



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

**Board of Directors Regular Meeting  
Tuesday, November 13, 2018**

**5:00 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. [Presentation: Oregon Recreation & Park Association Design Award](#)
5. Audience Time\*\*
6. Board Time
  - A. Committee Liaisons Update
7. Consent Agenda\*\*\*
  - A. [Approve: Minutes of October 16, 2018 Regular Board Meeting](#)
  - B. [Approve: Monthly Bills](#)
  - C. [Approve: Monthly Financial Statement](#)
  - D. [Approve: Service District Initiated Annexation Resolution](#)
8. Unfinished Business
  - A. [Update: Parks Functional Plan Update](#)
  - B. [Information: General Manager's Report](#)
9. New Business
  - A. [Update: Visioning Process](#)
  - B. [Approve: Recommended Priority Goal Outcomes for Fiscal Year 2019/20 Planning & Budgeting](#)
10. Adjourn

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



## MEMO

**DATE:** November 5, 2018  
**TO:** Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** **Information Regarding the November 13, 2018 Board of Directors Meeting**

**Agenda Item #4 – Presentation: Oregon Recreation & Park Association Design Award**

Attached please find a memo announcing that Michael Klein, Oregon Recreation & Park Association (ORPA) Director, will be in attendance at your meeting to recognize the district with the 2018 ORPA Design Award for the district's Mountain View Champions Park project.

**Agenda Item #7 – Consent Agenda**

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

**Action Requested: Approve Consent Agenda Items #7A-D as submitted:**  
[B. Approve: Minutes of October 16, 2018 Board Meeting](#)  
[B. Approve: Monthly Bills](#)  
[C. Approve: Monthly Financial Statement](#)  
[D. Approve: Service District Initiated Annexation Resolution](#)

**Agenda Item #8 – Unfinished Business**

**A. Parks Functional Plan Update**

Attached please find a memo providing an overview of the process to update the district's Parks Functional Plan (PFP) and seeking board input. Jeannine Rustad, Planning manager, will be at your meeting to provide an overview of the memo and answer any questions the board may have.

**B. General Manager's Report**

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

**Agenda Item #9 – New Business**

**A. Visioning Process**

Attached please find an outline of a proposed visioning process for THPRD. The purpose of the visioning process would be to conduct meaningful, cross-cultural, extensive engagement, to better understand the goals and aspirations of the patrons we serve. Holly Thompson, Communications Director, will be at your meeting to provide an overview of the outline and to answer any questions the board may have.

**B. Recommended Priority Goal Outcomes for Fiscal Year 2019/20 Planning & Budgeting**

Attached please find a memo presenting a priority list of performance measures with associated goal outcomes that have been compiled for consideration by the board of directors for use in the FY 2019/20 planning and budgeting process. Keith Hobson, director of Business & Facilities, and Katherine Stokke, Operations Analysis manager, will be at your meeting to provide an overview of the memo and priority list and answer any questions the board may have.

**Action Requested:** Board of directors' approval of the priority goal outcomes for use in the fiscal year 2019/20 planning and budgeting process.

**Other Packet Enclosures**

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



## MEMO

**DATE:** October 30, 2018  
**TO:** Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** **Oregon Recreation & Park Association Design Award – Mountain View Champions Park**

The Oregon Recreation & Park Association (ORPA) supports the park and recreation profession in Oregon through leadership, education, advocacy and member services. Each year, ORPA conducts an annual awards selection and ceremony to recognize and celebrate outstanding park and recreation projects, professionals and partners. The ORPA Design Award recognizes superior architectural and/or landscape design and design process for new and renovated parks or facilities whose construction was completed in the last five years. The 2018 ORPA Design Award winner is Tualatin Hills Park & Recreation District's Mountain View Champions Park.

Michael Klein, ORPA Director, will be in attendance at your meeting to recognize the district for this award.



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

A meeting of the Tualatin Hills Park & Recreation District Board of Directors was held on Tuesday, October 16, 2018, at the HMT Recreation Complex, Dryland Training Center, 15707 SW Walker Road, Beaverton, Oregon. Work Session 5 pm; Executive Session 6 pm; Regular Meeting 7 pm.

Present:

|                      |                                |
|----------------------|--------------------------------|
| Ali Kavianian        | President/Director             |
| Felicita Monteblanco | Secretary/Director             |
| Wendy Kroger         | Secretary Pro-Tempore/Director |
| Todd Duwe            | Director                       |
| John Griffiths       | Director                       |
| Doug Menke           | General Manager                |

**Agenda Item #1 – Swearing In of Appointed Board Member**

A Work Session of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, October 16, 2018, at 5 pm.

City of Beaverton Mayor Denny Doyle performed the swearing in ceremony for appointed board member Todd Duwe.

**Agenda Item #2 – Board Work Session: Board Training**

**A. Communicating Across Differences**

Lillian Tsai with TsaiComms, LLC, provided a board training session titled *Communicating Across Differences* via a PowerPoint presentation, a copy of which was entered into the record. The presentation included information regarding:

- Creating awareness that the way in which people communicate is influenced by differences in cultural values and communication styles.
- Learning how those differences can unintentionally create misunderstandings and conflict.
- Learning tips to communicate more effectively across different cultures.

**B. State Ethics Guidelines for Public Officials**

Keith Hobson, director of Business & Facilities, provided a board training session on state ethics guidelines for public officials via a PowerPoint presentation, a copy of which was entered into the record. The presentation included information regarding:

- State ethics laws and who is subject to such laws
- Definition of and limitations to receiving gifts
- Conflicts of interest – potential vs actual
- Nepotism
- Complaints, investigation process, and potential penalties

**Agenda Item #3 – Executive Session (A) Legal (B) Land**

President Ali Kavianian called executive session to order for the following purposes:

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

Executive Session is held under authority of ORS 192.660(2)(e) and (f), which allows the board to meet in executive session to discuss the aforementioned issues.

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

#### **Agenda Item #4 – Call Regular Meeting to Order**

A Regular Meeting of the Tualatin Hills Park & Recreation District Board of Directors was called to order by President Ali Kavianian on Tuesday, October 16, 2018, at 7:10 pm.

#### **Agenda Item #5 – Action Resulting from Executive Session**

There was no action resulting from executive session.

#### **Agenda Item #6 – Presentation: Recognition of New Certified Park & Recreation Professionals**

Aisha Panas, director of Park & Recreation Services, noted that eleven THPRD staff members were recently honored as new Certified Park & Recreation Professionals (CPRP) during the Best of the Best ceremony held at last month's 2018 National Recreation and Park Association conference. The CPRP designation is an investment in a professional's career that demonstrates their practical knowledge and real-world skills necessary to succeed in today's changing park and recreation environment. Aisha recognized the following staff members in attendance:

- Karin Madsen, Special Events Coordinator, Community Programs
- Kelly McNutt, Center Supervisor, Harman Swim Center
- Jim Rankin, Program Coordinator, Babette Horenstein Tennis Center
- Robert Russell, Office Tech, Design & Development
- Ann Satterfield, Program Coordinator, Garden Home Recreation Center
- Heath Wright, Center Supervisor, Beaverton Swim Center

#### **Agenda Item #7 – Audience Time**

Drew Cummins, 10480 SW Eastridge Street, Portland, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Mr. Cummins commented that the availability of affordable housing in the community and across the state has come to a crisis level. He stated that the community, including THPRD, needs to come together to remove barriers to affordable housing. He encouraged the board to fully or partially waive district SDC fees for affordable housing developments, noting that this is the right thing to do and that removing barriers to affordable housing will help welcome various income levels into the community where they, too, can enjoy the world class facilities provided by THPRD. He concluded by stating that the board has an opportunity to leave their mark and legacy on the community in an impactful and positive way and that he hopes they will decide to lead by example to the community and other special districts across the state.

Jason Yamamoto, 8464 NW Lovejoy Street, is before the THPRD Board of Directors this evening regarding THPRD's System Development Charge (SDC) program and affordable housing. Mr. Yamamoto noted that he is a board member for Community Action of Washington County, noting that their mission is to eliminate conditions of poverty and to create opportunities for people to thrive, and that affordable housing is a critical component of addressing these issues. He submitted a copy of the *Washington County Issues of Poverty 2018* report into the record and

encouraged the board to review the report in order to understand the full picture of the current affordable housing crisis for this area. The report highlights the importance of stable housing and its cascading effects on employment, health and education. He described how other jurisdictions have opted to waive their development charges, which has led to more affordable housing being developed in their areas. He concluded by stating that everyone has a role to play in addressing this crisis and requested that the board fully or partially waive district SDC fees for affordable housing developments.

Bhaskar Aluru, 5773 NW Primino Avenue, Portland, is before the THPRD Board of Directors this evening regarding the need for additional parks and trails in North Bethany. Mr. Aluru commented that he lives within a housing development of 1,000 homes and that they do not have a local park. He described vacant land owned by THPRD within the development, noting that he would like to see some play equipment installed. In addition, there is an incomplete trail system from his neighborhood to Jacob Wismer Elementary School. He encouraged completion of this trail system in order for the local children to be able to walk safely to school, especially since their area is not served by the school bus.

- ✓ General Manager Doug Menke commented that there has been ongoing discussion regarding park improvements within the North Bethany area and that these improvements will also be specified within the Parks Functional Plan update currently in development. Additionally, the last agenda item this evening is regarding a trail in that area. He noted that district staff would be in contact with Mr. Aluru to provide additional information.

#### **Agenda Item #8 – Board Time**

President Kavianian requested an update from staff regarding the district's current involvement in affordable housing projects. He referenced a recent article in the *Cedar Mill News* regarding THPRD's collaboration with an affordable housing project at the intersection of Murray and Cornell and asked for additional information regarding that project as well as any others.

- ✓ General Manager Doug Menke noted that the district is in discussion with multiple affordable housing developers and introduced Jeannine Rustad, Planning manager, to provide an overview.
- ✓ Jeannine provided an in-depth overview of the district's efforts in the area of affordable housing, including the following:
  - THPRD's involvement with Community Partners for Affordable Housing (CPAH) in the development of the open space they have planned for their affordable housing project on Murray and Cornell in exchange for SDC credits, as well as CPAH's request to delay collection of THPRD SDC fees, should any be owed, until certificate of occupancy is received.
  - THPRD is also being consulted early in the process for an upcoming affordable housing development project with REACH Community Development for consideration of collaborating on any public open spaces included within their development before the project enters into the design phase.
- ✓ Doug noted that the district's involvement in these projects is a function of opening the lines of communication and ensuring that the agencies responsible for issuing permits understand the district's SDC credit program. While the larger local developers are familiar with and take advantage of the district's SDC credit program, it is important that the affordable housing developers also understand this opportunity for collaboration.

President Kavianian asked for an overview of district staff's understanding of how the board desires that THPRD collaborate with affordable housing developers.

- ✓ Doug replied that one method is through the land acquisition process. He explained that land is the greatest challenge for affordable housing developments. THPRD is currently completing a land study which may identify surplus property that could be a unique consideration in helping address this challenge for affordable housing developers.

- ✓ Jeannine added that another challenge in land acquisition for affordable housing developers is carrying the cost of that land from the point of purchase until funding is received for the development. An option could be provided that the district would delay collecting payment for the sale of land until the affordable housing development's funding has been received.
- ✓ Doug also provided an update regarding a coalition concept that would include at least THPRD, Washington County and the City of Beaverton. He noted that Mayor Doyle has spoken with other mayors within Washington County, as well as with Washington County Board of Commissioners Chair Andy Duyck, and that there is an openness to forming such a coalition, most likely under the umbrella of the Washington County Coordinating Committee. The intended coalition makeup would be all Washington County agencies that have development fees.
- ✓ Jeannine concluded by noting another way THPRD collaborates with affordable housing developers is through the timing of the collection of SDC fees. Typically, SDC fees are due at the time the building permit is issued; however, district staff is working with Washington County and the City of Beaverton to develop a method in deferring collection for affordable housing developments until certificate of occupancy is issued.

President Kavianian commented on the district's multipronged approach to a complex issue, noting that he is looking forward to hearing more about these efforts and that of the coalition.

Felicita Montebianco commented that while she is pleased to hear about all of the ways THPRD is collaborating with affordable housing developers, she still believes that the district has a role to play in making sacrifices and going without in support of the cause of affordable housing. The district will need to be prepared to consider this via its participation in the coalition, as some members have already been vocal regarding the affordable housing crisis and the role SDCs play in that crisis.

- ✓ General Manager Doug Menke stated that he would keep the board informed as to the discussions of the coalition. He is certain that at some point there will be an ask of all parties and he will keep the board informed so that they can be prepared to make such decisions in a timely manner.

President Kavianian noted that the request for proposals have been received for the district's legal counsel services. He stated that he would like to assist in scoring the proposals received and asked for one additional board member to volunteer their efforts in scoring the proposals, as well.

- ✓ Todd Duwe committed to helping with this effort.
- ✓ General Manager Doug Menke noted that the scoring will help determine how many of the firms move on to the interview process, which is anticipated to be conducted by the full board at the November board meeting, and at which a decision would also be requested.

Wendy Kroger provided an overview of the various district activities she was involved in or attended this summer, including: trail counts, the Cedar Mill Cider Festival, advisory committee meetings, a Greenway Neighborhood Association Committee meeting, and attendance at the National Recreation and Park Association annual conference. In addition, she attended an event by Tualatin Valley Creates, which supports arts within Washington County, noting that she would like to see THPRD become more involved with some of the art communities within the district. She also described some products she learned about at the NRPA conference that incorporate music into park and recreation settings. Overall, she would like to see THPRD become more involved in the arts and music within our area. Lastly, she provided an overview of the recent legislative activities conducted in Washington, DC, noting that she believes headway was made in terms of the district's asks in the areas of appropriation and translation issues in the receipt of federal grant funds.



Felicita Montebalco commented that she, too, enjoyed attending the NRPA conference and encouraged staff to learn more about the National Recreation and Park Ethnic Minority Society. In addition, she and General Manager Doug Menke will be meeting with new Portland Community College Rock Creek Campus President, Dr. Chris Villa, soon in order to continue building that relationship with an essential THPRD partner agency.

John Griffiths described his recent attendance at the 2018 Land Trust Alliance Rally and the various sessions he attended.

John referenced the anticipated 2019 Metro natural areas bond measure, noting that Felicita is serving on the stakeholder committee for this initiative and that he serves on the Metro Policy Advisory Committee, which recently had a presentation on this measure. He noted that although an official dollar amount for the measure was not discussed, it appears that through other conversations he has had with those involved at Metro, a consensus is rapidly being formed that this measure would simply seek to retain the millage rate expiring from the 1995 natural areas bond measure, which was for \$135.5 million in 1995 dollars. This is concerning to him as the buying power for the 2019 measure would be significantly less than that of the 2006 measure. He theorized that the natural areas bond measure has been caught between this year's affordable housing measure and the 2020 transportation measure. He asked his fellow board members what they have been hearing in relation to the 2019 natural areas bond measure and posed the question of how active THPRD wants to be as an organization in helping influence this decision.

- ✓ Felicita expressed agreement with John's comments that it is going to be much more expensive to acquire natural areas in 2019 than it was in 1995 and if a significant impact is desired, more money is needed. She noted that the stakeholder committee has not yet discussed a dollar amount for the measure, but another meeting is taking place soon.

John expressed concern that a consensus is being built among the Metro Council prior to such a discussion, noting that now may be the time to start taking action.

- ✓ Felicita replied that the stakeholder committee will provide their recommendation to the Metro Council, which she hopes they will take seriously, but the committee is also currently very focused on the affordable housing measure, which is up for a vote next month. She described the areas THPRD has identified as focus areas for a Metro natural areas bond measure, noting that the Beaverton to Rock Creek Corridor is one of the more diverse areas identified, which she feels could be advocated for well through an equity lens. She is happy to bring the board's thoughts to the next meeting and to continue to advocate on behalf of THPRD.

Wendy thanked John for bringing forward this topic, noting that she believes it is important that if any of the board members have concerns, thoughts, or ideas on this topic, to share those with Felicita. She has some thoughts regarding the memo prepared by district staff identifying potential focus areas for a Metro natural areas bond measure, noting that she would like to see wider corridors requested. She noted that 100 feet does not provide enough room for wildlife, people and vegetation within the same corridor and that she would like to see this proposed for at least 200 feet. Additionally, she is interested in dreaming big and asking for a natural area and/or park designation for the entire length of the Tualatin River from the mountains to the confluence. Although this is a big goal, she believes it would have support from a lot of different organizations and may make the Metro Council take notice. She hopes that her fellow board members agree that large, impactful projects are what THPRD should be suggesting for Metro's consideration.

- ✓ Felicita commented that a large project spanning a large geographical area could also be an opportunity to involve Metro's unincorporated areas.

John proposed that the board come together as soon as possible to further discuss and consider the staff recommendations for the measure, including any modifications desired, and to also decide what conduits should be used in order to advocate for THPRD's proposal. He suggested that perhaps a board work session would be necessary in order to accomplish this.

- ✓ Felicita commented that there is a Metro Council meeting on Monday that would have an opportunity for public comment. The board could also choose to send an email.

John described the discussions he has had with Metro councilors on this topic and the potential for his testimony at an upcoming Metro council meeting during which the council is expected to receive a status report on the goals of the 2006 natural areas bond measure. He also suggested that multiple THPRD board members attend a Metro council meeting to speak on this issue during audience time, which would offer a direct line of communication to the Metro council and a reminder regarding the partnership between Metro and THPRD. Working through the conduits of the stakeholder committee and also going directly to the council may be a powerful message.

- ✓ Wendy expressed concern that the natural areas bond measure may get overlooked in favor of the affordable housing and transportation measures. She expressed support for John attending a Metro council meeting to offer testimony on behalf of the district.

John expressed the need for additional discussion with district staff regarding what the THPRD vision is for this measure and what coalition could be built in moving forward in support of that vision. He described the buying power that would result by renewing the 1995 millage versus the much greater need in the acquisition of natural areas.

- ✓ General Manager Doug Menke reiterated the next step as John’s testimony at an upcoming Metro council meeting in order to convey that THPRD is working on a position paper of a few high-level ideas of what it would like to see for the next Metro natural areas bond measure, which will hopefully give pause to the expedited decision of a dollar value.

John expressed agreement and provided a brief overview of what he envisions his testimony would entail, including encouragement that the natural areas bond measure amount is impactful.

- ✓ Doug noted that, based on the comments John hears from his testimony, as well as what Felicita hears at the next stakeholder committee meeting, a timeline could then be set as to how fast the board needs to act in order to meet Metro’s timeline.

Todd Duwe noted that he has been rapidly learning more about the district since his appointment to the board early last month and that he thanks his fellow board members for their help in getting him up to speed. Additionally, he looks forward to beginning service as a board liaison to the Programs & Events Advisory Committee.

**A. Committee Liaison Updates**

Wendy provided an update regarding the current focus of the Parks & Facilities Advisory Committee on the issue of dog parks, noting that committee members have taken public input on the topic as well as toured other local jurisdictions’ dog parks. In addition, the committee is working with a neighborhood interested in instituting the district’s first pesticide-free park.

Felicita provided an update regarding the activities of the Tualatin Hills Park Foundation, noting that their annual meeting took place in August and that two new trustees were added, bringing the total to eleven.

**Agenda Item #9 – Consent Agenda**

**Felicita Monteblanco moved that the board of directors approve consent agenda items (A) Minutes of August 7, 2018 Regular Board Meeting and September 6, 2018 Special Board Meeting, (B) Monthly Bills, (C) Monthly Financial Statements, and (D) 2008 Bond Program Project Adjustments. Wendy Kroger seconded the motion. Roll call proceeded as follows:**

|                             |            |
|-----------------------------|------------|
| <b>John Griffiths</b>       | <b>Yes</b> |
| <b>Todd Duwe</b>            | <b>Yes</b> |
| <b>Wendy Kroger</b>         | <b>Yes</b> |
| <b>Felicita Monteblanco</b> | <b>Yes</b> |
| <b>Ali Kavarianian</b>      | <b>Yes</b> |

**The motion was UNANIMOUSLY APPROVED.**

## **Agenda Item #10 – Unfinished Business**

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

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

- Mobile Recreation Programs
  - Sabrina Taylor Schmitt, Recreation manager, and Kristin Smith, center supervisor at Tualatin Hills Nature Center, provided an overview of the district's Rec Mobile and Nature Mobile programs, each of which engaged around 10,000 participants during summer programming.
- Nature Education and Workforce Training (NEWT) Program
  - Kristin Smith, center supervisor at Tualatin Hills Nature Center, provided an overview of a two-year, \$70,000 grant the district has been awarded through Metro's Nature in Neighborhoods grant program for a nature education and workforce training program, NEWT, which will focus on Latino students.
- Board of Directors Meeting Schedule

Doug offered to answer any questions the board may have.

Wendy Kroger inquired whether there are any changes planned for or capacity to grow the mobile recreation programs.

- ✓ Kristin replied that Nature Mobile program staff are always looking for ways to work most efficiently in serving the community and that a big opportunity was being able to work in partnership with Beaverton School District's free and reduced lunch program.
- ✓ Sabrina expressed agreement with Kristin's comments, noting that Rec Mobile staff strive to work for the biggest impact possible and consider how to continue to grow the program.

Felicita Montebianco expressed support for the NEWT program and asked district staff to carefully document the development of the program, noting that it is going to take organizations like THPRD from across the country in order to ensure that staffing is representative of the population. She also referenced the diversity, equity and inclusion trainings that will begin occurring with district staff and other district committees and encouraged the district to reflect on what it means to serve the Latino community, including barriers the community faces, in a culturally sensitive manner.

President Kavianian expressed support for the programs discussed this evening, noting that he is looking forward to an update next year about how the NEWT program is progressing.

Felicita suggested that the THPRD Board of Directors consider holding a joint meeting with the Beaverton School District Board next year.

## **Agenda Item #11 – New Business**

### **A. Bethany Creek Trail #2 Segment 3 Master Plan**

Gery Keck, Design & Development manager, introduced Matt Kilmartin, park planner, and Mark Hadley with WH Pacific, the project consultant, to provide an overview of the preferred master plan for Bethany Creek Trail #2 Segment 3.

Matt provided a detailed overview of the project and community outreach conducted, which included two neighborhood meetings, a presentation to the Metro Council and the Nature & Trail Advisory Committee, as well as posted on the district's website. The project is approximately 0.44 miles in length and is almost entirely within the Bonneville Power Administration (BPA) powerline right-of-way. The project is intended to provide an off-street community trail connection between north Bethany and the Rock Creek and Westside Regional Trails, as well as other connections to district park sites, natural areas, and local schools, including both Jacob Wismer Elementary and

Stoller Middle Schools. The project spans both Washington and Multnomah County jurisdictions and the majority of the project is located within Multnomah County's exclusive farm use zone (EFU). Metro has confirmed that the master plan will meet the EFU zoning criteria for Multnomah County land use approval.

Mark provided a detailed overview of the Bethany Creek Trail #2 Segment 3 Master Plan design via a PowerPoint presentation, a copy of which was entered into the record.

Gery referenced correspondence received from the Forest Park Neighborhood Association expressing concerns regarding the project, a copy of which is at the board members' places this evening and has been entered into the record. The letter suggests that the proposed trail be rerouted into the nearby Kaiser Woods Natural Area, Kaiser Woods Park, and the adjacent neighborhoods, or that THPRD purchase some of the farmland to the east in order to create a buffer. Gery noted that the action being requested of the board this evening is approval of the Bethany Creek Trail #2 Segment 3 Master Plan as presented and offered to answer any questions the board may have.

Wendy Kroger asked about the type of pedestrian crossing anticipated for the trail at NW Springville Road.

- ✓ Gery replied that this has not yet been determined but will be decided by Washington County code.
- ✓ Mark agreed, noting that it would not be a mid-block crossing since the crossing occurs at an intersection; however, the specific details of the crossing are not yet known.

Felicita Montebianco asked for additional information regarding EFU zones in relation to the land use process and asked for confirmation that the adjacent farming property has been involved in or informed of this process.

- ✓ Gery provided an overview of the land use process pertaining to this project and confirmed that district staff has been in contact with the adjacent farmer who leases the land, as well as the property owner and BPA.
- ✓ General Manager Doug Menke added that the proposed master plan is also the least intrusive to the surrounding neighborhoods, as well as represents a traditional, common use of a trail corridor within a powerline corridor.

Todd Duwe asked for additional information regarding the desire for a barrier between the farmland and trail corridor.

- ✓ Gery replied that commonly a split rail type of fence would be used in a similar situation but that level of detail has not yet been determined and district staff would also like to understand what the farmer might want. Some of the public comment submitted expressed desire for a more substantial buffer with trees, which would not likely be allowed by BPA and would require watering.

President Kavianian asked whether THPRD has any other trails along EFU zones.

- ✓ Gery confirmed this and provided a brief description of the Bethany Creek Falls trail.

Ali asked if there is any concern regarding potential negative impacts of farming activities on the trail users, such as spraying activities or blowing dust.

- ✓ Gery provided a brief description of the farming history for the property, noting that district staff could work with the farmer on these impacts on an operational basis.
- ✓ Doug commented that the trail has been informally used by the public for quite some time as it is currently a gravel access road.

Ali asked for confirmation that the portion of trail near the wetland would remain dry during different weather patterns.

- ✓ Gery confirmed this, noting that some culvert work will be completed to ensure optimal drainage.

Wendy cautioned against the use of a chain link fence as the barrier due to the impact such fences have on wildlife's ability to move through the area.

President Kavianian opened the floor for public testimony.

Kevin O'Donnell, Bethany resident and Citizen Participation Organization #7 member, is before the THPRD Board of Directors this evening in support of the Bethany Creek Trail #2 Segment 3 Master Plan as presented. He described the major trail routes through the Bethany area and the desire for the Bethany area to be interconnected. Regarding the letter submitted on behalf of the Forest Park Neighborhood Association, he believes they are not in support of the project simply because they do not want Washington County-related development within their area. CPO #7 has submitted two letters of support for trail projects in this area in the past and are in favor of connecting Bethany. Lastly, the public outreach conducted by THPRD for this project has been extensive and welcoming, and the adjacent farmland will not be impacted. He requested that the THPRD Board of Directors formalize the trail under consideration this evening by approving the Bethany Creek Trail #2 Segment 3 Master Plan as presented.

President Kavianian opened the floor for a motion.

**John Griffiths moved that the board of directors approve the preferred master plan for the Bethany Creek Trail #2 Segment 3 project. Felicita Monteblanco seconded the motion. Roll call proceeded as follows:**

|                             |            |
|-----------------------------|------------|
| <b>Todd Duwe</b>            | <b>Yes</b> |
| <b>Wendy Kroger</b>         | <b>Yes</b> |
| <b>John Griffiths</b>       | <b>Yes</b> |
| <b>Felicita Monteblanco</b> | <b>Yes</b> |
| <b>Ali Kavianian</b>        | <b>Yes</b> |

**The motion was UNANIMOUSLY APPROVED.**

**Agenda Item #12 – Adjourn**

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

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Ali Kavianian, President

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Felicita Monteblanco, Secretary

Recording Secretary,  
Jessica Collins

| Check # | Check Date | Vendor Name                                                     | Check Amount         |
|---------|------------|-----------------------------------------------------------------|----------------------|
| 57961   | 09/13/2018 | Red Tricycle                                                    | 4,695.00             |
| 305229  | 09/28/2018 | URBAN GREENSPACES INSTITUTE                                     | 1,000.00             |
|         |            | <b>Advertising</b>                                              | <b>\$ 5,695.00</b>   |
| 305212  | 09/28/2018 | DAVID EVANS & ASSOCIATES, INC.                                  | 4,416.71             |
|         |            | <b>Capital Outlay - ADA Projects</b>                            | <b>\$ 4,416.71</b>   |
| 304964  | 09/10/2018 | Beaverton, City of                                              | 247,732.12           |
| 305013  | 09/10/2018 | P & C Construction                                              | 43,573.00            |
| ACH     | 09/20/2018 | Brian C Jackson, Architect LLC                                  | 24,628.17            |
|         |            | <b>Capital Outlay - Bond - New/Redevelop Community Parks</b>    | <b>\$ 315,933.29</b> |
| ACH     | 09/20/2018 | AKS ENGINEERING & FORESTRY, LLC                                 | 1,908.60             |
|         |            | <b>Capital Outlay - Bond - Youth Athletic Field Development</b> | <b>\$ 1,908.60</b>   |
| 305018  | 09/10/2018 | R & W ENGINEERING, INC.                                         | 1,279.50             |
| 58232   | 09/13/2018 | Home Depot Credit Services                                      | 3,524.00             |
| 59249   | 09/13/2018 | Grainger                                                        | 2,859.34             |
| 59272   | 09/13/2018 | Grainger                                                        | 3,977.32             |
| 59286   | 09/13/2018 | Grainger                                                        | 11,437.36            |
|         |            | <b>Capital Outlay - Building Improvements</b>                   | <b>\$ 23,077.52</b>  |
| 304973  | 09/10/2018 | Columbia Roofing & Sheet Metal                                  | 66,686.00            |
| 304995  | 09/10/2018 | Lacey Construction                                              | 10,750.00            |
| 305011  | 09/10/2018 | Office Trends, Inc.                                             | 4,231.00             |
| ACH     | 09/10/2018 | NORTHWEST CONTROL COMPANY                                       | 3,350.26             |
| 305135  | 09/20/2018 | Columbia Roofing & Sheet Metal                                  | 30,670.00            |
| 305145  | 09/20/2018 | Koeber's, Inc.                                                  | 11,894.00            |
| 305146  | 09/20/2018 | Lacey Construction                                              | 10,750.00            |
| ACH     | 09/20/2018 | ISO PLUMBING & MECHANICAL, LLC                                  | 1,356.40             |
| 305209  | 09/28/2018 | Brandsen Hardwood Floors, Inc.                                  | 16,220.00            |
| 305225  | 09/28/2018 | Pool & Spa House, Inc.                                          | 13,730.82            |
| 305228  | 09/28/2018 | Steele Electric LLC                                             | 15,710.00            |
|         |            | <b>Capital Outlay - Building Replacements</b>                   | <b>\$ 185,348.48</b> |
| ACH     | 09/20/2018 | Oregon Corrections Enterprises                                  | 4,992.00             |
|         |            | <b>Capital Outlay - Facility Challenge Grants</b>               | <b>\$ 4,992.00</b>   |
| 58156   | 09/13/2018 | Stark Street Lawn & Garden West                                 | 23,689.04            |
| 305159  | 09/20/2018 | Turf Star Inc / Western Equipment                               | 7,436.04             |
|         |            | <b>Capital Outlay - Fleet Capital Replacement</b>               | <b>\$ 31,125.08</b>  |
| ACH     | 09/20/2018 | DELL MARKETING L.P.                                             | 9,002.24             |
|         |            | <b>Capital Outlay - Information Technology Improvement</b>      | <b>\$ 9,002.24</b>   |
| 304982  | 09/10/2018 | Farmington Rock                                                 | 1,014.27             |
|         |            | <b>Capital Outlay - Park &amp; Trail Improvements</b>           | <b>\$ 1,014.27</b>   |
| 305014  | 09/10/2018 | Paul Brothers, Inc.                                             | 68,251.95            |
| ACH     | 09/20/2018 | AKS ENGINEERING & FORESTRY, LLC                                 | 835.00               |
|         |            | <b>Capital Outlay - Parking Lot</b>                             | <b>\$ 69,086.95</b>  |

| Check # | Check Date | Vendor Name                                                | Check Amount         |
|---------|------------|------------------------------------------------------------|----------------------|
| 305014  | 09/10/2018 | Paul Brothers, Inc.                                        | 48,200.00            |
| ACH     | 09/20/2018 | AKS ENGINEERING & FORESTRY, LLC                            | 2,750.00             |
|         |            | <b>Capital Outlay - Play Equipment-2 sites</b>             | <b>\$ 50,950.00</b>  |
| 304972  | 09/10/2018 | Clean Water Services                                       | 1,150.00             |
| 304979  | 09/10/2018 | Environmental Science Associates                           | 5,011.60             |
| 305132  | 09/20/2018 | Assessment Associates, Inc.                                | 1,475.00             |
| 305152  | 09/20/2018 | RP Herman & Associates, LLC                                | 7,450.00             |
| 305161  | 09/20/2018 | WH Pacific, Inc.                                           | 1,456.79             |
| ACH     | 09/20/2018 | MACKAY & SPOSITO, INC.                                     | 1,525.42             |
| 305213  | 09/28/2018 | Environmental Science Associates                           | 8,331.35             |
| ACH     | 09/28/2018 | AKS ENGINEERING & FORESTRY, LLC                            | 9,707.00             |
|         |            | <b>Capital Outlay - SDC - Park Development/Improvement</b> | <b>\$ 36,107.16</b>  |
| 305057  | 09/12/2018 | THPRD - Petty Cash                                         | 1,500.00             |
|         |            | <b>Cedar Mill Farmers Market</b>                           | <b>\$ 1,500.00</b>   |
| ACH     | 09/10/2018 | Ellis, Catherine                                           | 1,096.28             |
| 58390   | 09/13/2018 | ORPA                                                       | 4,055.00             |
| 59298   | 09/13/2018 | Eventbrite, Inc.                                           | 1,150.00             |
|         |            | <b>Conferences</b>                                         | <b>\$ 6,301.28</b>   |
| ACH     | 09/05/2018 | PGE                                                        | 35,502.02            |
| ACH     | 09/11/2018 | PGE                                                        | 27,617.96            |
| ACH     | 09/17/2018 | PGE                                                        | 7,910.22             |
| ACH     | 09/27/2018 | PGE                                                        | 28,175.15            |
| ACH     | 09/28/2018 | PGE (Clean Wind)                                           | 1,867.08             |
|         |            | <b>Electricity</b>                                         | <b>\$ 101,072.43</b> |
| 304906  | 09/04/2018 | Kaiser Foundation Health Plan                              | 299,556.58           |
| 304907  | 09/04/2018 | Moda Health Plan, Inc.                                     | 27,860.87            |
| 304909  | 09/04/2018 | Standard Insurance Co.                                     | 13,487.59            |
| 304910  | 09/04/2018 | Standard Insurance Company                                 | -156.37              |
| 304913  | 09/04/2018 | UNUM Life Insurance-LTC                                    | 1,439.50             |
| 305112  | 09/19/2018 | Standard Insurance Company                                 | 238,132.88           |
| 305231  | 09/28/2018 | Kaiser Foundation Health Plan                              | 297,972.51           |
| 305233  | 09/28/2018 | Moda Health Plan, Inc.                                     | 26,784.26            |
| 305236  | 09/28/2018 | Standard Insurance Co.                                     | 12,597.86            |
| 305239  | 09/28/2018 | UNUM Life Insurance-LTC                                    | 1,566.75             |
|         |            | <b>Employee Benefits</b>                                   | <b>\$ 919,242.43</b> |

| Check # | Check Date | Vendor Name                                 | Check Amount         |
|---------|------------|---------------------------------------------|----------------------|
| 304908  | 09/04/2018 | PacificSource Administrators, Inc.          | 3,328.55             |
| 304910  | 09/04/2018 | Standard Insurance Company                  | 32,411.05            |
| ACH     | 09/04/2018 | Oregon Department of Justice                | 1,144.82             |
| ACH     | 09/04/2018 | THPRD - Employee Assn.                      | 9,715.12             |
| ACH     | 09/04/2018 | Massachusetts Mutual Life Insurance Company | 12,899.66            |
| 305066  | 09/14/2018 | PacificSource Administrators, Inc.          | 3,248.55             |
| 305067  | 09/14/2018 | Standard Insurance Company                  | 31,183.78            |
| ACH     | 09/14/2018 | Oregon Department of Justice                | 1,225.96             |
| ACH     | 09/14/2018 | Massachusetts Mutual Life Insurance Company | 13,014.30            |
| 305235  | 09/28/2018 | PacificSource Administrators, Inc.          | 12,634.43            |
| 305237  | 09/28/2018 | Standard Insurance Company                  | 37,046.19            |
| ACH     | 09/28/2018 | Oregon Department of Justice                | 1,195.23             |
| ACH     | 09/28/2018 | THPRD - Employee Assn.                      | 9,621.54             |
| ACH     | 09/28/2018 | Massachusetts Mutual Life Insurance Company | 12,771.95            |
|         |            | <b>Employee Deductions</b>                  | <b>\$ 181,441.13</b> |
| ACH     | 09/10/2018 | Ellis, Catherine                            | 600.00               |
|         |            | <b>Employee Salaries</b>                    | <b>\$ 600.00</b>     |
| 305010  | 09/10/2018 | NW Natural                                  | 2,261.40             |
| 305222  | 09/28/2018 | NW Natural                                  | 8,735.70             |
|         |            | <b>Heat</b>                                 | <b>\$ 10,997.10</b>  |
| 57937   | 09/12/2018 | Waste Management of Oregon                  | 4,028.15             |
| 58330   | 09/13/2018 | United Site Services                        | 10,169.67            |
| 58370   | 09/13/2018 | Guaranteed Pest Control Service Co, Inc.    | 1,711.00             |
| 59227   | 09/13/2018 | PACIFIC FENCE & WIRE CO.                    | 3,535.00             |
| ACH     | 09/20/2018 | Cook Security Group                         | 91.50                |
|         |            | <b>Maintenance Services</b>                 | <b>\$ 19,535.32</b>  |
| 57951   | 09/13/2018 | STAPLES BUSINESS ADVANTAGE                  | 6,349.58             |
| 57954   | 09/13/2018 | Wilbur-Ellis Company                        | 18,342.01            |
| 57955   | 09/13/2018 | Step Forward Activities, Inc.               | 6,041.20             |
| 57956   | 09/13/2018 | Rexius Forest By-Products, Inc.             | 6,405.25             |
| 57957   | 09/13/2018 | Pioneer Manufacturing Co.                   | 4,009.51             |
| 58139   | 09/13/2018 | Step Forward Activities, Inc.               | 11,958.72            |
| 58235   | 09/13/2018 | Airgas Nor Pac, Inc.                        | 2,573.17             |
| 58297   | 09/13/2018 | Airgas Nor Pac, Inc.                        | 2,573.17             |
| 58394   | 09/13/2018 | Airgas Nor Pac, Inc.                        | 3,447.86             |
| 59268   | 09/13/2018 | TARGET SPECIALTY PRODUCTS                   | 2,318.14             |
| 305131  | 09/20/2018 | Apollo Pools and Spas LLC                   | 1,838.85             |
| 305223  | 09/28/2018 | Pacific NW Natives, LLC                     | 3,102.60             |
|         |            | <b>Maintenance Supplies</b>                 | <b>\$ 68,960.06</b>  |
| 58383   | 09/13/2018 | ASCAP                                       | 2,249.67             |
|         |            | <b>Miscellaneous Other Services</b>         | <b>\$ 2,249.67</b>   |
| 57930   | 09/12/2018 | AT&T Mobility                               | 172.92               |
| 57968   | 09/13/2018 | Huser Integrated Technologies               | 1,444.00             |
|         |            | <b>Office Supplies</b>                      | <b>\$ 1,616.92</b>   |



| Check # | Check Date | Vendor Name                                                                | Check Amount                    |
|---------|------------|----------------------------------------------------------------------------|---------------------------------|
| 305143  | 09/20/2018 | GREATER PORTLAND TENNIS COUNCIL<br><b>Oregon State Tennis Championship</b> | 4,480.00<br><b>\$ 4,480.00</b>  |
| 305028  | 09/10/2018 | US Postal Service CMRS-PB<br><b>Postage</b>                                | 3,000.00<br><b>\$ 3,000.00</b>  |
| ACH     | 09/28/2018 | A & E Imaging                                                              | 331.46                          |
| ACH     | 09/28/2018 | DAS State Procurement Office<br><b>Printing &amp; Publication</b>          | 1,250.06<br><b>\$ 1,581.52</b>  |
| 304908  | 09/04/2018 | PacificSource Administrators, Inc.                                         | 893.00                          |
| 304981  | 09/10/2018 | EUBANKS, KAREN D.                                                          | 2,906.25                        |
| 304988  | 09/10/2018 | Independent Actuaries, Inc.                                                | 5,000.00                        |
| 58386   | 09/13/2018 | ACCOUNTEMPS                                                                | 1,658.90                        |
| 58480   | 09/13/2018 | Providence Health & Services                                               | 1,724.25                        |
| 58841   | 09/13/2018 | KINGPINS - BEAVERTON                                                       | 3,600.00                        |
| 59369   | 09/13/2018 | ACCOUNTEMPS                                                                | 1,195.60                        |
| 305217  | 09/28/2018 | Mark Sherman Consultants                                                   | 2,440.00                        |
| 305218  | 09/28/2018 | MERSEREAU SHANNON, LLP                                                     | 4,000.00                        |
| 305235  | 09/28/2018 | PacificSource Administrators, Inc.                                         | 896.50                          |
| ACH     | 09/28/2018 | Beery, Elsnor & Hammond, LLP<br><b>Professional Services</b>               | 6,869.51<br><b>\$ 31,184.01</b> |
| 304965  | 09/10/2018 | Beaverton School District #48                                              | 13,503.60                       |
| 57959   | 09/13/2018 | Hyder Graphics                                                             | 1,779.37                        |
| 58385   | 09/13/2018 | WhenTo Work, Inc.                                                          | 1,155.00                        |
| 58391   | 09/13/2018 | Hyder Graphics                                                             | 2,013.50                        |
| 58438   | 09/13/2018 | Mount Hood Ski Bowl                                                        | 1,170.00                        |
| 59435   | 09/13/2018 | Office Depot, Inc.                                                         | 1,096.40                        |
| 305137  | 09/20/2018 | Dalton's Northwest Catering                                                | 1,000.00                        |
| 305140  | 09/20/2018 | Flying M Ranch                                                             | 6,040.00                        |
| 305150  | 09/20/2018 | Oregon Fencing Alliance                                                    | 1,526.40                        |
| 305163  | 09/20/2018 | YOUTH TECH, INC.                                                           | 2,695.00                        |
| ACH     | 09/20/2018 | Oregon Department of Admin Service                                         | 125.00                          |
| ACH     | 09/28/2018 | MARC NELSON OIL PRODUCTS, INC.                                             | 337.14                          |
| ACH     | 09/28/2018 | A & E Imaging<br><b>Program Supplies</b>                                   | 921.00<br><b>\$ 33,362.41</b>   |
| 57937   | 09/12/2018 | Waste Management of Oregon<br><b>Refuse Services</b>                       | 5,656.45<br><b>\$ 5,656.45</b>  |
| 57965   | 09/13/2018 | Peter Corvallis Productions, Inc.                                          | 3,165.00                        |
| 58609   | 09/13/2018 | Western Bus Sales, Inc.                                                    | 1,750.00                        |
| ACH     | 09/20/2018 | Oregon Department of Admin Service<br><b>Rental Equipment</b>              | 753.90<br><b>\$ 5,668.90</b>    |

| Check # | Check Date | Vendor Name                         | Check Amount           |
|---------|------------|-------------------------------------|------------------------|
| ACH     | 09/10/2018 | SMITH DAWSON & ANDREWS              | 3,000.00               |
| 57960   | 09/13/2018 | NORTHWEST TREE SPECIALISTS          | 1,950.00               |
| 58595   | 09/13/2018 | NEOGOV                              | 11,640.72              |
| 58613   | 09/13/2018 | NEOGOV                              | 10,077.90              |
| 58692   | 09/13/2018 | Peter Corvallis Productions, Inc.   | 1,615.00               |
| 59031   | 09/13/2018 | Bouncin Bins Rental                 | 1,494.90               |
| 59428   | 09/13/2018 | Sound Security, Inc.                | 11,967.00              |
| 57970   | 09/14/2018 | Criminal Information Services, Inc. | 1,065.25               |
| 305138  | 09/20/2018 | Edwards Enterprises                 | 5,623.20               |
| ACH     | 09/20/2018 | Cook Security Group                 | 1,579.59               |
| 305184  | 09/26/2018 | THPRD - Petty Cash                  | 1,000.00               |
| 305219  | 09/28/2018 | Native Ecosystems NW, LLC           | 3,500.00               |
|         |            | <b>Technical Services</b>           | <b>\$ 54,513.56</b>    |
| 57930   | 09/12/2018 | AT&T Mobility                       | 9,796.65               |
| 59072   | 09/13/2018 | Baseline Irrigation Solutions       | 2,781.00               |
| 305208  | 09/28/2018 | Allstream                           | 10,395.65              |
|         |            | <b>Telecommunications</b>           | <b>\$ 22,973.30</b>    |
| 305158  | 09/20/2018 | Tualatin Valley Water District      | 9,216.60               |
| ACH     | 09/20/2018 | Oregon Department of Admin Service  | 208.04                 |
| ACH     | 09/28/2018 | MARC NELSON OIL PRODUCTS, INC.      | 3,188.28               |
|         |            | <b>Vehicle Gas &amp; Oil</b>        | <b>\$ 12,612.92</b>    |
| 57942   | 09/12/2018 | Beaverton, City of                  | 8,660.06               |
| 57943   | 09/12/2018 | Beaverton, City of                  | 7,935.60               |
| 57944   | 09/12/2018 | Beaverton, City of                  | 2,998.99               |
| 57945   | 09/12/2018 | Tualatin Valley Water District      | 21,631.93              |
| 57946   | 09/12/2018 | Tualatin Valley Water District      | 12,622.30              |
| 57947   | 09/12/2018 | Tualatin Valley Water District      | 24,702.11              |
| 57948   | 09/12/2018 | Tualatin Valley Water District      | 113,432.10             |
| 57949   | 09/12/2018 | West Slope Water District           | 2,223.52               |
| 57950   | 09/12/2018 | Beaverton, City of                  | 1,935.35               |
|         |            | <b>Water &amp; Sewer</b>            | <b>\$ 196,141.96</b>   |
|         |            | <b>Grand Total</b>                  | <b>\$ 2,423,348.67</b> |

## Tualatin Hills Park &amp; Recreation District

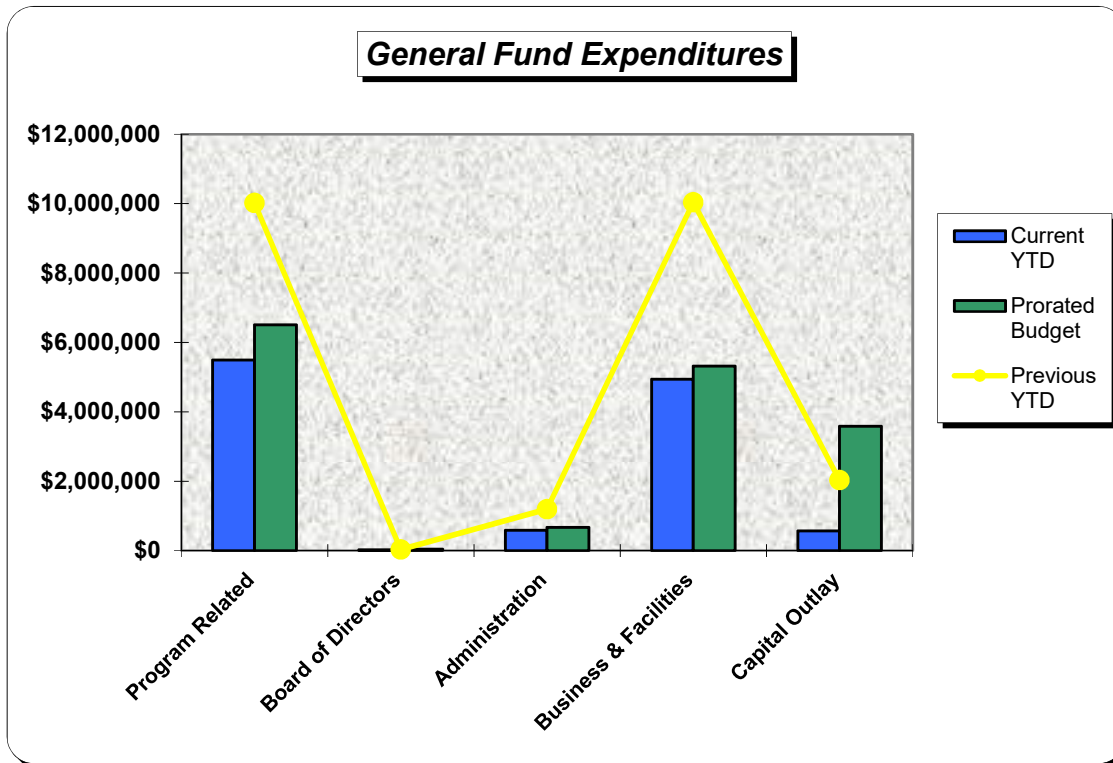
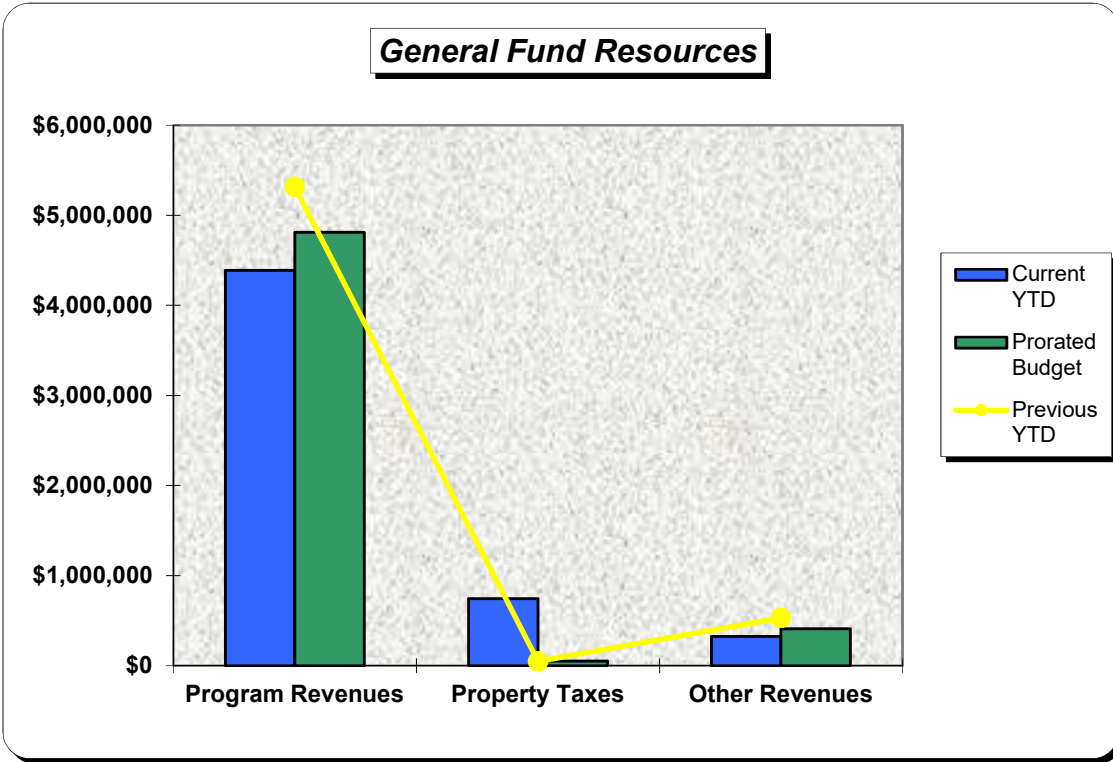
General Fund Financial Summary  
September, 2018

|                                           | <b>Current<br/>Month</b> | <b>Year to<br/>Date</b> | <b>Prorated<br/>Budget</b> | <b>% YTD to<br/>Prorated<br/>Budget</b> | <b>Full<br/>Fiscal Year<br/>Budget</b> |
|-------------------------------------------|--------------------------|-------------------------|----------------------------|-----------------------------------------|----------------------------------------|
| <b>Program Resources:</b>                 |                          |                         |                            |                                         |                                        |
| Aquatic Centers                           | \$ 117,773               | \$ 1,152,795            | \$ 1,340,283               | 86.0%                                   | \$ 3,527,061                           |
| Tennis Center                             | 31,775                   | 258,031                 | 326,061                    | 79.1%                                   | 1,145,403                              |
| Recreation Centers & Programs             | 271,886                  | 2,196,065               | 2,398,967                  | 91.5%                                   | 5,616,772                              |
| Sports Programs & Field Rentals           | 47,047                   | 526,892                 | 486,290                    | 108.3%                                  | 1,727,357                              |
| Natural Resources                         | 26,650                   | 254,761                 | 258,030                    | 98.7%                                   | 460,823                                |
| <b>Total Program Resources</b>            | <b>495,131</b>           | <b>4,388,544</b>        | <b>4,809,631</b>           | <b>91.2%</b>                            | <b>12,477,416</b>                      |
| <b>Other Resources:</b>                   |                          |                         |                            |                                         |                                        |
| Property Taxes                            | 744,064                  | 744,064                 | 50,180                     | 1482.8%                                 | 31,969,978                             |
| Interest Income                           | 22,028                   | 72,604                  | 30,586                     | 237.4%                                  | 250,000                                |
| Facility Rentals/Sponsorships             | 12,565                   | 46,875                  | 122,126                    | 38.4%                                   | 517,200                                |
| Grants                                    | 21,981                   | 77,258                  | 77,000                     | 100.3%                                  | 1,998,539                              |
| Miscellaneous Income                      | 34,504                   | 127,950                 | 179,576                    | 71.3%                                   | 398,450                                |
| Debt Proceeds                             | -                        | -                       | -                          | 0.0%                                    | 4,000,000                              |
| <b>Total Other Resources</b>              | <b>835,142</b>           | <b>1,068,751</b>        | <b>459,468</b>             | <b>232.6%</b>                           | <b>39,134,167</b>                      |
| <b>Total Resources</b>                    | <b>\$ 1,330,273</b>      | <b>\$ 5,457,295</b>     | <b>\$ 5,269,099</b>        | <b>103.6%</b>                           | <b>\$ 51,611,583</b>                   |
| <b>Program Related Expenditures:</b>      |                          |                         |                            |                                         |                                        |
| Parks & Recreation Administration         | 32,591                   | 156,775                 | 171,064                    | 91.6%                                   | 682,972                                |
| Aquatic Centers                           | 317,510                  | 1,166,636               | 1,327,223                  | 87.9%                                   | 4,454,117                              |
| Tennis Center                             | 110,054                  | 325,306                 | 358,271                    | 90.8%                                   | 1,392,083                              |
| Recreation Centers                        | 556,458                  | 2,260,548               | 2,652,234                  | 85.2%                                   | 8,412,747                              |
| Community Programs                        | 48,211                   | 174,172                 | 186,994                    | 93.1%                                   | 485,486                                |
| Athletic Center & Sports Programs         | 176,943                  | 685,154                 | 933,533                    | 73.4%                                   | 2,820,320                              |
| Nature & Trails                           | 215,393                  | 725,118                 | 876,620                    | 82.7%                                   | 2,914,154                              |
| <b>Total Program Related Expenditures</b> | <b>1,457,160</b>         | <b>5,493,710</b>        | <b>6,505,939</b>           | <b>84.4%</b>                            | <b>21,161,879</b>                      |
| <b>General Government Expenditures:</b>   |                          |                         |                            |                                         |                                        |
| Board of Directors                        | 11,695                   | 25,712                  | 38,884                     | 66.1%                                   | 311,500                                |
| Administration                            | 163,623                  | 588,743                 | 671,460                    | 87.7%                                   | 2,601,140                              |
| Business & Facilities                     | 1,782,642                | 4,942,226               | 5,316,803                  | 93.0%                                   | 20,122,803                             |
| Capital Outlay                            | 221,397                  | 564,273                 | 3,578,463                  | 15.8%                                   | 12,529,412                             |
| Contingency/Capital Replacement Reserve   | -                        | -                       | -                          | 0.0%                                    | 5,900,000                              |
| <b>Total Other Expenditures:</b>          | <b>2,179,357</b>         | <b>6,120,955</b>        | <b>9,605,610</b>           | <b>63.7%</b>                            | <b>41,464,855</b>                      |
| <b>Total Expenditures</b>                 | <b>\$ 3,636,517</b>      | <b>\$11,614,664</b>     | <b>\$ 16,111,549</b>       | <b>72.1%</b>                            | <b>\$ 62,626,734</b>                   |
| <b>Revenues over (under) Expenditures</b> | <b>\$ (2,306,244)</b>    | <b>\$ (6,157,370)</b>   | <b>\$ (10,842,451)</b>     | <b>56.8%</b>                            | <b>\$ (11,015,151)</b>                 |
| <b>Beginning Cash on Hand</b>             |                          | 12,583,814              | 11,015,151                 | 114.2%                                  | 11,015,151                             |
| <b>Ending Cash on Hand</b>                |                          | \$ 6,426,444            | \$ 172,700                 | -3721.2%                                | \$ -                                   |

# Tualatin Hills Park and Recreation District

## General Fund Financial Summary

September, 2018





## MEMO

**DATE:** October 18, 2018  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities

**RE:** **Service District Initiated Annexation Resolution**

### Introduction

Staff is seeking board of directors' approval for the Service District Initiated Annexation Resolution, which approves the actual applications for annexation to the district. With board approval, staff will submit the annexation application packet to Washington County for processing.

### Background

Oregon Revised Statue (ORS) section 198.850(3) authorizes initiation of annexation into a special district by resolution of the district's board of directors. In accordance with Washington County Comprehensive Plan Policy 15(h), annexations to special service districts are consistent with the Washington County Comprehensive Plan if they are:

- Consistent with urban service agreements; or
- Where no urban service agreement applies, the service district is the designated party pursuant to ORS 195.020 and the district has a master plan for the area.

Washington County Comprehensive Plan Policy 15(q) identifies the district as the park provider for unincorporated areas of Washington County. The properties proposed to be annexed are within the unincorporated area of the county and subject to the county and district's Comprehensive Plans.

In 2005, the district began a Service District Initiated Annexation (SDIA) program. This program is also referred to as the Voluntary Annexation Program (VAP), as annexation pursuant to this program is voluntary, not compulsory. The VAP is offered to all property owners in the district's ultimate service boundary whose property is not currently within the district. The district has offered the program eleven times. As shown in Table 1, during the previous eleven years that the SDIA program has been available, 348 properties have been annexed into the district. As shown in the chart, the program was initially offered annually, but due to declining application rates the district has opted since 2014 to offer it biennially.

Table 1: Voluntary Annexation History

| Year         | # of Properties Annexed |
|--------------|-------------------------|
| 2005         | 128                     |
| 2006         | 23                      |
| 2007         | 47                      |
| 2008         | 23                      |
| 2009         | 22                      |
| 2010         | 25                      |
| 2011         | 13                      |
| 2012         | 25                      |
| 2013         | 14                      |
| 2014         | 18                      |
| 2016         | 10                      |
| <b>Total</b> | <b>348</b>              |

For the 2018 SDIA program, approximately 4,700 invitations were mailed to owners of properties that are in the district's ultimate service boundary but are not currently within the district. This includes properties in the new urban growth areas that are yet to be developed including North Bethany and Bonny Slope West plan areas in Washington County and the South Cooper Mountain area, which was recently added to the urban growth boundary and annexed into the City of Beaverton.

The main benefit of the SDIA program to property owners is the offer by the district to pay for all of the annexation fees and mapping services assessed by Washington County and other agencies. Additionally, this year's program included the incentive offering of a \$500 credit to match the first \$500 that members of a newly annexed household spend on district programs. The resulting benefit to property owners is the opportunity to receive "in-district" benefits, including:

- Priority registration for classes and programs;
- The lowest rates for classes and programs;
- Eligibility to serve on district advisory committees; and
- Voting eligibility in district elections.

Similar to the previous year, staff will be working on the application in-house without the aid of a consultant. Staff has started preparing the necessary documents and applications to submit, with the board of directors approved resolution, to Washington County.

The application period closed on October 14, 2018, and the last day to withdraw a previously submitted application expired on October 28, 2016. The SDIA program was advertised to the local county Citizen Participation Organizations and the City of Beaverton Neighborhood Association Committees. At the end of the withdrawal period, 14 annexation applications had been returned to the district from property owners who willingly requested annexation of their properties into the district (see attached Exhibits A & B). These 14 property owners account for an additional 4.22 acres that will be added to the district. Four additional properties included in this annexation request are 20.86 acres of property recently acquired by the district.

**Proposal Request**

Staff are requesting board of directors' approval of the Service District Initiated Annexation Resolution No. 2018-16 approving the annexation of 18 new properties into the district. With

board approval, staff will work to submit the annexation application packet to Washington County for processing.

The attached resolution has been reviewed and approved by THPRD's legal counsel.

**Benefits of Proposal**

The most important benefit regarding this proposal is the addition of a total of 18 new properties and 25.06 acres to the district. Of these properties, 14 properties (4.22 acres) will yield additional tax base revenue. These properties have an assessed market value of \$5.2 million, which will result in approximately \$6,800 in annual taxes. Fees and costs of approximately \$10,000 are associated with the application process and credit voucher; however, the annual increase in tax revenue will recoup the up-front costs in less than two years.

**Potential Downside of Proposal**

There is no apparent downside to this proposal.

**Action Requested**

Board of directors' approval of the Service District Initiated Annexation Resolution No. 2018-16 approving the annexation of 18 new properties into the district.

**RESOLUTION NO. 2018-16**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE TUALATIN HILLS PARK & RECREATION DISTRICT  
APPROVING PETITIONS FOR ANNEXATION TO THE DISTRICT**

**WHEREAS**, ORS 198.850(3) authorizes the Board of Directors (“Board”) of the Tualatin Hills Park and Recreation District (“District”) to initiate the annexation of property to the district by Resolution; and

**WHEREAS**, the Board directed staff to review the District boundaries and determine whether there are property owners who wish to request having their property annexed into the District; and

**WHEREAS**, several property owners responded favorably and signed petitions to annex their properties into the District, which petitions are on file in the district administrative offices; and

**WHEREAS**, the properties proposed for annexation are listed on Exhibit A and the locations shown on Exhibit B; and

**WHEREAS**, ORS 198.850 provides that the annexations must be approved by the District Board and then forwarded to Washington County (“County”) for approval by the County Board of Commissioners; and

**WHEREAS**, the Board finds that the proposed annexations comply with the District Comprehensive Plan, the Washington County Comprehensive Plan, and intergovernmental service and cooperation agreements as required by ORS 198.850(3); and

**WHEREAS**, some of the properties described in the annexation petitions are within the jurisdictional boundaries of the City of Beaverton, and the City of Beaverton City Council has consented to the annexation of properties within the city limits to the district. A copy of the Beaverton Council Resolution is attached hereto as Exhibit C; and

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
TUALATIN HILLS PARK & RECREATION DISTRICT:**

Section 1. Based on the findings described in Exhibit C, the proposed annexation of the properties listed on the attached Exhibit A and depicted on the attached Exhibit B is hereby approved.

Section 2. District staff is hereby authorized and directed to submit this Resolution together with Exhibits A, B and C and the signed annexation petitions to Washington County for approval by the County in accordance with ORS 198.857.



**RESOLUTION NO. 2018-16**

Section 3. The proposed annexation is supported by signed petitions from all of the owners of all land in the territory proposed to be annexed as required by ORS 198.857, and therefore an election is not required prior to annexation of the affected properties to the district. The District Board requests that the Washington County Board of Commissioners approve the annexation following a public hearing and declare the affected properties annexed to the district.

Section 4. This Resolution shall be effective immediately upon its adoption by the board.

Adopted by the Board of Directors this 13th day of November 2018.

TUALATIN HILLS PARK & RECREATION  
DISTRICT

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Ali Kavianian, Board President

---

Felicita Monteblanco, Board Secretary

Adoption and date attested by:

---

Jessica Collins, Recording Secretary



2018 Tualatin Hills Park and Recreation District Voluntary Annexation

Exhibit A

|    | Owner                                                | Taxlot ID    | Tax Parcel # | Legal                            | Assessed Value* | Acres | Site Address           | City      | State | Zip   |
|----|------------------------------------------------------|--------------|--------------|----------------------------------|-----------------|-------|------------------------|-----------|-------|-------|
| 1  | Ronak & Erica Singhal                                | 1N128AD00900 | R1454599     | BAUER WOODS NO.2 Lot 109         | \$ 704,740      | 0.40  | 3473 NW 126th AVENUE   | Portland  | OR    | 97229 |
| 2  | Yan Soucie & Steven K. Sullivan                      | 1N129AB08800 | R2065503     | CLAREMONT NO.7 Lot 429           | \$ 294,530      | 0.09  | 15332 NW Aberdeen Dr.  | Portland  | OR    | 97229 |
| 3  | Blake & Jessica Thompson                             | 1N117CD09900 | R2081261     | GOLDEN LEAF ESTATES Lot 41       | \$ 318,590      | 0.12  | 15667 NW Graf St       | Portland  | OR    | 97229 |
| 4  | CTH Investments, LLC                                 | 1N128CC01200 | R600889      | No legal found                   | \$ 260,750      | 0.94  | 2100 NW 143rd          | Portland  | OR    | 97229 |
| 5  | Bhupesh Agrawal                                      | 1N121DD09900 | R2104447     | BAUER HIGHLANDS Lot 2            | \$ 372,910      | 0.11  | 4305 NW Oxbridge Dr    | Portland  | OR    | 97229 |
| 6  | Heidi Newton                                         | 1N129DC00200 | R609112      | OAK HILL Lot 2                   | \$ 208,000      | 0.21  | 2155 NW 153rd Pl       | Beaverton | OR    | 97006 |
| 7  | Talley Family Trust, Rodney D and Karen I. Talley    | 1S130DB00700 | R258438      | MOUNTAIN VIEW HEIGHTS Lot 3      | \$ 639,720      | 1.27  | 9290 SW 175th Ave      | Beaverton | OR    | 97007 |
| 8  | Prashanth Rao Nujetti                                | 1N128BC05000 | R2050192     | Bosa, Lot 5                      | \$ 271,100      | 0.12  | 14418 NW Alta          | Portland  | OR    | 97229 |
| 9  | Carol & Joi Gordon                                   | 1S130CB00900 | R1474130     | Kemmer View Estates No. 2 Lot 49 | \$ 428,680      | 0.23  | 9085 SW 182nd Ave      | Beaverton | OR    | 97007 |
| 10 | Harish Venkataramani                                 | 1N121DD14900 | R2104497     | Bauer Highlands Lot 52           | \$ 364,190      | 0.12  | 12898 NW Boyonne Ln    | Portland  | OR    | 97229 |
| 11 | Michael G. & Jessica H Perrin                        | 1N121DD23900 | R2104587     | BAUER HIGHLANDS Lot 142          | \$ 357,950      | 0.11  | 4306 NW 125th Ave.     | Portland  | OR    | 97229 |
| 12 | Charles & Angela Fleckenstein                        | 1N120AD09200 | R2066025     | BETHANY VIEW ESTATES NO.3 Lot 82 | \$ 412,990      | 0.17  | 14676 NW Jewell Lane   | Portland  | OR    | 97229 |
| 13 | Vittal Kini                                          | 1N128CC02900 | R1327843     | CLIFFORD PLACE Lot 9             | \$ 282,840      | 0.19  | 14190 NW Burton Street | Portland  | OR    | 97229 |
| 14 | Janet B. Houghton                                    | 1N117DC16100 | R2091985     | Taennler Pines, Lot 14           | \$ 307,090      | 0.12  | 15577 NW Graf Street   | Portland  | OR    | 97229 |
| 15 | Tualatin Hills Park & Recreation District (Orr)      | 1N117BB07800 | R590499      | Brugger Tract lot 14             |                 | 5.00  | N/A                    | Portland  | OR    | 97229 |
| 16 | Tualatin Hills Park & Recreation District (Fishback) | 1N117A000702 | R590293      | Brugger Tract Lot 35             |                 | 1.08  | 6900 NW Kaiser Rd      | Portland  | OR    | 97229 |
| 17 | Tualatin Hills Park & Recreation District (Stoller)  | 1N117A000701 | R590284      | Brugger Tract Lot 34             |                 | 3.67  | 7000 NW Kaiser Rd      | Portland  | OR    | 97229 |
| 18 | Tualatin Hills Park & Recreation District (Gorman)   | 2S106B000202 | R482212      | No legal found                   |                 | 11.11 | N/A                    | Beaverton | OR    | 97007 |

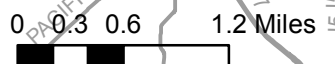
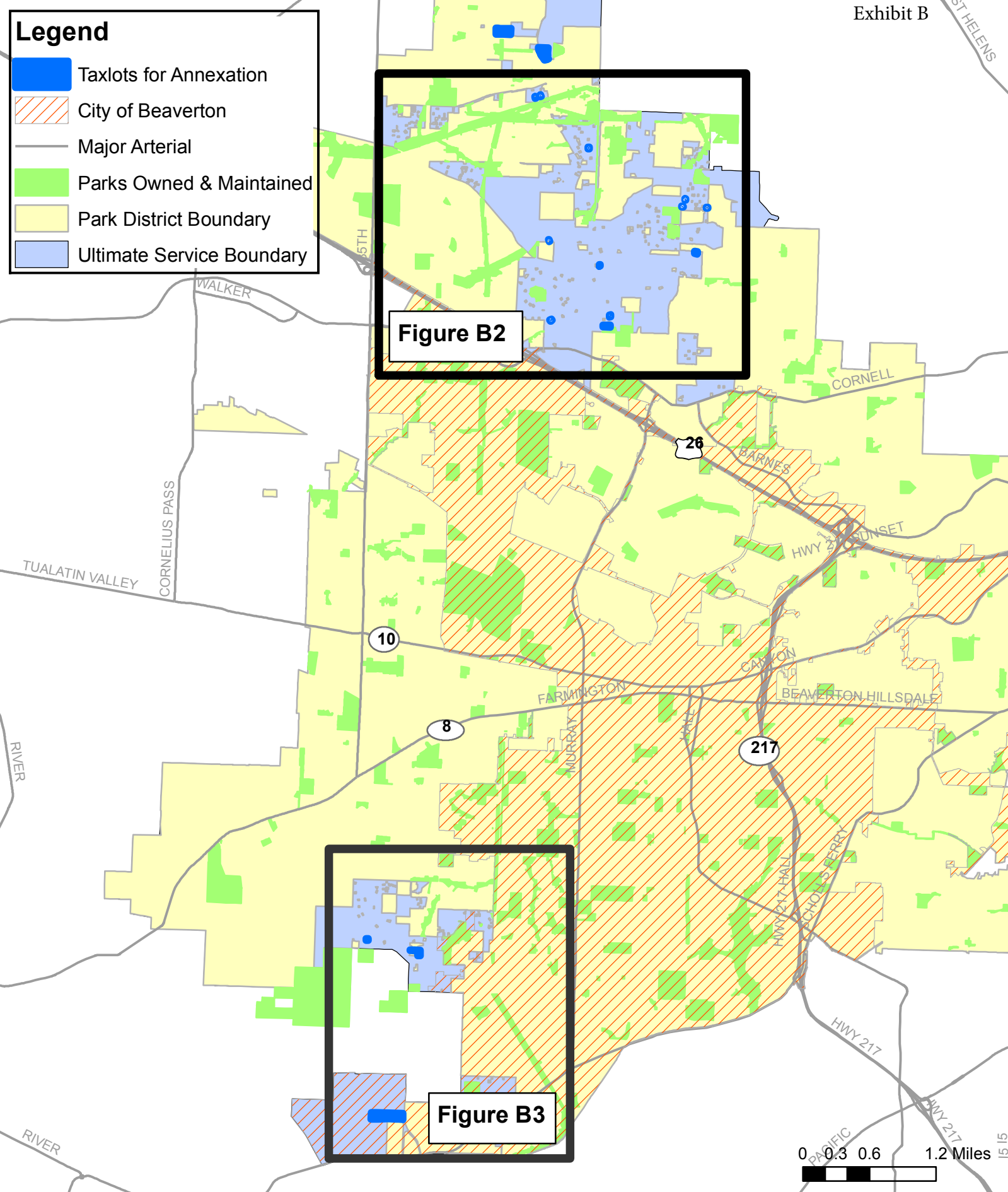
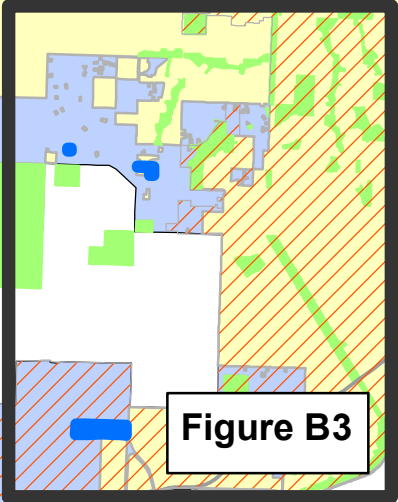
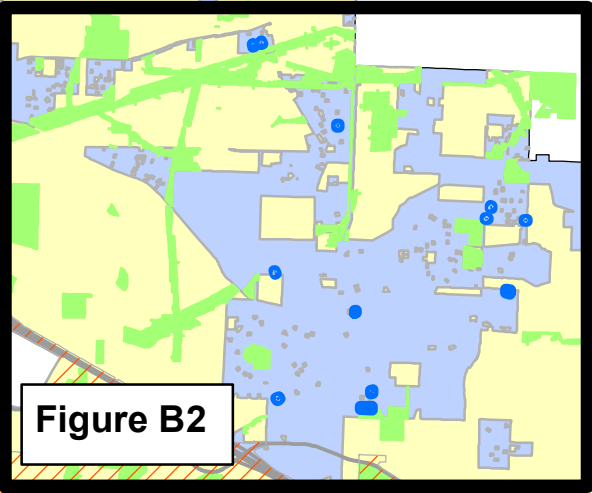
\*2017 Assessed Value - 2018 valuation to be confirmed by Washington County

\$ 5,224,080 25.06

ST HELENS

### Legend

- Taxlots for Annexation
- City of Beaverton
- Major Arterial
- Parks Owned & Maintained
- Park District Boundary
- Ultimate Service Boundary








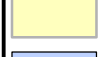

**Figure B1: Voluntary Annexation Program  
Tualatin Hills Park & Recreation District Annexation  
Washington County, Oregon**

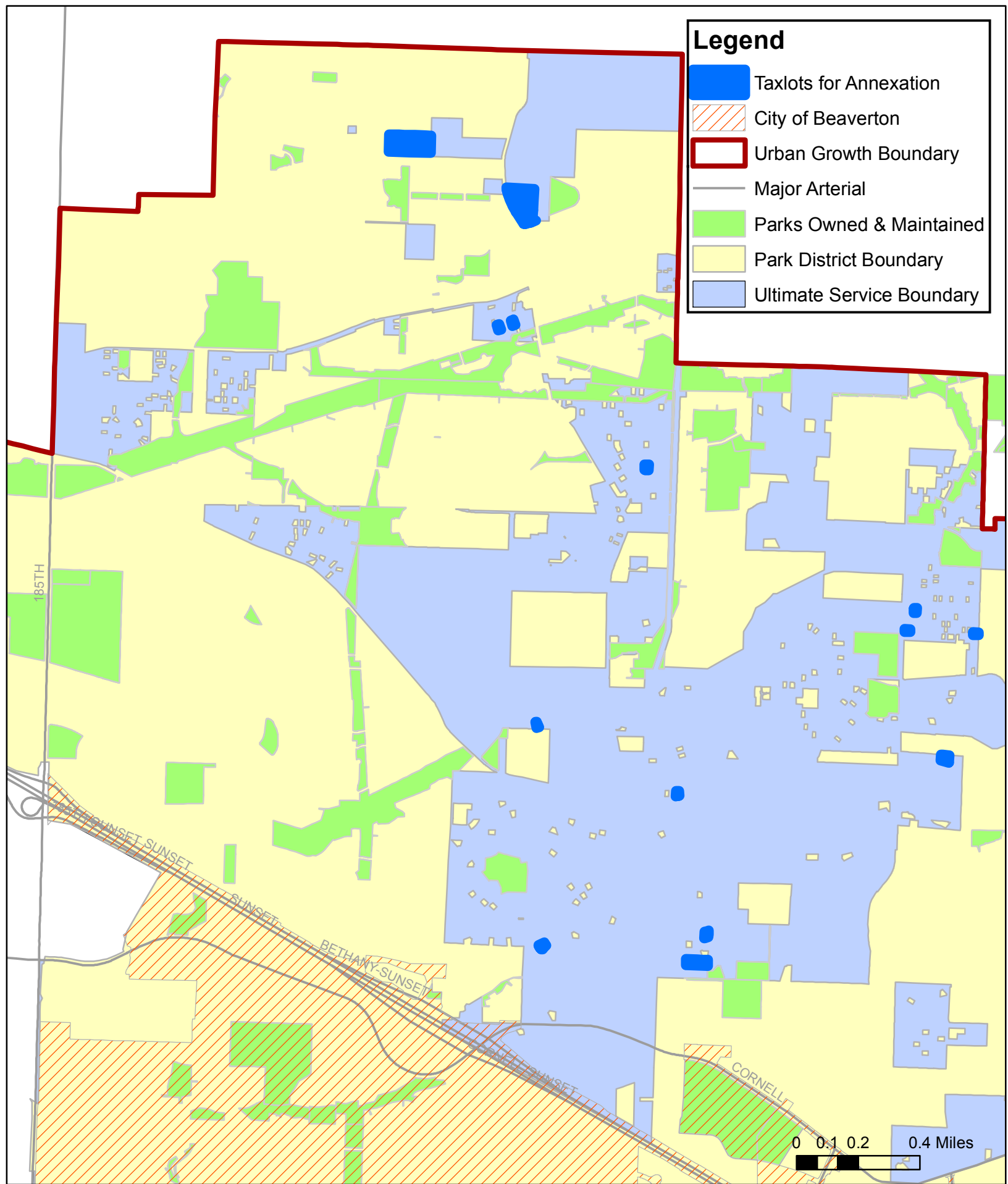


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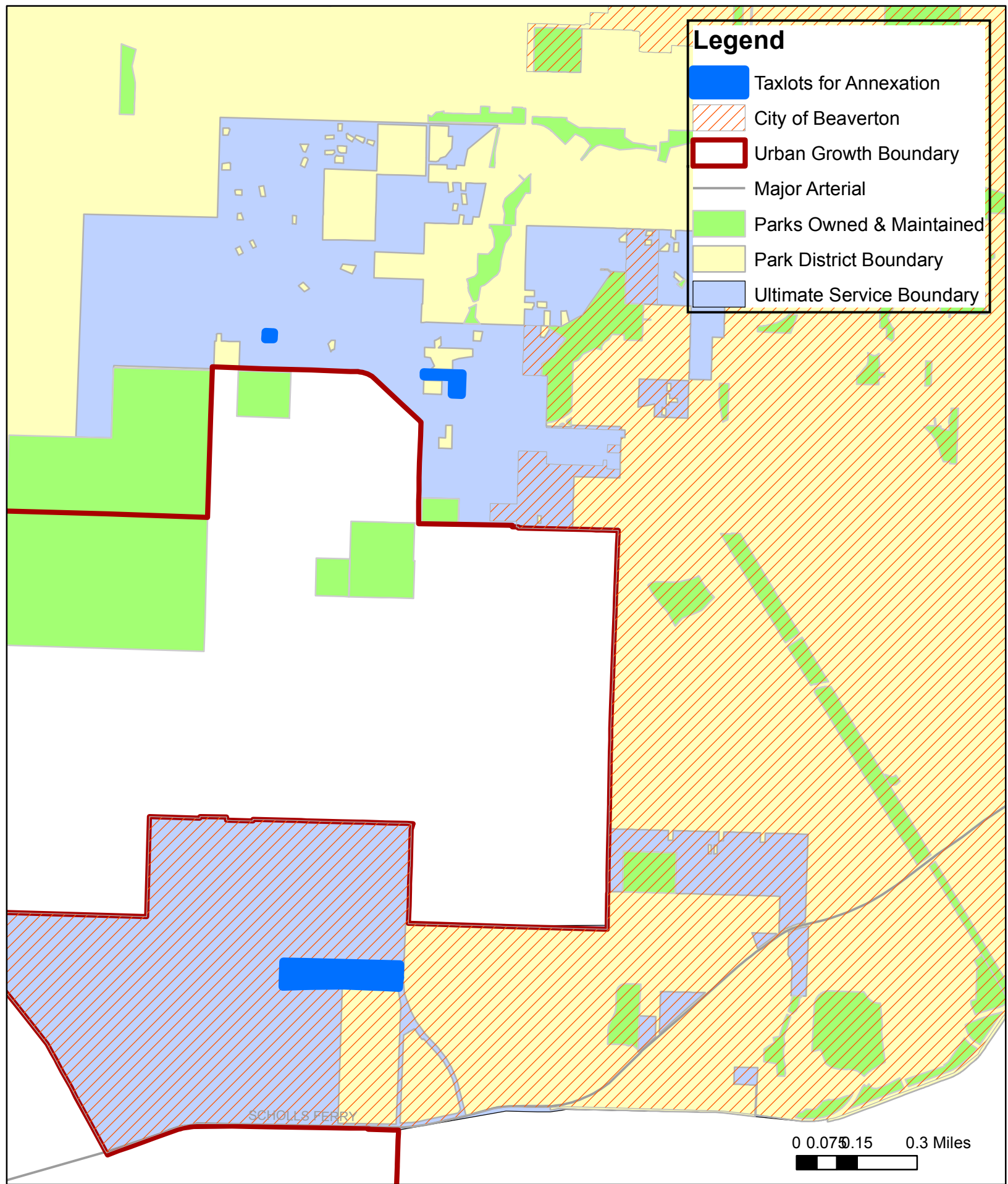
### Legend

-  Taxlots for Annexation
-  City of Beaverton
-  Urban Growth Boundary
-  Major Arterial
-  Parks Owned & Maintained
-  Park District Boundary
-  Ultimate Service Boundary



**Figure B2: Voluntary Annexation Program**  
**Tualatin Hills Park & Recreation District Annexation**  
**Washington County, Oregon**  
Created 10/22/2018





**Legend**

- Taxlots for Annexation
- City of Beaverton
- Urban Growth Boundary
- Major Arterial
- Parks Owned & Maintained
- Park District Boundary
- Ultimate Service Boundary



**Figure B3: Voluntary Annexation Program  
Tualatin Hills Park & Recreation District Annexation  
Washington County, Oregon**

Created 10/22/2018



# Exhibit C

RESOLUTION NO. 3842

**A RESOLUTION APPROVING PETITIONS FOR ANNEXATION OF  
TERRITORY WITHIN THE CITY OF BEAVERTON TO THE  
TUALATIN HILLS PARK AND RECREATION DISTRICT**

**WHEREAS**, the Tualatin Hills Park and Recreation District (District) has adopted a voluntary program for annexation to the District; and

**WHEREAS**, the owners of four parcels within the City of Beaverton have requested annexation of their property to the District; and

**WHEREAS**, the District is the primary parks and recreation provider for the City; and

**WHEREAS**, Goal 5.8.1 of the City's acknowledged Comprehensive Plan states that the City shall: "Cooperate with THPRD in implementation of its 20-Year Comprehensive Master Plan and Trails Master Plan in order to ensure adequate parks and recreation facilities and programs for current and future City residents."

**WHEREAS**, ORS 198.720(1) requires cities to submit a resolution approving a petition for annexation to a district for property within their corporate limits; and

**WHEREAS**, the City wishes to encourage property owners within the City to annex their property to the District; and

**WHEREAS**, the City desires to be supportive of the District; therefore,

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF  
BEAVERTON, OREGON**

Council supports the annexation of any properties within the City to the Tualatin Hills Park and Recreation District when requested by the property owner(s).

Adopted by the Council this 14th day of November, 2005.

Approved by the Mayor this 15th day of NOVEMBER, 2005.

Ayes: 5

Nays: 0

ATTEST:

  
\_\_\_\_\_  
SUE NELSON, City Recorder

APPROVED:

  
\_\_\_\_\_  
ROB DRAKE, Mayor



## MEMO

**DATE:** October 23, 2018  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities

**RE:** **Parks Functional Plan Update**

### Introduction

Staff is presenting updates to the Park Classifications and Prioritization Criteria for Park Development sections of the Parks Functional Plan and seeking board of directors' input. Staff is also presenting an update of the completed community engagement process for the update. Board approval of the Parks Functional Plan Update, which will include these changes, is anticipated to be requested in early 2019.

### Background

At the August 7, 2018 board of directors meeting, staff provided an overview of the Parks Functional Plan Update process. Updates to functional plans are intended to occur every three to five years to reflect changing trends in park and recreation. The interdepartmental committee (the "review team"), which includes representatives from Washington County and the City of Beaverton, has continued to meet. Since August, Alta Planning was hired to assist in drafting and compiling the plan. Staff will be bringing information to the board of directors for input throughout the coming months.

This meeting will focus on presenting draft changes to Park Classifications and Prioritization Criteria for Park Development sections and provide a summary of the completed community engagement efforts.

1. Park Classifications: Classifications have been updated to reflect recent planning efforts in new growth areas (North Bethany, Bonny Slope West and South Cooper Mountain) and the downtown Beaverton core. While the ideal neighborhood park size is at least two acres and will be the minimum requirement in undeveloped areas, the changes acknowledge that there may be a need for smaller parks or urban spaces to provide a level of service for a community when a two or more-acre parcel is not available. The urban plaza and pocket park definitions are new to the Parks Functional Plan: the urban plaza (to reflect changing development patterns in the downtown core); and pocket parks (to provide guidance for meeting level-of-service expectations where traditional park services are not feasible due to size limitations or surrounding development patterns). Exhibit A provides the proposed definitions and corresponding level of service.
2. Prioritization Criteria for Park Development: The criteria have been updated to allow for prioritization with a more equitable lens (Exhibit B). The existing criteria use a point scoring system that results in little differentiation between scores (i.e. 7 parks sites scored between 33-35) making it challenging to rank the sites and prioritize them for

improvement. The proposed criteria are comprised of elements heard from the public through the engagement process (access and connectivity), the review team (ease of site development) and in accordance with the board of directors' goals. The criteria, and subsequent scores, are weighted so that criteria with a higher level of importance can be reflected in the overall score. This scoring approach provides a ranking system that ensures equitability and distribution of services throughout the district. This process will allow staff to prioritize development of park sites and will help guide the Systems Development Charges five-year Capital Improvement Plan, to be updated with the next budget.

3. **Community Engagement**: Staff attended close to 50 events throughout June, July and August to promote awareness of the PFP update and encourage patrons to participate in the public process by completing the survey, which yielded close to 900 responses. Exhibit C highlights findings from those responses. Staff presented initial findings to the Parks & Facilities Advisory Committee at their September 19, 2018 meeting. Additionally, staff held an open house, in conjunction with the City of Beaverton's Family Resource Fair, on October 20, 2018 at the Beaverton Library, where staff presented findings and asked attendees to identify the top three priorities THPRD should be thinking about when developing parks and serving people. Feedback at the open house was that connectivity and walkable access to amenities are highly important, consistent with results from the survey.

Park design guidelines and maintenance, as well as new information, including dog parks, public art, health and wellness, historic properties, and Safe Routes to Parks will be presented at the December 2018 board of directors meeting.

### **Proposal Request**

Staff is presenting updates to the Park Classifications and Prioritization Criteria for Park Development sections of the Parks Functional Plan and seeking board of directors' input. Staff is also presenting an update of the completed community engagement process for the update. Board approval of the Parks Functional Plan Update, which will include these changes, is anticipated to be requested in early 2019.

### **Benefits of Proposal**

The update to the PFP will provide improved guidance for staff, clarify park planning and development decisions and priorities for stakeholders, and will provide supporting information to be used when writing grant proposals.

### **Potential Downside of Proposal**

There are no potential downsides to the proposal.

### **Action Requested**

Board of director's input on the Park Classifications and Prioritization Criteria for Park Development sections of the Parks Functional Plan. Board approval of the Parks Functional Plan Update, which will include these changes, is anticipated to be requested in early 2019.



## THPRD PFP Update

**TASK 2 - Park Classifications: Recommended Revisions****Proposed Parks Functional Plan – Park Classifications and Function****3.2.2 Standards and Expectations**

The 2013 Comprehensive Plan Update did not change park classifications for neighborhood, community and special use parks. However, some parks were reclassified to better meet their current function (e.g., John Marty Park was reclassified from a linear park to a neighborhood park).

In 2018, two additional classifications – urban plaza and pocket park – were created to address park and recreation needs in fully developed residential areas, where available land is scarce, and in higher density areas of new or evolving residential/mixed-use development. As a result of these new classifications, some sites have been reclassified in the 2018 PFP Update. Refer to Table 3A - THPRD 2018 Park Classifications for details about each of the district's park classifications.

**Table 3A – THPRD 2018 Park Classifications.**

| <b>Classification</b>    | <b>Description</b>                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Size</b>                                                                              |
|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <b>Urban Plaza</b>       | A small public gathering space in an urban area that fosters community interaction and civic pride. Although intended to be stand-alone components of a streetscape, plazas can be included as a part of a park development in higher density population areas with limited access to parks and open space,<br><br>Examples: Progress Lake Park and Beaverton Round                                                                   | Varies                                                                                   |
| <b>Pocket Park</b>       | A small park that provides recreational opportunities to meet the needs of local residents. Ideally located in areas where full size park development is not feasible due to land availability. This type of park is distinctive from other types of parks because it offers a small open space or recreational area, such as play equipment, open lawn area and sport courts.<br><br>Examples: Fifth Street Park and Wildhorse Park. | Typically, 1 acre or less                                                                |
| <b>Neighborhood Park</b> | A park that meets the recreational needs of neighborhood residents. Generally, includes play areas, small active recreation areas, green space and opportunities for passive recreation.                                                                                                                                                                                                                                              | Typically, 2 - 8 acres (in new urban growth areas the park may be closer to 1-1.5 acres) |

|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                            |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
|                         | Examples: Forest Hills Park and Hideaway Park.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                            |
| <b>Community Park</b>   | <p>A large park intended to serve a larger geographic area. These parks are designed to engage families and visitors from across the district and region. Multiple diverse activities and amenities can engage visitors for an entire day. Community Parks serve a broader purpose than neighborhood parks and focus on meeting a wide variety of community recreation needs, including active and passive recreational opportunities.</p> <p>Examples: Evelyn M. Schiffler Memorial Park, Cedar Hills Park and Commonwealth Lake Park.</p> | Typically, 8 acres or more |
| <b>Linear Park</b>      | Often combined with trail corridors, may include park amenities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Linear Park                |
| <b>Special Use Park</b> | <p>Destination areas or facilities dedicated to a specific purpose, including natural, historical or cultural resources that do not fit into other park classifications.</p> <p>Examples: Jenkins Estate and Fanno Farmhouse.</p>                                                                                                                                                                                                                                                                                                           | Varies                     |

As part of the 2013 Comprehensive Plan Update, all THPRD parks and facilities were inventoried, analyzed, and scored based on their individual and cumulative components, amenities, and attributes. This analysis resulted in the establishment of a scoring process to determine a desired level of service (LOS) on a neighborhood and community scale regardless of a site's classification. More details on this (GRASP) analysis are provided below.

### **Land Acquisition**

Criteria for land acquisition:

- Minimum Developable Area
  - Urban Plazas and Pocket Parks: Generally, ¼ to 1.5 -acre. However, the developable area required for urban and pocket parks is flexible, based on land availability and the needs of the surrounding neighborhood.
  - Neighborhood Park: Two acres is preferred to meet the desired LOS and is the minimum standard in new urban areas.
  - Community Park: Eight acres or more.
- Relatively flat.
- District-wide balanced mix of natural areas (passive recreation) and open areas (active recreation).
- Walkable access from surrounding neighborhoods.
- Population density, consider amenities appropriate to specific neighborhoods.
- Where appropriate, consider recommendations and standards identified in the Athletic Facilities Functional Plan, which provides guidance for siting ball fields and sport courts.

- Where appropriate, consider recommendations and standards identified in the Natural Resources Functional Plan when natural areas are present.
- Where appropriate, consider recommendations and standards identified in the Trails Functional Plan where trails occur or are planned to occur.

Once land is acquired, notice of acquisition is given to maintenance, park patrol, risk management and design and development staff, so that maintenance and security operations may begin (at a minimal level) until the site can be prioritized, planned and developed.

### **Urban Park LOS**

Due to the unique function of urban parks, the District recognizes that a neighborhood LOS score of 75 may not be achievable. To provide quality LOS for adjacent residents and workers urban parks will generally consist of the following:

- One to two components (see *Figure 3A*)
- Comfort and convenience amenities, e.g., seating, drinking fountain, bike racks, restroom facilities, or shade

### **Pocket Park LOS**

Due to the unique function of pocket parks, the District recognizes that a neighborhood LOS score of 75 may not be achievable. To provide a quality LOS for adjacent residents, pocket parks will generally consist of the following:

- Two to three components
- Comfort and convenience amenities
- Located within a ten-minute walk from the neighborhood it serves
- Walkable access that is not impeded by barriers, such as steep terrain, major roadways or rail lines.

### **Neighborhood LOS**

To achieve a LOS score of 75, a park fulfilling neighborhood needs will generally consist of the following:

- Five components
- Comfort and convenience amenities
- Be within a ten-minute walk from the neighborhood it serves
- Walkable access that is not impeded by barriers, such as arterials, highways or rail lines
- Be within one-half mile of a regional or community trail.

### **Community Park LOS**

To achieve a LOS score of 168, a park fulfilling community needs will generally consist of all the things listed above plus:

- An additional three to five components
- Multiples of a single component, such as four tennis courts or two ball fields
- Be within a ten-minute drive time from the community it serves.

Parks acquired through developer SDC credit projects or other partnerships are also expected to adhere to the expectations outlined above.

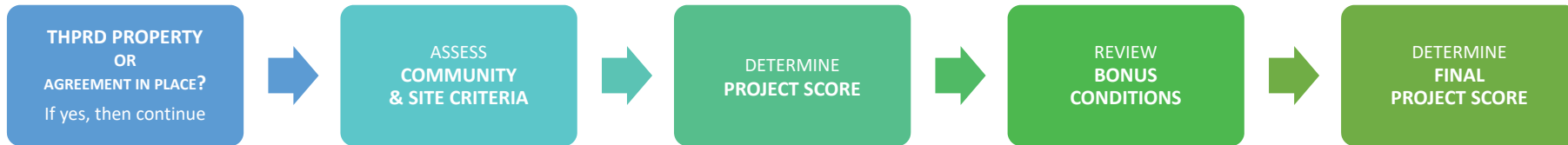
**Figure 3A - Park Types and Corresponding Components** (Note: This is not an exhaustive list.)

- Amphitheater
- Aquatics Pool
- Aquatics Spray Pad
- Archery Range
- Basketball Court
- Bike Course
- Bocce Court
- Diamond Fields
- Disc Golf
- Dog Park
- Educational Experience
- Event Space
- Fitness Course
- Futsal Court
- Game Court
- Garden, Community
- Garden, Display
- Horseshoe Court
- Loop Walk
- Multi-Use Court
- Multi-use Pad
- Multi-use Field
- Natural Area
- Open Turf
- Passive Node
- Pickleball Court
- Picnic Ground
- Playground, Destination
- Playground, Local
- Playground, Nature Play
- Public Art
- Rectangular Field
- Shelter
- Skate Feature
- Skate Park
- Tennis Complex
- Tennis Court
- Tennis Wall
- Track
- Trail, Multi-Use
- Trail, Soft Surface
- Volleyball Court
- Water Access, Developed
- Water Access, General
- Water Feature
- Water, Open

**PRIORITIZATION CRITERIA PROCESS**

Criteria Themes:

- **Community Characteristics:** Will the project fulfill the District’s mission to serve diverse communities?
- **Site Characteristics:** Will the project improve the geographic distribution of parks facilities throughout the District, and provide a high level of benefits relative to the expected cost to the District?



| QUALIFYING CRITERIA                                                           |                                                                                           |                  |        |                                                                                                                                                                                                       |  |
|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|------------------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Criteria must be met for project to advance.                                  |                                                                                           |                  |        |                                                                                                                                                                                                       |  |
| CRITERIA                                                                      | Rationale (Why this is important?)                                                        | Goal Supported   | Score  | Evaluation Metrics                                                                                                                                                                                    |  |
| 1                                                                             | Is it a THPRD owned property or is an agreement in place*                                 | GOAL 1           | Yes/No | Must be yes to qualify for funding                                                                                                                                                                    |  |
| COMMUNITY CHARACTERISTICS                                                     |                                                                                           |                  |        |                                                                                                                                                                                                       |  |
| Will the project fulfill the District’s mission to serve diverse communities? |                                                                                           |                  |        |                                                                                                                                                                                                       |  |
| CRITERIA                                                                      | Rationale (Why this is important?)                                                        | Goal Supported   | Score  | Evaluation Metrics                                                                                                                                                                                    |  |
| 1                                                                             | Located in an Underserved and/or Underrepresented Community                               | GOAL 1<br>GOAL 2 | 20%    | <b>High</b> (within EJ area) = 5 points<br><b>Medium</b> (within ¼ mile of EJ area) = 3 points<br><b>Low</b> (other) = 1 point<br><br><b>Data Source: Metro Environmental Justice Area Map</b>        |  |
| 2                                                                             | Walkable Access & Level of Service (LOS)                                                  | GOAL 1<br>GOAL 2 | 15%    | <b>High</b> (5 points) No components<br><b>Medium</b> (3 points) 1-3 components<br><b>Low</b> (1 point) 4 or more components<br><br><b>Data Source: Map E: Walkable Access to Standard Components</b> |  |
| 3                                                                             | <b>Total Population Served*</b><br>(Includes existing and future residents and employees) | GOAL 1<br>GOAL 6 | 10%    | <b>High</b> (5 points) More than 750<br><b>Medium</b> (3 points) 301-750<br><b>Low</b> (1 point) Less than 300                                                                                        |  |
| 4                                                                             | <b>Serves District Residents*</b>                                                         | GOAL 1<br>GOAL 6 | 10%    | <b>High</b> (5 points) Surrounded by In-District Residents<br><b>Medium</b> (3 points) Partially Surrounded by In-District Residents<br><b>Low</b> (1 point) Surrounded by Out-of-District Residents  |  |
| 5                                                                             | Partner Agency Priority                                                                   | GOAL 7           | 5%     | <b>High</b> (5 points) In Comprehensive or Community Plans<br><b>Medium</b> (3 points) Safe Routes to School & Parks<br><b>Low</b> (1 point) Concept plans or future development areas                |  |

\*Modified existing THPRD criteria \*\*Existing THPRD criteria

| SITE CHARACTERISTICS                                                                                                                                                                  |                                                         |                                                                                                                                                                                                                                                                                                                                              |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Will the project improve the geographic distribution of parks facilities throughout the District, and provide a high level of benefits relative to the expected cost to the District? |                                                         |                                                                                                                                                                                                                                                                                                                                              |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| CRITERIA                                                                                                                                                                              |                                                         | Rationale (Why this is important?)                                                                                                                                                                                                                                                                                                           | Goal Supported   | Score | Evaluation Metrics                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 1                                                                                                                                                                                     | Adjacency and Connectivity                              | Proximity to existing (and proposed) regional or community trails improves health of community. Connections to the active transportation network improves Safe a Routes to Parks.                                                                                                                                                            | GOAL 5           | 10%   | <p><b>High</b> (5 points) – ¼ mile to a trail route (for pedestrian and bicycle connections)</p> <p><b>Medium</b> (3 points) – ¼ mile to active transportation facility or neighborhood/low traffic routes</p> <p><b>Low</b> (1 point) – more than ¼ mile from trail or active transportation routes</p> <p><b>Data Sources:</b></p> <ul style="list-style-type: none"> <li>• THPRD Trails Plan</li> <li>• Beaverton and Wash. Co Active Transportation Plans</li> <li>• Consider Map B: Pedestrian Barriers</li> <li>• GIS mapping</li> </ul>                                                                                                 |
| 2                                                                                                                                                                                     | Site Readiness                                          | Estimation of the difficulty of developing the site. Factors include: <ul style="list-style-type: none"> <li>• Developable acres available for access.</li> <li>• On-site improvements, such as utility connections</li> <li>• Frontage improvement requirements, such as sidewalk infill, lighting, and half street improvements</li> </ul> | GOAL 4<br>GOAL 6 | 20%   | <p><b>High</b> (5 points) – Development ready (e.g., frontage work is limited to ramp or sidewalk infill; minor work is required to prepare the site for utility service; over 75% of the site is developable)</p> <p><b>Medium</b> (3 points) – Developable (e.g., frontage requirements are limited to sidewalk; work is required to prepare the site for utility service; 50-75% of the site is developable)</p> <p><b>Low</b> (1 points) - Significant work required (e.g., frontage requirements significant – half street improvements; work is required to prepare the site for utility service; 25-50% of the site is developable)</p> |
| 3                                                                                                                                                                                     | Street Frontage                                         | Access and visibility to surrounding neighborhood.                                                                                                                                                                                                                                                                                           | GOAL 1<br>GOAL 5 | 5%    | <p><b>High</b> (5 points) – Street Frontage and Neighborhood Connection</p> <p><b>Medium</b> (3 points) – Street Frontage</p> <p><b>Low</b> (1 point) – Neighborhood Connection</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 4                                                                                                                                                                                     | Years Undeveloped or Lacking Significant Improvements** | Honors long term plans.                                                                                                                                                                                                                                                                                                                      | GOAL 7<br>GOAL 8 | 5%    | <p><b>High</b> (5 points) – More than 10 years</p> <p><b>Medium</b> (3 points) – 5-10 years</p> <p><b>Low</b> (1 point) – Less than 5 years</p> <p><b>Data Source: Based on the number of years THPRD has owned the land.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                              |
| BONUS CONDITIONS                                                                                                                                                                      |                                                         |                                                                                                                                                                                                                                                                                                                                              |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Is the project leveraging resources or social capital in special ways?                                                                                                                |                                                         |                                                                                                                                                                                                                                                                                                                                              |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| CRITERIA                                                                                                                                                                              |                                                         | Rationale (Why this is important?)                                                                                                                                                                                                                                                                                                           | Goal Supported   | Score | Evaluation Metrics                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 1                                                                                                                                                                                     | Ability to Leverage Outside Funding                     | Project takes advantage of outside financing, in which in-kind donations, private partnerships, or grants covers costs. Includes development of master planned parks.                                                                                                                                                                        | GOAL 3           |       | <p>30% funded by other sources = 5 points</p> <p>15-30% funded by other sources = 3 points</p> <p>0-15% funded by other sources = 1 point</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2                                                                                                                                                                                     | Community Support                                       | Public support factors into long term project success.                                                                                                                                                                                                                                                                                       | GOAL 7           |       | <p><b>High</b> (5 points): The project demonstrates a high degree of neighborhood support or involvement as demonstrated through a public review process such as letters of support from: Neighborhood or Community Council, District or Advisory Council or other organizations representing a neighborhood as recognized by THPRD.</p> <p><b>Medium</b> (3 points): The project is consistent with a THPRD approved plan</p> <p><b>Low</b> (1 point): The project is not identified in any approved plans and has little or no documented neighborhood support.</p>                                                                          |

*Note: This approach does not differentiate between park classifications. The criteria are intended to determine if each park project is serving the community's needs and facilitating the District's goals.*

### **THPRD 2013 Comprehensive Plan Update Goals**

**Goal 1:** Provide quality neighborhood and community parks that are readily accessible to residents throughout the District's service area.

**Goal 2:** Provide quality sports and recreation facilities and programs for Park District residents and workers of all ages, cultural backgrounds, abilities, and income levels.

**Goal 3:** Operate and maintain parks in an efficient, safe, and cost-effective manner, while maintaining high standards.

**Goal 4:** Acquire, conserve, and enhance natural areas and open spaces with the District.

**Goal 5:** Develop and maintain a core system of regional trails, complemented by an interconnected system of community and neighborhood trails, to provide a variety of recreational opportunities such as walking, biking, and jogging.

**Goal 6:** Provide value and efficient service delivery for taxpayers, patrons, and others who help fund Park District activities.

**Goal 7:** Effectively communicate information about Park District goals, policies, programs, and facilities among District residents, customers, staff, District advisory committees, the District Board, partnering agencies, and other groups.

**Goal 8:** Incorporate principles of environmental and financial sustainability into the design, operation, improvement, maintenance, and funding of Park District program and facilities.

# COMMUNITY SURVEY RESULTS



## 874

people participated in the survey



## Accessibility

**12%** of overall survey participants indicated that they or someone in their household has mobility challenges (need for a wheelchair, walker, or other device)

**44%** of respondents said that parks meet their needs for ADA accessibility

**5%** said the parks do not meet their ADA needs



## Park Usage

**88%** have a THPRD park close to their home  
(Higher than the National average of 75%)

**89%** visit THPRD parks monthly  
(Higher than the National average of 68%)

**62%** visit THPRD parks weekly

**50%** typically spend one to two hours at the park per visit

**20%** typically spend a half hour at the park per visit



## Perceptions

**90%** rate the quality of THPRD parks as **“excellent or good,”** while only 1% rated them as poor.

## Top reasons people visit the parks:

**Exercise** (56%)  
(e.g. walking, jogging)



**Nature/Wildlife** (49%)



**Play Area/  
Play Equipment** (48%)

**Socialize** (39%)  
Time with friends and family



## Barriers to park use:

**Weather** (47%)



**Not enough time** (30%)



# COMMUNITY SURVEY RESULTS

## Priorities

The most important factors THPRD should prioritize for the development of parks

**Informal recreation** (20%)

walking, enjoying nature, picnicking

**Active recreation** (12%)

sports, running, play areas

**# of overall residents served** (10%)



## Maintenance

**74%** rated the quality of THPRD parks as **“excellent or good,”** while only 1% rated them as poor.

The top ranked items for maintenance:

**Litter & debris removal** (77%)

**Timely repair** of damaged features (68%)

**Regularly mowed** & watered grassy areas and **prompt graffiti removal** (tied) (35%)

## Plans

Top THPRD park system improvements:

More parks in **underserved neighborhoods** (25%)

Potential for **informal recreation** (20%)  
walking, enjoying nature, picnicking

Potential for **active recreation** (12%)  
sports, running, play areas



## What other activities or elements would you like THPRD to plan for?

- Dog parks or off-leash areas
- Disc golf facilities
- Events in Spanish, especially for children
- More art and cultural events, including concerts in the park
- Nature and water play features, specifically splash pads
- Picnic shelters and tables
- Mountain bike pump track or trails
- Long-distance trails
- Fitness classes, including Zumba and yoga





## MEMO

**DATE:** November 2, 2018  
**TO:** Board of Directors  
**FROM:** Doug Menke, General Manager

**RE:** General Manager's Report for November 13, 2018

### **Summer Camp Updates**

During the summer of 2018, THPRD offered a wide variety of summer camps throughout the district for participants of all ages. Options included aqua camps, nature camps, sports camps, recreation camps, and Camp Rivendale, which is devoted to providing a summer camp experience for children, teenagers, young adults and older adults experiencing disabilities. Field trips have also proven to be a popular part of THPRD summer programming and provide campers with something to look forward to each week. Aisha Panas, director of Park & Recreation Services, will provide a brief recap of summer camp offerings in 2018.

### **Centro de Bienvenida!**

Staff has been working with the Beaverton School District, volunteers, and community partners, to host a first-ever Centro de Bienvenida! or Welcome Center on the opening day of Winter registration this December 8, 2018. THPRD will utilize our district headquarters to welcome Spanish speakers and assist them with the registration process. Holly Thompson, Communications Director, will provide a brief update on this new endeavor.

### **Board of Directors Meeting Schedule**

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

- December 11, 2018
- January 8, 2019
- February 12, 2019
- March 12, 2019



## MEMO

**DATE:** October 31, 2018  
**TO:** Doug Menke, General Manager  
**FROM:** Holly Thompson, Communications Director

**RE:** Visioning Process

### Introduction

The board of directors has expressed an interest in launching a visioning process. The purpose of the visioning process would be to conduct meaningful, cross-cultural, extensive engagement, to better understand the goals and aspirations of the patrons we serve. From the information learned through this effort a guiding vision for the district's future will be developed to ensure the work we are doing meets the aspirational needs of our community.

Visioning processes can be transformative for communities. They allow government agencies to zero in on the needs of people, who often don't participate in more traditional feedback channels. Visioning processes allow government agencies to confirm that the priorities they are working on line up with what the people they serve are prioritizing and allow for informed course corrections when necessary. Successful visioning processes also empower marginalized voices, providing open pathways and ease of communication with decision makers.

### Background

Staff anticipate a 19-month process to develop a robust community visioning plan.

1. Phase One: Preparation (Timeframe: October 2018 – March 2019)
  - Stakeholder interviews
  - Prepare RFP for consultant services and make selection
  - Prepare for engagement process
  - Activate Advisory Task-Force
  - Strategize diverse engagement strategies
  - In-reach with district-wide staff to include them and integrate process into existing opportunities
2. Phase Two: Engagement (Timeframe: April 2019 – September 2019)
  - Labor intensive public outreach phase. Attend district events and also partner with community-based organizations to reach different audiences outside of district facilities.
  - Community survey
  - Multicultural engagement and translation of materials
3. Phase Three: Action Teams (Timeframe: October 2019 – November 2019)
  - Cross-discipline teams are organized around identified goal areas. Teams meet up to three times to ground-truth public ideas into actionable things that can be

done. Teams will be made up of staff, volunteers, advocates in areas, potential partners, etc.

- Critical phase for project to analyze data, organize data into goals, themes, and starter actions.
4. Phase Four: Community Review (Timeframe: December 2019 – February 2019)
    - Work product from Action Team Phase is translated into a community review survey that is available to the public in multiple formats and languages.
    - Purpose of the survey is to have the public prioritize the ideas.
  5. Phase Five: Plan Creation and Board Adoption (Timeframe: March 2020 – May 2020)
    - Development of final plan document based on the outcomes of the process
    - Adoption by the board of directors
    - Marketing of plan and community celebration event

### **Proposal Request**

Board discussion and review is being requested of the proposed process. Based on board discussion, staff may return at a future board meeting with any updates based on your feedback. In addition, board members will be asked to participate in various ways throughout the process.

### **Benefits of Proposal**

The visioning process will be an opportunity to engage with the public to provide meaningful direction to the district for years to come to guide priorities and investment choices.

### **Potential Downside of Proposal**

There are no potential downsides to the proposal. However, it will be critical for the district to be creative and innovative in its engagement strategies to reach underserved populations. Our goal is to be welcome and inviting to incorporate diverse perspectives.

### **Action Requested**

No formal action is being requested. Staff is seeking input from the board on the proposed visioning process proposal.



## MEMO

**DATE:** October 25, 2018  
**TO:** Doug Menke, General Manager  
**FROM:** Keith Hobson, Director of Business & Facilities  
**RE:** **Recommended Priority Goal Outcomes for Fiscal Year 2019/20 Planning and Budgeting**

### Introduction

In support of Comprehensive Plan goals and board of directors' annual goals, a priority list of performance measures for fiscal year 2019/20, with associated goal outcomes, has been compiled for the board of directors' consideration. Staff requests that the board adopt the goal outcomes as the priority measures to drive the planning and budgeting process for FY 2019/20.

### Background

The board of directors uses a process of adopting priority goal outcomes to initiate the annual planning and budgeting process. Staff then utilizes these goal outcomes in the budget development process each year by creating business plans to address the goal outcomes. Those business plans that most cost-effectively address the goal outcomes are funded in the budget process.

In October 2016, the board adopted a new set of goal outcomes for FY 2017/18 to focus on specific areas of priority and to classify measures into five categories based on performance measurement best practices:

1. Demand – measures service demand
2. Input – measures resources used
3. Output – measures how much work is performed/units of service provided
4. Efficiency – measures work performed per resource used
5. Outcome – measures services successfully delivered

In October 2017, the board adopted goal outcomes for FY 2018/19, which continued the focus on specific areas of priority determined for FY 2017/18.

With the close of FY 2017/18, a preliminary measure of goal performance available, and the preliminary actuals are reflected in the attached Exhibit A. A final evaluation of the year-end progress of the FY 2017/18 goal outcomes and an update of the in-progress FY 2018/19 business plans will accompany the midyear budget update.

### Proposal Request

The attached list of priority goal outcomes, Exhibit A, includes the staff recommendations for priority goal outcomes for FY 2019/20 budget preparation. The goal outcome sheet shows each recommended priority measure with actual results for FY 2014/15, FY 2015/16, and FY2016/17,

as well as preliminary results for FY 2017/18, where available. Some of the goal outcomes require tracking new operational data and/or development of new data collection systems.

This is not a complete listing of metrics that the district uses but it represents those performance measures that most closely reflect board priorities as established in the 2018/19 goals and objectives. These priority measures then become priority goal outcomes that drive the development of the FY 2019/20 budget. As the first step in the development of the FY 2019/20 budget staff is requesting board of directors' approval of the recommended priority goal outcomes.

### **Benefits of Proposal**

Board adoption of the priority goal outcomes ensures that the district allocates its resources to those projects and business plans that directly impact the Strategic Plan goals, Service and Financial Sustainability Plan objectives, and board of directors' priorities.

Attaching specific metrics to the outcomes aids in the evaluation of the effectiveness of the business plans in achieving the objective and/or goal and will allow further refinement of the process in future fiscal years. Exhibit B, the outcome-based planning cycle, shows the relationship between the approval of the goal outcomes, the business plan process, and the following year's budget.

### **Potential Downside of Proposal**

There is no foreseeable downside to the proposal.

### **Action Requested**

Board of directors' approval of the priority goal outcomes for use in the fiscal year 2019/20 planning and budgeting process.

# FY 2018-19 THPRD Goal Outcomes

| Parks               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Final 2014-15                                                                                  | Final 2015-16      | Final 2016-17      | Preliminary                | 2018-19      | Proposed             |  |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------|--------------------|----------------------------|--------------|----------------------|--|
|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | (PY Service Level)                                                                             | (PY Service Level) | (PY Service Level) | 2017-18 (CY Service Level) | Goal Outcome | 2019-20 Goal Outcome |  |
| <b>Goal 1</b>       | Provide quality neighborhood and community parks that are readily accessible to residents through the District's Service Area.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                |                    |                    |                            |              |                      |  |
| <b>Measures</b>     | <b>Demand</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                |                    |                    |                            |              |                      |  |
|                     | <b>Input</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                |                    |                    |                            |              |                      |  |
|                     | \$ of park grants applied for                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                | 651,616            | 424,858            | 451,146                    | increase     | maintain             |  |
|                     | <b>Output</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                |                    |                    |                            |              |                      |  |
|                     | \$ of park grants awarded                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                | 262,524            | 340,156            | -                          | increase     | maintain             |  |
|                     | % of district below service threshold (74.7)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 1%                                                                                             | (1)                | (1)                | (1)                        | decrease     | decrease             |  |
|                     | % of district that is identified walkable access below service threshold                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 25%                                                                                            | (1)                | (1)                | (1)                        | decrease     | decrease             |  |
|                     | <b>Efficiency</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                |                    |                    |                            |              |                      |  |
|                     | <b>Outcome</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                |                    |                    |                            |              |                      |  |
|                     | Average GRASP Score                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 82                                                                                             | (1)                | (1)                | (1)                        | maintain     | maintain             |  |
| <b>Strategies</b>   | Strategy: Continue to pursue partnerships in land acquisition, facility development, programming, marketing, maintenance and other activities with partnering service providers (6B)<br>Strategy: Use current baseline GRASP® analysis to guide future park development and land acquisition. (1D)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                |                    |                    |                            |              |                      |  |
| <b>Action Steps</b> | <b>2018-19</b> - Action Step: Update the Parks Functional Plan, including an updated GRASP analysis.<br><b>2018-19</b> - Action Step: Update the SDC CIP to reflect updated Parks Functional Plan.<br><b>2018-19</b> - Action Step: Conduct a land acquisition study to address needs in underserved areas of the district, as well as ensure service in new urban areas; this type of inventory study to include natural resource properties as well as future park sites, including urban parks, such as plazas, amphitheaters, etc.<br><b>2018-19</b> - Action Step: Develop strategy for land acquisition in urban reserves and underserved areas to be included in Parks Functional Plan Update.<br><b>2018-19</b> - Action Step: Complete IGA with City of Beaverton.<br><b>2018-19</b> - Action Step: Form a Long-range Facility Planning Task Force to plan implementation of community visioning process results, including planning for funding of new facilities and preparation for future funding measures.<br><b>2019-20</b> - Action Step: Implement the acquisition strategy, as developed in the land acquisition study, in urban reserves and underserved areas.<br><b>2019-20</b> - Action Step: Adopt IGA with City of Beaverton.<br><b>2019-20</b> - Action Step: Establish regular meetings of Long-range Facility Planning Task Force. |                                                                                                |                    |                    |                            |              |                      |  |
|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | (1) Not available every year. Periodically measured through the update of the GRASP® analysis. |                    |                    |                            |              |                      |  |

# Programs

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Final 2014-15<br>(PY Service<br>Level) | Final 2015-16<br>(PY Service<br>Level) | Final 2016-17<br>(PY Service<br>Level) | Preliminary<br>2017-18 (CY<br>Service<br>Level) | 2018-19<br>Goal<br>Outcome | Proposed<br>2019-20<br>Goal<br>Outcome |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|-------------------------------------------------|----------------------------|----------------------------------------|
| <b>Goal 2</b>       | Provide quality sports and recreation facilities and programs for park district residents and workers of all ages, cultural backgrounds, abilities and income levels.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Measures</b>     | <b>Demand</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | Scholarship Program applications approved                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 966                                    | 594                                    | 813                                    | 752                                             | increase                   | increase                               |
|                     | \$ of Scholarship Program funds used                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 241,944                                | 180,881                                | 153,460                                | 195,393                                         | increase                   | increase                               |
|                     | <b>Input</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | \$ of program grants applied for                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                                        | -                                      | 3,600                                           | increase                   |                                        |
|                     | <b>Output</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | \$ of program grants awarded                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                        |                                        | -                                      | -                                               | increase                   |                                        |
|                     | Contact hours for afterschool programming                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                        |                                        |                                        |                                                 | increase                   | increase                               |
|                     | <b>Efficiency</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | Aggregate registration as % of aggregate class minimums                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 162.7%                                 | 165.8%                                 | 172.0%                                 | 168.0%                                          | maintain                   | maintain                               |
|                     | <b>Outcome</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Strategies</b>   | Strategy: Review IGA with Beaverton School District. (18.a.3)<br>Strategy: Provide a variety of programs at recreation centers to address the needs of all user groups, including children, teens, adults, seniors, ethnic and minority residents, and persons with disabilities: provide programs and services that meet the needs of people of all incomes. (2A)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Action Steps</b> | <p><b>2018-19</b> - Action Step: Hold regular meetings of BSD and THPRD staff (and other potential partners such as Beaverton PAL) to discuss program options.</p> <p><b>2018-19</b> - Action Step: Review Internal Diversity Development Plan and Community Outreach Roadmap and develop short-term action plan.</p> <p><b>2018-19</b> - Action Step: Expand special events and seek out opportunities to partner on events in Beaverton and unincorporated areas of the district.</p> <p><b>2018-19</b> - Action Step: Form a Long-range Facility Planning Task Force to plan implementation of community visioning process results, including planning for funding of new facilities and preparation for future funding measures.</p> <p><b>2018-19</b> - Action Step: Complete the Scholarship Program assessment and make recommendations to the board about how the scholarship program should be directed to advance Access for All; including how THPRD should:</p> <ul style="list-style-type: none"> <li>• Operate the program moving forward</li> <li>• Prepare staff and others to implement the program</li> <li>• Partner with THPF to expand the program's reach</li> </ul> <p><b>2019-20</b> - Action Step: Implement expansion of afterschool program.</p> <p><b>2019-20</b> - Action Step: Conduct public outreach for visioning effort.</p> <p><b>2019-20</b> - Action Step: Establish regular meetings of Long-range Facility Planning Task Force.</p> |                                        |                                        |                                        |                                                 |                            |                                        |



# Maintenance and Operations

|                                                                                   |                                                                                                               | Final 2014-15<br>(PY Service<br>Level) | Final 2015-16<br>(PY Service<br>Level) | Final 2016-17<br>(PY Service<br>Level) | Preliminary<br>2017-18 (CY<br>Service<br>Level) | 2018-19<br>Goal<br>Outcome | Proposed<br>2019-20<br>Goal<br>Outcome |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|-------------------------------------------------|----------------------------|----------------------------------------|
| <b>Goal 3</b>                                                                     | Operate and maintain parks in an efficient, safe and cost effective manner, while maintaining high standards. |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Measures</b>                                                                   | <b>Demand</b>                                                                                                 |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                   | <b>Input</b>                                                                                                  |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                   | <b>Output</b>                                                                                                 |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                   | <b>Efficiency</b>                                                                                             |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                   | <b>Outcome</b>                                                                                                |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                   | % of park standards met                                                                                       |                                        |                                        |                                        | TBD                                             | increase                   | increase                               |
|                                                                                   | \$ of unfunded major capital replacement reserve liability                                                    | 8,338,197                              | 7,400,210                              | 7,312,021                              | 5,958,376                                       | decrease                   | decrease                               |
| Note: There are no Goal 3 strategies or actions steps for FY2018/19 or FY2019/20. |                                                                                                               |                                        |                                        |                                        |                                                 |                            |                                        |

# Natural Resources

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Final 2014-15<br>(PY Service<br>Level) | Final 2015-16<br>(PY Service<br>Level) | Final 2016-17<br>(PY Service<br>Level) | Preliminary<br>2017-18 (CY<br>Service<br>Level) | 2018-19<br>Goal<br>Outcome | Proposed<br>2019-20<br>Goal<br>Outcome |
|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|-------------------------------------------------|----------------------------|----------------------------------------|
| <b>Goal 4</b>       | Acquire, conserve and enhance natural areas and open spaces within the district.                                                                                                                                                                                                                                                                                                                                                                                                                            |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Measures</b>     | <b>Demand</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | <b>Input</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | \$ of natural area grants applied for                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                        | 110,000                                | 423,125                                | 93,935                                          | increase                   | maintain                               |
|                     | <b>Output</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | \$ of natural area grants awarded                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        | -                                      | 250,000                                | 69,935                                          | increase                   | maintain                               |
|                     | Remaining balance of natural resource bond funds:                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | Restoration \$                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 2,740,598                              | 2,522,648                              | 2,440,333                              | 2,205,778                                       | decrease                   | decrease                               |
|                     | Restoration % remaining of available funds                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 71%                                    | 65%                                    | 63%                                    | 60%                                             | decrease                   | decrease                               |
|                     | Land Acquisition \$                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 4,137,588                              | 3,829,720                              | 3,748,073                              | 3,627,503                                       | decrease                   | decrease                               |
|                     | Land Acquisition % remaining of available funds                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 48%                                    | 44%                                    | 43%                                    | 42%                                             | decrease                   | decrease                               |
|                     | <b>Efficiency</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | <b>Outcome</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | Cumulative # of natural resource acres acquired with bond or bond leveraged funds.                                                                                                                                                                                                                                                                                                                                                                                                                          | 62                                     | 68                                     | 72                                     | 83                                              | increase                   | increase                               |
| <b>Strategies</b>   | Strategy: Develop an interconnected system of greenways and wildlife habitat. (4B)                                                                                                                                                                                                                                                                                                                                                                                                                          |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Action Steps</b> | <b>2018-19</b> - Action Step: Form a Long-range Facility Planning Task Force to plan implementation of community visioning process results, including planning for funding of new facilities and preparation for future funding measures.<br><b>2019-20</b> - Action Step: Establish regular meetings of Long-range Facility Planning Task Force.<br><b>2019-20</b> - Action Step: Implement the acquisition strategy, as developed in the land acquisition study, in urban reserves and underserved areas. |                                        |                                        |                                        |                                                 |                            |                                        |

# Trails

|                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Final 2014-15<br>(PY Service<br>Level) | Final 2015-16<br>(PY Service<br>Level) | Final 2016-17<br>(PY Service<br>Level) | Preliminary<br>2017-18 (CY<br>Service<br>Level) | 2018-19<br>Goal<br>Outcome | Proposed<br>2019-20<br>Goal<br>Outcome |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|-------------------------------------------------|----------------------------|----------------------------------------|
| <b>Goal 5</b>                                                                                                                                                                                                                | Develop and maintain a core system of regional trails, complemented by an interconnected system of community and neighborhood trails, to provide a variety of recreational opportunities, such as walking, bicycling and jogging.                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Measures</b>                                                                                                                                                                                                              | <b>Demand</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                                                                                                                                                              | <b>Input</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                                                                                                                                                              | \$ of trail grants applied for                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 109,200                                | 466,425                                | 4,022,194                              | 681,565                                         | maintain                   | maintain                               |
|                                                                                                                                                                                                                              | <b>Output</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                                                                                                                                                              | \$ of trail grants awarded                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | -                                      | 400,000                                | 3,691,212                              | 400,000                                         | maintain                   | maintain                               |
|                                                                                                                                                                                                                              | <b>Efficiency</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                                                                                                                                                              | <b>Outcome</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                                                                                                                                                              | Number of discrete trailsheds                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 60                                     | (2)                                    | (2)                                    | (2)                                             | decrease                   | decrease                               |
| <b>Strategies</b>                                                                                                                                                                                                            | Strategy: THPRD will identify several (3 to 5) ideas per budget cycle from the Alternative Parks and Recreation Operations and Capital Development Funding Sources section of the Service and Financial Sustainability Analysis and formulate a work team to explore the pros and cons, and potential outcomes for consideration to implement through managers.                                                                                                                                                                                                                                                                                                           |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Action Steps</b>                                                                                                                                                                                                          | <p><b>2018-19</b> - Action Step: Continue implementation of grant strategy that prioritizes district needs and matches them against available funding opportunities and dedicates adequate resources to achieve strategic goals.</p> <p><b>2018-19</b> - Action Step: Form a Long-range Facility Planning Task Force to plan implementation of community visioning process results, including planning for funding of new facilities and preparation for future funding measures.</p> <p><b>2019-20</b> - Action Step: Establish regular meetings of Long-range Facility Planning Task Force.</p> <p><b>2019-20</b> - Action Step: Update the Trails Functional Plan.</p> |                                        |                                        |                                        |                                                 |                            |                                        |
| <p>(2) Trailsheds reflect the number of independent trail systems. A decrease reflects greater interconnectivity. Data not available every year. Periodically measured through the update of the Trails Functional Plan.</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                                        |                                        |                                                 |                            |                                        |

# Efficient Service Delivery

|                                                                                    |                                                                                                                        | Final 2014-15<br>(PY Service<br>Level) | Final 2015-16<br>(PY Service<br>Level) | Final 2016-17<br>(PY Service<br>Level) | Preliminary<br>2017-18 (CY<br>Service<br>Level) | 2018-19<br>Goal<br>Outcome | Proposed<br>2019-20<br>Goal<br>Outcome |
|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|-------------------------------------------------|----------------------------|----------------------------------------|
| <b>Goal 6</b>                                                                      | Provide value and efficient service delivery for taxpayers, patrons and others who help fund park district activities. |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Measures</b>                                                                    | <b>Demand</b>                                                                                                          |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                    | Average applicants per recruitment                                                                                     | 60                                     | 56                                     | 77                                     | 59                                              | increase                   | increase                               |
|                                                                                    | % of FT and RPT employee non-retirement turnover                                                                       |                                        |                                        |                                        | 6.8%                                            | decrease                   | decrease                               |
|                                                                                    | <b>Input</b>                                                                                                           |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                    | <b>Output</b>                                                                                                          |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                    | \$ training expenditures                                                                                               | 217,606                                | 250,595                                | 229,821                                | 202,386                                         | increase                   | maintain                               |
|                                                                                    | <b>Efficiency</b>                                                                                                      |                                        |                                        |                                        |                                                 |                            |                                        |
|                                                                                    | <b>Outcome</b>                                                                                                         |                                        |                                        |                                        |                                                 |                            |                                        |
| Note: There are no Goal 6 strategies or actions steps for FY2018/19 for FY2019/20. |                                                                                                                        |                                        |                                        |                                        |                                                 |                            |                                        |

# Communication

|                     |                                                                                                                                                                                                                                                                                                                                    | Final 2014-15<br>(PY Service<br>Level) | Final 2015-16<br>(PY Service<br>Level) | Final 2016-17<br>(PY Service<br>Level) | Preliminary<br>2017-18 (CY<br>Service<br>Level) | 2018-19<br>Goal<br>Outcome | Proposed<br>2019-20<br>Goal<br>Outcome |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|-------------------------------------------------|----------------------------|----------------------------------------|
| <b>Goal 7</b>       | Effectively communicate information about park district goals, policies, programs and facilities among District residents, customers, staff, District advisory committees the District Board, partnering agencies and other groups.                                                                                                |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Measures</b>     | <b>Demand</b>                                                                                                                                                                                                                                                                                                                      |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | <b>Input</b>                                                                                                                                                                                                                                                                                                                       |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | <b>Output</b>                                                                                                                                                                                                                                                                                                                      |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | Discrete public contact points engaged in park master planning outreach.                                                                                                                                                                                                                                                           |                                        |                                        |                                        | 1,604                                           | 3,057                      | increase                               |
|                     | Active accounts                                                                                                                                                                                                                                                                                                                    | 29,606                                 | 30,678                                 | 31,173                                 | 31,466                                          | increase                   | increase                               |
|                     | <b>Efficiency</b>                                                                                                                                                                                                                                                                                                                  |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | <b>Outcome</b>                                                                                                                                                                                                                                                                                                                     |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Strategies</b>   | Strategy: Work with ethnic and/or cultural advocacy or community groups to enhance communications about district programs, facilities and other opportunities to their constituencies. (7F)                                                                                                                                        |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Action Steps</b> | <b>2018-19</b> - Action Step: Provide draft DEI action plan for evaluation of how the plan fits into the larger visioning effort.<br><b>2018-19</b> - Action Step: Prepare FY 2019/20 goal objectives to continue visioning effort after June 2019.<br><b>2019-20</b> - Action Step: Conduct public outreach for visioning effort. |                                        |                                        |                                        |                                                 |                            |                                        |

# Sustainability

|                     |                                                                                                                                                                                                                                                                                                                                                                 | Final 2014-15<br>(PY Service<br>Level) | Final 2015-16<br>(PY Service<br>Level) | Final 2016-17<br>(PY Service<br>Level) | Preliminary<br>2017-18 (CY<br>Service<br>Level) | 2018-19<br>Goal<br>Outcome | Proposed<br>2019-20<br>Goal<br>Outcome |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|-------------------------------------------------|----------------------------|----------------------------------------|
| <b>Goal 8</b>       | Incorporate principles of environmental and financial sustainability into the design, operation, improvement, maintenance and funding of park district programs and facilities.                                                                                                                                                                                 |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Measures</b>     | <b>Demand</b>                                                                                                                                                                                                                                                                                                                                                   |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | <b>Input</b>                                                                                                                                                                                                                                                                                                                                                    |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | \$ of sustainability grants applied for                                                                                                                                                                                                                                                                                                                         |                                        | -                                      | 350,614                                | 134,271                                         | increase                   | maintain                               |
|                     | <b>Output</b>                                                                                                                                                                                                                                                                                                                                                   |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | \$ of sustainability grants awarded                                                                                                                                                                                                                                                                                                                             |                                        | -                                      | 287,212                                | 134,271                                         | increase                   | maintain                               |
|                     | <b>Efficiency</b>                                                                                                                                                                                                                                                                                                                                               |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | <b>Outcome</b>                                                                                                                                                                                                                                                                                                                                                  |                                        |                                        |                                        |                                                 |                            |                                        |
|                     | Cumulative annual utility \$ savings achieved with grant or grant leveraged funds                                                                                                                                                                                                                                                                               |                                        | -                                      | 79,652                                 | 144,504                                         | increase                   | increase                               |
| <b>Strategies</b>   | Strategy: THPRD will identify several (3 to 5) ideas per budget cycle from the Alternative Parks and Recreation Operations and Capital Development Funding Sources section of the Service and Financial Sustainability Analysis and formulate a work team to explore the pros and cons, and potential outcomes for consideration to implement through managers. |                                        |                                        |                                        |                                                 |                            |                                        |
| <b>Action Steps</b> | <b>2018-19</b> - Action Step: Continue implementation of grant strategy that prioritizes district needs and matches them against available funding opportunities and dedicates adequate resources to achieve strategic goals.                                                                                                                                   |                                        |                                        |                                        |                                                 |                            |                                        |



After the Board of Directors sets priority goals for the next budget year, staff develop business plans in December. Business plans are evaluated for funding consideration from January through April. Approved and funded business plans are initiated as the new budget year begins. The annual impact of business plans is evaluated upon close of the previous year.



## Management Report to the Board November 13, 2018

### Communications & Outreach

*Holly Thompson, Communications Director*

1. Communications staff finished up preparations for the Winter/Spring activities guide which will be available to the public November 14, 2018. A postcard will be sent to patrons in early November. Registration for winter activities begins December 8, 2018.
2. Staff is launching a Centro de Bienvenida! on the opening day of winter registration to better serve our Spanish-speaking patrons. The Communications Department is partnering with staff in Park and Recreation Services, the Beaverton School District, community partners, and volunteers, to host the event. Staff and volunteers will be on-hand at the HMT Complex to assist people with registration.
3. Planning for the district's annual Holiday Giving Drive is underway. Each Center will host a Giving Tree where patrons and staff can contribute to families identified by the Beaverton School District as in need. The Communications Department provides the project management for the district, coordinating with the Beaverton School District and providing tags and supplies to each building location.
4. Department staff have been busy this past month on-boarding the new Communications Director and working collaboratively to establish new work procedures. Areas of focus this month have been the establishment of a districtwide editorial calendar, project worksheets for better coordination with district departments, establishment of an on-line work-order system for graphic services, revamping of the press release distribution process, and establishment of tracking/coordination of community engagement contacts. The department has three key vacancies in full-time positions and work has begun with Human Resources to fill two of the three positions. Anticipated recruitments to begin in November are a Communications Specialist: Graphic Design and Communications Specialist: Digital Engagement. The director is in the process of completing internal staff interviews with key contributors throughout the district before moving forward with the third position.

### Community Partnerships

*Geoff Roach, Director of Community Partnerships*

1. Tualatin Hills Park Foundation (THPF)  
THPF held the quarterly meeting of the board of trustees on Oct 24, 2018.  
Elected to the board of trustees were:
  - Pam Treece, executive director at Westside Economic Alliance and commissioner elect at Washington County District 2
  - Jennifer Burrows, RN, BN, BSc, MBA chief nursing officer at Providence St. Vincent Medical Center
2. Park Foundation supported programs and operations were reviewed, to include:
  - Progress on program fund for people experiencing disabilities
  - THPRD scholarship program assessment status
  - The Legacy Circle matching fund campaign in support of Foundation operating funds



- Introduction of taskforce activity in 2019 now that the Foundation has a critical mass of trustees. Of the 15 available seats on the board of trustees, 13 are now filled.

### **Aquatics**

*Sharon Hoffmeister, Aquatics Manager*

1. In June 2018, Oregon Special Olympics announced the cancelation of summer programs due to financial problems. This extended into the cancelation of fall programs including the swimming program for Washington County who typically practices at Beaverton and Sunset Swim Centers. Knowing this would be a significant loss for the athletes, the Aquatics staff created an alternative program, Adaptive Splash. In an effort to keep the fees affordable for the athletes, the volunteer coaches agreed to continue on with the fall program to allow us to set the fees to cover the lifeguarding costs. Beaverton Swim Center continued to offer the program for the adult athletes with 20 participating and Sunset Swim Center continued to offer the program for youth athletes with 12 participating. We have included the adaptive splash athletes in with our fall splash (recreational swim team) athletes for two swim meets this season, making sure our adaptive splash athletes have an opportunity to compete. Staff is contacting the families to see if they would like for us to continue offering adaptive splash in the winter and spring until Oregon Special Olympics is able to resume their regular programing activities. The decision on the winter program is still pending.
2. The High School Water Polo State Tournament was scheduled for the Mt. Hood Aquatic Center, November 9 and 10. However, due to an extended pool renovation project, they are not able to install the air structure over their outdoor fifty-meter pool in time to host the state tournament. Oregon High School Water Polo approached us to check on the possibility of relocating the tournament to the Aquatic Center. Although it was short notice, we were able to clear the schedule in order to host the state tournament.

### **Community Programs**

*Keith Watson, Community Programs Manager*

1. The Community Programs department is working with the Parks & Facilities Advisory Committee to help guide decision-making on dog parks. In response to requests for additional dog parks within THPRD boundaries, the Parks & Facilities Advisory Committee is actively working with district staff to find solutions. The process thus far includes research of local and national trends, community surveys, public meetings, and site visits. This work will culminate in the development of recommendations and guidelines for THPRD management review. Final steps will consist of public input on the recommendations, development of an implementation strategy, and inclusion in the Parks Functional Plan.
2. The Jenkins Estate concept plan is nearing completion. Started in summer of 2017, the plan grew out of public comments obtained through an extensive outreach effort to better understand the community's vision for this cherished historical property. A variety of outreach methods included surveys, public meetings, and open houses which helped guide plan development. Based on this feedback, goals and actions are being developed to support four key areas: public access, recreation, nature & trails, and events.

### **Maintenance**

*Jon Campbell, Maintenance Operations Manager*

1. ADA Transition Plan upgrades at Veterans Memorial Park are underway. Staff is finalizing design considerations and permit requirements with city staff for three upcoming ADA projects in the park. The three projects will include:

- Replacing and adding access ramps in the city right-of-way
  - Replacing several concrete panels near the access ramps
  - Moving/replacing a drinking fountain and concrete panels located near the flagpole
- All three projects will bring the areas into ADA compliance. The work is tentatively scheduled to begin this winter or early spring and will be completed this fiscal year.
2. Facilities are being serviced in preparation for fall and winter weather. Aquatic and building maintenance staff are cleaning roofs, clearing gutters and downspouts, closing exterior air vents, repairing window and door seals, draining exterior water lines, covering exterior hose bibs, heating chlorine rooms to prevent pipes from freezing, and stocking the facilities with essential snow removal supplies.
  3. Park Maintenance staff will make service adjustments through the winter. Park Maintenance staff is transitioning from their daily service routes to non-routine services that will help prepare the parks for next spring. Services include tree and vegetation pruning, spreading recycled chips, community garden clean-up, drainage and culvert clearing, fence repairs, leaf removal, winterizing irrigation systems and turf maintenance.

### **Nature & Trails**

*Bruce Barbarasch, Nature & Trails Manager*

1. Advisory Committee Recruitment. Nearly 60 people applied for 9 open advisory committee positions. Staff and current members of committees are reviewing applications and interviewing community members in anticipation of making a recommendation to the board in December.
2. Commonwealth Lake Concept Plan. Staff have started preparing for public involvement activities for the upcoming Commonwealth Lake concept plan, scoping phase, which is scheduled to start in late fall.
3. New Decking. Pultruded plastic decking is a slip-resistant, gridded material with a long lifespan. Staff are trying it on several new bridges and on replacements, including the West Woods bridge at the Tualatin Hills Nature Park.
4. Plant Sale. The annual Friends of the Tualatin Hills Nature Park plant sale in October was the most well attended and highest revenue fall event ever.
5. Fanno Creek Greenway Project. The stream enhancement project for the greenway between SW Denney Road and SW Fanno Street is mid-way through the design process. The project will include increased native plantings, removal of non-native plants, and replacement of aging culverts with a bridge. Construction is expected during summer 2019.

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

*Gery Keck, Design & Development Manager*

*Jeannine Rustad, Planning Manager*

1. Staff participated in the Washington County Development Forum on October 25. Roughly 50 people were in attendance where representatives from multiple cities within Washington County provided updates regarding their department organization, permit review timelines and current happenings, including long range planning projects the jurisdiction will be working on in the coming year. Staff covered a table at the event and provided information on the Parks Functional Plan Update, including findings from the survey.

2. In early October staff attended the Oregon Trails Summit hosted by the Oregon Trails Coalition in Bend, Oregon. The Summit included trail community updates from across the state as well as educational seminars on E-Bike and trails, restoring historic trails and community engagement.
3. On October 17, staff presented the Cedar Mill Creek Trail # 4 project to the Recreational Trails Program grant committee in Springfield, Oregon. There were 27 grant applications in the grant pool. Staff was recently notified that the Cedar Mill Creek Trail #4 project was not selected to receive grant funds. Staff will be meeting with the grant coordinator to debrief on the application and help strengthen future submittals.
4. On October 24, staff provided an update at Metro's Quarterly Trails Meeting on the Trail Builders Roundtable the district hosted in August. Staff received positive feedback and support. As a follow up to the Trail Builders Roundtable, ODOT is hosting a Transportation Trails Problem Solving Roundtable on December 4 to continue the discussions.

### **Recreation**

*Sabrina Taylor Schmitt, Recreation Manager*

1. The Recreation department continues to partner with Northwest Regional Education Service District (NWRES D) to provide spaces in our nine-month preschool programs to children that have been identified as candidates for our programs. NWRES D pays for the monthly tuition for those they refer to our programs to ensure the children continue to receive the support services they need. Currently Cedar Hills has two children registered in their Jump Start program and Conestoga has five registered in their nine-month preschool. THPRD has committed to providing a total of seven spaces in our preschool programs between Conestoga and Cedar Hills.
2. Cedar Hills Recreation Center's middle school cross country program has seen an increase in participants this fall. The 2017 season had a total of 264 participants. The 2018 season saw over a 20% jump in registrations with a total of 322 participants. Cedar Park, ISB and Whitford were the schools with the most growth, with Whitford doubling their registrations from 14 to 28. There has been great support from the schools in encouraging participation and encouraging their teachers to get involved and coach.
3. Garden Home Recreation Center is currently offering 34 more classes in Fall 2018 than were offered in Fall 2017. Gymnastics classes have increased participation by 480 patrons, or 15.6%, over Fall 2017.
4. Conestoga Recreation & Aquatic Center held the second annual Celebrating Indian Culture event Friday, September 14. In partnership with the City of Beaverton as part of National Welcoming Week, this free, fun, family-friendly event gave all who attended a taste of Indian Culture. Over 450 people enjoyed dance and musical performances, henna, Rangoli art projects, a food court, a photo booth, and a dive-in movie.
5. On Saturday, September 15, Conestoga Recreation & Aquatic Center hosted the City of Beaverton International Celebration as part of National Welcoming Week, an annual series of events that strengthen relationships and cross-cultural understanding. Over 600 people attended this free event that showcased the many cultures in our community through music, dance, interactive activities, food and more.

## **Security Operations**

*Mike Janin, Security Operations Manager*

1. Inspections. The annual fall season inspection of fire suppression systems is complete in all 20 designated facilities. Contractors and THPRD security operations performed the systems checks and any deficiencies were repaired. This is required by the fire marshal. As budgeted for this year, the Fire Department Connection (FDC) at each building was performed. FDC is performed every five years.
2. Policy Review. THPRD staff reviewed the lost & found property policy. When property is found in facilities, it is held on site for 30 days. When not reclaimed, staff complete an inventory sheet that attaches to an envelope containing the property or directly to larger items. The property is sent to security operations for storage. The process provides an excellent check and balance system and ensures lost or abandoned property is properly tracked and stored.

## **Sports**

*Julie Rocha, Sports Manager*

1. New LED lights have been added to both air structures at the Babette Horenstein Tennis Center. The west structure backdrop curtains were replaced, and additional pieces of the east curtain have been added to close the gaps. Permanent pickleball courts were added to court 14 and tick marks added on courts 11-13 in order to program eight indoor pickleball courts during the winter.
2. Fall adult and youth sports will end in mid-November. The Athletic Center hosted several Halloween-themed tournaments for adult softball, cornhole, and youth volleyball.
3. In partnership with the Edwards Center, the Athletic Center has added a second day of PE class for adults experiencing disabilities. The class is held on Wednesdays from 1:30 pm-2:30 pm and began on October 10.

## **Business Services**

*Lori Baker, Chief Financial Officer*  
*Clint Bollinger, Information Services Manager*  
*Christine Hoffman, Human Resources Manager*  
*Mark Hokkanen, Risk & Contract Manager*  
*Katherine Stokke, Operations Analysis Manager*

1. THPRD was featured in the National Recreation and Park Association's (NRPA) Parks & Recreation magazine in the social equity themed October 2018 issue. The article highlighted the Design & Development department's innovative approaches to engaging community members in park design, from interactive workshops to improving language access to creating a staff position dedicated to engagement and partnerships. Additionally, NRPA published a post in its Open Space blog in August 2018 detailing how THPRD's conference attendees share learnings and best practices with their coworkers upon return.
2. The Risk & Contract Management department has received a request from Sprint Wireless to install a telecommunications site to include a mono-pole disguised as a fir tree at the west end of Sexton Mountain Park. Staff have started the procedures as outline in DCP 8.03, Telecommunication Facilities on District Property, which will include a public meeting conducted by the provider. A final recommendation will be presented to the board at a

future date. To date, THPRD has 16 lease agreements with telecommunications carriers, with annual revenue of \$172,000.

3. THPRD met with Clean Water Services (CWS) to discuss the feasibility of using recycled water for irrigation at certain park sites. This proposal would provide lower water rates at selected sites as well as enable both organizations to support fish and wildlife habitat by keeping heated water out of the river system. This project is in the exploratory phase, with THPRD being a key partner as CWS reaches out to other potential customers.
4. On October 23, eight district leadership staff participated in the Northwest Public Employees Diversity Conference at the Oregon Convention Center. This event was sponsored and attended by twenty prominent public employers in the local area, including THPRD.
5. On September 26, several departments from THPRD hosted a booth at the Latin@ Professional Employment Fair. Human Resources, Communications, and Recreation staff were on hand to engage the bilingual community and increase the district's outreach to our local Latinx community.

# November 2018

| SUNDAY                                                                                                                                      | MONDAY | TUESDAY                                          | WEDNESDAY                                                                          | THURSDAY                                                          | FRIDAY                                                            | SATURDAY                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------|--------|--------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------|
|                                                                                                                                             |        |                                                  |                                                                                    | 1                                                                 | 2                                                                 | 3<br>Newt Day 12pm @<br>Tualatin Hills Nature<br>Ctr                   |
| 4                                                                                                                                           | 5      | 6                                                | 7<br>Parks & Facilities<br>Advisory Committee<br>Work Session 6pm @<br>HMT/Dryland | 8                                                                 | 9                                                                 | 10<br>Dive-in Movie Series<br><i>Star Wars</i> 6pm @<br>Aloha Swim Ctr |
| 11<br>Veterans Day Pancake<br>Breakfast Celebration<br>@ Conestoga RAC<br><br>Nature Day in the Park<br>11am @ Cedar Mill<br>Creek Greenway | 12     | 13<br><b>Board Meeting 7pm<br/>@ HMT/Dryland</b> | 14                                                                                 | 15                                                                | 16<br>Aquatic Center turns<br>40 Celebration 5pm @<br>Aquatic Ctr | 17                                                                     |
| 18                                                                                                                                          | 19     | 20                                               | 21                                                                                 | 22                                                                | 23                                                                | 24<br>Dive-in Movie Series<br><i>Star Wars</i> 6pm @<br>Aloha Swim Ctr |
| 25                                                                                                                                          | 26     | 27                                               | 28                                                                                 | 29<br>Audit Committee Mtg<br>6pm @ HMT /<br>Administration Office | 30                                                                |                                                                        |

# December 2018

| SUNDAY | MONDAY | TUESDAY                                  | WEDNESDAY                                                                              | THURSDAY | FRIDAY | SATURDAY                                                               |
|--------|--------|------------------------------------------|----------------------------------------------------------------------------------------|----------|--------|------------------------------------------------------------------------|
|        |        |                                          |                                                                                        |          |        | 1<br>Holiday Bazaar @<br>Garden Home Rec Ctr                           |
| 2      | 3      | 4                                        | 5                                                                                      | 6        | 7      | 8<br>Dive-in Movie Series<br><i>Star Wars</i> 6pm @<br>Aloha Swim Ctr  |
| 9      | 10     | 11<br>Board Meeting 7pm<br>@ HMT/Dryland | 12                                                                                     | 13       | 14     | 15                                                                     |
| 16     | 17     | 18                                       | 19<br>Nature & Trails<br>Advisory Committee<br>Mtg 6:30pm @ Fanno<br>Creek Service Ctr | 20       | 21     | 22<br>Dive-in Movie Series<br><i>Star Wars</i> 6pm @<br>Aloha Swim Ctr |
| 23     | 24     | 25                                       | 26                                                                                     | 27       | 28     | 29<br>Dive-in Movie Series<br><i>Star Wars</i> 6pm @<br>Aloha Swim Ctr |
| 30     | 31     |                                          |                                                                                        |          |        |                                                                        |

# January 2019

| SUNDAY | MONDAY | TUESDAY                                 | WEDNESDAY                                                                                            | THURSDAY | FRIDAY | SATURDAY                                                               |
|--------|--------|-----------------------------------------|------------------------------------------------------------------------------------------------------|----------|--------|------------------------------------------------------------------------|
|        |        | 1                                       | 2                                                                                                    | 3        | 4      | 5<br>Dive-in Movie Series<br><i>Star Wars</i> 6pm @<br>Aloha Swim Ctr  |
| 6      | 7      | 8<br>Board Meeting 7pm<br>@ HMT/Dryland | 9                                                                                                    | 10       | 11     | 12<br>Dive-in Movie Series<br><i>Star Wars</i> 6pm @<br>Aloha Swim Ctr |
| 13     | 14     | 15                                      | 16<br>Joint Advisory<br>Committee Meeting<br>(all committees)<br>6:30pm @ Fanno<br>Creek Service Ctr | 17       | 18     | 19                                                                     |
| 20     | 21     | 22                                      | 23                                                                                                   | 24       | 25     | 26                                                                     |
| 27     | 28     | 29                                      | 30                                                                                                   | 31       |        |                                                                        |



**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 9/30/18**

| Description                                          | Project Budget           |                                  |                                    |                           | Project Expenditures       |                      | Estimated Total Costs |                            |                   | Est. Cost (Over) Under Budget |                  |                    |                |
|------------------------------------------------------|--------------------------|----------------------------------|------------------------------------|---------------------------|----------------------------|----------------------|-----------------------|----------------------------|-------------------|-------------------------------|------------------|--------------------|----------------|
|                                                      | Prior Year Budget Amount | Budget Carryover to Current Year | New Funds Budgeted in Current Year | Cumulative Project Budget | Current Year Budget Amount | Expended Prior Years | Expended Year-to-Date | Estimated Cost to Complete | Basis of Estimate | Project Cumulative            | Current Year     | Project Cumulative | Current Year   |
|                                                      | (1)                      | (2)                              | (3)                                | (1+3)                     | (2+3)                      | (4)                  | (5)                   | (6)                        |                   | (4+5+6)                       | (5+6)            |                    |                |
| <b>GENERAL FUND</b>                                  |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                               |                  |                    |                |
| <b>CAPITAL OUTLAY DIVISION</b>                       |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                               |                  |                    |                |
| <u>CARRY FORWARD PROJECTS</u>                        |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                               |                  |                    |                |
| Financial Software                                   | 436,800                  | 436,800                          | -                                  | 436,800                   | 436,800                    | -                    | -                     | 436,800                    | Budget            | 436,800                       | 436,800          | -                  | -              |
| Phone Replacement                                    | 30,000                   | 29,721                           | 57,000                             | 87,000                    | 86,721                     | 279                  | -                     | 86,721                     | Budget            | 87,000                        | 86,721           | -                  | -              |
| Translation Software                                 | 2,474                    | 2,474                            | -                                  | 2,474                     | 2,474                      | -                    | -                     | 2,474                      | Budget            | 2,474                         | 2,474            | -                  | -              |
| Folder / Sorter                                      | 12,000                   | 12,000                           | -                                  | 12,000                    | 12,000                     | -                    | -                     | 12,000                     | Budget            | 12,000                        | 12,000           | -                  | -              |
| Wood Floor Refinish                                  | 1,975                    | 1,975                            | -                                  | 1,975                     | 1,975                      | 543                  | -                     | 1,432                      | Budget            | 1,975                         | 1,432            | -                  | 543            |
| ADA Improvements                                     | 59,650                   | 28,200                           | 50,000                             | 109,650                   | 78,200                     | 39,828               | -                     | 69,822                     | Budget            | 109,650                       | 69,822           | -                  | 8,378          |
| Play Equipment (2 sites)                             | 190,000                  | 77,762                           | 170,000                            | 360,000                   | 247,762                    | 139,202              | 124,042               | 95,421                     | Award             | 358,665                       | 219,463          | 1,335              | 28,299         |
| Bridges and Boardwalks (3 sites)                     | 661,207                  | 661,207                          | 99,000                             | 760,207                   | 760,207                    | 46,907               | 2,903                 | 710,397                    | Budget            | 760,207                       | 713,300          | -                  | 46,907         |
| Hazeldale Parking Lot                                | 310,512                  | 310,512                          | -                                  | 310,512                   | 310,512                    | 29,085               | 99,020                | 213,251                    | Award             | 341,356                       | 312,271          | (30,844)           | (1,759)        |
| Babette Horenstein Tennis Center LED Lighting        | 307,000                  | 307,000                          | -                                  | 307,000                   | 307,000                    | 256,735              | 29,676                | 20,589                     | Award             | 307,000                       | 50,265           | -                  | 256,735        |
| Office Space Expansion Design                        | 10,000                   | 10,000                           | -                                  | 10,000                    | 10,000                     | 10,000               | -                     | -                          | Complete          | 10,000                        | -                | -                  | 10,000         |
| Landscaping                                          | 5,000                    | 5,000                            | 55,000                             | 60,000                    | 60,000                     | -                    | -                     | 60,000                     | Budget            | 60,000                        | 60,000           | -                  | -              |
| Shower Facility Repair                               | 7,500                    | 7,500                            | -                                  | 7,500                     | 7,500                      | -                    | -                     | 7,500                      | Budget            | 7,500                         | 7,500            | -                  | -              |
| Configuration Management Software                    | 75,000                   | 75,000                           | -                                  | 75,000                    | 75,000                     | -                    | -                     | 75,000                     | Budget            | 75,000                        | 75,000           | -                  | -              |
| <b>TOTAL CARRYOVER PROJECTS</b>                      | <b>2,109,118</b>         | <b>1,965,151</b>                 | <b>431,000</b>                     | <b>2,540,118</b>          | <b>2,396,151</b>           | <b>522,579</b>       | <b>255,641</b>        | <b>1,791,407</b>           |                   | <b>2,569,627</b>              | <b>2,047,048</b> | <b>(29,509)</b>    | <b>349,103</b> |
| <u>ATHLETIC FACILITY REPLACEMENT</u>                 |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                               |                  |                    |                |
| Synthetic Turf - PCC Rock Creek                      |                          |                                  | 1,100,000                          | 1,100,000                 | 1,100,000                  | -                    | -                     | 1,100,000                  | Budget            | 1,100,000                     | 1,100,000        | -                  | -              |
| Sports Field Lighting Control                        |                          |                                  | 40,000                             | 40,000                    | 40,000                     | -                    | -                     | 40,000                     | Budget            | 40,000                        | 40,000           | -                  | -              |
| Tennis Court Resurface (3 sites)                     |                          |                                  | 110,000                            | 110,000                   | 110,000                    | -                    | 250                   | 109,750                    | Award             | 110,000                       | 110,000          | -                  | -              |
| Basketball Pad Asphalt Overlay                       |                          |                                  | 15,000                             | 15,000                    | 15,000                     | -                    | -                     | 15,000                     | Budget            | 15,000                        | 15,000           | -                  | -              |
| <b>TOTAL ATHLETIC FACILITY REPLACEMENT</b>           |                          |                                  | <b>1,265,000</b>                   | <b>1,265,000</b>          | <b>1,265,000</b>           | <b>-</b>             | <b>250</b>            | <b>1,264,750</b>           |                   | <b>1,265,000</b>              | <b>1,265,000</b> | <b>-</b>           | <b>-</b>       |
| <u>ATHLETIC FACILITY IMPROVEMENT</u>                 |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                               |                  |                    |                |
| Court Restriping for Pickleball                      |                          |                                  | 15,000                             | 15,000                    | 15,000                     | -                    | 14,000                | -                          | Complete          | 14,000                        | 14,000           | 1,000              | 1,000          |
| <b>TOTAL ATHLETIC FACILITY IMPROVEMENT</b>           |                          |                                  | <b>15,000</b>                      | <b>15,000</b>             | <b>15,000</b>              | <b>-</b>             | <b>14,000</b>         | <b>-</b>                   |                   | <b>14,000</b>                 | <b>14,000</b>    | <b>1,000</b>       | <b>1,000</b>   |
| <u>PARK AND TRAIL REPLACEMENTS</u>                   |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                               |                  |                    |                |
| Bridges and Boardwalks (2 sites)                     |                          |                                  | 38,500                             | 38,500                    | 38,500                     | -                    | -                     | 38,500                     | Budget            | 38,500                        | 38,500           | -                  | -              |
| Concrete Sidewalk Repair (7 sites)                   |                          |                                  | 169,000                            | 169,000                   | 169,000                    | -                    | 3,800                 | 165,200                    | Budget            | 169,000                       | 169,000          | -                  | -              |
| Design Berm Stabilization Study - Bethany Lake       |                          |                                  | 45,000                             | 45,000                    | 45,000                     | -                    | -                     | 45,000                     | Budget            | 45,000                        | 45,000           | -                  | -              |
| Fences (3 sites)                                     |                          |                                  | 38,750                             | 38,750                    | 38,750                     | -                    | -                     | 38,750                     | Budget            | 38,750                        | 38,750           | -                  | -              |
| Irrigation Systems Redesign & Reconfig (2 sites)     |                          |                                  | 20,000                             | 20,000                    | 20,000                     | -                    | -                     | 20,000                     | Budget            | 20,000                        | 20,000           | -                  | -              |
| Asphalt Pedestrian Pathways (10 sites)               |                          |                                  | 293,000                            | 293,000                   | 293,000                    | -                    | 250                   | 292,750                    | Budget            | 293,000                       | 293,000          | -                  | -              |
| Play Equipment (2 sites)                             |                          |                                  | 102,500                            | 102,500                   | 102,500                    | -                    | -                     | 102,500                    | Budget            | 102,500                       | 102,500          | -                  | -              |
| Burntwood Playground Activity Panel                  |                          |                                  | -                                  | -                         | -                          | -                    | 1,839                 | -                          | Complete          | 1,839                         | 1,839            | (1,839)            | (1,839)        |
| Emergency Park and Trail Repairs                     |                          |                                  | -                                  | -                         | -                          | -                    | 1,135                 | -                          | Complete          | 1,135                         | 1,135            | (1,135)            | (1,135)        |
| <b>TOTAL PARK AND TRAIL REPLACEMENTS</b>             |                          |                                  | <b>706,750</b>                     | <b>706,750</b>            | <b>706,750</b>             | <b>-</b>             | <b>7,024</b>          | <b>702,700</b>             |                   | <b>709,724</b>                | <b>709,724</b>   | <b>(2,974)</b>     | <b>(2,974)</b> |
| <u>PARK AND TRAIL IMPROVEMENTS</u>                   |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                               |                  |                    |                |
| Memorial Benches                                     |                          |                                  | 8,000                              | 8,000                     | 8,000                      | -                    | -                     | 8,000                      | Budget            | 8,000                         | 8,000            | -                  | -              |
| Regional Tran Prog - Cedar Mill Creek Trail 3-4      |                          |                                  | 150,000                            | 150,000                   | 150,000                    | -                    | -                     | 150,000                    | Budget            | 150,000                       | 150,000          | -                  | -              |
| Connect Oregon - Waterhouse Trail                    |                          |                                  | 400,000                            | 400,000                   | 400,000                    | -                    | -                     | 400,000                    | Budget            | 400,000                       | 400,000          | -                  | -              |
| Metro Nature in Neighborhoods-Fanno Crk Grnwy        |                          |                                  | 220,700                            | 220,700                   | 220,700                    | -                    | -                     | 220,700                    | Budget            | 220,700                       | 220,700          | -                  | -              |
| Energy Trust of Oregon Projects                      |                          |                                  | 83,938                             | 83,938                    | 83,938                     | -                    | -                     | 83,938                     | Budget            | 83,938                        | 83,938           | -                  | -              |
| LGGP - Cedar Hills Park                              |                          |                                  | 340,156                            | 340,156                   | 340,156                    | -                    | -                     | 340,156                    | Budget            | 340,156                       | 340,156          | -                  | -              |
| Cedar Hills Park-Additional funding for Bond project |                          |                                  | 3,900,000                          | 3,900,000                 | 3,900,000                  | -                    | -                     | 3,900,000                  | Budget            | 3,900,000                     | 3,900,000        | -                  | -              |
| Summercrest Park Bank Stabilization                  |                          |                                  | 6,000                              | 6,000                     | 6,000                      | -                    | 2,163                 | 3,837                      | Budget            | 6,000                         | 6,000            | -                  | -              |
| Retaining Wall - Tennis Ctr                          |                          |                                  | 10,000                             | 10,000                    | 10,000                     | -                    | -                     | 10,000                     | Budget            | 10,000                        | 10,000           | -                  | -              |
| Garbage Can and Picnic Table Pads                    |                          |                                  | 15,000                             | 15,000                    | 15,000                     | -                    | -                     | 15,000                     | Budget            | 15,000                        | 15,000           | -                  | -              |
| LWCF - Crowell Woods                                 |                          |                                  | 384,104                            | 384,104                   | 384,104                    | -                    | -                     | 384,104                    | Budget            | 384,104                       | 384,104          | -                  | -              |
| LWCF - Commonwealth Lake Pk Bridge                   |                          |                                  | 60,554                             | 60,554                    | 60,554                     | -                    | -                     | 60,554                     | Budget            | 60,554                        | 60,554           | -                  | -              |
| LGGP - Butternut Park Play Equipment                 |                          |                                  | 75,000                             | 75,000                    | 75,000                     | -                    | -                     | 75,000                     | Budget            | 75,000                        | 75,000           | -                  | -              |
| SDAO - Combustion Analyzer                           |                          |                                  | 3,000                              | 3,000                     | 3,000                      | -                    | 2,987                 | -                          | Complete          | 2,987                         | 2,987            | 13                 | 13             |
| <b>TOTAL PARK AND TRAIL IMPROVEMENTS</b>             |                          |                                  | <b>5,656,452</b>                   | <b>5,656,452</b>          | <b>5,656,452</b>           | <b>-</b>             | <b>5,150</b>          | <b>5,651,289</b>           |                   | <b>5,656,439</b>              | <b>5,656,439</b> | <b>13</b>          | <b>13</b>      |

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 9/30/18**

| Description                                | Project Budget           |                                  |                                    |                           | Project Expenditures       |                      | Estimated Total Costs |                            |                   |                    | Est. Cost (Over) Under Budget |                    |                |
|--------------------------------------------|--------------------------|----------------------------------|------------------------------------|---------------------------|----------------------------|----------------------|-----------------------|----------------------------|-------------------|--------------------|-------------------------------|--------------------|----------------|
|                                            | Prior Year Budget Amount | Budget Carryover to Current Year | New Funds Budgeted in Current Year | Cumulative Project Budget | Current Year Budget Amount | Expended Prior Years | Expended Year-to-Date | Estimated Cost to Complete | Basis of Estimate | Project Cumulative | Current Year                  | Project Cumulative | Current Year   |
|                                            | (1)                      | (2)                              | (3)                                | (1+3)                     | (2+3)                      | (4)                  | (5)                   | (6)                        |                   | (4+5+6)            | (5+6)                         |                    |                |
| <b>CHALLENGE GRANTS</b>                    |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Program Facility Challenge Grants          |                          |                                  | 75,000                             | 75,000                    | 75,000                     | -                    | 5,751                 | 69,249                     | Budget            | 75,000             | 75,000                        | -                  | -              |
| TOTAL CHALLENGE GRANTS                     |                          |                                  | 75,000                             | 75,000                    | 75,000                     | -                    | 5,751                 | 69,249                     |                   | 75,000             | 75,000                        | -                  | -              |
| <b>BUILDING REPLACEMENTS</b>               |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Cardio and Weight Equipment                |                          |                                  | 40,000                             | 40,000                    | 40,000                     | -                    | -                     | 40,000                     | Budget            | 40,000             | 40,000                        | -                  | -              |
| Cedar Hills Boiler                         |                          |                                  | 100,000                            | 100,000                   | 100,000                    | -                    | 1,518                 | 98,482                     | Budget            | 100,000            | 100,000                       | -                  | -              |
| Conestoga Pool Tank/Deck                   |                          |                                  | 554,380                            | 554,380                   | 554,380                    | -                    | -                     | 554,380                    | Budget            | 554,380            | 554,380                       | -                  | -              |
| Raleigh Swim Center Pool Tank/Deck         |                          |                                  | 795,000                            | 795,000                   | 795,000                    | -                    | -                     | 795,000                    | Budget            | 795,000            | 795,000                       | -                  | -              |
| Fanno Creek Service Center Roof Study      |                          |                                  | 25,000                             | 25,000                    | 25,000                     | -                    | 23,700                | -                          | Complete          | 23,700             | 23,700                        | 1,300              | 1,300          |
| HMT Athletic Center Roof                   |                          |                                  | 75,000                             | 75,000                    | 75,000                     | -                    | 66,936                | -                          | Complete          | 66,936             | 66,936                        | 8,064              | 8,064          |
| John Quincy Adams Young House Restoration  |                          |                                  | 50,000                             | 50,000                    | 50,000                     | -                    | 4,025                 | 45,975                     | Budget            | 50,000             | 50,000                        | -                  | -              |
| Concession Stand Roof Sections Replacement |                          |                                  | 5,000                              | 5,000                     | 5,000                      | -                    | 6,970                 | -                          | Complete          | 6,970              | 6,970                         | (1,970)            | (1,970)        |
| HMT Recreation Complex Parking Lot Relamp  |                          |                                  | 30,000                             | 30,000                    | 30,000                     | -                    | 15,710                | -                          | Complete          | 15,710             | 15,710                        | 14,290             | 14,290         |
| Tennis Air Structure Curtains              |                          |                                  | 9,800                              | 9,800                     | 9,800                      | -                    | 6,045                 | 3,755                      | Budget            | 9,800              | 9,800                         | -                  | -              |
| Ergonomic Equipment/Fixtures               |                          |                                  | 6,000                              | 6,000                     | 6,000                      | -                    | 757                   | 5,243                      | Budget            | 6,000              | 6,000                         | -                  | -              |
| Electrical Panel - CH Boiler Room          |                          |                                  | 25,000                             | 25,000                    | 25,000                     | -                    | -                     | 25,000                     | Budget            | 25,000             | 25,000                        | -                  | -              |
| Tile Flooring                              |                          |                                  | 29,000                             | 29,000                    | 29,000                     | -                    | -                     | 29,000                     | Budget            | 29,000             | 29,000                        | -                  | -              |
| Carpet                                     |                          |                                  | 15,000                             | 15,000                    | 15,000                     | -                    | -                     | 15,000                     | Budget            | 15,000             | 15,000                        | -                  | -              |
| Wood Floor Refinish - AC Courts            |                          |                                  | 14,000                             | 14,000                    | 14,000                     | -                    | 16,432                | -                          | Complete          | 16,432             | 16,432                        | (2,432)            | (2,432)        |
| Floor Replacements - Stuhr Poplar Room     |                          |                                  | 10,000                             | 10,000                    | 10,000                     | -                    | 7,082                 | -                          | Complete          | 7,082              | 7,082                         | 2,918              | 2,918          |
| Steam Traps                                |                          |                                  | 20,000                             | 20,000                    | 20,000                     | -                    | -                     | 20,000                     | Budget            | 20,000             | 20,000                        | -                  | -              |
| Emergency Repairs                          |                          |                                  | 100,000                            | 100,000                   | 100,000                    | -                    | -                     | 100,000                    | Budget            | 100,000            | 100,000                       | -                  | -              |
| Other HVAC Components (4 sites)            |                          |                                  | 68,000                             | 68,000                    | 68,000                     | -                    | -                     | 68,000                     | Budget            | 68,000             | 68,000                        | -                  | -              |
| Parking Lot Overlay and Curbs - HMT Lot A  |                          |                                  | 92,000                             | 92,000                    | 92,000                     | -                    | 21,500                | 70,500                     | Budget            | 92,000             | 92,000                        | -                  | -              |
| Water Heaters-AC                           |                          |                                  | 18,000                             | 18,000                    | 18,000                     | -                    | 20,576                | -                          | Complete          | 20,576             | 20,576                        | (2,576)            | (2,576)        |
| Sink Drain Piping-CRA Utility Sink         |                          |                                  | 3,000                              | 3,000                     | 3,000                      | -                    | -                     | 3,000                      | Budget            | 3,000              | 3,000                         | -                  | -              |
| Drain and Backwash Valves (2 sites)        |                          |                                  | 20,800                             | 20,800                    | 20,800                     | -                    | 13,731                | 7,069                      | Budget            | 20,800             | 20,800                        | -                  | -              |
| Circulation Pump-BSC                       |                          |                                  | 3,400                              | 3,400                     | 3,400                      | -                    | -                     | 3,400                      | Budget            | 3,400              | 3,400                         | -                  | -              |
| Autofill System (2 sites)                  |                          |                                  | 16,100                             | 16,100                    | 16,100                     | -                    | -                     | 16,100                     | Budget            | 16,100             | 16,100                        | -                  | -              |
| Entryway - ASC                             |                          |                                  | 30,000                             | 30,000                    | 30,000                     | -                    | -                     | 30,915                     | Award             | 30,915             | 30,915                        | (915)              | (915)          |
| Somerset West Pool Heater                  |                          |                                  | -                                  | -                         | -                          | -                    | 3,350                 | -                          | Complete          | 3,350              | 3,350                         | (3,350)            | (3,350)        |
| Emergency Building Repairs                 |                          |                                  | -                                  | -                         | -                          | -                    | 3,356                 | -                          | Complete          | 3,356              | 3,356                         | (3,356)            | (3,356)        |
| HMT Adm Office CarpetFurntr                |                          |                                  | -                                  | -                         | -                          | -                    | 9,860                 | -                          | Complete          | 9,860              | 9,860                         | (9,860)            | (9,860)        |
| TOTAL BUILDING REPLACEMENTS                |                          |                                  | 2,154,480                          | 2,154,480                 | 2,154,480                  | -                    | 221,548               | 1,930,819                  |                   | 2,152,367          | 2,152,367                     | 2,113              | 2,113          |
| <b>BUILDING IMPROVEMENTS</b>               |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| HVAC (3 sites)                             |                          |                                  | 125,279                            | 125,279                   | 125,279                    | -                    | 21,671                | 103,608                    | Budget            | 125,279            | 125,279                       | -                  | -              |
| Blackout Curtains                          |                          |                                  | 4,800                              | 4,800                     | 4,800                      | -                    | -                     | 4,270                      | Award             | 4,270              | 4,270                         | 530                | 530            |
| Pool Window Tinting - CRA                  |                          |                                  | 8,500                              | 8,500                     | 8,500                      | -                    | -                     | 10,750                     | Award             | 10,750             | 10,750                        | (2,250)            | (2,250)        |
| Office Remodel - CHRC                      |                          |                                  | 10,000                             | 10,000                    | 10,000                     | -                    | -                     | 10,000                     | Budget            | 10,000             | 10,000                        | -                  | -              |
| Storage Shed (2 sites)                     |                          |                                  | 18,500                             | 18,500                    | 18,500                     | -                    | 3,524                 | 14,976                     | Budget            | 18,500             | 18,500                        | -                  | -              |
| TOTAL BUILDING IMPROVEMENTS                |                          |                                  | 167,079                            | 167,079                   | 167,079                    | -                    | 25,195                | 143,604                    |                   | 168,799            | 168,799                       | (1,720)            | (1,720)        |
| <b>ADA PROJECTS</b>                        |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| ADA Improvements - Other                   |                          |                                  | 45,000                             | 45,000                    | 45,000                     | -                    | 19,114                | 25,886                     | Budget            | 45,000             | 45,000                        | -                  | -              |
| ADA Improvements - Bonny Slope Park        |                          |                                  | 8,500                              | 8,500                     | 8,500                      | -                    | 5,300                 | 3,200                      | Budget            | 8,500              | 8,500                         | -                  | -              |
| ADA Improvements - Veterans Memorial Park  |                          |                                  | 40,000                             | 40,000                    | 40,000                     | -                    | 5,300                 | 34,700                     | Budget            | 40,000             | 40,000                        | -                  | -              |
| TOTAL ADA PROJECTS                         |                          |                                  | 93,500                             | 93,500                    | 93,500                     | -                    | 29,714                | 63,786                     |                   | 93,500             | 93,500                        | -                  | -              |
| <b>TOTAL CAPITAL OUTLAY DIVISION</b>       | <b>2,109,118</b>         | <b>1,965,151</b>                 | <b>10,564,261</b>                  | <b>12,673,379</b>         | <b>12,529,412</b>          | <b>522,579</b>       | <b>564,273</b>        | <b>11,617,604</b>          |                   | <b>12,704,456</b>  | <b>12,181,877</b>             | <b>(31,077)</b>    | <b>347,535</b> |
| <b>INFORMATION SERVICES DEPARTMENT</b>     |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| <b>INFORMATION TECHNOLOGY REPLACEMENTS</b> |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                |
| Desktops                                   |                          |                                  | 67,000                             | 67,000                    | 67,000                     | -                    | -                     | 67,000                     | Budget            | 67,000             | 67,000                        | -                  | -              |
| Servers                                    |                          |                                  | 37,000                             | 37,000                    | 37,000                     | -                    | -                     | 37,000                     | Budget            | 37,000             | 37,000                        | -                  | -              |
| LAN/WAN                                    |                          |                                  | 5,000                              | 5,000                     | 5,000                      | -                    | -                     | 5,000                      | Budget            | 5,000              | 5,000                         | -                  | -              |

**Tualatin Hills Park and Recreation District**  
**Monthly Capital Project Report**  
**Estimated Cost vs. Budget**  
**Through 9/30/18**

| 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)                         |                    |                 |
| Desktop Printers                                   |                          |                                  | 5,000                              | 5,000                     | 5,000                      | -                    | -                     | 5,000                      | Budget            | 5,000              | 5,000                         | -                  | -               |
| Timeclocks                                         |                          |                                  | 119,812                            | 119,812                   | 119,812                    | -                    | -                     | 119,812                    | Budget            | 119,812            | 119,812                       | -                  | -               |
| Wireless Access Points                             |                          |                                  | -                                  | -                         | -                          | -                    | 46,094                | -                          | Complete          | 46,094             | 46,094                        | (46,094)           | (46,094)        |
| <b>TOTAL INFORMATION TECHNOLOGY REPLACEMENTS</b>   |                          |                                  | <b>233,812</b>                     | <b>233,812</b>            | <b>233,812</b>             | <b>-</b>             | <b>46,094</b>         | <b>233,812</b>             |                   | <b>279,906</b>     | <b>279,906</b>                | <b>(46,094)</b>    | <b>(46,094)</b> |
| <b>INFORMATION TECHNOLOGY IMPROVEMENTS</b>         |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                 |
| Computers (2)                                      |                          |                                  | 11,100                             | 11,100                    | 11,100                     | -                    | 9,002                 | 2,098                      | Budget            | 11,100             | 11,100                        | -                  | -               |
| Thermal Monocular Vision Camera                    |                          |                                  | 3,599                              | 3,599                     | 3,599                      | -                    | -                     | 3,599                      | Budget            | 3,599              | 3,599                         | -                  | -               |
| Drone                                              |                          |                                  | 8,645                              | 8,645                     | 8,645                      | -                    | -                     | 8,645                      | Budget            | 8,645              | 8,645                         | -                  | -               |
| <b>TOTAL INFORMATION TECHNOLOGY IMPROVEMENTS</b>   |                          |                                  | <b>23,344</b>                      | <b>23,344</b>             | <b>23,344</b>              | <b>-</b>             | <b>9,002</b>          | <b>14,342</b>              |                   | <b>23,344</b>      | <b>23,344</b>                 | <b>-</b>           | <b>-</b>        |
| <b>TOTAL INFORMATION SYSTEMS DEPARTMENT</b>        | <b>-</b>                 | <b>-</b>                         | <b>257,156</b>                     | <b>257,156</b>            | <b>257,156</b>             | <b>-</b>             | <b>55,096</b>         | <b>248,154</b>             |                   | <b>303,250</b>     | <b>303,250</b>                | <b>(46,094)</b>    | <b>(46,094)</b> |
| <b>MAINTENANCE DEPARTMENT</b>                      |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                 |
| <b>FLEET REPLACEMENTS</b>                          |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                 |
| Large Rotary Mower                                 |                          |                                  | 110,000                            | 110,000                   | 110,000                    | -                    | 96,583                | -                          | Complete          | 96,583             | 96,583                        | 13,417             | 13,417          |
| Field Blower                                       |                          |                                  | 10,500                             | 10,500                    | 10,500                     | -                    | 7,436                 | -                          | Complete          | 7,436              | 7,436                         | 3,064              | 3,064           |
| Cargo Vans (2)                                     |                          |                                  | 54,000                             | 54,000                    | 54,000                     | -                    | -                     | 54,000                     | Budget            | 54,000             | 54,000                        | -                  | -               |
| 52" Mowers (3)                                     |                          |                                  | 25,500                             | 25,500                    | 25,500                     | -                    | 24,120                | -                          | Complete          | 24,120             | 24,120                        | 1,380              | 1,380           |
| 72" Mowers (3)                                     |                          |                                  | 45,000                             | 45,000                    | 45,000                     | -                    | -                     | 42,240                     | Award             | 42,240             | 42,240                        | 2,760              | 2,760           |
| Infield Rakes (2)                                  |                          |                                  | 34,000                             | 34,000                    | 34,000                     | -                    | -                     | 34,000                     | Budget            | 34,000             | 34,000                        | -                  | -               |
| 4x4 Hybrid SUV Park Patrol                         |                          |                                  | 35,000                             | 35,000                    | 35,000                     | -                    | 31,755                | -                          | Complete          | 31,755             | 31,755                        | 3,245              | 3,245           |
| Single Axle Trailer                                |                          |                                  | 6,000                              | 6,000                     | 6,000                      | -                    | -                     | 6,150                      | Award             | 6,150              | 6,150                         | (150)              | (150)           |
| Pressure Washer Trailer                            |                          |                                  | 17,000                             | 17,000                    | 17,000                     | -                    | 17,983                | -                          | Complete          | 17,983             | 17,983                        | (983)              | (983)           |
| 1/2 Ton Pickup                                     |                          |                                  | 23,000                             | 23,000                    | 23,000                     | -                    | -                     | 23,000                     | Budget            | 23,000             | 23,000                        | -                  | -               |
| 3/4 Ton Crew-cab Pickup                            |                          |                                  | 36,000                             | 36,000                    | 36,000                     | -                    | -                     | 36,000                     | Budget            | 36,000             | 36,000                        | -                  | -               |
| Platform Scizzor Lift                              |                          |                                  | 26,000                             | 26,000                    | 26,000                     | -                    | -                     | 26,000                     | Budget            | 26,000             | 26,000                        | -                  | -               |
| Tractor PTO Mower                                  |                          |                                  | 7,500                              | 7,500                     | 7,500                      | -                    | -                     | 7,125                      | Award             | 7,125              | 7,125                         | 375                | 375             |
| Crew-cab 2-3 Yard                                  |                          |                                  | 43,000                             | 43,000                    | 43,000                     | -                    | -                     | 43,000                     | Budget            | 43,000             | 43,000                        | -                  | -               |
| <b>TOTAL FLEET REPLACEMENTS</b>                    |                          |                                  | <b>472,500</b>                     | <b>472,500</b>            | <b>472,500</b>             | <b>-</b>             | <b>177,877</b>        | <b>271,515</b>             |                   | <b>449,392</b>     | <b>449,392</b>                | <b>23,108</b>      | <b>23,108</b>   |
| <b>FLEET IMPROVEMENTS</b>                          |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                 |
| Vehicle Wraps                                      |                          |                                  | 14,000                             | 14,000                    | 14,000                     | -                    | -                     | 14,000                     | Budget            | 14,000             | 14,000                        | -                  | -               |
| Minibus                                            |                          |                                  | 30,000                             | 30,000                    | 30,000                     | -                    | 27,500                | -                          | Complete          | 27,500             | 27,500                        | 2,500              | 2,500           |
|                                                    |                          |                                  | 44,000                             | 44,000                    | 44,000                     | -                    | 27,500                | 14,000                     |                   | 41,500             | 41,500                        | 2,500              | 2,500           |
| <b>BUILDING MAINTENANCE EQUIPMENT REPLACEMENTS</b> |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                 |
| Sweeper Batteries/Brushes                          |                          |                                  | 4,000                              | 4,000                     | 4,000                      | -                    | -                     | 4,000                      | Budget            | 4,000              | 4,000                         | -                  | -               |
| <b>TOTAL BLDG MAINT EQUIPMENT REPLACEMENTS</b>     |                          |                                  | <b>4,000</b>                       | <b>4,000</b>              | <b>4,000</b>               | <b>-</b>             | <b>-</b>              | <b>4,000</b>               |                   | <b>4,000</b>       | <b>4,000</b>                  | <b>-</b>           | <b>-</b>        |
| <b>TOTAL MAINTENANCE DEPARTMENT</b>                | <b>-</b>                 | <b>-</b>                         | <b>520,500</b>                     | <b>520,500</b>            | <b>520,500</b>             | <b>-</b>             | <b>205,377</b>        | <b>289,515</b>             |                   | <b>494,892</b>     | <b>494,892</b>                | <b>25,608</b>      | <b>25,608</b>   |
| <b>GRAND TOTAL GENERAL FUND</b>                    | <b>2,109,118</b>         | <b>1,965,151</b>                 | <b>11,341,917</b>                  | <b>13,451,035</b>         | <b>13,307,068</b>          | <b>522,579</b>       | <b>824,746</b>        | <b>12,155,273</b>          |                   | <b>13,502,598</b>  | <b>12,980,019</b>             | <b>(51,563)</b>    | <b>327,049</b>  |
| <b>SDC FUND</b>                                    |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                 |
| <b>LAND ACQUISITION</b>                            |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                 |
| Land Acq - N. Bethany Comm Pk                      | 1,465,800                | 1,465,800                        | 500,000                            | 1,965,800                 | 1,965,800                  | -                    | 137                   | 1,965,663                  | Budget            | 1,965,800          | 1,965,800                     | -                  | -               |
| Subtotal Land Acq-N Bethany Comm Pk                | 1,465,800                | 1,465,800                        | 500,000                            | 1,965,800                 | 1,965,800                  | -                    | 137                   | 1,965,663                  |                   | 1,965,800          | 1,965,800                     | -                  | -               |
| Land Acq - N. Bethany Nghbd Pk                     | 241,000                  | 241,000                          | 500,000                            | 741,000                   | 741,000                    | -                    | 2,248                 | 738,752                    | Budget            | 741,000            | 741,000                       | -                  | -               |

**Tualatin Hills Park and Recreation District**

**Monthly Capital Project Report**

**Estimated Cost vs. Budget**

**Through 9/30/18**

| 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)                         |                    |                 |
| Subtotal Land Acq-N. Bethany Nghbd Pk                   | 241,000                  | 241,000                          | 500,000                            | 741,000                   | 741,000                    | -                    | 2,248                 | 738,752                    |                   | 741,000            | 741,000                       | -                  | -               |
| Land Acq - Bethany Creek Falls                          | -                        | -                                | -                                  | -                         | -                          | -                    | 101,673               | -                          | Complete          | 101,673            | 101,673                       | (101,673)          | (101,673)       |
| Land Acq - N Bethany Trails                             | 846,000                  | 846,000                          | 100,000                            | 946,000                   | 946,000                    | -                    | -                     | 844,327                    | Budget            | 844,327            | 844,327                       | 101,673            | 101,673         |
| Subtotal Land Acq-N Bethany Trails                      | 846,000                  | 846,000                          | 100,000                            | 946,000                   | 946,000                    | -                    | 101,673               | 844,327                    |                   | 946,000            | 946,000                       | -                  | -               |
| Land Acq - Bonny Slope W Nhd Pk-Other                   | 1,951,000                | 1,951,000                        | -                                  | 1,951,000                 | 1,951,000                  | -                    | 60                    | 1,951,000                  | Budget            | 1,951,000          | 1,951,000                     | -                  | -               |
| Subtotal Land Acq-General                               | 1,951,000                | 1,951,000                        | -                                  | 1,951,000                 | 1,951,000                  | -                    | 60                    | 1,950,940                  |                   | 1,951,000          | 1,951,000                     | -                  | -               |
| Land Acq - S Cooper Mtn Trail                           | 485,000                  | 485,000                          | 50,000                             | 535,000                   | 535,000                    | -                    | -                     | 535,000                    | Budget            | 535,000            | 535,000                       | -                  | -               |
| Subtotal S Cooper Mtn Trail                             | 485,000                  | 485,000                          | 50,000                             | 535,000                   | 535,000                    | -                    | -                     | 535,000                    |                   | 535,000            | 535,000                       | -                  | -               |
| Land Acq - S Cooper Mtn Nat Ar                          | 395,000                  | 395,000                          | 105,000                            | 500,000                   | 500,000                    | -                    | -                     | 500,000                    | Budget            | 500,000            | 500,000                       | -                  | -               |
| Subtotal S Cooper Mtn Nat Ar                            | 395,000                  | 395,000                          | 105,000                            | 500,000                   | 500,000                    | -                    | -                     | 500,000                    |                   | 500,000            | 500,000                       | -                  | -               |
| Land Acq - Neighborhood Parks - S Cooper Mtn            | 480,000                  | 480,000                          | 5,025,000                          | 5,505,000                 | 5,505,000                  | -                    | 9,310                 | 5,495,690                  | Budget            | 5,505,000          | 5,505,000                     | -                  | -               |
| Subtotal Neighbohood Parks - S Cooper Mtn               | 480,000                  | 480,000                          | 5,025,000                          | 5,505,000                 | 5,505,000                  | -                    | 9,310                 | 5,495,690                  |                   | 5,505,000          | 5,505,000                     | -                  | -               |
| Land Acq - Neighborhood Parks - Infill Areas            | 350,000                  | 350,000                          | 500,000                            | 850,000                   | 850,000                    | -                    | 6,415                 | 843,585                    | Budget            | 850,000            | 850,000                       | -                  | -               |
| Sub total Neighborhood Parks Infill Areas               | 350,000                  | 350,000                          | 500,000                            | 850,000                   | 850,000                    | -                    | 6,415                 | 843,585                    |                   | 850,000            | 850,000                       | -                  | -               |
| <b>TOTAL LAND ACQUISITION</b>                           | <b>6,213,800</b>         | <b>6,213,800</b>                 | <b>6,780,000</b>                   | <b>12,993,800</b>         | <b>12,993,800</b>          | <b>-</b>             | <b>119,843</b>        | <b>12,873,957</b>          |                   | <b>12,993,800</b>  | <b>12,993,800</b>             | <b>-</b>           | <b>-</b>        |
| <b>DEVELOPMENT/IMPROVEMENT PROJECTS</b>                 |                          |                                  |                                    |                           |                            |                      |                       |                            |                   |                    |                               |                    |                 |
| Bonny Slope / BSD Trail Development                     | 500,000                  | 419,900                          | -                                  | 500,000                   | 419,900                    | 69,030               | 30,875                | 400,095                    | Budget            | 500,000            | 430,970                       | -                  | (11,070)        |
| MTIP Grant Match - Westside Trail #18                   | 967,000                  | -                                | 700,000                            | 1,667,000                 | 700,000                    | 1,878,875            | (146)                 | 700,146                    | Budget            | 2,578,875          | 700,000                       | (911,875)          | -               |
| Bethany Creek Falls Phases 1, 2 & 3 - Proj Management   | 175,000                  | 12,000                           | -                                  | 175,000                   | 12,000                     | 114,181              | 12,899                | 47,920                     | Budget            | 175,000            | 60,819                        | -                  | (48,819)        |
| S Cooper Mtn Park and Trail Development - Prog Mgmt     | 50,000                   | 50,000                           | -                                  | 50,000                    | 50,000                     | 3,893                | -                     | 46,107                     | Budget            | 50,000             | 46,107                        | -                  | 3,893           |
| NW Quadrant Neighborhood Park Master Plan & Design      | 265,000                  | 265,000                          | -                                  | 265,000                   | 265,000                    | 83,547               | 13,893                | 167,560                    | Budget            | 265,000            | 181,453                       | -                  | 83,547          |
| New Neighborhood Park Development                       | 1,499,000                | 1,337,000                        | 600,000                            | 2,099,000                 | 1,937,000                  | 150,506              | 9,021                 | 1,939,473                  | Budget            | 2,099,000          | 1,948,494                     | -                  | (11,494)        |
| Dog Parks - expansions and new sites                    | -                        | -                                | 70,000                             | 70,000                    | 70,000                     | -                    | -                     | 70,000                     | Budget            | 70,000             | 70,000                        | -                  | -               |
| Natural Area Master Plan                                | 100,000                  | 100,000                          | -                                  | 100,000                   | 100,000                    | -                    | -                     | 100,000                    | Budget            | 100,000            | 100,000                       | -                  | -               |
| Building Expansion (TBD)                                | 995,000                  | 995,000                          | -                                  | 995,000                   | 995,000                    | -                    | -                     | 995,000                    | Budget            | 995,000            | 995,000                       | -                  | -               |
| LWCF Grant Match-New Natural Area Public Access         | -                        | -                                | 250,000                            | 250,000                   | 250,000                    | -                    | -                     | 250,000                    | Budget            | 250,000            | 250,000                       | -                  | -               |
| New Synthetic turf field- Conestoga Middle School       | 1,255,000                | 10,000                           | -                                  | 1,265,000                 | 10,000                     | 916,158              | -                     | 10,000                     | Complete          | 926,158            | 10,000                        | 338,842            | -               |
| RFFA Actv Trns Prit Readiness Mtch-Wstsd Tr Hy 26 cross | -                        | -                                | 200,000                            | 200,000                   | 200,000                    | -                    | -                     | 200,000                    | Budget            | 200,000            | 200,000                       | -                  | -               |
| MTIP Beaverton Creek Trail Land Acquisition ROW phase   | 247,000                  | 241,000                          | -                                  | 247,000                   | 241,000                    | 175                  | -                     | 246,825                    | Budget            | 247,000            | 246,825                       | -                  | (5,825)         |
| NW Quadrant New Neighborhood Park Development           | 1,925,000                | 1,830,000                        | -                                  | 1,925,000                 | 1,830,000                  | -                    | 9,582                 | 1,915,418                  | Budget            | 1,925,000          | 1,925,000                     | -                  | (95,000)        |
| N Bethany Park & Trail - project management             | 141,000                  | 120,000                          | -                                  | 141,000                   | 120,000                    | 39,821               | 10,025                | 91,154                     | Budget            | 141,000            | 101,179                       | -                  | 18,821          |
| Cedar Hills Park - Additional funding for bond project  | 1,038,000                | 1,038,000                        | -                                  | 1,038,000                 | 1,038,000                  | -                    | -                     | 1,038,000                  | Budget            | 1,038,000          | 1,038,000                     | -                  | -               |
| Connect OR Grant Match - Waterhouse Trail, Segment 4    | 300,000                  | 200,000                          | -                                  | 300,000                   | 200,000                    | 76,808               | 7,150                 | 216,042                    | Budget            | 300,000            | 223,192                       | -                  | (23,192)        |
| SW Quadrant Neighborhood Park Master Plan & Design      | 200,000                  | 192,500                          | 75,000                             | 275,000                   | 267,500                    | 3,227                | 59                    | 271,714                    | Budget            | 275,000            | 271,773                       | -                  | (4,273)         |
| Cedar Mill Creek Comm Trail Seg #4 Master Plan & Des    | 250,000                  | 250,000                          | 50,000                             | 300,000                   | 300,000                    | 1,558                | 231                   | 298,211                    | Budget            | 300,000            | 298,442                       | -                  | 1,558           |
| North Bethany Park and Trail Improvements               | -                        | -                                | 315,000                            | 315,000                   | 315,000                    | -                    | 5,120                 | 309,880                    | Budget            | 315,000            | 315,000                       | -                  | -               |
| Bethany Creek Trail #2, Segment #3 - Design & Devel     | 1,100,000                | 1,075,000                        | -                                  | 1,100,000                 | 1,075,000                  | 58,592               | 2,101                 | 1,039,307                  | Budget            | 1,100,000          | 1,041,408                     | -                  | 33,592          |
| Fanno Creek Trail-Denny Road Crossing Impovements       | -                        | -                                | 20,000                             | 20,000                    | 20,000                     | -                    | -                     | 20,000                     | Budget            | 20,000             | 20,000                        | -                  | -               |
| Waterhouse Trail Improvements                           | -                        | -                                | 350,000                            | 350,000                   | 350,000                    | -                    | -                     | 350,000                    | Budget            | 350,000            | 350,000                       | -                  | -               |
| Undesignated projects                                   | -                        | -                                | 6,164,976                          | 6,164,976                 | 6,164,976                  | -                    | -                     | 6,164,976                  | Budget            | 6,164,976          | 6,164,976                     | -                  | -               |
| <b>TOTAL DEVELOPMENT/IMPROVEMENT PROJECTS</b>           | <b>11,007,000</b>        | <b>8,135,400</b>                 | <b>8,794,976</b>                   | <b>19,811,976</b>         | <b>16,930,376</b>          | <b>3,396,371</b>     | <b>100,810</b>        | <b>16,887,828</b>          |                   | <b>20,385,009</b>  | <b>16,988,638</b>             | <b>(573,033)</b>   | <b>(58,262)</b> |
| <b>GRAND TOTAL SDC FUND</b>                             | <b>17,220,800</b>        | <b>14,349,200</b>                | <b>15,574,976</b>                  | <b>32,805,776</b>         | <b>29,924,176</b>          | <b>3,396,371</b>     | <b>220,653</b>        | <b>29,761,785</b>          |                   | <b>33,378,809</b>  | <b>29,982,438</b>             | <b>(573,033)</b>   | <b>(58,262)</b> |

**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 9/30/18**

| Quad-rant                                                 | Project Code                                                                                      | Description                                                             | Project Budget         |                  |                                       | Project Expenditures |                       |                        | Estimated Cost to Complete | Basis of Estimate (Completed Phase) | Project Cumulative Cost | Variance<br>Est. Cost (Over)<br>Under Budget | Percent of Variance<br>Total Cost<br>Variance to<br>Budget | Cost Expended<br>to Budget | Cost Expended<br>to Total Cost |
|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|------------------------|------------------|---------------------------------------|----------------------|-----------------------|------------------------|----------------------------|-------------------------------------|-------------------------|----------------------------------------------|------------------------------------------------------------|----------------------------|--------------------------------|
|                                                           |                                                                                                   |                                                                         | Initial Project Budget | Adjustments      | Current Total Project Budget FY 18/19 | Expended Prior Years | Expended Year-to-Date | Total Expended to Date |                            |                                     |                         |                                              |                                                            |                            |                                |
|                                                           |                                                                                                   |                                                                         | (1)                    | (2)              | (1+2)=(3)                             | (4)                  | (5)                   | (4+5)=(6)              |                            |                                     |                         |                                              |                                                            |                            |                                |
| <b>BOND CAPITAL PROJECTS FUND</b>                         |                                                                                                   |                                                                         |                        |                  |                                       |                      |                       |                        |                            |                                     |                         |                                              |                                                            |                            |                                |
| <b><u>New Neighborhood Parks Development</u></b>          |                                                                                                   |                                                                         |                        |                  |                                       |                      |                       |                        |                            |                                     |                         |                                              |                                                            |                            |                                |
| SE                                                        | 91-901                                                                                            | AM Kennedy Park & Athletic Field                                        | 1,285,250              | 50,704           | 1,335,954                             | 1,674,551            | -                     | 1,674,551              | -                          | Complete                            | 1,674,551               | (338,597)                                    | -25.3%                                                     | 125.3%                     | 100.0%                         |
| SW                                                        | 91-902                                                                                            | Barsotti Park & Athletic Field                                          | 1,285,250              | 27,556           | 1,312,806                             | 1,250,248            | -                     | 1,250,248              | -                          | Complete                            | 1,250,248               | 62,558                                       | 4.8%                                                       | 95.2%                      | 100.0%                         |
| NW                                                        | 91-903                                                                                            | Hansen Ridge Park (formerly Kaiser Ridge)                               | 771,150                | 16,338           | 787,488                               | 731,629              | -                     | 731,629                | -                          | Complete                            | 731,629                 | 55,859                                       | 7.1%                                                       | 92.9%                      | 100.0%                         |
| SW                                                        | 91-904                                                                                            | Roy Dancer Park                                                         | 771,150                | 16,657           | 787,807                               | 643,447              | -                     | 643,447                | -                          | Complete                            | 643,447                 | 144,360                                      | 18.3%                                                      | 81.7%                      | 100.0%                         |
| NE                                                        | 91-905                                                                                            | Roger Tilbury Park                                                      | 771,150                | 19,713           | 790,863                               | 888,218              | -                     | 888,218                | -                          | Complete                            | 888,218                 | (97,355)                                     | -12.3%                                                     | 112.3%                     | 100.0%                         |
| <b>Total New Neighborhood Parks Development</b>           |                                                                                                   |                                                                         | <b>4,883,950</b>       | <b>130,968</b>   | <b>5,014,918</b>                      | <b>5,188,093</b>     | <b>-</b>              | <b>5,188,093</b>       | <b>-</b>                   |                                     | <b>5,188,093</b>        | <b>(173,175)</b>                             | <b>-3.5%</b>                                               | <b>103.5%</b>              | <b>100.0%</b>                  |
| UND                                                       | Authorized Use of Savings from Bond Issuance Administration Category                              |                                                                         | -                      | 173,175          | 173,175                               | -                    | -                     | -                      | -                          | N/A                                 | -                       | 173,175                                      | n/a                                                        | n/a                        | n/a                            |
| <b>Total New Neighborhood Parks Development</b>           |                                                                                                   |                                                                         | <b>4,883,950</b>       | <b>304,143</b>   | <b>5,188,093</b>                      | <b>5,188,093</b>     | <b>-</b>              | <b>5,188,093</b>       | <b>-</b>                   |                                     | <b>5,188,093</b>        | <b>-</b>                                     | <b>0.0%</b>                                                | <b>100.0%</b>              | <b>100.0%</b>                  |
| <b><u>Renovate &amp; Redevelop Neighborhood Parks</u></b> |                                                                                                   |                                                                         |                        |                  |                                       |                      |                       |                        |                            |                                     |                         |                                              |                                                            |                            |                                |
| NE                                                        | 91-906                                                                                            | Cedar Mill Park, Trail & Athletic Fields                                | 1,125,879              | 29,756           | 1,155,635                             | 990,095              | -                     | 990,095                | -                          | Complete                            | 990,095                 | 165,540                                      | 14.3%                                                      | 85.7%                      | 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              | 65,590           | 1,093,790                             | 288,464              | 1,026                 | 289,490                | 1,601,838                  | Design                              | 1,891,328               | (797,538)                                    | -72.9%                                                     | 26.5%                      | 15.3%                          |
| 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                               | 729,590              | -                     | 729,590                | -                          | Complete                            | 729,590                 | (194,986)                                    | -36.5%                                                     | 136.5%                     | 100.0%                         |
| <b>Total Renovate &amp; Redevelop Neighborhood Parks</b>  |                                                                                                   |                                                                         | <b>3,727,213</b>       | <b>165,762</b>   | <b>3,892,975</b>                      | <b>3,126,978</b>     | <b>1,026</b>          | <b>3,128,004</b>       | <b>1,601,838</b>           |                                     | <b>4,729,842</b>        | <b>(836,867)</b>                             | <b>-21.5%</b>                                              | <b>80.3%</b>               | <b>66.1%</b>                   |
| <b><u>New Neighborhood Parks Land Acquisition</u></b>     |                                                                                                   |                                                                         |                        |                  |                                       |                      |                       |                        |                            |                                     |                         |                                              |                                                            |                            |                                |
| NW                                                        | 98-880-a                                                                                          | New Neighborhood Park - NW Quadrant (Biles)                             | 1,500,000              | 28,554           | 1,528,554                             | 1,041,404            | -                     | 1,041,404              | -                          | Complete                            | 1,041,404               | 487,150                                      | 31.9%                                                      | 68.1%                      | 100.0%                         |
| NW                                                        | 98-880-b                                                                                          | New Neighborhood Park - NW Quadrant (Living Hope)                       | -                      | -                | -                                     | 1,067,724            | -                     | 1,067,724              | -                          | Complete                            | 1,067,724               | (1,067,724)                                  | -100.0%                                                    | n/a                        | 100.0%                         |
| NW                                                        | 98-880-c                                                                                          | New Neighborhood Park - NW Quadrant (Mitchell)                          | -                      | -                | -                                     | 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%                           |
| <b>Sub-total New Neighborhood Parks</b>                   |                                                                                                   |                                                                         | <b>9,000,000</b>       | <b>154,120</b>   | <b>9,154,120</b>                      | <b>11,524,740</b>    | <b>-</b>              | <b>11,524,740</b>      | <b>-</b>                   |                                     | <b>11,524,740</b>       | <b>(2,370,620)</b>                           | <b>-25.9%</b>                                              | <b>125.9%</b>              | <b>100.0%</b>                  |
| UND                                                       | Authorized Use of Savings from New Community Park Land Acquisition Category                       |                                                                         | -                      | 1,655,521        | 1,655,521                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | 1,655,521                                    | n/a                                                        | n/a                        | n/a                            |
| UND                                                       | Authorized Use of Savings from Community Center / Community Park Land Acquisition Category        |                                                                         | -                      | 715,099          | 715,099                               | -                    | -                     | -                      | -                          | N/A                                 | -                       | 715,099                                      | n/a                                                        | n/a                        | n/a                            |
| <b>Total New Neighborhood Parks</b>                       |                                                                                                   |                                                                         | <b>9,000,000</b>       | <b>2,524,740</b> | <b>11,524,740</b>                     | <b>11,524,740</b>    | <b>-</b>              | <b>11,524,740</b>      | <b>-</b>                   |                                     | <b>11,524,740</b>       | <b>-</b>                                     | <b>0.0%</b>                                                | <b>100.0%</b>              | <b>100.0%</b>                  |
| <b><u>New Community Park Development</u></b>              |                                                                                                   |                                                                         |                        |                  |                                       |                      |                       |                        |                            |                                     |                         |                                              |                                                            |                            |                                |
| SW                                                        | 92-915                                                                                            | SW Quad Community Park & Athletic Field                                 | 7,711,500              | 343,963          | 8,055,463                             | 10,520,819           | -                     | 10,520,819             | -                          | Complete                            | 10,520,819              | (2,465,356)                                  | -30.6%                                                     | 130.6%                     | 100.0%                         |
| <b>Sub-total New Community Park Development</b>           |                                                                                                   |                                                                         | <b>7,711,500</b>       | <b>343,963</b>   | <b>8,055,463</b>                      | <b>10,520,819</b>    | <b>-</b>              | <b>10,520,819</b>      | <b>-</b>                   |                                     | <b>10,520,819</b>       | <b>(2,465,356)</b>                           | <b>-30.6%</b>                                              | <b>130.6%</b>              | <b>100.0%</b>                  |
| UND                                                       | Authorized use of savings from Bond Facility Rehabilitation category                              |                                                                         | -                      | 1,300,000        | 1,300,000                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | 1,300,000                                    | n/a                                                        | n/a                        | n/a                            |
| UND                                                       | Authorized use of savings from Bond Administration (Issuance) category                            |                                                                         | -                      | 781,105          | 781,105                               | -                    | -                     | -                      | -                          | N/A                                 | -                       | 781,105                                      | n/a                                                        | n/a                        | n/a                            |
| UND                                                       | Outside Funding from Washington County / Metro Transferred from Community Center Land Acquisition |                                                                         | -                      | 384,251          | 384,251                               | -                    | -                     | -                      | -                          | N/A                                 | -                       | 384,251                                      | n/a                                                        | n/a                        | n/a                            |
| <b>Total New Community Park Development</b>               |                                                                                                   |                                                                         | <b>7,711,500</b>       | <b>2,809,319</b> | <b>10,520,819</b>                     | <b>10,520,819</b>    | <b>-</b>              | <b>10,520,819</b>      | <b>-</b>                   |                                     | <b>10,520,819</b>       | <b>-</b>                                     | <b>0.0%</b>                                                | <b>100.0%</b>              | <b>100.0%</b>                  |









**Tualatin Hills Park and Recreation District**  
**Monthly Bond Capital Projects Report**  
**Estimated Cost vs. Budget**  
**Through 9/30/18**

| 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 18/19 | Expended Prior Years | Expended Year-to-Date | Total Expended to Date |                            |                                     |                         | Est. Cost (Over) Under Budget | Total Cost Variance to Budget |                         |                             |
|                                                    |              |                                                                                      | (1)                    | (2)              | (1+2)=(3)                             | (4)                  | (5)                   | (4+5)=(6)              | (7)                        |                                     | (6+7)=(9)               | (3-9) = (10)                  | (10) / (3)                    | (6) / (3)               | (6)/(9)                     |
| <b>Community Center Land Acquisition</b>           |              |                                                                                      |                        |                  |                                       |                      |                       |                        |                            |                                     |                         |                               |                               |                         |                             |
| UND                                                | 98-884-a     | Community Center / Community Park (SW Quadrant) (Hulse/BSD/Engel)                    | 5,000,000              | 105,974          | 5,105,974                             | 1,654,847            | -                     | 1,654,847              | -                          | Complete                            | 1,654,847               | 3,451,127                     | 67.6%                         | 32.4%                   | 100.0%                      |
| UND                                                | 98-884-b     | Community Center / Community Park (SW Quadrant) (Wenzel/Wall)                        | -                      | -                | -                                     | 2,351,777            | -                     | 2,351,777              | -                          | Complete                            | 2,351,777               | (2,351,777)                   | -100.0%                       | n/a                     | 100.0%                      |
| <b>Sub-total Community Center Land Acquisition</b> |              |                                                                                      | <b>5,000,000</b>       | <b>105,974</b>   | <b>5,105,974</b>                      | <b>4,006,624</b>     | <b>-</b>              | <b>4,006,624</b>       | <b>-</b>                   |                                     | <b>4,006,624</b>        | <b>1,099,350</b>              | <b>21.5%</b>                  | <b>78.5%</b>            | <b>100.0%</b>               |
| UND                                                |              | Outside Funding from Washington County Transferred to New Community Park Development | -                      | (176,000)        | (176,000)                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | (176,000)                     | n/a                           | n/a                     | n/a                         |
| UND                                                |              | Outside Funding from Metro Transferred to New Community Park Development             | -                      | (208,251)        | (208,251)                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | (208,251)                     | n/a                           | n/a                     | n/a                         |
| UND                                                |              | Authorized Use of Savings for New Neighborhood Parks Land Acquisition Category       | -                      | (715,099)        | (715,099)                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | (715,099)                     | n/a                           | n/a                     | n/a                         |
| <b>Total Community Center Land Acquisition</b>     |              |                                                                                      | <b>5,000,000</b>       | <b>(993,376)</b> | <b>4,006,624</b>                      | <b>4,006,624</b>     | <b>-</b>              | <b>4,006,624</b>       | <b>-</b>                   |                                     | <b>4,006,624</b>        | <b>-</b>                      | <b>0.0%</b>                   | <b>100.0%</b>           | <b>100.0%</b>               |
| <b>Bond Administration Costs</b>                   |              |                                                                                      |                        |                  |                                       |                      |                       |                        |                            |                                     |                         |                               |                               |                         |                             |
| ADM                                                |              | Debt Issuance Costs                                                                  | 1,393,000              | (539,654)        | 853,346                               | 68,142               | -                     | 68,142                 | -                          | Complete                            | 68,142                  | 785,204                       | 92.0%                         | 8.0%                    | 100.0%                      |
| ADM                                                |              | Bond Accountant Personnel Costs                                                      | -                      | 241,090          | 241,090                               | 288,678              | -                     | 288,678                | -                          | Complete                            | 288,678                 | (47,588)                      | -19.7%                        | 119.7%                  | 100.0%                      |
| ADM                                                |              | Deputy Director of Planning Personnel Costs                                          | -                      | 57,454           | 57,454                                | 57,454               | -                     | 57,454                 | -                          | Complete                            | 57,454                  | -                             | -100.0%                       | n/a                     | 100.0%                      |
| ADM                                                |              | Communications Support                                                               | -                      | 50,000           | 50,000                                | 12,675               | -                     | 12,675                 | 37,325                     | Budget                              | 50,000                  | -                             | 0.0%                          | 25.4%                   | 25.4%                       |
| ADM                                                |              | Technology Needs                                                                     | 18,330                 | -                | 18,330                                | 23,952               | -                     | 23,952                 | -                          | Complete                            | 23,952                  | (5,622)                       | -30.7%                        | 130.7%                  | 100.0%                      |
| ADM                                                |              | Office Furniture                                                                     | 7,150                  | -                | 7,150                                 | 5,378                | -                     | 5,378                  | -                          | Complete                            | 5,378                   | 1,772                         | 24.8%                         | 75.2%                   | 100.0%                      |
| ADM                                                |              | Admin/Consultant Costs                                                               | 31,520                 | -                | 31,520                                | 48,093               | -                     | 48,093                 | -                          | Complete                            | 48,093                  | (16,573)                      | -52.6%                        | 152.6%                  | 100.0%                      |
| ADM                                                |              | Additional Bond Proceeds                                                             | -                      | 1,507,717        | 1,507,717                             | -                    | -                     | -                      | -                          | Budget                              | -                       | 1,507,717                     | 0.0%                          | 0.0%                    | 0.0%                        |
| <b>Sub-total Bond Administration Costs</b>         |              |                                                                                      | <b>1,450,000</b>       | <b>1,316,607</b> | <b>2,766,607</b>                      | <b>504,372</b>       | <b>-</b>              | <b>504,372</b>         | <b>37,325</b>              |                                     | <b>541,697</b>          | <b>2,224,910</b>              | <b>80.4%</b>                  | <b>18.2%</b>            | <b>93.1%</b>                |
| UND                                                |              | Authorized Use of Savings for Deferred Park Maintenance Replacements Category        | -                      | (170,485)        | (170,485)                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | (170,485)                     | n/a                           | n/a                     | n/a                         |
| UND                                                |              | Authorized Use of Savings for New Neighborhood Parks Development Category            | -                      | (173,175)        | (173,175)                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | (173,175)                     | n/a                           | n/a                     | n/a                         |
| UND                                                |              | Authorized use of savings for SW Quad Community Park & Athletic Fields               | -                      | (781,105)        | (781,105)                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | (781,105)                     | n/a                           | n/a                     | n/a                         |
| UND                                                |              | Authorized Use of Savings for ADA/Access Improvements Category                       | -                      | (189,890)        | (189,890)                             | -                    | -                     | -                      | -                          | N/A                                 | -                       | (189,890)                     | n/a                           | n/a                     | n/a                         |
| <b>Total Bond Administration Costs</b>             |              |                                                                                      | <b>1,450,000</b>       | <b>1,952</b>     | <b>1,451,952</b>                      | <b>504,372</b>       | <b>-</b>              | <b>504,372</b>         | <b>37,325</b>              |                                     | <b>541,697</b>          | <b>910,255</b>                | <b>62.7%</b>                  | <b>34.7%</b>            | <b>93.1%</b>                |
| <b>Grand Total</b>                                 |              |                                                                                      | <b>100,000,000</b>     | <b>4,207,183</b> | <b>104,207,183</b>                    | <b>89,709,414</b>    | <b>1,839,434</b>      | <b>91,548,848</b>      | <b>12,974,666</b>          |                                     | <b>104,523,514</b>      | <b>(316,331)</b>              | <b>-0.3%</b>                  | <b>87.9%</b>            | <b>87.6%</b>                |
| <b>330,319</b>                                     |              |                                                                                      |                        |                  |                                       |                      |                       |                        |                            |                                     |                         |                               |                               |                         |                             |

**THPRD Bond Capital Program**  
**Funds Reprogramming Analysis - Based on Category Transfer Eligibility**  
**As of 9/30/18**

|                       |                             | 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        | 125,866          |              |
|                       | Acquisition                 | -                |              |
|                       |                             | <hr/>            |              |
|                       |                             | 125,866          |              |
|                       |                             | <hr/>            |              |
| All Other             |                             |                  |              |
|                       | New Neighborhood Park Dev   | -                |              |
|                       | Neighborhood Park Renov     | (836,867)        |              |
|                       | New Community Park Dev      | -                |              |
|                       | Community Park Renov        | 266,250          |              |
|                       | New Linear Parks and Trails | 67,913           |              |
|                       | Athletic Field Development  | (1,076,389)      |              |
|                       | Deferred Park Maint Replace | -                |              |
|                       | Facility Rehabilitation     | 226,641          |              |
|                       | ADA                         | -                |              |
|                       | Facility Expansion          | -                |              |
|                       | Bond Admin Costs            | 910,255          |              |
|                       |                             | <hr/>            |              |
|                       |                             | (442,197)        |              |
|                       |                             | <hr/>            |              |
|                       | <b>Grand Total</b>          | <b>(316,331)</b> |              |
|                       |                             | <hr/> <hr/>      |              |



**MEMORANDUM**

Date: October 29, 2018  
 To: Board of Directors  
 From: Keith Hobson, Director of Business and Facilities  
 Re: **System Development Charge Report for September, 2018**

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 September 2018.

| Current Rate per Unit     |             | With 1.6% Discount | Current Rate per Unit  |             | With 1.6% Discount |
|---------------------------|-------------|--------------------|------------------------|-------------|--------------------|
| <b>Single Family</b>      |             |                    | <b>Multi-Family</b>    |             |                    |
| North Bethany             | \$12,268.00 | \$12,071.71        | North Bethany          | \$9,791.00  | \$9,634.34         |
| Bonny Slope West          | \$12,789.00 | \$12,584.38        | Bonny Slope West       | \$10,206.00 | \$10,042.70        |
| South Cooper              |             |                    | South Cooper           |             |                    |
| Mountain                  | \$12,624.00 | \$12,422.02        | Mountain               | \$10,072.00 | \$9,910.85         |
| Other                     | \$10,800.00 | \$10,627.20        | Other                  | \$8,619.00  | \$8,481.10         |
| <b>Accessory Dwelling</b> |             |                    | <b>Non-residential</b> |             |                    |
| Other                     | \$6,152.00  | \$6,053.57         | Other                  | \$360.00    | \$354.24           |

| <b>City of Beaverton Collection of SDCs</b> | <b>Gross Receipts</b>  | <b>Collection Fee</b> | <b>Net Revenue</b>     |
|---------------------------------------------|------------------------|-----------------------|------------------------|
| 3,041 Single Family Units                   | \$10,194,724.66        | \$242,518.95          | \$9,952,205.71         |
| 15 Single Family Units at \$489.09          | \$7,557.80             | \$221.45              | \$7,336.35             |
| 2,502 Multi-family Units                    | \$8,581,838.76         | \$162,144.36          | \$8,419,694.40         |
| 0 Less Multi-family Credits                 | (\$52,424.23)          | (\$229.36)            | (\$52,194.87)          |
| 283 Non-residential                         | \$971,912.14           | \$22,688.02           | \$949,224.12           |
| <b>5,841</b>                                | <b>\$19,703,609.13</b> | <b>\$427,343.42</b>   | <b>\$19,276,265.71</b> |

| <b>Washington County Collection of SDCs</b> | <b>Gross Receipts</b>  | <b>Collection Fee</b> | <b>Net Revenue</b>     |
|---------------------------------------------|------------------------|-----------------------|------------------------|
| 9,637 Single Family Units                   | \$44,277,655.25        | \$813,552.07          | \$43,464,103.18        |
| -300 Less Credits                           | (\$642,834.00)         | (\$19,285.02)         | (\$623,548.98)         |
| 3,273 Multi-family Units                    | \$11,617,506.99        | \$220,647.92          | \$11,396,859.07        |
| -24 Less Credits                            | (\$48,786.85)          | (\$1,463.61)          | (\$47,323.24)          |
| 5 Accessory Dwelling Units                  | \$30,454.13            | \$260.66              | \$30,193.47            |
| 162 Non-residential                         | \$1,699,992.34         | \$32,447.19           | \$1,667,545.15         |
| <b>12,753</b>                               | <b>\$56,933,987.86</b> | <b>\$1,046,159.21</b> | <b>\$55,887,828.65</b> |

| <b>Recap by Agency</b>   | <b>Percent</b> | <b>Gross Receipts</b>  | <b>Collection Fee</b> | <b>Net Revenue</b>     |
|--------------------------|----------------|------------------------|-----------------------|------------------------|
| 5,841 City of Beaverton  | 25.65%         | \$19,703,609.13        | \$427,343.42          | \$19,276,265.71        |
| 12,753 Washington County | 74.35%         | \$56,933,987.86        | \$1,046,159.21        | \$55,887,828.65        |
| <b>18,594</b>            | <b>100.00%</b> | <b>\$76,637,596.99</b> | <b>\$1,473,502.63</b> | <b>\$75,164,094.36</b> |

System Development Charge Report, September 2018

|                   | <b>Recap by Dwelling</b> |                     |                 |                     |                      |
|-------------------|--------------------------|---------------------|-----------------|---------------------|----------------------|
|                   | <b>Single Family</b>     | <b>Multi-Family</b> | <b>ADU</b>      | <b>Non-Resident</b> | <b>Total</b>         |
| City of Beaverton | 3,056                    | 2,502               | 0               | 283                 | 5,841                |
| Washington County | <u>9,337</u>             | <u>3,249</u>        | <u>5</u>        | <u>162</u>          | <u>12,753</u>        |
|                   | <b><u>12,393</u></b>     | <b><u>5,751</u></b> | <b><u>5</u></b> | <b><u>445</u></b>   | <b><u>18,594</u></b> |

**Total Receipts to Date**

|                 |                               |
|-----------------|-------------------------------|
| Gross Receipts  | \$76,637,596.99               |
| Collection Fees | <u>(\$1,473,502.63)</u>       |
|                 | \$75,164,094.36               |
| Interest        | <u>\$2,639,114.93</u>         |
|                 | <b><u>\$77,803,209.29</u></b> |

**Total Payments to Date**

|                                          |                                 |
|------------------------------------------|---------------------------------|
| Refunds                                  | (\$2,066,073.93)                |
| Administrative Costs                     | (\$18.67)                       |
| Project Costs -- Development             | (\$29,572,560.83)               |
| <u>Project Costs -- Land Acquisition</u> | <u>(\$28,030,637.33)</u>        |
|                                          | <b><u>(\$59,669,290.76)</u></b> |
|                                          | <b><u>\$18,133,918.53</u></b>   |

**Recap by Month, FY 2018/19**

|                   | <b>Net Receipts</b>           | <b>Expenditures</b>             | <b>Interest</b>              | <b>SDC Fund Total</b>         |
|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| through June 2018 | \$72,813,708.42               | (\$58,590,370.44)               | \$2,538,170.38               | \$16,761,508.36               |
| July              | \$342,857.66                  | (\$872,928.08)                  | \$32,080.61                  | (\$497,989.81)                |
| August            | \$1,183,834.73                | (\$126,118.56)                  | \$34,128.16                  | \$1,091,844.33                |
| September         | \$823,693.55                  | (\$79,873.68)                   | \$34,735.78                  | \$778,555.65                  |
| 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                        |
|                   | <b><u>\$75,164,094.36</u></b> | <b><u>(\$59,669,290.76)</u></b> | <b><u>\$2,639,114.93</u></b> | <b><u>\$18,133,918.53</u></b> |

**Recap by Month, by Unit**

|                   | <b>Single Family</b> | <b>Multi-Family</b> | <b>Non-Residential</b> | <b>ADU</b>      | <b>Total Units</b>   |
|-------------------|----------------------|---------------------|------------------------|-----------------|----------------------|
| through June 2018 | 12,202               | 5,747               | 442                    | 4               | 18,395               |
| July              | 28                   | 4                   | 0                      | 0               | 32                   |
| August            | 94                   | 0                   | 3                      | 1               | 98                   |
| September         | 69                   | 0                   | 0                      | 0               | 69                   |
| October           | 0                    | 0                   | 0                      | 0               | 0                    |
| November          | 0                    | 0                   | 0                      | 0               | 0                    |
| December          | 0                    | 0                   | 0                      | 0               | 0                    |
| January           | 0                    | 0                   | 0                      | 0               | 0                    |
| February          | 0                    | 0                   | 0                      | 0               | 0                    |
| March             | 0                    | 0                   | 0                      | 0               | 0                    |
| April             | 0                    | 0                   | 0                      | 0               | 0                    |
| May               | 0                    | 0                   | 0                      | 0               | 0                    |
| June              | <u>0</u>             | <u>0</u>            | <u>0</u>               | <u>0</u>        | <u>0</u>             |
|                   | <b><u>12,393</u></b> | <b><u>5,751</u></b> | <b><u>445</u></b>      | <b><u>5</u></b> | <b><u>18,594</u></b> |

Projected SDC beginning cash balance per FY19 budget was \$15,809,110. Actual beginning balance was \$17,228,453  
 Budgeted receipts for FY19 are \$14,115,066



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## Halloween Events In Beaverton

From pool parties to library story times and a downtown trick-or-treat bonanza, Beaverton has a lot going on this Halloween.

By [Travis Loose](#) | Oct 17, 2018 5:32 pm ET



BEAVERTON, OR — A variety of spooktacular events will be held in Beaverton over the next two weeks to celebrate Halloween and Dia de los Muertos. Check out the list below for more information:

### Trunk Or Treat - Oct. 26



Tualatin Hills Parks and Recreation District will host its inaugural Trunk or Treat event at the Aloha Swim Center from 5 to 8 p.m. Friday, Oct. 26. Registering for the event guarantees your family one parking space at the swim center's parking lot where kids will trick or treat safely for candy and toys.

Activities will include face painting, a costume contest, and a whole lot more. Each family is encouraged to decorate their parking space for prizes at the end of the night.

Additionally, the pool will be open for swimming and other pool games.

For more information about this event, call the Aloha Swim Center at 503-629-6311, or email [mtorres@thprd.org](mailto:mtorres@thprd.org). [Click here to register now.](#)

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Monster Bash & Splash - Oct. 26 The Conestoga Recreation and Aquatic Center is hosting its annual Monster Bash from 6:30 to 8:30 p.m. Oct. 26. Geared for kids aged 8 to 13, the event will include a trick-or-treat village, a carnival, games, swimming, music, and more, such as a movie in the pool for all ages.

To register for the event, or for more information, call 503-629-6313, or [visit the event website here.](#)

Beaverton Patch Online, October 22, 2018

## **17th Annual Newt Day At THPRD Nov. 3**

**This educational family-friendly event invites both kids and adults to explore Beaverton's 222-acre Tualatin Hills Nature Park.**

By [Travis Loose](#) | Oct 22, 2018 4:30 pm ET



BEAVERTON, OR — Tualatin Hills Park & Recreation District will host its 17th annual Newt Day in less than two weeks, giving both kids and adults an opportunity to learn about their native rough-skinned newt and all the other little critters that live at the Tualatin Hills Nature Center and park.

The Oct. 22 event will be held from 12 to 4 p.m. Saturday, Nov. 3, at 15655 S.W. Millikan Way in Beaverton. Attendees will get to enjoy an assortment of indoor exhibits and an entirely self-guided walk through the 222-acre Tualatin Hills Nature Park. Tickets are \$3 apiece, though admission is free for kids 2 and younger.

“We love celebrating Newt Day!” said Karen Munday, environmental education program coordinator for THPRD. “It is a great way to welcome the rain back, see some amazing live animals, and learn about the healthy habitats they all need to survive!”

From streams and ponds to terrestrial forests, a wide variety of habitats are needed for the creatures that live in nature surrounding the metro area. This event is designed to inspire kids and families to go outside and explore those habitats to get a better understanding of what those creatures need to survive, and how we as humans can help maintain those habitats for future generations.

For more information on this event or others hosted by THPRD, call the Tualatin Hills Nature Center at 503-629-6350.

# Schools

Beaverton • Tigard

A4 • Thursday, November 1, 2018

## A BRAND NEWT DAY

■ Parks district celebrates fall with annual Newt Day event

The Times

Explore the habitats of the rough-skinned newt at Tualatin Hills Park & Recreation District's 17th annual Newt Day, noon to 4 p.m. Saturday, Nov. 3, at the Tualatin Hills Nature Center, 15655 S.W. Millikan Way, Beaverton.

Guests can learn what newts and their fellow forest inhabitants need to survive. Start indoors with exhibits that examine the streams, ponds and terrestrial forests needed by a variety of amphibians, reptiles, aquatic invertebrates and mammals to survive. Then venture out into the park for a self-guided adventure to search the habitats of these plants and animals.

Designed to inspire outdoor



▲ Visitors to the Tualatin Hills Nature Center will get to learn about this Northwest fan favorite critter.

► Authorities urge people to be on the lookout for this creature, who is four-footed and considered to be super-cute.

COURTESY PHOTOS: THPRD

exploration during a season when it's tempting to stay inside, this family-friendly event encourages visitors to



explore our parks no matter the weather.

"We love celebrating Newt Day!" said Karen Munday, Environmental Education Program coordinator. "It is a great way to welcome the rain back, see some amazing live animals, and learn about the healthy habitats they all need to survive."

Admission is \$3 per person. Children 2 and younger admitted free.

The Tualatin Hills Nature Park is a 222-acre wildlife preserve in the heart of Beaverton that features evergreen and deciduous forests, creeks, wetlands, ponds and meadows. The park is home to a variety of birds, mammals and smaller creatures. Its trails network includes 1.5 miles of paved pathways plus 3.5 miles of well-maintained, soft-surface trails.

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



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