



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

**Board of Directors Regular Meeting
Tuesday, November 14, 2017
6:00 pm Executive Session; 7:00 pm Regular Meeting
HMT Recreation Complex, Peg Ogilbee Dryland Meeting Room
15707 SW Walker Road, Beaverton**

AGENDA

1. Executive Session*
 - A. Legal
 - B. Land
2. Call Regular Meeting to Order
3. Action Resulting from Executive Session
4. Audience Time**
5. Board Time
 - A. Committees Liaisons Update
6. Consent Agenda***
 - A. [Approve: Minutes of October 10, 2017 Regular Board Meeting](#)
 - B. [Approve: Monthly Bills](#)
 - C. [Approve: Monthly Financial Statement](#)
 - D. [Award: Babette Horenstein Tennis Center LED Lighting Contract](#)
7. Unfinished Business
 - A. [Approve: System Development Charges Administrative Procedures Guide](#)
 - B. [Update: General Manager's Report](#)
8. New Business
 - A. [Update: Beaverton School District Intergovernmental Agreement](#)
9. Adjourn

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



MEMO

DATE: November 9, 2017
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: Information Regarding the November 14, 2017 Board of Directors Meeting

Agenda Item #6 – Consent Agenda

Attached please find consent agenda items #6A-D for your review and approval.

Action Requested: Approve Consent Agenda Items #6A-D as submitted:
[A. Approve: Minutes of October 10, 2017 Regular Board Meeting](#)
[B. Approve: Monthly Bills](#)
[C. Approve: Monthly Financial Statement](#)
[D. Approve: Babette Horenstein Tennis Center LED Lighting Contract](#)

Agenda Item #7 – Unfinished Business

A. [System Development Charges Administrative Procedures Guide](#)

Attached please find a memo requesting board of directors' approval of a System Development Charges (SDC) Administrative Procedures Guide (APG). Keith Hobson, director of Business & Facilities, and Jeannine Rustad, superintendent of Planning, will be at your meeting to provide an overview of the draft guide and to answer any questions the board may have.

Action Requested: Board of directors' approval of the System Development Charges Administrative Procedures Guide.

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

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

Agenda Item #8 – New Business

A. [Beaverton School District Intergovernmental Agreement](#)

Attached please find a memo requesting board of directors' input on a draft intergovernmental agreement (IGA) with Beaverton School District. Aisha Panas, director of Park & Recreation Services, will be at your meeting to provide an overview of the draft IGA and to answer any questions the board may have.

Other Packet Enclosures

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



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

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, October 10, 2017, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Executive Session 6 pm; Regular Meeting 7 pm.

Present:

Jerry Jones Jr.	President/Director
Ali Kavianian	Secretary/Director
Felicita Montebianco	Secretary Pro-Tempore/Director
John Griffiths	Director
Holly Thompson	Director
Doug Menke	General Manager

Agenda Item #1 – Executive Session (A) Land

President Jerry Jones Jr. called executive session to order 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), which allows the board to meet in executive session to discuss the aforementioned issue.

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

Agenda Item #2 – Call Regular Meeting to Order

The Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Jerry Jones Jr. on Tuesday, October 10, 2017, at 7 pm.

Agenda Item #3 – Action Resulting from Executive Session

There was no action resulting from executive session.

Agenda Item #4 – Tualatin Hills Park Foundation

Geoff Roach, director of Community Partnerships, introduced Sherre Calouri, Secretary of the Board of Trustees for the Tualatin Hills Park Foundation (THPF). Sherre announced that the capital public fundraising campaign for Mountain View Champions Park has come to a successful conclusion. She described how the community came together in order to provide a park where everyone can enjoy sports and recreational activities, especially those experiencing disabilities, and a park that truly provides Access for All. She noted that the campaign’s top private donor was the Portland Timbers with a \$200,000 contribution and the top public donor was Washington County with a \$400,000 contribution. She presented the THPRD Board of Directors with a ceremonial check in the amount of \$1,468,000.

General Manager Doug Menke acknowledged Geoff's efforts in leading the campaign, noting that this is one of the first large fundraising efforts to take place on the Portland Westside.

President Jones thanked the THPF Board of Trustees and district staff on behalf of the THPRD Board of Directors for their efforts, noting that he looks forward to the grand opening celebration for Mountain View Champions Park taking place in a few days.

Agenda Item #5 – Audience Time

There was no public testimony during audience time.

Agenda Item #6 – Board Time

Board discussion occurred regarding the desired start time for board meetings. A survey will be distributed to the board members in order to determine the preference of the full board.

Felicita Montebancho complimented the Tualatin Hills Nature Center's recent native plant sale.

President Jones read into the record a congratulatory letter received by the district from Oregon State Representative Susan McLain on the district's accreditation from the national Commission for Accreditation of Park and Recreation Agencies.

President Jones described a recent award bestowed upon THPRD from the Edwards Center, a nonprofit organization that focuses on training, education, and employment opportunities for individuals with developmental disabilities. For more than 35 years, THPRD has worked with the Edwards Center to provide employment opportunities for their participants.

A. Committees Liaisons Update

President Jones noted that another aspect of Board Time is to provide an opportunity for the board members who serve as liaisons to the district's advisory committees to report on the activities of those committees. He suggested that the liaisons be prepared to provide such information at the next board meeting.

General Manager Doug Menke noted that the district's advisory committees are currently discussing changing their meeting nights from Tuesdays to Wednesdays in order not to conflict with THPRD Board of Directors meetings.

Felicita noted that the district's advisory committees are now accepting applications for new members.

Agenda Item #7 – Consent Agenda

Ali Kavianian moved that the board of directors approve consent agenda items (A) Minutes of August 15, 2017 Regular Meeting, (B) Monthly Bills, (C) Monthly Financial Statement, and (D) Resolution Approving Updated Local Government Investment Pool (LGIP) Signers. Holly Thompson seconded the motion. Roll call proceeded as follows:

John Griffiths	Yes
Felicita Montebancho	Yes
Holly Thompson	Yes
Ali Kavianian	Yes
Jerry Jones Jr.	Yes

The motion was UNANIMOUSLY APPROVED.

Agenda Item #8 – Unfinished Business

A. THPRD Grant Strategy

Jeannine Rustad, superintendent of Planning, introduced Brad Hauschild, grant specialist, to provide an overview of the grant strategy included within the board of directors' information packet for consideration of board approval this evening. The strategy outlines how the district is working to pursue grant and outside funding opportunities. An initial overview of the strategy was presented to the board of directors at their January 10, 2017 meeting.

Brad provided an overview of the proposed grant strategy, noting that:

- The overall intent of the grant strategy is to allow the district to become more proactive in securing grant funding opportunities by organizing priorities and developing partnerships ahead of time, thereby being better able to present compelling projects for grant award consideration.
- Since the initial presentation to the board in January, a grant steering committee was formed and has met three times.
 - The committee has been instrumental in reviewing and finalizing the grant strategy, as well as working to identify and prioritize projects that will be good candidates for grant applications.
 - Two additions since the January presentation include a community partnership representative on the grant steering committee and a section to the strategy regarding sponsorships and donations.
 - The committee's main focus has been developing a list of potential projects for grant funding consideration; a grant project priorities list; a flow chart illustrating the project selection and prioritization process and a grant project pre-proposal form.
- With approval of the grant strategy, the grant specialist, in collaboration with the grant steering committee, will:
 - Continue to research grant opportunities and update the Funding Opportunities Summary.
 - Evaluate and refine the quarterly update reporting process.
 - Update the district's operational procedures for grant applications.
 - Identify and apply for grants based on the Project Priorities for Grants list.

Brad offered to answer any questions the board may have.

Felicita Montebalco referenced her service on Metro's placemaking grant advisory board, noting that questions developed for the grant application process for the upcoming cycle include how communities of color can be involved and whether there are leadership roles for people of color. She noted that many private foundations have an emphasis on equity and that the district's diversity, equity and inclusion work will need to be advancing in order to be considered by some private foundations.

- ✓ Jeannine described discussion that has occurred amongst district staff regarding how to better portray in its grant applications the community being served.

John Griffiths questioned how the outcome may have differed if this grant strategy had been in place when the district applied for a National Park Service grant for Crowell Woods Park.

- ✓ Keith Hobson, director of Business & Facilities, noted in that particular case there was a very limited amount of time to submit the application, some of which was spent determining which project to present. One of the direct benefits of the proposed grant strategy is having a list of projects ready so when an opportunity becomes available, time will not be spent identifying the project. Additionally, much of the projects' background information will be maintained and ready for grant applications.
- ✓ Jeannine noted that having partners identified in advance will also be beneficial.

John recalled the disparity between the district assuming success of their National Park Service grant application versus the reality that the district was not even under consideration. He asked

whether the grant strategy includes reaching out to agencies where our grant applications have been denied in order to request feedback on what could have been done better.

- ✓ Jeannine replied that one of the roles of the grant specialist is to build relationships with agencies in order to have such conversations. Additionally, the district needs to evaluate its successful grant applications in order to better understand what put it at the top.

President Jones expressed support for the relationship building aspects of the grant specialist position. In addition, he recalled that the board members learned during recent legislative visits how very important leveraging and partnering are for any grant application; however, on the Grant Project Pre-Proposal Review Form, there is no section devoted to identifying leveraging opportunities and potential partners. He requested that this be added.

Holly Thompson complimented district staff's analytical approach to this process. She encouraged district staff to utilize and take into consideration the City of Beaverton's community visioning work that has been completed, acknowledging that while the work does not represent the district's entire service area, it is a significant portion. She noted that there is a wealth of research available for some of the topic areas listed in the Funding Opportunities Summary in addition to any community survey work THPRD has done. One topic area she believes could be better represented is arts and culture, noting that there are community partnerships and leveraging opportunities available in this particular area. Lastly, she encouraged the Funding Opportunities Summary to be considered as a fluid document that may be impacted by the board's annual priority setting sessions.

Holly Thompson moved that the board of directors approve the draft grant strategy. Felicita Monteblanco seconded the motion. Roll call proceeded as follows:

Ali Kavianian	Yes
John Griffiths	Yes
Felicita Monteblanco	Yes
Holly Thompson	Yes
Jerry Jones Jr.	Yes

The motion was UNANIMOUSLY APPROVED.

B. General Manager's Report

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

- Commission for Accreditation of Park and Recreation Agencies (CAPRA)
 - Deb Schoen, superintendent of Community Programs, announced that THPRD has been officially conferred accreditation by CAPRA. This makes THPRD one of only four CAPRA-accredited agencies in Oregon and among only 2% nationally.
- Equity Assessment Cohort Overview
 - Kylie Bayer-Fertterer, equity coordinator, provided an overview of THPRD's participation in an equity assessment cohort in partnership with The Intertwine Alliance via a PowerPoint presentation, a copy of which was entered into the record.
- Beaverton School District Intergovernmental Agreement (IGA) Overview
 - Aisha Panas, director of Park & Recreation Services, described an IGA with Beaverton School District currently in development via a PowerPoint presentation, a copy of which was entered into the record.
- Mobile Recreation Programs
 - Kristin Smith, interpretive programs supervisor, and Cathi Ellis, center supervisor for Garden Home Recreation Center, provided an overview of the district's mobile

recreation programs via a PowerPoint presentation, a copy of which was entered into the record.

Doug offered to answer any questions the board may have.

Commission for Accreditation of Park and Recreation Agencies (CAPRA)

President Jones recognized the district staff that earned Certified Park and Recreation Professional certifications through this process as well, noting that it is no easy feat.

Ali Kavianian expressed support for the district's mentoring of other agencies through the CAPRA application process.

Equity Assessment Cohort Overview

Holly Thompson applauded the district for evaluating its internal practices in relation to equity, as well as its external aspects, such as by tying demographic information to satisfaction surveys. She cautioned the board and staff not to expect high marks, noting that the board and staff will need to become comfortable with uncomfortable results. In such a high-performing agency, such as THPRD, experiencing such discomfort can be unsettling but it is an expected component of this type of work when it is being done right. She described the need to further evaluate the role implicit bias can play in interview panels, which could result in clear opportunities for training and education. Lastly, regarding the Washington County Coalition of Communities of Color study, she believes it would be beneficial to request that information tailored to THPRD's population base rather than city or county specific.

Felicita Monteblanco supports the work the district is undertaking in this area and looks forward to further discussion regarding the district's DEI (diversity, equity and inclusion) work at the upcoming THPRD Board of Directors retreat. She noticed that demographic information has been included for the advisory committee member applications, which she believes will provide a good baseline as the district continues to work toward building committees that reflect the community it serves.

President Jones complimented Kylie on her leadership skills in this area and asked for additional information regarding the equity seminar series.

- ✓ Kylie described the Equity Seminar Series as a partnership training opportunity between THPRD, City of Beaverton and Beaverton School District. For the past five years or more, these three agencies have pooled resources in order to offer training for their staff, as all three agencies serve the same community. The trainings are generally offered quarterly on different topics, the most recent being de-escalation and bystander training. The next series will be on February 14 featuring the film The Black Fatherhood Project.

Beaverton School District (BSD) Intergovernmental Agreement (IGA) Overview

Ali Kavianian expressed support for the annual audit process proposed.

Felicita Monteblanco complimented the transparency of this process and the relationship building taking place.

John Griffiths asked whether outdoor school is a component of the IGA with BSD.

- ✓ Aisha replied that THPRD does not have any involvement with outdoor school, but does provide environmental education opportunities which will be referenced within the IGA.

Holly Thompson inquired whether THPRD could explore offering after school programs at certain BSD elementary schools that do not currently have after school opportunities, either due to proximity to district-related programs or THPRD facilities being at capacity.

President Jones referenced the joint development application THPRD participated in with BSD for the Cedar Hills Park redevelopment project and William Walker Elementary School project, and asked whether a process for this would be included within the IGA.

- ✓ Aisha replied that such joint projects would be managed through their own project-specific IGAs, although there is a reference in the cover document to the IGA regarding the management of companion agreements.

Jerry commented that the process worked well for Cedar Hills Park and should be considered when future similar opportunities arise.

President Jones noted that THPRD provides many services for which school districts receive federal and state grant funding and that it may be helpful for THPRD to include information in the IGA regarding how to manage grant funds that provide services for the same residents.

- ✓ Aisha confirmed this and provided an overview of the steps THPRD is taking in order to be able to be considered for such grant dollars.

Mobile Recreation Programs

Felicita Montebalanco complimented the district's mobile recreation programs. She requested that the next time this topic is presented, that a map be included of where the mobile recreation programs visit throughout the district. She advocated for these programs to be available in the unincorporated areas of the district on an equitable basis as within city boundaries.

- ✓ Kristin replied that locations are available on the district's website and that maintaining geographic equity is a focus point for the program. Locations are reevaluated annually to ensure that the district is reaching the desired populations and areas.

President Jones asked for information regarding plans to expand this program area.

- ✓ Cathi explained that expansion opportunities are explored via the district's budget cycle and that the district is also actively seeking grant funding for expansion as well.

Jerry encouraged the district to continue exploring expansion opportunities for this successful program, noting the benefits of the increased outreach that mobile recreation programs provide, especially considering the new service areas the district is assuming to the north and south.

Agenda Item #9 – New Business

A. Recommended Goal Outcomes for Fiscal Year 2018/19 Planning and Budgeting

Keith Hobson, director of Business & Facilities, introduced Katherine Stokke, interim Operations Analysis manager, to provide an overview of the memo included within the board of directors' information packet regarding the recommended goal outcomes for FY 2018/19.

Katherine noted that the recommended goal outcomes for FY 2018/19 quantify and capture the priority measures that the board has relayed to the general manager. In 2011, the board began adopting priority goals to initiate the annual planning and budgeting process. Staff use these goals each year by creating business plans to address them. The business plans that most cost-effectively address the goal outcomes are funded in the budget process. Staff also track additional metrics, such as key performance indicators. As the district's priority focus changes in future years, these additional measures may be added as priority goal outcomes. Some of the current goal outcomes are listed as To Be Determined. Staff will work to calculate these results, and, in some cases, staff may suggest alternative metrics to reflect available data.

Katherine explained that the recommended goal outcomes for FY 2018/19 focus on specific areas: grants, land acquisition, branding and public communication, and spending down the remaining natural resource bond funds. With the tightening focus of priority goal outcomes, not every strategic goal has a performance measure for the upcoming budget planning cycle. Specific strategies from the Strategic Plan and Service and Financial Sustainability Plan are identified

under each goal that highlight how the long-term strategic direction of the district is met by pursuing the focus areas for the FY 2018/19 budget planning cycle. Action steps that support the identified strategies are listed in each section. The midyear budget update will include final FY 2016/17 actuals, and a progress update on the FY 2017/18 business plans.

Katherine concluded by noting that upon approval of the recommended goal outcomes for FY 2018/19, staff will work to develop business plans to impact the board-approved measures, and offered to answer any questions the board may have.

Ali Kavianian moved that the board of directors approve the goal outcomes for priority performance metrics for use in the FY 2018/19 planning and budgeting process. Holly Thompson seconded the motion. Roll call proceeded as follows:

Felicita Monteblanco	Yes
John Griffiths	Yes
Holly Thompson	Yes
Ali Kavianian	Yes
Jerry Jones Jr.	Yes

The motion was UNANIMOUSLY APPROVED.

B. System Development Charges Administrative Procedures Guide

Jeannine Rustad, superintendent of Planning, provided an overview of the memo included within the board of directors' information packet regarding a draft System Development Charge (SDC) Administrative Procedures Guide (APG). The purpose of the APG is to provide procedures for the implementation and administration of SDCs for new development within the district. She noted that the draft before the board this evening for review attempts to balance the need for clarity as well as flexibility in order to be able to adapt to new or unforeseen scenarios. Staff will incorporate input from the board into a final SDC APG for consideration of approval at the November regular board meeting.

Jeannine provided background information regarding the development of the APG, noting that the district's first APG was effective January 1999. Since the initial APG, significant changes have occurred within the district, including urban growth boundary expansions, more frequent developer-led SDC projects, and an updated district SDC methodology adopted in 2016.

Jeannine explained that the primary changes to the APG include adding a section with definitions of terms used; reorganizing the structure of the APG to follow a logical sequence; and providing timelines for submissions of requests, administrative review and appeals to the board. The most significant changes proposed are to the SDC Credit section. The purpose of these revisions is to provide a clear procedure for obtaining credits for both the acquisition of land and improvements to parks and trails.

Jeannine provided a detailed overview of the public outreach process used in the development of the draft APG, which included sharing initial drafts and meeting with the Home Builders Association of Metropolitan Portland (HBA) to discuss their comments and concerns, most of which were incorporated in the final draft. In addition, district staff previewed the APG update at a Washington County Development Forum and shared the draft APG with Washington County and City of Beaverton staff, as well as several developers directly through the land development process. The general response to concerns is that by maintaining flexibility, district staff can work with the development community to negotiate transactions that are acceptable to both parties and ideally mutually beneficial. Jeannine offered to answer any questions the board may have.

President Jones opened the floor to public testimony.

Paul Grove, 15555 SW Bangy Road, Lake Oswego, is before the board of directors this evening representing the Home Builders Association of Metropolitan Portland (HBA). Paul commented that the staff presentation this evening was accurate in describing the HBA's chief concern around maintaining flexibility to engage in negotiations specific to cash transactions. He provided additional feedback on behalf of the HBA as follows:

1. The largest concern of the HBA was that the draft APG would enable a backdoor, credit only policy that would be imposed upon the developers doing business within the district, along with different economies of scale for various projects, and levels of developers.
2. Concern was also voiced regarding the SDC credit improvement process and maintaining the roles and responsibilities in terms of negotiating with the district.
3. A need was expressed for outlining what the roles and responsibilities are for the district in working with the development community.
4. Clarity was sought regarding the transferability of SDC credits and the implementation of that process. Although they understand there will be flexibility in the process, the desire of the developers is to have the ability to transfer credits between projects within the district.
5. Assurances were requested that this is not a static document and that there are going to be situations and circumstances that require additional collaboration.
6. The HBA recognizes that this has been a more transparent and collaborative effort on the part of district staff to seek the input of the HBA. The hope is that this can be built upon in order to maintain a positive working relationship with the HBA and individual developers.

Holly Thompson thanked Mr. Grove for his testimony this evening, noting that it helped her contextualize and understand the information. She expressed support for the collaborative environment under which development of the APG took place, as well as the flexibility provided within the document for negotiations to take place.

John Griffiths complimented Jeannine on her efforts and asked for confirmation that the APG is not intended to address any calculation methods for the SDC rates and fees.

- ✓ General Manager Doug Menke confirmed that those calculations are contained within the SDC Methodology.

President Jones applauded district staff and the HBA's collaborative process in the development of the draft APG, noting that he is happy to see an understandable process outlined within the APG and believes it will help frame and move development projects forward with more clarity.

C. Signage Policy Update

General Manager Doug Menke introduced Steve Gulgren, senior park planner, to provide an overview of the memo included within the board of directors' information packet requesting board review of a new Signage Policy intended to replace the Signage Master Plan. Staff will incorporate input from the board into a final Signage Policy for consideration of approval at a future board meeting.

Steve provided a detailed overview of the proposal to replace the district's Signage Master Plan with a new Signage Policy via a PowerPoint presentation, a copy of which was entered into the record. Signage revisions are currently under consideration due to a wide variety of reasons: revised mounting hardware/installation techniques; a change in the district's logo; compliance with the district's ADA Transition Plan; and the need to create new signs that were not in the original Signage Master Plan. Staff are requesting board review and input of a new Signage Policy that differs from the previous Signage Master Plan in that the policy update displays just the sign visuals of the sign families only. All of the details regarding sign colors, text size, dimensions, and installation details would be relocated to the Maintenance Standards Manual,

which would allow staff to make insignificant modifications to signs as needed without requiring amendment of the Signage Policy. Steve offered to answer any questions the board may have.

Felicita Montebianco noted that the second most common language spoken within the district is Spanish and asked whether there are plans to begin including more district signage in Spanish. She commented that it is one way to make more district residents feel welcome.

- ✓ Keith Hobson, director of Business & Facilities, suggested that district staff conduct additional research before this is presented to the board for consideration of adoption in order to see what some of the Best Practices might be regarding multilingual signage. If acceptable to the board, after the research is conducted, he proposes that rather than making detailed modifications to the sign families, to instead create some policy language that could be incorporated into the policy statement addressing the district's goals, thereby leaving flexibility in terms of implementation.

Ali Kavianian expressed support for the proposed Signage Policy Update, noting the benefits of having a more fluid process considering how often new signage or changes are needed.

Holly Thompson echoed Felicita's comments regarding signage in different languages facilitating a more welcoming environment, although this may be able to be accomplished through means other than literal translations of signage into different languages (i.e. pictograms), which would reduce costs associated with duplicate signage. In addition, she referenced a bullet point within the Signage Policy Update Executive Summary regarding interpretive signage, noting that she did not see such signage referenced elsewhere within the document and that it is an area that she would support the district expanding.

- ✓ Steve replied that interpretive signage is described in greater detail within the Maintenance Standards Manual. Such signage tends to be unique and is not a major signage family.

- ✓ Keith commented that this may be another area to consider additional policy language.

Holly suggested seeking out grant funding for additional interpretive signage as it could potentially be considered an initiative under Access for All as well as greatly increase residents' positive and educational experiences when visiting the district's parks and natural areas.

President Jones commented that he enjoys the district's most current signage styles that resulted from the 2009 Signage Master Plan and finds the clean style pleasing to the eye and great for wayfinding. He asked whether the pictograms used are the same as those used by the National Park Service.

- ✓ Steve confirmed this, noting that pictograms were not included on district signage prior to 2009.

Jerry noted that the park signage at Murrayhill Park inadvertently spells the name as Murray Hill.

John Griffiths commented that he enjoys seeing the district's wrapped vehicles in the community, noting that they stand out among the traffic and other government vehicles, and create a great marketing and branding opportunity for the district.

Agenda Item #10 – Adjourn

There being no further business, the meeting was adjourned at 8:55 pm.

Jerry Jones Jr., President

Ali Kavianian, Secretary

Recording Secretary,
Jessica Collins

Check #	Check Date	Vendor Name	Check Amount
300805	08/04/2017	Northwest Public Employees Diversity Conference	1,000.00
43188	08/16/2017	Oregon Emerging Government Leaders Network	1,000.00
301053	08/23/2017	Community Newspapers, Inc.	2,379.50
301120	08/25/2017	City of Beaverton	1,000.00
		Advertising	\$ 5,379.50
300858	08/04/2017	Lincoln Equipment	4,366.85
		Capital Outlay - ADA Projects	\$ 4,366.85
300841	08/04/2017	Ash Creek Forest Management, LLC	3,363.31
		Capital Outlay - Bond - Natural Resources Projects	\$ 3,363.31
300844	08/04/2017	Benchmark Contracting, Inc.	7,154.00
300853	08/04/2017	David Evans & Associates, Inc.	7,661.08
ACH	08/04/2017	MacKay Sposito, Inc.	21,910.15
ACH	08/15/2017	Fieldturf USA, Inc.	113,859.35
301081	08/25/2017	P & C Construction	710,891.00
301107	08/25/2017	Washington County	3,500.00
301127	08/25/2017	Cornerstone Management Group, Inc.	6,890.00
		Capital Outlay - Bond - New/Redevelop Community Parks	\$ 871,865.58
300844	08/04/2017	Benchmark Contracting, Inc.	9,947.00
		Capital Outlay - Bond - Youth Athletic Field Development	\$ 9,947.00
300858	08/04/2017	Lincoln Equipment	4,655.00
		Capital Outlay - Building & Pool Equipment Improvements	\$ 4,655.00
301088	08/25/2017	R & W Engineering, Inc.	5,100.68
		Capital Outlay - Building Improvements	\$ 5,100.68
300803	08/04/2017	McDonald & Wetle Roofing	1,900.00
300858	08/04/2017	Lincoln Equipment	1,281.25
300965	08/15/2017	Northwest Control Company, Inc.	2,000.00
		Capital Outlay - Building Replacements	\$ 5,181.25
42088	08/15/2017	GISI Marketing Group	2,080.10
42092	08/15/2017	GISI Marketing Group	793.30
		Capital Outlay - Fleet Capital Improvement	\$ 2,873.40
300820	08/04/2017	Stark Street Lawn & Garden West	24,021.00
300974	08/15/2017	RMT Equipment	96,383.48
301080	08/25/2017	OVS - Aurora	42,905.70
301105	08/25/2017	Turf Star Inc./Western Equipment	103,648.68
		Capital Outlay - Fleet Capital Replacement	\$ 266,958.86
42138	08/15/2017	Innovative Maintenance Systems	4,799.00
		Capital Outlay - Information Technology Replacement	\$ 4,799.00

Check #	Check Date	Vendor Name	Check Amount
300812	08/04/2017	Real Estate Services Group, Inc.	3,200.00
300852	08/04/2017	Daneal Construction, Inc.	5,813.10
300855	08/04/2017	EC Company	5,538.61
300915	08/09/2017	Clean Water Services	1,100.00
300988	08/15/2017	WH Pacific, Inc.	1,013.61
ACH	08/15/2017	MacKay Sposito, Inc.	1,983.50
301132	08/25/2017	Donnerberg Enterprises, LLC	3,500.00
301143	08/25/2017	JLA Public Involvement	2,295.32
301149	08/25/2017	Leahy & Company	4,000.00
301202	08/31/2017	THPRD - Petty Cash	1,600.00
Capital Outlay - SDC - Park Development/Improvement			\$ 30,044.14
300852	08/04/2017	Daneal Construction, Inc.	21,945.00
300854	08/04/2017	Earthworks Excavation and Construction, Inc.	31,678.70
301134	08/25/2017	Earthworks Excavation and Construction, Inc.	7,410.30
Capital Outlay-Play Equipment-3 sites			\$ 61,034.00
300981	08/15/2017	THPRD - Petty Cash	10,000.00
Change for Groovin on the Grass 08/19/2017			\$ 10,000.00
ACH	08/04/2017	BridgePay Network Solutions, LLC	1,603.05
Credit Card Processing Fees			\$ 1,603.05
301108	08/25/2017	Washington Federal N.A.	19,044.68
Debt Service Payment-FFC Series 2013			\$ 19,044.68
42180	08/16/2017	Vision Action Network	1,000.00
301109	08/25/2017	Westside Transportation Alliance	1,000.00
Dues & Memberships			\$ 2,000.00
300795	08/04/2017	PGE	53,950.60
300796	08/04/2017	PGE (Clean Wind)	1,867.08
300962	08/15/2017	PGE	3,185.01
301070	08/25/2017	PGE	40,517.53
301071	08/25/2017	PGE (Clean Wind)	1,867.08
Electricity			\$ 101,387.30
301010	08/16/2017	Standard Insurance Company	217,273.75
301190	08/31/2017	Kaiser Foundation Health Plan	277,102.07
301191	08/31/2017	Moda Health Plan, Inc.	27,972.83
301194	08/31/2017	Standard Insurance Co.	13,781.24
301200	08/31/2017	UNUM Life Insurance-LTC	3,213.60
Employee Benefits			\$ 539,343.49
301009	08/16/2017	PacificSource Administrators, Inc.	3,985.56
301011	08/16/2017	Standard Insurance Company	33,409.08
ACH	08/16/2017	Massachusetts Mutual Life Insurance Company	16,067.29
301193	08/31/2017	PacificSource Administrators, Inc.	14,638.84
301195	08/31/2017	Standard Insurance Company	36,012.45
301198	08/31/2017	THPRD - Employee Assn.	13,830.77
ACH	08/31/2017	Massachusetts Mutual Life Insurance Company	16,056.46
Employee Deductions			\$ 134,000.45

Check #	Check Date	Vendor Name	Check Amount
300794	08/04/2017	NW Natural	15,215.74
301069	08/25/2017	NW Natural	7,374.75
43239	08/31/2017	NW Natural	2,230.38
		Heat	\$ 24,820.87
300984	08/15/2017	Universal Whistles, LLC	2,310.00
		Instructional Services	\$ 2,310.00
301020	08/18/2017	Special Districts Association of Oregon	87,599.53
301021	08/18/2017	Special Districts Association of Oregon	1,000.00
		Insurance	\$ 88,599.53
42091	08/15/2017	Cantel Sweeping	3,970.00
42176	08/15/2017	Guaranteed Pest Control Service Co, Inc.	1,711.00
300985	08/15/2017	US Water Services, Inc.	2,400.00
301076	08/25/2017	Northwest Control Company, Inc.	4,600.00
301105	08/25/2017	Turf Star Inc./Western Equipment	1,160.92
301106	08/25/2017	United Site Services	8,897.47
301115	08/25/2017	SimplexGrinnell LP	1,047.21
		Maintenance Services	\$ 23,786.60
300808	08/04/2017	Platt Electric Supply, Inc.	1,557.97
300819	08/04/2017	Staples Advantage	7,237.64
300835	08/04/2017	Wilbur-Ellis Company	25,760.00
300842	08/04/2017	Baker Rock Resources	1,539.74
ACH	08/04/2017	ORCA Pacific, Inc.	3,191.40
41971	08/15/2017	Step Forward Activities, Inc.	1,855.00
41979	08/15/2017	Northwest Tree Specialists	1,462.00
42021	08/15/2017	Ewing Irrigation Products, Inc.	2,984.24
42074	08/15/2017	BSN Sports	1,853.02
42077	08/15/2017	Best Buy in Town, Inc.	1,000.00
42105	08/15/2017	Airgas Nor Pac, Inc.	3,846.11
42114	08/15/2017	Wilbur-Ellis Company	2,670.00
42157	08/15/2017	Wilbur-Ellis Company	2,590.00
42174	08/15/2017	Airgas Nor Pac, Inc.	3,910.68
42177	08/15/2017	Ewing Irrigation Products, Inc.	8,247.50
300978	08/15/2017	Staples Advantage	4,202.20
300979	08/15/2017	Step Forward Activities, Inc.	6,930.00
42651	08/16/2017	Office Depot, Inc.	1,828.27
301093	08/25/2017	Staples Advantage	3,001.24
301173	08/30/2017	CompView Inc.	3,817.80
		Maintenance Supplies	\$ 89,484.81
301099	08/25/2017	THP Foundation	1,703.00
		Misc Tender Funds	\$ 1,703.00
300840	08/04/2017	ASCAP	2,200.42
		Miscellaneous Other Services	\$ 2,200.42
300932	08/11/2017	Jerry Crane	1,680.00
300972	08/15/2017	Ricoh USA Inc.	2,348.68
42212	08/16/2017	Home Depot Credit Services	1,929.43
		Office Supplies	\$ 5,958.11

Check #	Check Date	Vendor Name	Check Amount
300826	08/04/2017	US Postal Service CMRS-PB	3,000.00
		Postage	\$ 3,000.00
42088	08/15/2017	GISI Marketing Group	1,966.93
42092	08/15/2017	GISI Marketing Group	1,728.60
ACH	08/15/2017	Signature Graphics	11,853.00
		Printing & Publication	\$ 15,548.53
300845	08/04/2017	Bullard Law, P.C.	2,045.40
300975	08/15/2017	Scott Edwards Architecture LLP	6,000.00
300993	08/15/2017	Bullard Law, P.C.	3,916.00
301056	08/23/2017	Elevate Technology Group	22,725.00
301087	08/25/2017	Providence Health & Services	1,724.25
301138	08/25/2017	Financial Advocates Advisory Services	1,068.74
ACH	08/25/2017	Beery, Elsnor & Hammond, LLP	6,141.35
		Professional Services	\$ 43,620.74
300836	08/04/2017	A & E Imaging	2,182.45
300843	08/04/2017	Beaverton School District #48	2,178.90
42135	08/15/2017	Kore Group	5,358.67
300969	08/15/2017	Oregon Fencing Alliance	4,420.00
300976	08/15/2017	Sherwood Ice Arena	4,824.00
300983	08/15/2017	U.G. Cash & Carry	2,923.40
300995	08/15/2017	Custom Imprint	1,658.09
300996	08/15/2017	Flying M Ranch	6,800.00
42199	08/16/2017	Office Depot, Inc.	2,386.83
42403	08/16/2017	Evergreen Aviation Museum	1,496.00
42952	08/16/2017	Enchanted Forest, Inc.	1,631.50
43017	08/16/2017	WhenToWork, Inc.	1,080.00
301089	08/25/2017	River Drifters Whitewater, Inc.	2,444.00
301110	08/25/2017	Youth Tech, Inc.	3,915.00
301122	08/25/2017	Beaverton School District #48	32,728.95
301172	08/30/2017	Capital One Commercial	3,717.38
301175	08/30/2017	FreedomPay, Inc.	4,868.38
		Program Supplies	\$ 84,613.55
43247	08/31/2017	Waste Management of Oregon	7,605.29
		Refuse Services	\$ 7,605.29
300813	08/04/2017	Ricoh USA Inc.	6,484.26
300825	08/04/2017	United Rentals, Inc.	1,025.84
300972	08/15/2017	Ricoh USA Inc.	2,731.32
300986	08/15/2017	Western Bus Sales, Inc.	6,800.00
301077	08/25/2017	Oregon Dept of Admin Service	1,144.57
		Rental Equipment	\$ 18,185.99
300859	08/04/2017	NEOGOV	20,684.40
42170	08/15/2017	Criminal Information Services, Inc.	1,492.50
300970	08/15/2017	Pacific Talent, Inc.	11,562.50
300977	08/15/2017	Sound Security, Inc.	11,967.00
ACH	08/15/2017	Smith Dawson & Andrews	3,000.00
301097	08/25/2017	Technology Integration Group (TIG)	10,000.00
301114	08/25/2017	Portland PartyWorks, Inc.	2,628.40
301126	08/25/2017	Cook Security Group	2,192.58
301135	08/25/2017	Edwards Enterprises	2,641.50
301136	08/25/2017	Event Power & Lighting, Inc.	2,590.00
301176	08/30/2017	H&S Screen Printing, LLC	1,680.03
		Technical Services	\$ 70,438.91

Check #	Check Date	Vendor Name	Check Amount
ACH	08/25/2017	Shawna Hartung Technical Training	1,481.13 \$ 1,481.13
301068	08/25/2017	Allstream	5,027.09
43241	08/31/2017	AT&T Mobility Telecommunications	8,706.14 \$ 13,733.23
ACH	08/15/2017	Fieldturf USA, Inc. Timbers Logo - Mtn View Champions Park Field	4,000.00 \$ 4,000.00
ACH	08/15/2017	Marc Nelson Oil Products, Inc.	2,836.09
301104	08/25/2017	Tualatin Valley Water District	17,451.50
301124	08/25/2017	Brethauer Oil Co.	1,702.96
ACH	08/25/2017	Marc Nelson Oil Products, Inc. Vehicle Gas & Oil	2,926.97 \$ 24,917.52
43249	08/31/2017	City of Beaverton	14,259.73
43250	08/31/2017	Clean Water Services	2,996.59
43251	08/31/2017	Tualatin Valley Water District	132,229.56
43252	08/31/2017	West Slope Water District Water & Sewer	1,693.39 \$ 151,179.27
Grand Total			\$ 2,760,135.04

Check #	Check Date	Vendor Name	Check Amount
301367	09/14/2017	iHeartMedia	3,500.00
301503	09/25/2017	Red Tricycle Advertising	4,240.00
			\$ 7,740.00
301499	09/25/2017	Parr Lumber Co. Capital Outlay - ADA Projects	1,734.38
			\$ 1,734.38
301240	09/05/2017	OPSIS Architecture, LLP Capital Outlay - Aquatic Center Renovation	15,984.49
			\$ 15,984.49
301467	09/25/2017	Clean Water Services	70,000.00
301517	09/25/2017	Treecology, Inc. Capital Outlay - Bond - Natural Resources Projects	7,350.00
			\$ 77,350.00
301227	09/05/2017	David Evans & Associates, Inc.	11,862.25
301241	09/05/2017	Oregon Corrections Enterprises	1,818.00
43920	09/13/2017	Rose's Equipment & Supply Inc.	2,195.73
301394	09/15/2017	P & C Construction	427,194.00
301469	09/25/2017	Cornerstone Management Group, Inc.	6,890.00
301470	09/25/2017	David Evans & Associates, Inc.	2,388.50
301502	09/25/2017	Press-22	6,200.00
ACH	09/25/2017	MacKay Sposito, Inc. Capital Outlay - Bond - New/Redevelop Community Parks	14,686.79
			\$ 473,235.27
301478	09/25/2017	Koeber's, Inc.	2,728.00
301500	09/25/2017	Peterson Structural Engineers, Inc. Capital Outlay - Building Improvements	2,574.00
			\$ 5,302.00
301364	09/14/2017	GTS Interior Supply	3,902.40
301401	09/15/2017	RMS Pump, Inc. Capital Outlay - Building Replacements	4,425.50
			\$ 8,327.90
301358	09/14/2017	Dell Marketing L.P. Capital Outlay - Information Technology Replacement	22,324.80
			\$ 22,324.80
301241	09/05/2017	Oregon Corrections Enterprises	3,610.00
301355	09/14/2017	Daneal Construction, Inc.	14,000.00
301491	09/25/2017	Northwest Playground Equipment, Inc.	8,840.00
301500	09/25/2017	Peterson Structural Engineers, Inc. Capital Outlay - Park & Trail Replacements	2,800.00
			\$ 29,250.00

Check #	Check Date	Vendor Name	Check Amount
301255	09/06/2017	Brad R. Beier	1,000.00
301263	09/06/2017	Byron Jacobson	1,000.00
301273	09/06/2017	Bryan B. Robb II	1,000.00
301289	09/08/2017	Marissa Bowsby	1,000.00
301298	09/08/2017	Alan Ruff	1,000.00
301345	09/14/2017	AKS Engineering & Forestry, LLC	1,115.00
301346	09/14/2017	Morad A. Ardeshiri	1,000.00
301359	09/14/2017	Lisa D. Dominguez	1,000.00
301370	09/14/2017	Shun Li	1,000.00
301387	09/15/2017	Miley C Flowers	1,000.00
301397	09/15/2017	Kara Doreen Post	1,000.00
301398	09/15/2017	David Renolds	1,000.00
301402	09/15/2017	Paula Jean Rockwood	1,000.00
301412	09/15/2017	THPRD - Petty Cash	1,000.00
301414	09/15/2017	Huey C. Tran	1,000.00
301418	09/15/2017	Court R Wangsgard	1,000.00
301458	09/22/2017	Ticor Title Company	5,000.00
301471	09/25/2017	Jeannette D Domogalla	1,000.00
301473	09/25/2017	Brian Eschenauer	1,000.00
301474	09/25/2017	Michelle File	1,000.00
301477	09/25/2017	JLA Public Involvement	1,092.04
301481	09/25/2017	Loralie Lane	1,000.00
301508	09/25/2017	Morteza Shahbazi	1,000.00
301509	09/25/2017	Cody M Smith	1,000.00
301515	09/25/2017	Joanna Louise Thompson	1,000.00
301519	09/25/2017	Nicole Wainright	1,000.00
301520	09/25/2017	David Joseph Wiza	1,000.00
301525	09/25/2017	William John Koster	1,000.00
		Capital Outlay - SDC - Park Development/Improvement	\$ 32,207.04
301466	09/25/2017	Cedar Mill Construction Co, LLC	91,733.80
301492	09/25/2017	OP SIS Architecture, LLP	7,231.54
		Capital Outlay-Aquatic Center Renov Phase 2	\$ 98,965.34
301355	09/14/2017	Daneal Construction, Inc.	32,394.50
		Capital Outlay-Play Equipment-3 sites	\$ 32,394.50
ACH	09/25/2017	BridgePay Network Solutions, LLC	1,045.80
		Credit Card Processing Fees	\$ 1,045.80
301235	09/05/2017	PGE	23,029.92
301382	09/15/2017	PGE	1,388.39
301486	09/25/2017	PGE	35,065.59
301487	09/25/2017	PGE (Clean Wind)	1,867.08
		Electricity	\$ 61,350.98
301375	09/15/2017	Standard Insurance Company	217,273.75
301558	09/29/2017	Kaiser Foundation Health Plan	269,969.30
301559	09/29/2017	Moda Health Plan, Inc.	26,422.53
301563	09/29/2017	Standard Insurance Co.	13,964.31
301568	09/29/2017	UNUM Life Insurance-LTC	1,694.20
		Employee Benefits	\$ 529,324.09

Check #	Check Date	Vendor Name	Check Amount
301374	09/15/2017	PacificSource Administrators, Inc.	3,985.56
301376	09/15/2017	Standard Insurance Company	33,610.97
ACH	09/15/2017	Massachusetts Mutual Life Insurance Company	16,234.13
301561	09/29/2017	PacificSource Administrators, Inc.	4,932.06
301562	09/29/2017	PacificSource Administrators, Inc.	7,313.23
301564	09/29/2017	Standard Insurance Company	34,908.40
301567	09/29/2017	THPRD - Employee Assn.	13,917.18
ACH	09/29/2017	Massachusetts Mutual Life Insurance Company	16,226.61
Employee Deductions			\$ 131,128.14
301234	09/05/2017	NW Natural	6,664.33
301485	09/25/2017	NW Natural	3,342.13
Heat			\$ 10,006.46
301250	09/05/2017	Universal Whistles, LLC	2,904.00
301505	09/25/2017	River Drifters Whitewater, Inc.	1,140.00
Instructional Services			\$ 4,044.00
43754	09/13/2017	Canyon Glass, Inc.	1,092.46
44050	09/13/2017	Guaranteed Pest Control Service Co, Inc.	1,711.00
301497	09/25/2017	Pacific Sports Turf, Inc.	4,495.00
301518	09/25/2017	United Site Services	8,796.10
Maintenance Services			\$ 16,094.56
301248	09/05/2017	Staples Advantage	4,591.55
ACH	09/05/2017	ORCA Pacific, Inc.	1,266.04
43253	09/12/2017	Target Specialty Products	3,630.00
43258	09/12/2017	Rexius Forest By-Products, Inc.	2,058.75
43260	09/12/2017	Rexius Forest By-Products, Inc.	1,143.75
43276	09/12/2017	Pioneer Manufacturing Co.	2,798.00
43277	09/12/2017	Pioneer Manufacturing Co.	1,627.50
43278	09/12/2017	Pioneer Manufacturing Co.	3,200.20
43296	09/13/2017	Step Forward Activities, Inc.	1,750.00
43307	09/13/2017	Step Forward Activities, Inc.	1,183.50
43575	09/13/2017	Airgas Nor Pac, Inc.	3,872.13
43792	09/13/2017	Airgas Nor Pac, Inc.	5,511.32
301404	09/15/2017	Ross Recreation Equipment Company, Inc.	2,295.45
301409	09/15/2017	Step Forward Activities, Inc.	7,105.00
301510	09/25/2017	Staples Advantage	7,508.97
ACH	09/25/2017	ORCA Pacific, Inc.	1,424.05
Maintenance Supplies			\$ 50,966.21
301516	09/25/2017	THP Foundation	1,661.14
Misc Tender Funds			\$ 1,661.14
301389	09/15/2017	MSDS Online, Inc.	2,199.00
Miscellaneous Other Services			\$ 2,199.00
301399	09/15/2017	Ricoh USA Inc.	2,009.36
Office Supplies			\$ 2,009.36
301438	09/20/2017	John Griffiths	2,182.65
Other Travel			\$ 2,182.65

Check #	Check Date	Vendor Name	Check Amount
301483	09/25/2017	Lithtex, Inc.	1,484.47
		Postage	\$ 1,484.47
43256	09/12/2017	GISI Marketing Group	1,120.00
43875	09/13/2017	GISI Marketing Group	7,846.00
		Printing & Publication	\$ 8,966.00
301363	09/14/2017	Front Porch Branding	4,000.00
ACH	09/25/2017	Beery, Elsnor & Hammond, LLP	7,023.32
		Professional Services	\$ 11,023.32
301222	09/05/2017	American Chess Institute	7,680.00
301224	09/05/2017	Beaverton School District #48	5,739.75
301225	09/05/2017	Capital One Commercial	4,089.77
301232	09/05/2017	Little Achievers, LLC	1,947.00
301242	09/05/2017	Play-well TEKologies	5,382.00
44489	09/13/2017	Evergreen Aviation Museum	1,848.00
301348	09/14/2017	Beaverton School District #48	34,180.65
301416	09/15/2017	U.G. Cash & Carry	1,595.34
301420	09/15/2017	Youth Tech, Inc.	2,175.00
301463	09/25/2017	Beaverton School District #48	6,026.40
301533	09/27/2017	City of Hillsboro	5,376.00
		Program Supplies	\$ 76,039.91
301214	09/05/2017	Donald Hayes	2,349.54
301215	09/05/2017	Nicole Paulsen	1,602.36
		Reissue payroll check	\$ 3,951.90
301224	09/05/2017	Beaverton School District #48	3,052.35
301393	09/15/2017	Oregon Dept of Admin Service	1,302.65
301399	09/15/2017	Ricoh USA Inc.	3,438.12
301463	09/25/2017	Beaverton School District #48	3,829.95
301518	09/25/2017	United Site Services	1,174.00
		Rental Equipment	\$ 12,797.07
301223	09/05/2017	Aronson Security Group	2,856.29
301230	09/05/2017	Horne Audio, Inc.	4,824.30
301244	09/05/2017	River City Environmental Inc.	2,220.90
301251	09/05/2017	Urban Forest Pro, LLC	1,600.00
ACH	09/05/2017	Smith Dawson & Andrews	3,000.00
44420	09/13/2017	Northwest Tree Specialists	1,000.00
301326	09/13/2017	Cook Security Group	1,504.37
301360	09/14/2017	Event Power & Lighting, Inc.	8,783.00
301406	09/15/2017	Showcall Event Services	2,136.48
301410	09/15/2017	Stew Dodge	2,625.00
301472	09/25/2017	Edwards Enterprises	2,348.00
301490	09/25/2017	Native Ecosystems NW, LLC	3,250.00
301514	09/25/2017	Technology Integration Group (TIG)	29,231.38
		Technical Services	\$ 65,379.72
301231	09/05/2017	Karlean Lawson	1,315.73
43326	09/13/2017	Leadership Beaverton	1,550.00
43384	09/13/2017	American Red Cross Health & Safety Services	6,485.00
		Technical Training	\$ 9,350.73

<u>Check #</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>
43565	09/13/2017	Baseline	1,194.00
301325	09/13/2017	Comcast Institutional Networks	57,239.51
301380	09/15/2017	Allstream	5,009.72
		Telecommunications	\$ 63,443.23
301219	09/05/2017	AG West Supply	7,998.08
301480	09/25/2017	Landmark Ford	1,345.82
		Vehicle & Equipment Services	\$ 9,343.90
ACH	09/15/2017	Marc Nelson Oil Products, Inc.	2,790.73
ACH	09/25/2017	Marc Nelson Oil Products, Inc.	3,125.35
		Vehicle Gas & Oil	\$ 5,916.08
		Grand Total	<u>\$ 1,884,524.44</u>

Tualatin Hills Park & Recreation District


 General Fund Financial Summary
 August, 2017

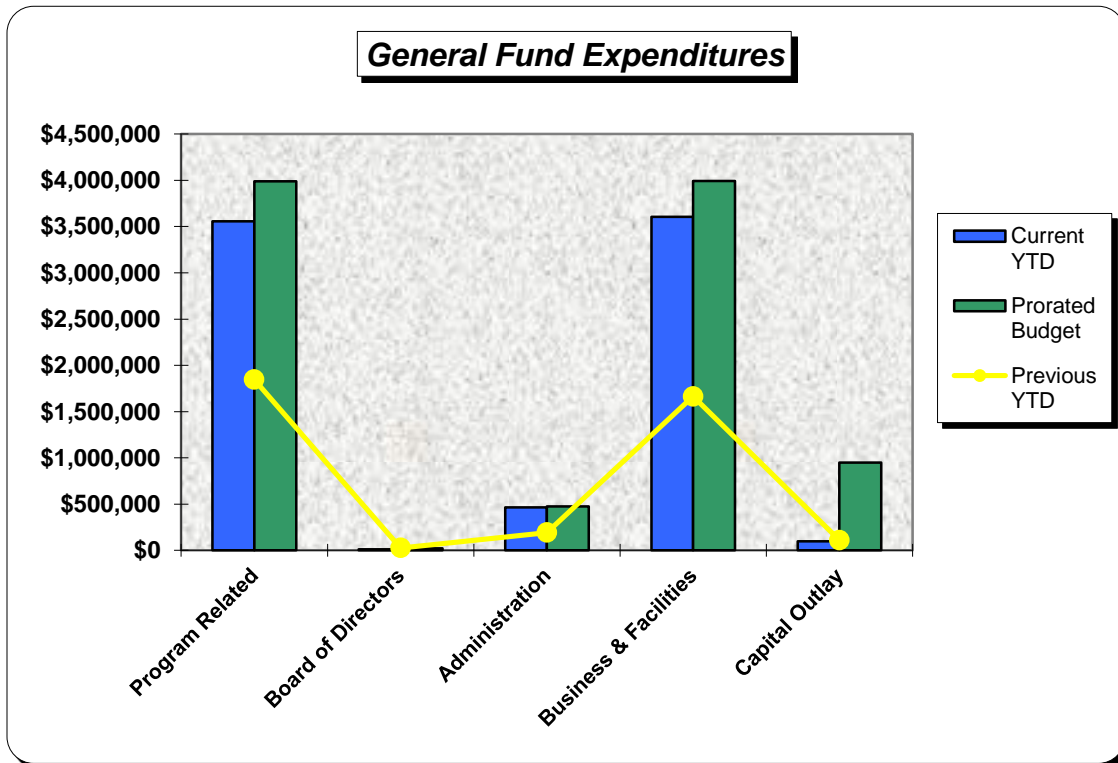
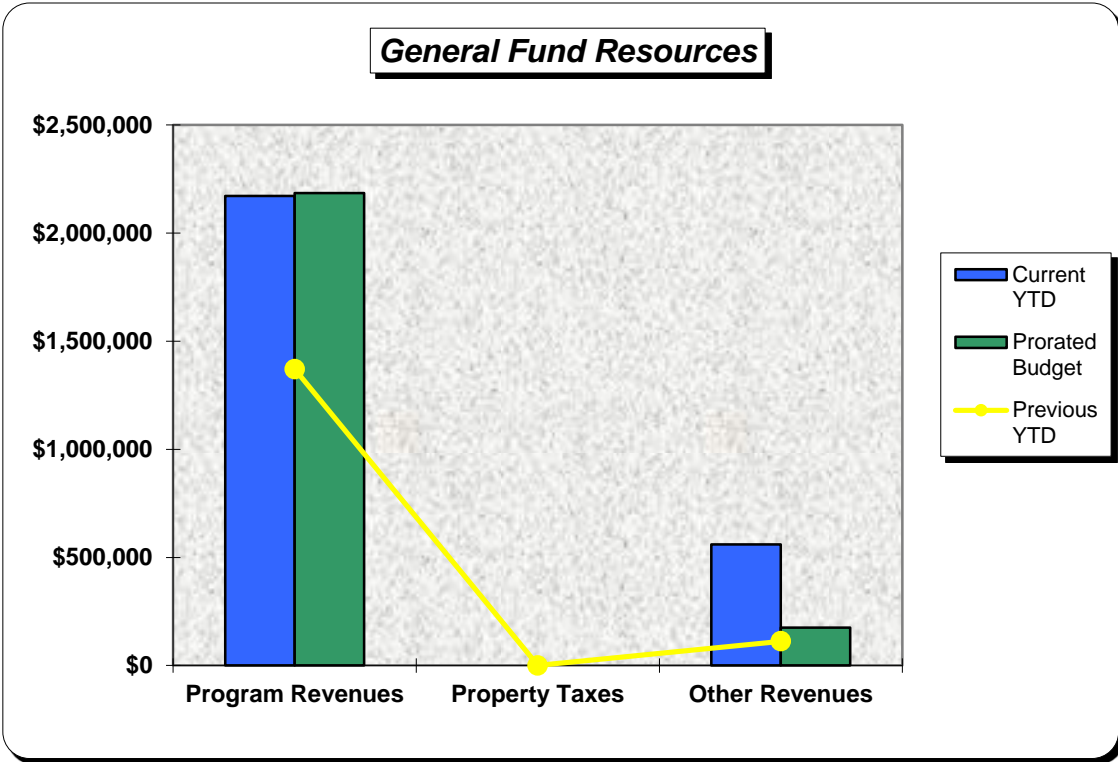
	<i>Current Month</i>	<i>Year to Date</i>	<i>Prorated Budget</i>	<i>% YTD to Prorated Budget</i>	<i>Full Fiscal Year Budget</i>
Program Resources:					
Aquatic Centers	\$ 500,646	\$ 688,335	\$ 733,307	93.9%	\$ 3,216,289
Tennis Center	145,817	165,785	178,084	93.1%	1,129,096
Recreation Centers & Programs	650,866	1,033,451	979,592	105.5%	5,185,786
Sports Programs & Field Rentals	146,583	218,454	233,067	93.7%	1,639,061
Natural Resources	36,141	66,111	61,100	108.2%	406,200
Total Program Resources	1,480,053	2,172,136	2,185,150	99.4%	11,576,432
Other Resources:					
Property Taxes	-	-	-	0.0%	30,741,497
Interest Income	16,278	31,361	13,033	240.6%	155,000
Facility Rentals/Sponsorships	46,945	64,527	70,789	91.2%	473,900
Grants	301,500	364,901	16,062	2271.9%	2,055,417
Miscellaneous Income	68,726	99,560	74,661	133.3%	497,250
Total Other Resources	433,449	560,349	174,545	321.0%	33,923,064
Total Resources	\$ 1,913,502	\$ 2,732,485	\$ 2,359,695	115.8%	\$45,499,496
Program Related Expenditures:					
Parks & Recreation Administration	46,183	102,473	128,234	79.9%	685,221
Aquatic Centers	415,263	810,935	876,035	92.6%	4,159,169
Tennis Center	86,414	183,332	186,921	98.1%	1,045,843
Recreation Centers	769,052	1,410,146	1,542,402	91.4%	6,433,607
Community Programs	66,997	133,763	179,288	74.6%	583,120
Athletic Center & Sports Programs	267,357	503,277	628,387	80.1%	2,401,814
Natural Resources & Trails	209,608	412,250	446,674	92.3%	2,097,536
Total Program Related Expenditures	1,860,874	3,556,176	3,987,941	89.2%	17,406,310
General Government Expenditures:					
Board of Directors	7,022	11,744	20,538	57.2%	269,895
Administration	171,630	463,872	476,603	97.3%	2,513,864
Business & Facilities	1,663,304	3,604,953	3,991,164	90.3%	22,024,609
Capital Outlay	36,771	98,132	949,227	10.3%	6,419,213
Contingency/Capital Replacement Reserve	-	-	-	0.0%	5,050,000
Total Other Expenditures:	1,878,727	4,178,701	5,437,532	76.8%	36,277,581
Total Expenditures	\$ 3,739,601	\$ 7,734,877	\$ 9,425,473	82.1%	\$53,683,891
Revenues over (under) Expenditures	\$ (1,826,099)	\$ (5,002,392)	\$ (7,065,779)	70.8%	\$ (8,184,395)
Beginning Cash on Hand		9,969,032	8,184,395	121.8%	8,184,395
Ending Cash on Hand		\$ 4,966,640	\$ 1,118,616	444.0%	\$ -

Note: Beginning Cash will be revised when closing of FY 16/17 has been completed

Tualatin Hills Park and Recreation District

General Fund Financial Summary

August, 2017





Tualatin Hills Park & Recreation District

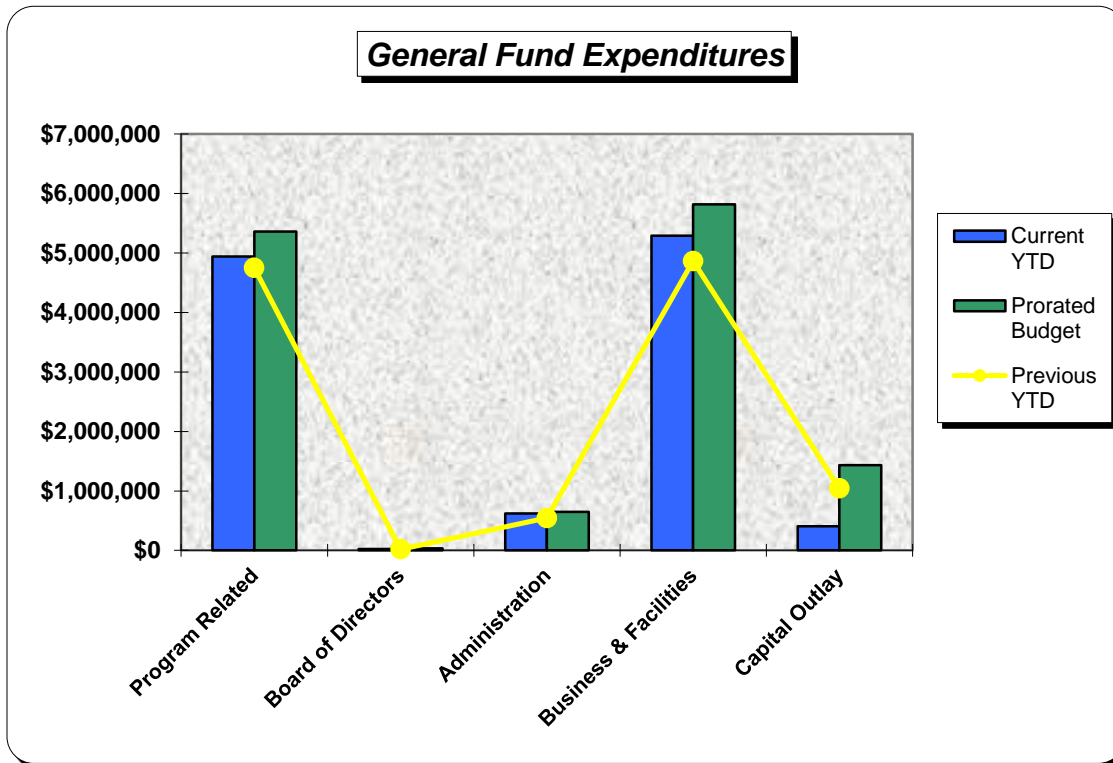
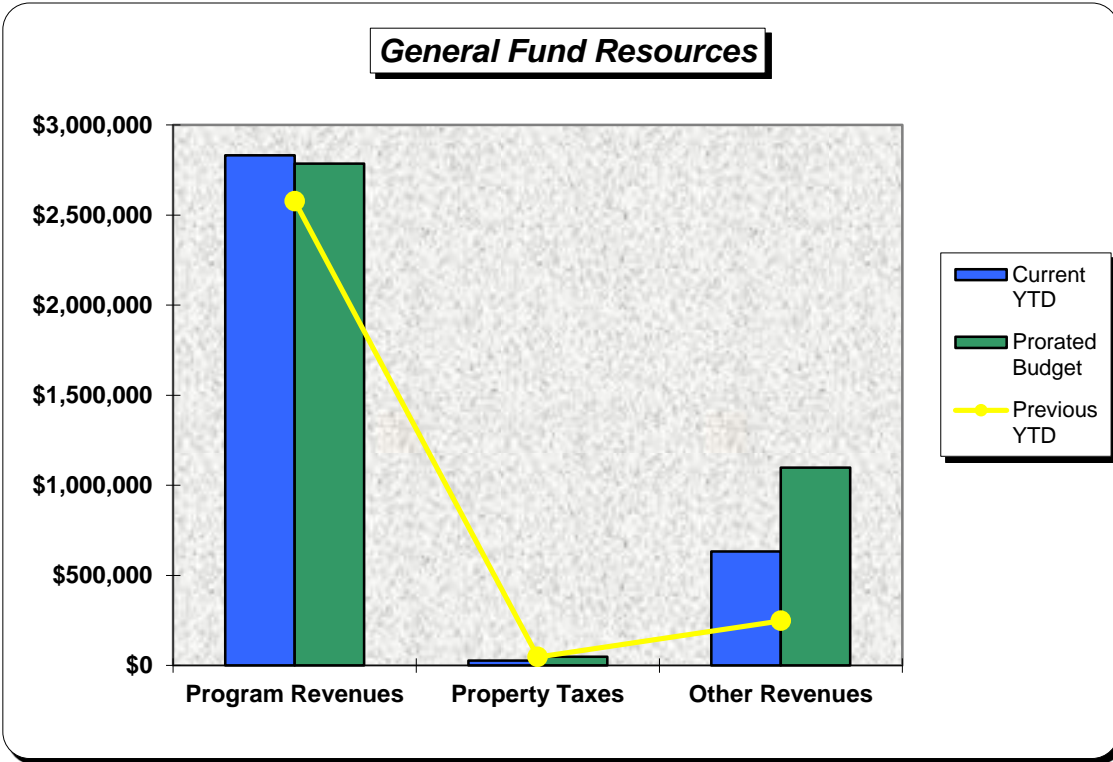
General Fund Financial Summary September, 2017

	Current Month	Year to Date	Prorated Budget	% YTD to Prorated Budget	Full Fiscal Year Budget
Program Resources:					
Aquatic Centers	\$ 127,263	\$ 815,598	\$ 884,823	92.2%	\$ 3,216,289
Tennis Center	58,739	224,524	241,776	92.9%	1,129,096
Recreation Centers & Programs	391,610	1,425,061	1,258,423	113.2%	5,185,786
Sports Programs & Field Rentals	67,420	285,874	322,717	88.6%	1,639,061
Natural Resources	15,171	81,282	77,514	104.9%	406,200
Total Program Resources	660,203	2,832,339	2,785,251	101.7%	11,576,432
Other Resources:					
Property Taxes	26,752	26,752	47,905	55.8%	30,741,497
Interest Income	12,773	44,134	17,208	256.5%	155,000
Facility Rentals/Sponsorships	27,798	92,325	111,534	82.8%	473,900
Grants	-	364,901	868,681	42.0%	2,055,417
Miscellaneous Income	32,858	132,418	100,344	132.0%	497,250
Total Other Resources	100,181	660,530	1,145,671	57.7%	33,923,064
Total Resources	\$ 760,384	\$ 3,492,869	\$ 3,930,923	88.9%	\$45,499,496
Program Related Expenditures:					
Parks & Recreation Administration	48,130	150,603	173,153	87.0%	685,221
Aquatic Centers	326,732	1,137,667	1,239,440	91.8%	4,159,169
Tennis Center	82,804	266,136	268,986	98.9%	1,045,843
Recreation Centers	511,801	1,921,947	2,027,986	94.8%	6,433,607
Community Programs	50,600	184,363	224,933	82.0%	583,120
Athletic Center & Sports Programs	183,194	686,471	794,937	86.4%	2,401,814
Natural Resources & Trails	182,237	594,487	630,642	94.3%	2,097,536
Total Program Related Expenditures	1,385,498	4,941,674	5,360,078	92.2%	17,406,310
General Government Expenditures:					
Board of Directors	10,809	22,553	34,781	64.8%	269,895
Administration	156,682	620,554	648,720	95.7%	2,513,864
Business & Facilities	1,687,957	5,292,910	5,816,459	91.0%	22,024,609
Capital Outlay	308,010	406,142	1,434,958	28.3%	6,419,213
Contingency/Capital Replacement Reserve	-	-	-	0.0%	5,050,000
Total Other Expenditures:	2,163,458	6,342,159	7,934,918	79.9%	36,277,581
Total Expenditures	\$ 3,548,956	\$11,283,833	\$ 13,294,996	84.9%	\$53,683,891
Revenues over (under) Expenditures	\$ (2,788,572)	\$ (7,790,964)	\$ (9,364,073)	83.2%	\$ (8,184,395)
Beginning Cash on Hand		9,920,412	8,184,395	121.2%	8,184,395
Ending Cash on Hand		\$ 2,129,448	\$ (1,179,678)	180.5%	\$ -

Tualatin Hills Park and Recreation District

General Fund Financial Summary

September, 2017





[6D]

MEMO

DATE: October 26, 2017
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **Babette Horenstein Tennis Center LED Lighting Contract**

Introduction

Staff is requesting board of directors' approval of the lowest responsible bid for upgrading the Babette Horenstein Tennis Center's main building lighting systems to LED.

Background

The Babette Horenstein Tennis Center LED Lighting project was advertised for bid on October 5, 2017 as a single project. An addendum was issued to break the project into two bids due to the scope of the projects and bidding environment, one for the air structures and one for the tennis building.

On October 25, 2017 the district received two bids for the tennis building upgrades. One of the bids was deemed not responsible due to the lack of a construction license in the state of Oregon. Creative Lighting Solutions was determined to be the lowest responsible bidder, with a bid amount of \$170,207. The tennis building upgrade includes removal of existing HID luminaires, stems, and ballasts, rewiring and the installation of new LED luminaires including two additional luminaires above the second floor viewing platform. An emergency exit lighting system will also be installed behind the backdrop curtains. The bid, along with a 10% contingency, the estimated air structure costs and project soft costs, will create a project shortfall of \$33,570.

The district received one bid for the air structure upgrades that was found to be not responsible. The air structure bid was only for procurement of new LED luminaires for installation by owner. Staff will seek procurement of the air structure luminaires in the near future.

The project is funded through the General Fund Capital. A breakdown of the project budget is below.

Budget Item	Current Project Cost
Budgeted General Funding Capital	\$307,000*
Project soft costs	\$29,043
Air structures estimate w/ 10% contingency	\$124,300
Tennis building bid	\$170,207

Tennis building contingency @ 10%	\$17,020
Total Project Estimate	\$340,570
Project variance (over) or under	(\$33,570)

** Approved FY 2017/18 budget adopted at the June 20, 2017 regular board meeting. The approved budget includes Energy Trust of Oregon incentives of \$56,000 and USTA grant funds of \$75,000*

Permits will be obtained by the contractor. Construction is scheduled for completion by mid-March.

Proposal Request

Staff are requesting board of directors' approval of the lowest responsible bid for the tennis building lighting upgrades.

Benefits of Proposal

Approval of the bid will provide significant upgrades to the building's lighting system. The upgrade of the lighting system will reduce the need to replace bulbs every two years. The LED lights do not have a noticeable degradation and will provide better light quality, distribution and energy savings. The estimated annual electrical energy savings is \$9,771. The Energy Trust of Oregon rebate is estimated to be \$28,156 for the tennis building improvements.

Potential Downside of Proposal

The project will require the Babette Horenstein Tennis Center to close half the courts during the construction. The air structures will remain open during the tennis building construction. Given the bid amount, and depending on the bid for the air structure fixtures, the combined project may exceed the budgeted amount. This overage will be offset by savings on other projects or by delaying or reducing other projects if savings are not realized.

Action Requested

Board of directors' approval of the following items:

1. Acceptance of the lowest responsible bid for the tennis building from Creative Lighting Solutions Inc. for the amount of \$170,207.
2. Authorization for the general manager or his designee to execute the contract.

Tualatin Hills Park & Recreation District

PROJECT AWARD RECOMMENDATION REPORT

Project:	Babette Horenstein Tennis Center LED Lighting		
Contractor:	Creative Lighting Solutions Inc.		
Contractor worked for THPRD previously: Yes			
Contractor references checked: Yes			
Contractor registered with appropriate boards: Yes			
SCOPE OF WORK			
Location:	HMT campus		
Description:	The tennis building upgrade includes removal of existing HID luminaires, stems, and ballasts, rewiring and the installation of new LED luminaires. Two new LED luminaires will also be installed above the second floor viewing platform. An emergency exit lighting system will also be installed behind the backdrop curtains.		
FUNDING			
Funds Budgeted and Estimated Costs		Amount:	Page
Current total project budget: (incl. United States Tennis Association grant and Energy Trust of Oregon incentives)		\$307,000	CP-7
Estimated project cost: (expenditures, lowest bid, contingency, air structure estimate)		\$340,570	
Project budget variance: (over) under		(\$33,560)	

BID PROPOSALS RECEIVED

Low to High Bid	Contractor	Bid	Completed bid forms
1	Creative Lighting Solutions Inc.	\$170,207	Yes
2	Facility Solutions Group Inc.	Not responsible	Not responsible

PROJECTED PROJECT SCHEDULE	
Invitation to Bidders	October 5, 2017
Sealed Bids Due Bid Opening	October 25, 2017 at 2:00 pm
Bid Results Distributed	October 26, 2017
Final Bid Review	October 26, 2017
THPRD Board Meeting seeking approval	November 14, 2017
Approve contract	November 22, 2017
Notice to Proceed (approx.)	December 1, 2017
Preconstruction Site Meeting (approx.)	To be determined
Site Mobilization (approx.)	Mid-January



[7A]

MEMO

DATE: October 30, 2017
TO: Doug Menke, General Manager
FROM: Keith Hobson, Director of Business & Facilities

RE: **System Development Charges Administrative Procedures Guide**

Introduction

Staff are requesting board approval of the System Development Charge (SDC) Administrative Procedures Guide (APG).

Background

ORS 223.297 *et seq.* governs the adoption and implementation of SDCs. Pursuant to the ORS, on March 7, 2016, the board adopted an updated SDC methodology.

The first APG was effective January 1999. Since then, there have been spot amendments, but not a thorough review of the effectiveness of the APG. Since the initial APG, significant changes have occurred in the district, including urban growth boundary expansions in Bonny Slope West, North Bethany and South Cooper Mountain. Given the updated SDC methodology, it was the appropriate time for a review and revision of the APG.

Staff presented the draft APG to their board at the October 10, 2017 regular meeting and no concerns were raised at that time. Since then, no additional comments or feedback have been received.

Proposal Request

Staff are requesting board approval of the System Development Charge (SDC) Administrative Procedures Guide (APG), included as Attachment A.

Benefits of Proposal

The benefits of the draft APG are that they provide clarity on the implementation of the district's SDC program.

Potential Downside of Proposal

There is no apparent downside to the proposal.

Action Requested

Board of directors' approval of the System Development Charge (SDC) Administrative Procedures Guide (APG).

Attachment A



Parks and Recreation System Development Charges

Administrative Procedures Guide

Revised Effective
November 14, 2017

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SECTION 1. PURPOSE OF ADMINISTRATIVE PROCEDURES GUIDE.

- A. Future growth within the Tualatin Hills Park & Recreation District (THPRD or the district) should contribute to its fair share of the cost of improvements and additions to parks and recreation facilities needed to accommodate such growth.
- B. Parks and recreation system development charges (SDCs) will provide a source of revenue to finance the construction or improvements of THPRD's parks and recreation facilities necessitated by growth.
- C. ORS 223.297-223.314 authorize local governments, including special districts, to impose system development charges for parks and recreation.
- D. The district Board of Directors adopted a 2015 SDC Methodology Report by Resolution 2016-06 on March 7, 2016.
- E. This Administrative Procedures Guide (APG) will provide procedures for implementation and administration of SDCs for new development within the district.

SECTION 2. DEFINITIONS.

“Accessory dwelling unit” is a second dwelling unit that occupies the same lot with a detached single family dwelling unit and that is subordinate to the primary dwelling. The accessory dwelling unit may be located within, attached to, or detached from the primary detached single family dwelling unit. The accessory unit functions as a complete, independent living facility with provisions within the unit for a separate primary entrance, kitchen, bathroom and sleeping area.

“Administrator” shall be the general manager or the general manager's designee and shall be responsible with the management and implementation of the SDC program and the APG.

“Alternative SDC” shall mean an SDC established pursuant to Section 6.

“Applicant” means the owner or other person, including any business or corporation, who applies a building permit in the City of Beaverton or areas of Washington County within the district service boundary.

“Assisted living facility” means a facility providing skilled care for residents requiring a range of supportive personal and health services.

“Building” means any structure built and maintained for the support, shelter or enclosure of persons or property of any kind. This term shall not include temporary construction sheds or trailers erected to assist in construction and maintained during the term of a building permit.

“Building Official” means that person, or designee, certified by the State of Oregon and designated as such to administer the State Building Codes for the City or County.

“Building permit” means an official permit or certificate issued by a Building Official authorizing the construction or siting of any building or structure.

“Capital improvements” means public facilities or assets used for parks and recreation.

“Citizen or other interested party” means any person whose legal residence is within the boundaries of the district, as evidenced by registration as a voter within the district or by other proof of residency; or a person who owns, occupies or otherwise has an interest in real property that is located within district boundaries or is otherwise subject to the imposition of park SDCs, as outlined in Section 5.

“City” means the City of Beaverton, Oregon.

“Condition of development approval” is any requirement imposed on an applicant by a City or County land use or limited land use decision, or site plan approval.

“County” means Washington County, Oregon.

“Continuing care retirement community” is a building or group of buildings providing a continuity of residential occupancy and health care for elderly persons. This facility includes dwelling units for independent living, assisted living facilities, congregate care, plus a skilled nursing care facility of a suitable size to provide treatment or care of the residents; it may include ancillary facilities for the further enjoyment, service or care of the residents. The facility is restricted to persons over a certain age or couples (either married or domestic) where one of the spouses or partners is over a certain age.

“Credit” means the amount by which an applicant may be able to reduce the SDC fee, as provided in Section 7 of this APG.

“Development” means a building or other land construction, or making physical change in the use of a structure or land, in a manner that increases the usage of parks and recreation capital improvements or that may contribute to the need for additional or enlarged parks and recreation capital facilities.

“District” means the Tualatin Hills Park & Recreation District, an Oregon special district.

“District board” means the duly elected Board of Directors of the district.

“Dwelling unit” means a building or portion of a building consisting of one or more rooms including sleeping, cooking and plumbing facilities arranged and designed as permanent living quarters for one or more persons.

“Dwelling unit, attached single family” or **“attached single family dwelling unit”** means a dwelling unit that is attached to one or more dwelling units by one or more common vertical walls. This definition also includes, but is not limited to “duplex,” “zero lot line dwelling,” “townhouse,” and “row house.” With the exception of duplexes, attached single family dwelling units typically are separately owned.

“Dwelling unit, detached single family” or **“detached single family dwelling unit”** means a dwelling unit that is not attached to any other dwelling unit or building.

“Dwelling unit, duplex” or **“duplex”** means one-half of a single building consisting of two dwelling units attached by a common vertical wall.

“Dwelling unit, multi-family” or **“multi-family dwelling unit”** means a structure that contains three or more dwelling units that share common walls or floor/ceilings with one or more dwelling units. The land underneath the multi-dwelling structure is not divided into separate lots. Multi-dwelling structures includes structures commonly called garden apartments, apartments, and condominiums.

“Dwelling unit, single room occupancy” means a portion of a building consisting of one or more rooms including sleeping facilities with a shared or private bath, and shared cooking facilities and shared living/activity area. This definition also includes, but is not limited to “assisted living facility.”

“General Manager” means the chief executive officer of the district.

“Improvement fee” means a fee for costs associated with capital improvements to be constructed after the effective date of this APG.

“Manufactured housing” means a dwelling unit constructed off-site that has sleeping, cooking and plumbing facilities, that is intended for human occupancy, that is being used for residential purposes, and that was constructed in accordance with federal manufactured housing construction and safety standards and regulations in effect at the time of construction.

“New development” means development for which a building permit is required.

“Non-residential development” means any development that does not include one or more dwelling units.

“Over-capacity” means that portion of an improvement that is built larger or with greater capacity than is necessary to serve the applicant’s new development or mitigate for parks and recreation system impacts attributable to the applicant’s new development.

“Owner” means the owner or owners of record of real property as shown on the tax rolls of Washington County, or a person purchasing a piece of property under contract. For the purposes of this APG in terms of violations and binding agreements between the district and the owner, the “owner” shall mean the leaseholder, tenant or other person in possession or control of the premises or property at the time of the agreement or violation of agreement or the provisions of this APG.

“Permit” means a building permit.

“Previous use” means the most intensive use conducted at a particular property within the past 18 months prior to the date of application for a building permit. Where the site was used simultaneously for several different uses (mixed use) then, for the purposes of this APG, all of the specific use categories shall be considered. Where the previous use is composed of a primary use with one or more ancillary uses that support the primary use and are owned and operated in common, that primary use shall be deemed to be the sole use of the property.

“Proposed use” means the use proposed by the applicant for the new development or for a change in use of a property or structure. Where the applicant proposes several different uses (mixed use), all of the specific use categories shall be considered. Where the proposed use is composed of a primary use with one or more ancillary uses that support the primary proposed use and are owned and operated in common, that primary use shall be deemed to be the sole proposed use of the property.

“Qualified public improvement” means any parks and recreation system capital facility or conveyance of an interest in real property that increases the capacity of the district’s parks and recreation system, and is:

1. Required as a condition of development approval; and
2. Identified in the district’s SDC Capital Improvement Projects List and either is:
 - a. Not located on or contiguous to property that is the subject of development approval, or
 - b. Located in whole or in part on or contiguous to property that is the subject of development approval and, in the opinion of the administrator, is required to be built larger or with greater capacity (over-capacity) than is necessary for the applicant’s new development or to mitigate for parks

and recreation system impacts attributable to the applicant's new development.

“Remodel” or “remodeling” means to alter, expand or replace an existing structure.

“Senior Housing” means independent living restricted to persons over a certain age or couples (either married or domestic) where one of the spouses or partners is over a certain age. Senior housing may be part of a continuing care facility.

“SDC Capital Improvement Projects List (SDC-CIP)” means the district program set forth in Appendix B to the SDC Methodology Report that identifies all of the major parks and recreation improvements projected to be funded with SDC revenues through 2035, and includes the estimated cost, timing, and percentage of costs eligible for funding from SDC revenues for each project.

“SDC Credit Agreement” means the required agreement to receive credits pursuant to Section 7 in exchange for the donation of land and/or construction of qualified public improvements or approved projects on the SDC-CIP list.

“SDC Methodology Report” means the district report entitled Parks and Recreation System Development Charges Methodology Update, dated November 2015 adopted by resolution No. 2016-06.

SECTION 3. RULES OF CONSTRUCTION.

For the purposes of administration and enforcement of this APG, unless otherwise stated in this APG, the following rules of construction apply:

- A. In case of any difference of meaning or implication between the text of this APG and any caption, illustration, summary table, or illustrative table, the text shall control.
- B. The word “shall” is always mandatory and not discretionary; the word “may” is permissive.
- C. Words used in the present tense shall include the future; words used in the singular number shall include the plural and the plural the singular, unless the context clearly indicates the contrary.
- D. The phrase “used for” includes “arranged for,” “designed for,” “intended for,” “maintained for,” or “occupied for.”
- E. Where a regulation involves two or more connected items, conditions, provisions, or events:

1. "And" indicates that all the connected terms, conditions, provisions or events shall apply;
 2. "Or" indicates that the connected items, conditions, or provisions or events may apply singly or in any combination.
- F. The word "includes" shall not limit a term to the specific example, but is intended to extend its meaning to all other instances or circumstances of like kind or character.
- G. The word "structure" includes the word "building."
- H. The words "land," "property," "site," "lot," and "premises" are used interchangeably unless the context clearly indicates to the contrary.
- I. The words "proposal," "application," and "request" are used interchangeably unless the context clearly indicates to the contrary.

SECTION 4. SDC RATES, ANNUAL COST ADJUSTMENT AND METHODOLOGY.

A. SDC Rates.

1. As of the adoption of Resolution 2016-06 (adopting the amended system development charge methodology), the rates are set forth in the following table, which shall be annually adjusted pursuant to Section 4.A.2.

Area	Single-Family Residential	Multi-family Residential	New Employee	Senior Housing
District-wide (no overlay)	\$10,800	\$8,619	\$360	\$6,364
South Cooper Mountain	\$12,624	\$10,075	\$360	\$7,439
Bonny Slope West	\$12,789	\$10,206	\$360	\$7,536
North Bethany	\$12,645*	\$10,091*	\$360	\$7,451

*Pursuant to Resolution 2016-07, the residential fee in North Bethany was discounted by 3%, resulting in a single family SDC rate of \$12,268 and multi-family rate of \$9,791.

B. Annual Cost Adjustment.

ORS 223.304(8) allows for the periodic adjustment in SDC rates based on changes in district-adopted cost indices. Therefore, the district shall calculate the adjustment in the dollar amounts of the SDC rates set forth in the SDC Methodology report on or about January 1st of each year to account for changes in the expected costs of debt service and of acquiring and constructing facilities. The

adjustment factor shall be based on the change in average market value for the prior calendar year of undeveloped land in the district, within the Metro Urban Growth Boundary, according to the records of the County Tax Assessor, and the change in construction costs according to the *Engineering News Record* (ENR) Northwest (Seattle, Washington) Construction Cost Index (as reported in the November issue of the ENR); and shall be determined as follows:

$$\begin{aligned} & \text{Change in Average Market Value X 0.50} \\ + & \text{Change in Construction Cost Index X 0.50} \\ = & \text{Parks and Recreation System Development Charge Adjustment Factor} \end{aligned}$$

The parks and recreation System Development Charge Adjustment Factor shall be used to adjust the parks and recreation SDC, unless it is otherwise adjusted by the board or the board decides to forego an adjustment. If the board decides to forego an adjustment in a given year, such action shall not prevent the board from implementing the adjustment at a later time.

C. Methodology.

1. The methodology used to establish or modify SDC rates shall consider the estimated cost of projected capital improvements needed to increase the capacity of the system to which the fee is related. The methodology shall be calculated to obtain the cost of capital improvements for the projected need for future system users.
2. The methodology used to establish or modify the improvement fee or the reimbursement fee, or both, shall be contained in a resolution adopted by the district board.

D. Review of the Methodology. The parks and recreation SDC methodology report is the basis for calculating the parks SDCs due from new development, and shall be revised, amended or replaced as follows:

1. No later than every five (5) years, as measured from initial enactment, or as determined necessary by the administrator, the district shall undertake a review to determine that sufficient money will be available to help fund the parks and recreation SDC-CIP identified capacity increasing facilities; to determine whether the adopted SDC rate keeps pace with inflation; whether the parks and recreation SDC-CIP should be modified; and to ensure that such facilities will not be over-funded by the SDC receipts.
2. In the event that during the review referred to above, it is determined an adjustment to the SDC is necessary for sufficient funding of the SDC-CIP improvements or to ensure that the SDC-CIP improvements are not overfunded

by the SDC, the district board may propose and adopt appropriately adjusted SDCs.

3. The district board may from time to time amend or adopt a new SDC methodology report by resolution.

SECTION 5. APPLICABILITY, CALCULATION AND PAYMENT AND DEFERRAL OF PARKS SYSTEM DEVELOPMENT CHARGES

- A. Applicability. The SDC applies to all new development within the district, unless it is specifically exempted from the SDC pursuant to Section 6.

The SDC imposed by this APG are separate from and in addition to any applicable tax, assessment, charge or fee otherwise provided by law or imposed as a condition of development.

- B. Calculation of SDCs.

1. Change in Use. In a case where there is a modification to an existing structure (such as a change in use, alteration, expansion or replacement), the SDC is charged only if the modification will result in a net increase in the number of dwelling units (for residential development) or employees (for non-residential development), calculated as follows:

- a. Calculate an SDC on the proposed use as though the entire development was subject to the SDC;
- b. Calculate an SDC on the previous use, before modification, expansion, or redevelopment, as though the previous was subject to the SDC;
- c. Calculate the net SDC amount by subtracting the result of step b from the result of step a; if the result is zero or less than zero, no SDC is due. No refund shall be granted as a result of this calculation.

2. Parks and recreation SDCs for new development are calculated as follows:

- a. Residential Development shall be charged per unit for the number of dwelling units to be included in the project. The rates per unit shall be those that were most recently adopted by resolution of the district board.
- b. Accessory dwelling units shall be charged at one-half the detached single-family dwelling unit rate.
- c. Manufactured housing shall be charged at the detached single-family dwelling unit rate.
- d. Continuing Care Community. The SDCs for a continuing care community shall be the sum of the components of the community, as determined as follows:
 - i. At the senior housing rate for independent living units;

- ii. At the employment rate (Health Services – hospital) for assisted living or continuing or nursing care facilities;
 - iii. At the employment rate (Retail – restaurant/bar) for any communal dining facilities; and
 - iv. At the appropriate employment rate for any other such amenities as may be included in the community.
- e. Single room occupancy dwelling units shall be charged at one-half the multi-family dwelling unit rate.
- f. Non-Residential Development
 - i. An applicant for a building permit shall indicate the type and number of square feet of building space for each non-residential use to be included in the project. Guidelines for the number of square feet required for each employee are included in Table 1 for major standard industry classifications. Where a proposed use does not specifically match one of the classifications listed in the table, the listed classification that most closely matches the proposed use, as determined by the administrator, may be substituted.
 - ii. The building department shall calculate the non-residential SDC by:
 - dividing the building space (square feet) for each non-residential use in the development by the number of square feet per employee (from the guidelines in the square feet per employee table, above), and
 - multiplying the result (from step i) by the SDC rate per new employee most recently adopted by resolution of the district board. Any proposed use which constitutes 10% or less of the total building space is considered an ancillary use and does not require a separate calculation; however, the building space for such uses must be included in the total for other non-residential uses.

**TABLE 1: SQUARE FEET PER EMPLOYEE
(Recommended Guidelines from *Metro Employment Density Study*)**

<u>Standard Industry Classification (SIC)</u>	<u>Square Feet Per Employee</u>	<u>Standard Industry Classification (SIC)</u>	<u>Square Feet Per Employee</u>
Manufacturing:		Trucking	1,500
General	700	Communications	250
Food Related	775	Utilities	225
Textile, Apparel	575		
Lumber, Wood Products	560	Retail:	
Paper and Related	1,400	General	700
Printing and Publishing	600	Hardware	1,000
Chemicals, Petrol,		Food Stores	675
Rubber, Plastics	850	Restaurant/Bar	225
Cement, Stone, Clay, Glass	800	Appliance/Furniture	1,000
Furniture and Furnishings	600	Auto Dealership	650
Primary Metals	1,000	Gas Station (gas only)	300
Secondary Metals	800	Gas Station (gas and service)	400
Non-Electrical Machinery	600	Regional Shopping Center	600
Electrical Machinery	375		
Electrical Design	325	Services:	
Transportation Equipment	500	Hotel/Motel	1,500
Other	400	Health Services (hospital)	500
Wholesale Trade;		Health Services (clinic)	350
Durable Goods	1,000	Educational (church)	1,300
Non-Durable Goods	1,150	Cinema	1,100
Warehousing -		Personal Services (office)	600
Storage	20,000	Finance, Insurance, Real Estate,	
Distribution	2,500	Business Services (office)	350
		Government Administration	300

C. When Payment is Due. Except as may be required by ORS 223.205-223.295 (Bancroft Bonding Act) or as provided below, payment of the parks SDC is due at the time of issuance of the building permit. The SDCs may be collected by the city or county with whom the district may enter into agreement for such collection. If

credits have been granted pursuant to Section 7, the district shall issue “waivers” to the applicant to present to the city or county, as applicable.

D. Deferral of SDCs.

1. Deferrals of the payment of SDCs may be granted in the following circumstances:
 - a. By resolution of the board upon a finding that the subject development meets a category of special need in the district for which the district and other service providers have agreed to grant special financial treatment in order to advance a specific public benefit. The resolution shall include the timing for the deferral.
 - b. By the administrator in cases of extreme circumstances or financial hardship, the administrator is authorized to enter into an agreement deferring payment of the applicable SDCs until no later than occupancy of the first dwelling unit in a given phase. The applicant shall have the burden of proving such circumstances or hardship, which may require sharing its development pro-forma with the district, which the district shall not share with any third party. Any agreement for deferral shall be in writing, signed by the administrator and applicant, and must be submitted to the jurisdictional agency controlling the permit.
 - c. A denial of the deferral may be appealed pursuant to Section 9.
2. Deferrals do not constitute a waiver of SDC payment but, rather, a delay in the normal schedule for collection of the fee.

SECTION 6. EXEMPTIONS AND ALTERNATIVE SDC CALCULATIONS.

Notwithstanding Section 5, certain types of new development are either fully or partially exempt from paying SDCs.

- A. Exempt Developments. The following new developments are fully exempt:
 1. Temporary uses, so long as the use or structure proposed in the new development will be used for not more than 180 days in a single calendar year.
 2. Alteration permits for tenant improvements.
 3. Alteration, expansion or replacement of an existing residential dwelling unit where no additional residential dwelling unit is created.
 4. The issuance of a placement permit for a manufactured home unit on a lot or parcel on which applicable park SDCs have previously been paid.
 5. New development that, in the administrator’s opinion, will not create demands on the parks and recreation system greater than those of the present use of the property.
- B. Partial Exemption. Where new development includes a mix of exempt and non-exempt forms of development, only that/those portion(s) of the new

development that qualify under this provision are eligible for an exemption. The balance of the new development that does not qualify for any exemption shall be subject to the full SDC.

- C. Applying for Exemption. Any applicant seeking an exemption under this Section shall request that exemption, in writing, no later than the time of application for the building permit. In support of the exemption request, the applicant must provide complete and detailed documentation demonstrating that the applicant is entitled to one of the exemptions described in Section 6.A.
- D. Administrator's Decision.
1. The administrator shall grant the exemption if, in the administrator's opinion, the applicant has demonstrated with credible, relevant evidence that it meets the pertinent criteria in Section 5.A.
 2. Within 21 days of the applicant's submission of the request, the administrator shall provide a written decision explaining the basis for rejecting or accepting the request.
- E. Denial of an Exemption Request. An applicant whose exemption has been denied may
1. Request an alternative SDC exemption under Section 6.A prior to the issuance of a building permit for the new development;
 2. Request a partial exemption under Section 6.B; or
 3. Appeal the denial to the board pursuant to Section 9.
- F. Alternative SDC Rate Calculation.
1. An applicant may request an alternative SDC rate calculation if:
 - a. The applicant believes that the number of persons per dwelling unit resulting from the new development is, or will be, less than the number of persons per dwelling unit established in the SDC methodology report, and for that reason, the applicant's SDC should be lower than that calculated by the district.
 - b. The applicant believes that the number of employees resulting from the new development is, or will be, less than the number of employees established in the SDC methodology report, and for that reason, the applicant's SDC should be lower than that calculated by the district.
 2. If an applicant believes that the occupancy or employment assumptions for the class of structures that includes new development are inaccurate, the applicant must request an alternative SDC rate calculation under this section prior to the issuance of a building permit for the new development. Alternative SDC rate calculations must be based on

- analysis of occupancy of classes of structures, not on the intended occupancy of a particular new development.
3. In support of the alternative SDC rate request, the applicant must provide complete and detailed documentation, including verifiable dwelling occupancy or employment data, analyzed and certified by a suitable and competent professional. The applicant's supporting documentation must rely upon generally accepted sampling methods, sources of information, cost analysis, demographics, growth projections, and techniques of analysis as a means of supporting the proposed alternative SDC rate. The proposed alternative SDC rate calculation shall include an explanation with particularity why the rate established in the SDC methodology does not accurately reflect the new development's impact on the district's capital improvements.
 4. The administrator shall apply the alternative SDC rate if, in the administrator's opinion, the following are found:
 - a. The evidence and assumptions underlying the alternative SDC rate are reasonable, correct and credible and were gathered and analyzed in compliance with generally accepted principles and methodologies consistent with this section;
 - b. The calculation of the proposed alternative SDC rate was by a generally accepted methodology; and
 - c. The proposed alternative SDC rate better or more realistically reflects the actual impact of the new development than the rate set forth in the SDC methodology report.
 5. If, in the administrator's opinion, all of the above criteria are not met, the administrator shall provide to the applicant (by certified mail, return receipt requested) a written decision explaining the basis for rejecting the proposed alternative parks and recreation SDC rate.
- G. Appeal of a Denial of an Alternative Rate SDC. The decision of the administrator may be appealed to the district board, as described in Section 9. In addition, all persons who object to the calculation of a system development charge have a right to challenge the decision and petition for review of a final board decision pursuant to ORS 34.010 to 34.100.

SECTION 7. SDC CREDITS.

Applicants may apply for credits against (reductions of) the amount of SDCs they owe. Credits may be given by the district for the value of the:

- Donation or contribution of land;¹
- An improvement or another asset that is considered a “qualified public improvement;” or
- Construction of other park or recreation facilities in the district’s SDC-CIP list and approved by the administrator as an SDC credit project.

The following provisions shall serve as a “safe harbor” for an applicant in that if the procedures set forth in this section are followed, the applicant shall be entitled to SDC credits.

- A. Requests for Credits. Prior to issuance of a building permit for which SDC’s are due, the applicant shall submit to the administrator a request for credits for qualified public improvements, donation or contribution of land or construction of park or recreation facilities on the district’s SDC-CIP list. Such request shall include a proposed plan and estimate of cost for contributions of land and/or improvements. The proposed plan and estimate shall include:
1. A designation of the development for which the proposed plan is being submitted;
 2. A legal description of any land proposed to be donated and/or improved;
 3. A list of the contemplated capital improvements contained within the plan, including:
 - a. How they meet the criteria for a “qualified public improvement;” or
 - b. Evidence that the proposed improvements are on the SDC-CIP list and how they reduce the development’s demand upon existing capital improvements and/or the need for future capital improvements;
 4. An itemized estimate of the proposed construction costs provided by a professional architect or engineer; and
 5. A proposed time schedule for completion of the proposed improvement(s), including any master planning and outreach that may be required.
- B. District Response. The administrator shall respond to the applicant’s request in writing within 21 days of when the request is submitted on whether the district will proceed with the requested credit, or if additional time is required to review the request. If additional time is required, the administrator shall notify the applicant, in writing, of the amount of time required. If denied, the administrator shall provide a written explanation of the decision on the SDC credit request.

¹ Requests by the applicant for cash payment for land shall be subject to board approval and subject to board policies on land acquisition, as well as the process described in Section 7.D.

C. Remedy to District's Response.

1. If the applicant disputes the administrator's decision with regard to the amount of an SDC Credit, the applicant may seek an alternative SDC Credit calculation under Section 6.F. Any request for an Alternative SDC Credit calculation must be filed with the administrator in writing within 10 calendar days of the written decision on the initial credit request.
2. If the applicant disputes the administrator's denial of an SDC Credit request, the applicant may seek an appeal pursuant to Section 9.

D. Conditions for SDC Land Acquisition Credits. If an SDC credit request for the acquisition of land is approved, the following conditions must be met in order for an applicant to receive SDC credits. Failure to meet any or all of these requirements shall result in forfeiture of the right to credits, unless otherwise agreed to, in writing, by the administrator.

1. The district and the applicant shall enter into a letter of intent or Memorandum of Understanding (MOU) outlining the terms for the purchase and sale of the property, including timing for appraisal, appraisal review, due diligence and closing.

In the event the governing jurisdiction, either through code or condition of approval, requires assurances that property will be transferred to the district, or actual transfer, by a given time, the parties may enter into a purchase and sale agreement (PSA) in lieu of an MOU or letter of intent. In such instance, PSA shall provide that the price will be determined by appraisal consistent with the following subsection.

2. A System Development Charges Credit Agreement must be signed by the applicant and approved by the administrator.
3. Upon receipt of the legal description from the applicant, the district shall obtain a written appraisal based on fair market value by a qualified and professional appraiser based on comparable sales of similar properties between unrelated parties in a bargaining transaction. For lands valued over \$100,000, the appraisal shall be verified by an independent appraisal review. In new urban areas, all appraisals and appraisal reviews shall be based on the underlying zone and the assumption (with the exception of natural resource land, which shall be valued recognizing restrictions on development) that the property is developable pursuant to the applicable zoning regulations, but with the property unentitled and unimproved. The valuation date shall be the date the district receives the legal description for the property to be acquired. Appraisals and appraisal reviews will be completed in accordance with the most current Uniform Appraisal Standards for Federal Land Acquisition.

4. Upon agreement between the applicant and district on the price, as supported by appraisals performed in accordance with the previous subsection, the parties shall enter into a Purchase and Sale Agreement.
 5. Purchase of land shall be subject to:
 - a. Board approval; and
 - b. Due diligence determined necessary by the district.
- E. Conditions for SDC Credit Development Projects. If an SDC credit request is approved, the following conditions must be met in order for an applicant to receive SDC credits. Failure to meet any or all of these requirements shall result in forfeiture of the right to credits, unless otherwise agreed to, in writing, by the administrator.
1. Prior to the commencement of work on the project, the district and the applicant shall enter into a Memorandum of Understanding (MOU) outlining the project goals and objectives. The MOU shall, at a minimum, specify the estimated project costs, public outreach efforts, construction and inspection schedule, schedule for meetings between the applicant and district project managers and other project requirements and conditions.
 2. A System Development Charges Credit Agreement must be signed by the applicant and approved by the administrator.
 3. Any improvement that is not subject to an existing board-approved master plan shall under-go a master planning process. The master planning process shall be approved by the administrator and shall comply with the district's policies and procedures for public outreach. Master plans for new parks shall be subject to board approval.
 4. Development plans and specifications must be reviewed and approved by the district at the following times:
 - a) In advance of applying for land use approval from the City or County;
 - b) At the 50% construction document level (including specification table of contents and cost estimate);
 - c) At the 90% construction document level (including complete technical specifications) prior to submittal to the City or County; and
 - d) City or County approved plan set.
 5. All materials must be approved by the district and meet district standards, as set forth in the applicable Functional Plan(s).
 6. Americans with Disabilities Act (ADA) access standards must be met in the construction of all public parks and recreation facilities. Any exceptions to accessibility requirements must be consistent with the applicable Functional Plan(s).

7. Upon approval of plans, costs and any other required documentation, the district will issue a notice to proceed for construction. Construction started before the issuance of a notice to proceed may be (1) subject to forfeiture of SDC credits and (2) require removal of improvements not constructed to district standards at the expense of the applicant.
8. After construction close-out, the applicant shall provide as-built plan drawings and a minimum of a one-year written warranty guarantee for all improvements constructed on land to be transferred to the district. The warranty period begins the day SDC credited improvements are accepted by the district.

F. Final Inspection; Correction of Deficiencies.

1. When an applicant has completed construction and is otherwise ready to claim SDC credits on approved capital improvements constructed in accordance with the conditions in Section 7.E., the applicant shall request a final inspection. District staff will inspect all improvements and, if necessary, develop a closeout deficiency list. Once all deficiency list items have been satisfied, the one-year warranty will go into effect and, upon receipt of the close out documents, including the as-built plan drawings and final permit approvals, credits will be issued as provided in this guide and consistent with the SDC credit agreement.
2. In the event that closeout deficiency items are not completed within 30 days of notice of deficiencies, the district may opt to correct the deficiencies and withhold SDC credits in the amount necessary for the corrective action. In such an event, the district shall provide the applicant written notice of the outstanding deficiencies and the cost of corrective action. The applicant shall have ten (10) business days to make the corrections. If no action is taken by the applicant, the district may proceed to take the corrective actions and issue the credits, less the cost of the corrective actions. In the event the applicant fails to correct deficiencies, the district may also avail itself of the remedies provided in Section 7.H.

G. Calculating the Amount of SDC Credits.

1. Land Acquisition. For land required to be donated to or otherwise acquired by the district by conditions of approval or through an approved community or comprehensive plan, the district shall provide SDC credits for the acquisition. The value of the credits shall be based on the appraisal process described in Section 6.D.
2. Qualified Public Improvements. If a qualified public improvement is located in whole or in part on or contiguous to the property that is the subject of the development approval and is required to be built larger or with greater capacity than is necessary for the particular development project, a credit shall be given for the cost of the portion of the improvement that exceeds the district's

minimum standard facility size or capacity needed to serve the particular development or project or property. The applicant shall have the burden of demonstrating that a particular improvement qualifies for credit under this subsection. The request for credit shall be filed in writing no later than 60 days after the acceptance of the improvement by the district.

3. Credits for Capital Improvements Other Than Qualified Public Improvements.

Where the district and an applicant agree the capital improvement project is eligible for SDC credits in accordance with Section 7.A.3.b, eligible costs shall include soft (design, engineering and permitting) and hard (construction and materials) costs. The applicant may choose to base the value of the credits for the improvements on:

a. The actual costs to the applicant. Such costs shall be submitted to the district for review and approval prior to the commencement of any construction activity. The district shall have no less than ten (10) business days to review cost estimates and shall provide any objections to the applicant in writing. Cost overruns must be submitted to the district, in writing, with documentation supporting the overrun and be approved by the district, in writing, to be eligible for credit.

b. The cost to the district to construct the improvements. To determine such cost, upon approval of construction plans, the district may, at its discretion, accept the applicant's cost estimate or submit the plans to a third-party estimator. If the district chooses to use a third-party estimator, the district shall provide the developer the names of 3-5 estimators and the applicant shall give the district its order of preference from the list. If the first choice is not available, the district shall go to the next highest ranked available estimator. The cost shall include no more than a five percent (5%) contingency. Requests for the use of the contingency fee shall be submitted to the district, in writing, with supporting documentation and must be approved by the district, in writing, to be eligible for credit. The cost of the third-party estimator shall be deducted from the final credit amount.

H. District Remedies. In the event that improvements are constructed without prior district review and approval of plans and/or costs do not meet district specifications/standards or the applicant did not follow the requirements in Section 7.E., the district, at its option, may:

1. Refuse to accept the improvements and withhold SDC credits;
2. Require such improvements to be reconstructed, replaced to meet district specifications/standards or removed. The extra costs associated with the reconstruction, replacement or removal shall be assumed by the applicant.

- Additional SDC credits will not be allowed for extra work required to meet district specifications/standards;
3. Remedy the deficiency and deduct such cost from the SDC credits; and/or
 4. Require an extended warranty pursuant to Section 7.I.
- I. Extended, Insured Warranties. Extended, insured warranties may be required in the following circumstances:
1. The district agrees to accept improvements where plans or costs were not provided for the district's review and approval prior to the commencement of construction;
 2. The district was not provided opportunity to inspect improvements at agreed to intervals;
 3. Improvements were not constructed in accordance with district standards and/or approved plans;
 4. The applicant failed to follow any of the requirements of Section 7.E. or terms of an MOU, SDC credit agreement or other written agreement; or
 5. The parties have agreed, in writing, to an extended warranty in exchange for a modified inspection schedule.
- J. Deductions from SDC credits. Deductions or withholdings may be made to SDC credits under the following circumstances and/or for the following district costs:
1. Costs to correct deficiencies pursuant to Section 7.F.
 2. Costs to correct deficiencies where work by the applicant was not performed in accordance with district-approved plans or to district standards. Prior to deducting such cost, the district shall provide the applicant written notice of the deficiency and the estimated cost to correct such deficiency. The applicant shall have 10 business days from receipt of such notice to inform the district whether it will correct the deficiency.
 3. Project management costs. The applicant may elect to pay for either:
 - a. The cost of the district's project manager required to oversee the project. An estimated cost shall be provided in writing to the applicant after receiving the construction schedule and prior to commencement of the project. The district project manager shall track time dedicated to the project, which time records shall be made available to the applicant on a monthly basis; or
 - b. A third-party project manager. The district shall provide the applicant with three potential third-party project managers from which to choose. The district shall contract with the third-party project manager. Costs of the third-party project manager shall be paid for by the district and reimbursed by the applicant through reductions in SDC credits.
- K. Reimbursement of SDCs. Any applicant who submits a proposed plan pursuant to this Section, and desires the immediate issuance of a building permit, shall pay

applicable system development charges. Said payment shall not be construed as waiver of any credit. If credits are subsequently approved, any difference between the amount of SDCs paid and the amount that would have been paid net of credits, as determined by the administrator, shall be refunded to the applicant, less the processing fee charged by the issuing jurisdiction. In no event shall a refund by the district under this subsection exceed the amount of SDCs originally paid by the applicant.

L. Excess Credits.

1. Where the amount of an SDC Credit approved by the administrator under this Section exceeds the amount of the SDCs assessed by the district upon a new development, the excess credit may be applied against SDCs that accrue in subsequent phases of the original development project. In no event shall SDC credits granted exceed the amount of SDCs due on a development project.
2. Credits shall not be transferable from one development to another, unless authorized, in writing, by the administrator.

M. Time Limit for Use of Credits. Credits must be used within 10 years from the date the credit is given.

SECTION 8. RECEIPT, USE, EXPENDITURE, AND REFUNDS OF PARKS SDC REVENUES

A. Deposits.

1. The district shall establish separate accounts for each type of SDC, i.e., improvement and compliance and administration fees, which shall be maintained apart from all other accounts of the district. The proportion of SDC revenues to be allocated to each fund shall be determined from the most recent SDC methodology that was adopted by resolution of the district board.
2. Until needed for an authorized use, moneys deposited in the SDC accounts may be invested by the district, and any interest earned shall be credited to the SDC accounts in proportion to the amounts on deposit.

B. Authorized Uses

1. Capital Improvement Fees. The capital improvement must be included in the district's parks and recreation SDC-CIP. The SDC-CIP must: (1) list the specific projects that may be funded with SDC revenues; (2) provide the cost of each project; and (3) provide the estimated timing of each project. The SDC-CIP may be amended at any time. Moneys in the SDC improvement fee fund must be used for capital improvements that create additional capacity for new users. Moreover, the portion of a project that may be funded with improvement fee revenue must not exceed the eligibility percentage of that project that is specified for that project in the SDC-CIP.

2. Fees collected may be used for the direct costs of complying with the State statutes governing SDCs and for the costs of administering the SDC program.
 3. SDC revenues may be used for purposes that include, but are not limited to, the following:
 - a. Design and construction plan preparation and consultant fees;
 - b. Permitting;
 - c. Land and materials acquisition, including any costs of acquisition or condemnation. Land acquisition costs shall include environmental clean-up and demolition of structures;
 - d. Construction of parks and recreation capital improvements;
 - e. Design and construction of new drainage facilities required by the construction of parks and recreation capital improvements and structures;
 - f. Design and construction of new streets or other street improvements, drainage facilities, or other public improvements required by the construction of parks and recreation capital improvement structures. Improvements that an applicant is required to construct as a condition of approval of a development application shall not be eligible for SDC revenues;
 - g. Relocating utilities required by the construction of improvements;
 - h. Landscaping;
 - i. Construction management and inspection;
 - j. Surveying, soils and material testing;
 - k. Acquisition of capital equipment that is an intrinsic part of a facility;
 - l. Demolition that is part of the construction of any of the improvements on this list;
 - m. Payment of principal and interest, necessary reserves and costs of issuance under any bonds or other indebtedness issued by the district to provide money to construct or acquire parks and recreation facilities; and
 - n. Direct costs of complying with the provisions of ORS 223.297 to 223.314, including the consulting, legal and administrative costs required for developing and updating the system development charges methodologies and capital improvement program; and the costs of collecting and accounting for system development charge expenditures.
- C. Prohibited Uses. Money on deposit in the parks and recreation SDC accounts shall not be used for:
1. Any expenditure that would be classified as a maintenance or repair expense; or
 2. Costs associated with the construction of administrative office facilities that are more than an incidental part of other capital improvements; or

3. Costs associated with acquisition or maintenance of rolling stock; or
4. Operating costs after completion of capital improvements.

D. Challenges of Expenditures.

1. Any citizen or other interested person may challenge an expenditure of SDC revenues by filing a challenge to the expenditure with the administrator within two (2) years after the date of the disputed SDC revenue expenditure. The fee for filing such a challenge shall be \$100.
2. A challenge to an expenditure shall be submitted, in writing, and shall include the following information:
 - a. The name and address of the citizen or other interested person challenging the expenditure;
 - b. The amount of the expenditure, the project, payee or purpose and the approximate date on which it was made; and
 - c. The reason why the expenditure is being challenged.
3. The administrator will review the challenge and determine whether or not the expenditure was made in accordance with the provisions of the methodology, the APG and/or ORS 223.
4. If the district finds that the expenditure was not appropriate, the parks and recreation SDC account(s) must be reimbursed from other sources.
5. The district shall notify the person who submitted the challenge of the results of the review within twenty (20) business days following completion of the review.

E. Refunds of SDCs.

1. The district shall grant a refund of SDCs for the following reasons:
 - a. The administrator finds that there was a clerical error in the calculation of the SDC. In such an event, the SDC refund shall be in the amount of any overcharge;
 - b. The SDCs have not been expended within ten (10) years of receipt; or
 - c. The district determines through an alternative SDC rate calculation, alternative SDC credit calculation, alternative SDC exemption, or appeal that the amount paid for the SDCs exceeded the amount determined to be appropriate for the new development.
2. An applicant or owner shall be eligible to apply for a refund if:
 - a. The building permit or placement has expired and the development authorized by such permit was not commenced. If development was started but not completed, no refund shall be due for completed structures that are suitable for occupancy; or
 - b. The SDCs have not been expended or encumbered prior to the end of the fiscal year immediately following the 10th anniversary of the date upon which

such charges were paid. For the purposes of this Section, first funds received shall be deemed to be the first funds expended.

3. An application for a refund shall be filed, in writing, with the administrator and shall contain the following information:
 - a. The name and address of the petitioner;
 - b. The location of the property that is subject of the SDC;
 - c. A notarized, sworn statement that the petitioner is the current owner of the property on behalf of which the SDC fees were paid; including proof of ownership, such as a certified copy of the latest recorded deed;
 - d. The date the SDC fees were paid;
 - e. A copy of the receipt of payment of the SDC fees; and, if appropriate,
 - f. The date the building permit or placement permit was issued and the date of expiration.
4. The application for a refund shall be filed within ninety (90) days of the expiration of the building permit, placement permit, or within ninety (90) days of the end of the fiscal year following the 10th anniversary of the date upon which the SDC fee was paid. Failure to timely apply for a refund of the SDC fee shall waive any right to a refund.
5. Within thirty (30) days from the date of receipt of a petition for refund, the district will advise the petitioner of the status of the request for refund and, if such request is valid, the SDC shall be returned to the petitioner.
6. Refunds shall not be allowed for failure to timely claim credit or for failure to timely seek an alternative SDC rate under Section 6.F at the time of submission of an application for a building permit.
7. Refunds shall include interest earned on funds while on deposit in the parks and recreation SDC account.
8. Denial of a refund may be appealed pursuant to Section 9.

SECTION 9. APPEALS

- A. Appeals. Any person may appeal to the district board any decision of the administrator made pursuant to this APG by filing a written request with the administrator within fourteen (14) days after the delivery of the administrator's written decision to the applicant. The fee for appealing a decision to the district board shall be \$250.
 1. The appeal to be filed with the district board should contain the following information:
 - a. The name and address of the applicant;
 - b. The legal description of the property in question;
 - c. If issued, the date the building permit was issued;

- d. A brief description of the nature of the development being undertaken pursuant to the building permit;
 - e. If paid, the date the system development charges were paid; and
 - f. A statement of the reasons why the applicant is appealing a decision.
2. Upon receipt of an appeal, the district shall schedule a hearing before the board of directors at a regularly scheduled meeting or a special meeting called for the purpose of conducting the hearing and shall provide the applicant written notice of the date, time and place of the hearing.
3. The district board shall conduct a hearing in a manner designed to obtain all information and evidence relevant to the requested hearing. Formal rules of civil procedures and evidence shall not be applicable; however, the hearing shall be conducted in a fair and impartial manner, with each party having an opportunity to be heard and present information and evidence.
4. An applicant who appeals a decision and desires the immediate issuance of a building permit must pay the applicable system development charges prior to the time the request for hearing is filed. Such payment shall be deemed paid under “protest” and shall not be construed as a waiver of any review rights.
5. An applicant may appeal a decision under this Section without paying applicable system development charges, but no building permit shall be issued until such system development charges are paid in the amount initially calculated or the amount approved upon completion of the review provided in this Section.
6. The district board shall decide an appeal within one hundred twenty (120) days of the date of the appeal unless otherwise agreed to between the appellant and the district board. The decision of the district board may be reviewed under ORS 34.919 to 34.100, and not otherwise.

SECTION 10. AMENDMENT OF THE SDC-CIP

Any capital improvement being funded wholly or in part with revenues from the district’s SDC fund shall be included in the district’s adopted SDC-CIP. This list may be modified at any time by resolution of the district board. If the district’s SDC will be increased by a proposed modification of the SDC-CIP to include one or more SDC-eligible capacity-increasing capital improvements, the following provisions shall apply.

- A. The district shall provide at least 30-days’ notice of the proposed modification to persons who have requested notice. Such notice shall include the proposed adoption date.

- B. If the district receives a written request for a hearing on the proposed modification within fourteen (14) days of the date the proposed modification is scheduled for adoption, the district shall hold a public hearing. The district shall provide written notice to such persons requesting a hearing of the date, time and location for the hearing. To allow adequate time to provide notice, the hearing (and any action on the proposal) shall be scheduled for the next public meeting after the date the proposed modification was scheduled for adoption.
- C. If the district does not receive a written request for a public hearing, none is required, and the proposed modification and increase in the SDC may be adopted by the district board.
- D. Any decision of the district to increase the SDC by modifying the SDC-CIP may be judicially reviewed only as provided in ORS 34.010 to 34.100.

SECTION 11. NOTICE

- A. Maintenance of List. The district shall maintain a list of persons who have made a written request for notification prior to adoption or modification of a methodology for park SDCs. The district may periodically delete names from the list, but at least 30 days prior to removing a name, the district must notify the person whose name is to be deleted that a new written request for notification is required if the person wishes to remain on the notification list.
- B. Notice. Written notice shall be mailed to persons on the list at least 90 days prior to the first hearing to establish or modify a park SDC. The methodology supporting the SDC shall be available at least 60 days prior to the first hearing to adopt or amend a SDC. The failure of a person on the list to receive a notice that was mailed shall not invalidate the action of the district. No legal action intended to contest the methodology shall be filed after 60 days following adoption or modification of an SDC ordinance or resolution.

SECTION 12. RECORD KEEPING

- A. Records of Receipts. All parks and recreation SDCs received should be listed in chronological order, with each record indicating the date received, the amounts received, the name and location of the development for which the SDC was paid, the number(s) of the building permit(s), and the name of the applicant who paid the SDC.
- B. Records of Investments. Any funds on deposit in the parks and recreation SDC accounts that are not immediately necessary for expenditure, must be invested by the district, with all income derived from such investments deposited in the account. All investment transactions should include the date and a description of the transaction.

- C. Records of Expenditures. Records of disbursements should be recorded for each account, and should include the date of the expenditure and the name of the specific capital improvement project for which the funds are expended. In the case of a refund, the date and name of the person receiving the refund should be recorded.
- D. Timeliness of Records. Records of receipts and disbursements of SDCs shall be updated on each business day during which a transaction occurred. This information shall be recorded for each SDC transaction and shall be forwarded to the district at frequencies agreed upon by the district and the city and/or county.
- E. Reports. The district is required by ORS 223.311 to prepare by January 1 of each year an annual report accounting for all receipts and expenditures of parks and recreation SDC revenues. The annual report must show the total amount of system development charge revenues collected for each system and the projects that were funded in the previous fiscal year, and must include a list of the amount spent on each project funded, in whole or in part, with system development charge revenues.

SECTION 13. SEVERABILITY

If any clause, section or provision of this APG shall be declared unconstitutional or invalid for any reason or cause, the remaining portion this APG shall be in full force and effect and be valid.



MEMO

DATE: November 11, 2017
TO: Board of Directors
FROM: Doug Menke, General Manager

RE: General Manager's Report for November 14, 2017

2017 Special Districts Insurance Services Safety Excellence Award

THPRD received the 2017 Special Districts Insurance Services Safety Excellence Award at the ORPA (Oregon Recreation & Park Association) annual conference. The nomination was submitted by the Risk & Contract Management Department for the district's achievement of completing the Safety Health Achievement Recognition Program (SHARP). To date, THPRD is the first and only multisite park and recreation district in the nation to achieve the SHARP certification. Additionally, THPRD is among less than 1% of all employers in the U.S. that have earned this achievement. Participation in the program has helped THPRD reduce workplace injuries by 50%.

Energy Trust of Oregon Incentive Payment

THPRD received an incentive payment of more than \$43,000 from Energy Trust of Oregon for installing new heating valves at Conestoga Recreation & Aquatic Center and upgrading the Metasys building automation software. This project addresses an issue of simultaneous heating and cooling at Conestoga and provides staff with increased monitoring and controls at five THPRD sites, with projected annual savings of 187,055 kWh of electricity and 3,160 therms of natural gas.

Board of Directors Meeting Schedule

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

- December 12, 2017
- January 9, 2017



MEMO

DATE: November 3, 2017
TO: Doug Menke, General Manager
FROM: Aisha Panas, Director of Park & Recreation Services

RE: **Beaverton School District Intergovernmental Agreement**

Introduction

Staff are requesting board of directors' input on the draft intergovernmental agreement (IGA) with Beaverton School District, which guides the relationship between the two districts regarding use and maintenance of athletic facilities.

Background

Park district staff are continuing to work with representatives of the Beaverton School District to update the existing 2004 IGA that guides the use and maintenance of property owned by both districts. Generally, the park district maintains athletic fields and facilities in exchange for the use of school district fields and facilities to run park district recreational programs. At the board's meeting on October 10, Aisha Panas, director of Park & Recreation Services, provided an update on the progress of the amendments and outlined the overarching principles guiding the development of the revised IGA.

At the November 14 board meeting, more recent information on the IGA development process will be provided to the board and the draft IGA will be presented for comments and questions. Staff will share information about the measurement tool developed by THPRD and BSD staff to evaluate the value of athletic facility usage and the cost of maintaining facilities owned by the school district.

Primary changes to the IGA include the following:

- Overarching principles outlining the relationship between BSD and THPRD remain in what is called the "cover" IGA – these items include both standard legal boilerplate language regarding the term of the IGA, indemnification, and insurance requirements, as well as new language that clearly calls out that the exchange of facility usage for maintenance of these facilities should be relatively equal between the two districts.
- The details of the IGA, previously included as exhibits to the IGA, are being pulled out of the IGA framework itself, and are now called "implementing procedures." These implementing procedures are specific to types of facilities or processes, and may require changes more frequently than are required for the IGA. At a minimum, these implementing procedures will be reviewed annually for potential changes. The implementing procedures include the following topics:

- Scheduling Expectations
 - Athletic Fields (both natural and synthetic turf)
 - Gymnasiums
 - Swimming Pools
 - Tennis Courts
 - Track & Cross Country
 - Miscellaneous Services
 - Information Distribution
 - BSD Parent Reunification Plan
- A new provision was added to allow both parties to enforce their rules on the other district's property if deemed to be necessary to preserve public safety and/or to protect physical assets located on the properties. An example is the Mountain View Champions Park site – this change to the IGA would allow THPRD to enforce its rules on the BSD-owned portion of the park (baseball diamond, tennis courts, and double synthetic turf field).
 - The provision requiring clean up and disposal of refuse by the using district on the owning district's property is modified to require coordination between the two districts, particularly when large events/tournaments are held. In the event that additional custodial service is needed following the event, the IGA would allow the owning district to charge the using district an additional cost for providing this service.
 - The term of the new IGA would run until December 31, 2042 unless the two districts agree to extend, amend, or modify the terms of the IGA. The IGA may be terminated by either district after providing 180 days written notice.

Proposal Request

Staff are seeking board input on the draft IGA document. If any board comments or suggestions result in changes to the draft IGA, staff anticipate working with BSD staff in late November to early December to determine how to incorporate those changes. A final version of the IGA will be brought back to the board at its December 2017 meeting for adoption.

Benefits of Proposal

An updated IGA with BSD clearly outlines the operating parameters of the longtime relationship between BSD and THPRD, and ensures an efficient service model for the provision of athletic facilities to THPRD patrons and Beaverton area residents.

Potential Downside of Proposal

There is no apparent downside to this proposal.

Action Requested

Board of directors' input on the draft agreement.

INTERGOVERNMENTAL AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2017 by and between the Beaverton School District No. 48J, Washington County, Oregon, a quasi-municipal corporation of the State of Oregon, acting by and through its duly constituted officers, hereafter designated as “BSD,” and the Tualatin Hills Park & Recreation District, a quasi-municipal corporation of the State of Oregon, acting by and through its duly constituted officers, hereafter designated as “THPRD.”

WHEREAS, BSD and THPRD are the owners of real property in Washington County, Oregon, hereinafter termed the “Property”, and

WHEREAS, BSD and THPRD have heretofore entered into Agreements for more than fifty (50) years and have worked cooperatively in coordinating programs and sharing athletic and recreational facilities, and

WHEREAS, the parties desire to consolidate their Agreements with respect to the Property and provide for future uses of other real property owned by each District, and

WHEREAS, the parties deem it appropriate to enter into an Intergovernmental Agreement for the ownership and use of the Property under authority granted to the parties by ORS 190.010 to 190.030.

WITNESSETH

That each District hereby grants to the other District the use and occupancy of the Property(ies) owned and operated by the Districts for the purposes and on the terms and conditions hereinafter stated:

1. The District using the Property of the other shall use the respective parcels of the Property for the purposes set forth in Implementing Procedures (IP) 1 through 10 for the term commencing on the date of this agreement. This agreement may be terminated by either District by providing at least 180 days written notice of termination to the other District. This agreement may be amended from time to time by the Districts. Such amendment shall be in writing and executed by both districts. Unless both Districts agree otherwise, the Districts agree to meet at least annually to review the Agreement and implementing procedures and propose any amendments.
2. Both Districts agree that a principal objective of this Agreement is for both Districts to reasonably share in the cost of providing access and service to both Districts’ facilities. The general agreement is that THPRD will provide playing field maintenance of certain BSD facilities in exchange for primary access for THPRD programming of BSD facilities when not in use by BSD-sponsored

programs. BSD is also granted access to certain THPRD facilities. This exchange of service and access is expected to demonstrate equal costs.

The implementing procedures outline the expectations for services including, but not limited to, facility maintenance, custodial service, facility monitoring, and other program costs. The District utilizing the property of the other District agrees to pay within 30 days of invoice receipt all required fees which may include facility rental, utilities, custodial, and monitors as described in the implementing procedures.

Costs are not expected to be a dollar-for-dollar equal match but are expected to be reasonably equal. Access and service may be reviewed at least annually and adjustments to access and service levels may be made to ensure reasonably equal costs between the two districts.

3. Each District shall comply with the rules and regulations of the other District governing use of the facilities. Both Districts are allowed to enforce their regulations on the other District's property for the preservation of public safety and/or protection of physical assets.
4. The Districts agree to provide priority use to each other for scheduled, approved programs (see IP 1). Except as scheduled, programs that have preference over this Agreement are identified as follows:
 - a) Programs directly provided by either District or affiliated with THPRD. THPRD has responsibility for designating affiliates through THPRD's established process.
 - b) Programs that are directly a function of their governing body (e.g. Board meetings, PTO events, and THPRD advisory committees).
 - c) Outside programs not directly funded and operated by BSD are not included in this section and do not receive priority over THPRD programs. Outside programs may include, but are not limited to, the YMCA, private users, and local sports groups not affiliated with THPRD.
 - d) THPRD affiliates have priority use for athletic facilities only. THPRD affiliates do not have access under this Agreement for administrative functions including, but not limited to, board meetings, award events, uniform and equipment distribution, and similar activities. THPRD affiliates may request use of BSD facilities for these activities through the BSD facility use process.
5. The using District agrees to:

- a) Use the Property for the purposes and in the manner specified in IP 1 through 10 and physically maintain all improvements heretofore or hereafter constructed by the using District on the property to a standard reasonably acceptable to the owning District. Such improvements must be proposed to and approved by the owning District prior to taking any public action on such improvements.
 - b) Ensure building security during and after scheduled use. Provide proper first aid care to participants for whom they are responsible. Notify owning District with an incident report within three (3) working days of incident.
 - c) Ensure clean up and disposal of refuse by using District on the property to a standard reasonably acceptable to the owning District. The Districts shall coordinate with one another when large events are scheduled to review clean up and disposal concerns. If additional custodial and/or dumpster services are determined to be necessary after prior consultation, the owning District may bill the using District for those services.
 - d) Comply with the scheduling expectations outlined in IP 1.
 - e) Comply with all laws, ordinances, rules, and regulations of any public authority, as now or hereafter enacted or amended, as they relate to or affect the Property or the use thereof.
 - f) Indemnify and defend the owning District from any claim, loss or liability arising out of or related to any activity of the District using the Property.
 - g) The using District shall maintain during the term of the Agreement (with a carrier acceptable to the owning District) commercial General Liability Insurance for the protection of the owning District (directors, officers, employees, and volunteers) insuring owning District for damages because of personal injury, bodily injury, death or damage to Property, including the loss of use thereof, and occurring on or in any way related to activities on the Property or any condition of the Property with limits (equal to the owning District's coverage, by) not less than \$1,000,000 combined single limit per occurrence annual aggregate, or not less than the limits of public body liability set forth in the Oregon Tort Claims Act (ORS 30.260 to 30.300) or other applicable law, whichever is greater. Such insurance shall provide that the owning District shall be given thirty (30) calendar day written prior notice of cancellation. Using District agrees to furnish, in compliance with the above, evidence of self insurance or insurance to the owning District within sixty (60) calendar days of this Agreement.
6. The owning District agrees to comply with the scheduling expectations outlined in IP 1.

7. In the event of conflicting requirements between this Agreement and the implementing procedures to this Agreement, the requirements contained in the implementing procedures shall take priority due to the specific nature of the facility use within the implementing procedures.

8. Implementing procedures for this Agreement include the following titles:

- | | | |
|-------------------------------|-------------------------|--------------------------|
| Scheduling Expectations | Athletic Fields - Grass | Athletic Fields - Turf |
| Gymnasiums | Swimming Pools | Tennis Courts |
| Track and Cross Country | Miscellaneous Services | Information Distribution |
| BSD Parent Reunification Plan | | |

Titles may be edited, added, or deleted from time to time to respond to issues that arise during the course of the year. Such modifications to the implementing procedures shall be discussed cooperatively and be adopted by mutual consent of the THPRD General Manager or designee and the BSD Superintendent or designee.

9. Failure of the using District to follow the terms or conditions or fulfill any obligations of this Agreement including Exhibits may constitute a default of this Agreement. The owning District will verbally notify those in charge of said facility and provide written notice to the using District of those violations. The using District will have thirty (30) calendar days to remedy the violation. During the said thirty (30) day period, the BSD liaison to THPRD and the Park District Superintendent of Sports and Recreation will cooperate to remedy the situation. If the violation cannot be remedied at that time, the Superintendent of BSD, or their designee, and the General Manager of THPRD, or their designee, will review the violation in order to reach a compromise. If the violation is not remedied within a 30-day period after written notice from the owning District, the using District may be deemed to have lost their use of said facility(ies). If the using District proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable, then the thirty (30) day limit may be extended by the owning District. A third party mediator (as appointed by the presiding judge of the Washington County Circuit Court) will first attempt to remedy the decision before the Agreement will be terminated.

10. If condemning authority takes any parcel of the Property or a portion sufficient to render the remainder reasonably unsuitable for the use to which the using District was then making of such parcel, this Agreement shall terminate with respect to such parcels as of the date title vests in the condemning authority. The owning District shall be entitled to all the proceeds of the condemnation resulting from a taking of any parcel of the property or any portion thereof, but shall reimburse the using District for that portion of the award attributable to improvements placed upon the ground by the using District, less depreciation costs. Sale of all or part of any parcel of the Property to purchaser with the owner of eminent domain in

the face of a threat or probability of the exercise of the power shall be treated for the purposed of this section as a taking by condemnation.

11. If suit, action, or arbitration is instituted in connection with any controversy arising out of this Agreement, the prevailing party shall be entitled to recover, in addition to costs, such sum as the Court may adjudge reasonable as attorney fees.
12. The Districts will work cooperatively in coordinating programs and activities conducted on the properties so as to avoid conflicting or competing uses. Coordination meetings between District staff shall occur no less than once a month. The Districts may exchange days and times of use on a mutually agreed upon basis to accommodate the needs of the respective parties. Any change will be reviewed and acted upon by each District's designated representative. The Districts will communicate with their boards, committees, and their patrons they serve about the implications of this Agreement in regards to their own facilities.
13. While using facilities, each District agrees to repair or reimburse for repair, at the option of the owning District, as to except ordinary wear and tear. Each District is responsible for reporting any damage immediately (next business day) to facility staff.
14. Subject to the limitations of the Oregon Constitution and the Oregon Tort Claims Act, BSD will indemnify THPRD, its officers, officials, employees, agents, and insurers (collectively THPRD) against any al all liability for personal injury or damage to life or property arising out of or related to the use of the THPRD improvements by BSD, its officers, employees, or agents, under this Agreement provided, however, that BSD will not be required to indemnify THPRD for any such liability arising out of the wrongful acts of THPRD, its officers, employees, or agents.
15. Subject to the limitations of the Oregon Constitution and the Oregon Tort Claims Act, THPRD will indemnify BSD, its officers, officials, employees, and agents against any al all liability for personal injury or damage to life or property arising out of or related to the use of the THPRD or BSD improvements by THPRD, its officers, employees, or agents, under this Agreement provided, however, that THPRD will not be required to indemnify BSD for any such liability arising out of the wrongful acts of BSD, its officers, employees, or agents.
16. This Agreement may be terminated by either party and may be amended or otherwise modified only by a written instrument executed by both Districts referring to this Agreement specifically and declaring it amended, or otherwise modified. This Agreement expires by its own terms and without further action of wither BSD or THPRD on December 31, 2042 unless the governing bodies of both BSD and THPRD (or their assigns or successors-in-interest) extend, amend, or modify the terms of this Agreement before that time. It is the expectation that both Districts will review the Agreement annually to determine if

the agreement is working as intended. Identified amendments and modifications to this Agreement will be reviewed collaboratively and be acted upon by the governing bodies by July 1 of each year.

17. BSD and THPRD shall in good faith cooperate with each other in connection with their respective rights and obligations of this Agreement, including but not limited to, performing any acts and executing any further documents that may be reasonably necessary to effectuate the purposes of or rights conferred under this Agreement.
18. Any notice required or permitted under this Agreement shall be given when actually delivered or when deposited in the United States mail as certified mail addressed as follows:

To BSD: Beaverton School District #48
 Facilities Department
 16550 SW Merlo Road
 Beaverton, OR 97006-5152

To THPRD: Tualatin Hills Park & Recreation District
 15707 SW Walker Road
 Beaverton, OR 97006
19. The owning District agrees to have all construction, reconstruction, alteration, or installation contracts be written to include indemnity and insurance requirements in favor of both owning District and using District during times when one District is using the other District's facility(ies). Evidence of insurance will be furnished to the using District prior to their use of the facility(ies).
20. This Agreement shall be construed in accordance with and governed by the laws of the State of Oregon. If any provision of this Agreement or application thereof to any person or circumstances shall to any extent be deemed invalid, the remainder of this Agreement shall not be affected and each provision of this Agreement shall be valid and enforced to the fullest extent by law.
21. This Agreement may be executed and acknowledged in counterpart originals and all such counterparts shall constitute one (1) Agreement. Signature pages may be detached from the counterpart originals and attached to a single copy of this Agreement to physically form one (1) document.

DRAFT

DRAFT

THIS INTERGOVERNMENTAL AGREEMENT is entered into by the Beaverton School District pursuant to resolution of its School Board adopted _____, and by Tualatin Hills Park & Recreation District pursuant to resolution of its Park District Board adopted _____.

Don Grotting
Superintendent
Beaverton School District #48

Doug Menke
General Manager
Tualatin Hills Park & Recreation
District

Date: _____

Date: _____



Management Report to the Board November 14, 2017

Communications & Outreach

Bob Wayt, Director of Communications & Outreach

1. The district successfully petitioned Nextdoor to have a presence on its neighborhood-based social media network. Through this channel, the district has access to 40,000 residents, and can target messages to specific neighborhoods within our service area. This has been useful in engaging participants in visioning at Raleigh Park, Greenway Park and other projects, such as the project described in the following item.
2. In conjunction with the Design & Development Department, Communications & Outreach hosted three community conversations to inform master planning of a new park in Aloha. Social posts on Facebook and Nextdoor, as well as canvassing and direct engagement, recruited about 30 participants to three "community conversations." Neighbors discussed their ideal neighborhood; themes included safe passage to and from the park, walking paths, community gathering places and play areas. This is the first phase of community engagement for the future 2.5-acre park at SW 187th Avenue and Bonnie Meadow Lane. Park district staff will develop and send out an online survey this month to gather input from other neighbors.
3. Preparations have begun to move forward with the second phase of vehicle wraps. Approximately 7-9 vehicles in THPRD's fleet will be branded, including both Rec Mobiles.

Community Partnerships

Geoff Roach, Director of Community Partnerships

1. Capital Fundraising (at the end of October 2017)
 - The campaign is complete.
 - The final \$38,500 that had remained outstanding has been received.
 - Grand opening community celebration was held on Saturday, October 14. The partner reception and the public grand opening were big successes.
 - Next steps include follow-up from grand opening celebration and reporting to Oregon's foundation community, including position support for the program fund.
2. Program Fund
 - There is \$35,000 in grant requests to Oregon foundations submitted at this time.
 - Nike Community Impact Fund has become our first major donor and awarded \$18,500.
 - Following Oregon Community Foundation's on site proposal review with THPRD/THPF in September, we have learned the outcome of our proposal will be decided in November.
3. Tualatin Hills Park Foundation
 - The board of trustees held its quarterly board meeting in October and added a new trustee from The Standard. This brings the board to nine trustees.
 - Priorities for THPF continue to be board of trustees recruitment and growth of operating support through the Legacy Circle Giving Campaign, established this year.

Aquatics

Sharon Hoffmeister, Superintendent of Aquatics

1. We offered our second Water Fitness Instructor Workshop for the public in October. This is a class developed by our talented water fitness instructors for those interested in teaching water fitness classes, as well as land instructors looking to expand the types of classes they are teaching to the water. This class is also intended for staff to use as a recruiting method for attracting new fitness instructors, giving us a way to evaluate how they do in the class and how they might fit in with our clientele. We intend to offer these instructor workshops for the public twice per year. We also offer workshops twice per year for our staff; those currently teaching and those interested in training to teach water fitness classes. These workshops have had a very positive impact on our instructor training program.
2. The high school water polo season has come to an end. The high school swimming season will begin following the Veterans Day weekend. There were no changes in the number of teams representing the high schools during water polo season because the athletes from the new Mountainside High School competed on the same team with Aloha High School. This will not be the case with swimming. Mountainside will compete separately and with only freshmen and sophomores. We expect them to have a small team compared to the other high schools in the league.
3. Work continues on the Aquatic Center renovation. We have been fortunate to have a mild fall season with the outdoor pools still operating. We have had good attendance for general public programs (lap swim and fitness classes) weekday mornings at Raleigh. However, as temperatures continue to drop, we expect many patrons will opt to switch to our indoor pools. General public programs will run through November 22. Club practices (Tualatin Hills Swim Club and Tualatin Hills Water Polo Club) will continue at Raleigh and Somerset until the Aquatic Center reopens. Pool temperatures will be maintained at 83 degrees during this time. Tualatin Hills Synchro Club is currently utilizing Sunset Swim Center, Tualatin Hills Dive Club is utilizing Beaverton Swim Center, and Tualatin Hills Barracuda Masters are utilizing Sunset Swim Center and the Oak Hills Homeowners Association Pool.

Community Programs

Deb Schoen, Superintendent of Community Programs

1. Dalton's Northwest Catering is under contract for rental management of the Jenkins Estate. Dalton's is a full-service catering company familiar with the Jenkins Estate. Locally owned and operated since 1973, Dalton's places a high priority on customer service, sustainable practices and donating surplus food and menu items to local charitable organizations.
2. Volunteers contributed significant hours of service to THPRD during the summer months of June, July and August. A total of 555 volunteers donated 11,584 hours at special events and summer programs.

Maintenance

Jon Campbell, Superintendent of Maintenance Operations

1. Maintenance staff are preparing for the inclement weather season. Staff have been assigned to facilities and will report to those locations on inclement weather days. The additional support will be used to get walkways that lead to buildings safe and ready to open for our patrons. Additional support may include snow and ice removal, and helping with interior cleaning or projects.

2. Phase 3 of the HMT skate ramp replacement project is underway. More than 300 patrons took advantage of voting for the new concrete element design on our website. The new concrete elements will replace the four remaining wood style skate ramps. The design selected was a unanimous choice by a large margin and will go out to bid for construction this winter. Our goal is to have the new ramps installed and open for use by spring of 2018.

Natural Resources & Trails Management

Bruce Barbarasch, Superintendent of Natural Resources & Trails Management

1. Staff held an open house on November 7 to gather information for the Greenway Park concept planning process, which will run through spring 2018. Applications for a community advisory committee to guide the process are open until November 14.
2. More than 20 applications for open advisory committee positions have been received. Staff are extending the deadline to December 3 and are revamping application materials to appeal to a wider cross-section of the community, including Spanish speakers.
3. The Friends of the Tualatin Hills Nature Park held their annual plant sale in October. In addition to buying plants, patrons had opportunities to learn about native plants as well as invasive species. The event generated the second highest attendance and highest revenue in its history..

Planning, Design & Development

Gery Keck, Superintendent of Design & Development

Jeannine Rustad, Superintendent of Planning

1. Staff attended the October 3 ad hoc committee on Addressing Homelessness: A Dialogue between Faith & Government. The goal of the committee, which is composed of local government and church representatives, is to:
 - Gain an understanding that people experiencing homelessness is a community issue and that communities of faith and government can collaborate to address the issue.
 - Plan a forum scheduled for January 18 called the *Homeless Project Conference*. The conference will focus on the homeless population and will include topics such as raising awareness, strengthening relationships, identifying opportunities to increase impacts, promoting what is already in place, testimonies and effective ways to help and engage.
2. Staff attended the Washington County Development Forum on October 26. Staff provided information about the System Development Charge Capital Improvement Program list, land acquisition policies, easements on district property, Parks Functional Plan and SDC Administrative Procedures Guide (APG). Staff informed participants that THPRD would be working to update each of these documents in the near future, with the APG scheduled for approval at the November board meeting. Participants were provided an opportunity to leave contact information to receive updates on or participate in one or all of the projects. Attendees seemed grateful and interested in the opportunity to be informed.

At the Forum, Washington County presented topics related to electronic plan submittals, right of way permits and updates to the parking code. Washington County staff indicated that the amount of incoming development projects has leveled off and is down roughly 5% from this time last year.

Recreation

Eric Owens, Superintendent of Recreation

1. Cedar Hills Recreation Center hosted its annual Fall Festival on October 21. This year's event was supported by 60 volunteers. More than 1,500 people came (compared to 1,400 in 2016) and enjoyed a variety of family activities from pumpkin painting and cookie decorating to our silly science and little medical school rooms. Over 50 children participated in the costume fashion show and entertainment was provided by a balloon artist and BJ the Clown.
2. The Elsie Stuhr Center held its annual Health & Wellness Resource Fair on October 7. It was a great success with 34 vendors participating and \$5,500 in booth space revenue. The free event brought together private and non-profit agencies to offer health screenings, lectures, health and wellness services and information targeted at adults 55 years and better.
3. Garden Home Recreation Center held its 5th annual Pumpkin Hunt on October 20. The Pumpkin Hunt included an adaptive event for kids experiencing disability from 5-6 pm, and general admission at 6 pm. Activities included bean bag toss, ring-a-pumpkin, fishing for prizes, inflatable bounce house, prize walk, crafts and bingo. This year Garden Home partnered with the Garden Home Community Library, which offered a haunted house in the library. This year's event had 258 participants compared to 155 in 2016.

Security Operations

Mike Janin, Superintendent of Security Operations

1. Park Patrol has had success in the past with the Reconyx trail cameras that take still photos for various investigations. Cameras are mounted cleverly and identify the times of incidents and develop suspect images. Looking to enhance its surveillance opportunities, the district recently purchased a Reconyx micro fire wireless Wi-Fi video camera that is compact and easy to move from one location to another. This camera is controlled and operated simply by using an iPhone.

Sports

Keith Watson, Superintendent of Sports

1. On October 14, the Sports Department assisted in hosting the grand opening event at Mountain View Champions Park. Staff helped coordinate many sports-related activities, including drop-in soccer games, youth lacrosse clinics, cheerleading clinics by students from Aloha High School, baseball clinics by the Hillsboro Hops, tennis clinics, a variety of outdoor games and a performance by the Beaverton Stars. In addition, our specialized recreation and inclusion staff worked the event to ensure children of all abilities were able to participate.
2. Winter basketball registration is open for youth (grades 5-8), high school (grades 9-12) and adult leagues. Individuals and teams sign up through the Athletic Center for the November-through-March season. Participation across all of our age groups is expected to include approximately 1,300 people.
3. Partnering with Portland Ultimate for our fall Ultimate Frisbee League was a success. Participation peaked at 108 players with 10 additional players on the waiting list. The popularity of the league has prompted requests for a winter league starting in January. In addition, THPRD hosted a middle school-age tournament at PCC Rock Creek in October

Business Services

Ann Mackiernan, Chief Financial Officer
Nancy Hartman Noye, Human Resources Manager
Mark Hokkanen, Risk & Contract Manager
Clint Bollinger, Information Services Manager
Katherine Stokke, Interim Operations Analysis Manager

1. Talbot, Korvola & Warwick, LLP has completed the annual audit for the fiscal year 2016/17 for the district and, in their opinion, the financial statements “present fairly, in all material respects, the respective financial position of” THPRD activities. Kathy Leader, Audit Committee member, will present the audit findings and review of the Comprehensive Annual Financial Report at the December board meeting.
2. As part of complying with Payment Card Industry (PCI) credit card requirements. Information Services staff migrated all web payments to a third-party processor which is P2Pe certified. Using an encrypted gateway with this type of certification is a critical step in PCI compliance.
3. A new tennis court reservation website was constructed and is awaiting final approval for release. This will allow reservation and payments online for tennis court rentals. The district has also finished enabling multi-factor authentication for the new Office 365 email system. This provides an added level of security to the email program.

November

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Newt Day 12pm @
Tualatin Hills Nature
Ctr

Celebrating Rwanda
4pm @ Conestoga
Rec & Aquatic Ctr

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Board Meeting 7pm
@ HMT/Dryland

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Board Retreat
12:30pm @ Tualatin
Hills Nature Ctr.

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Nature & Trails
Advisory Committee
6:30pm @ Fanno
Creek Service Ctr

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2017

December

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Holiday Bazaar @
Garden Home Rec Ctr

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Board Meeting 7pm
@ HMT/Dryland

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2017

January

<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	6 Super Hero Event 6pm @ Conestoga Rec & Aquatic Ctr
7	8	9 Board Meeting 7pm @ HMT/Dryland	10	11	12	13
14	15	16	17 Joint Advisory Committee Meeting (all committees) 6:30pm @ Fanno Creek Service Ctr	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2018

Tualatin Hills Park and Recreation District

Monthly Capital Project Report

Estimated Cost vs. Budget

Through 9/30/17

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>													
Parking Lot-Hazeldale	194,414	175,512	135,000	329,414	310,512	22,320	429	306,665	Budget	329,414	307,094	-	3,418
PCC Actuated Tennis Lights	3,300	3,300	-	3,300	3,300	-	-	3,300	Budget	3,300	3,300	-	-
ADA Improvements - Athletic Center	8,000	8,000	-	8,000	8,000	5,991	290	1,719	Budget	8,000	2,009	-	5,991
Aquatic Center Renovation Phase 2	386,190	386,190	1,300,000	1,686,190	1,686,190	42,875	121,299	1,606,830	Award	1,771,004	1,728,129	(84,814)	(41,939)
Raleigh Park Storm Water Management Design	40,000	40,000	-	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Play Equipment - 3 sites	338,000	206,855	8,500	346,500	215,355	265,312	93,429	7,670	Award	366,411	101,099	(19,911)	114,256
Signage Master Plan Implementation - Phase 2	40,000	25,839	-	40,000	25,839	20,216	536	19,248	Budget	40,000	19,784	-	6,055
Irrigation Systems Redesign & Reconfiguration (5 sites)	20,000	14,274	-	20,000	14,274	7,151	-	12,849	Budget	20,000	12,849	-	1,425
Cardio / Weight Equipment	40,000	40,000	-	40,000	40,000	-	-	40,000	Budget	40,000	40,000	-	-
Communication Network Switches	80,000	80,000	-	80,000	80,000	-	-	80,000	Budget	80,000	80,000	-	-
Outdoor Fitness Equipment	17,062	2,924	13,000	30,062	15,924	-	-	30,062	Budget	30,062	30,062	-	(14,138)
Drain Replacement - Cedar Hills Recreation Center	26,500	26,500	-	26,500	26,500	-	-	26,500	Budget	26,500	26,500	-	-
TOTAL CARRYOVER PROJECTS	1,193,466	1,009,394	1,456,500	2,649,966	2,465,894	363,865	215,983	2,174,843		2,754,691	2,390,826	(104,725)	75,068
<u>ATHLETIC FACILITY REPLACEMENT</u>													
Skate Park Ramp Conversion			50,000	50,000	50,000	-	-	50,000	Budget	50,000	50,000	-	-
Tennis Court Resurface (2 sites)			68,000	68,000	68,000	-	-	68,000	Budget	68,000	68,000	-	-
TOTAL ATHLETIC FACILITY REPLACEMENT			118,000	118,000	118,000	-	-	118,000		118,000	118,000	-	-
<u>ATHLETIC FACILITY IMPROVEMENT</u>													
TOTAL ATHLETIC FACILITY IMPROVEMENT			-	-	-	-	-	-	Budget	-	-	-	-
<u>PARK AND TRAIL REPLACEMENTS</u>													
Bridges and Boardwalks (6 sites)			790,000	790,000	790,000	-	-	770,584	Budget	770,584	770,584	19,416	19,416
Concrete Sidewalk Repair (7 sites)			81,831	81,831	81,831	-	16,579	49,171	Award	65,750	65,750	16,081	16,081
Drinking Fountains (2 sites)			22,750	22,750	22,750	-	16,880	5,870	Budget	22,750	22,750	-	-
Irrigation Systems Redesign & Reconfiguration (2 sites)			22,800	22,800	22,800	-	-	22,800	Budget	22,800	22,800	-	-
Fencing			15,100	15,100	15,100	-	2,800	12,300	Budget	15,100	15,100	-	-
Landscaping			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Asphalt Pedestrian Pathways (4 sites)			70,660	70,660	70,660	-	52,755	26,125	Award	78,880	78,880	(8,220)	(8,220)
Play Equipment (2 sites)			190,000	190,000	190,000	-	830	189,170	Budget	190,000	190,000	-	-
Signage Master Plan Implementation - Phase 3			25,000	25,000	25,000	-	3,610	21,390	Budget	25,000	25,000	-	-
Water Quality Facility			35,000	35,000	35,000	-	14,000	29,927	Award	43,927	43,927	(8,927)	(8,927)
TOTAL PARK AND TRAIL REPLACEMENTS			1,258,141	1,258,141	1,258,141	-	107,454	1,132,337		1,239,791	1,239,791	18,350	18,350
<u>PARK AND TRAIL IMPROVEMENTS</u>													
Memorial Benches			8,000	8,000	8,000	-	-	8,000	Budget	8,000	8,000	-	-
ConnectOR/Wa Cty MSTIP-Waterhouse Trail Seg #4			700,000	700,000	700,000	-	-	700,000	Budget	700,000	700,000	-	-
LGGP - SW Quadrant Community Park			268,210	268,210	268,210	-	-	268,210	Budget	268,210	268,210	-	-
Metro Nature in Neighborhoods			220,700	220,700	220,700	-	-	220,700	Budget	220,700	220,700	-	-
Erosion Control (2 sites)			10,000	10,000	10,000	-	117	9,883	Budget	10,000	10,000	-	-
Bench with Solar-powered charging station			2,425	2,425	2,425	-	-	2,425	Award	2,425	2,425	-	-
Energy Trust of Oregon Rebates			135,900	135,900	135,900	-	259	135,641	Budget	135,900	135,900	-	-
LGGP - Cedar Hills Park			340,156	340,156	340,156	-	-	340,156	Budget	340,156	340,156	-	-
TOTAL PARK AND TRAIL IMPROVEMENTS			1,685,391	1,685,391	1,685,391	-	376	1,685,015		1,685,391	1,685,391	-	-
<u>CHALLENGE GRANTS</u>													
Program Facility Challenge Grants			75,000	75,000	75,000	-	779	74,221	Budget	75,000	75,000	-	-
TOTAL CHALLENGE GRANTS			75,000	75,000	75,000	-	779	74,221		75,000	75,000	-	-
<u>BUILDING REPLACEMENTS</u>													
Cardio and Weight Equipment			80,000	80,000	80,000	-	-	80,000	Budget	80,000	80,000	-	-
Babette Horenstein Tennis Center LED Lighting			307,000	307,000	307,000	-	-	307,000	Budget	307,000	307,000	-	-
Lead Paint Abatement			35,000	35,000	35,000	-	-	35,000	Budget	35,000	35,000	-	-
Parking Lot Relamp			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Ceiling Tiles			4,000	4,000	4,000	-	3,902	-	Complete	3,902	3,902	98	98

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
Ergonomic Equipment/Fixtures			6,000	6,000	6,000	-	-	6,000	Budget	6,000	6,000	-	-
Wood Floor Refinish			1,975	1,975	1,975	-	-	1,975	Budget	1,975	1,975	-	-
Locker Room Resurface			84,000	84,000	84,000	-	-	73,185	Budget	73,185	73,185	10,815	10,815
Carpet			10,000	10,000	10,000	-	-	6,155	Award	6,155	6,155	3,845	3,845
Exhaust fans (3 sites)			28,150	28,150	28,150	-	-	28,150	Budget	28,150	28,150	-	-
Air Conditioner Units (2 sites)			18,433	18,433	18,433	-	-	15,128	Award	15,128	15,128	3,305	3,305
Dive Tower Repair			2,500	2,500	2,500	-	-	2,500	Award	2,500	2,500	-	-
Lane Lines			1,506	1,506	1,506	-	-	1,506	Budget	1,506	1,506	-	-
Outdoor Pool Covers (2 sites)			12,200	12,200	12,200	-	9,892	-	Complete	9,892	9,892	2,308	2,308
Wading Pool Chemtrol Probe			1,500	1,500	1,500	-	1,281	-	Complete	1,281	1,281	219	219
Roll Down Door Motor			4,500	4,500	4,500	-	3,795	-	Complete	3,795	3,795	705	705
Structure Repair - Camp Rivendale			2,000	2,000	2,000	-	-	1,275	Award	1,275	1,275	725	725
Shower Facility Repair			7,500	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
Schlottman Roof Replacement						-	15,800	-	Complete	15,800	15,800	(15,800)	(15,800)
Beaverton Backwash Valve Repl						-	2,090	-	Complete	2,090	2,090	(2,090)	(2,090)
CRA Leisure Pool Feature Pump						-	4,426	-	Complete	4,426	4,426	(4,426)	(4,426)
TOTAL BUILDING REPLACEMENTS			611,264	611,264	611,264	-	41,186	570,374		589,244	589,244	22,020	22,020
BUILDING IMPROVEMENTS													
LED Lighting (Conestoga)			-	-	-	-	5,101	7,900	Award	13,001	13,001	(13,001)	(13,001)
Fall Protection (5 sites)			52,155	52,155	52,155	-	-	52,155	Budget	52,155	52,155	-	-
Flooring			2,257	2,257	2,257	-	2,728	-	Complete	2,728	2,728	(471)	(471)
Office Space Expansion Design			10,000	10,000	10,000	-	-	10,000	Budget	10,000	10,000	-	-
Diving Winches (4 sites)			21,110	21,110	21,110	-	2,574	18,536	Budget	21,110	21,110	-	-
Gymnastic Room Windows			20,000	20,000	20,000	-	-	20,000	Budget	20,000	20,000	-	-
TOTAL BUILDING IMPROVEMENTS			105,522	105,522	105,522	-	10,403	108,591		118,994	118,994	(13,472)	(13,472)
ADA PROJECTS													
ADA Improvements - Beaverton Swim Center			7,500	7,500	7,500	-	-	7,500	Budget	7,500	7,500	-	-
ADA Improvements - Fanno Creek Service Center			20,000	20,000	20,000	-	27,475	-	Complete	27,475	27,475	(7,475)	(7,475)
ADA Improvements - Jenkins Estate			2,200	2,200	2,200	-	1,734	-	Complete	1,734	1,734	466	466
ADA Improvements - Elsie Stuhr Center			10,650	10,650	10,650	-	-	10,345	Award	10,345	10,345	305	305
ADA Improvements - Other			59,650	59,650	59,650	-	753	58,897	Budget	59,650	59,650	-	-
TOTAL ADA PROJECTS			100,000	100,000	100,000	-	29,962	76,742		106,704	106,704	(6,704)	(6,704)
TOTAL CAPITAL OUTLAY DIVISION	1,193,466	1,009,394	5,409,818	6,603,284	6,419,212	363,865	406,143	5,940,123		6,687,815	6,323,950	(84,531)	95,262
INFORMATION SERVICES DEPARTMENT													
INFORMATION TECHNOLOGY REPLACEMENTS													
Desktops			67,000	67,000	67,000	-	22,325	44,675	Budget	67,000	67,000	-	-
Servers			37,000	37,000	37,000	-	-	37,000	Award	37,000	37,000	-	-
LAN/WAN			5,000	5,000	5,000	-	-	5,000	Budget	5,000	5,000	-	-
Desktop Printers			5,000	5,000	5,000	-	650	4,350	Budget	5,000	5,000	-	-
Phone			30,000	30,000	30,000	-	-	30,000	Budget	30,000	30,000	-	-
TOTAL INFORMATION TECHNOLOGY REPLACEMENTS			144,000	144,000	144,000	-	22,975	121,025		144,000	144,000	-	-
INFORMATION TECHNOLOGY IMPROVEMENTS													
Translation Software			2,474	2,474	2,474	-	-	2,474	Budget	2,474	2,474	-	-
Configuration Management Software			75,000	75,000	75,000	-	-	75,000	Budget	75,000	75,000	-	-
Time Clock			3,750	3,750	3,750	-	-	3,750	Budget	3,750	3,750	-	-
Computers (3)			11,000	11,000	11,000	-	-	11,000	Budget	11,000	11,000	-	-
Color Copier (Harman)			500	500	500	-	-	500	Budget	500	500	-	-
Folder / Sorter			12,000	12,000	12,000	-	-	12,000	Budget	12,000	12,000	-	-
Financial Software			436,800	436,800	436,800	-	-	436,800	Budget	436,800	436,800	-	-
TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS			541,524	541,524	541,524	-	-	541,524		541,524	541,524	-	-
TOTAL INFORMATION SYSTEMS DEPARTMENT	-	-	685,524	685,524	685,524	-	22,975	662,549		685,524	685,524	-	-

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
MAINTENANCE DEPARTMENT													
<u>FLEET REPLACEMENTS</u>													
High-production mowers			210,000	210,000	210,000	-	200,032	-	Complete	200,032	200,032	9,968	9,968
72" Mowers			42,900	42,900	42,900	-	42,906	-	Complete	42,906	42,906	(6)	(6)
52" Mowers			24,300	24,300	24,300	-	24,021	-	Complete	24,021	24,021	279	279
FCSC Trash Compactor			34,000	34,000	34,000	-	-	34,000	Budget	34,000	34,000	-	-
2.5 ton Axle Trailers			10,500	10,500	10,500	-	-	10,500	Budget	10,500	10,500	-	-
High-pressure Parts Washer			10,500	10,500	10,500	-	-	10,500	Budget	10,500	10,500	-	-
Aerial Lift Truck			50,000	50,000	50,000	-	-	59,935	Award	59,935	59,935	(9,935)	(9,935)
Die-cut Label Maker			2,500	2,500	2,500	-	-	2,500	Budget	2,500	2,500	-	-
Park Patrol Vehicle #3352			35,000	35,000	35,000	-	26,861	8,559	Award	35,420	35,420	(420)	(420)
TOTAL FLEET REPLACEMENTS			419,700	419,700	419,700	-	293,820	125,994		419,814	419,814	(114)	(114)
<u>FLEET IMPROVEMENTS</u>													
Vehicle Wraps			14,000	14,000	14,000	-	-	14,000	Budget	14,000	14,000	-	-
Minibus			52,000	52,000	52,000	-	56,800	-	Complete	56,800	56,800	(4,800)	(4,800)
			66,000	66,000	66,000	-	56,800	14,000		70,800	70,800	(4,800)	(4,800)
<u>BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS</u>													
<u>BUILDING MAINTENANCE IMPROVEMENTS</u>													
Pool Vacuum Robot			6,000	6,000	6,000	-	4,655	-	Complete	4,655	4,655	1,345	1,345
TOTAL BUILDING MAINT IMPROVEMENTS			6,000	6,000	6,000	-	4,655	-		4,655	4,655	1,345	1,345
TOTAL MAINTENANCE DEPARTMENT	-	-	491,700	491,700	491,700	-	355,275	139,994		495,269	495,269	(3,569)	(3,569)
GRAND TOTAL GENERAL FUND	1,193,466	1,009,394	6,587,042	7,780,508	7,596,436	363,865	784,393	6,742,666		7,868,608	7,504,743	(88,100)	91,693
SDC FUND													
<u>LAND ACQUISITION</u>													
Land Acq - N. Bethany Comm Pk													
Other							722						
Subtotal Land Acq-N Bethany Comm Pk	695,600	695,600	804,400	1,500,000	1,500,000	-	722	1,499,278	Budget	1,500,000	1,500,000	-	-
Land Acq - N. Bethany Nghbd Pk													
Other							8,435						
Subtotal Land Acq-N. Bethany Nghbd Pk	-	-	2,000,000	2,000,000	2,000,000	-	8,435	1,991,565	Budget	2,000,000	2,000,000	-	-
Land Acq - N Bethany Trails													
Other							3,570						
Subtotal Land Acq-N Bethany Trails	386,000	386,000	904,000	1,290,000	1,290,000	-	3,570	1,286,430	Budget	1,290,000	1,290,000	-	-
Land Acquisition (FY16)							3,900						
Land Acq - Bonny Slope W Nhd Pk-Higgins							1,463						
Land Acq - Bonny Slope W Nhd Pk-Other							799						
Land Acq - Pointer Road Park							878						
Land Acq - SW Comm Pk-Strasburg							-						
Land Acq - Commonwealth Lake-Sharp							-						
Land Acq - Farmington Quarry							-						
Land Acq - Crowell Woods							34,291						
Land Acq - Roxbury Park Trail Reloc							136						
Land Acq - Aspen Park							6,162						
BH Highway Center Site							585						
Land Acq - Other (Demo, etc)							1,913						
Subtotal Land Acq-General	1,984,000	1,984,000	1,984,000	1,984,000	1,984,000	-	50,127	1,933,873	Budget	1,984,000	1,984,000	-	-

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	(1)	(2)	(3)	(1+3)	(2+3)	(4)	(5)	(6)		(4+5+6)	(5+6)		
Land Acq - S Cooper Mtn Trail	-	-	500,000	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-	-
Land Acq - S Cooper Mtn Nat Ar	400,000	400,000	-	400,000	400,000	-	-	400,000	Budget	400,000	400,000	-	-
Land Acq - Neighborhood Parks - S Cooper Mtn	-	-	500,000	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-	-
Land Acq - Neighborhood Parks - Infill Areas	-	-	500,000	500,000	500,000	-	-	500,000	Budget	500,000	500,000	-	-
TOTAL LAND ACQUISITION	3,465,600	3,465,600	5,208,400	8,674,000	8,674,000	-	62,854	8,611,146		8,674,000	8,674,000	-	-
DEVELOPMENT/IMPROVEMENT PROJECTS													
Bonny Slope / BSD Trail Development	500,000	500,000	-	500,000	500,000	-	5,492	494,508	Budget	500,000	500,000	-	-
MTIP Grant Match - Westside Trail #18	210,500	107,000	860,000	1,070,500	967,000	970,183	3,532	231,423	Award	1,205,138	234,955	(134,638)	732,045
Bethany Creek Falls Phases 1, 2 & 3 - Proj Management	110,000	40,000	-	110,000	40,000	67,946	16,368	25,686	Award	110,000	42,054	-	(2,054)
S Cooper Mtn Park and Trail Development - Prog Mgmt	-	-	50,000	50,000	50,000	3,893	-	46,107	Budget	50,000	46,107	-	3,893
NW Quadrant Neighborhood Park Master Plan & Design	200,000	195,000	-	200,000	195,000	-	268	194,732	Budget	195,000	195,000	5,000	-
New Neighborhood Park Development	1,500,000	1,499,000	-	1,500,000	1,499,000	-	7,666	1,491,334	Budget	1,499,000	1,499,000	1,000	-
SW Quad Community Center - Site Feasibility Analysis	80,000	80,000	-	80,000	80,000	-	-	80,000	Budget	80,000	80,000	-	-
Natural Area Master Plan	100,000	100,000	-	100,000	100,000	-	-	100,000	Budget	100,000	100,000	-	-
Building Expansion (TBD)	1,000,000	995,000	-	1,000,000	995,000	-	-	995,000	Budget	995,000	995,000	5,000	-
Deck Expansion (Aquatic Center)	150,000	150,000	-	150,000	150,000	-	-	150,000	Award	150,000	150,000	-	-
New Synthetic turf field- Conestoga Middle School	1,255,000	50,000	-	1,255,000	50,000	916,158	-	50,000	Award	966,158	50,000	288,842	-
MTIP Beaverton Creek Trail Master Plan Phase	115,000	26,000	-	115,000	26,000	12,688	5,966	96,346	Budget	115,000	102,312	-	(76,312)
MTIP Beaverton Creek Trail Land Acquisition ROW phase	250,000	247,000	-	250,000	247,000	-	175	246,825	Budget	247,000	247,000	3,000	-
NW Quadrant New Neighborhood Park Development	-	-	1,925,000	1,925,000	1,925,000	-	-	1,925,000	Budget	1,925,000	1,925,000	-	-
N Bethany Park & Trail - project management	215,000	141,000	-	215,000	141,000	12,924	5,814	196,262	Budget	215,000	202,076	-	(61,076)
SW Quadrant Community Park	2,600,000	2,250,000	-	2,600,000	2,250,000	1,619,949	1,192,495	-	Award	2,812,444	1,192,495	(212,444)	1,057,505
Connect OR Grant Match - Waterhouse Trail, Segment 4	300,000	300,000	-	300,000	300,000	-	9,055	290,945	Budget	300,000	300,000	-	-
SW Quadrant Neighborhood Park Master Plan & Design	200,000	200,000	-	200,000	200,000	-	3,227	278,341	Award	281,568	281,568	(81,568)	(81,568)
Cedar Mill Creek Comm Trail Seg #4 Master Plan & Des	250,000	250,000	-	250,000	250,000	-	-	250,000	Budget	250,000	250,000	-	-
Bethany Creek Trail #2, Segment #3 - Design & Devel	-	-	1,100,000	1,100,000	1,100,000	-	52	1,099,948	Budget	1,100,000	1,100,000	-	-
Undesignated projects	-	-	2,376,685	2,376,685	2,376,685	-	-	2,376,685	Budget	2,376,685	2,376,685	-	-
TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS	9,035,500	7,130,000	6,311,685	15,347,185	13,441,685	3,603,741	1,250,110	10,619,142		15,472,993	11,869,252	(125,808)	1,572,433
GRAND TOTAL SDC FUND	12,501,100	10,595,600	11,520,085	24,021,185	22,115,685	3,603,741	1,312,964	19,230,288		24,146,993	20,543,252	(125,808)	1,572,433

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Quad-rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance		Percent of Variance	
			Initial Project Budget	Adjustments	Current Total Project Budget FY 17/18	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)				(7)	(3-9) = (10)	(10) / (3)	(6) / (3)
BOND CAPITAL PROJECTS FUND															
<u>New Neighborhood Parks Development</u>															
SE	91-901	AM Kennedy Park & Athletic Field	1,285,250	50,704	1,335,954	1,686,530	-	1,686,530	-	Complete	1,686,530	(350,576)	-26.2%	126.2%	100.0%
SW	91-902	Barsotti Park & Athletic Field	1,285,250	27,556	1,312,806	1,258,105	-	1,258,105	-	Complete	1,258,105	54,701	4.2%	95.8%	100.0%
NW	91-903	Hansen Ridge Park (formerly Kaiser Ridge)	771,150	16,338	787,488	753,743	-	753,743	-	Complete	753,743	33,745	4.3%	95.7%	100.0%
SW	91-904	Roy Dancer Park	771,150	16,657	787,807	651,272	-	651,272	-	Complete	651,272	136,535	17.3%	82.7%	100.0%
NE	91-905	Roger Tilbury Park	771,150	19,713	790,863	888,218	-	888,218	-	Complete	888,218	(97,355)	-12.3%	112.3%	100.0%
Total New Neighborhood Parks Development			4,883,950	130,968	5,014,918	5,237,868	-	5,237,868	-		5,237,868	(222,950)	-4.4%	104.4%	100.0%
UND	Authorized Use of Savings from Bond Issuance Administration Category		-	222,950	222,950	-	-	-	N/A	-	-	222,950	n/a	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	-	0.0%	100.0%	100.0%
<u>Renovate & Redevelop Neighborhood Parks</u>															
NE	91-906	Cedar Mill Park, Trail & Athletic Fields	1,125,879	29,756	1,155,635	993,843	-	993,843	-	Complete	993,843	161,792	14.0%	86.0%	100.0%
SE	91-907	Camille Park	514,100	28,634	542,734	585,471	-	585,471	-	Complete	585,471	(42,737)	-7.9%	107.9%	100.0%
NW	91-908	Somerset West Park	1,028,200	54,944	1,083,144	207,682	1,917	209,599	1,296,302	Design	1,505,901	(422,757)	-39.0%	19.4%	13.9%
NW	91-909	Pioneer Park and Bridge Replacement	544,934	21,278	566,212	533,358	-	533,358	-	Complete	533,358	32,854	5.8%	94.2%	100.0%
SE	91-910	Vista Brook Park	514,100	20,504	534,604	733,500	-	733,500	-	Complete	733,500	(198,896)	-37.2%	137.2%	100.0%
Total Renovate & Redevelop Neighborhood Parks			3,727,213	155,116	3,882,329	3,053,854	1,917	3,055,771	1,296,302		4,352,073	(469,744)	-12.1%	78.7%	70.2%
<u>New Neighborhood Parks Land Acquisition</u>															
NW	98-880-a	New Neighborhood Park - NW Quadrant (Biles)	1,500,000	28,554	1,528,554	1,041,404	-	1,041,404	-	Complete	1,041,404	487,150	31.9%	68.1%	100.0%
NW	98-880-b	New Neighborhood Park - NW Quadrant (Living Hope)	-	-	-	1,067,724	-	1,067,724	-	Complete	1,067,724	(1,067,724)	-100.0%	n/a	100.0%
NW	98-880-c	New Neighborhood Park - NW Quadrant (Mitchell)	-	-	-	793,396	-	793,396	-	Complete	793,396	(793,396)	-100.0%	n/a	100.0%
NW	98-880-d	New Neighborhood Park - NW Quadrant (PGE)	-	-	-	62,712	-	62,712	-	Complete	62,712	(62,712)	-100.0%	n/a	100.0%
NE	98-745-a	New Neighborhood Park - NE Quadrant (Wilson)	1,500,000	27,968	1,527,968	529,294	-	529,294	-	Complete	529,294	998,674	65.4%	34.6%	100.0%
NE	98-745-b	New Neighborhood Park - NE Quadrant (Lehman - formerly undesignated)	1,500,000	32,103	1,532,103	2,119,940	-	2,119,940	-	Complete	2,119,940	(587,837)	-38.4%	138.4%	100.0%
SW	98-746-a	New Neighborhood Park - SW Quadrant (Sterling Savings)	1,500,000	24,918	1,524,918	1,058,925	-	1,058,925	-	Complete	1,058,925	465,993	30.6%	69.4%	100.0%
SW	98-746-b	New Neighborhood Park - SW Quadrant (Altishin)	-	-	-	551,696	-	551,696	-	Complete	551,696	(551,696)	-100.0%	n/a	100.0%
SW	98-746-c	New Neighborhood Park - SW Quadrant (Hung easement for Roy Dancer Park)	-	-	-	60,006	-	60,006	-	Complete	60,006	(60,006)	-100.0%	n/a	100.0%
SE	98-747	New Neighborhood Park - SE Quadrant (Cobb)	1,500,000	15,547	1,515,547	2,609,880	-	2,609,880	-	Complete	2,609,880	(1,094,333)	-72.2%	172.2%	100.0%
NW	98-748	New Neighborhood Park (North Bethany) (McGettigan)	1,500,000	23,667	1,523,667	1,629,763	-	1,629,763	-	Complete	1,629,763	(106,096)	-7.0%	107.0%	100.0%
UND	98-749	New Neighborhood Park - Undesignated	-	1,363	1,363	-	-	-	-	Reallocated	-	1,363	-100.0%	n/a	0.0%
Sub-total New Neighborhood Parks			9,000,000	154,120	9,154,120	11,524,740	-	11,524,740	-		11,524,740	(2,370,620)	-25.9%	125.9%	100.0%
UND	Authorized Use of Savings from New Community Park Land Acquisition Category		-	1,655,521	1,655,521	-	-	-	N/A	-	-	1,655,521	n/a	n/a	n/a
UND	Authorized Use of Savings from Community Center / Community Park Land Acquisition Category		-	715,099	715,099	-	-	-	N/A	-	-	715,099	n/a	n/a	n/a
Total New Neighborhood Parks			9,000,000	2,524,740	11,524,740	11,524,740	-	11,524,740	-		11,524,740	-	0.0%	100.0%	100.0%
<u>New Community Park Development</u>															
SW	92-915	SW Quad Community Park & Athletic Field	7,711,500	343,963	8,055,463	10,968,253	478	10,968,731	0	Bid Award	10,968,731	(2,913,268)	-36.2%	136.2%	100.0%
Sub-total New Community Park Development			7,711,500	343,963	8,055,463	10,968,253	478	10,968,731	0		10,968,731	(2,913,268)	-36.2%	136.2%	100.0%
UND	Authorized use of savings from Bond Facility Rehabilitation category		-	1,300,000	1,300,000	-	-	-	-	N/A	-	1,300,000	n/a	n/a	n/a
UND	Authorized use of savings from Bond Administration (Issuance) category		-	1,400,000	1,400,000	-	-	-	-	N/A	-	1,400,000	n/a	n/a	n/a
UND	Outside Funding from Washington County / Metro Transferred from Community Center Land Acquisition		-	384,251	384,251	-	-	-	-	N/A	-	384,251	n/a	n/a	n/a
Total New Community Park Development			7,711,500	3,428,214	11,139,714	10,968,253	478	10,968,731	0		10,968,731	170,983	1.5%	98.5%	100.0%

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			Initial Project Budget	Adjustments	Current Total Project Budget FY 17/18	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)	
<u>New Community Park Land Acquisition</u>															
NE	98-881-a	New Community Park - NE Quadrant (Teufel)	10,000,000	132,657	10,132,657	8,103,899	-	8,103,899	-	Complete	8,103,899	2,028,758	20.0%	80.0%	100.0%
NE	98-881-b	Community Park Expansion - NE Quad (BSD/William Walker)	-	-	-	373,237	-	373,237	-	Complete	373,237	(373,237)	100.0%	n/a	100.0%
Sub-total New Community Park			10,000,000	132,657	10,132,657	8,477,136	-	8,477,136	-		8,477,136	1,655,521	16.3%	83.7%	100.0%
UND	Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category		-	(1,655,521)	(1,655,521)	-	-	-	-	N/A	-	(1,655,521)	n/a	n/a	n/a
Total New Community Park			10,000,000	(1,522,864)	8,477,136	8,477,136	-	8,477,136	-		8,477,136	-	0.0%	100.0%	100.0%
<u>Renovate and Redevelop Community Parks</u>															
NE	92-916	Cedar Hills Park & Athletic Field	6,194,905	322,433	6,517,338	579,952	17,473	597,425	8,579,127	Design	9,176,552	(2,659,214)	-40.8%	9.2%	6.5%
SE	92-917	Schiffler Park	3,598,700	74,403	3,673,103	2,633,084	-	2,633,084	-	Complete	2,633,084	1,040,019	28.3%	71.7%	100.0%
Total Renovate and Redevelop Community Parks			9,793,605	396,836	10,190,441	3,213,036	17,473	3,230,509	8,579,127		11,809,636	(1,619,195)	-15.9%	31.7%	27.4%
<u>Natural Area Preservation - Restoration</u>															
NE	97-963	Roger Tilbury Memorial Park	30,846	1,371	32,217	14,790	3,273	18,063	13,793	Preparation	31,856	361	1.1%	56.1%	56.7%
NE	97-964	Cedar Mill Park	30,846	1,172	32,018	1,201	-	1,201	8,903	Establishment	10,104	21,914	68.4%	3.8%	11.9%
NE	97-965	Jordan/Jackie Husen Park	308,460	8,961	317,421	36,236	-	36,236	21,339	Complete	57,575	259,846	81.9%	11.4%	62.9%
NW	97-966	NE/Bethany Meadows Trail Habitat Connection	246,768	12,192	258,960	-	-	-	258,960	On Hold	258,960	-	0.0%	0.0%	0.0%
NW	97-967	Hansen Ridge Park (formerly Kaiser Ridge)	10,282	300	10,582	12,929	-	12,929	102	Establishment	13,031	(2,449)	-23.1%	122.2%	99.2%
NW	97-968	Allenbach Acres Park	41,128	1,826	42,954	10,217	-	10,217	31,613	Establishment	41,830	1,124	2.6%	23.8%	24.4%
NW	97-969	Crystal Creek Park	205,640	7,208	212,848	95,401	-	95,401	5,302	Complete	100,703	112,145	52.7%	44.8%	94.7%
NE	97-970	Foothills Park	61,692	1,172	62,864	46,178	-	46,178	-	Complete	46,178	16,686	26.5%	73.5%	100.0%
NE	97-971	Commonwealth Lake Park	41,128	778	41,906	30,809	-	30,809	-	Complete	30,809	11,097	26.5%	73.5%	100.0%
NW	97-972	Tualatin Hills Nature Park	90,800	2,323	93,123	27,696	-	27,696	-	Complete	27,696	65,427	70.3%	29.7%	100.0%
NE	97-973	Pioneer Park	10,282	254	10,536	9,421	-	9,421	-	Complete	10,452	84	0.8%	89.4%	90.1%
NW	97-974	Whispering Woods Park	51,410	914	52,324	48,871	-	48,871	-	Complete	48,871	3,453	6.6%	93.4%	100.0%
NW	97-975	Willow Creek Nature Park	20,564	389	20,953	21,877	-	21,877	-	Complete	21,877	(924)	-4.4%	104.4%	100.0%
SE	97-976	AM Kennedy Park	30,846	741	31,587	26,866	-	26,866	-	Complete	32,730	(1,143)	-3.6%	85.1%	82.1%
SE	97-977	Camille Park	77,115	1,784	78,899	61,399	-	61,399	-	Complete	72,409	6,490	8.2%	77.8%	84.8%
SE	97-978	Vista Brook Park	20,564	897	21,461	5,414	-	5,414	15,204	Establishment	20,618	843	3.9%	25.2%	26.3%
SE	97-979	Greenway Park/Koll Center	61,692	2,072	63,764	44,728	-	44,728	18,443	Establishment	63,171	593	0.9%	70.1%	70.8%
SE	97-980	Bauman Park	82,256	2,024	84,280	30,153	-	30,153	-	Complete	30,153	54,127	64.2%	35.8%	100.0%
SE	97-981	Fanno Creek Park	162,456	6,190	168,646	65,147	-	65,147	5,508	Establishment	70,655	97,991	58.1%	38.6%	92.2%
SE	97-982	Hideaway Park	41,128	1,105	42,233	38,459	-	38,459	3,537	Complete	41,996	237	0.6%	91.1%	91.6%
SW	97-983	Murrayhill Park	61,692	1,031	62,723	65,712	-	65,712	-	Complete	65,712	(2,989)	-4.8%	104.8%	100.0%
SE	97-984	Hyland Forest Park	71,974	1,342	73,316	62,121	-	62,121	-	Complete	62,121	11,195	15.3%	84.7%	100.0%
SW	97-985	Cooper Mountain	205,640	10,157	215,797	14	-	14	215,783	On Hold	215,797	-	0.0%	0.0%	0.0%
SW	97-986	Winkelman Park	10,282	241	10,523	5,894	-	5,894	-	Complete	5,894	4,629	44.0%	56.0%	100.0%
SW	97-987	Lowami Hart Woods	287,896	9,345	297,241	120,157	3,875	124,032	41,518	Establishment	165,550	131,691	44.3%	41.7%	74.9%
SW	97-988	Rosa/Hazeldale Parks	28,790	722	29,512	12,754	-	12,754	-	Complete	12,754	16,758	56.8%	43.2%	100.0%
SW	97-989	Mt Williams Park	102,820	4,809	107,629	25,584	4,500	30,084	77,545	Preparation	107,629	-	0.0%	28.0%	28.0%
SW	97-990	Jenkins Estate	154,230	3,365	157,595	136,481	-	136,481	-	Complete	136,481	21,114	13.4%	86.6%	100.0%
SW	97-991	Sumnercrest Park	10,282	193	10,475	7,987	-	7,987	-	Complete	7,987	2,488	23.8%	76.2%	100.0%
SW	97-992	Morrison Woods	61,692	3,046	64,738	0	-	0	64,738	On Hold	64,738	-	0.0%	0.0%	0.0%
UND	97-993	Interpretive Sign Network	339,306	9,264	348,570	326,776	-	326,776	12,701	Sign Fabrication	339,477	9,093	2.6%	93.7%	96.3%
NW	97-994	Beaverton Creek Trail	61,692	3,047	64,739	-	-	-	64,739	On Hold	64,739	-	0.0%	0.0%	0.0%
NW	97-995	Bethany Wetlands/Bronson Creek	41,128	2,031	43,159	-	-	-	43,159	On Hold	43,159	-	0.0%	0.0%	0.0%
NW	97-996	Bluegrass Downs Park	15,423	761	16,184	-	-	-	16,184	On Hold	16,184	-	0.0%	0.0%	0.0%
NW	97-997	Crystal Creek	41,128	2,032	43,160	-	-	-	43,160	On Hold	43,160	-	0.0%	0.0%	0.0%
UND	N/A	Reallocation of project savings to new project budgets	-	(865,000)	(865,000)	-	-	-	-	Reallocation	0	(865,000)		0.0%	0.0%
SE	97-870	Hyland Woods Phase 2	-	75,756	75,756	40,928	3,787	44,715	31,041	Preparation	75,756	-		59.0%	59.0%
SE	97-871	Jenkins Estate Phase 2	-	126,535	126,535	28,325	-	28,325	98,210	Preparation	126,535	-		22.4%	22.4%
NW	97-872	Somerset	-	152,205	152,205	-	-	-	152,205	Budget	152,205	-		0.0%	0.0%
NW	97-873	Rock Creek Greenway	-	157,278	157,278	-	-	-	157,278	Budget	157,278	-		0.0%	0.0%
NW	97-874	Whispering Woods Phase 2	-	96,396	96,396	-	-	-	96,396	Budget	96,396	-		0.0%	0.0%

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Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance Est. Cost (Over) Under Budget	Percent of Variance	
			Initial Project Budget	Adjustments	Current Total Project Budget FY 17/18	Expended Prior Years	Expended Year-to-Date	Total Expended to Date					Est. Cost (Over) Under Budget	Total Cost Variance to Budget
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
SE	97-875	Raleigh Park	-	111,492	111,492	8,500	-	8,500	102,992	111,492	-	-	7.6%	7.6%
NE	97-876	Bannister Creek Greenway/NE Park	-	76,102	76,102	-	-	-	76,102	76,102	-	-	0.0%	0.0%
NW	97-877	Beaverton Creek Greenway Duncan	-	20,294	20,294	-	-	-	20,294	20,294	-	-	0.0%	0.0%
SE	97-878	Church of Nazarene	-	30,374	30,374	7,144	750	7,894	22,480	30,374	-	-	26.0%	26.0%
SW	97-879	Lilly K. Johnson Woods	-	30,250	30,250	16,731	-	16,731	13,519	30,250	-	-	55.3%	55.3%
UND	97-914	Restoration of new properties to be acquired	643,023	31,249	674,272	7,172	-	7,172	641,407	648,579	25,693	3.8%	1.1%	1.1%
Total Natural Area Restoration			3,762,901	147,990	3,910,891	1,500,072	16,185	1,516,257	2,374,155	3,908,317	2,574	0.1%	38.8%	38.8%
Natural Area Preservation - Land Acquisition														
UND	98-882	Natural Area Acquisitions	8,400,000	291,123	8,691,123	4,907,337	1,161	4,908,498	3,782,625	8,691,123	-	0.0%	56.5%	56.5%
Total Natural Area Preservation - Land Acquisition			8,400,000	291,123	8,691,123	4,907,337	1,161	4,908,498	3,782,625	8,691,123	-	0.0%	56.5%	56.5%
New Linear Park and Trail Development														
SW	93-918	Westside Trail Segments 1, 4, & 7	4,267,030	85,084	4,352,114	4,395,221	-	4,395,221	-	4,395,221	(43,107)	-1.0%	101.0%	100.0%
NE	93-920	Jordan/Husen Park Trail	1,645,120	46,432	1,691,552	1,227,496	-	1,227,496	-	1,227,496	464,056	27.4%	72.6%	100.0%
NW	93-924	Waterhouse Trail Segments 1, 5 & West Spur	3,804,340	78,646	3,882,986	4,417,702	-	4,417,702	-	4,417,702	(534,716)	-13.8%	113.8%	100.0%
NW	93-922	Rock Creek Trail #5 & Allenbach, North Bethany #2	2,262,040	93,652	2,355,692	1,741,979	-	1,741,979	782,517	2,524,496	(168,804)	-7.2%	73.9%	69.0%
UND	93-923	Miscellaneous Natural Trails	100,000	4,053	104,053	30,394	-	30,394	72,453	102,847	1,206	1.2%	29.2%	29.6%
NW	91-912	Nature Park - Old Wagon Trail	359,870	3,094	362,964	238,702	-	238,702	-	238,702	124,262	34.2%	65.8%	100.0%
NE	91-913	NE Quadrant Trail - Bluffs Phase 2	257,050	14,797	271,847	414,817	-	414,817	-	414,817	(142,970)	-52.6%	152.6%	100.0%
SW	93-921	Lowami Hart Woods	822,560	55,645	878,205	1,258,746	-	1,258,746	-	1,258,746	(380,541)	-43.3%	143.3%	100.0%
NW	91-911	Westside - Waterhouse Trail Connection	1,542,300	48,560	1,590,860	1,151,626	-	1,151,626	-	1,151,626	439,234	27.6%	72.4%	100.0%
Total New Linear Park and Trail Development			15,060,310	429,963	15,490,273	14,876,683	-	14,876,683	854,970	15,731,653	(241,380)	-1.6%	96.0%	94.6%
New Linear Park and Trail Land Acquisition														
UND	98-883	New Linear Park and Trail Acquisitions	1,200,000	23,326	1,223,326	1,222,206	-	1,222,206	1,120	1,223,326	-	0.0%	99.9%	99.9%
Total New Linear Park and Trail Land Acquisition			1,200,000	23,326	1,223,326	1,222,206	-	1,222,206	1,120	1,223,326	-	0.0%	99.9%	99.9%
Multi-field/Multi-purpose Athletic Field Development														
SW	94-925	Winkelman Athletic Field	514,100	34,601	548,701	941,843	-	941,843	-	941,843	(393,142)	-71.6%	171.6%	100.0%
SE	94-926	Meadow Waye Park	514,100	4,791	518,891	407,340	-	407,340	-	407,340	111,551	21.5%	78.5%	100.0%
NW	94-927	New Fields in NW Quadrant	514,100	25,395	539,495	1,280	651	1,931	528,710	530,641	8,854	1.6%	0.4%	0.4%
NE	94-928	New Fields in NE Quadrant (Cedar Mill Park)	514,100	14,184	528,284	527,993	-	527,993	-	527,993	291	0.1%	99.9%	100.0%
SW	94-929	New Fields in SW Quadrant	514,100	25,373	539,473	724	-	724	529,905	530,629	8,844	1.6%	0.1%	0.1%
SE	94-930	New Fields in SE Quadrant (Conestoga Middle School)	514,100	19,833	533,933	546,601	(641)	545,960	-	536,457	(2,524)	-0.5%	102.3%	101.8%
Total Multi-field/Multi-purpose Athletic Field Dev.			3,084,600	124,177	3,208,777	2,425,781	10	2,425,791	1,058,615	3,474,903	(266,126)	-8.3%	75.6%	69.8%
Deferred Park Maintenance Replacements														
UND	96-960	Play Structure Replacements at 11 sites	810,223	3,685	813,908	773,055	-	773,055	-	773,055	40,853	5.0%	95.0%	100.0%
NW	96-720	Bridge/boardwalk replacement - Willow Creek	96,661	1,276	97,937	127,277	-	127,277	-	127,277	(29,340)	-30.0%	130.0%	100.0%
SW	96-721	Bridge/boardwalk replacement - Rosa Park	38,909	369	39,278	38,381	-	38,381	-	38,381	897	2.3%	97.7%	100.0%
SW	96-722	Bridge/boardwalk replacement - Jenkins Estate	7,586	34	7,620	28,430	-	28,430	-	28,430	(20,810)	-273.1%	373.1%	100.0%
SE	96-723	Bridge/boardwalk replacement - Hartwood Highlands	10,767	134	10,901	985	-	985	-	985	9,916	91.0%	9.0%	100.0%
NE	96-998	Irrigation Replacement at Roxbury Park	48,854	63	48,917	41,902	-	41,902	-	41,902	7,015	14.3%	85.7%	100.0%
UND	96-999	Pedestrian Path Replacement at 3 sites	116,687	150	116,837	118,039	-	118,039	-	118,039	(1,202)	-1.0%	101.0%	100.0%
SW	96-946	Permeable Parking Lot at Aloha Swim Center	160,914	1,515	162,429	191,970	-	191,970	-	191,970	(29,541)	-18.2%	118.2%	100.0%
NE	96-947	Permeable Parking Lot at Sunset Swim Center	160,914	3,248	164,162	512,435	-	512,435	-	512,435	(348,273)	-212.2%	312.2%	100.0%
Sub-total Deferred Park Maintenance Replacements			1,451,515	10,474	1,461,989	1,832,474	-	1,832,474	-	1,832,474	(370,485)	-25.3%	1321.8%	900.0%
UND		Authorized Use of Savings from Facility Expansion & Improvements Category	-	179,613	179,613	-	-	-	N/A	-	179,613	n/a	n/a	n/a
UND		Authorized Use of Savings from Bond Issuance Administration Category	-	190,872	190,872	-	-	-	N/A	-	190,872	n/a	n/a	n/a
Total Deferred Park Maintenance Replacements			1,451,515	380,959	1,832,474	1,832,474	-	1,832,474	-	1,832,474	-	0.0%	100.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 9/30/17

			Project Budget			Project Expenditures			Variance			Percent of Variance			
Quad-rant	Project Code	Description	Initial Project Budget	Adjustments	Current Total Project Budget FY 17/18	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	Total Cost Variance to Budget	Cost Expended to Budget	Cost Expended to Total Cost
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)		(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)
Facility Rehabilitation															
UND	95-931	Structural Upgrades at Several Facilities	317,950	(194,874)	123,076	112,126	3,358	115,484	-	Complete	115,484	7,592	6.2%	93.8%	100.0%
SW	95-932	Structural Upgrades at Aloha Swim Center	406,279	8,497	414,776	518,302	-	518,302	-	Complete	518,302	(103,526)	-25.0%	125.0%	100.0%
SE	95-933	Structural Upgrades at Beaverton Swim Center	1,447,363	36,836	1,484,199	820,440	-	820,440	49,392	Bid Results	869,832	614,367	41.4%	55.3%	94.3%
NE	95-934	Structural Upgrades at Cedar Hills Recreation Center	628,087	18,177	646,264	544,403	-	544,403	-	Complete	544,390	101,874	15.8%	84.2%	100.0%
SW	95-935	Structural Upgrades at Conestoga Rec/Aquatic Ctr	44,810	847	45,657	66,762	-	66,762	-	Complete	66,762	(21,105)	-46.2%	146.2%	100.0%
SE	95-937	Structural Upgrades at Garden Home Recreation Center	486,935	21,433	508,368	513,756	6	513,762	85,384	Bid Results	599,146	(90,778)	-17.9%	101.1%	85.7%
SE	95-938	Structural Upgrades at Harman Swim Center	179,987	2,779	182,766	73,115	-	73,115	-	Complete	73,115	109,651	60.0%	40.0%	100.0%
NW	95-939-a	Structural Upgrades at HMT/50 Mtr Pool/Aquatic Ctr	312,176	4,692	316,868	233,429	-	233,429	-	Complete	233,429	83,439	26.3%	73.7%	100.0%
NW	95-939-b	Structural Upgrades at HMT Aquatic Ctr - Roof Replacement	-	203,170	203,170	446,162	-	446,162	-	Complete	446,162	(242,992)	-119.6%	219.6%	100.0%
NW	95-940	Structural Upgrades at HMT Administration Building	397,315	6,080	403,395	299,599	-	299,599	-	Complete	299,599	103,796	25.7%	74.3%	100.0%
NW	95-941	Structural Upgrades at HMT Athletic Center	65,721	85	65,806	66,000	-	66,000	-	Complete	66,000	(194)	-0.3%	100.3%	100.0%
NW	95-942	Structural Upgrades at HMT Dryland Training Ctr	116,506	2,137	118,643	75,686	-	75,686	-	Complete	75,686	42,957	36.2%	63.8%	100.0%
NW	95-943	Structural Upgrades at HMT Tennis Center	268,860	5,033	273,893	74,804	-	74,804	-	Complete	74,804	199,089	72.7%	27.3%	100.0%
SE	95-944	Structural Upgrades at Raleigh Swim Center	4,481	6	4,487	5,703	-	5,703	-	Complete	5,703	(1,216)	-27.1%	127.1%	100.0%
NW	95-945	Structural Upgrades at Somerset Swim Center	8,962	12	8,974	9,333	-	9,333	-	Complete	9,333	(359)	-4.0%	104.0%	100.0%
NE	95-950	Sunset Swim Center Structural Upgrades	1,028,200	16,245	1,044,445	626,419	-	626,419	-	Complete	626,419	418,026	40.0%	60.0%	100.0%
NE	95-951	Sunset Swim Center Pool Tank	514,100	275	514,375	308,574	-	308,574	-	Complete	308,574	205,801	40.0%	60.0%	100.0%
UND	95-962	Auto Gas Meter Shut Off Valves at All Facilities	-	122	122	9,984	-	9,984	25,199	Construction	35,183	(35,061)	100.0%	0.0%	28.4%
Sub-total Facility Rehabilitation			6,227,732	131,552	6,359,284	4,804,597	3,364	4,807,961	159,975		4,967,923	1,391,361	21.9%	75.6%	96.8%
UND	Authorized use of savings for SW Quad Community Park & Athletic Fields		-	(1,300,000)	(1,300,000)	-	-	-	-	N/A	-	(1,300,000)	n/a		
Total Facility Rehabilitation			6,227,732	(1,168,448)	5,059,284	4,804,597	3,364	4,807,961	159,975		4,967,923	91,361	1.8%	n/a	n/a
Facility Expansion and Improvements															
SE	95-952	Elsie Stuhr Center Expansion & Structural Improvements	1,997,868	30,311	2,028,179	2,039,367	-	2,039,367	-	Complete	2,039,367	(11,188)	-0.6%	100.6%	100.0%
SW	95-953	Conestoga Rec/Aquatic Expansion & Splash Pad	5,449,460	85,351	5,534,811	5,435,930	-	5,435,930	-	Complete	5,435,930	98,881	1.8%	98.2%	100.0%
SW	95-954	Aloha ADA Dressing Rooms	123,384	158	123,542	178,764	-	178,764	-	Complete	178,764	(55,222)	-44.7%	144.7%	100.0%
NW	95-955	Aquatics Center ADA Dressing Rooms	133,666	1,083	134,749	180,540	-	180,540	-	Complete	180,540	(45,791)	-34.0%	134.0%	100.0%
NE	95-956	Athletic Center HVAC Upgrades	514,100	654	514,754	321,821	-	321,821	-	Complete	321,821	192,933	37.5%	62.5%	100.0%
Sub-total Facility Expansion and Improvements			8,218,478	117,557	8,336,035	8,156,422	-	8,156,422	-		8,156,422	179,613	2.2%	97.8%	100.0%
UND	Authorized Use of Savings for Deferred Park Maintenance Replacements Category		-	(179,613)	(179,613)	-	-	-	-	N/A	-	(179,613)	n/a	n/a	n/a
Total Facility Expansion and Improvements			8,218,478	(62,056)	8,156,422	8,156,422	-	8,156,422	-		8,156,422	-	0.0%	100.0%	100.0%
ADA/Access Improvements															
NW	95-957	HMT ADA Parking & other site improvement	735,163	19,544	754,707	1,019,772	-	1,019,772	-	Complete	1,019,772	(265,065)	-35.1%	135.1%	100.0%
UND	95-958	ADA Improvements - undesignated funds	116,184	2,712	118,896	72,245	-	72,245	-	Complete	72,245	46,651	39.2%	60.8%	100.0%
SW	95-730	ADA Improvements - Barrows Park	8,227	104	8,331	6,825	-	6,825	-	Complete	6,825	1,506	18.1%	81.9%	100.0%
NW	95-731	ADA Improvements - Bethany Lake Park	20,564	194	20,758	25,566	-	25,566	-	Complete	25,566	(4,808)	-23.2%	123.2%	100.0%
NE	95-732	ADA Improvements - Cedar Hills Recreation Center	8,226	130	8,356	8,255	-	8,255	-	Complete	8,255	101	1.2%	98.8%	100.0%
NE	95-733	ADA Improvements - Forest Hills Park	12,338	197	12,535	23,416	-	23,416	-	Complete	23,416	(10,881)	-86.8%	186.8%	100.0%
SE	95-734	ADA Improvements - Greenway Park	15,423	196	15,619	-	-	-	-	Cancelled	-	15,619	100.0%	0.0%	0.0%
SW	95-735	ADA Improvements - Jenkins Estate	16,450	262	16,712	11,550	-	11,550	-	Complete	11,550	5,162	30.9%	69.1%	100.0%
SW	95-736	ADA Improvements - Lawndale Park	30,846	40	30,886	16,626	-	16,626	-	Complete	16,626	14,260	46.2%	53.8%	100.0%
NE	95-737	ADA Improvements - Lost Park	15,423	245	15,668	15,000	-	15,000	-	Complete	15,000	668	4.3%	95.7%	100.0%
NW	95-738	ADA Improvements - Rock Crk Pwrlne Prk (Soccer Fld)	20,564	327	20,891	17,799	-	17,799	-	Complete	17,799	3,092	14.8%	85.2%	100.0%
NW	95-739	ADA Improvements - Skyview Park	5,140	82	5,222	7,075	-	7,075	-	Complete	7,075	(1,853)	-35.5%	135.5%	100.0%
NW	95-740	ADA Improvements - Waterhouse Powerline Park	8,226	183	8,409	8,402	-	8,402	-	Complete	8,402	7	0.1%	99.9%	100.0%
NE	95-741	ADA Improvements - West Sylvan Park	5,140	82	5,222	5,102	-	5,102	-	Complete	5,102	120	2.3%	97.7%	100.0%
SE	95-742	ADA Improvements - Wonderland Park	10,282	163	10,445	4,915	-	4,915	-	Complete	4,915	5,530	52.9%	47.1%	100.0%
Total ADA/Access Improvements			1,028,196	24,461	1,052,657	1,242,548	-	1,242,548	-		1,242,548	(189,890)	-18.0%	118.0%	100.0%
UND	Authorized Use of Savings from Bond Issuance Administration Category		-	189,890	189,890	-	-	-	-	N/A	-	189,890	100.0%	n/a	n/a
Total ADA/Access Improvements			1,028,196	214,351	1,242,547	1,242,548	-	1,242,548	-		1,242,548	-		100.0%	100.0%

Tualatin Hills Park and Recreation District
Monthly Bond Capital Projects Report
Estimated Cost vs. Budget
Through 9/30/17

Quad- rant	Project Code	Description	Project Budget			Project Expenditures			Estimated Cost to Complete	Basis of Estimate (Completed Phase)	Project Cumulative Cost	Variance	Percent of Variance	Cost Expended to Budget	Cost Expended to Total Cost
			Initial Project Budget	Adjustments	Current Total Project Budget FY 17/18	Expended Prior Years	Expended Year-to-Date	Total Expended to Date				Est. Cost (Over) Under Budget	Total Cost Variance to Budget		
			(1)	(2)	(1+2)=(3)	(4)	(5)	(4+5)=(6)	(7)	(6+7)=(9)	(3-9) = (10)	(10) / (3)	(6) / (3)	(6)/(9)	
Community Center Land Acquisition															
UND	98-884-a	Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)	5,000,000	105,974	5,105,974	1,654,847	-	1,654,847	-	1,654,847	3,451,127	67.6%	32.4%	100.0%	
UND	98-884-b	Community Center / Community Park (SW Quadrant) (Wenzel/Wall)	-	-	-	2,351,777	-	2,351,777	-	2,351,777	(2,351,777)	-100.0%	n/a	100.0%	
Sub-total Community Center Land Acquisition			5,000,000	105,974	5,105,974	4,006,624	-	4,006,624	-	4,006,624	1,099,350	21.5%	78.5%	100.0%	
UND		Outside Funding from Washington County Transferred to New Community Park Development	-	(176,000)	(176,000)	-	-	-	N/A	-	(176,000)	n/a	n/a	n/a	
UND		Outside Funding from Metro Transferred to New Community Park Development	-	(208,251)	(208,251)	-	-	-	N/A	-	(208,251)	n/a	n/a	n/a	
UND		Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category	-	(715,099)	(715,099)	-	-	-	N/A	-	(715,099)	n/a	n/a	n/a	
Total Community Center Land Acquisition			5,000,000	(993,376)	4,006,624	4,006,624	-	4,006,624	-	4,006,624	-	0.0%	100.0%	100.0%	
Bond Administration Costs															
ADM		Debt Issuance Costs	1,393,000	(539,654)	853,346	68,142	-	68,142	-	68,142	785,204	92.0%	8.0%	100.0%	
ADM		Bond Accountant Personnel Costs	-	241,090	241,090	288,678	-	288,678	-	288,678	(47,588)	-19.7%	119.7%	100.0%	
ADM		Deputy Director of Planning Personnel Costs	-	57,454	57,454	57,454	-	57,454	-	57,454	-	-100.0%	n/a	100.0%	
ADM		Communications Support	-	50,000	50,000	12,675	-	12,675	37,325	50,000	-	0.0%	25.4%	25.4%	
ADM		Technology Needs	18,330	-	18,330	23,952	-	23,952	-	23,952	(5,622)	-30.7%	130.7%	100.0%	
ADM		Office Furniture	7,150	-	7,150	5,378	-	5,378	-	5,378	1,772	24.8%	75.2%	100.0%	
ADM		Admin/Consultant Costs	31,520	-	31,520	48,093	-	48,093	-	48,093	(16,573)	-52.6%	152.6%	100.0%	
ADM		Additional Bond Proceeds	-	1,507,717	1,507,717	-	-	-	-	-	1,507,717	0.0%	0.0%	0.0%	
Sub-total Bond Administration Costs			1,450,000	1,316,607	2,766,607	504,372	-	504,372	37,325	541,697	2,224,910	80.4%	18.2%	93.1%	
UND		Authorized Use of Savings for Deferred Park Maintenance Replacements Category	-	(190,872)	(190,872)	-	-	-	N/A	-	(190,872)	n/a	n/a	n/a	
UND		Authorized Use of Savings for New Neighborhood Parks Development Category	-	(222,950)	(222,950)	-	-	-	N/A	-	(222,950)	n/a	n/a	n/a	
UND		Authorized use of savings for SW Quad Community Park & Athletic Fields	-	(1,400,000)	(1,400,000)	-	-	-	N/A	-	(1,400,000)	n/a	n/a	n/a	
UND		Authorized Use of Savings for ADA/Access Improvements Category	-	(189,890)	(189,890)	-	-	-	N/A	-	(189,890)	n/a	n/a	n/a	
Total Bond Administration Costs			1,450,000	(687,105)	762,895	504,372	-	504,372	37,325	541,697	221,198	29.0%	66.1%	93.1%	
Grand Total			100,000,000	4,036,864	104,036,864	87,954,002	40,588	87,994,590	18,144,214	106,147,193	(2,110,329)	-2.0%	84.6%	82.9%	
			160,000												

THPRD Bond Capital Program
Funds Reprogramming Analysis - Based on Category Transfer Eligibility
As of 9/30/17

		Category (Over)	Under Budget
Limited Reprogramming			
	Land: New Neighborhood Park	-	
	New Community Park	-	
	New Linear Park	-	
	New Community Center/Park	-	
		<hr/>	
		-	
		<hr/>	
	Nat Res: Restoration	2,574	
	Acquisition	-	
		<hr/>	
		2,574	
		<hr/>	
All Other			
	New Neighborhood Park Dev	-	
	Neighborhood Park Renov	(469,744)	
	New Community Park Dev	170,983	
	Community Park Renov	(1,619,195)	
	New Linear Parks and Trails	(241,380)	
	Athletic Field Development	(266,126)	
	Deferred Park Maint Replace	-	
	Facility Rehabilitation	91,361	
	ADA	-	
	Facility Expansion	-	
	Bond Admin Costs	221,198	
		<hr/>	
		(2,112,903)	
		<hr/>	
	Grand Total	(2,110,329)	
		<hr/> <hr/>	



MEMORANDUM

Date: October 23, 2017

To: Board of Directors

From: Keith Hobson, Director of Business and Facilities

Re: **System Development Charge Report for August, 2017**

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 August 2017.

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

<u>City of Beaverton Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
2,965	Single Family Units	\$9,139,234.75	\$234,675.75	\$9,373,910.50
15	Single Family Units at \$489.09	\$7,336.35	\$221.45	\$7,557.80
2,502	Multi-family Units	\$8,419,694.40	\$162,144.36	\$8,581,838.76
0	Less Multi-family Credits	(\$52,194.87)	(\$229.36)	(\$52,424.23)
273	Non-residential	\$744,781.40	\$19,363.75	\$764,145.15
5,755		\$18,258,852.03	\$416,175.95	\$18,675,027.98

<u>Washington County Collection of SDCs</u>		<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
8,982	Single Family Units	\$35,853,946.79	\$746,038.78	\$36,599,985.58
-300	Less Credits	(\$623,548.98)	(\$19,285.02)	(\$642,834.00)
2,984	Multi-family Units	\$8,616,595.06	\$198,342.90	\$8,814,937.96
-24	Less Credits	(\$47,323.24)	(\$1,463.61)	(\$48,786.85)
160	Non-residential	\$1,569,430.51	\$30,851.83	\$1,600,282.34
11,802		\$45,369,100.14	\$954,484.88	\$46,323,585.03

<u>Recap by Agency</u>	<u>Percent</u>	<u>Receipts</u>	<u>Collection Fee</u>	<u>Total Revenue</u>
5,755	City of Beaverton	\$18,258,852.03	\$416,175.95	\$18,675,027.98
11,802	Washington County	\$45,369,100.14	\$954,484.88	\$46,323,585.03
17,557	100.00%	\$63,627,952.17	\$1,370,660.83	\$64,998,613.01

<u>Recap by Dwelling</u>	<u>Single Family</u>	<u>Multi-Family</u>	<u>Non-Resident</u>	<u>Total</u>
City of Beaverton	2,980	2,502	273	5,755
Washington County	<u>8,682</u>	<u>2,960</u>	<u>160</u>	<u>11,802</u>
	<u>11,662</u>	<u>5,462</u>	<u>433</u>	<u>17,557</u>

Total Receipts to Date **\$63,627,952.17**

Total Payments to Date

Refunds	(\$2,066,073.93)	
Administrative Costs	(\$18.65)	
Project Costs -- Development	(\$26,762,591.96)	
<u>Project Costs -- Land Acquisition</u>	<u>(\$25,868,680.83)</u>	<u>(\$54,697,365.37)</u>
		<u>\$8,930,586.80</u>

<u>Recap by Month, FY 2017/18</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Interest</u>	<u>SDC Fund Total</u>
through June 2017	\$60,526,031.83	(\$52,907,409.41)	\$2,308,678.69	\$9,927,301.11
July	\$326,030.78	(\$1,724,188.90)	\$13,386.01	(\$1,384,772.11)
August	\$2,775,889.56	(\$65,767.06)	\$13,311.94	\$2,723,434.44
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>\$63,627,952.17</u>	<u>(\$54,697,365.37)</u>	<u>\$2,335,376.64</u>	<u>\$11,265,963.44</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 2017	11,575	5,232	427	17,234
July	27	0	2	29
August	60	230	4	294
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>11,662</u>	<u>5,462</u>	<u>433</u>	<u>17,557</u>

Projected SDC balance as of June 30, 2017 per FY18 budget was \$11,177,928 Actual balance was **\$9,704,111**.
 This fiscal year's projected total receipts per the budget are \$10,937,757

Plant in a community garden

Get space, sunshine in a plot alongside fellow garden lovers

Love to garden but lack the space or sunlight to raise a successful garden? Rent your garden space from a community garden. Community gardens offer affordable garden space for rent with ample sunshine, easy access to water, tools and expertise so that even inexperienced gardeners can gain green thumbs. Be forewarned: Many of these gardens will have wait lists. Visit the community garden or contact the coordinator to sign up.

Beaverton

503-526-2665; gardenmail@beavertonoregon.gov



Garden plots and community farms are available wherever you live in the area.

Road, Beaverton.

HOWARD M. TERPENNING COMPLEX — 15707 S.W. Walker Road, Beaverton.

JOHN MARTY PARK COMMUNITY ORGANIC GARDEN — Powerline corridor between Charlais and Somerset Drive, Beaverton.

RIDGEWOOD PARK — Corner of Highway 217 and Wilshire, Beaverton.

N EVELYN M. SCHIFFLER MEMORIAL PARK — access off Bonnie Brae, Erickson or Berthold in Beaverton.

CEDAR HILLS PARK — Cedar Hills Boulevard north of Walker Road in Beaverton.

EICHLER PARK — 13710 S.W. Farmington Road, Beaverton.

HARMAN SWIM CENTER — 15707 S.W. Scholls Ferry

A FEW THINGS ABOUT BEAVERTON

- 28 percent of people in Beaverton speak English and one or more other languages
- Beaverton has a walkability score of 45/100
- In Beaverton you must buy a permit to install and use a burglar alarm
- There is a park located within half a mile of every home in Beaverton
- Around 300 high tech companies are located in Beaverton

ON THE WEB

- City of Beaverton: beavertonoregon.gov
- Beaverton School District: beaverton.k12.or.us
- Beaverton Area Chamber of Commerce: beaverton.org
- Tualatin Hills Parks and Recreation District: thprd.org

TONS OF TRAILS

Pathways provide exercise opportunities, whether you have wheels or feet

Though the metro area is bustling with activity and the streets are crowded with commuters, there are plenty of opportunities to commune with nature and enjoy exercising outdoors.

In Beaverton, Tualatin Hills Park and Recreation District offers a 70-mile urban trail system so people can enjoy the outdoors and spend quiet time away from the rush of the busy world. The district trails also provide a great way to get to work, the grocery store or to a friend's house while getting exercise and living a healthy lifestyle.

Parks and trails

COOK PARK — A riverside park that offers paved and soft trails sur-

TRAIL MAPS

- **BEAVERTON COMMUTER MAPS:** beavertonoregon.gov
- **BEAVERTON TRAILS:** thprd.org
- **BIKE TRAILS:** mapmyride.com
- **LO PATHWAY GUIDE:** ci.oswego.or.us/parksrec
- **TIGARD BIKE TRAILS:** mapmyride.com
- **WEST LINN BIKE MAP:** westlinnoregon.gov
- **WESTSIDE TO PORTLAND AREA BIKE MAP:** portlandoregon.gov

COOPER MOUNTAIN NATURE PARK — A 230-acre park. For the protection of wildlife, dogs, horses and other pets are prohibited. 18895 S.W. Kemmer Road, Beaverton (503-643-1413)

FANNO CREEK/GREENWAY TRAIL — More than seven miles of paved

Continued on next page

■ From Page A27

paths that weave through wetlands, forests and parks starting at 7475 S.W. Oleson Road (503-684-6537)

JENKINS ESTATE — Nearly two miles of trails and breathtaking views of the gardens. 8005 S.W. Grabhorn, Beaverton (503-937-1024)



Walkers stroll on a trail along Cedar Mill Creek, which runs through the newly named Cedar Mill Creek Greenway.

part of the park district. N.W. Rock Creek Blvd. and Rock Creek Park. (503-643-1413)

ROCK CREEK TRAIL — Consists of 3.5 miles of ADA-accessible trail in the northernmost

Beaverton. (503-643-1413)

WESTSIDE TRAIL — Connects westside neighborhoods and communities while providing access to the region's distinctive rivers, forests and prairies. A six-mile segment of mostly continuous trail extending from Tigard city limits at Southwest Barrows Road, Beaverton. (503-643-1413)

WATERHOUSE TRAIL — A four-mile, ADA-accessible trail that begins at Southwest Merlo Road and 158th Avenue, Beaverton. (503-643-1413)

*Connecting people,
parks and nature*

— SINCE 1955 —

Explore • Swim • Play
Learn • Grow

Find out more
at thprd.org

Three People You Ought To Know

BEAVERTON



DENNY DOYLE

Prior to being elected the mayor of Beaverton in 2009, Denny Doyle served as a city councilor for 14 years. Doyle is an avid advocate for human rights, diversity and equality, dubbing Beaverton a "sanctuary city." He is a supporter of the arts, initiating programs to beautify the city right down to art wraps on public trash receptacles as well as supporting the creation of a new arts center. Doyle has moved mountains in the last year, responding to the need for more housing, pushing forward with numerous projects that address the affordable housing crisis. Additionally, Doyle has been recognized for his work in leading the city to invest in sustainable, green technology. He's spearheaded initiatives to encourage the use of solar energy and incentivize practices that reduce greenhouse gas emissions in city buildings and local businesses. Doyle was honored with 2012 Mayors' Climate Protection Award in the small city category by the U.S. Conference of Mayors.

During his tenure, the city has responded to a growing population by opening a second library branch at Murray-Scholls and helping secure the expansion of the urban growth boundary to include the South Cooper Mountain area.

Every year, he meets with Beaverton families during Picnic in the Park, bringing together diverse communities and neighborhoods for an evening of free entertainment.



JIM MONGER

Beaverton Police Chief Jim Monger took the helm of the department this year, but he is not new to law enforcement, nor is he new to Beaverton.

Monger, 55, has been with the Beaverton Police Department for three decades and served as the interim chief prior to his appointment as chief.

Monger served in the Marine Corps, spent 13 years as a patrol officer, eight years as a sergeant, five years as a lieutenant and the three years as captain. He has dedicated his life to public service.

"It is a privilege to serve this community and I am honored to have this opportunity to lead the department I've called home for more than 30 years," Monger said when he accepted his appointment.

Monger was the lifeblood that helped to make the new police and emergency services building a reality.

"It's important for police to respond to emergency calls for service as quickly and safely as possible," Monger said. "Now, our police officers will have a safe and central location for the services they provide to residents. I'm very thankful to the Beaverton voters."

Monger attends numerous Beaverton events and is accessible to members of the community. He holds coffee with a cop question-and-answer sessions that encourage people to share their thoughts and concerns with him.



BOB WAYT

Director of Communications and Outreach for Tualatin Hills Park and Recreation District Bob Wayt has his finger on the pulse of the recreational needs and desires of the extended Beaverton area community.

He's in the business of fun.

With an inclusive attitude and mission to honor and serve everyone, Wayt promotes events through the Tualatin Hills Park and Recreation District that provide happy and healthful activities for all – from infants to senior citizens.

There are even activities for family pets, such as the recent "Doggie Paddle," which allows dogs to have a swimming day prior to the pool closing for cleaning.

As director for the district, Wayt oversees the district's internal and external communications, marketing and community outreach to about 240,000 residents in the greater Beaverton area – and he always does it with an easy, welcoming and genuine smile.

Wayt grew up in Arlington, Wash., a small town about 50 miles north of Seattle. He graduated from Eastern Washington University near Spokane.

In 1985, he moved with his family to Beaverton because of a job promotion. He is a husband, father and a grandfather.

Wayt has been with the Tualatin Hills Park & Recreation District since April 2007.

Outdoor adventures for canines

Where to find a new dog pal and to take the one you have

There are no shortage of family-friendly parks and natural areas in the Southwest Portland metro area, but for families looking for a place where dogs can join their humans and run around freely, there are a handful of legal off-leash areas throughout the region.

Some places are a bit more

specialized — Lake Oswego's Hazalia Field dog park, for example, features two separate fenced areas, one for shy dogs that might not want to roughhouse, and another for more outgoing dogs that love a good tussle.

HAZELDALE DOG PARK

— S.W. 192nd Ave. and S.W. Farmington Road, Beaverton

WINKELMAN PARK —

10139 S.W. 175th Ave., Tigard

Water recreation: Wet and wild fun

While the summer is the time of year most people think about swimming, there are many facilities across the south metro area that make sure there is always a pool or two to enjoy. Many facilities offer classes in addition to open swimming for water lovers of all ages. There are also numerous businesses that specialize in water-related activities in the area.

While the summer is the time of year most people think about swimming, there are many facilities across the South Metro area that make sure there is always a pool or two to enjoy. Many of them offer classes in addition to open swimming for water lovers of all ages:

TUALATIN HILLS AQUATIC CENTER — 15707 S.W. Walker Road, Beaverton (503-629-610).

BEAVERTON SWIM CENTER — 12850 S.W. Third St., Beaverton (503-629-6312).

Beaverton (503-629-6312).

HARMAN SWIM CENTER — 7300 S.W. Scholls Ferry Road, Beaverton (503-629-6314).

THE RULES

Boat operators required to hold a boater education card (which can be obtained online at oregon.gov/osmb).

Children under 13 are required by law to wear a Coast Guard-approved safety vest when a recreational vessel is underway and adults and children are required to wear vests in Class III or higher rapids.



Victoria Lowe (right) and Mark Jockers enjoy the river near Cook Park in Tigard. The park is just one of the many natural areas locals can explore.

Unique ecosystems featured in regional nature parks, preserves

In the hectic rush of everyday life, it can be easy to forget the natural wonders accessible to Oregonians within city limits. The diverse Oregon landscape offers many opportunities to connect with nature right in the metro area, without the long drives typically associated with exploring the great outdoors. Local nature areas are full of unique ecosystems thriving with wildlife, and it's all waiting to be discovered.

Cooper Mountain Nature Park

The perfect place for families, Cooper Mountain Nature Park boasts a nature-themed playground, Cooper Mountain Nature House and the three miles of trails. The Beaverton area park is owned and operated by Metro, who partners with the Tualatin Hills Parks and Recreation District to offer nature classes inside the Cooper Mountain Nature House. Located at 18892 S.W. Kemmer Road, Beaverton, the park offers sweeping views of the Chehalem Mountains and Tualatin Valley.

To find out more, visit: www.oregonmetro.gov/parks/cooper-mountain-nature-park



Cedar Mill resident Neil Weber enjoys walking his dogs Shiloh and Sassy along a new path at Cedar Mill Park on Northwest Cornell Road.

NATURE IS HONORED IN BEAVERTON

The City of Beaverton is committed to providing excellent recreational and park services to its residents and visitors. From large open green spaces to sport activities, Beaverton offers something for everyone.

Beaverton invites residents and visitors to gather, play and explore. Tualatin Hills Park Recreation District boasts more than 90 park sites with recreational amenities, 60 miles of hard- and soft-paved trails and more than 1,400 acres of natural area. People can get an up-close look at forests, lakes, streams, birds and other wildlife.

The district parks are open year-round from dawn to dusk. The parks receive regular care from the park maintenance staff. Many sites host free events and educational activities and some have picnic shelters that can be rented for private events.

The district's natural resources staff provides stewardship of the natural areas and oversees nature-based education programs and activities at the Tualatin Hills Nature Center and other sites.

FIND YOUR LOCAL PARKS & REC

■ Tualatin Hills Park and Recreation District: 15707 S.W. Walker Road, Beaverton (503-645-6433)

■ Lake Oswego Parks and Recreation: 1500 Greentree Road, Lake Oswego (503-675-2549)

■ Chehalem Parks and Recreation: 125 So. Elliot Road, Newberg (503-537-2909)

■ Sherwood Parks and Recreation: 15527 S.W. Willamette St., Sherwood (503-625-5722)

■ Tigard Parks and Recreation: 13125 S.W. Hall Blvd. (503-718-2584)

■ Tualatin Parks and Recreation: 18880 S.W. Martinazzi Ave., Tualatin (503-691-3061)

■ West Linn Parks and Recreation: 22500 Salamo Road, West Linn (503-557-4700)

■ Wilsonville Parks and Recreation: 7965 S.W. Wilsonville Road, Wilsonville (503-682-3727)

For questions about natural areas, trails, or environmental education programs, call 503-629-6350 or visit thprd.org.

Festivals, food, fair-haired maidens ... *and a few hot rods to boot*

If you thought the Portland Rose Festival was the be-all and end-all of festivals in the Portland area, think again.

Cities in Washington and Clackamas counties have events that are not only as fun and well-attended as the Rose Festival, but are long-running community traditions as well. That includes events ranging from carving out giant pumpkins (and commandeering them for a paddle across Tualatin's Lake of the Commons during the West Coast Giant Pumpkin Regatta) to a three-day fair hosted in a city where the largest meteorite found in North America was discovered at the turn of the century — The West Linn Old Time Fair. Each festival is a nod to the pride the community chooses to highlight. Here's a list of celebrations you can look forward to:

PARTY IN THE PARK (THPRD.ORG/EVENTS/PARTYINTHEPARK.CFM) — Held the last Saturday in July at the Howard M. Terpenning Recreation Complex, this is Beaverton's biggest summer event. It also features The Classic at T-Hills car and truck show, the Beaverton International Celebration and Family Triathlon.

Join THPRD for some fall fun!

- | | | |
|---------|---------------------------------------|---------------|
| Oct. 20 | Great Pumpkin Hunt | 6-8 pm |
| | Garden Home Recreation Center | |
| Oct. 21 | Fall Festival | 11 am-3 pm |
| | Cedar Hills Recreation Center | |
| Oct. 26 | Halloween Costume Dance | 1:30-3:30 pm |
| | Elsie Stuhr Center | |
| Oct. 27 | Monster Bash & Splash | 6:30-8:30 pm |
| | Conestoga Recreation & Aquatic Center | |
| Oct. 28 | Pumpkin Bob | 3-4:30 pm |
| | Harman Swim Center | |
| Nov. 2 | Artisan Fine Art & Crafts Sale | 4:30-7:30 pm |
| | Elsie Stuhr Center | |
| Nov. 4 | Newt Day | Noon-4 pm |
| | Tualatin Hills Nature Center | |
| Nov. 9 | Veteran's Day Celebration | 11:30 am-1 pm |
| | Elsie Stuhr Center | |
| Nov. 11 | Veteran's Day Breakfast | 9-11 am |
| | Conestoga Recreation & Aquatic Center | |
| Dec. 2 | Holiday Bazaar | 9 am-4 pm |
| | Garden Home Recreation Center | |

For more information
visit thprd.org/events



Welcome to the 2017 Fall Fun Guide! Just because the fall weather is slowly giving way to winter doesn't mean that there aren't plenty of opportunities to get out and enjoy yourself. Although a little wind and rain never has deterred Oregonians from enjoying themselves, this year's guide highlights a variety of indoor activities for when the weather gets nasty, as well as plenty of outdoor recreation opportunities. This year's guide was compiled by Gail Park and Vance W. Tong and designed by Kate Schell for Pamplin Media Group.



FALL FESTIVAL Come dressed up in your favorite costume and join the family fun Oct. 21 from 11 a.m. to 3 p.m. where parents and kids alike can laugh and play. Admission is \$2 per person. To participate in activities, purchase scrip (25 cents each) to access to all of the Halloween activities including festival games, face painting, rock wall climbing, BJ the Clown, cookie decorating, bounce house and more at the Cedar Hills Recreation Center. For more information visit: THPRD.ORG/EVENTS

THPRD seeks input on Raleigh Park renovations

Park has grown organically and never had a 'master plan'

By **BRIANA BAYER**
The Times

A concept plan for park improvements is being developed for Raleigh Park, located at 3500 S.W. 78th Ave. in Raleigh Hills, and the Tualatin Hills Park & Recreation District wants input from neighbors and park users before they put the plan to a vote next month.

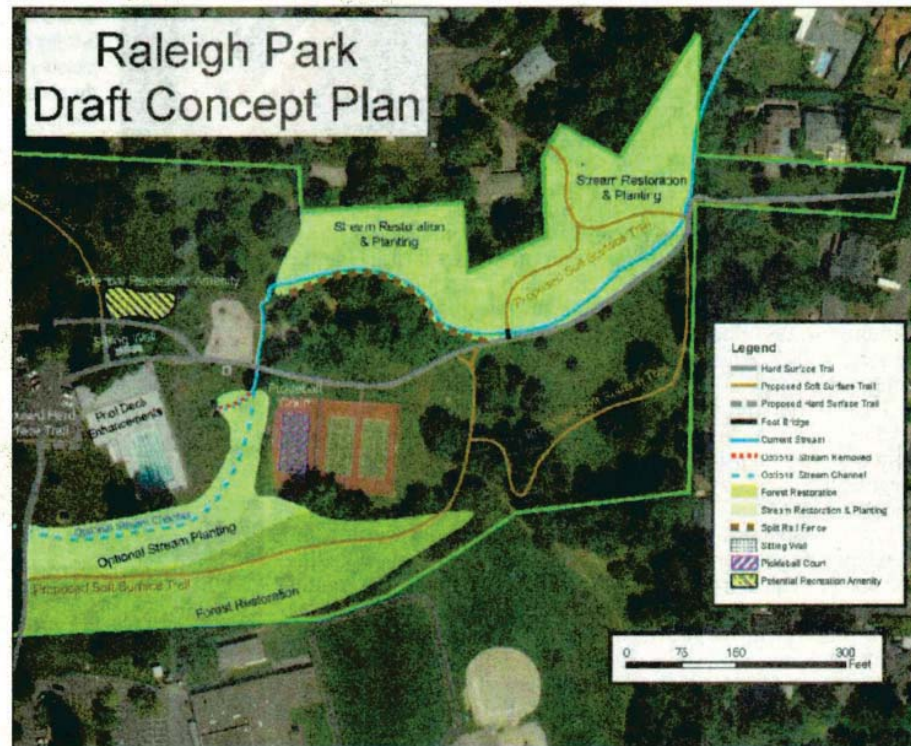
Before it was the beloved patchwork park that it is today, Raleigh Park was a golf course. With no "master plan" ever created, the community park is the result of gradual additions throughout the years.

The latest version of the concept plan, created to address the desires of park users voiced at previous meetings, was presented at an open house on Wednesday, Sept. 27.

THPRD will make further revisions to the plan based on input from that meeting and online during the public comment period which ends next Wednesday, Oct. 11. Visit thprd.org/parks-in-progress/raleigh-park to access plan details and to leave a suggestion with park planners.

Improvements include replacement of the swimming pool deck and fence, and installation of a seat wall to improve drainage at the north side of the pool. Funds for these repairs are expected to be available during the 2018-19 fiscal year.

The plan also aims to strengthen



A draft concept map shows proposed changes and improvements to Raleigh Park.

MAP COURTESY OF TUALATIN HILLS PARK & RECREATION DISTRICT

the ecological condition of the park's natural resources, with funds available through the park district's 2008 bond measure. If approved, the addition of native plants along the stream bank could prevent further erosion as soon as this winter.

Other natural resource improvements include removal of the horseshoe pit in the Ash Grove area, removal of invasive species, such as English ivy, in wooded areas of the park and planting of native species. Extension of the trail system with

"soft-surface" trails — likely packed gravel — that are pervious to water, and installation of park benches will allow for greater enjoyment of the park's natural areas. THPRD is considering daylighting the creek where it has been piped to flow under the pool, though this project would take at least several years to complete.

Of the three tennis courts in the park, the westernmost court will either be fully transformed into a pickleball court or be made into a multi-purpose court with pickleball lines and portable netting to be stored on

site. The concept plan sets aside a roughly 5,000-square-foot area in the northwest section of the park as a potential recreation area. If approved, further study of demographics and desires from the community will be needed to determine what amenity would best suit the area.

Provided parks staff can integrate any further suggestions into the plan before the Nov. 14 board meeting, the final concept plan and updated map will be voted on then. The public is invited to attend and testify.

Mountain View Champions Park

GRAND OPENING CELEBRATION



**SATURDAY, OCT. 14
3-6 pm**

5915 SW 170TH AVE., BEAVERTON, OR 97007

Trimet Bus line: 52, 88

FREE parking at Mountain View Middle School

**Join us for an afternoon of
FREE, inclusive, family fun!**

- Portland Timbers soccer clinic
- Hillsboro Hops baseball clinic
- Cheer, tennis and other sports
- Adaptive sports equipment demos
- Inflatables
- Face painting & much more!

Accommodations available! Please call 48 hrs. in advance: 503-629-6330

thprd.org/events

Aloha park grand opening set for Saturday

Tualatin Hills Park and Recreation District major park project comes to fruition

By MANDY FEDER-SAWYER
The Times

The Tualatin Hills Park and Recreation District will unveil

its largest 2008 bond measure project, Mountain View Champions Park in Aloha, with a grand opening celebration for the public Saturday,

Oct. 14, from 3 to 6 p.m. The 21.5-acre site features Oregon's first athletic field for people of all abilities, two other synthetic turf fields and a 6,500-square-foot inclusive play-ground.

Through a partnership with the Beaverton School District, it is located at and adjacent to Mountain View Middle School at Southwest 170th Avenue and Farmington Road.

Numerous free activities are planned, including clinics by the Portland Timbers and Hillsboro Hops, an appearance by the mas-

cot Barley the Hop, adaptive sports clinics, a Fun Zone with circus performers and puppets, large inflatable structures, face-painting, and community partner booths.

Free parking will be available at Mountain View Middle School. Guests will be able to purchase food and beverages. In addition, free cotton candy will be offered.

A ribbon-cutting will take place at 3 p.m., including remarks by the district's Board President Jerry Jones and Washington County Chairman Andy Duyck.

New Aloha park for people of all ability levels

New Aloha park serves people of all abilities

Joey Harrington, KGW 5:43 PM. PDT October 18, 2017



CONNECT TWEET LINKEDIN GOOGLE+ PINTEREST

ALOHA, Ore. -- Growing up in Beaverton, Emily Braman enjoyed the outdoors, but didn't have much reason to study the design of her neighborhood parks. Fast forward a few years and Emily is the mother of two girls, Leah and Eden. Eden has down syndrome and Emily said finding a park that was safe and enjoyable for both of her girls was a challenge.

When Emily was asked to be on the neighborhood steering committee for the new [Mountain View Champions Park](#), she jumped at the opportunity. As it turned out, shortly thereafter she was offered the job of Adaptive and Inclusion Specialist at Tualatin Hills Park and Recreation District -- and worlds merged.

After years of careful planning and design, Mountain View Champions Park has opened with acres of playing space for people of all ages and ability levels. The play structure is adjacent to Champions Two field which is the first synthetic field in the state of Oregon that is designed for people of all abilities. It's shorter cut and tighter packed base allows wheelchairs to not only access, but smoothly operate on it.

Emily hopes that Mountain View Champions Park will become a model for how to design a park that considers the needs of all people who enjoy it. But for now, she is just glad that it's in her neighborhood.

Thousands attend opening of new Champions Park

By **MANDY FEDER-SAWYER**
The Times

The park was packed with about 3,000 people as the Tualatin Hills Park and Recreation District introduced its largest 2008 bond measure project, Mountain View Champions Park in Aloha, with a grand opening celebration for the public last Saturday.

Guests were treated to near-perfect weather — clear skies and temperatures in the 60s.

Parents with children who experience disability gave enthusiastic approval after testing the 6,500-square-foot inclusive playground and wheeling across “Champions Too,” Oregon’s first athletic field for people of all abilities.

A large chalkboard was set up inviting children and adults to write their own messages. Both

sides of the board were covered with comments and one seemed to sum it up for all: “Love this park.”

“It was truly a special day for a special park,” Doug Menke, THPRD general manager said. “Thanks to our community partners, staff and volunteers, just about everything went exactly as planned, and the public’s response was phenomenal. We could not be happier.”

Among the free activities were a clinic by the Hillsboro Hops, appearances by Barley the Hop and Ronald McDonald, adaptive sports clinics, a “Fun Zone” with circus performers, puppeteers and a balloon artist, large inflatable structures, games, face painting, community partner booths, Aloha High School Cheer clinic, Aloha Youth Lacrosse clinic, and more. Menke emceed the grand

opening ceremony, which attracted a large audience. Speakers included THPRD Board President Jerry Jones, Washington County Commission Chair Andy Duyck, and Tyler Jones, a parent advocate for children experiencing disability.

Mountain View Champions Park opened earlier this month after several years of planning and more than a year of construction. In addition to Champions Too and the inclusive playground, it features two other synthetic turf fields with lights, a natural grass baseball field with a multipurpose outfield, tennis courts, play equipment, a community garden, picnic shelters, a permanent restroom and concession stand, pathways, an open lawn area and parking.

The park is located at Southwest 170th Avenue and Farmington Road.

Boo in Beaverton

Halloween season options for all ages and interests

By **MANDY FEDER-SAWYER**
The Times

Beaverton boasts plenty of Halloween options for all ages and varied interests.

Conestoga Recreation and Aquatic Center will kick off the holiday weekend by hosting a Halloween party — the annual Monster Bash — from 6:30 to 8:30 p.m. on Friday, Oct. 27. The Monster Bash features a trick-or-treat village, Chills and Thrills carnival, Boo Bingo, Little Goblin Play Zone and a pool party that will be hosted by lifeguards. There will be swimming, a water feature and music. The event is programmed for youths ages 8 to 13. Everyone is welcome to the event. The cost is \$7 per child and children must be accompanied by a parent. The Conestoga Recreation and Aquatic Center is at 9985 S.W. 125th Avenue. For more information, call 503-629-6313.

Also on Friday, from 7:45-9 a.m., the Beaverton Chamber of Commerce will hold its weekly networking meeting, Coffee Connection at Sunset Lanes.

“They go all out to fully decorate their bowling facility for the holiday,” President and



THE TIMES: MANDY FEDER-SAWYER

Beaverton homes are decked out in anticipation of the Halloween holiday.

CEO of Beaverton Chamber of Commerce Lorraine Clarno said. “Beaverton Chamber encourages all of its partners to find their inner kid and come in some kind of costume.

Chamber partner, Threadgill’s Memorial Services will be arriving in its “Last Ride: motorcycle/hearse,” Clarno added.

“This is so unique,” Clarno said. “It always draws lots of attention not only while coming and going on the road to this event, but while parked at Sunset Lanes during the meeting.”

Sunset Lanes is at 12770 S.W. Walker Road.

On Saturday, Oct. 28, from 3 to 4:30 p.m., children from 6 months to 14 years old can attend the “Pumpkin Bob,” when the pool is transformed into a floating pumpkin patch at the Harman Swim Center at 7300 S.W. Scholls Ferry Road. This is a Halloween-themed swim, where children can capture pumpkins in the pool. Participants who find specially marked pumpkins will win prizes.

There will be games, activities and crafts available, as well. The cost is \$9 for in-district attendees and \$11.25 for out-of-district participants. Pre-registration is encouraged

Halloween Recommendations

- Children should be limited to 30 minutes or less of activities, including trick-or-treating, and only during daylight hours.
- Take off masks to show children that there really is a person under the costume.
- Parents and siblings should never wear masks around youngsters who are afraid.
- In families with children of varying age ranges, allow each child to participate in age-appropriate activities.
- Avoid haunted houses unless the facility offers age-appropriate activities.

for the event and parents must go in the water with children younger than 7. For more information, call 503-629-6314.

An ongoing option, which is not recommended for children nor the faint of heart, is the 13th Door Haunted House at 3855 S.W. Murray Blvd. It is open daily from 7 to 10 p.m. and features scary live actors. The warehouse-sized space is the largest single-attraction haunted house in the Metro area.

For more information, call 530-410-1816.

THPRD earns accreditation as one of the nation's best park providers

by Bill Evans

Talk about a September to remember: THPRD staff received confirmation late in the month that their park district is one of the best in the U.S.

Approval by the Commission for Accreditation of Park and Recreation Agencies (CAPRA) on Sept. 25 means THPRD is one of only 155 agencies nationally – less than 2% of park and recreation providers – that are accredited. The Beaverton-based district is one of just four in Oregon.

“This is a significant milestone,” said Jerry Jones Jr., president of the THPRD Board of Directors. “The 151 standards that accreditation requires are all indicators that THPRD is an agency that is acting strategically and responsibly on behalf of Beaverton-area residents.”

To earn accreditation, THPRD submitted a self-review in April,

preparing and documenting its compliance with the CAPRA standards. In June, three CAPRA representatives completed a thorough peer review of THPRD's application materials.

“It's a wonderful way to show residents that we're acting with their best interests in mind,” said Doug Menke, THPRD general manager. “We are responsibly going about our long-term planning, developing new programs, protecting natural resources and expanding opportunities for indoor and outdoor recreation.”

CAPRA, sponsored by the National Recreation and Park Association, defines its standards as “an effective and credible means of evaluating a park and recreation agency's overall system.” The accreditation process “assures policy makers, department staff, the general public and taxpayers that an accredited park and recreation



THPRD General Manager Doug Menke (holding CAPRA certificate) is joined in the front row by, from left, board member Felicita Monteblanco and staff members Aisha Panas and Deb Schoen. Behind them are board members Holly Thompson, John Griffiths, Jerry Jones and Ali Kavianian.

agency has been independently evaluated against established benchmarks as delivering a high level of quality.”

Gold Medal finalist

For the second straight year, THPRD was selected as a finalist in its category for an NRPA Gold Medal Award. Grand Prairie,

Texas was announced as the winner.

“This experience has been nothing but positive,” Menke said. “These recent accomplishments are helping our residents, our board and our industry peers recognize the work we do to make the Beaverton area an even better place to live.”

About THPRD

Formed in 1955, THPRD is the largest special park district in Oregon, spanning 50 square miles and serving about 240,000 residents in the greater Beaverton area. The district provides year-round recreational opportunities for people of all ages and abilities. Offerings include thousands of widely diverse classes, 95 park sites with active recreational amenities, nearly 70 miles of trails, eight swim centers, six recreation centers, and about 1,500 acres of natural areas. For more information, visit www.thprd.org or call 503-645-6433.





A workshop was held at the Elsie Stuhr Center to guide seniors through technology.

PHOTO COURTESY OF AT&T

Senior citizens go high-tech

Workshop offered at senior center provided hands-on direction, safety tips

By MANDY FEDER-SAWYER
The Times

Senior citizens were treated to technology training at the Elsie Stuhr Senior Center on Monday, Oct. 23.

The free smartphone and device workshop for local seniors

was hosted by AT&T and is a part of a national digital literacy effort called Digital You, aimed at helping to bridge the technology skills gap and empower older adults to use mobile technology. Attendees at the event gained skills and confidence to use mobile technology via the hands-on smartphone training workshop.

The effort aims to help older adults learn how to make the most of smartphones, such as sending email, making video calls, taking and sharing photos, downloading apps, as well as

providing tips for connecting safely online, protecting devices and discover how broadband and mobile technology can help improve their lives.

The device workshop at the Elsie Stuhr Senior Center is one in a series of Digital You seminars taking place around the country and AT&T is offering additional training sessions in the area.

Interested senior centers may contact AT&T's Citizenship & Sustainability Director Andy Colley at andy.colley@att.com to learn more.

Nothing like a newt

Celebrate the rough-skinned creature at annual event

By **MANDY FEDER-SAWYER**
The Times

Tualatin Hills Park and Recreation District will be celebrating the newt, a rough-skinned amphibian on from noon to 4 p.m. Saturday, Nov. 4, at the Tualatin Hills Nature Center at 15655 S.W. Millikan Way, Beaverton.

Visitors will learn about the adaptations of newts and other forest inhabitants through interactive activities and education stations programmed by the district's natural resources experts.

"Newt Day gives visitors a peek at the super powers that forest-dwelling animals and plants need to survive in the wild," said Karen Munday, environmental education program coordinator. "When we talk about amazing animal adaptations, the rough-skinned newt has one of the best. This small salamander is so toxic only one other animal can eat it and survive."

Attendees can learn how



SUBMITTED PHOTO

Newt Day, Nov. 4, pays homage to the rough-skinned newt with educational exhibits, activities and an opportunity for visitors to search for these and other creatures at the Tualatin Hills Nature Park.

newts evade predators, survive in or out of water and camouflage themselves with a single leaf. Afterward, they can head into the Tualatin Hills Nature Park for a self-guided adventure; five-plus miles of trail means there are a lot of opportunities to locate newts and other forest creatures.

The family-friendly event is designed to inspire exploration

of nature during the season when it is tempting to stay inside. Visitors are encouraged to walk the grounds rain-or-shine, as newts enjoy seasonally wet weather.

Newt Day admission costs \$3 per person, and children 2 and younger enter free.

For more information, call the Tualatin Hills Nature Center at 503-629-6350.

November Events at the Elsie Stuhr Center

PROGRAMS

Dress-A-Doll Program

Create a beautiful doll for a child this holiday season. This annual program is in collaboration with St. Matthew Church to provide gifts to less fortunate children in our community. The church receives the dolls, and you sew or buy and outfit, dress the doll and return it to the center. Pick up your doll starting Friday, Oc-



tober 13th and return the dolls by Thursday, November 16th. Dolls will be judged on Monday, November 27th.

Artisan Fine Art and Craft Sale

11/2 Th 4:30-7:30p Manzanita

Looking for that perfect, unique gift this holiday season? Make plans to join us for the Stuhr Center's fine arts and craft sale featuring a variety of original art-



work including paintings, drawings, photographs, woodcarvings, jewelry, stain glass, fused glass and crocheted items.

Veterans Day Celebration

11/9 Th Lunch: 11:30a-1:00p Fir

Join us for a special lunch hour to honor our service men and women who served in the armed forces. The celebration includes a color guard presentation and special entertainment! Lunch provided by Meals on Wheels with a suggested \$3 donation. Reserved seating for all veterans.



For more info, visit Elsie Stuhr Center, 5550 SW Hall Blvd, (503) 629-6342.

Metro Northwest

COMMENTARY

New Beaverton park champions disabled kids



Samantha Swindler

There are no stairs across the 21 1/2 acres of Aloha's new Mountain View Champions Park, and that's by design.

The park, located at 5915 S.W. 170th Ave. adjacent to Mountain View Middle School, features Oregon's first outdoor field designed for athletes with disabilities, as well as a playground designed for children of all abilities.

Speaking at the park's grand opening, parent Tyler Jones shared what it means for his family to have an accessible playground near their Beaverton home.

"For us and I think our entire community, we're just so used to being an afterthought," he said. "So, for a park to even put that much effort into reaching out to our community and trying to build something that works, it's thrilling for us."

Tyler and his wife Rae Lyn have two boys, ages 8 and 6. Their oldest, Liam, has cerebral palsy — the most common motor disability in childhood, affecting about 1 in every 323 kids in the United States. In Liam's case, it means he's nonverbal and quadriplegic, but cognitively unaffected. He expresses himself through facial movements and is learning to use an eye-tracking communication device.

The Americans with Disabilities Act sets standards for accessibility in newly built public playgrounds, but that doesn't mean a park is designed with disabilities top of mind. Wood chip ground cover, although difficult to navigate with a wheelchair, complies with the law.

So when Jones heard the parks district was building an accessible playground, his first reaction was skepticism, "because society in general seems to do the bare minimum they have to in order to call something accessible when in reality it isn't, at all," he said.

But he and his family were pleasantly surprised by Mountain View Champions Park, which went far beyond Americans with Disabilities Act requirements.

The play structure ramps and catwalks are wider than required to allow easy access, and the playground is surrounded not by wood chips, but wheelchair-friendly, cushioned, artificial turf.

"It meant I could wheel my son right up there with all the other kids playing," Jones said. "And you could count on one hand the number of parks like that around."

A double slide was built into the side of a hill, accessible without climbing stairs and allowing a child to slide down with a parent or aide. Dish swings allow Liam to lie on the flat surface and still use the equipment. Liam is unable to move his arms, but his parents can assist him in using a series of drums and shakers, set a chair level, by holding and moving his hands.



Liam and Rae Lyn Jones on one of the disk swings at Mountain View Champions Park. Tyler Jones

One of the four sports fields at the park is the "Champions Too" field, featuring a low-nap synthetic turf with sand underneath that's easier for walkers, crutches and wheelchairs. Beaverton School District will hold its adaptive PE classes there, and the parks district is working with local nonprofits on programming for children with disabilities.

"It represents more than just a park," Jones said. "I think it represents the direction we should be moving as a society, where nothing new is built without taking into consideration the disabled."

The big hindrance to these kinds of projects is cost. Geoff Roach, director of community partnerships for the Tualatin Hills Park & Recreation District, said a typical, base-level playground of the same size might cost around \$250,000. The playground at Mountain View Champions Park cost about \$400,000, he said, with the added features for inclusion.

In 2014, the Tualatin Hills Parks Foundation, which raises money to support the parks district, launched an "Access for All" campaign to support programs and amenities for peo-

"It represents more than just a park. I think it represents the direction we should be moving as a society, where nothing new is built without taking into consideration the disabled."

Tyler Jones, parent

ple with physical or developmental disabilities, as well as seniors and residents who are low-income, have language barriers, or have limited access to transportation.

Mountain View Champions Park was their first project. They raised \$1.5 million in private donations to upgrade accessibly elements at the \$14 million park. A steering committee with members from the Special Olympics, the Autism Society of Oregon, Adaptive Sports Northwest and other groups made suggestions on how to use the money.

The added improvements mean kids like Liam can spend more time with nondisabled children, which benefits everyone.

"You can see the horrified looks on some parents' faces when their kid will walk up and just go, 'What's wrong with him?'" Jones said. "And I love it. I love the honesty, because that's what everyone is thinking, but adults will stare. Kids will approach and want to understand."

He's happy to explain his son's condition and sees it as an opportunity to make a positive impression on the kids. It benefits not only Liam, it builds something fundamental in his classmates and peers. Once they know Liam, they won't be scared or confused by seeing a child in a wheelchair who can't speak. They'll see another person, another human being.

"As a society, we often talk about compassion, but we don't talk about how compassion is developed," Jones said. "It's not something that just magically appears. It develops over time. And the only way to do that is to have an awareness of people whose lives and whose struggles are different from our own."

"If we keep kids with disabilities on the outside of a park, how do we expect our typical children to learn compassion?"

Visibility builds awareness of those whose struggles are different from our own, he said. That awareness builds empathetic and courageous adults.

sswindler@oregonian.com