucker, Superintendent of Sports

1. Sports Leagues
 - A. Youth and Adult Winter Basketball registration is open and available online or in person at the Athletic Center. Leagues start in late November.
 - B. Adult Fall Softball ends the third week of October, weather permitting.
2. Tennis
 - A. Both tennis air structures were erected the week of September 21. Having both air structures operational will help ensure that lessons and open play can occur for the duration of the roofing project.

- B. The Tennis instructional staff continues to reevaluate and train on new and innovative teaching methods. The process is designed to build a more robust and consistent lesson program that mirrors community needs.

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. On October 7, PGE will recognize the district's participation in their Clean Wind program. THRPD currently purchases 100% of its energy usage through the Clean Wind program, annually preventing 10.5 million pounds of CO₂ from entering the atmosphere.
2. Risk & Contract Management has completed the 2016 Best Practices Checklist for Special Districts Association of Oregon (SDAO). The Best Practices Checklist is a tool that identifies risks and options to mitigate those risks within specific activities of an agency. Used as an incentive to improve performance, SDAO provides up to 10% in discounts on our general liability, auto liability, and property insurance premiums. In 2015, THRPD received a \$26,566 discount and has earned the maximum possible discount in all previous years of the program.
3. The THRPD Leadership Academy remains popular. Tier I, session V, filled with a wait list and will begin October 1. A kick off meeting for Tier III, session IV, was held September 10 and a team of four began work on a case study in support of district goals. Tier IV, session III, is scheduled to roll out during the month October and Tier II, session V will be offered next spring.
4. Fall class registration began on Saturday, August 15, with both the phone-in registration and web registration beginning at 8 am. Staff responded to 561 phone calls on Saturday, with 21% of the day's invoices, 16% of the revenue and 18% of the classes being processed by phone-in operators. Our website performed very well, processing over 2,600 invoices on Saturday. During the first 15 minutes of registration, the website processed 53% of the invoices for the day. Also in the first 15 minutes, 232 classes reach their maximum enrollment; in total, 350 classes reached their maximum enrollment on opening day.
5. Talbot, Korvola and Warwick, the district auditors, have concluded the field work for the FY 2014/15 Park Foundation audit. No findings or issues were raised, and statements are under partner review. The final statements should be issued within the next two weeks.

October

Sun

Mon

Tue

Wed

Thu

Fri

Sat

1

2

3

Dive-in Movie @
Aloha Swim Center
(featuring Toy Story
en Español)

Fall Native Plant Sale
@ Tualatin Hills
Nature Center

10

Nature Day in the
Parks @ Hazeldale
Park

4

5

Board Meeting 7pm
@ Dryland/HMT

6

7

8

9

11

12

13

14

15

16

17

18

Cedar Mill Cider
Festival @ JQAY
House

19

20

21

22

23

Great Pumpkin Hunt
@ Garden Home Rec
Center

Halloween Festival @
Conestoga Rec &
Aquatic Center

24

Dive-in Movie &
Pumpkin Bob @
Harman Swim Center
(featuring Disney's
Hocus Pocus)

25

Nature Day in the
Park @ Jordan Park

26

27

28

29

Parks Bond Citizen
Oversight Committee
6pm @ Dryland/HMT

30

31

2015

November

<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	7 Dive-in Movie @ Aloha Swim Center (featuring Paddington)
8	9	10	11 HOLIDAY	12	13	14 #Chills5K @ Cedar Hills Rec Center
15	16	17	18	19	20	21
22	23	24	25	26 HOLIDAY	27	28
29	30					

2015

December

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5 Dive-in Movie @ Aloha Swim Center (featuring Big Hero 6)
6	7 Board Meeting 7pm @ Dryland/HMT	8	9	10	11	12
13	14	15	16	17	18 Winter Wonderland Holiday Festival @ Conestoga Rec & Aquatic Center	19
20	21	22	23	24	25 HOLIDAY	26
27	28	29	30	31		

2015

Tualatin Hills Park and Recreation District
Monthly Capital Project Report
Estimated Cost vs. Budget
Through 8/31/2015

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	50,000	50,000	-	50,000	50,000	-	1,177	48,823	Budget	50,000	50,000	-	-
Signage Master Plan	25,000	25,000	-	25,000	25,000	-	7,934	17,066	Budget	25,000	25,000	-	-
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	18,000	18,000	-	-	18,000	Budget	18,000	18,000	-	-
HMT Tennis Center Roof	868,000	868,000	320,000	1,188,000	1,188,000	10,888	737,993	396,553	Award	1,145,434	1,134,546	42,566	53,454
Conestoga Middle School Synthetic Turf Field	650,000	650,000	-	650,000	650,000	-	-	650,000	Budget	650,000	650,000	-	-
Hydro-jetter & Camera	11,340	11,340	6,292	17,632	17,632	-	-	17,632	Budget	17,632	17,632	-	-
McMillan Park Playground	87,468	87,468	88,500	175,968	175,968	83,969	7,148	84,851	Budget	175,968	91,999	-	83,969
McMillan Park ADA curb, ramp and picnic table	20,300	20,300	-	20,300	20,300	2,436	-	17,864	Budget	20,300	17,864	-	2,436
Commonwealth Lake Ped Path Relocation	78,968	78,968	60,000	138,968	138,968	78,968	50,861	18,744	Award	148,573	69,605	(9,605)	69,363
Pedestrian Path Construction (6 sites)	172,707	172,707	100,879	273,586	273,586	-	10,393	263,193	Budget	273,586	273,586	-	-
Rock Creek Greenway Sidewalk and Ramp Replacement	9,500	9,500	-	9,500	9,500	-	-	9,500	Budget	9,500	9,500	-	-
Greenway Park Bridge Replacement	40,000	40,000	145,000	185,000	185,000	43,319	2,218	139,463	Budget	185,000	141,681	-	43,319
Aq Ctr Roof, tank, deck, gutter, tile and equipment	1,442,774	1,432,488	397,306	1,840,080	1,829,794	79,359	1,859	1,827,935	Budget	1,909,153	1,829,794	(69,073)	-
TOTAL CARRYOVER PROJECTS	3,574,557	3,466,071	1,126,977	4,701,534	4,593,048	386,310	819,583	3,520,924		4,726,817	4,340,507	(25,283)	252,541
<u>ATHLETIC FACILITY REPLACEMENT</u>													
Synthetic Turf Field - Sunset High School			200,000	200,000	200,000	-	-	200,000	Budget	200,000	200,000	-	-
Tennis Court Resurfacing (2)			60,000	60,000	60,000	-	-	49,999	Award	49,999	49,999	10,001	10,001
Tennis Court Resurfacing - HMT Tennis Center			44,000	44,000	44,000	-	-	44,000	Budget	44,000	44,000	-	-
Skate Ramp Rebuild - HMT Skate Park			30,800	30,800	30,800	-	-	30,800	Budget	30,800	30,800	-	-
TOTAL ATHLETIC FACILITY REPLACEMENT			334,800	334,800	334,800	-	-	324,799		324,799	324,799	10,001	10,001
<u>ATHLETIC FACILITY IMPROVEMENT</u>													
Push-button activated lights - PCC tennis courts			3,300	3,300	3,300	-	-	3,300	Budget	3,300	3,300	-	-
TOTAL ATHLETIC FACILITY IMPROVEMENT			3,300	3,300	3,300	-	-	3,300	Budget	3,300	3,300	-	-
<u>PARK AND TRAIL REPLACEMENTS</u>													
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	-	-	9,800	Award	9,800	9,800	200	200
Bridge/Boardwalk Repairs (4)			15,500	15,500	15,500	-	449	15,051	Budget	15,500	15,500	-	-
Concrete Curbing (1 site)			4,500	4,500	4,500	-	-	4,500	Budget	4,500	4,500	-	-
Sidewalk Repair & Replacement (3 sites)			39,070	39,070	39,070	-	13,164	25,906	Budget	39,070	39,070	-	-
Irrigation & Drainage System Repairs			10,000	10,000	10,000	-	1,546	8,454	Budget	10,000	10,000	-	-
Parking Lots (2 sites)			236,480	236,480	236,480	-	3,467	233,013	Budget	236,480	236,480	-	-
Pedestrian Pathways (3 sites)			59,710	59,710	59,710	-	25,600	34,110	Budget	59,710	59,710	-	-
Play Equipment (2 sites)			17,500	17,500	17,500	-	-	17,500	Budget	17,500	17,500	-	-
Tables & Benches			4,800	4,800	4,800	-	3,193	1,607	Budget	4,800	4,800	-	-
Fencing & Lumber - HSC Community Garden			16,500	16,500	16,500	-	-	16,500	Budget	16,500	16,500	-	-
TOTAL PARK AND TRAIL REPLACEMENTS			419,060	419,060	419,060	-	47,419	371,441		418,860	418,860	200	200
<u>PARK AND TRAIL IMPROVEMENTS</u>													
Memorial Benches			8,000	8,000	8,000	-	-	8,000	Budget	8,000	8,000	-	-
ODOT Grant-Westside Trail#18 easement			80,000	80,000	80,000	-	4,337	75,663	Budget	80,000	80,000	-	-
Solar Powered Trash Compactors			13,600	13,600	13,600	-	13,563	-	Complete	13,563	13,563	37	37
Undesignated grant-funded project			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
LWCF grant match - undesignated project			100,000	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
LWCF small grant match - undesignated project			75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
RTP grant match - undesignated project			100,000	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
TOTAL PARK AND TRAIL IMPROVEMENTS			401,600	401,600	401,600	-	17,900	383,663		401,563	401,563	37	37

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Through 8/31/2015

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)		
CHALLENGE GRANTS													
Program Facility Challenge Grants			97,500	97,500	97,500	-	12,900	84,600	Budget	97,500	97,500	-	-
TOTAL CHALLENGE GRANTS			97,500	97,500	97,500	-	12,900	84,600		97,500	97,500	-	-
BUILDING REPLACEMENTS													
Harman Swim Center - resurfacing			345,500	345,500	345,500	-	-	345,500	Budget	345,500	345,500	-	-
Cardio weight room equipment			40,000	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Roof and gutter repair (4)			25,028	25,028	25,028	-	-	25,028	Budget	25,028	25,028	-	-
Room dividers - CRA			1,000	1,000	1,000	-	-	1,000	Budget	1,000	1,000	-	-
Furniture - HMT Admin			14,600	14,600	14,600	-	-	14,600	Budget	14,600	14,600	-	-
Tables - CHRC			5,500	5,500	5,500	-	-	3,491	Award	3,491	3,491	2,009	2,009
Exterior light fixtures - GHRC			1,000	1,000	1,000	-	998	-	Complete	998	998	2	2
Electrical panel - placement assessment			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Outdoor courts relamping - HMT Tennis Center			1,600	1,600	1,600	-	701	899	Budget	1,600	1,600	-	-
Tile & wood floor - GHRC			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Roof vent covers - Aquatic Center			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Furnace - Jenkins Estate			4,400	4,400	4,400	-	-	4,400	Budget	4,400	4,400	-	-
HVAC Controls - SSC			1,200	1,200	1,200	-	1,180	-	Complete	1,180	1,180	20	20
Restroom fixtures (2 sites)			3,000	3,000	3,000	-	-	3,000	Budget	3,000	3,000	-	-
Auto-flush toilet valves - HSC			1,000	1,000	1,000	-	-	1,000	Budget	1,000	1,000	-	-
Main drain and backwash flanges - BSC			4,200	4,200	4,200	-	-	4,200	Budget	4,200	4,200	-	-
Water heater - Stuhr Center			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Pit ladder (2 sites)			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
Skim gutter grates - CRA			1,000	1,000	1,000	-	-	1,000	Budget	1,000	1,000	-	-
Valve & vacuum - Somerset West			2,350	2,350	2,350	-	579	1,771	Budget	2,350	2,350	-	-
Surge protection for multiple pumps - CRA			15,000	15,000	15,000	-	-	15,000	Budget	15,000	15,000	-	-
Hot water pumps - CRA			4,000	4,000	4,000	-	-	4,000	Budget	4,000	4,000	-	-
Backwash valve - Aquatic Center			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Circulation pump & motor - RSC			2,800	2,800	2,800	-	-	2,800	Budget	2,800	2,800	-	-
Fire Suppression (Phase 1) - Jenkins			8,663	8,663	8,663	-	-	8,663	Budget	8,663	8,663	-	-
Windows (2 sites)			2,000	2,000	2,000	-	-	2,000	Budget	2,000	2,000	-	-
Doors (7 sites)			8,000	8,000	8,000	-	912	7,088	Budget	8,000	8,000	-	-
Gym mats - CRA			2,800	2,800	2,800	-	-	2,800	Budget	2,800	2,800	-	-
Ergonomic equipment fixtures			6,000	6,000	6,000	-	-	6,000	Budget	6,000	6,000	-	-
Portable stage			11,206	11,206	11,206	-	11,205	-	Complete	11,205	11,205	1	1
Equipment for Special Events support			16,196	16,196	16,196	-	-	16,196	Budget	16,196	16,196	-	-
TOTAL BUILDING REPLACEMENTS			557,543	557,543	557,543	-	15,575	539,936		555,511	555,511	2,032	2,032
BUILDING IMPROVEMENTS													
Aqua Climb			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
LED Lighting - Nature Center			3,300	3,300	3,300	-	-	3,300	Budget	3,300	3,300	-	-
Carpet - GHRC			2,500	2,500	2,500	-	960	-	Complete	960	960	1,540	1,540
Shaved Ice Machine - CHRC			2,400	2,400	2,400	-	-	2,400	Budget	2,400	2,400	-	-
TOTAL BUILDING IMPROVEMENTS			13,200	13,200	13,200	-	960	10,700		11,660	11,660	1,540	1,540
ADA PROJECTS													
Aquatic Lifts (2 sites)			21,000	21,000	21,000	-	-	21,000	Budget	21,000	21,000	-	-
Front desk redesign - HSC			3,500	3,500	3,500	-	-	3,500	Budget	3,500	3,500	-	-
TOTAL ADA PROJECTS			24,500	24,500	24,500	-	-	24,500		24,500	24,500	-	-
TOTAL CAPITAL OUTLAY DIVISION	3,574,557	3,466,071	2,978,480	6,553,037	6,444,551	386,310	914,337	5,263,863		6,564,510	6,178,200	(11,473)	266,351

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Estimated Cost vs. Budget
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Description	Project Budget				Project Expenditures		Estimated Total Costs				Est. Cost (Over) Under Budget		
	Prior Year Budget Amount	Budget Carryover to Current Year	New Funds Budgeted in Current Year	Cumulative Project Budget	Current Year Budget Amount	Expended Prior Years	Expended Year-to-Date	Estimated Cost to Complete	Basis of Estimate	Project Cumulative	Current Year	Project Cumulative	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
INFORMATION SERVICES DEPARTMENT													
<u>INFORMATION TECHNOLOGY REPLACEMENTS</u>													
Workstations/Notebooks			8,500	8,500	8,500	-	700	7,800	Budget	8,500	8,500	-	-
Server Replacements			37,000	37,000	37,000	-	-	37,000	Budget	37,000	37,000	-	-
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	-	720	4,280	Budget	5,000	5,000	-	-
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			55,500	55,500	55,500	-	1,420	54,080		55,500	55,500	-	-
<u>INFORMATION TECHNOLOGY IMPROVEMENTS</u>													
PCI Credit Card Reader			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Adobe Licenses			4,500	4,500	4,500	-	-	4,500	Budget	4,500	4,500	-	-
Application Software			20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
IS Disaster Recovery Backup			48,000	48,000	48,000	-	-	48,000	Budget	48,000	48,000	-	-
Computer workstations and monitors			2,400	2,400	2,400	-	-	2,400	Budget	2,400	2,400	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			84,900	84,900	84,900	-	-	84,900		84,900	84,900	-	-
TOTAL INFORMATION SYSTEMS DEPARTMENT	-	-	140,400	140,400	140,400	-	1,420	138,980		140,400	140,400	-	-
MAINTENANCE DEPARTMENT													
<u>FLEET REPLACEMENTS</u>													
Full size 4x4 pickup and accessories			38,000	38,000	38,000	-	-	38,000	Budget	38,000	38,000	-	-
Cargo van			25,000	25,000	25,000	-	-	25,000	Budget	25,000	25,000	-	-
PTO Implement - mower			8,000	8,000	8,000	-	-	8,000	Budget	8,000	8,000	-	-
Infield rakes (2)			29,000	29,000	29,000	-	28,862	-	Complete	28,862	28,862	138	138
72" mowers (2)			29,000	29,000	29,000	-	-	26,303	Award	26,303	26,303	2,697	2,697
52" mowers (2)			16,000	16,000	16,000	-	14,334	-	Complete	14,334	14,334	1,666	1,666
Field tractor			55,000	55,000	55,000	-	-	49,280	Award	49,280	49,280	5,720	5,720
HD utility vehicle			23,500	23,500	23,500	-	-	23,500	Budget	23,500	23,500	-	-
Full size pickup and accessories			32,000	32,000	32,000	-	-	32,000	Budget	32,000	32,000	-	-
Utility vehicles (2)			29,500	29,500	29,500	-	-	29,500	Budget	29,500	29,500	-	-
TOTAL FLEET REPLACEMENTS			285,000	285,000	285,000	-	43,196	231,583		274,779	274,779	10,221	10,221
<u>BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS</u>													
Carpet shampooer (BSC)			1,000	1,000	1,000	-	-	1,000	Budget	1,000	1,000	-	-
Hi-speed burnisher (CRA)			1,000	1,000	1,000	-	-	1,000	Budget	1,000	1,000	-	-
Court sweeper brush (HMT TC)			1,200	1,200	1,200	-	-	1,200	Budget	1,200	1,200	-	-
TOTAL BLDG MAINT EQUIPMENT REPLACEMENTS			3,200	3,200	3,200	-	-	3,200		3,200	3,200	-	-
TOTAL MAINTENANCE DEPARTMENT	-	-	288,200	288,200	288,200	-	43,196	234,783		277,979	277,979	10,221	10,221
GRAND TOTAL GENERAL FUND	3,574,557	3,466,071	3,407,080	6,981,637	6,873,151	386,310	958,953	5,637,626		6,982,889	6,596,579	(1,252)	276,572

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Description	Project Budget					Project Expenditures		Estimated Total Costs			Est. Cost (Over) Under Budget		
	Prior Year Budget Amount	Budget Carryover to Current Year	New Funds Budgeted in Current Year	Cumulative Project Budget	Current Year Budget Amount	Expended Prior Years	Expended Year-to-Date	Estimated Cost to Complete	Basis of Estimate	Project Cumulative	Current Year	Project Cumulative	Current Year
	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
SDC FUND													
<u>LAND ACQUISITION</u>													
Land Acquisition - North Bethany	1,670,131	1,621,863	-	1,670,131	1,621,863	48,268	4,273	1,617,590	Budget	1,670,131	1,621,863	-	-
Land Acquisition (FY 15)	1,119,869	838,137	-	1,119,869	838,137	-	(28,491)	866,628	Budget	838,137	838,137	281,732	-
Land Acquisition - new urban areas	-	-	1,266,833	1,266,833	1,266,833	-	1,092	1,265,741	Budget	1,266,833	1,266,833	-	-
Other Land Acquisition (FY16)	-	-	500,000	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-	-
Land Acquisition - South Cooper Mountain	-	-	2,732,309	2,732,309	2,732,309	-	2,732,309	-	Budget	2,732,309	2,732,309	-	-
Land Acquisition - Bonny Slope West	-	-	858	858	858	-	858	-	Budget	858	858	-	-
TOTAL LAND ACQUISITION	2,790,000	2,460,000	4,500,000	7,290,000	6,960,000	48,268	2,710,041	4,249,959		7,008,268	6,960,000	281,732	-
<u>DEVELOPMENT/IMPROVEMENT PROJECTS</u>													
Bonny Slope / BSD Trail Development	500,000	500,000	-	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-	-
MTIP Grant Match - Westside Trail #18	283,330	200,000	415,000	698,330	615,000	98,218	336,208	278,792	Budget	713,218	615,000	(14,888)	-
Ben Graf Greenway - Trail Connection	600,000	41,000	-	600,000	41,000	481,201	-	-	Complete	481,201	-	118,799	41,000
Fanno Creek Trail - Hall Blvd Crossing	434,250	40,000	-	434,250	40,000	176,775	-	40,000	Budget	216,775	40,000	217,475	-
Timberland Park - Project Management	34,000	-	10,000	44,000	10,000	45,090	14,979	-	Complete	60,069	14,979	(16,069)	(4,979)
Bethany Creek Falls Phases 1, 2 & 3 - Proj Management	120,500	105,500	24,500	145,000	130,000	27,535	8,769	121,231	Budget	157,535	130,000	(12,535)	-
New Neighborhood Park Master Plans (2 sites)	150,000	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	-	-	1,500,000	Budget	1,500,000	1,500,000	-	-
SW Quad Community Center - Site Feasibility Analysis	60,000	60,000	20,000	80,000	80,000	-	-	80,000	Budget	80,000	80,000	-	-
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Building Expansion (TBD)	-	-	1,000,000	1,000,000	1,000,000	-	-	1,000,000	Budget	1,000,000	1,000,000	-	-
Deck Expansion (Aquatic Center)	-	-	130,000	130,000	130,000	-	-	130,000	Budget	130,000	130,000	-	-
New Synthetic turf field- Conestoga Middle School	-	-	850,000	850,000	850,000	-	-	850,000	Budget	850,000	850,000	-	-
LWCF grant match - project to be determined	-	-	100,000	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
LWCF small grant match - project to be determined	-	-	75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
RTP grant match - project to be determined	-	-	100,000	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
MTIP Beaverton Creek Trail Master Plan Phase	-	-	135,000	135,000	135,000	-	-	135,000	Budget	135,000	135,000	-	-
MTIB Beaverton Creek Trail Land Acquisition ROW phase	-	-	250,000	250,000	250,000	-	-	250,000	Budget	250,000	250,000	-	-
WaCo match funds - Augusta Lane Pedestrian Trail Bridge	-	-	50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
N Bethany Park & Trail - project management	-	-	65,000	65,000	65,000	-	-	65,000	Budget	65,000	65,000	-	-
SDC Methodology & Administrative Procedures update	-	-	30,000	30,000	30,000	-	-	30,000	Budget	30,000	30,000	-	-
Undesignated projects	-	-	3,310,498	3,310,498	3,310,498	-	-	3,310,498	Budget	3,310,498	3,310,498	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	3,782,080	2,696,500	6,564,998	10,347,078	9,261,498	828,819	359,956	8,865,521		10,054,296	9,225,477	292,782	36,021
GRAND TOTAL SDC FUND	6,572,080	5,156,500	11,064,998	17,637,078	16,221,498	877,087	3,069,997	13,115,480		17,062,564	16,185,477	574,514	36,021

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.

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Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
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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 15/16	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	888,218	-	888,218	-	Complete	888,218	(97,733)	112.4%	100.0%
		Total New Neighborhood Parks Development	4,883,950	129,282	5,013,232	5,237,868	-	5,237,868	-		5,237,868	(224,636)	104.5%	100.0%
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	224,636	224,636	-	-	-	-	N/A	-	224,636	n/a	n/a
		Total New Neighborhood Parks Development	4,883,950	353,918	5,237,868	5,237,868	-	5,237,868	-		5,237,868	-	100.0%	100.0%
<u>Renovate & Redevelop Neighborhood Parks</u>														
NE	91-906	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,166	1,155,045	993,843	-	993,843	-	Complete	993,843	161,202	86.0%	100.0%
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	37,247	1,065,447	188,253	2,346	190,599	2,326,010	A&E	2,516,609	(1,451,162)	17.9%	7.6%
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	136,558	3,863,771	3,034,425	2,346	3,036,771	2,326,010		5,362,781	(1,499,010)	78.6%	56.6%
<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)	-	-	-	1,067,724	-	1,067,724	-	Complete	1,067,724	(1,067,724)	n/a	100.0%
NW	98-880-c	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	729,751	434	730,185	79,176	Complete	809,361	(809,361)	n/a	90.2%
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	529,294	-	529,294	-	Complete	529,294	998,441	34.6%	100.0%
NE	98-745-b	New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)	1,500,000	31,870	1,531,870	2,095,153	23,646	2,118,799	9,444	Complete	2,128,243	(596,373)	138.3%	99.6%
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)	-	-	-	547,794	225	548,019	3,575	Complete	551,594	(551,594)	n/a	99.4%
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	2,562,025	47,855	2,609,880	18,631	Complete	2,628,511	(1,112,964)	172.2%	99.3%
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	11,384,478	72,160	11,456,638	110,826		11,567,464	(2,415,725)	125.2%	99.0%
UND		Authorized Use of Savings from New Community Park Land Acquisition Category	-	1,655,521	1,655,521	-	-	-	-	N/A	-	1,655,521	n/a	n/a
UND		Authorized Use of Savings from Community Center / Community Park Land Acquisition Category	-	760,204	760,204	-	-	-	-	N/A	-	760,204	n/a	n/a
		Total New Neighborhood Parks	9,000,000	2,567,464	11,567,464	11,384,478	72,160	11,456,638	110,826		11,567,464	-	99.0%	99.0%
<u>New Community Park Development</u>														
SW	92-915	SW Quad Community Park & Athletic Field	7,711,500	258,441	7,969,941	679,486	77,018	756,504	11,048,160	Master Plan	11,804,664	(3,834,723)	9.5%	6.4%
		Sub-total New Community Park Development	7,711,500	258,441	7,969,941	679,486	77,018	756,504	11,048,160		11,804,664	(3,834,723)	9.5%	6.4%
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	642,692	8,354,192	679,486	77,018	756,504	11,048,160		11,804,664	(3,450,472)	9.1%	6.4%

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			Initial Project Budget	Adjustments	Current Total Project Budget FY 15/16	Expended Prior Years	Expended Year-to-Date	Total Expended to Date	Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost		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)
<u>New Community Park Land Acquisition</u>														
NE	98-881-a	New Community Park - NE Quadrant (Teufel)	10,000,000	132,657	10,132,657	8,103,899	-	8,103,899	-	Complete	8,103,899	2,028,758	80.0%	100.0%
NE	98-881-b	Community Park Expansion - NE Quad (BSD/William Walker)	-	-	-	373,237	-	373,237	-	Complete	373,237	(373,237)	n/a	100.0%
Sub-total New Community Park			10,000,000	132,657	10,132,657	8,477,136	-	8,477,136	-		8,477,136	1,655,521	83.7%	100.0%
UND		Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(1,655,521)	(1,655,521)	-	-	-	-	N/A	-	(1,655,521)	n/a	n/a
Total New Community Park			10,000,000	(1,522,864)	8,477,136	8,477,136	-	8,477,136	-		8,477,136	-	100.0%	100.0%
<u>Renovate and Redevelop Community Parks</u>														
NE	92-916	Cedar Hills Park & Athletic Field	6,194,905	200,517	6,395,422	223,116	2,760	225,876	7,828,300	A&E	8,054,176	(1,658,754)	3.5%	2.8%
SE	92-917	Schiffler Park	3,598,700	72,672	3,671,372	2,633,084	-	2,633,084	-	Complete	2,633,084	1,038,288	71.7%	100.0%
Total Renovate and Redevelop Community Parks			9,793,605	273,189	10,066,794	2,856,200	2,760	2,858,960	7,828,300		10,687,260	(620,466)	28.4%	26.8%
<u>Natural Area Preservation - Restoration</u>														
NE	97-963	Roger Tilbury Memorial Park	30,846	960	31,806	1,357	-	1,357	30,317	Planning	31,674	132	4.3%	4.3%
NE	97-964	Cedar Mill Park	30,846	966	31,812	201	-	201	9,799	Planning	10,000	21,812	0.6%	2.0%
NE	97-965	Jordan/Jackie Husen Park	308,460	8,411	316,871	29,906	1,625	31,531	25,869	Planting	57,400	259,471	10.0%	54.9%
NW	97-966	NE/Bethany Meadows Trail Habitat Connection	246,768	7,800	254,568	-	-	-	254,568	On Hold	254,568	-	0.0%	0.0%
NW	97-967	Hansen Ridge Park (formerly Kaiser Ridge)	10,282	264	10,546	8,186	-	8,186	4,814	Preparation	13,000	(2,454)	77.6%	63.0%
NW	97-968	Allenbach Acres Park	41,128	1,256	42,384	5,514	-	5,514	36,076	Planning	41,590	794	13.0%	13.3%
NW	97-969	Crystal Creek Park	205,640	5,998	211,638	5,401	-	5,401	94,599	Preparation	100,000	111,638	2.6%	5.4%
NE	97-970	Foothills Park	61,692	1,143	62,835	46,178	-	46,178	-	Complete	46,178	16,657	73.5%	100.0%
NE	97-971	Commonwealth Lake Park	41,128	759	41,887	30,809	-	30,809	-	Complete	30,809	11,078	73.6%	100.0%
NW	97-972	Tualatin Hills Nature Park	90,800	2,278	93,078	27,696	-	27,696	-	Complete	27,696	65,382	29.8%	100.0%
NE	97-973	Pioneer Park	10,282	245	10,527	7,854	613	8,467	1,980	Preparation	10,447	80	80.4%	81.0%
NW	97-974	Whispering Woods Park	51,410	897	52,307	48,871	-	48,871	-	Complete	48,871	3,436	93.4%	100.0%
NW	97-975	Willow Creek Nature Park	20,564	383	20,947	21,877	-	21,877	-	Complete	21,877	(930)	104.4%	100.0%
SE	97-976	AM Kennedy Park	30,846	699	31,545	26,048	138	26,186	6,514	Planting	32,700	(1,155)	83.0%	80.1%
SE	97-977	Camille Park	77,115	1,698	78,813	61,199	200	61,399	10,954	Planting	72,353	6,460	77.9%	84.9%
SE	97-978	Vista Brook Park	20,564	624	21,188	3,044	-	3,044	17,456	Planting	20,500	688	14.4%	14.8%
SE	97-979	Greenway Park/Koll Center	61,692	1,695	63,387	38,141	2,327	40,468	22,532	Preparation	63,000	387	63.8%	64.2%
SE	97-980	Bauman Park	82,256	1,984	84,240	30,153	-	30,153	-	Complete	30,153	54,087	35.8%	100.0%
SE	97-981	Fanno Creek Park	162,456	5,070	167,526	5,147	-	5,147	64,853	Preparation	70,000	97,526	3.1%	7.4%
SE	97-982	Hideaway Park	41,128	1,014	42,142	34,270	1,102	35,372	6,585	Planting	41,957	185	83.9%	84.3%
SW	97-983	Murrayhill Park	61,692	1,014	62,706	65,712	-	65,712	-	Complete	65,712	(3,006)	104.8%	100.0%
SE	97-984	Hyland Forest Park	71,974	1,316	73,290	62,121	-	62,121	-	Complete	62,121	11,169	84.8%	100.0%
SW	97-985	Cooper Mountain	205,640	6,499	212,139	14	-	14	212,125	On Hold	212,139	-	0.0%	0.0%
SW	97-986	Winkelman Park	10,282	237	10,519	5,894	-	5,894	-	Complete	5,894	4,625	56.0%	100.0%
SW	97-987	Lowami Hart Woods	287,896	8,198	296,094	95,906	4,162	100,068	64,932	Preparation	165,000	131,094	33.8%	60.6%
SW	97-988	Rosa/Hazeldale Parks	28,790	708	29,498	12,754	-	12,754	-	Complete	12,754	16,744	43.2%	100.0%
SW	97-989	Mt Williams Park	102,820	3,247	106,067	244	-	244	105,823	Planning	106,067	-	0.2%	0.2%
SW	97-990	Jenkins Estate	154,230	3,309	157,539	132,701	-	132,701	-	Complete	132,701	24,838	84.2%	100.0%
SW	97-991	Summercrest Park	10,282	188	10,470	7,987	-	7,987	-	Complete	7,987	2,483	76.3%	100.0%
SW	97-992	Morrison Woods	61,692	1,948	63,640	0	-	0	63,640	On Hold	63,640	-	0.0%	0.0%
UND	97-993	Interpretive Sign Network	339,306	8,697	348,003	295,851	5,536	301,387	37,913	Sign Fabrication	339,300	8,703	86.6%	88.8%
NW	97-994	Beaverton Creek Trail	61,692	1,949	63,641	-	-	-	63,641	On Hold	63,641	-	0.0%	0.0%
NW	97-995	Bethany Wetlands/Bronson Creek	41,128	1,300	42,428	-	-	-	42,428	On Hold	42,428	-	0.0%	0.0%
NW	97-996	Bluegrass Downs Park	15,423	487	15,910	-	-	-	15,910	On Hold	15,910	-	0.0%	0.0%
NW	97-997	Crystal Creek	41,128	1,300	42,428	-	-	-	42,428	On Hold	42,428	-	0.0%	0.0%
UND	N/A	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	0	(865,000)	0.0%	0.0%
SE	97-870	Hyland Woods Phase 2	-	75,000	75,000	-	-	-	75,000	Budget	75,000	-	0.0%	0.0%
SW	97-871	Jenkins Estate Phase 2	-	125,000	125,000	-	-	-	125,000	Budget	125,000	-	0.0%	0.0%
NW	97-872	Somerset	-	150,000	150,000	-	-	-	150,000	Budget	150,000	-	0.0%	0.0%
NW	97-873	Rock Creek Greenway	-	155,000	155,000	-	-	-	155,000	Budget	155,000	-	0.0%	0.0%
NW	97-874	Whispering Woods Phase 2	-	95,000	95,000	-	-	-	95,000	Budget	95,000	-	0.0%	0.0%

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			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(6) / (3)	(6)/(9)	
SE	97-875	Raleigh Park	-	110,000	110,000	-	-	-	110,000	Budget	110,000	-	0.0%	0.0%
NE	97-876	Bannister Creek Greenway/NE Park	-	75,000	75,000	-	-	-	75,000	Budget	75,000	-	0.0%	0.0%
NW	97-877	Beaverton Creek Greenway Duncan	-	20,000	20,000	-	-	-	20,000	Budget	20,000	-	0.0%	0.0%
SE	97-878	Church of Nazarene	-	30,000	30,000	-	-	-	30,000	Budget	30,000	-	0.0%	0.0%
SW	97-879	Lilly K. Johnson Woods	-	30,000	30,000	-	-	-	30,000	Budget	30,000	-	0.0%	0.0%
UND	97-914	Restoration of new properties to be acquired	643,023	20,321	663,344	7,172	-	7,172	633,096	On Hold	640,268	23,076	1.1%	1.1%
Total Natural Area Restoration			3,762,901	104,862	3,867,763	1,118,208	15,703	1,133,911	2,733,852		3,867,763	-	29.3%	29.3%
<u>Natural Area Preservation - Land Acquisition</u>														
UND	98-882	Natural Area Acquisitions	8,400,000	221,042	8,621,042	4,464,767	4,009	4,468,776	4,152,266	Budget	8,621,042	-	51.8%	51.8%
Total Natural Area Preservation - Land Acquisition			8,400,000	221,042	8,621,042	4,464,767	4,009	4,468,776	4,152,266		8,621,042	-	51.8%	51.8%
<u>New Linear Park and Trail Development</u>														
SW	93-918	Westside Trail Segments 1, 4, & 7	4,267,030	83,702	4,350,732	4,395,221	-	4,395,221	-	Complete	4,395,221	(44,489)	101.0%	100.0%
NE	93-920	Jordan/Husen Park Trail	1,645,120	45,644	1,690,764	1,227,496	-	1,227,496	-	Complete	1,227,496	463,268	72.6%	100.0%
NW	93-924	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	77,258	3,881,598	4,417,702	-	4,417,702	-	Complete	4,417,702	(536,104)	113.8%	100.0%
NW	93-922	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	79,704	2,341,744	1,734,031	502	1,734,533	789,963	On Hold	2,524,496	(182,752)	74.1%	68.7%
UND	93-923	Miscellaneous Natural Trails	100,000	2,798	102,798	30,394	-	30,394	72,404	Budget	102,798	-	29.6%	29.6%
NW	91-912	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	Complete	238,702	124,262	65.8%	100.0%
NE	91-913	NE Quadrant Trail - Bluffs Phase 2	257,050	14,714	271,764	414,817	-	414,817	-	Complete	414,817	(143,053)	152.6%	100.0%
SW	93-921	Lowami Hart Woods	822,560	55,532	878,092	1,258,746	-	1,258,746	-	Complete	1,258,746	(380,654)	143.4%	100.0%
NW	91-911	Westside - Waterhouse Trail Connection	1,542,300	43,313	1,585,613	350,543	7,903	358,446	492,210	Design Dev	850,656	734,957	22.6%	42.1%
Total New Linear Park and Trail Development			15,060,310	405,759	15,466,069	14,067,652	8,405	14,076,057	1,354,577		15,430,634	35,435	91.0%	91.2%
<u>New Linear Park and Trail Land Acquisition</u>														
UND	98-883	New Linear Park and Trail Acquisitions	1,200,000	22,894	1,222,894	1,216,071	78	1,216,149	6,745	Budget	1,222,894	-	99.4%	99.4%
Total New Linear Park and Trail Land Acquisition			1,200,000	22,894	1,222,894	1,216,071	78	1,216,149	6,745		1,222,894	-	99.4%	99.4%
<u>Multi-field/Multi-purpose Athletic Field Development</u>														
SW	94-925	Winkelman Athletic Field	514,100	34,434	548,534	941,843	-	941,843	-	Complete	941,843	(393,309)	171.7%	100.0%
SE	94-926	Meadow Waye Park	514,100	4,791	518,891	407,340	-	407,340	-	Complete	407,340	111,551	78.5%	100.0%
NW	94-927	New Fields in NW Quadrant	514,100	16,248	530,348	75	-	75	530,273	Budget	530,348	-	0.0%	0.0%
NE	94-928	New Fields in NE Quadrant (Cedar Mill Park)	514,100	13,893	527,993	527,993	-	527,993	-	Complete	527,993	-	100.0%	100.0%
SW	94-929	New Fields in SW Quadrant	514,100	16,236	530,336	669	-	669	529,667	Budget	530,336	-	0.1%	0.1%
SE	94-930	New Fields in SE Quadrant (Conestoga Middle School)	514,100	16,240	530,340	35,351	1,952	37,303	472,443	A&E	509,746	20,594	7.0%	7.3%
Total Multi-field/Multi-purpose Athletic Field Dev.			3,084,600	101,842	3,186,442	1,913,271	1,952	1,915,223	1,532,383		3,447,606	(261,164)	60.1%	55.6%
<u>Deferred Park Maintenance Replacements</u>														
UND	96-960	Play Structure Replacements at 11 sites	810,223	3,685	813,908	772,880	-	772,880	-	Complete	772,880	41,028	95.0%	100.0%
NW	96-720	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	Complete	127,277	(29,340)	130.0%	100.0%
SW	96-721	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	Complete	38,381	897	97.7%	100.0%
SW	96-722	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	Complete	28,430	(20,810)	373.1%	100.0%
SE	96-723	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	Cancelled	985	9,916	9.0%	100.0%
NE	96-998	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	Complete	41,902	7,015	85.7%	100.0%
UND	96-999	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	Complete	118,039	(1,202)	101.0%	100.0%
SW	96-946	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	Complete	191,970	(29,541)	118.2%	100.0%
NE	96-947	Permeable Parking Lot at Sunset Swim Center	160,914	3,401	164,315	512,435	-	512,435	-	Complete	512,435	(348,120)	311.9%	100.0%
Sub-total Deferred Park Maintenance Replacements			1,451,515	10,627	1,462,142	1,832,299	-	1,832,299	-		1,832,299	(370,157)	1321.5%	900.0%
UND	Authorized Use of Savings from Facility Expansion & Improvements Category		-	177,920	177,920	-	-	-	-	N/A	-	177,920	n/a	n/a
UND	Authorized Use of Savings from Bond Issuance Administration Category		-	192,237	192,237	-	-	-	-	N/A	-	192,237	n/a	n/a
Total Deferred Park Maintenance Replacements			1,451,515	380,784	1,832,299	1,832,299	-	1,832,299	-		1,832,299	-	100.0%	100.0%

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		Facility Rehabilitation												
UND	95-931	Structural Upgrades at Several Facilities	317,950	(195,027)	122,923	110,904	-	110,904	-	Complete	110,904	12,019	90.2%	100.0%
SW	95-932	Structural Upgrades at Aloha Swim Center	406,279	8,432	414,711	518,302	-	518,302	-	Complete	518,302	(103,591)	125.0%	100.0%
SE	95-933	Structural Upgrades at Beaverton Swim Center	1,447,363	35,472	1,482,835	820,007	433	820,440	49,392	Const Docs	869,832	613,003	55.3%	94.3%
NE	95-934	Structural Upgrades at Cedar Hills Recreation Center	628,087	17,687	645,774	114,528	5,909	120,437	371,209	Const Docs	491,646	154,128	18.7%	24.5%
SW	95-935	Structural Upgrades at Conestoga Rec/Aquatic Ctr	44,810	833	45,643	66,762	-	66,762	-	Complete	66,762	(21,119)	146.3%	100.0%
SE	95-937	Structural Upgrades at Garden Home Recreation Center	486,935	16,017	502,952	13,713	-	13,713	627,135	Master Planning	640,848	(137,896)	2.7%	2.1%
SE	95-938	Structural Upgrades at Harman Swim Center	179,987	2,779	182,766	73,115	-	73,115	-	Complete	73,115	109,651	40.0%	100.0%
NW	95-939-a	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr	312,176	4,692	316,868	233,369	-	233,369	-	Complete	233,369	83,499	73.6%	100.0%
NW	95-939-b	Structural Upgrades at HMT Aquatic Ctr - Roof Replacement	-	200,873	200,873	1,247	-	1,247	199,626	Master Planning	200,873	-	0.0%	0.0%
NW	95-940	Structural Upgrades at HMT Administration Building	397,315	6,080	403,395	299,599	-	299,599	-	Complete	299,599	103,796	74.3%	100.0%
NW	95-941	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	Complete	66,000	(194)	100.3%	100.0%
NW	95-942	Structural Upgrades at HMT Dryland Training Ctr	116,506	2,101	118,607	75,686	-	75,686	-	Complete	75,686	42,921	63.8%	100.0%
NW	95-943	Structural Upgrades at HMT Tennis Center	268,860	4,949	273,809	74,804	-	74,804	-	Complete	74,804	199,005	27.3%	100.0%
SE	95-944	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	127.1%	100.0%
NW	95-945	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	Complete	9,333	(359)	104.0%	100.0%
NE	95-950	Sunset Swim Center Structural Upgrades	1,028,200	16,245	1,044,445	626,419	-	626,419	-	Complete	626,419	418,026	60.0%	100.0%
NE	95-951	Sunset Swim Center Pool Tank	514,100	275	514,375	308,574	-	308,574	-	Complete	308,574	205,801	60.0%	100.0%
UND	95-962	Auto Gas Meter Shut Off Valves at All Facilities	-	-	-	6,743	184	6,927	24,489	Const Docs	31,416	(31,416)	0.0%	22.0%
		Total Facility Rehabilitation	6,227,732	121,511	6,349,243	3,424,808	6,526	3,431,334	1,271,851		4,703,185	1,646,058	54.0%	73.0%
		Facility Expansion and Improvements												
SE	95-952	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	Complete	2,039,367	(11,188)	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	-	Complete	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	-	Complete	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	-	Complete	180,540	(45,791)	134.0%	100.0%
NE	95-956	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	Complete	321,821	192,933	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)	-	-	-	-	N/A	-	(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	955,786	889	956,675	77,046	Bid Award	1,033,721	(279,529)	126.8%	92.5%
UND	95-958	ADA Improvements - undesignated funds	116,184	2,663	118,847	72,245	-	72,245	-	Complete	72,245	46,602	60.8%	100.0%
SW	95-730	ADA Improvements - Barrows Park	8,227	104	8,331	6,825	-	6,825	-	Complete	6,825	1,506	81.9%	100.0%
NW	95-731	ADA Improvements - Bethany Lake Park	20,564	194	20,758	25,566	-	25,566	-	Complete	25,566	(4,808)	123.2%	100.0%
NE	95-732	ADA Improvements - Cedar Hills Recreation Center	8,226	130	8,356	8,255	-	8,255	-	Complete	8,255	101	98.8%	100.0%
NE	95-733	ADA Improvements - Forest Hills Park	12,338	197	12,535	23,416	-	23,416	-	Complete	23,416	(10,881)	186.8%	100.0%
SE	95-734	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	Cancelled	-	15,619	0.0%	0.0%
SW	95-735	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	Complete	11,550	5,162	69.1%	100.0%
SW	95-736	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	53.8%	100.0%
NE	95-737	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	Complete	15,000	668	95.7%	100.0%
NW	95-738	ADA Improvements - Rock Crk Pwrlne Prk (Soccer Fid)	20,564	327	20,891	17,799	-	17,799	-	Complete	17,799	3,092	85.2%	100.0%
NW	95-739	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	Complete	7,075	(1,853)	135.5%	100.0%
NW	95-740	ADA Improvements - Waterhouse Powerline Park	8,226	176	8,402	8,402	-	8,402	-	Complete	8,402	-	100.0%	100.0%
NE	95-741	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	Complete	5,102	120	97.7%	100.0%
SE	95-742	ADA Improvements - Wonderlnd Park	10,282	163	10,445	4,915	-	4,915	-	Complete	4,915	5,530	47.1%	100.0%
		Total ADA/Access Improvements	1,028,196	23,890	1,052,086	1,178,562	889	1,179,451	77,046		1,256,497	(204,410)	112.1%	93.9%
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	204,410	204,410	-	-	-	-	N/A	-	204,410	n/a	n/a
		Total ADA/Access Improvements	1,028,196	228,300	1,256,496	1,178,562	889	1,179,451	77,046		1,256,497	-	93.9%	93.9%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 8/31/2015

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 15/16	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)
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	1,544,729	50,528	1,595,257	12,028	Complete	1,607,285	3,496,232	31.3%	99.3%
UND	98-884-b	Community Center / Community Park (SW Quadrant) (Wenzel/Wall)	-	-	-	2,351,777	-	2,351,777	-	Complete	2,351,777	(2,351,777)	n/a	100.0%
Sub-total Community Center Land Acquisition			5,000,000	103,517	5,103,517	3,896,506	50,528	3,947,034	12,028		3,959,062	1,144,455	77.3%	99.7%
UND		Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	-	N/A	-	(176,000)	n/a	n/a
UND		Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	-	N/A	-	(208,251)	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(760,204)	(760,204)	-	-	-	-	N/A	-	(760,204)	n/a	n/a
Total Community Center Land Acquisition			5,000,000	(1,040,938)	3,959,062	3,896,506	50,528	3,947,034	12,028		3,959,062	-	99.7%	99.7%
Bond Administration Costs														
ADM		Debt Issuance Costs	1,393,000	(539,654)	853,346	68,142	-	68,142	-	Complete	68,142	785,204	8.0%	100.0%
ADM		Bond Accountant Personnel Costs	-	241,090	241,090	281,603	7,075	288,678	-	Complete	288,678	(47,588)	119.7%	100.0%
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%
ADM		Additional Bond Proceeds	-	1,507,717	1,507,717	-	-	-	-	Budget	-	1,507,717	0.0%	0.0%
Sub-total Bond Administration Costs			1,450,000	1,316,607	2,766,607	497,297	7,075	504,372	37,325		541,697	2,224,910	18.2%	93.1%
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(192,237)	(192,237)	-	-	-	-	N/A	-	(192,237)	n/a	n/a
UND		Authorized Use of Savings for New Neighborhood Parks Development Category	-	(224,636)	(224,636)	-	-	-	-	N/A	-	(224,636)	n/a	n/a
UND		Authorized Use of Savings for ADA/Access Improvements Category	-	(204,410)	(204,410)	-	-	-	-	N/A	-	(204,410)	n/a	n/a
Total Bond Administration Costs			1,450,000	695,324	2,145,324	497,297	7,075	504,372	37,325		541,697	1,603,627	23.5%	93.1%
Grand Total			100,000,000	3,630,281	103,630,281	73,435,455	249,449	73,684,905	32,491,369		106,176,274	(2,545,992)	71.1%	69.4%

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 8/31/2015

		Category (Over) Under Budget
Limited Reprogramming		
Land: New Neighborhood Park		-
New Community Park		-
New Linear Park		-
New Community Center/Park		-
		-
		-
Nat Res: Restoration		-
Acquisition		-
		-
		-
All Other		
New Neighborhood Park Dev		-
Neighborhood Park Renov		(1,499,010)
New Community Park Dev		(3,450,472)
Community Park Renov		(620,466)
New Linear Parks and Trails		35,435
Athletic Field Development		(261,164)
Deferred Park Maint Replace		-
Facility Rehabilitation		1,646,058
ADA		-
Facility Expansion		-
Bond Admin Costs		1,603,627
		(2,545,992)
		-
Grand Total		(2,545,992)



MEMORANDUM

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

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 July 2015.

Type of Dwelling Unit	Current SDC per Type of Dwelling Unit
Single Family	\$6,450.00 with 1.6% discount = \$6,346.80
Multi-Family	\$4,824.00 with 1.6% discount = \$4,746.82
Non-residential	\$167.00 with 1.6% discount = \$164.33

<u>City of Beaverton Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
2,903	Single Family Units	\$8,624,610.59	\$228,395.83	\$8,853,006.42
15	Single Family Units at \$489.09	\$7,336.35	\$221.45	\$7,557.80
1,835	Multi-family Units	\$4,394,681.47	\$110,665.30	\$4,505,346.77
0	Less Multi-family credits	(\$7,957.55)	(\$229.36)	(\$8,186.91)
244	Non-residential	\$605,423.19	\$17,097.77	\$622,520.96
4,997		\$13,624,094.05	\$356,150.99	\$13,980,245.04

<u>Washington County Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
7,731	Single Family Units	\$25,017,288.60	\$617,170.55	\$25,634,459.15
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
2,705	Multi-family Units	\$7,248,754.05	\$179,258.36	\$7,428,012.41
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
134	Non-residential	\$612,568.76	\$15,293.11	\$627,861.87
10,246		\$32,207,739.19	\$790,973.39	\$32,998,712.58

<u>Recap by Agency</u>		<u>Percent</u>	<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
4,997	City of Beaverton	29.76%	\$13,624,094.05	\$356,150.99	\$13,980,245.04
10,246	Washington County	70.24%	\$32,207,739.19	\$790,973.39	\$32,998,712.58
15,243		100.00%	\$45,831,833.24	\$1,147,124.38	\$46,978,957.62

System Development Charge Report, July 2015

<u>Recap by Dwelling</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	2,918	1,835	244	4,997
Washington County	<u>7,431</u>	<u>2,681</u>	<u>134</u>	<u>10,246</u>
	<u>10,349</u>	<u>4,516</u>	<u>378</u>	<u>15,243</u>

Total Receipts to Date **\$45,831,833.24**

Total Payments to Date

Refunds	(\$2,066,073.93)	
Administrative Costs	(\$18.65)	
Project Costs -- Development	(\$22,382,286.17)	
<u>Project Costs -- Land Acquisition</u>	<u>(\$10,336,206.70)</u>	<u>(\$34,784,585.45)</u>
		<u>\$11,047,247.79</u>

<u>Recap by Month, FY 2015/16</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2015	\$45,527,302.88	(\$34,704,447.38)	\$2,129,257.28	\$12,952,112.78
July	\$304,530.36	(\$80,138.07)	\$5,390.30	\$229,782.59
August	\$0.00	\$0.00	\$0.00	\$0.00
September	\$0.00	\$0.00	\$0.00	\$0.00
October	\$0.00	\$0.00	\$0.00	\$0.00
November	\$0.00	\$0.00	\$0.00	\$0.00
December	\$0.00	\$0.00	\$0.00	\$0.00
January	\$0.00	\$0.00	\$0.00	\$0.00
February	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$45,831,833.24</u>	<u>(\$34,784,585.45)</u>	<u>\$2,134,647.58</u>	<u>\$13,181,895.37</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 2015	10,303	4,511	378	15,192
July	47	4	0	51
August	0	0	0	0
September	0	0	0	0
October	0	0	0	0
November	0	0	0	0
December	0	0	0	0
January	0	0	0	0
February	0	0	0	0
March	0	0	0	0
April	0	0	0	0
May	0	0	0	0
June	0	0	0	0
	<u>10,350</u>	<u>4,515</u>	<u>378</u>	<u>15,243</u>

Projected SDC balance as of June 30, 2015 per the budget was \$11,440,748. Actual balance was \$11,544,271. This fiscal year's projected total receipts per the budget are \$4,780,750.

Half-page tabloid

TOWER OF POWER

EST. 1968



2015 GROOVIN' ON THE GRASS

AUG. 15
6-8:30 pm

TICKETS ON SALE NOW
at thprd.org/groovin

HMT Recreation Complex
15707 SW Walker Road, Beaverton

Craft beer and wine sales
Food carts

In advance

\$10 general admission
(gates open at 5 pm)

\$20 early entry
(gates open at 4 pm)

- \$15 general admission day of show
- Children under 5 yrs. free



And don't forget...

Fall registration begins Aug. 15

Aug. 17 for those outside THPRD boundaries

With sports, fitness, swimming,
dance and much more, THPRD
is your destination for fun.

Online: thprd.org
Phone: 503-439-9400



SOLVE honors park district's volunteer coordinator

THPRD's Melissa Marcum helps organize 109 of the organization's cleanups

By ERIC APALATEGUI
The Times

Down a trail at Hazeldale Park in Aloha, Nikhil Paul tried unsuccessfully to dislodge a plastic jug from deep within a bush using a mechanical grabber.

"It's, like, buried," he said as members of his day camp cleaned up the banks of a small creek.

Undeterred, Melissa Marcum thrust her gloved hand into the brambles and extracted the long-discarded trash with a firm tug.

Picking up cigarette butts and Corona bottles is never glamorous and only occasionally recognized, but Marcum's growing track record of helping those who help their communities recently got her the spotlight treatment.

At its ceremony last month, SOLVE honored the Tualatin Hills Park & Recreation District's volunteer coordinator with one of its annual Citizenship Awards.

In announcing the award, SOLVE officials said the 109 projects that Marcum and coworkers in THPRD's Natural Resources department have organized in a partnership with the statewide organization make her one of its most active volunteer leaders ever.

And SOLVE's tally doesn't count the many additional envi-

ronmental cleanup and enhancement activities and educational programs Marcum's staff organizes on its own every year, such as last week's cleanup with a THPRD "Camp Green" group.

"It's great to be recognized for working hard," said Marcum, a 12-year employee who said the honor should be shared with coworkers in the district's Environmental Services department. "All the people I work with are very passionate about what they do. They make me look good."

Marcum said the army of volunteers, many of them regulars, are the other key to the success SOLVE honored. Individuals, businesses, schools and community groups supply much of the district's labor on enhancement projects.

Marcum joined the THPRD staff in 2003 following a year with the district as an AmeriCorps volunteer.

During the fiscal year that just ended, 2,712 volunteers gave 13,792 hours to the district, slightly more than double the hours volunteers gave during her first full year on staff. The overall number of volunteers and the average time each volunteer gives also have increased during her tenure.

In many cases, volunteer forces have completely transformed areas once overrun with garbage and invasive plants into spaces that are now much closer to their original native habitats.

SOLVE honored Marcum as its individual award winner. Other winners of its 2015 Citizenship Awards were The Standard (business), David Scharfenberg (educator) and Friends of Mt. Tabor Weed Warriors (community group).



Melissa Marcum, Tualatin Hills Park & Recreation District's volunteer coordinator, leads a Camp Green youth group to pick up trash at Hazeldale Park in Aloha.
TIMES PHOTO: JAIME VALDEZ

Out & About

TOWER OF POWER — The iconic 10-piece ensemble that has wowed audiences for nearly 50 years will headline THPRD's annual Groovin' on the Grass concert event from 6 to 8:30 p.m. Aug. 15. The show will also feature Portland jazz trio Boy and Bean. The event will be staged outdoors on a soccer field at the Howard M. Terpenning Recreation Complex, Southwest 158th and Walker Road in Beaverton. Tickets are on sale at tickettomato.com. General admission tickets are \$10, early entry tickets allowing entry at 4 p.m. are \$20, and children under age 5 are free.

PETTY FEVER TO PLAY — A two-time recipient of the Los Angeles Music Awards' "Tribute Band of the Year Award," Petty Fever pays homage to Tom Petty & the Heartbreakers. Part of Tualatin Hills Park and Recreation District's summer concert series, the band will perform from 6-8 p.m. Thursday, Aug. 6, at Raleigh Park, 3500 S.W. 78th Ave. in Portland. The high-energy show is packed with classic Petty hits perfect for dancing or singing along. The event is free and open to the public.

LIFESTYLES

Big trucks, bigger smiles

All ages came out to enjoy all the trucks at THPRD's annual Big Truck Day



Grant Swartwood, 3, looks like a professional firefighter at Tualatin Hills Park & Recreation District's annual Big Truck Day.

Story and photos by Wendy Owen

Beaverton Leader/OregonLive

Boys, girls, moms, dads, everyone found something "cool" at the Tualatin Hills Park & Recreation District Big Truck Day August 8, be it a police motorcycle or a giant crane.

The annual event drew hundreds of people to the Conestoga Recreation & Aquatic Center where the little ones (and some dads) donned small plastic firefighter helmets and climbed aboard backhoes, fire trucks, a crane, a tractor, semi-trucks, a school bus and a variety of other work trucks. Their sirens and horns occasionally drowned out conversations.

Prakamya Bandyopadhyay, 6, climbed aboard a parked Beaverton Police motorcycle, laid low and cranked the accelerator like a scene from one of the Matrix movies.

The Beaverton-area girl said she would like a motorcycle because "I can go a bit faster and I can get to destinations faster." Her destination of choice was the Portland Children's Museum.

Three-year-old Grant Swartwood knew his emergency trucks. After being helped off a Tualatin Valley Fire & Rescue truck he saw another emergency truck. "Actually," he said. "That looks like a paramedic truck."

Keagan Hiser, 8, liked the SWAT truck best. "I like how there's the gun holes," he said.

His brother Camden, 10, liked the Les Schwab tire truck, which had a crane on the back to deal with gigantic tires.

"It can lift tires the size of monster truck tires," he said.

Kids and parents seeking a reprieve from the noise and crowds stopped at a big pile of sand covered with little big trucks.



Mailin Mandujano (from left), Jesus Mandujano and Evelin Mandujano pose aboard a fire truck at THPRD's Big Truck Day.



THPRD's Big Truck Day drew hundreds of people to the Conestoga Recreation & Aquatic Center on Saturday.



Children of all ages enjoyed climbing onto big trucks, from fire engines to giant cranes to dump trucks.

@bvrtrreporter
@wower1
503-294-5961

B To see more photos and view a video, go to **ORnews10.com**.

Registration for THPRD's fall classes begins August 15

Registration for the Tualatin Hills Park & Recreation District's fall classes and programs will be open to in-district residents starting Saturday morning, Aug. 15. Park District residents can register online or by phone (503-439-9400) starting at 8 a.m. that day. Those registering online for the first time must first establish an online account. Go to www.thprd.org/activities to get started.

THPRD will again offer, on a limited basis, Spanish language assistance during phone-in registration. The service will be available Aug. 15.

Phone registration will continue Aug. 16 (Sunday) from noon to 4 pm and Aug. 17-21 from 8:30 am to 6 pm. After

Aug. 21, patrons should call or visit any THPRD center to register.

For residents living outside the Tualatin Hills district, registration will begin Aug. 17 at 8:30 am. Those who have paid an assessment fee (\$80 quarterly or \$320 annually) may register starting that day. (As an alternative to the assessment fee, out-of-district residents may choose to pay a 25% premium for each class attended.)

Class registration forms and instructions can be found in THPRD's fall 2015 activities guide, which is available at www.thprd.org or in print at any THPRD center or the Administration Office at 158th and Walker Road.

The printed guide is also available at various community sites, including Beaverton-area libraries.

All residents registering by phone must have class information handy, along with credit card or debit information and a valid THPRD residency card. The district accepts Visa, MasterCard, Discover and THPRD gift cards. Residents may register only for their own immediate family. Those with questions in advance are welcome to call the Administration Office at 503-645-6433.

— Bob Wayt, THPRD
Communications Director

Half-page tabloid



Fall registration begins this Saturday, Aug. 15

Aug. 17 for those outside THPRD boundaries

With sports, fitness, swimming, dance and more, THPRD is your destination for fun.



TUALATIN HILLS
PARK & RECREATION DISTRICT

To register

Online: thprd.org

Phone: 503-439-9400



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Craft beer and wine sales
Food carts

THPRD renames Hideaway Park

Signs soon will mark the change to Babette Horenstein Memorial Park

By **ERIC APALATEGUI**
The Times

Tualatin Hills Park & Recreation District's board unanimously voted Monday to rename a small park in honor of a woman who devoted years to the district.

What has been known for a half century as Hideaway Park, serving the Garden Home and Raleigh Hills communities, is now Babette Horenstein Memorial Park. Signs will soon be installed to mark the change.

While the board wanted to honor Horenstein's years of contributions to the community, 31 neighbors told district officials they would rather leave their three-acre park's name alone.

Horenstein (rhymes with "fine") was a longtime district volunteer who served on the board from 1977 to 1993, a time of growth when the district added a total of 83 new parks.

District officials considered naming one of its new parks for Horenstein, but her family identified little Hideaway Park as the one that was most meaningful to her, said Bob Wayt,



TIMES PHOTO: JAIME VALDEZ

A sign at Hideaway Park informs citizens that Tualatin Hills Park & Recreation District is changing the name of the park to honor the late Babette Horenstein, who was a board member with the park district.

the district's communications director who spearheaded the renaming project.

Named after the Hideaway Hills neighborhood off Southwest Oleson Road, the park was created during the 1960s and is one of THPRD's oldest. Horenstein, who died in late 2013 at the age of 81, lived in nearby Raleigh Hills and frequently took her children to Hideaway Park.

"We played there as kids," her daughter, Laurie Horenstein of Raleigh Hills, said of herself and her two sisters. "We were reminded how important this park was to my mother. Anything that was important to my mom was important to us. It's a cute little park."

Current board member Bob Scott, who got to know Babette Horenstein while he was on the

district's budget committee, said she was always passionate about the district.

"She was very, very much in love with the park district," he said. "Her efforts, to me, were pretty powerful."

"She was a force to be reckoned with on any issue, especially if you were on the other side of an issue," said Larry Pelatt, the district's current board chairman who also got to

know Horenstein.

Before serving on the board, she also helped with a bond measure campaign in the 1970s, and later served on THPRD's foundation board. Her volunteerism spread beyond the park district, including serving on boards for the Beaverton School District, Raleigh Hills Water District and the Washington County Visitors Association and many others.

"She was always on some board, sometimes as many as seven at a time," Laurie Horenstein said.

In June, district staff started reaching out to neighbors of Hideaway Park, seeking their opinion about a possible name change.

As part of a wider process, the district sent notices to hundreds of people living within 1,000 feet of the park asking for comment. Only 36 people replied: Two supported the name change idea, three didn't express a preference and 31 were against it. About 300 recipients did not respond.

Despite the opposition, staff recommended that the board approve the name change because it is consistent with district policies, provides an enduring tribute to Horenstein's contributions and can be accomplished easily and at a relatively low cost, namely about \$400 for new signs, Wayt said.

Tower of Power hits THPRD on Saturday



SUBMITTED PHOTO

Tower of Power will bring its soulful, horn-driven sound to Tualatin Hills Park & Recreation District's annual Groovin' on the Grass concert event on Saturday, Aug. 15.

■ *The iconic 10-piece ensemble highlights 'Groovin' on the Grass'*

By MILES VANCE
The Times

It's time to turn on the power.

Tower of Power — the iconic 10-piece ensemble that has wowed audiences for nearly 50 years with its soulful, horn-driven sound — will headline THPRD's annual Groovin' on the Grass concert event from 6

to 8:30 p.m. Saturday, Aug. 15.

Groovin' on the Grass will be staged outdoors on a soccer field at the Howard M. Terpenning Recreation Complex at Southwest 158th and Walker Road in Beaverton. Gates open at 5 p.m.

Since 1968, Tower of Power has toured the world, performing what founding member Emilio Castillo describes as "urban soul." The band has earned acclaim with its legendary rhythm section, performing with Aerosmith, Elton John, Little Feat, Phish, Santana, Heart and hundreds of other acclaimed artists during a historic and prolific tenure.

The band — which boasts

four founding members in Castillo, Rocco Prestia, Stephen Kupka, and David Garibaldi — has released 18 studio albums and continues to tour nationally and internationally.

Tickets are on sale at tickettomato.com, with general admission tickets \$10, early entry tickets (they entitle guests to enter the venue at 4 p.m.) \$20, and children under age 5 admitted free. Online sales will continue through Friday, Aug. 14.

Beer, wine and food will be available for purchase at Groovin' on the Grass, including craft beers from event sponsor Golden Valley Brewery.

Blankets and low beach

chairs will be permitted in the main seating area; guests with taller lawn chairs will be asked to occupy the sides and rear of the seating area. Areas will be provided for people who use wheelchairs.

The show will also feature Portland jazz trio Boy and Bean. Boy and Bean delights audiences with Depression-era swing and jazz standards, covering artists such as Billie Holiday, Louis Armstrong, and Ella Fitzgerald. The trio — Amber Short, Luke Short and Andrew Jones — is a fixture at Portland-area venues.

For more information on Groovin' on the Grass, visit thprd.org/groovin.

Out & About

TOWER OF POWER — The iconic 10-piece ensemble that has wowed audiences for nearly 50 years will headline THPRD's annual Groovin' on the Grass concert event from 6 to 8:30 p.m. Saturday, Aug. 15. The show will also feature Portland jazz trio Boy and Bean. The event will be staged outdoors on a soccer field at the Howard M. Terpenning Recreation Complex, Southwest 158th and Walker Road in Beaverton. Tickets are on sale at tickettomato.com. General admission tickets are \$10, early entry tickets allowing entry at 4 p.m. are \$20, and children under age 5 are free.

**THPRD appoints Nancy Wells
to bond oversight committee**

Cedar Mill resident Nancy Wells has been appointed to a committee that oversees implementation of the Tualatin Hills Park & Recreation District's 2008 bond measure.

With her Aug. 10 appointment, Wells will serve a two-year term on the Parks Bond Citizen Oversight Committee. Wells is a certified auditor who has volunteered within her profession as well as with the Cedar Mill Parent Teacher Club, Cub Scouts, youth soccer and other activities.

The oversight committee consists of 12 members who ensure that the district delivers what it promised on the voter-approved measure. The \$100 million measure was designed to pay for land acquisition and dozens of improvement projects at the district's parks, trails, natural areas, athletic fields and facilities.

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

See Tower of Power thrill Beaverton for just \$10 per ticket

by Bill Evans, THPRD

Tower of Power – the iconic 10-piece ensemble that has wowed audiences for nearly 50 years with its soulful, horn-driven sound – will headline THPRD’s annual Groovin’ on the Grass concert event on Saturday, Aug. 15, 6-8:30 pm. The show will also feature Portland jazz trio Boy and Bean.

Groovin’ on the Grass will be staged outdoors on a soccer field at the Howard M. Terpenning Recreation Complex (158th and Walker Road) in Beaverton. Gates open at 5 pm.

Tower of Power tickets are available online through Aug. 14 at www.thprd.org/groovin. General admission seats are just

\$10. Early entry tickets, entitling guests to enter the venue at 4 pm (one hour before gates open), are \$20. Children under age five will be admitted free.

On the day of show, general admission tickets will be available at the gate for \$15 and early entry will cost \$25.

Beer, wine and food will be available for purchase at Groovin’ on the Grass, including craft beers from event sponsor Golden Valley Brewery.

Blankets and low beach chairs will be permitted in the main seating area; guests with taller lawn chairs will be asked to occupy the sides and rear of the seating area. Areas will be designated for people who use a wheelchair.

Since 1968, Tower of Power has



During a music career that has lasted nearly 50 years, Tower of Power has produced a long string of albums and hit songs, including “So Very Hard to Go,” “You’re Still a Young Man,” and “Don’t Change Horses in the Middle of a Stream.” Four of the original members are still with the band, which was founded in 1968.

toured the world, performing what founding member Emilio Castillo describes as “urban soul.” The band has earned acclaim with its legendary rhythm section,

performing with Aerosmith, Elton John, Little Feat, Phish, Santana, Heart, and hundreds of other acclaimed artists during a historic and prolific tenure.

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For more information on Groovin’ on the Grass, visit www.thprd.org/groovin.



Events... Just for Seniors!

@Elsie Stuhr Center

EVENTS



Got Stuff? The Elsie Stuhr Center is gearing up for it's largest annual fund-raiser the Harvest

Bazaar Sale-a-bration.

Do you have clutter around the house? We will be accepting donations beginning August 3 (M-S 9a-4p) through September 9 (9a-noon). We're looking for your vintage items, gently used clothing, furniture, housewares, sporting goods, books, & collectibles. All donations are tax deductible.

The one day sale will Friday, September 11th 8a-6:30p. Something for everyone! For more information call 503.629.6342.

Walk & WOW

(Wellness On Wheels)

8/24-9/4 M/W/F 8:30-9:30 am

Meet in the Stuhr Center Backyard. We will walk to a local park,



meet the WOW van for some strength and balance exercises and then walk back to the center. Please register at the front desk. Deluxe fitness passes are welcome.. Please sign up at the front desk so we can plan for adequate staffing

ES12643A SD\$29.50 ID/AP \$37 OD \$46.25

Yoga Outdoors

8/24-9/4, Tu/Th 8:30-9:30 am

Increase balance, strength, and peace of mind by practicing yoga under the trees on the lawns of the Elsie Stuhr Center. This class is suitable for beginners to experienced yoga practitioners.

ES12650A ID \$27 SD \$21.50 OD \$33.75



For more information:
5550 SW Hall Blvd, Beaverton.
503.629.6342

Hideaway Park renamed for longtime park district board member, with some objection

By Wendy Owen
Staff writer

Hideaway Park has been tucked away in a quiet Garden Home neighborhood for more than 50 years.

Generations of families have flocked to the 3-acre park to use the playground, picnic tables and nearby trails.

On Aug. 10 the Tualatin Hills Park & Recreation District board unanimously changed Hideaway Park to Babette Horenstein Memorial Park to the consternation of about 31 neighbors.

The neighbors had nothing against Horenstein, a longtime parks district board member. They simply wanted to keep history and geography intact.

The parks district said it sent notices of the planned name change to about 340 people who live within 1,000 feet of the park.

Most of those who were against the renaming wanted to keep it as Hideaway because it was named after the nearby Hideaway Hills subdivision and geography was important. Others said it had been Hideaway Park for years and the community knew it by that name,

said Bob Wayt, park district spokesman.

Some suggested a park bench or other amenity in the park be named after Horenstein, he said.

It's the first time in recent memory that the parks district has renamed an existing park, Wayt said.

A parks district policy, adopted in 2009, allows for the naming and renaming of parks for three

reasons: Historic events, places or people; outstanding individuals and donors.

Horenstein, who died in 2013 at age 81, was considered an outstanding individual.

She was known for her civic involvement, having served on the Beaverton School Board and a variety of other committees before being elected to the Tualatin Hills Park & Recreation District Board in 1974. She spent 17 years approving land purchases, helping create recreation centers and developing parks. In total, she spent about 40 years serving the public, said her daughter Laurie Horenstein.

"My mom was full of life," Laurie Horenstein said. "She was funny. She was smart. She did for others like nobody

I've ever seen before."

At any given time, Babette Horenstein was on seven different boards and committees, ranging from her appointment by the governor to the Oregon State Advisory Committee to the Tualatin Valley Mental Health Center, according to her obituary.

She served on the park district board during a time of tremendous growth for the district, including the Howard M. Terpenning Recreation Complex, with an Olympic size pool, indoor and outdoor tennis courts, baseball diamonds, soccer fields and more.

She was instrumental in creating the first recreation centers within the park district, her daughter said. "She wanted to bring people together. She wanted everybody to get involved."

Laurie Horenstein said parks were never far from her mother's mind even as she lay dying of lung cancer. "The thing she would ... talk about in her last days is, the parks meant so much to her because kids had a place to go to that was safe."

As a tribute to their mother, the family asked that a park be named after her. There is some confusion as to who asked for Hideaway



THPRD/JONATHAN HOUSE

Hideaway Park in Garden Home was renamed Babette Horenstein Memorial Park in honor of a longtime park district board member

Park. Wayt said the family requested Hideaway, but Laurie Horenstein said someone at the park district suggested it after learning it had been a special place for her family.

Babette Horenstein used to drive a mile from the family's home in Raleigh Hills to take her three daughters to Hideaway Park on Southwest Oleson Road near Southwest 67th Avenue when they were chil-

dren in the 1960s and 1970s.

The park district board will be naming three new parks in October, but Babette Horenstein Memorial Park was not considered for those.

"Some people may wonder why we didn't just name one of these new sites in honor of Babette Horenstein," Wayt said. "It's a legitimate question. The reason Hideaway Park was selected for renaming

is that the Horenstein family had a strong personal connection to it."

Laurie Horenstein said she knows some people were against the renaming but she noted that the park district board unanimously approved the change.

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Park district works to raise funds for park for people with disabilities

By Wendy Owen
Staff writer

Tualatin Hills Park & Recreation District is hoping people across the region and beyond will help crowdfund a play area for people with disabilities at a future community sports park.

The park district has until Sept. 24 to raise \$25,000 for the 5,000-square-foot inclusive playground that provides ramps, wider turn-arounds and lowered play items to make it easier for people with physical challenges to access the equipment.

The play area is part of the park district's future Champions Too field in Aloha.

The Champions Too field primarily would be used for baseball, but it could also be used for lacrosse, soccer, football and other sports. Adults and kids with disabilities would have year-round priority scheduling on the field, which will have, among other changes, larger dugouts for wheelchairs and lower bases to make it easier

to maneuver.

The Champions Too field, which will be the first in Oregon, is part of an \$11.4 million 22-acre community sports park near Mountain View Middle School in Aloha. Most of the cost is covered by a \$100 million park district bond, but the district is fundraising \$1.5 million for the Champions Too field.

The district has about \$881,000, so far, said Bob Wayt, park district spokesman, but the crowdfunded \$25,000 is meant to serve two purposes: Bring awareness to a project that helps people with disabilities, and to raise money.

Champions Too was chosen as one of 10 across the nation to be featured on the National Recreation and Park Association crowdfunding site, Fund Your Park.

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503-294-5961

Sunday Trailways: The public is invited to a free celebration of the Waterhouse Trail from 11 a.m. to 3 p.m. Sunday, Sept. 20, between Tualatin Hills Nature Park, Southwest Merlo Road and 158th Avenue, to Bethany Meadows Park (also known as "Pirate Park"). Information: <http://bit.ly/1NcYWSp>



SUBMITTED PHOTO

Sunday Trailways celebrates Tualatin Hills Park & Recreation District's 60-mile network of trails. This year's focus is the Waterhouse Trail.

THPRD celebrates Sunday Trailways

Annual celebration showcases new segments of Waterhouse Trail near Bethany

By ERIC APALATEGUI
The Times

You're invited to hit the trail on foot or wheels on Sunday for the Tualatin Hills Park & Recreation District's fourth annual Sunday Trailways.

The district has planned a wide range of free activities along the Waterhouse Trail from 11 a.m. to 3 p.m. Sunday.

The center of activity will be at John Marty Park in the power line corridor between Northwest Charlais and Joscelyn streets in the Bethany area, where visitors can drop in anytime during the celebration.

Activities include games, basic bicycle repair, bicycle helmet inspections and replacements (while supplies last), the THPRD Rec and Nature mobiles, and an information table with door prizes.

The schedule also will include live music, family-friendly puppets and interactive artists.

Sunday Trailways will also celebrate three new Waterhouse Trail segments totaling more than two miles. They were funded with the district's 2008 voter-approved bond mea-



SUBMITTED PHOTO

Among free activities guests can choose from at Sunday Trailways is learning about the environment at the THPRD Nature Mobile.

sure and completed last year.

"Sunday Trailways is family-oriented, active and fun," said Lisa Novak, THPRD superintendent of programs and special activities. "Each year, we highlight part of our 60-mile trail system and the safe, off-street routes it provides for walkers, runners, bicyclists and others. We chose the Waterhouse Trail this year because it's newly expanded."

The Waterhouse Trail extends four mostly continuous miles from the MAX station at Merlo Road to an area east of Portland Community College's Rock Creek Campus. New features include bridges across the Bronson and Stoller creek wetland, where trail users often spot wildlife.

Maps, schedules and other information is available on THPRD's website or by calling 503-645-6433.

THPRD raising money for Champions Too project

District turns to crowdfunding to help pay for accessible play area

By ERIC APALATEGUI
The Times

The Tualatin Hills Park & Recreation District is jumping aboard the crowdfunding trend to help build Oregon's first athletic field designed for people with disabilities.

The district hopes to raise \$25,000 during a one-month campaign to help build the 5,000-square-foot inclusive play area as part of the district's future Champions Too field in Aloha.

Oregon residents and others across the U.S. are invited to support the effort, which was chosen by the National Recreation and Park Association's "Fund Your Park" crowdfunding platform.

The campaign is live and continues through Sept. 24, but it needs some help to reach its goal. As of Sept. 16,

about halfway through the campaign, the project had attracted about \$2,300 in pledges.

"We envision a future where everyone has access to the physical, emotional and social benefits of our park district," said Doug Menke, THPRD general manager. "The inclusive play area and Champions Too are vital parts of our 'Access for All' vision, and we invite others to join us in making them happen."

The project is a "model community sports park" within a 22-acre community park that encompasses THPRD land and Mountain View Middle School property owned by the Beaverton School District. Construction is scheduled to start in 2016 and be completed the following year.

To make a donation, go to bit.ly/Inclusive-Play.

FALL NATIVE PLANT SALE — Purchase native trees, shrubs, ground cover and perennials at the Tualatin Valley Nature Center, 15655 S.W. Millikan Way, Beaverton, from 10 a.m. to 2 p.m. Oct. 3. This is the 10th annual edition of this event put on by the Tualatin Hills Park & Recreation District. Admission is free.